



Central Dakota MPO Policy Board Meeting
Thursday, December 19, 2024, at 4:30 PM
3rd Floor Executive Conference Room, City Hall (10 3rd Ave SW)
Any person needing special accommodation for the meeting is requested to notify the
City Clerk's office at 857-4752.

1. ROLL CALL

2. APPROVAL OF MINUTES

2.1. REVIEW AND APPROVAL OF MINUTES

Recommended Motion: I move to approve the minutes of the November 21, 2024 meeting as presented

3. OLD BUSINESS

3.1. METROPOLITAN TRANSPORTATION PLAN UPDATE - CONSULTANT PRESENTATION

This item is informational only; no action required.

3.2. MONTHLY ACTIVITIES

This item is informational only; no action required.

3.3. BYLAWS AMENDMENT - FIRST VOTE

Recommended Motion: I move to approve the first of two votes required to amend the bylaws as presented.

4. NEW BUSINESS

4.1. GRANT APPLICATIONS

Recommended Motion: I move to approve the grant applications as presented.

4.2. FINANCE DOCUMENTS

Recommended Motion: I move to approve the monthly financial report as presented.

5. OTHER BUSINESS

5.1. OPPORTUNITY FOR PUBLIC COMMENT

6. ADJOURNMENT



CENTRAL DAKOTA
METROPOLITAN PLANNING ORGANIZATION
MEETING MINUTES
NOVEMBER 21, 2024 AT 4:30 PM
3RD FLOOR EXECUTIVE CONFERENCE ROOM
MINOT CITY HALL (10 3RD AVE SW)

John Fjeldahl called the meeting to order at 4:30 p.m.

1. Roll Call

The following were present:

Burlington City- Jerick Hedges
Minot City- Harold Stewart, Mark Jantzer
Surrey City- Michael Thiesen
Ward County- John Fjeldahl, Bucky Anderson

Others Present: John Van Dyke, Dana Larsen, Wayne Zacher, Brittany Shefstad, and Nicole Robinson

Absent: Lisa Olson

2. Approval of Minutes

2.1 Review and Approval of Minutes

Harold Stewart moved to approve the minutes of the November 21, 2024 Policy Board meeting as presented. The motion was seconded by Mark Jantzer and carried the following vote: ayes: Fjeldahl, Anderson, Hedges, Stewart, Jantzer, and Thiesen; nays: none; motion passed

3. Old Business

3.1 Monthly Activities

John Van Dyke provided a summary of monthly activities beginning with an overview of the work related to the Metropolitan Transportation Plan (MTP). Several meetings with the consultant and subgroups were held over the last month. The focus groups that were originally scheduled for November have been pushed to be conducted in the first week of December. The consultant will provide a broader overview at the December meeting, largely focusing on the public engagement activities conducted as part of the project thus far.

The 2025 Unified Planning Work Program is being finalized with regard to various additional submittals that are required as part of contract creation. Executive Director Van Dyke is working on these documents and submitting them as they are completed to ensure the contract is in place prior to January 1, 2025. This item will be discussed in further detail later in the meeting (item 3.3.).





Executive Director Van Dyke has already begun obtaining estimates for projects that could be conducted in 2026/2027. That process will begin at the beginning of the year. Van Dyke provided a brief summary of some different plans/studies/data acquisitions that may be explored moving forward.

Executive Director Van Dyke provided a summary of other administrative activities including meetings with NDDOT, other ND MPOs, and consultants throughout the prior month. The City of Minot-CDMPO was briefly discussed, but reserved for broader discussion as a standalone item on the evenings agenda (item 3.2).

3.2 CDMPO-City of Minot MOU

Executive Director Van Dyke provided a summary of the CDMPO-City of Minot Memorandum of Understanding (MOU), outlining the responsibilities and expectations of each party. Executive Director Van Dyke further elaborated on the reliance on City of Minot as the direct subrecipient, the terms of the contract, the temporary nature of the existing arrangement, and the potential to move toward being more independent in an unspecified point in time in the future.

Discussion surrounded the existing arrangement as previously discussed and agreed upon when the MPO was being created/organized, that it was an optimal and necessary arrangement at this time, but ultimately intended to be temporary. Executive Director Van Dyke will continue to explore available resources and options related to accomplishing responsibilities currently being provided by City of Minot so that CDMPO is better prepared to make a transition to being the direct subrecipient if/when City of Minot or CDMPO or both choose to make that transition.

Harold Steward moved to approve the CDMPO-City of Minot MOU as presented. Seconded by Mark Jantzer. Ayes: Fjeldahl, Anderson, Hedges, Stewart, Jantzer, and Thiesen; nays: none; motion passed

3.3 2025 UPWP Contract Approval

Executive Director Van Dyke provided an overview of the 2025 UPWP contract, which will be near-identical to the 2024 UPWP contract approved and signed earlier in the year. Wayne Zacher, NDDOT clarified that the only changes between the 2024 and 2025 contracts will be the dates and funding amounts that will align with the 2025 calendar year and amounts outlined in the 2025 UPWP. Van Dyke noted that this approval will be providing Chair Fjeldahl the ability to sign once the contract is finalized at NDDOT and it will continue through the process to be signed by the other signatories of the document that includes several individuals from other organizations such as City of Minot and NDDOT.

Mark Jantzer moved to Chair Fjeldahl to sign the contract on behalf of the Central Dakota MPO. Seconded by Jerick Hedges. Ayes: Fjeldahl, Anderson, Hedges, Stewart, Jantzer, and Thiesen; nays: none; motion passed

4. New Business:

4.1 Finance Documents

Van Dyke presented the MPO Expenditure List and reviewed the expenses.





Harold Stewart motioned to approve the financial report as presented. Seconded by Bucky Anderson. Ayes: Fjeldahl, Anderson, Hedges, Stewart, Jantzer, and Thiesen; nays: none; motion passed

5. Other Business:

5.1 Bylaws Discussion – Policy Board Member Absences and Use of Alternates

Executive Director Van Dyke presented the bylaws language in Article IV. 1. related to member absences. Van Dyke proposed a few alternatives including allowing additional alternates to Ward County and City of Minot or providing the ability for those two organizations the ability to assign votes to other members present from the same jurisdiction. Discussion ensued and it was determined that the alternatives presented by Van Dyke were not equitable for all jurisdictions and that attendance was critical to satisfactory participation by each member jurisdiction and securing a quorum to conduct MPO business.

Following further discussion, it was determined that the bylaws should be modified to address habitual unexcused absences and a process put in place to remove members that frequently do not attend.

Harold Stewart moved to put in place a policy to address three missed meetings with an appeal process with a separate motion to be conducted for the delegation of votes. Seconded by Mark Jantzer. Ayes: Fjeldahl, Anderson, Hedges, Stewart, Jantzer, and Thiesen; nays: none; motion passed

Harold Stewart moved to make votes delegable by communication with the Executive Director in advance of the meeting but that the votes would need to stay within the respective member jurisdiction. Seconded by Bucky Anderson. Mike Thiesen voiced his concern with regard to an unfair advantage for Ward County and City of Minot, as attendance at the meeting would be more important to the Cities of Burlington and Surrey. Mark Jantzer suggested limiting the amount of transferrable votes to one, but was still noted as a concern. Jerrick Hedges noted that delegating votes would likely reduce participation/attendance at meetings and would be voting no.

Ayes: none; nays: Fjeldahl, Anderson, Hedges, Stewart, Jantzer, and Thiesen; motion failed

5.2 Opportunity for Public Comment

No members of the public were present.

6. Adjournment

There being no further business, Mark Jantzer moved to adjourn the meeting. The motion was seconded by Mike Thiesen and carried unanimously. The meeting adjourned at 5:53 pm.





Central Dakota Metropolitan Planning Organization
2050 Metropolitan Transportation Plan
Policy Board Meeting
December 19, 2024

Agenda

1. Project Overview
 - a. Information
2. Phase 1 Engagement Summary
 - a. Information and Discussion
3. What work is completed or underway?
 - a. Information
4. Where are we headed?
 - a. Information
5. Next steps
 - a. Information
6. What's important to you?
 - a. Discussion

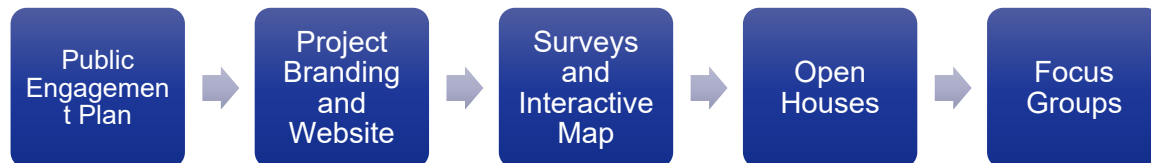
MEMORANDUM

Date: December 12, 2024
To: John Van Dyke, AICP, Executive Director, Central Dakota MPO and
Central Dakota MPO Policy Board Members
From: Angie Stenson, AICP, Project Manager, Bolton & Menk and Bolton & Menk
Project Team
Subject: Phase 1 Engagement Summary

CDMPO Metropolitan Transportation Plan Phase 1 Engagement Summary

The Central Dakota Metropolitan Planning Organization (CDMPO) is in the process of developing its Metropolitan Transportation Plan (MTP), a comprehensive guide for the region's transportation system over the next 20 years.

Figure 1 Phase 1 engagement timeline.

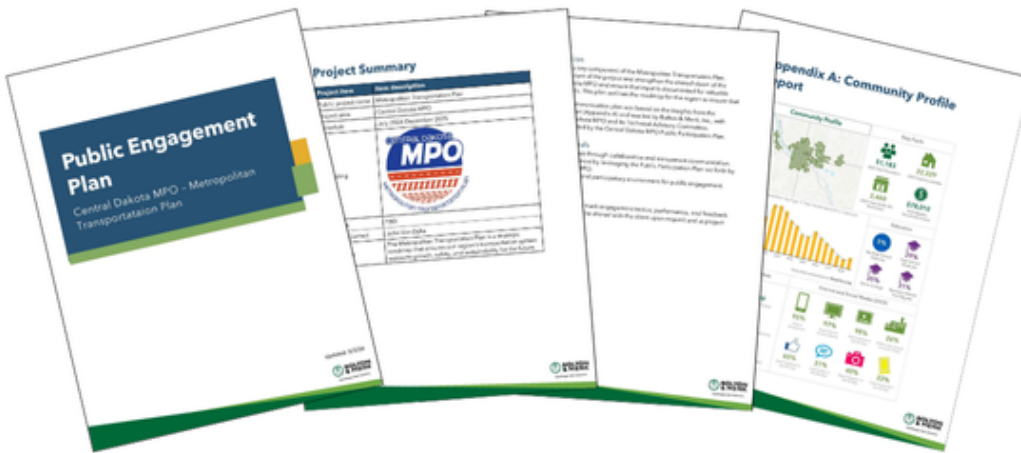


Phase 1 Engagement for the MTP focused on gathering input from a diverse range of stakeholders, community members, and local organizations to better understand the region's transportation needs, priorities, and challenges. Through a combination of surveys, public meetings, and targeted outreach efforts, this phase aimed to establish a strong foundation of public input to combine with the analyzed data. A key component of this phase was to establish relationships with media partners and organizational leaders to assist in the remainder of the project. This summary highlights the key engagement activities, feedback themes, and initial insights that will shape the next stages of the MTP development process.

Public Engagement Plan

The first phase of the engagement process began in August with the creation of the Public Engagement Plan which helped to outline the plan engagement and communication activities moving forward. This outlined themes, challenges, a schedule to outline engagement activities, as well as a contact list of primary project communication partners. The public engagement plan will be updated at the beginning of each phase as an assessment of utilized tools to ensure that strategies are reaching the goals of the project.

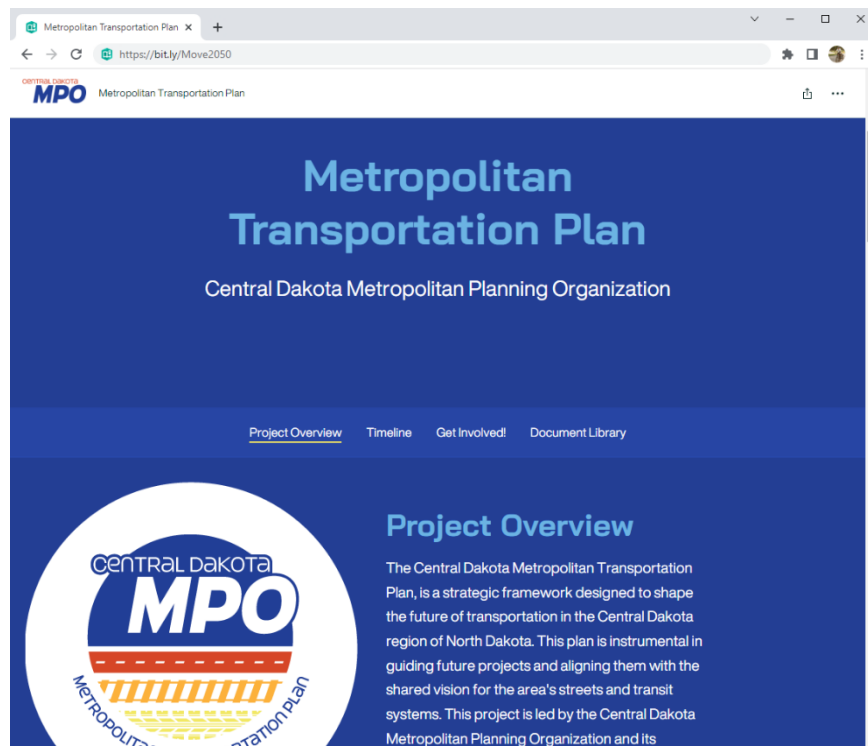
Figure 2 Public Engagement Plan Document



Project Website and Branding

A feature of the MTP is the creation of a reputable and recognizable brand for the community to recognize current and future work by the CDMPO. This process was a collaborative effort to create an aesthetically pleasing and welcoming brand package for the CDMPO and the MTP. Along with the branding, a project website was created to support the broad and accessible repository of project information, to be updated during the project.

Figure 3 Project Website



Surveys and Interactive Web Map

A survey and web map were created to facilitate public input. These tools were housed on the project website as well as used as devices for input at in-person activities. The survey was presented via the project website and through printed surveys. The survey was open and garnered feedback from late September until the end of November. The digital version of the survey had 116 responses over this time with a high number coming in near the beginning of November.

Survey Summary

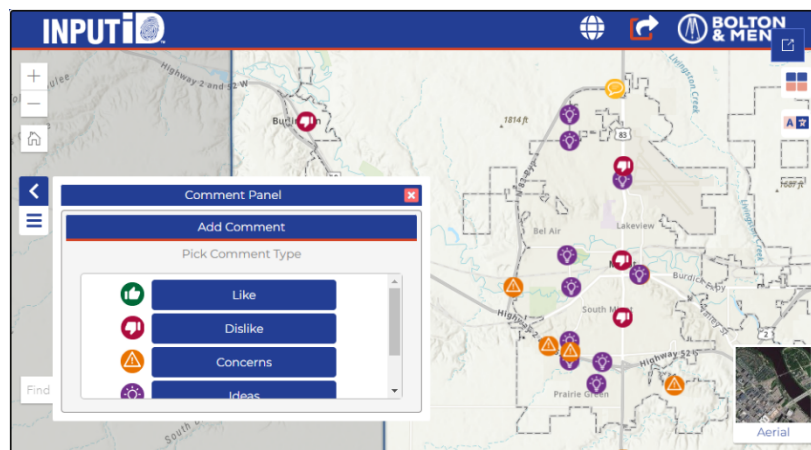
- **Demographics and Transportation Usage**
 - Most respondents live in Minot (75.89%), with smaller percentage of respondents living in Burlington, Surrey, or Ward County.
 - Personal vehicles are the primary transportation mode of respondents to get to work (85.86%).
- **Current Transportation System Conditions**
 - Perceived street conditions were rated "Good" (44.44%) or "Fair" (41.41%), showing an overall positive rating for the road conditions.
 - Efficiency and reliability received similar ratings, with most considering the system "Good" (45.36%) and "Fair (needs some maintenance)" (37.11%).
- **Safety Concerns**
 - Key safety concerns (respondents were allowed to select up to 3 concerns) include distracted driving (62.63%), unsafe intersections (44.44%), and street and roadway conditions (43.43%).
 - Limited pedestrian and bicycle infrastructure was the fourth highest-chosen safety concern (36.36%), emphasizing the need for safer, more connected non-motorized travel options.
- **Goals and Characteristics of the Transportation System**
 - Respondents prioritized safety (44.44%) and efficiency (43.43%) as key goals (respondents were allowed to select up to 3 goal areas).
 - Accessibility (37.37%) and bicycle and pedestrian connections (31.31%) were also highlighted as important focus areas.
- **Improvement Priorities**
 - Top improvements include better pavement conditions (48.48%) and updated traffic signal timings (58.59%) (respondents were allowed to select up to 3).
 - Respondents also provided specific comments regarding more sidewalks, shared-use paths, and bicyclist-friendly infrastructure.
- **Budget Priorities**
 - Street maintenance (55.56%), snow removal (41.41%) and streetscaping (31.31%) were identified as top project priorities (respondents were allowed to select up to 3).
- **Public Transit and Accessibility**
 - While transit use is low, there is interest in accessible and reliable options. Suggestions included expanding bus routes to outlying areas and increasing awareness of transit services to encourage usage.



Interactive Web Map

An interactive web map was used as a tool to gain insight on transportation system concerns, ideas, likes, and dislikes from the community. Feedback included a range of comments from positive thoughts, to areas of improvement, as well as potential community solutions or ideas that the public may be willing to share. Though this feedback is invaluable, it is important to remember that these comments can be limited to single thoughts and won't always represent the full community perspective. Enabling feedback opportunities are key, and it is also valuable in creating community trust and ability to feel heard.

Figure 4 Interactive Web Map



Input Summary:

The Interactive Web Map received 43 comments with 10 responses on the interactive map, primarily focused in the Minot area. From the 5 types of comment categories, the input came in with these numbers:

- Ideas – 15
 - *Pedestrian Connectivity* was mentioned 4 times and *Left Turn Lane Improvements, Shared-Use Paths/Bike Infrastructure* and *Traffic Lights* all being mentioned 3 times in comments related to Ideas on the map.
- Concerns – 15
 - *Intersection Safety* was mentioned 4 times through comments, with *Traffic Congestion, Lack of Pedestrian/Bike Infrastructure* and *Crash Prone Areas* all being mentioned 3 times throughout the Concerns on the map.
- Dislikes – 10
 - Lack of pedestrian elements were common themes throughout the Dislikes on the map.
- Like – 2
 - Both comments labeled as Likes were related to Roundabouts throughout town.
- Other - 1

The feedback from the "Ideas" labeled comments highlighted several recurring themes with predominantly favorable sentiments. Many respondents supported the addition of shared-use paths and bike infrastructure to improve connectivity and safety for pedestrians and cyclists. Suggestions for improving left-turn lanes and traffic flow at key intersections were frequent, as were ideas to enhance pedestrian connectivity across the community. Beautification efforts, such as improving streetscapes and making areas like Broadway more appealing, also received positive interest.

The feedback in the "Concerns" labeled comments emphasized safety and accessibility challenges. Many respondents expressed worries about intersection safety, particularly regarding left-turn difficulties and crash-prone areas that require better traffic controls. Concerns were also raised about traffic congestion at key intersections and the lack of pedestrian and bike infrastructure, particularly in high-traffic or heavily populated areas. Additionally, the proximity of shared-use paths to highways and visibility issues caused by poorly placed signage or obstructions were highlighted as problems.

The "Dislikes" feedback reflects dissatisfaction with specific design elements and traffic management strategies. Concerns about abrupt sidewalk endings and lack of bike lanes, particularly where they intersect with vehicle lanes, were also common. Additionally, aesthetic complaints about the design and appearance of streets and infrastructure highlighted the desire for more visually appealing and functional roadways.

Key Areas and Issues:

- *E Burdick and 3rd St SE*: Challenges with eastbound left-turn movements and suggestions for a pedestrian overpass.
- *Broadway near 21st Ave NW*: Safety concerns around the need for better pedestrian connectivity.
- *28th Ave SW and S Broadway*: Left-turn safety issues caused by drivers failing to yield.
- *24th Ave SW and 16th St SW*: Issues with conflicting intersections and the suggestion for a right-turn-only configuration.
- *16th St Hill*: Concerns about the feasibility of bike lanes due to the steep grade and recommendations for alternate paths.
- *Highway 2-52 areas*: Mention of insufficient pedestrian or bike infrastructure leading to safety concerns.

Open Houses

Open Houses were planned for the three primary CDMPO member cities of Minot, Surrey, and Burlington spanning the evening of Tuesday October 15th to the evening of Wednesday October 16th. The two-hour in-person open houses focused on information sharing as well as leveraging the tools housed on the project website. The attendance of the Minot Open house was 16, the Surrey Senior Center had 6 attendees, and the Burlington City Hall had 1 attendee, while 3 members from the consultant team and 1 member of the CDMPO Staff attended all. The open house also received positive press coverage from the Minot Daily News in a project write up.

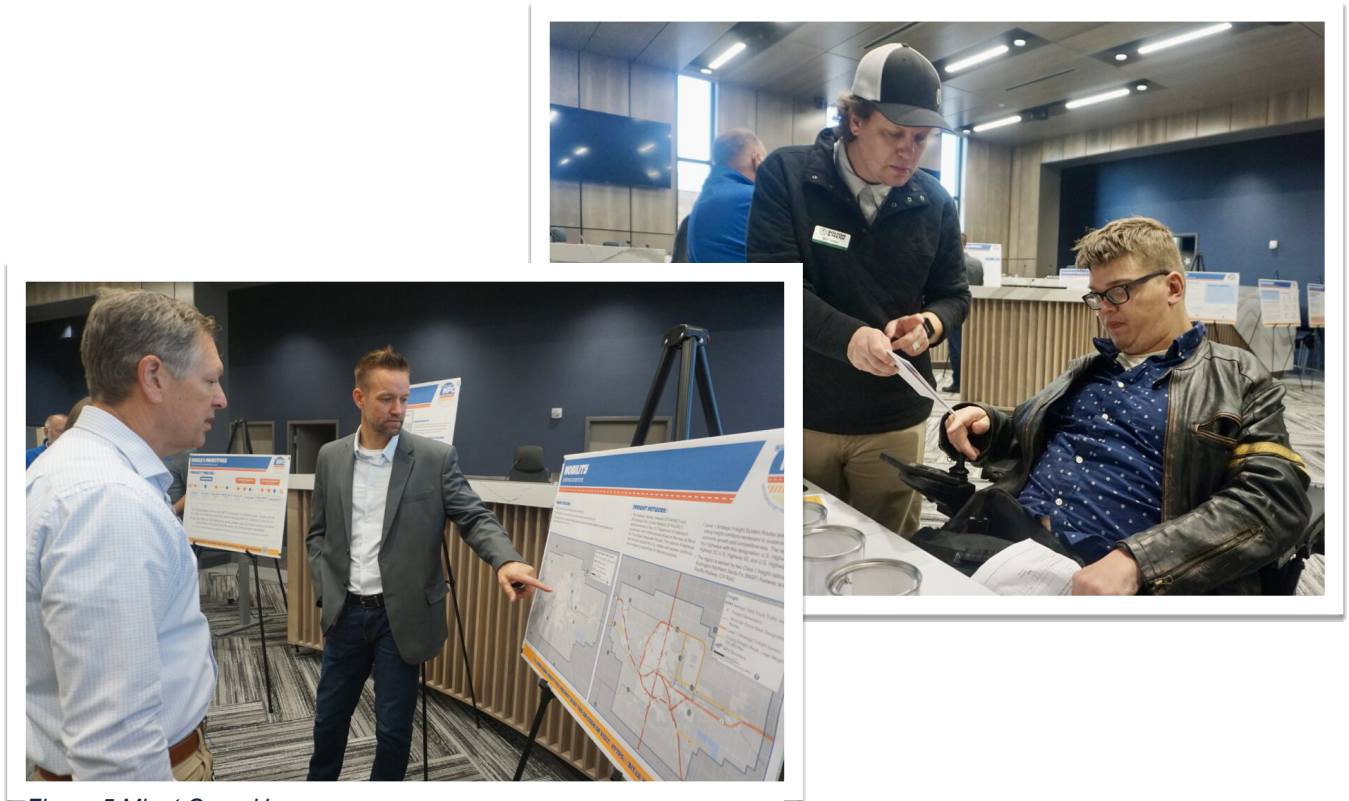


Figure 5 Minot Open House

In-person Survey

Along with the collected information, specific conversations were held with the Minot Chamber EDC, Surrey Public Works, and North Dakota Center for Persons with Disabilities. From the attendance, 8 additional surveys were received. The following items are themes from these surveys:

- Demographics: Most respondents live in Minot and rely on personal vehicles. Public transit use from respondents was very low.
- Conditions: Street conditions are rated "Fair," with maintenance and efficiency improvements mentioned as needed.

- Safety: Key concerns include distracted driving and limited pedestrian and bike infrastructure.
- Priorities: Top priorities are street repairs, better pavement, and updated traffic signals. Goals area priorities focus on safety, accessibility, and efficiency.

Project Goals Activity

As an activity at the open houses, input was collected to align and establish project goals via votes of dropping small cotton pom-poms into 8 jars labeled with potential goals. Participants were asked: “To get your input on developing the goals, please use your three pom-poms and place them in the jar(s) with the topic you think is the most important.” The options for these votes were environmental sustainability, congestion relief, social equity, infrastructure condition, economy, alternative modes of travel, innovation, and safety. From this activity, the following ranking came from the attendees: **1)Safety 2)Economy 3)Infrastructure Condition**

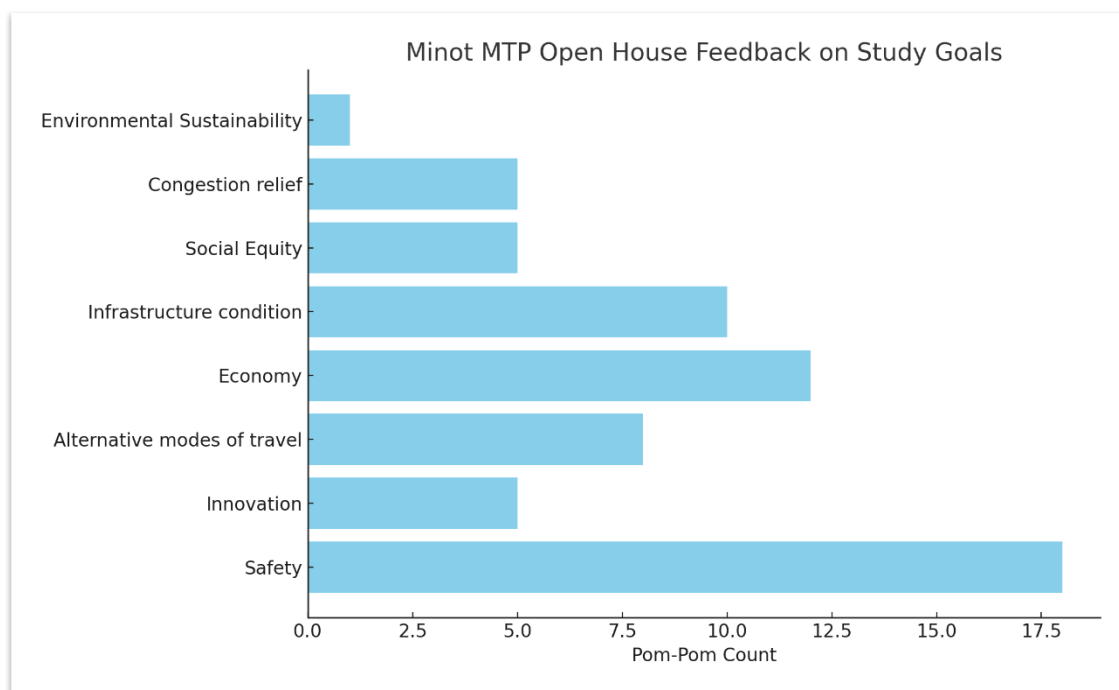


Figure 6 Interactive Voting Results

Focus Group Listening Sessions

An important component of the public input process for the initial phase of the MTP was getting a broad and comprehensive view of organizational perspectives on the transportation system within the Minot, Surrey, Burlington, and Ward County area. This started with compiling a list of six categories of groups to gain insight from. These included Businesses, Community Based Organizations, Freight/Rail, Emergency Management, Underserved Populations, and Major Employers. Once this list started to come together, it was clear that those in the Educational agencies also needed to be represented within these groups and so an additional focus group

category was created. On December 3rd and 4th, these seven focus group discussions were held at the Minot Chamber and EDC.

These discussions were focused on the education of what is an MPO, what is an MTP, discussions around the transportation network, and to gain similar feedback on the project goals. These focus groups welcomed 27 individuals from 22 organizations. Along with these focus groups, additional outreach was done to offer multiple opportunities for organizations to give feedback on the MTP.

Focus Group Listening Session Discussion Summary

1. Snow Removal and Maintenance:

- Frequent concerns were raised about inadequate snow removal, especially on sidewalks and secondary streets. This issue was seen as disproportionately affecting vulnerable populations, including pedestrians and transit-dependent individuals.

2. Transit Accessibility and Coverage:

- Many participants highlighted gaps in transit service, such as limited hours, lack of connections between key locations (e.g., train station, airport, rural communities), and accessibility challenges for shift workers or elderly populations.

3. Safety and Infrastructure:

- Several locations were repeatedly identified as problematic, including intersections like US 2 & 16th and Broadway. Concerns included poor signal timing, unsafe crossings for pedestrians, and infrastructure not designed to handle current traffic patterns.

4. Trail and Pedestrian Facilities:

- While the trail system was praised, there were consistent calls for better connections, safer crossings (especially over Broadway), and improved lighting.

5. Regional Connections:

- Participants often discussed the need for better regional transportation options, including connections between Minot, Surrey, and Bismarck. The loss of intercity bus services like Greyhound was highlighted as a significant gap.

6. Broadway as a Key Corridor:

- Broadway was repeatedly mentioned as a critical connector that could benefit from safety, walkability, and access improvements, including overpasses, turn lanes, and better pedestrian infrastructure.



Key Consistencies and Themes Through Multiple Meetings

- **Reoccurring Problem Areas:** Intersections such as 16th and US 2, and sections of Broadway, were consistently flagged as areas in need of improvement.
- **Snow Removal:** The need for better snow removal on sidewalks and secondary streets was a pervasive concern, cutting across diverse groups, from emergency management to underserved populations.
- **Lack of Transit Options:** A shared frustration was expressed over the lack of evening and weekend transit services, as well as the difficulty of connecting rural areas to city services.
- **Need for Unified Planning and Communication:** Several groups emphasized the importance of cohesive communication and planning, whether for snow removal, transit information, or collaboration between agencies.
- **Desire for Walkability:** Many stakeholders expressed a desire for greater investments in pedestrian infrastructure, including safer crossings, well-lit paths, and better-maintained sidewalks.

Goal Activity

The activity from the focus groups had very similar results in identification of goal area importance compared to the open house participants, with **Safety** receiving the highest amounts of votes. Where the focus groups differ from the public input on the website and the open houses was **Congestion Relief** getting the second amount in votes. The third ranked, similar to the open houses, was **Infrastructure Condition**. These goals connected closely to the feedback received from the conversations with the focus group participants.





MEMORANDUM

Date: December 12, 2024
To: John Van Dyke, AICP, Executive Director, Central Dakota MPO and
Central Dakota MPO Policy Board Members
From: Angie Stenson, AICP, Project Manager, Bolton & Menk and Bolton & Menk
Project Team
Subject: Existing Conditions Draft Document

The Existing Conditions document is the first major foundational step in development of the 2050 Metropolitan Transportation Plan (MTP). The Existing Conditions document offers a comprehensive review of all aspects of the multimodal transportation system within the Central Dakota MPO Planning Area. The document identifies existing transportation systems serving the area including roadway system attributes like pavement condition and functional classification, traffic safety, bicycle and pedestrian systems, bridges, transit system, freight and rail systems, and air transportation. The analysis also provides regional demographic and travel trends and a review of transportation plans and policies. Safety and crash data are closely examined within the metropolitan planning area using historical crash data from 2019 to 2023.

Data review, investigation, and analysis compiled in the Existing Conditions document creates the foundation of understanding the existing needs of the regional transportation system in order to build towards issues identification and future transportation system investigation and analysis. This document establishes the baseline conditions for multimodal transportation system, which will directly relate to recommendations for future transportation system improvements.

Technical Advisory Committee members were asked to consider a careful review of the document including the relevance of the information, readability of the document, and whether the document provides a complete picture of the multimodal transportation systems within the Central Dakota MPO Planning Area. The TAC received the draft Existing Conditions document at the November TAC meeting and provided comments. The attached draft document has been updated to incorporate TAC feedback. The document is provided as information and to illustrate a typical 2050 MTP deliverable. Additional technical details will be incorporated into the document as noted.



2050 METROPOLITAN TRANSPORTATION PLAN

ACKNOWLEDGEMENTS

CONSULTANT TEAM

Names

STEERING COMMITTEE

Names

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BACKGROUND OF THE MTP

The Central Dakota Metropolitan Planning Organization (MPO) was authorized by North Dakota Governor Doug Burgum on November 23, 2023, with the region eclipsing 50,000 in population, requiring an MPO to be established. The new agency allows for a collaborative approach to transportation planning between multiple jurisdictions in the region. This document, the Metropolitan Transportation Plan (MTP), is required from each MPO in accordance with 49 USC 5303(i) to accomplish the objectives outlined by the MPO, the state, and the public transportation providers with respect to the development of the metropolitan area's transportation network. The MTP identifies how the MPO will manage and operate a multi-modal transportation system for a twenty plus year planning horizon while remaining fiscally constrained.

Federal laws require metropolitan transportation plans to ensure that urbanized areas develop and maintain efficient, safe, and sustainable transportation systems. These plans are mandated by the Federal-Aid Highway Act of 1962 and subsequent legislation, which emphasize a continuing, cooperative, and comprehensive (3-C) planning process. The primary objective for this plan, and the Central Dakota MPO in general, is to foster regional cooperation among local governments, NDDOT, and public transit operators. Metropolitan Planning Organizations are responsible for creating these plans, which must address the mobility needs of people and freight, support economic growth, and consider environmental impacts.

EXISTING CONDITIONS

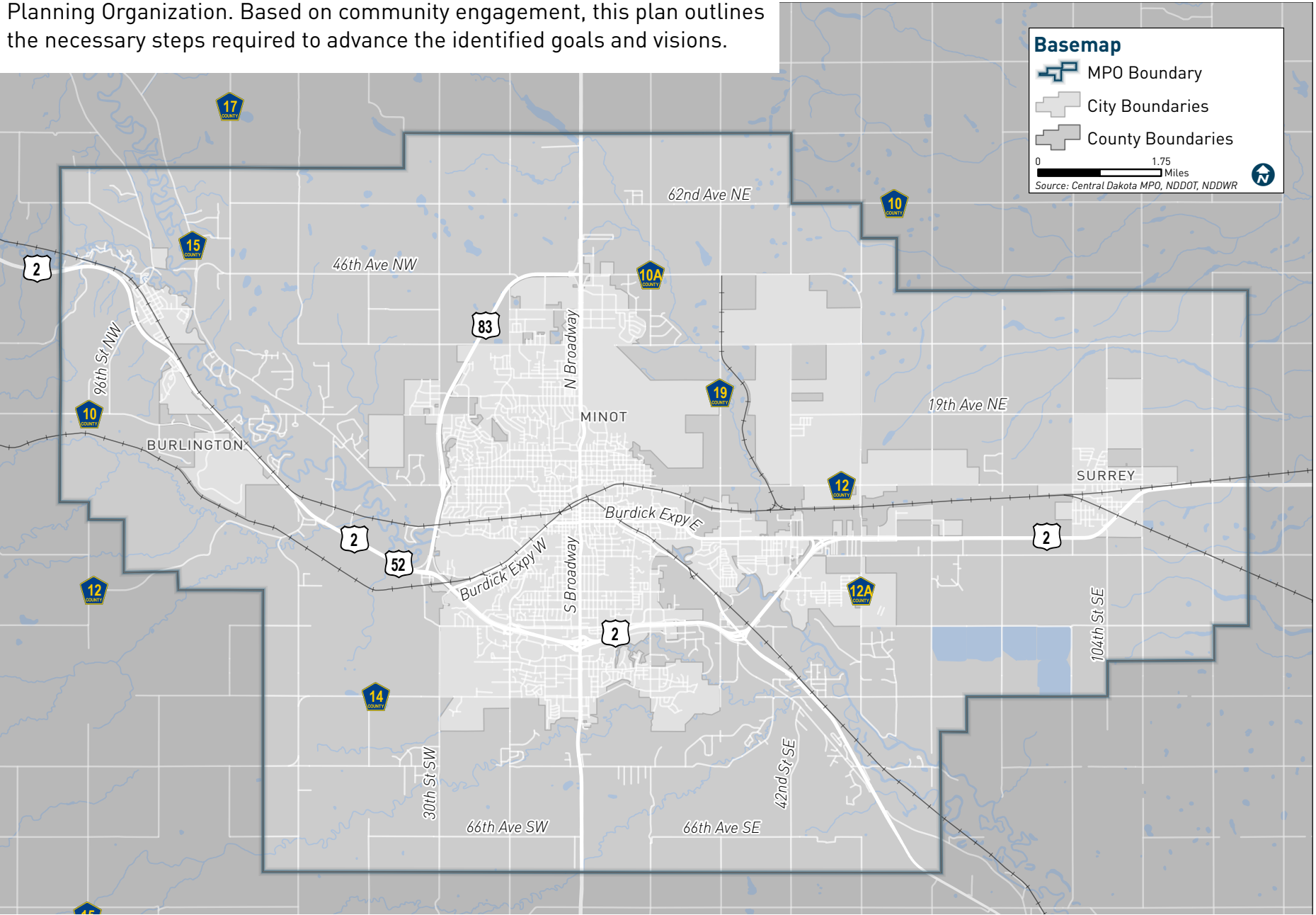
A Metropolitan Transportation Plan is a critical component of the organization's efforts. It typically covers a 20-year planning horizon and will outline Central Dakota's vision for its transportation system. The value of an MTP lies in its ability to guide decision-making and prioritize investments in transportation infrastructure. By identifying future transportation needs and setting goals, the MTP helps ensure that resources are allocated efficiently and effectively. It also provides a framework for coordinating transportation projects across different jurisdictions and modes of transport, thereby enhancing regional connectivity and mobility.

Metropolitan transportation plans encompass all modes of transportation, including vehicles, freight, transit, railways, air transport, bicycles, and pedestrians. Each mode has its unique advantages and disadvantages. The current status and future of these transportation networks will be examined within this document. The safety, mobility, and connectivity of each mode will be analyzed to develop objective measures for future investments.

Transportation improvements in a fiscally constrained plan are funded through a combination of federal, state, and local sources. Federal regulations require that Metropolitan Transportation Plans, Transportation Improvement Programs (TIPs), and Statewide Transportation Improvement Programs (STIPs) demonstrate fiscal constraint. This means that the plans must include sufficient financial information to confirm that the projects can be implemented using committed or available revenue sources. The goal is to ensure that the transportation system is adequately operated and maintained within the available budget. Fiscal constraint enhances the credibility and usefulness of planning products by providing a realistic assessment of what can be achieved with the available resources.

EXISTING CONDITIONS

This plan was successfully developed by the City of Minot, the City of Burlington, the City of Surrey, Ward County, the North Dakota Department of Transportation, residents and businesses of the region, and the Metropolitan Planning Organization. Based on community engagement, this plan outlines the necessary steps required to advance the identified goals and visions.



REGIONAL TRENDS

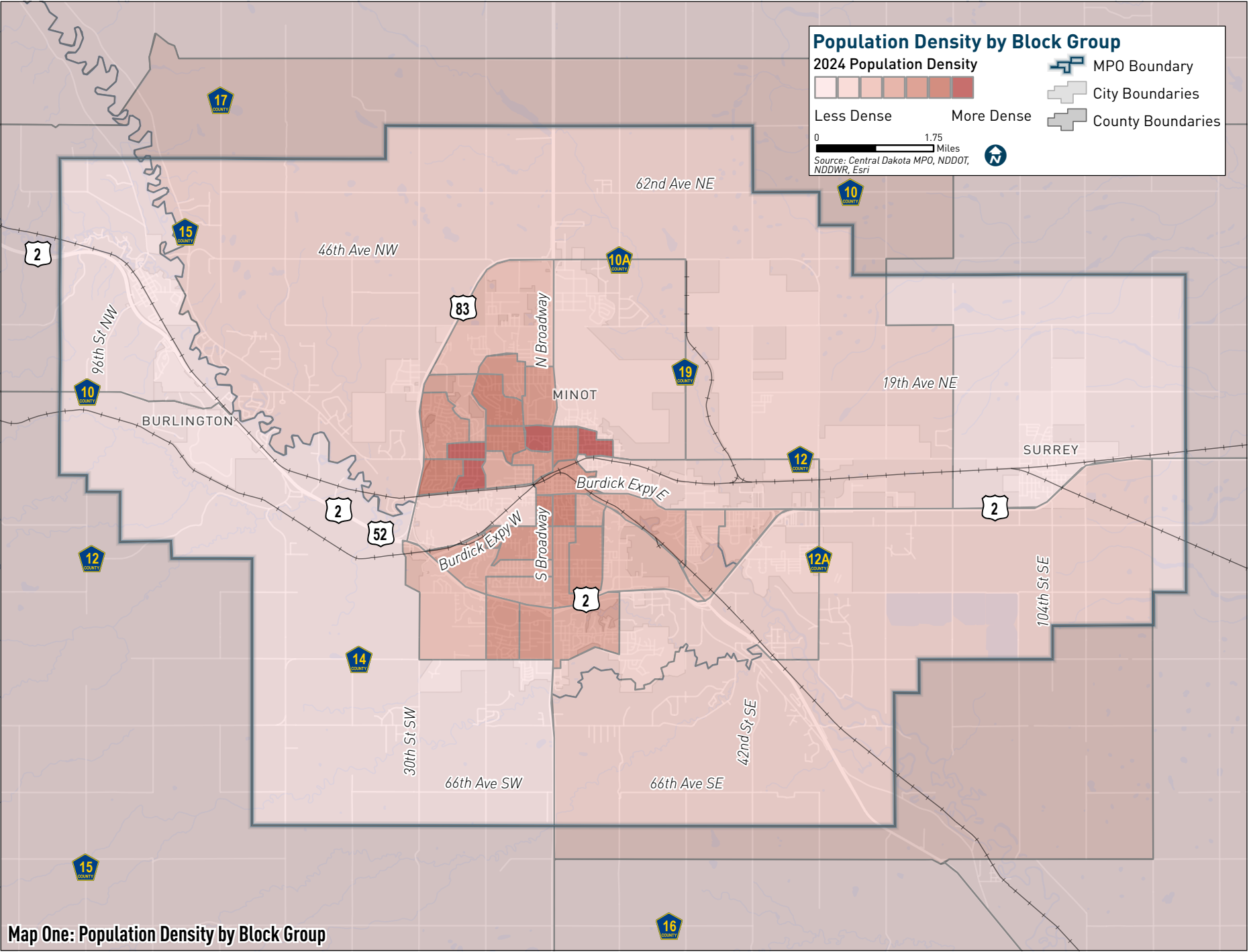
As the Central Dakota area continues to grow, the accompanying demographic changes could have an influence on how the regional transportation system operates in the future. Continued growth in population and employment could intensify the need to provide a variety of modal options that match the needs of all residents living and working in the region. This section provides an overview of historical trends in the regions.

POPULATION

The population for the Central Dakota MPO is estimated to be 57,774. Below is a breakdown of individual place Census populations within the MPO boundaries for 2000, 2010, and 2020. Ward County is included in the MPO but is not entirely encompassed by it. In Map One Population Density by Block Group is displayed.

Table One: Historical Population Counts

	2000 Census Population	2010 Census Population	2020 Census Population
City of Surrey	915	934	1,357
City of Burlington	1,096	1,060	1,291
City of Minot	36,580	40,888	48,377
Ward County	58,795	61,675	69,919



DEMOGRAPHICS

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INCOME AND EMPLOYMENT

Income

The median household income for the MPO area is approximately \$80,000. (The per capita income is approximately \$45,000.) The majority of households (22%) earn between \$100,000 and \$149,999 per year. A slightly smaller percentage (16%) earns between \$50,000 and \$74,999.

Table Two: 2022 Median Household Income

City of Surrey ¹¹	City of Burlington ¹²	City of Minot ¹³	Ward County ¹⁴	MPO Boundary ¹⁵
\$100,104	\$87,417	\$75,545	\$72,370	\$79,602

EMPLOYMENT

According to Esri and ACS Data, there are approximately 2,800 businesses in the MPO area with 37,400 employees in the workforce. Almost 60% of the workforce hold a typical White-Collar career, while 20% work a typical Blue-Collar career, and approximately 20% work in Services. The top three occupation types are Management (12% of the labor force), Office/Administration (10.9%), and Sales (10.3%). The MPO has a very low unemployment rate of just under 2%. Following the top three are Transportation/Moving, Education/Library, and Health Practices.

TRAVEL TRENDS

Over 28% of workers have an average travel time of 10 to 14 minutes per direction. 20% commute 5 to 9 minutes per direction and 18% commute 15 to 19 minutes per direction. While the majority of commuters have a relatively short travel time, 3% have a commute time of 60 to 89 minutes and 4% of the working population has a commute in excess of 90 minutes.

Based on the United States Census Bureau's Inflow/Outflow Analysis, that shows where employees commute to from a specified region, based on 2017-2021 data, almost 18,000 residents are employed and live within the MPO boundary. Almost 9,000 people are employed within the MPO boundary but live outside of it, and just over 8,000 people live within the boundary but travel outside of it for employment.

Graph One: Job Counts by Distance/Direction in 2021 for all Workers

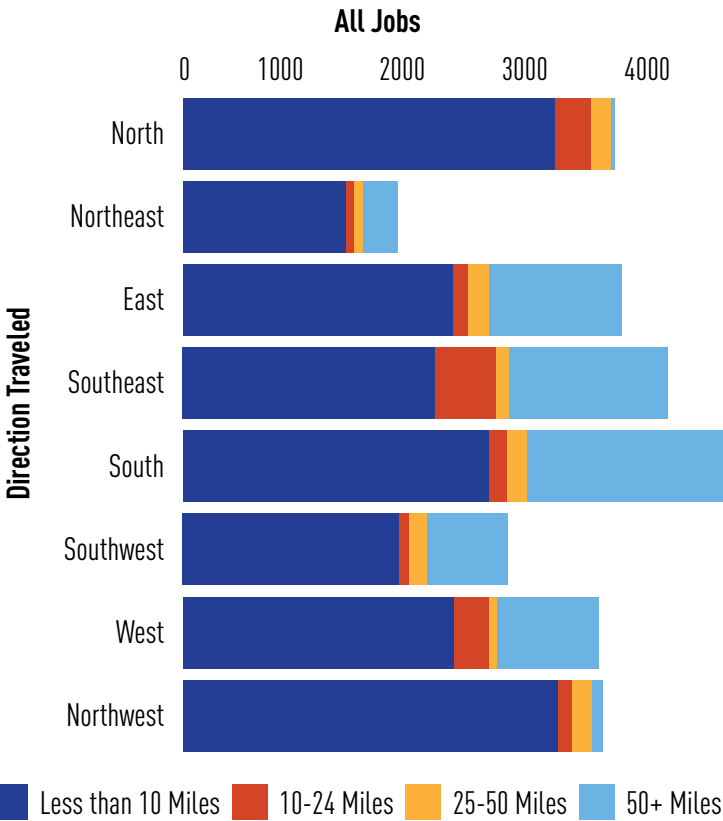


Table Three: Travel by Mode
*2017-2021 Transportation to Work, Age 16+

	City of Surrey	City of Burlington	City of Minot	Ward County	MPO Boundary
Drive Alone	89%	85%	81%	81%	82%
Carpool	7%	12%	11%	11%	11%
Walk to Work	0%	0%	2%	2%	1%
Bike to Work	0%	0%	0%	0%	0.5%
Took Public Transportation	0%	0%	0.2%	0%	0.5%

HOUSING

Of approximately 25,000 households, 60% of households own their home while 40% rent. The median home value within the MPO boundary is \$250,000 which is lower than the North Dakota average of \$270,000. For those who do not own their place of residence, 20% of all rentable units are priced at an average rent of \$1000 to \$1249 per month.

Table Four: Household Statistics¹⁶

	City of Surrey	City of Burlington	City of Minot	Ward County	MPO Boundary
2023 Median Home Value	\$269,444	\$206,490	\$238,817	\$243,613	\$254,522
2021 Renter Households	50	94	8,802	11,267	9,333
2017-2021 Median Rent	\$870	\$835	\$803	\$854	\$834

Most of the housing in the area was built between 2010 and 2019 (25%) which accompanied a large spike in the population. This spike can be attributed to the North Dakota oil boom in the nearby Bakken region beginning in 2006. In addition, in the summer of 2011 the Souris River crested at approximately 1,500 feet above sea level, which is the highest recorded in Minot’s history¹. Approximately, 26,900 cubic feet per second flowed through the River during the peak phase of the flood². Unfortunately, the most impacted area of the Souris River Valley was downtown, the most developed land and the majority of Minot’s affordable housing stock. Overall, approximately 4,100 structures were impacted in Minot alone. Outside of the 2010 to 2019 period, about 15% of homes were built between 1970 and 1979 (15%). 40% of owner-occupied housing is a two-person household while 50% of renter-occupied housing is a one-person household.



SCHOOLS AND EDUCATION

Within the MPO Boundary, there are five school districts: Minot, Nedrose, South Prairie, Surrey, and United (Des Lacs, Burlington). Additionally, private schools include Bishop Ryan Catholic School and Our Redeemer’s Christian School. Each school district shares distinct transportation needs to serve students and staff. The rural school districts rely heavily on school bus systems, whereas Minot Public Schools do not utilize districtwide busing and instead encourage students to take alternative modes of transportation, such as biking, walking, and carpooling. Of note, two Minot Schools fall within areas of priority area analysis in the MTP. Minot North High School is located near the US 83 Bypass at 21st Avenue NW and Central Middle School is located downtown in the former Minot High Central Campus location.

Minot State University is located adjacent to U.S. Highway 83, just north of the Souris River and across from the Minot International Airport. The University offers over one hundred areas of study at the undergraduate and graduate level. As of the University’s most recent count, total enrollment was approximately 2,800 with a student-to-professor ratio of 11 to 1.



Table Five: Level of Education

	City of Surrey	City of Burlington	City of Minot	Ward County	MPO Boundary
No High School Diploma	2%	6%	6%	5%	5%
High School Graduate	27%	35%	31%	31%	25%
Some College/No Degree	42%	34%	32%	33%	35%
Bachelor’s/Graduate/Professional Degree	29%	25%	32%	31%	30%

SAFE ROUTES TO SCHOOL PROGRAM

In 2010, the City of Minot completed a comprehensive Safe Routes to School plan for all Minot Elementary Schools. The study created a list of priorities based on the need for new sidewalks. In 2019 and 2022, Washington and Edison Elementary Schools completed projects through this program. Then in 2021, grant funding was applied for to install sidewalks in priority areas through the North Dakota Department of Transportation's Transportation Alternatives Program. Three elementary schools received new sidewalks in 2024 in their area of influence: Bel Air Elementary School, Washington Elementary School, and Edison Elementary School³.

Numerous Safe Routes to School Plans are identified in the Statewide Transportation Improvement Program (STIP) 2024-2027. These efforts will be focused on Washington Elementary School (2025), , Bel Air Elementary School (2026), Lewis and Clark Elementary School (2026), and Edison Elementary School (2027) in Minot.



Image Three: Facing North on South Broadway and 17th Ave SW (May 2024)

Plan and Policy Review

This section includes a review of plans and policies and their relevance to the MPO boundary. The purpose, goals, and recommendations of the following plans and policies will be used to inform the development of the Metropolitan Transportation Plan.

2040 MINOT COMPREHENSIVE PLAN (2023)



The plan was adopted in May 2023 and considers new developments within Minot and a surge of investment for community revitalization. The 2040 Comprehensive Plans aims to capitalize on these opportunities and is founded on the idea that smart

decision-making and careful planning will make the city even better.

The plan developed four goals related to the future of Transportation in Minot. Included are relevant policies to the MTP.

- 1. Goal: Maintain roadways in safe and serviceable condition.
- 2. Goal: Promote development patterns and transportation infrastructure that support access and connectivity for all travel modes.

EXISTING CONDITIONS

- Policy: Integrate pedestrian and bicycle facilities into new and reconstructed streets.
 - Policy: During subdivision review and master planning, consider opportunities to eliminate roadway system gaps and/or increase pedestrian connections to reduce walk times.
3. Goal: Promote pathway connections within subdivisions.
- Policy: Require sidewalk installation with all new urban residential and commercial development.
 - Policy: Promote sidewalk installation with roadway reconstruction projects in corridors where pathway connections are lacking.
4. Prepare for and embrace emerging transportation technologies.

Additionally, the plan focuses roadway improvements on two areas, the Northwest Growth Area and the Southwest Growth Area. These areas are where most greenfield development is planned and anticipated. The following improvements can be expected for each growth area.

1. Southwest Growth Area (Anchored by Trinty Hospital and planned multi-use developments. Future growth is planned to be concentrated along 37th Avenue SW.)
- Expansion of 16th Street SW from 37th Avenue SW to 54th Street SW
 - Construction of an overpass/interchange improvements at Burdick Expressway or at the Northwest Bypass
 - Construction of 30th Street SW as a Minor Arterial to 37th Avenue SW, with likely roadway realignments
 - Roadway tie-ins and intersection improvements on 37th Avenue SW

EXISTING CONDITIONS

2. Northwest Growth Area (Development will be focused near the Northwest Bypass to expand commercial retail opportunities on the north side of Minot. Access management will be crucial as development occurs.)
- Construction of 36th Avenue NW/CR 10 as an Urban Minor Arterial to approximately 1.5 miles west of the bypass
 - Construction of 30th Street NW as a Minor Collector from 19th Avenue NW to 36th Avenue NW/CR 10
 - Extension of 30th Avenue NW as a Minor Arterial from the bypass to approximately 1 mile west, with intersection expansion and potential realignment of the skew
- Overall, the City desires to promote development patterns and transportation infrastructure that supports access and connectivity for all travel modes.

MINOT LAND DEVELOPMENT ORDINANCE (2021, 2023)

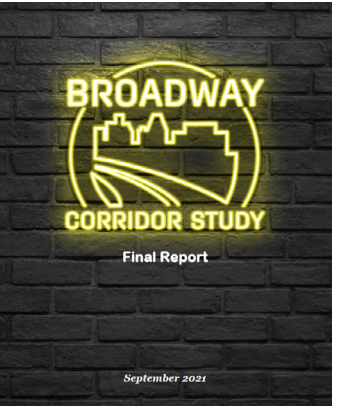
The Minot Land Development Ordinance was adopted in April 2021 and amended in December 2023. The ordinance is divided into chapters, with much of the document describing each zoning district within Minot and the regulations that pertain to them. Articles 3 and 4 provide information about Standards General to All Development and Standards Specific to Uses and Districts. Article 6 provides information about Parking and Loading.

Within Chapter 6, Alternative Parking Strategies and Reductions are described:

- Shared Parking – Parking spaces being shared between two or more buildings if it reasonably appears that patrons of one establishment will not use the spaces at the same time as

- the patrons of the other establishments.
- Stand-alone Parking – Allows parking areas to be located on a lot other than the lot on which the use served by the parking areas is located.
 - Transportation Demand Management (TDM) Techniques – Set of tools that provide an alternative to parking spaces. These tools include, but are not limited to, van pool, car polling, and park and ride lots.
 - Demonstrated Parking – May include providing evidence of similar uses and locational situations operating successfully with lower amounts of parking, evidence that the proposed uses have a high rate of parking turnover, or evidence that the characteristics of the proposed occupants are likely to lessen parking demand.
 - Avoidance of Sensitive Resources – Explains the need to avoid certain resources.
 - Other Alternatives or Reduction Strategies – Other strategies may be proposed for consideration.

MINOT BROADWAY CORRIDOR STUDY (2021)



The Minot Broadway Corridor was completed in September 2021 and provides an analysis of the approximately six-mile-long corridor while includes twenty-two intersections. Broadway is a north / south corridor that stretches from the north city limits to the southern city limits and provides connections to Minot Airport, Minot State University, and Downtown. The route is a U.S. Highway, a truck route, and a major arterial through the city. While it

has regional significance by connecting Minot to the rest of the region and beyond, it has been seen as a barrier to safe travel by foot, bicycle, and transit.

The recommendations for the roadway stemmed from the Corridor Vision which involves safety improvements, intersection operations, and the need and desire for walking and biking facilities.

PRIORITY AREAS

- North Segment: 46th Avenue N to 11th Avenue
 - » Key Issues
 - Vehicles: Two-way stop-controlled intersections operate deficiently. High speeds make turning on- and off- Broadway challenging.
 - Safety: Much of the segment and intersections see critical crash rates. High severity crash rates due to speeds 10 to 15 MPH above the speed limit.
 - Livability: No off-street bicycle or pedestrian facilities north of 21st Avenue N. High traffic speeds can make crossing the corridor challenging.
 - Other: Some design options are limited by the airport's area of influence.
 - Recommendations: Speed control and intersection improvements to facilitate safe movements (Roundabouts or Traffic Signals)
- Campus Segment: 11th Avenue N to Souris River
 - » Key Issues
 - Vehicles: Consistent traffic makes turning left on-to or off-of the corridor time-consuming, frustrating, and unsafe.
 - Safety: High crash rates due to uncontrolled driveways.

EXISTING CONDITIONS

- Crash rate is 120% higher than other similar corridors.
 - Livability: Uncomfortable pedestrian facilities with ADA compliance issues. Challenging pedestrian crossings across the corridor. No dedicated bicycle facilities. Limited transit service.
 - Other: Right-of-way limitations and corridor goals moved bicycle improvements off of Broadway.
 - Recommendations: High level of Access Management to manage turning vehicles on- to and off- of Broadway.
- Downtown Segment: Souris River to Burdick Expressway
 - » Key Issues
 - Vehicles: Consistent traffic makes turning left on-to or off-of the corridor time-consuming, frustrating, and unsafe. Compounded signal delays increase perception of poor operations.
 - Safety: High crash rates due to uncontrolled driveways. Crash rate is 90% higher than other similar corridors.
 - Livability: Uncomfortable pedestrian facilities with ADA compliance issues. No dedicated bicycle facilities. Limited transit service.
 - Other: Right-of-way limitations and corridor goals moved bicycle improvements off of Broadway.
 - Recommendations: High level of Access Management to manage turning vehicles on- to and off- of Broadway.
 - Commercial Segment: Burdick Expressway to 20th Avenue S
 - » Key Issues
 - Vehicles: Consistent traffic makes turning left on-to or off-of the corridor time-consuming, frustrating, and unsafe. Compounded signal delays increase perception of poor operations.
 - Safety: High crash rates due to uncontrolled driveways. Crash rate is 310% higher than other similar corridors.

EXISTING CONDITIONS

- Livability: Uncomfortable pedestrian facilities with ADA compliance issues. Challenging pedestrian crossings across the corridor. No dedicated bicycle facilities. Limited transit service.
 - Other: Right-of-way limitations and corridor goals moved bicycle improvements off of Broadway.
 - Recommendations: Access management in the form of right-in right-out intersections and limited left turn opportunities. Pedestrian crossing improvements and bike corridors on streets parallel to Broadway.
- South Segment: 28th Avenue to 41st Avenue S
 - » Key Issues
 - Vehicles: Limited capacity at signalized intersections crates bottlenecks with deficient operations. Frontage road configurations provide limited queue storage, crash concerns, and access challenges.
 - Safety: High crash rates at 31st Avenue S due to access management challenges and mainline queuing. High crash rates at 40th Avenue S due to challenges finding gaps in traffic.
 - Livability: No pedestrian or bicycle facilities on either side of Broadway. Limited transit service.
 - Other: Poor pavement conditions means a rehabilitation project is necessary in the short term.
 - Recommendations: Moderate or High means of Access Management to manage turning vehicles on- to and off- of Broadway. Pedestrian crossing improvements and bike corridors on streets parallel to Broadway.
 - US 2 Interchange: 20th Avenue S to 28th Avenue S
 - » Key Issues
 - Vehicles: Traffic operations are acceptable, but closely spaced traffic signals can create friction

- Safety: High crash rates at 20th Avenue S and Access at 22nd Avenue creates conflicts and driver confusion
- Livability: No pedestrian or bicycle facilities on either side of Broadway. US 2 is a major multimodal barrier with few crossings throughout Minot. Limited transit service.
- Other: Past efforts looking into additional lanes on the northeast off-ramp but concluded they could not be provided without property impacts.
- Recommendation: Access control over the interchange with a bridge/tunnel to bring pedestrians from one side of U.S. Highway 2 to the other.

2035 MINOT LONG RANGE TRANSPORTATION PLAN (2015)

The 2035 plan was approved in January 2015 by the City of Minot. The plan is intended to serve as a blueprint for making transportation decisions in the coming decades. It offers guidance and direction to achieve a shared vision for travel and mobility in the City. The plan also pairs identified needs with specific actionable projects, prioritizes improvements to accommodate growth and the city's financial capacity, and presents new initiatives and strategies.

TRAFFIC FORECASTS AND FUTURE TRAFFIC OPERATIONS

Revisions to the transportation network include a review of local connectivity, access, lane designations, and the functional classification system. Identified next steps are to develop new planning-level capacities and travel speeds. 2025 and 2035 ADT forecasts show development in northwest and southwest Minot that will contribute to increases in traffic growth and congestion

along main arterials. The recent opening of Trinity Hospital will also contribute to traffic growth and congestion in the southwest and the Port of North Dakota continues to account for much of the traffic growth and congestion in the northeast.

Results of the year 2035 no build operations analysis indicate that many of the key intersections are expected to operate at an unacceptable level, Level of Service (LOS) E or worse during AM and PM peak hours with the existing traffic controls and geometric layout. As a result of the network-wide congestion and associated operational issues, significant roadway modifications are necessary to mitigate the poor operations and queuing issues.

2035 THOROUGHFARE PLAN

The Throughfare Plan identified the desired, long-term form and function of the community’s transportation system. Improvements are divided into six categories: Intersection Improvement, Corridor Expansion, Corridor Access Management, New Roadway Construction, Future Road Closures, and Possible Future Interchange Locations. These improvement strategies are generally located on routes of significant importance including Broadway and corridors on the periphery of the City where new development is occurring.

FUTURE TRANSIT

The existing transit system is coverage based and does not provide reasonable travel times or high frequencies of fixed-route buses. In 2013, the City of Minot completed a Comprehensive System Analysis (CSA). The analysis recommended transitioning the Minot City Transit system to one that focuses less on coverage and more on frequent service of core routes that serve most riders.

PLANNING STUDIES FOR FUTURE CONSIDERATION

Four major transportation corridor studies were identified as having regional significance that justify further detailed analysis and require additional planning funds.

- U.S. 83 Northwest Bypass
- Southwest Bypass/Arterial Corridor
- U.S. 2/U.S. 52 West
- 16th Street Southwest

MINOT 2013 COMPREHENSIVE (TRANSIT) SYSTEM ANALYSIS (2013)

In 2013, Minot was already growing rapidly due to a variety of factors, including the western North Dakota oil boom.

At the time of publication in 2013, Minot City Transit operated nine fixed transit routes. However, the Plan acknowledged that transit will be an increasingly important component of reaching the city’s vision.

Key findings included identifying growth areas and noting the desire for improved transit services, signage, knowledge, awareness, and support of the transit system. The **integration of public transit with other modes**, particularly pedestrian connections, can allow Minot to grow while maintaining safe transportation options.

WARD COUNTY FUTURE FORWARD TRANSPORTATION PLAN

The County maintains approximately 715 miles of roadway and 72 bridges within a geographic area of 2,056 square miles. The goal of establishing the Transportation Plan is to provide the capacity to move people, materials, and goods with maximum efficiency, comfort, and safety.

The plan concludes with several Transportation System Recommendations.

- Regionally Significant Corridors (RSC) – These corridors provide routes that are significant to internal movements of traffic within Ward County and the MPO Boundary. (RSC do not include U.S. Highway 2, U.S. 2 Business Route within Minot, U.S. Highway 52, U.S. Highway 83, North Dakota 23, and North Dakota 28 due to their more broader significance.) Regionally significant corridors within the MPO boundary include:

Table Six: Regionally Significant Corridors

Roadway	Length (mi)	Termini	Notes
Ward 10	23	East: 11th St NE to West: County 9	Passes through MPO
Ward 10A	2	East: County 19 to West: US 2	Within MPO
Ward 12	6	East: US 2 to West: County 19	Within MPO
Ward 12 (NE Bypass)	5	North: County 19 to South: County 12	Within MPO
Ward 14	22	East: 16th St SW to West: County 9	Passes through MPO
Ward 15	19	North: County 14 to South: County 18; and North: County 8 to South ND 83	Passes through MPO
Ward 16	19	East: County 23 to West: County 15	Outside of MPO, SW and SE Connector Corridor
Ward 17	5	North: County 15 to South: County 14	Within MPO
Ward 19	9	North: County 8 to South: County 12	Passes through MPO
Ward 20	23	East: US 83 to West: County 9	Outside MPO
Total	133		

- Future Functional Class – Functional Class is important at a County-wide scale to ensure roadways are being identified and classified in a manner that will facilitate appropriate prioritization and decision making relative to county transportation investments and mobility needs. Most Ward County roads are appropriately classified throughout the rural portions of Ward County. However, more consideration is needed in the area around Burlington, Minot, and Surrey, in the Rural-Urban Coordination (RUC) Boundary. This will be especially important for intergovernmental coordination and communication to address expectations regarding roadway design standards, right-of-way, and access management.
- Proposed System Standards – The Ward County Comprehensive Plan establishes guidance to reserve/preserve the necessary setbacks and right-of-way while additionally establishing the necessary access control to enable the Ward County roadways to provide an acceptable level of service over the lifespan of this Plan. The creation and refinement of roadway standards for Ward County is based largely upon the fundamental and underlying principles of the Functional Class.
 - » Design Standards for County Roads
 - » Setbacks
 - » Right-of-Way Widths
 - » Typical Sections
 - » Access Management
 - » Weight & Load Restrictions
- Jurisdictional Alignment (Potential Future Jurisdiction) – Proposed potential jurisdictional alignment changes are meant to establish a set of corridors for which future discussions will be needed as conditions change to oversee change in ownership. The following types of jurisdictional alignment were considered:

- » Township to County
 - » County to Township
 - » County to City
 - » Shared Maintenance Agreements
- Subarea Analysis – Four specific subareas were evaluated in more detail at a planning level as part of the Transportation Plan.
 - » Sub-Area 1: Southwest/Southeast (SW/SE) Ward County Connector Corridor
 - » Sub-Area 2: County Road 14
 - » Sub-Area 3: Junction County Road 14 / County Road 19
 - » Sub-Area 4: County Road 23 (Through Sawyer) (Outside of the MPO Boundary)

WARD COUNTY COMPREHENSIVE PLAN (2019)

The purpose of the Comprehensive Plan is to maintain and enhance the quality of life of Ward County residents. It will be used to guide decisions affecting the future of Ward County through lane use and development, transportation, and other infrastructure considerations. The planning process included three rounds of public engagement to develop concepts consistent with the perspectives of county residents.

TRANSPORTATION SYSTEM RECOMMENDATIONS

These recommendations should be considered in partnership with recommendations made in the Ward County Future Forward Transportation Plan.

EXISTING CONDITIONS

EXISTING CONDITIONS

- Corridor Preservation – The fundamental concept of the functional class roadway system is that roadways intended to serve different functions will have different design characteristics. Corridors should be preserved to incorporate all necessary design characteristics to maintain safety.
- Safety Considerations - Access management policies are intended to ensure effective and reliable mobility by reducing crashes, traffic delays and congestion, which maximizes corridor capacity and functionality. Numerous components are incorporated into access management and should be considered for implementation by the County.
- Interjurisdictional Coordination - It is recommended that the County continue to initiate consideration and collaboration with other jurisdictions to achieve consensus about any changes in ownership or maintenance responsibility.

TRANSPORTATION GOALS

Several goals and policies have been developed to support the efficient implementation of key findings and recommendations of the Transportation chapter of this plan. These goals and policies support existing Ward County transportation systems and protect and preserve future investments in both public right of ways and adjacent private property.

- Goal B – The County shall provide convenient, connected and efficient transportation facilities through development of a network of Regional Significant Corridors (RSCs). The RSC network demonstrates a 322-mile network of priority corridors in Ward County.
 - » Policy B1. Regional Significant Corridors
 - » Policy B2. Pavement and Gravel Management
 - » Policy B3. Southeast/Southwest Connector Corridor
- Goal C – The County shall provide a new updated Functional Class map which serves to establish a hierarchy of roadways

to support safe and efficient transportation in Ward County. The update should be coordinated with NDDOT, with consideration given to impacted communities for which Ward County Corridors pass through, especially the City of Minot.

» Policy C1. Functional Class

- Goal D – The County should work proactively with cities and townships in Ward County to periodically review and consider changes in jurisdictional alignment (i.e. ownership) of various roadway segments. The Ward County Transportation Plan identifies nearly 110 miles of roadway which should be candidates for a potential future change in jurisdictional alignment.
 - » Policy D1. Jurisdictional Alignment
 - » Policy D2. Cost Sharing of Jurisdictional Alignment Changes
- Goal E – The County shall strive to balance local access needs with regional travel needs (corridor capacity) through the development of access management standards to be implemented through the subdivision ordinance. The access management guidelines discussed in the Comprehensive and Transportation Plans provide the baseline set of requirements for consideration through development of a future access management ordinance for Ward County.
 - » Policy E1. Access Management
 - » Policy E2. Access Management in Extraterritorial (ET) Areas
- Goal F – The County shall implement existing building setback standards as outlined in this plan. Building setback standards protect private property, protect the traveling public and preserve a clear zone along traveled right of ways. Building setbacks are not a replacement for right-of-way purchase or dedication or easements. Building setback

can be viewed as a preliminary first step in preserving lands adjacent to county roadways for future potential roadway improvements.

- » Policy F1. Building setback
- Goal G – The intent of right-of-way standards is the preservation of corridors for future growth and/or modification of roadways to support the Ward County transportation system. The County shall establish procedures for right-of-way acquisition or dedications, easements or other measures as determined necessary to facilitate improvements as outlined in the Comprehensive Plan
 - » Policy G1. Right-of-Way
- Goal H – Ward County will work to gradually improve priority corridors in Ward County to meet 105,500 (By Legal Weight) standards. Currently 85 miles of Ward County roadways are at 105,500 standards. Because this investment is significant, the investment will be gradual and done over time. The RSC Network is considered the highest investment priority for upgrade to 105,500 standards within Ward County.
 - » Policy H1. 105,500 Standards
- Goal I – The ability to catalogue current traffic data is an important tool in transportation decision making. Consider the development of a regular traffic data collection program for Ward County corridors. Focus would be on the RSC Network countywide, and on all County corridors within the RUC Boundary.

WARD COUNTY SOUTHWEST AND SOUTHEAST CONNECTOR CORRIDOR STUDY



The Ward County Southwest and Southeast Connector Corridor Study was initiated by Ward County to lay the foundation for a future limited access connector route between U.S. Highway 2/52 west of Minot to U.S. 52 east of Minot. Due to population growth and



increased commercial freight demands, a southern connection would provide an alternative route for freight and motorists outside of the urban core.

FUTURE TRAFFIC OPERATIONS

- AM Peak Hours – Traffic simulation indicates that AM peak hour traffic operations are not expected to be significantly deteriorated by traffic growth.
- PM Peak Hours - In contrast, traffic operations impact from traffic growth are expected to be more widespread in the PM peak hour. PM peak hour congestion is expected to have significant impacts to travel times on the US highway system in moderate and high growth scenarios.

ALTERNATIVES ANALYSIS

Several options for both corridor alignments/routing and intersection designs at key connection points were proposed, evaluated, and ranked in terms of performance related to key criteria. After completion of the analysis, a planning level

EXISTING CONDITIONS

EXISTING CONDITIONS

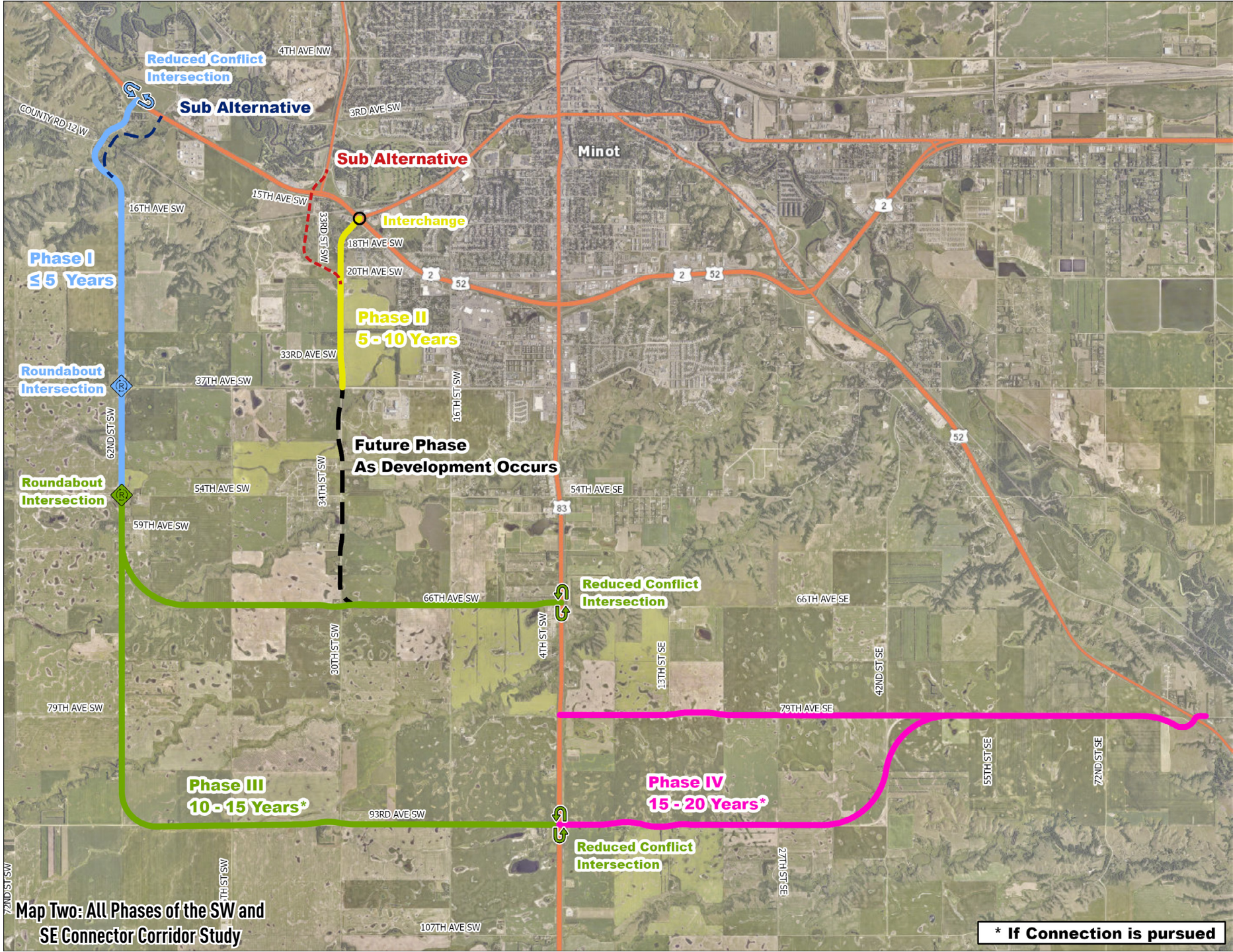
benefit-cost analysis was performed to better understand the value of roadway improvements that were being considered. Based on this analysis, the key takeaways are as follows:

- A Near Connection alignment closer to Minot offers the greatest benefits, with the value of benefits exceeding project costs in both the low and high-cost estimates. While this concept had the greatest costs, it had far and away the greatest benefits.
- A Far Connection alignment has a positive benefit-cost ratio if the lower end of project cost estimates is assumed. The higher end of cost estimates however exceeds the value of operations and safety benefits. Meaning, concepts that required a new roadway to be built are not technically beneficial, but the utilization of existing routes provides clear benefits.
- The Arterial Improvement Concept has a positive benefit cost ratio with both the low and high-cost estimates. Benefits are lower than the Near Connection scenario, but higher than the Far Connection scenario. This concept however, does not resolve the issues on US 83 and was considered technically infeasible from an impacts perspective by several Ward County SW and SE Connector Corridor Study TAC Members.
- Breakdown of Benefits – Across all three scenarios studied in benefit-cost analysis, around 80 percent of the monetary value of benefits come from delay benefits, with the remaining 20 percent coming from crash reduction benefits.

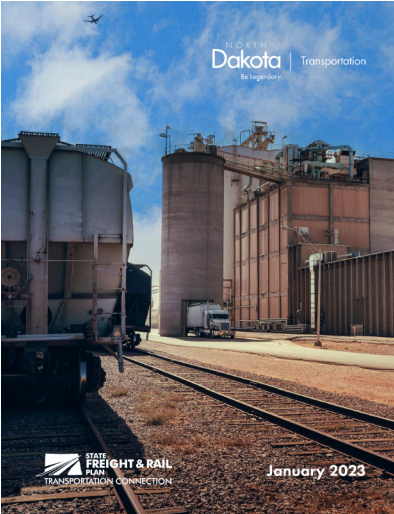
IMPLEMENTATION PLAN

The Implementation Plan balanced needs and concerns by using a hybrid approach of the developed alternatives. Each of the following improvements is projected to have both local and regional benefits.

- Phase One
 - » CR 17 Alignment – (Within 5 Years) Designed to improve roadways that will naturally carry increased traffic volumes to the hospital and Minot’s primary growth area
- Phase Two
 - » 30th Street SW Alignment – (Within 5-10 Years) Elimination of one of the highest crash intersections in the region (Burdick Expressway) and major exposure reductions to the primary regional crash areas.
- Phase Three
 - » Southwest Connection – (Within 10-15 Years) Provides valuable east-west connection for freight and agricultural users from U.S. Highway 2/52 to U.S. Highway 83
- Phase Four
 - » Southeast Connection – (Within 15-20 Years) Completes a full southern connection which nearly doubles the utility of the SW Connector by allowing for traffic to connect from U.S. Highway 2/52 west of Minot to U.S. Highway 52 Southeast of Minot.
- Future Phases
 - » 30th Street SW – (As development occurs) Provides a north-south connection from County Road 14 to a potentially constructed Phase III southwest connection. This connection unlocks the U.S. Highway system to the south and east.



NDDOT STATE FREIGHT & RAIL PLAN (2023)

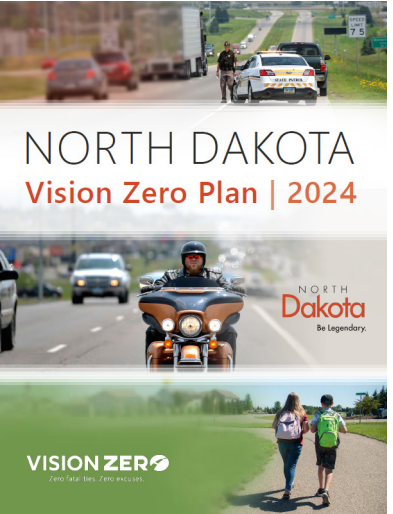


The NDDOT State Freight & Rail Plan serves as a modal plan designed to support *Transportation Connection*, the NDDOT Long-Range Transportation Plan (LRTP). Within the plan, existing conditions are analyzed and documented, and issues and needs are identified. The plan concludes with recommendations and implementation strategies. The following list has been identified in this plan as the current Freight

Issues and Needs (as they relate to the 2050 MTP):

- Reduce the number and severity of truck-involved crashes
- Reduce the impact of overweight trucks
- Maintain and expand truck parking availability
- Reduce the number and severity of crashes at highway-rail grade crossings by reducing crossing defects
- Improve highway-rail grade crossing safety by reducing the number of blocked crossings
- Maintain a state of good repair
- Preserve freight and rail infrastructure
- Improve freight resiliency
- Upgrade freight-related infrastructure
- Provide consistent and reliable highway travel times
- Provide reliable freight rail service
- Improve truck parking information and management

NORTH DAKOTA VISION ZERO PLAN (2024)



As mandated by 23 U.S.C. § 148 (c) (1), the Strategic Highway Safety Plan (SHSP) is a federally required statewide, comprehensive safety plan that provides a coordinated framework around which safety stakeholders unite to reduce highway fatalities and serious injuries on all public roads. North Dakota's SHSP, also known as the Vision Zero Plan, is a data-driven, comprehensive plan which outlines goals, objectives, and strategies to

advance North Dakota toward zero fatalities.

APPENDIX F: VULNERABLE ROAD USERS (VRU) HIGH PRIORITY CORRIDORS

Out of twenty-one road corridors, only one falls within the MPO boundary.

Rank	Points	County	City	Location
17	4.34	Ward	Minot	Burdick Expressway between 8th Street SW & Main Street

Strategies were developed to address VRU barriers and challenges, while also encompassing successful safety initiatives which have been demonstrated to improve VRU safety and support the Safe Streets for All principles and elements.

EXISTING CONDITIONS

- Strategy 1: Reduce Vehicle Speeds
 - » Implement road diets
 - » Install roundabouts
 - » Implement self-explaining/self-enforcing roadway design
 - » Install gateway treatments
 - » Narrow travel lanes
- Strategy 2: Implement proven safety countermeasures and conduct research on emerging and innovative safety countermeasures to remove VRU conflict point intersections
 - » Install roundabouts
 - » Install reduced conflict intersections
 - » Remove turning movement at intersections
 - » Conduct sight distance reviews at intersections
- Strategy 3: Implement proven safety countermeasures and conduct research on emerging and innovative safety countermeasures to improve VRU visibility and driver awareness of VRUs
 - » Install lighting
 - » Enhance intersection signage and striping
 - » Install curb extensions and sight distance improvements
 - » Install medians and pedestrian refuge islands
 - » Install crossing countdown timers
 - » Install crosswalk visibility enhancements (e.g., leading pedestrian intervals at traffic signals and rapid flashing beacons)
 - » Establish safety corridors
 - » Investigate the use of innovative pavement markings and colored pavements
- Strategy 4: Implement proven safety countermeasures and conduct research on emerging and innovative safety countermeasures to separate VRUs from adjacent motor-vehicle traffic
 - » Install ADA compliant sidewalks and walkways
 - » Install medians and pedestrian refuge islands
 - » Install multi-use pathways
 - » Install protected bicycle lanes
 - » Widen shoulders
- Strategy 5: Continue to implement access management to reduce VRU conflict points near intersections
 - » Initiate early outreach in the planning and zoning stages and educate on the importance of access management to reduce potential VRU traffic crashes
- Strategy 6: Conduct VRU safety studies
 - » Conduct VRU walking safety reviews or site investigations (e.g., safe routes to schools or safe routes to destinations) to identify VRU infrastructure barriers, challenges, and needs

Image Four: Facing South on 16th St NW on North Hill in Minot (May 2024)



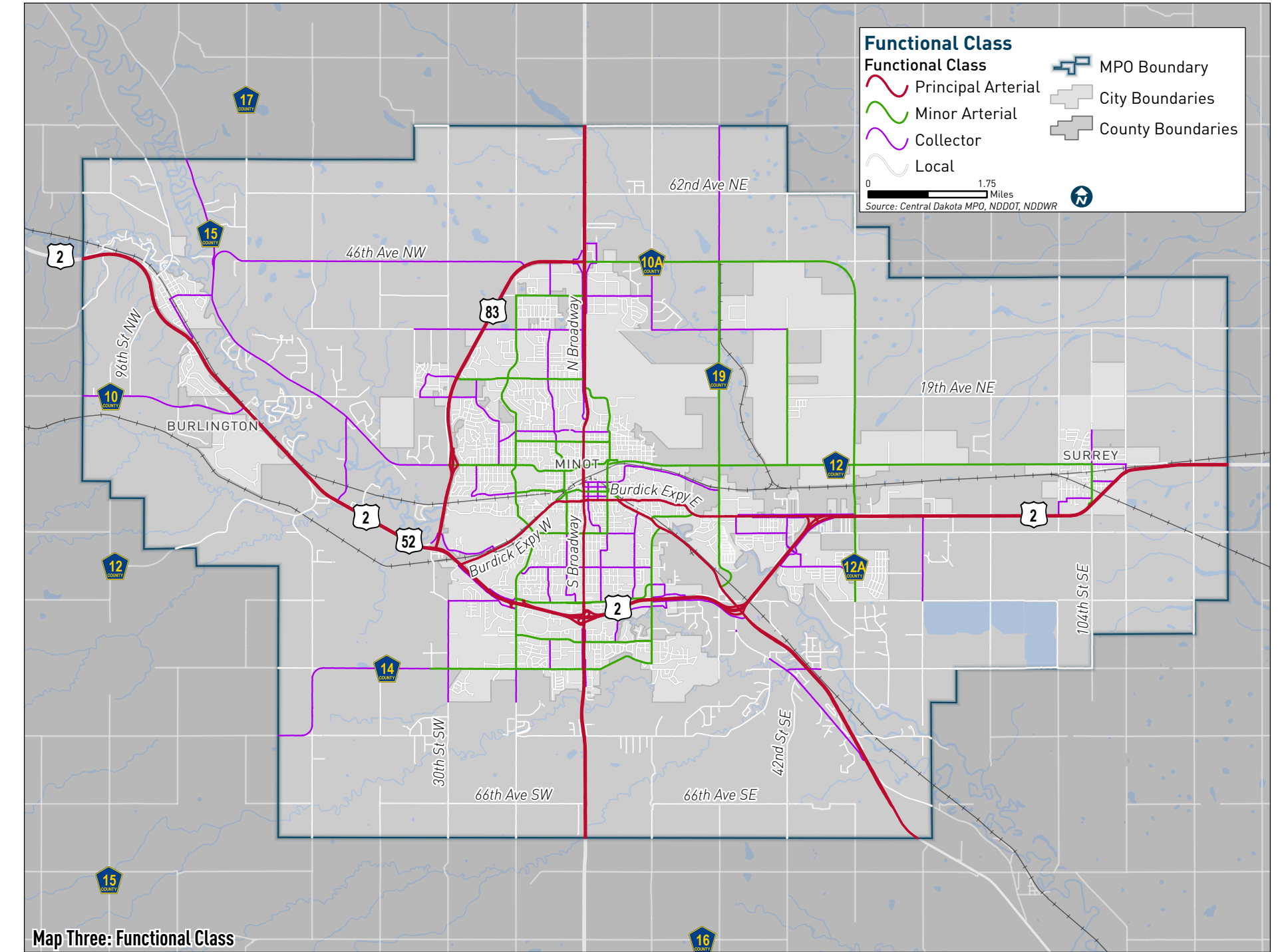
ROADWAY SYSTEM

The evaluation of traffic operations, including intersection and road segment crashes, travel reliability, and bridge and pavement conditions was conducted to assess the existing conditions of the CDMPO roadway system. The goal for all roadways within the MPO is safety, reliability, and accessibility for all roadway users.

FUNCTIONAL CLASSIFICATION

Roadways within the MPO Boundary are classified into four categories: Principal Arterial, Minor Arterial, Collector, and Local. Below is a sampling of non-Local routes in the region.

- Collector
 - » 16th Avenue SW
 - » Ward County 14
 - » Ward County 15
- Minor Arterial
 - » 16th Street SW
 - » Ward County 12
- Principal Arterial
 - » Ward County 12A
 - » Ward County 19
 - » U.S. Highway 2
 - » U.S. Highway 52
 - » U.S. Highway 83 / 83 Bypass

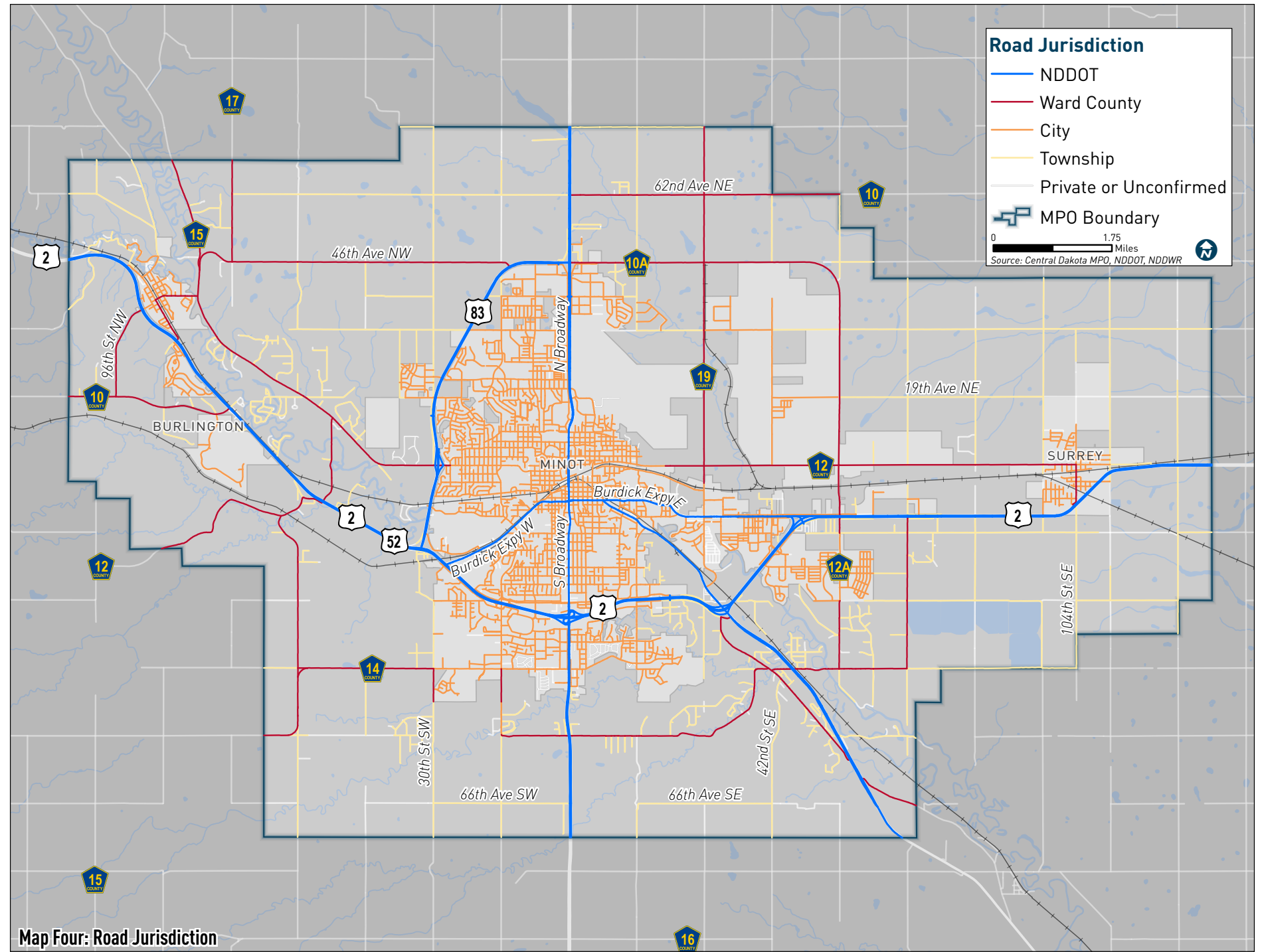


Map Three: Functional Class

The below chart breaks down all roadways within the MPO Boundary by maintaining jurisdiction. There are almost six hundred miles of centerline divided between seven jurisdictions.

Table Seven: Miles of Centerline per Jurisdiction

Jurisdiction	Miles of Roadway Maintained (Within MPO Boundary)
Unconfirmed or Private	9.35
Township Highway Agency	155.30
City of Surrey	9.75
City of Burlington	12.57
City of Minot	252.86
Ward County Highway Agency	67.18
NDDOT	90.48
Total	597.49



TRAFFIC SAFETY

Safety on North Dakota roadways is a top priority for the Metropolitan Transportation Organization and the communities that reside within it. Intersection, roadway segment, and pedestrian and bicycle crashes are analyzed within this chapter.

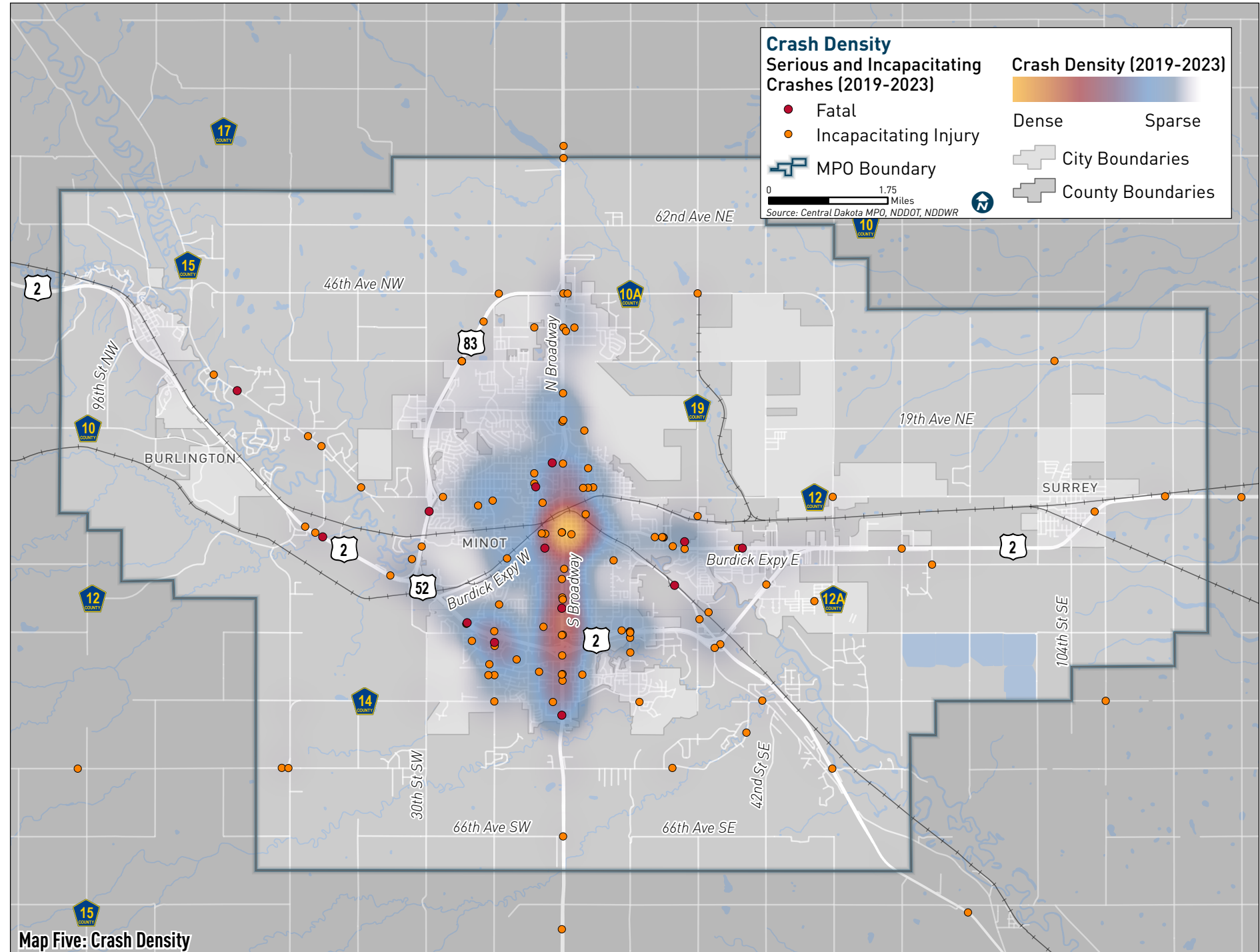
CRASH SUMMARY

Crash data from 2019 to 2023 was analyzed. The result of this analysis is shown below in Map Five, Map Six, and Map Seven. In Map Five, fatal and incapacitating injuries are shown in red and orange, respectively. Density of all crashes is also shown in this figure. Fatal and incapacitating injuries are concentrated along the major roadways of U.S. Highway 2/52, Broadway (U.S. Highway 83), and the Burdick Expressway. Many crashes also occur in Downtown Minot and northwest Minot, near Minot State University.

In late 2023, median was added to the intersection of Broadway and 40th Avenue SW near the Walmart Superstore. The median creates a right-in-right-out traffic flow, preventing drivers from turning left into oncoming traffic. In early 2023, a fatal crash occurred at this intersection. Since the installation of the median, and fatal crash, only one incident occurred in 2023 that resulted in property damage, no injuries were reported. Before the fatality, twenty-four crashes occurred since 2019.

CRITICAL CRASH RATES

Crash rate analysis was completed for all functionally classified roadway segments (roadway between two intersections) and intersections. Crash rate analysis incorporates roadway characteristics (number of lanes, traffic control) and traffic volumes into the analysis to normalize the data. This means that the crash rate at an intersection that carries only 1,000 vehicles per day is compared to equivalent intersections across the state. A location's crash rates are then compared to the average crash rate for that type of facility. Where a location's crash rate is higher than the average crash rate its index is greater than one and indicates a statistically significant crash trend. This methodology allows for a more objective measure of traffic safety.

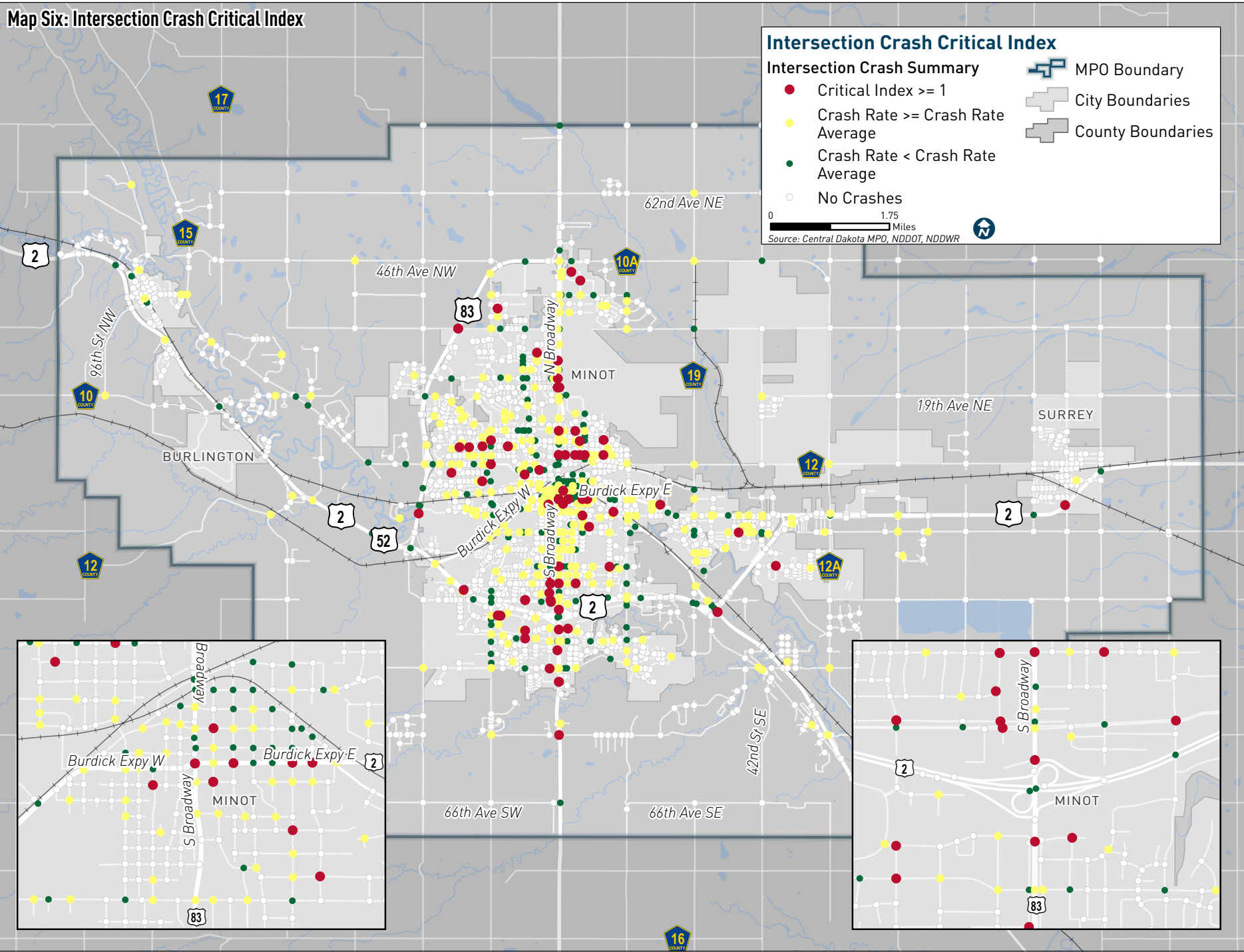


INTERSECTION CRASH ANALYSIS

Intersection crash data was obtained from the North Dakota Department of Transportation for the years 2019 to 2023. The intersection crash rate for the MPO area is compared to the crash rate average of the state of North Dakota for similar intersections. For intersections labeled in red (Critical Index ≥ 1), this indicates a statistically significant crash trend. There is a large concentration of intersections above the critical index near the U.S. Highway 2 interchange, parallel to Broadway, on 4th Street SW, which may suggest safety countermeasures should be considered to reduce the number of crashes and improve safety for all users. Additionally, for those intersections labeled in yellow, there is a greater rate of crashes compared to similar intersections within the state. This is most prominent along Broadway (U.S. Highway 83) and in northwest Minot.

Table Eight: Top 10 Critical Index Intersections

Intersection	Critical Index	Jurisdiction	Most Frequent Crash Type
U.S. Highway 83 & 40th Avenue SW	4.70	NDDOT (US 83) & City of Minot (40th Ave SW)	Angle (Not Specific)
U.S. Highway 2 Business/Burdick Expressway and U.S. Highway 83	3.17	NDDOT	Rear End
18th Avenue SW & 4th Street SW	2.38	City of Minot	Angle (Not Specific)
17th Avenue SW & 4th Street SW	2.38	City of Minot	Angle (Not Specific)
12th Street NW & 7th Avenue NW	2.38	City of Minot	Angle (Not Specific)
U.S. Highway 52 & U.S. Highway 52 Ramp	2.25	NDDOT	Rear End
1st Street SW & 5th Avenue SW	2.14	City of Minot	Angle (Not Specific)
10th Street SW & Frontage Road	1.94	City of Minot	Angle (Not Specific)
20th Avenue NW & 2nd Street NW	1.94	City of Minot	Angle (Not Specific)
30th Avenue NW & U.S. Highway 83	1.88	NDDOT (US 83) & City of Minot (30th Ave NW)	Angle (Not Specific)

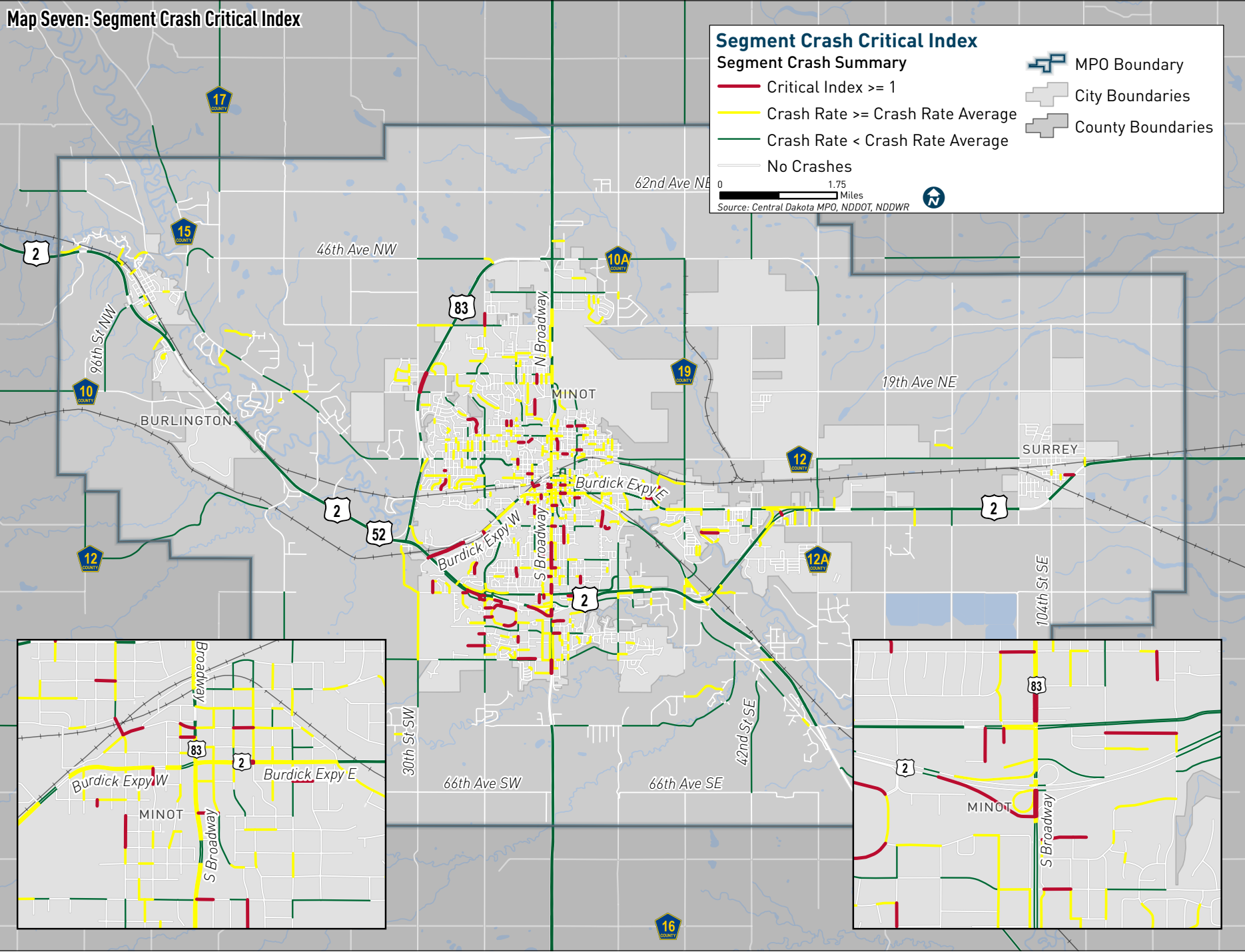


Segment Crash Analysis

Like intersections, many roadway segments in the MPO have a crash rate that is greater than or equal to the crash rate average for the state. This is especially prominent along north-south corridors in Minot such as Broadway, where large amounts of access to adjacent parcels may create ample opportunities for crashes. The roadways around Dakota Square Mall also experience crash rates above the state average. U.S. Highways in the area generally have crash rates below the average except in areas near interchanges where traffic patterns commonly change depending on the time of day.

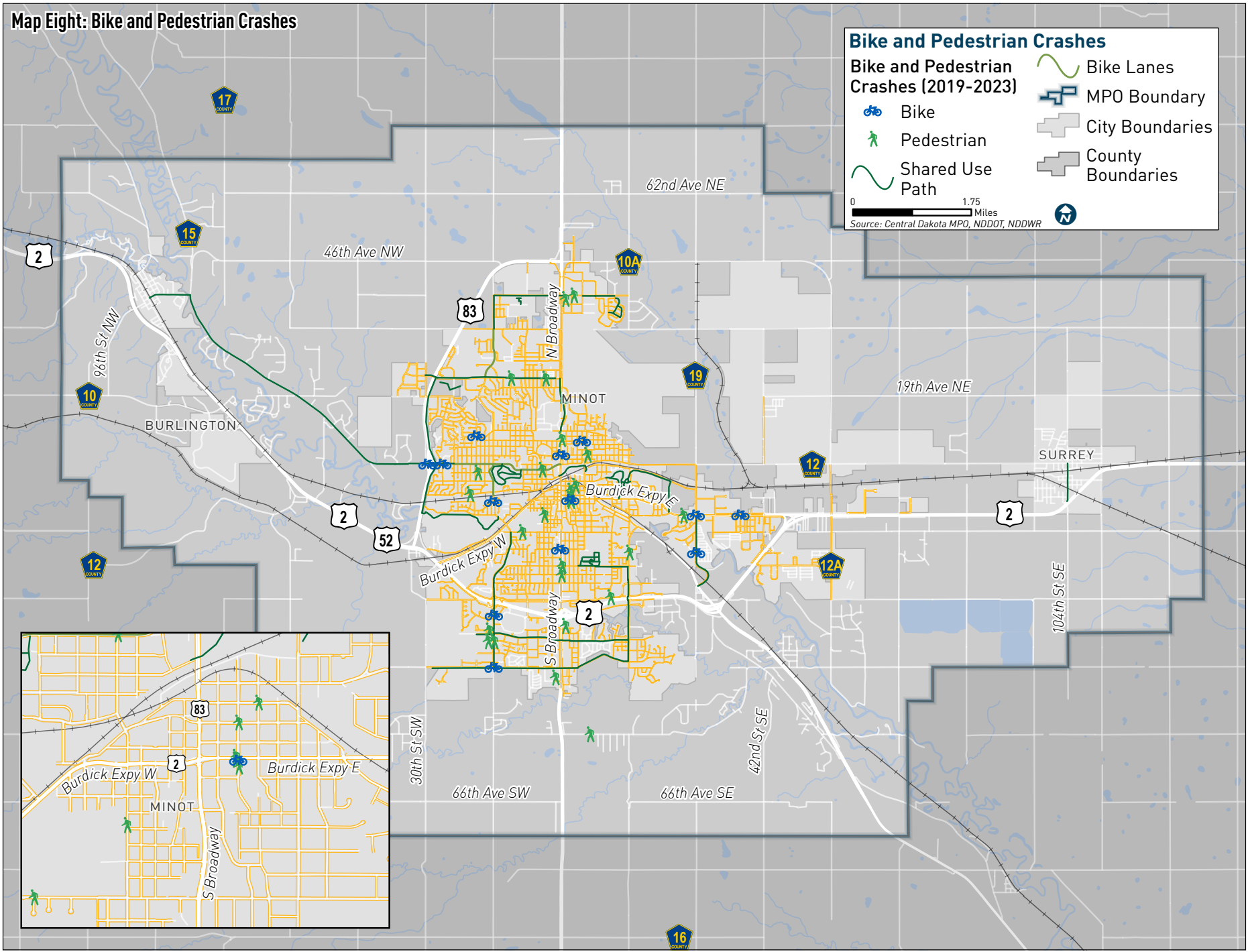
Table Nine: Top 10 Critical Index Segments

Segment	Critical Index	Extent	Jurisdiction
28th Avenue SW	3.25	1st St SE to Menard’s Parking Lot	City of Minot
U.S. Highway 2 Business / Burdick Expressway	2.40	19th St SE to 20th St SE	NDDOT
28th Avenue SE	2.39	Frontage Rd to 1st St SE	City of Minot
17th Avenue SW	2.26	US 83 to 1st St SW	City of Minot
24th Avenue SW	2.17	22nd Ave SW to 10th St SW/24th Ave SW	City of Minot
6th Avenue NE	2.16	3rd St NE to 4th St NE	City of Minot
7th Avenue SW	2.12	US 83 to 1st St SW	City of Minot
32nd Avenue SW	2.01	16th St SW to Shopping Center Parking Lot (Petco, Harbor Freight Tools, Cash Wise Foods)	City of Minot
2nd Avenue SW	1.93	3rd St SW to US 83	City of Minot
24th Avenue SW	1.93	16th St SW to 15th St SW	City of Minot



BIKE and PEDESTRIAN CRASHES

Between 2019 and 2023, there were a total of twenty-six pedestrian crashes and thirteen bicyclist crashes. Many of these crashes occurred along or adjacent to U.S. Highway 83 / Broadway Avenue, with others occurring along other highly trafficked roadways such as the Burdick Expressway, U.S. Highway 83 Bypass, and 16th Street SW.

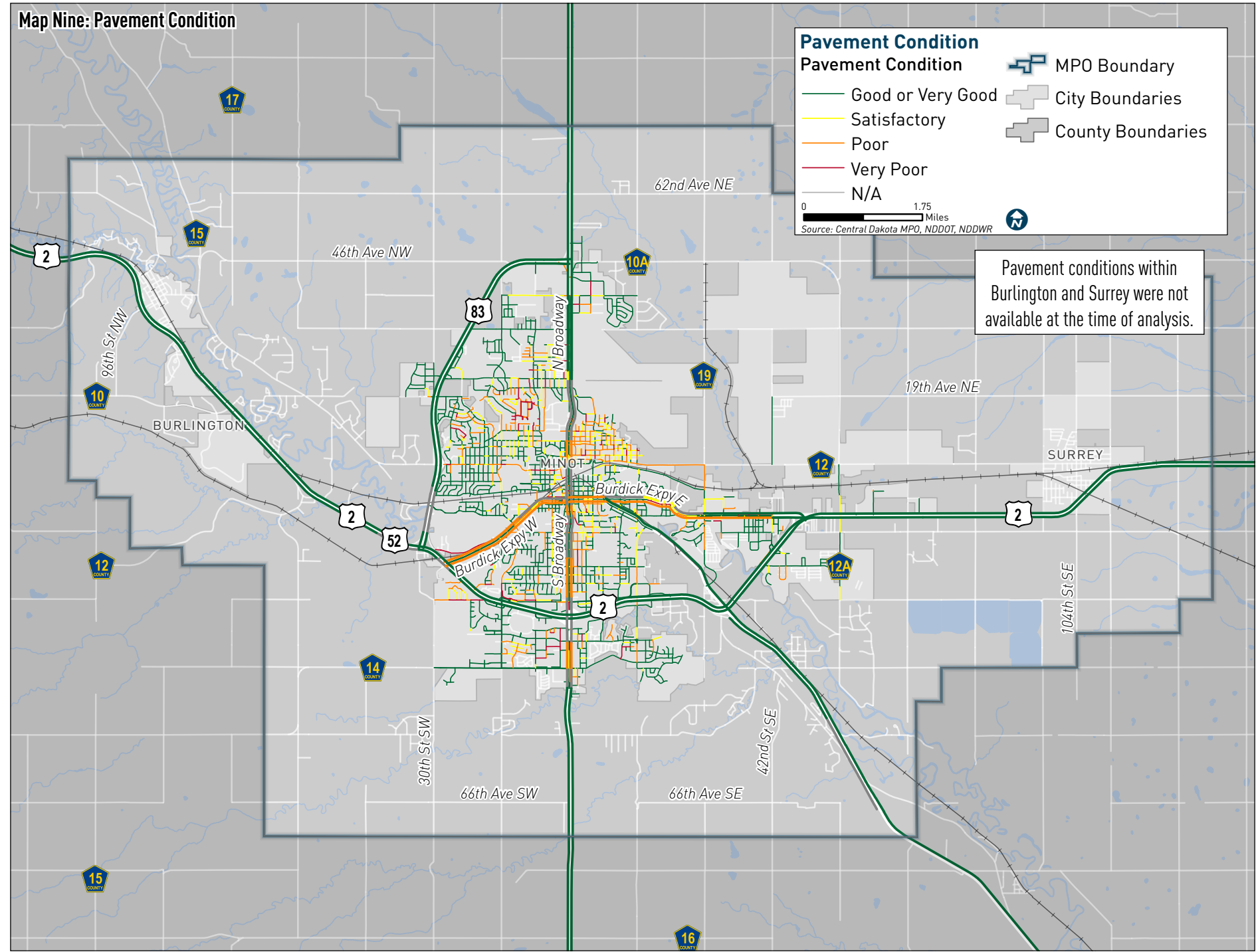


TRANSPORTATION SYSTEM

CONDITION

Pavement Condition

As shown in Map Nine, the vast majority of roadway pavement is in a good or satisfactory conditions. However, U.S. Highway 2 Business (Burdick Expressway) is in Poor or Very Poor Condition. Additionally, pavement along U.S. Highway 83 (Broadway Avenue) is in Poor or Very Poor Condition within the City of Minot. Roadway conditions are also Poor or Very Poor in the neighborhood directly south of the airport, adjacent to U.S. Highway 83 (Broadway Avenue). These conditions can affect the safety of drivers and have impacts to freight and agricultural traffic. Pavement conditions within the Cities of Burlington and Surrey were not available at the time of analysis.



CAPITAL IMPROVEMENT PLANS

A Capital Improvement Plan (CIP) is a five-year plan that identifies improvement needs. As a long-range planning document, the CIP reflects the area’s policies regarding future physical and economic development. A capital improvement is defined as any expenditure for equipment, buildings, infrastructure, land acquisition, plan or project that exceeds a pre-determined cost and has an estimated useful life greater than one year.

CITY OF MINOT CIP 2025-2029

Category	Type of Improvement	Engineering Project List	Scoring	Start Year	Finish Year	Total 5-Year Costs
Roadway	Maintenance	Traffic Signal Highway Safety Improvement	93	2026	2026	\$1,608,603.00
Roadway	Reconstruction	16th St SW Reconstruction Phase 1	88	2025	2025	\$14,655,256.00
Roadway	Maintenance	Traffic Signal Replacements	88	2025	2029	\$4,186,000.00
Roadway	Rehabilitation	16th St SW Interchange Rehabilitation	87	2026	2026	\$6,151,694.00
Roadway	Maintenance	2028 Highway Safety Improvement	86	2028	2028	\$83,600.00
Roadway	Reconstruction	16th St SW Reconstruction Phase 2	85	2026	2028	\$12,600,000.00
Roadway	Reconstruction	South Broadway Reconstruction	83	2028	2028	\$41,339,115.00
Roadway	Reconstruction	3rd St E and Central Ave Reconstruction	72	2025	2028	\$17,846,000.00
Roadway	Rehabilitation	Hiawatha Street Slope Stability	63	2028	2029	\$2,559,000.00
Roadway	Rehabilitation	3rd Street NE Bridge Rehabilitation	81	2025	2027	\$2,350,000.00
Roadway	Rehabilitation	Shirley Court Street Lighting District	60	2025	2025	\$110,000.00
Roadway	New Construction	17th and 18th Ave SE Extensions	49	2026	2027	\$900,000.00
Roadway	Maintenance	North Broadway near Airport Street Lighting District	80	2028	2029	\$350,000.00
Roadway	Maintenance	Street Light Feed Point Replacement	63	2025	2028	\$200,000.00
Roadway	Maintenance	Street Light LED Conversion	56	2025	2028	\$625,000.00
Bridge	Reconstruction	Anne Street Bridge	62	2026	2029	\$8,450,000.00
Bridge	Rehabilitation	Eastwood Park Bridge Rehabilitation	59	2026	2027	\$760,000.00
Bike/Ped	New Construction	16th Avenue SE Sidewalk	80	2027	2028	\$359,000.00
Bike/Ped	New Construction	11th Avenue SE Sidewalk	80	2028	2029	\$1,038,000.00
Bike/Ped	New Construction	21st Avenue NW Sidewalk Phase 1	77	2025	2026	\$467,000.00
Bike/Ped	New Construction	2nd Avenue and Main Street Pocket Park	45	2028	2029	\$639,000.00
Bike/Ped	Maintenance	Citywide Wayfinding Signage	35	2025	2025	\$398,000.00
Planning	-	2025 Washington Safe Routes to School	83	2025	2025	\$790,604.00
Planning	-	Lewis & Clark/Bel Air SRTS	76	2025	2026	\$1,891,000.00
Project Totals						\$121,474,872.00

CITY OF BURLINGTON CIP 2021 TO 2041

The 2021 to 2041 CIP does not include any transportation-related improvement projects. Three transportation improvement projects are currently in the works but are not programmed for a specific year at the time of writing.

- Transportation Priority Project One: Connect Johnson Street to U.S. Highway 52
 - » Designed and bid in 2016
 - » Total cost of \$550,000 (in 2016 dollars)
 - » Bid but not awarded
- Transportation Priority Project Two: Connect John Street to CR 10
- Transportation Priority Project Three: Pedestrian Bridge across U.S. Highway 52
 - » Previously approved by NDDOT TAP at preliminary stage

WARD COUNTY CIP 2024 TO 2028

2024-2028 Construction Projects	MPO	Year	Budget	State & Federal	Other Funds	Project Total
Patching and Overly - Multiuse Path (awarded)	MPA	2024	\$142,618	\$605,247	-	\$747,865
County Road 17 and 14 Intersection - Design	MPA	2024	\$180,000	-	-	\$180,000
Culvert Replacement on Livingston Coulee & County Road 12	UZA	2025	\$1,000,000	-	-	\$650,000
Bridge 51-144-35.0 (Eureka Township) ARPA	MPA	2025	\$250,000	-	\$114,250	\$364,250
Micro Surface - County Road 19 (9 miles)	UZA	2025	\$1,035,000	-	-	\$1,035,000
Microsurfacing (County Road 12)	UZA	2025	\$230,000	-	-	\$230,000
Microsurfacing (County Road 10, 15, 17)	MPA	2025	\$1,260,000	-	-	\$1,260,000
Sliver Widen County Road 12 (east of 55th Street)	UZA	2025	\$600,000	-	-	\$600,000
Base Stabilization, Paving & RCB - Meadow Brook (2 miles)	MPA	2025	\$2,500,000	-	-	\$2,500,000
Base Stabilization & Paving - County Road 19 -KHRT (3 miles)	UZA	2025	\$2,025,000	-	-	\$2,025,000
Sliver Widen, FDR, Paving -County Road 14 (6 miles)	MPA	2026	\$4,500,000	-	-	\$4,500,000
County Road 17 and 14 Intersection - Construction	MPA	2027	\$553,030	\$2,346,970	-	\$2,900,000
FDR, Paving County Road 12 (east of 55th Street)	UZA	2027	\$1,400,000	-	-	\$1,400,000
Mill and Overlay NE Bypass (55th and 42nd)	UZA	2027	\$2,450,000	-	-	\$2,450,000
Construction Totals			\$18,125,648	\$2,952,217	\$114,250	\$20,842,115

STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) 2024-2027

Category	Type of Improvement	Project List	Location	Estimated Costs
Roadway	Preventative Maintenance	4101 NH	U.S. Hwy 2 – E, 3 miles W of JCT 52 to 1 mile W JCT 83	\$3,106,000.00
		4102 NH	U.S. Hwy 2 – E, 55 th St E to 1.7 miles E Granville	\$4,640,000.00
		4103 NH	U.S. Hwy 2 – W, 3 miles W of JCT 52 to 1 mile W JCT 83	\$3,100,000.00
		4105 NH	U.S. Hwy 52 – W, Begin 4 lanes Minot SE to end 4 lanes	\$794,000.00
		4215 NHU	U.S. Hwy 2 – E, 1 W of US 83 (16 th St SW)	\$275,000.00
		4202 NH	U.S. Hwy 2 – W, 3 mile W Surrey to BNRR Overhead	\$567,000.00
		4203 NH	U.S. Hwy 2 – W, BNRR Overhead to 2.4 miles W Granville	\$2,921,000.00
		4302 NH	U.S. Hwy 2 – E, 1 mile W JCT 83 to 55 th St	\$1,301,000.00
	Rehabilitation	4303 NH	U.S. Hwy 2 – W, 1 mile W JCT 83 to 55 th St	\$1,178,000.00
		4319 NH	U.S. Hwy 83 – S Minot to AFB	\$2,341,000.00
		4109 NH	U.S. Hwy 83 – S, S of JCT 23 N to Urban Limit	\$3,384,000.00
		24033 4224 NHU	U.S. Hwy 2 – E, 1 W of US 83 (16 th St SW)	\$1,660,000.00
	Reconstruction	23860 4110 SU	ND 989 – N 16 th St SW (2 nd Av SW-14 th Av SW)	\$9,626,000.00
	Rehabilitation	24033 4225 SU	ND 989 – N 16 th St (Frontage Rd SW-24 th Av SW)	\$2,820,000.00
	Maintenance	23787 4222 SHEHU	Minot, Citywide Traffic Signal Revis	\$1,441,000.00

Bridge	Rehabilitation	23635 4010 NH	U.S. Hwy 2 – E, NE JCT U.S. Hwy 2 & 52	\$468,000.00
		23635 4011 NH	U.S. Hwy 2 – W, NE of JCT 2 & 52	\$468,000.00
	Rehabilitation	23900 4111 NH	U.S. Hwy 2 – E, JCT US 2 & US 52 West	\$588,000.00
	Rehabilitation	23900 4112 NH	U.S. Hwy 2 – E, JCT 2 & 52 East	\$630,000.00
	Rehabilitation	23997 4113 NH	U.S. Hwy 2 Business – Burdick Exprwy East – Minot	\$182,000.00
	Preventative Maintenance	23901 4216 NH	U.S. Hwy 2 – E, JCT US 2 & US 52 West	\$309,000.00
		23901 4217 NH	U.S. Hwy 2 – E, JCT US 83 & US 2-52	\$309,000.00
		23901 4218 NH	U.S. Hwy 2 – E, JCT 2 & 52 East	\$309,000.00
		23901 4219 NH	U.S. Hwy 2 Business – E, Burdick Expy, East	\$378,000.00
	Reconstruction	22048 4221 NH	U.S. Hwy 83 – N, South of U.S. Hwy 2	\$1,755,000.00
Planning	-	23245 4014 TAU	Minot Washington School SRTS	\$465,000.00
	-	23915 4016 TAU	Edison Elementary School SRTS	\$550,000.00
	-	23916 4115 TAU	Washington Elementary SRTS	\$495,000.00
Bike/Ped	New Construction	23943 4015 TAC	Minot to Burlington Multi-Use Path	\$748,000.00
Transit	Maintenance	4020 TURB	Minot-Citywide 5307	\$1,538,000.00
		4118 TURB	Minot-Citywide 5307	\$1,569,000.00
		4223 TURB	Minot-Citywide 5307	\$1,600,000.00
		4323 TURB	Minot-Citywide 5307	\$1,632,000.00

BRIDGES IN MPO AREA

Within the MPO, there are fifty-eight bridges that are monitored. These structures are either maintained by the North Dakota Department of Transportation or by the Ward County Department of Transportation.

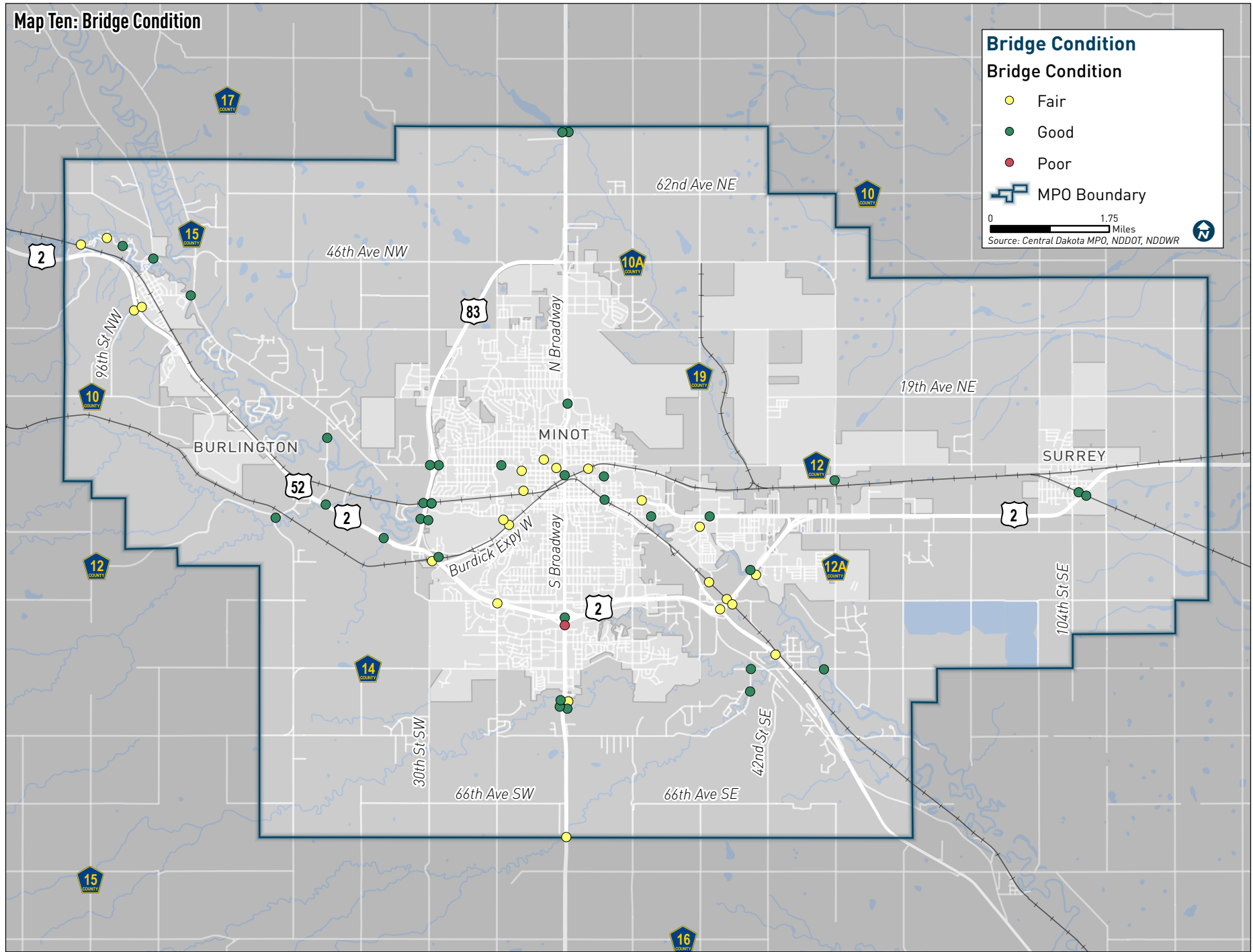
Table Ten: Poor and Fair Condition Structures within the MPO Boundary¹⁹

Poor Condition			
Structure Number	Location	Owner	Overall Health Rating
0083-198.473	South of U.S. Hwy 2 at US Highway 83	NDDOT	35.15
Fair Condition			
Structure Number	Location	Owner	Overall Health Rating
51-136-35.0	1 West 1 North Burlington	Ward County DOT	82.69
51-137-35.1	1 West 1 North Burlington	Ward County DOT	84.40
0002-138.353 L	5 Southwest of US 52 West	NDDOT	87.07
0002-144.200 R	2 West U.S. Hwy 83	NDDOT	98.04
0002-145.343	1 West of U.S. Hwy 83	NDDOT	92.78
MNOT03	16 th Street SW-Minot	City of Minot DOT	96.55
MNOT22 B	16 th Street SW-Minot	City of Minot DOT	98.01
MNOT01	3 rd Avenue-10 th Street NW-Minot	City of Minot DOT	96.47
MNOT05	2 nd Avenue-10 th Street SW-Minot	City of Minot DOT	87.45
MNOT24	6 th Street NW-Minot	City of Minot DOT	97.82
MNOT09	3 rd Avenue-4 th Street NW-Minot	City of Minot DOT	93.82

Structure Number	Location	Owner	Overall Health Rating
MNOT10	3 rd Street NE-Minot	City of Minot DOT	75.94
0002-907.095	Burdick Expressway East-Minot	NDDOT	97.84
MNOT21	27 th Street SE-Minot	City of Minot DOT	95.85
MNOT25	27 th Street SE-Minot	City of Minot DOT	99.05
0002-148.930	JCT 2 & 52 East	NDDOT	90.23
0002-149.111 L	NE JCT U.S. Hwy 2 & 52	NDDOT	96.39
0002-149.111 R	NE JCT U.S. Hwy 2 & 52	NDDOT	94.05
0002-149.663 R	1 N.E. of U.S. 2 & 52 JCT	NDDOT	93.45
0052-098.967	4 Southeast of U.S. 2 & 83	NDDOT	90.08
0083-195.336	3 South of U.S. Hwy 2	NDDOT	49.41

Table Eleven: Structure Condition Summary

Owner	Total Structures	Good Condition	Fair Condition	Poor Condition
NDDOT	36	23	12	1
Non-State	22	12	10	0



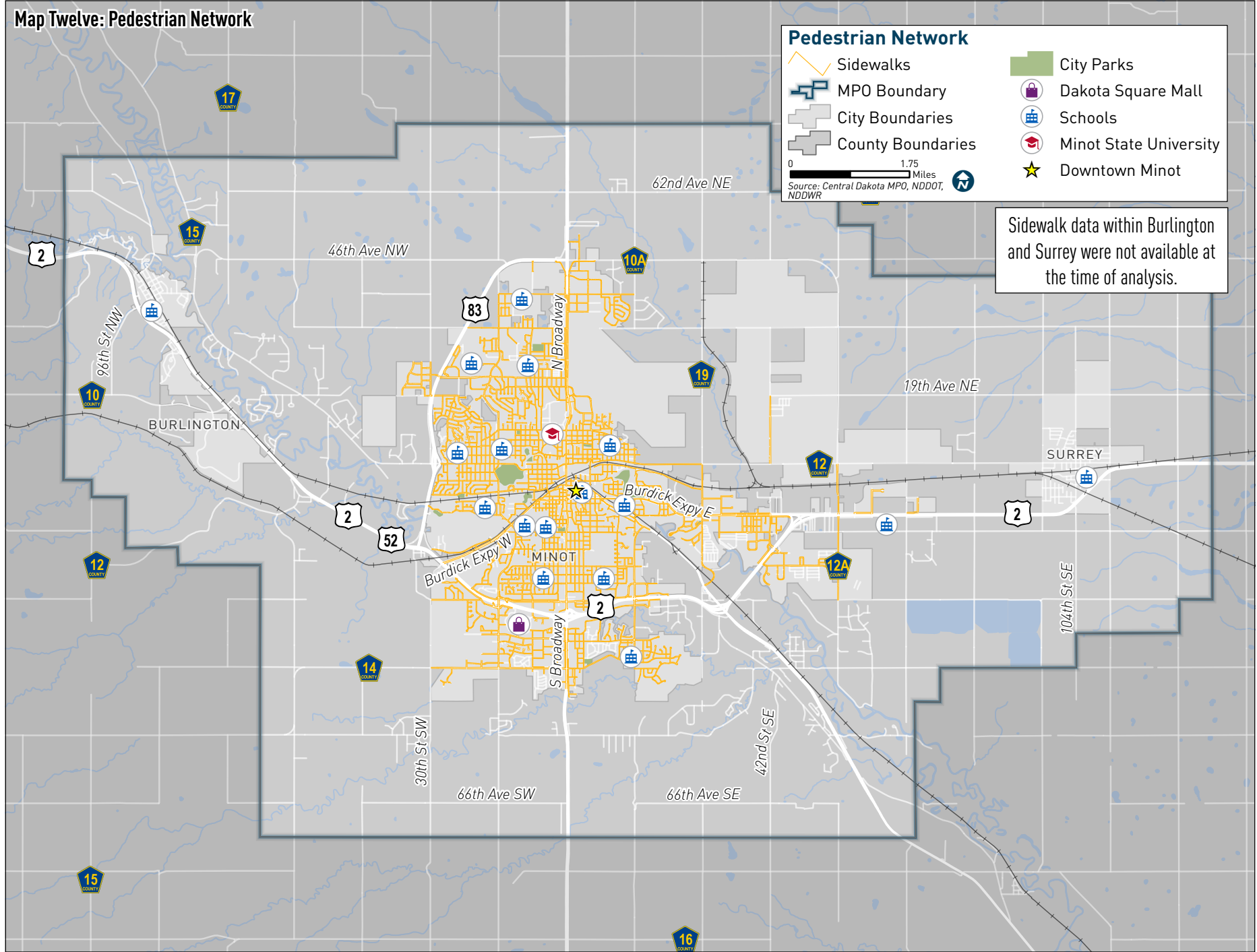
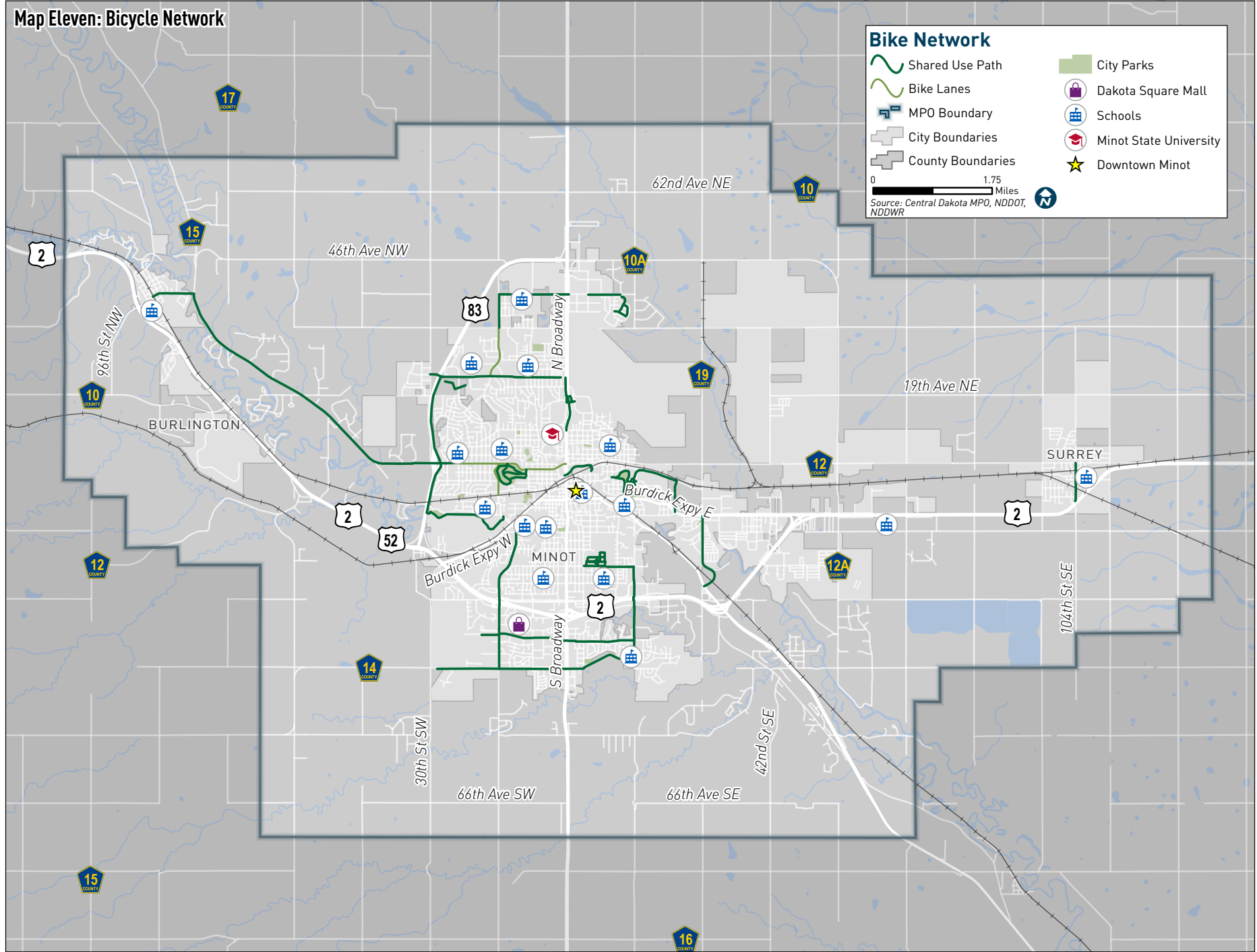
BIKE AND PEDESTRIAN SYSTEM

EXISTING NETWORK

Although sidewalk infill efforts have expanded throughout the City of Minot, through community engagement efforts, residents wish to see a continued effort to provide sidewalks and trails. (Sidewalk data for the Cities of Burlington and Surrey were not available at the time of analysis.) In recent years there have been concentrated planning efforts that recommend improvements to the network. From those plans, and through community support, many improvements have recently been made.

In recent years, Downtown Minot has improved its streetscape to focus more on walking and biking and Surrey has recently added a multi-use trail along 104th Street/Pleasant Avenue. This multi-use trail connects residential areas to Surrey High School. The installation of the multi-use path has been critical for safety as it provides a safe pedestrian crossing of an active rail line. The five mile long Burlington to Minot Trail is currently undergoing rehabilitation efforts to make travel along it more comfortable for pedestrians and bicyclists. The trail starts at the intersection of the US-83 Bypass and 4th Avenue NE within Minot and extends west to the City of Burlington where it connects to Colton Avenue and local parks. Additional upcoming improvements can be found in the 'Capital Improvement Plans' section.

However, the bicycle network is still highly fragmented and provides limited connections throughout the region. The sidewalk network, while more connective, suffers from occasional gaps and unsafe crossings of major thoroughfares. Continued expansion and improvement of the bike and pedestrian system will allow residents more options for how they travel and provide more recreational opportunities.



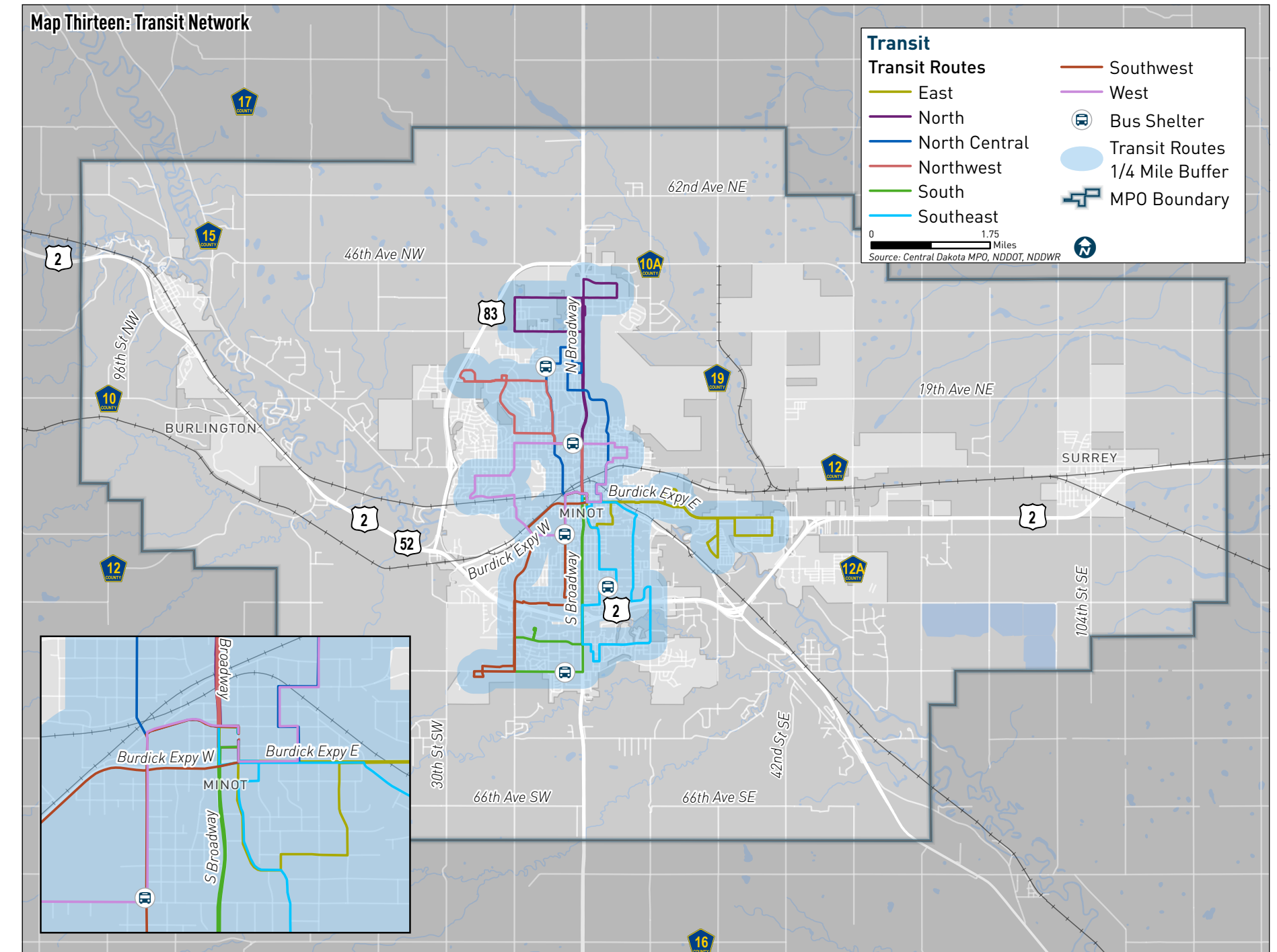
TRANSIT SYSTEM

Transit services in the region are currently provided by Minot City Transit and Souris Basin Transportation. The area offers one of the most active and successful transit systems in the state, having had a strong recovery following the COVID-19 Pandemic that has led to recent service expansion to accommodate growing needs from customers. Public transportation is vitally important to the City of Minot. These services improve the quality of life by providing mobility to those who need or choose to use them, connecting commuters to jobs, students to educational facilities, and residents to shopping, recreation, and other services.

FIXED ROUTE SERVICES SUMMARY

Fixed route services are provided by Minot City Transit. There are currently eight routes in operation that run on weekdays from 7 a.m. to 7 p.m. Minot City Transit operates a hub-and-spoke service model, with routes starting and ending their trips at the recently opened Minot City Transit Center. Each route operates at a one-hour frequency and is interlined with another route, completing two 30-minute loops each hour from the main transfer point. A large majority of residents currently live within ¼ mile of existing transit routes, making Minot one of the most accessible transit systems in the state in terms of coverage. The new transit center opened in September 2024 and is located near City Hall and the Renaissance Parking Garage, a more central location that replaced the Minot Municipal Auditorium transfer site.

A comprehensive system analysis was completed in 2013, setting a vision for a complete transit system in the Minot area, with goals focused on accessibility, quality of service, development and land use, environment and air quality, multimodal approaches, transit experience, and funding. A key outcome of the study was setting the stage for a future downtown transit center. The Central Dakota MPO will oversee the next Transit Development Plan update which is expected to start in 2025. This study will also include services provided by Souris Basin Transportation.



Minot City Transit utilizes what is commonly known as a “flag stop” system, meaning buses will stop at any corner along a bus route as long as the operator believes it to be a safe place to stop. Additionally, buses will stop at fire hydrants in the middle of longer blocks. By relying on flag stops, transit riders have the flexibility to board where it is most convenient to them along a route, however, they often lack the necessary infrastructure needed to safely utilize the public transit system.

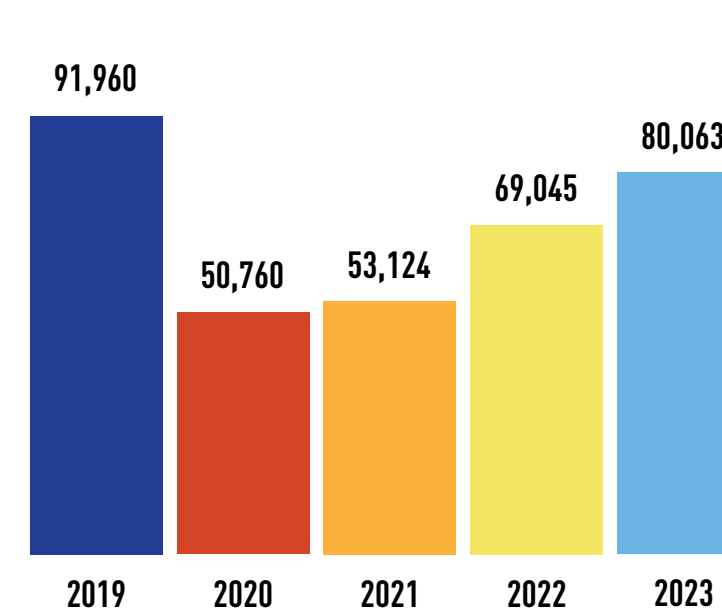
SYSTEM EFFICIENCY AND PERFORMANCE

Overall ridership has seen declines following the Covid-19 pandemic, however Minot City Transit has proven to be more resilient than many transit agencies across the United States and has experienced strong growth in recent years. In 2023, total ridership was at 87% of pre-pandemic levels.

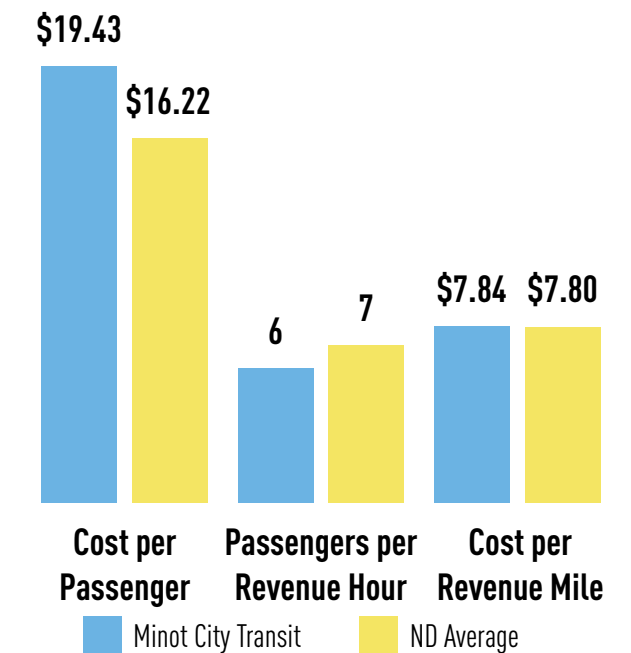
Following national trends, Minot City Transit’s operating expenses have been on the rise while ridership has seen declines following the Covid-19 pandemic. These trends have resulted in fewer service hours and higher costs per passenger. However, Minot’s transit performance metrics are generally starting to get closer to pre-pandemic levels. This is particularly true for passengers per revenue hour, which in 2023 was at 85% of 2019 levels.

Table Twelve: Fixed Route Transit Routes

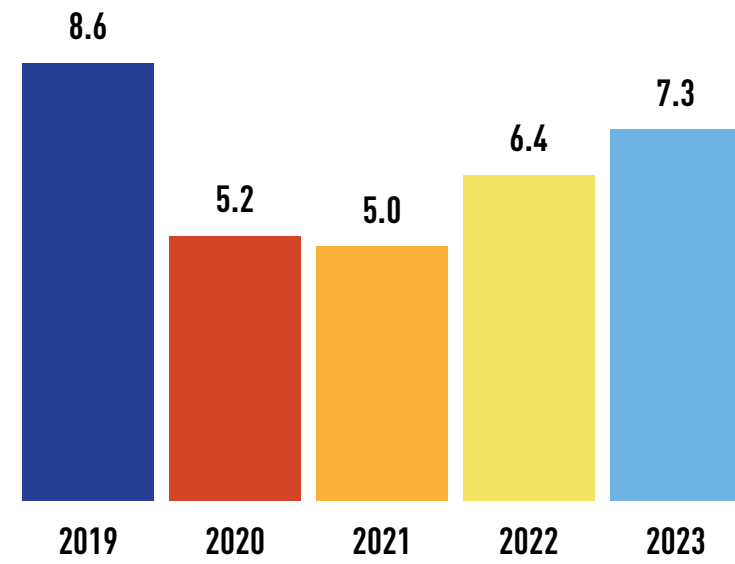
Route	Frequency (Min)	Span	Interlining	Additional Trips when School is in Session
North	60	7:00a - 6:30p	South West	7:30a, 3:30p
North West	60	7:30a - 7:00p	South	
North Central	60	7:00a - 6:30p	South East	7:30a, 3:30p
East	60	7:00a - 6:30p	West	7:30a, 3:30p
West	60	7:30a - 7:00p	East	7:00a, 3:00p
South	60	7:00a - 6:30p	North West	
South East	60	7:30a - 7:00p	North Central	7:00a, 3:00p
South West	60	7:30a - 7:00p	North	7:00a, 3:00p



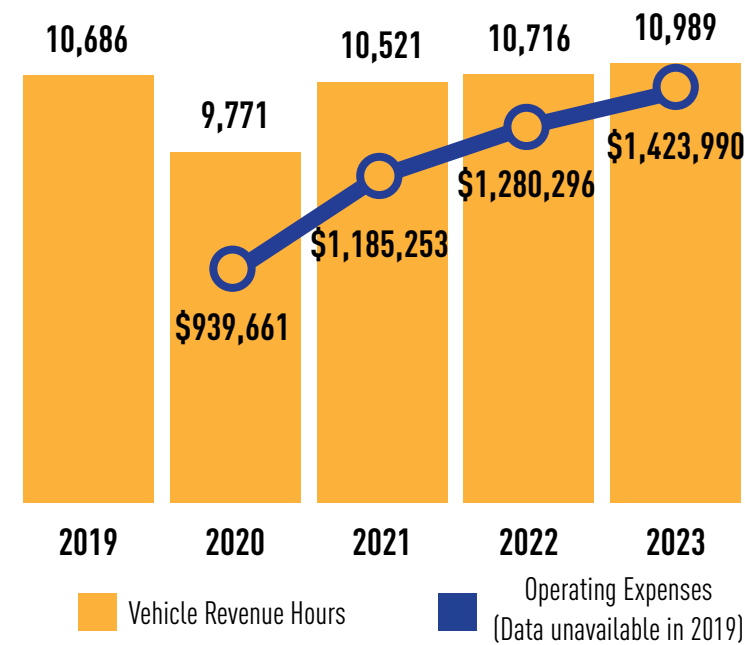
Graph Two: Historical Annual Passenger Count



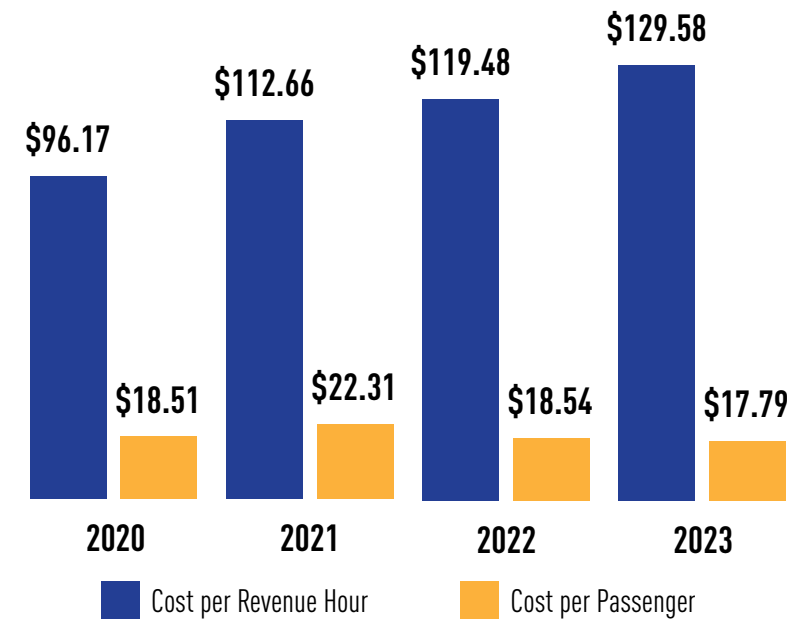
Graph Three: Minot City Transit compared with ND Average



Graph Four: Passengers per Revenue Hour



Graph Five: Vehicle Revenue Hours with Operational Expenses



Graph Six: Cost per Revenue Hour and per Passenger

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SOURIS BASIN TRANSPORTATION

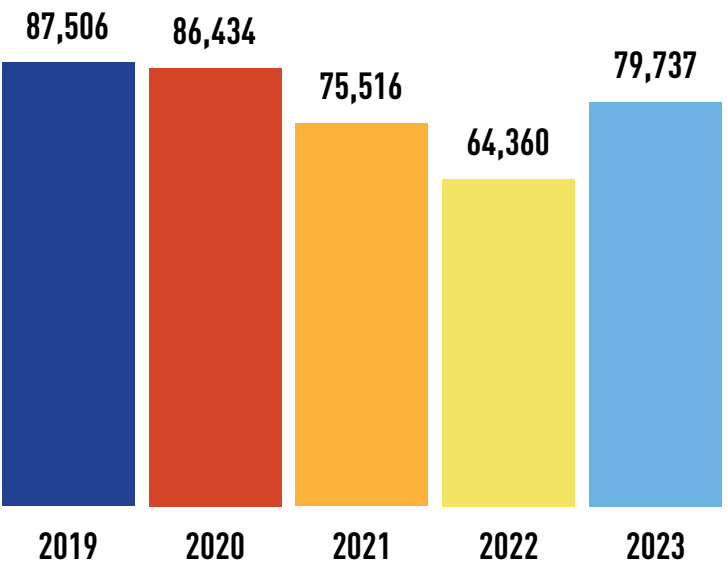
To meet the Federal Transit Administration’s ADA requirements for paratransit service, Minot City Transit has partnered with Souris Basin Transportation. In the Minot area, Souris Basin Transportation provides curb-to-curb services between 7:30 a.m. to 10:00 p.m. on weekdays, 7:30 a.m. to 5:00 p.m. on Saturdays, and 7:30 a.m. to 3:00 p.m. on Sundays. Rides must be scheduled by 2:00 p.m. the day before a ride is needed, or on Friday for weekend trips. Reservations are currently made by calling the Souris Basin Transportation’s dispatch office.

SYSTEM EFFICIENCY AND PERFORMANCE

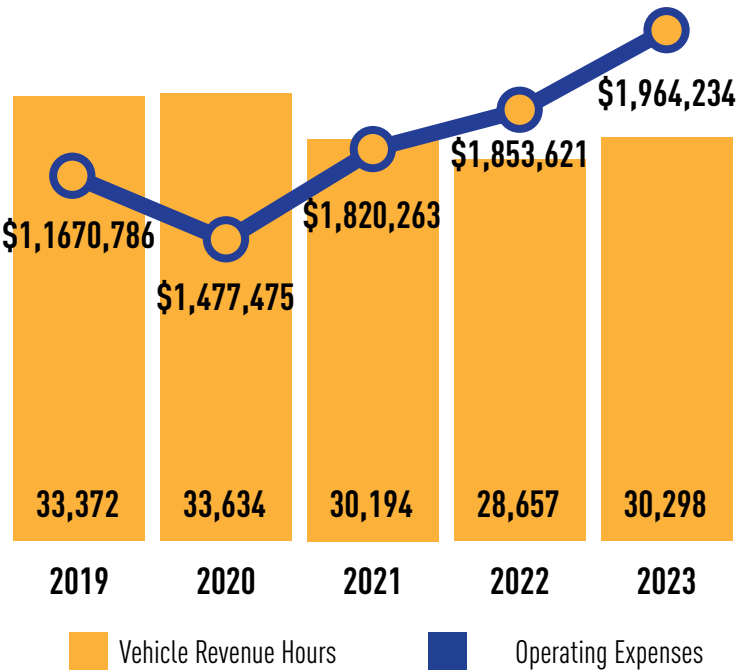
NTD data from 2018-2022 was reviewed for all of Souris Basin Transportation’s services (including those outside of Minot), which have proven to be resilient following the Covid-19 pandemic. In 2022, ridership was at 92% of 2019 levels. While costs to operate service have been on the rise, recent trends have been more positive in the Minot area, having seen a reduction in costs per revenue hour and per passenger in 2022 compared to 2021. Passengers per revenue hour have also returned to pre-Covid levels, sitting at 2.6 in 2022.



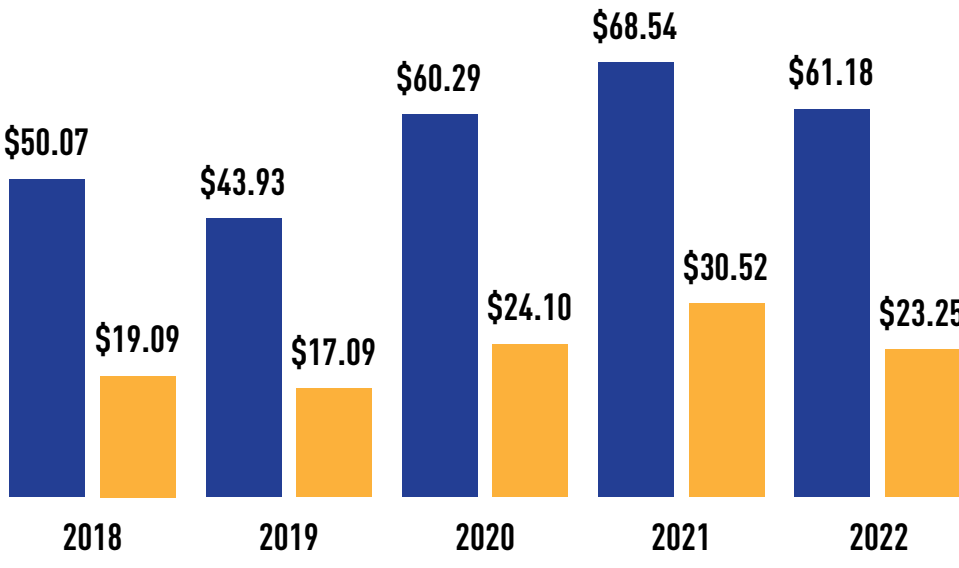
EXISTING CONDITIONS



Graph Seven: Historical Annual Passenger Count

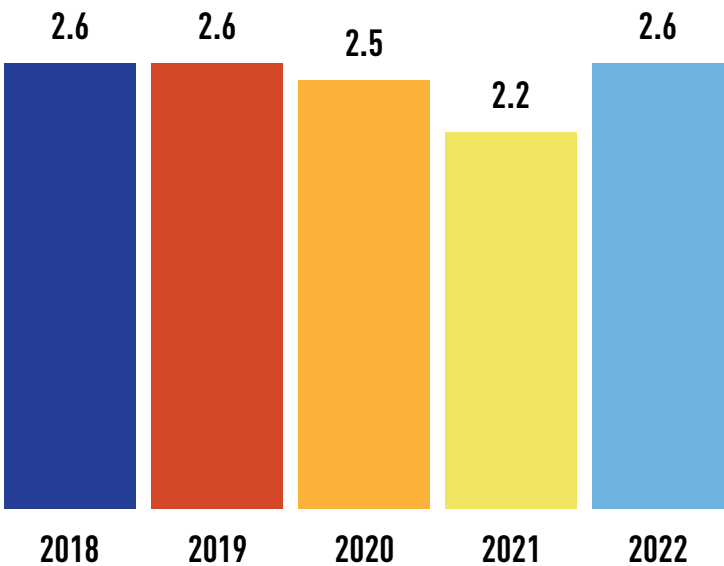


Graph Eight: Vehicle Revenue Hours with Operational Expenses



Cost per Revenue Hour Cost per Passenger

Graph Nine: Cost per Revenue Hour and per Passenger



Graph Ten: Passengers per Revenue Hour

SUMMARY OF TRANSIT NEEDS

While Minot City Transit's ridership has continued to recover and grow in recent years, it will continue to be important to adapt and modify their systems to keep up with changing needs from their customer base and attract new riders to the system. The current system has a strong network to build on, providing coverage to a large majority of residents, but additional fine tuning and exploration of new technologies and service models (e.g., microtransit, higher frequency service, real-time information, designated stops, etc.) may help keep the momentum going. Since the publication of the Minot 2013 Comprehensive (Transit) System Analysis, the transit system has drastically changed and will benefit from an updated analysis as part of the upcoming Transit Development Plan.

The most significant challenge ahead for transit in the Minot region will be obtaining sufficient funding needed to continue operating service as it runs today. With the transition to an urbanized area, Minot City Transit's Section 5311 funding will go away, and Section 5307 allocations won't provide a sufficient amount to cover demand-response services currently being contracted with Souris Basin Transportation. The Transit Development Plan will need to have a focus on funding while balancing system efficiencies and the need to drive ridership growth in the region.

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Image Six: Facing West on US 52 at 13th St SE (May 2024)



EXISTING CONDITIONS

FREIGHT SYSTEMS

North Dakota is unique in that approximately 78 percent of its freight flows are outbound. Agricultural and Petroleum products represent the majority of North Dakota outbound freight and travel most frequently by rail with truck transportation representing approximately a quarter of outbound freight travel. A majority of inbound North Dakota freight demand is served by truck transportation. While truck transportation is paramount to the freight system, rail has become more frequently used due to the opening of the Minot Intermodal Facility. These systems support the local and regional economy and their preservation and upkeep are necessary.

KEY ROUTES

The National Highway System (NHS) includes a variety of road types that are important to the nation's economy, defense, and mobility. The NHS includes the following types of roads:

- Interstates
- Other Principal Arterials – Highways in rural and urban areas that provide access between an arterial and a major port, airport, or other public transportation facility.
- Strategic Highway Network (STRAHNET) – Highways important to the U.S.'s strategic defense policy and that provide defense access, continuity, and emergency capabilities for defense purposes.
- Major STRAHNET Connectors – Highways that provide access between major military installations and highways that are part of STRAHNET.
- Intermodal Connectors – Highways that provide access between major intermodal facilities and the other four subsystems making up the NHS. Currently, two NHS intermodal connectors are designated in North Dakota.

The NHS is under the jurisdiction of state Departments of Transportation (DOT) with oversight by FHWA. In North Dakota, the NHS comprises the entire Interstate Highway System along with several state highway (designated ND) corridors. The following pass through the MPO boundary:

- U.S. Highway 2
- U.S. Highway 52
- U.S. Highway 83

FUTURE SW/SE CONNECTOR CORRIDORS⁴

The Connector Corridor was initiated by Ward County to lay the foundation for a future limited access connector route between U.S. Highway 2/52 west of Minot to U.S. Highway 52 east of Minot. Continued population growth along with sustained energy, agricultural, and commercial freight demands in the region have challenged the regional roadway system for decades. A southern connection would provide an alternative route for freight and motorists to alleviate congestion in the urban core including U.S. Highway 2/52 and U.S. Highway 83/Broadway.

U.S. HIGHWAY 2

Based on analysis conducted for the SW/SE Connector Corridor Study, it was found that U.S. Highway 2 carries the highest truck traffic volumes of all study area roadways. East of U.S. Highway 52, trucks make up around 10% of vehicles, with daily truck volumes ranging between 800 and 1,200 vehicle per day. Between U.S. Highway 52 and the U.S. Highway 83 Northwest Bypass, trucks are 11-14% of the traffic stream, with daily truck volumes between 2,000 and 2,200 per day. West of the U.S. Highway 83 Northwest Bypass, truck traffic is around 15% of the traffic stream, with around 1,700 trucks per day.

U.S. HIGHWAY 83

In the urbanized area just south of U.S. Highway 2, truck traffic is around 4% of traffic, with around 800 trucks a day. Truck traffic is lower north of U.S. Highway 2, with around 300 trucks per day. Truck traffic is a more considerable percentage of the overall traffic stream south of Minot (13-15% of traffic); however, the overall number of trucks is generally similar to the urbanized area, with around 1,000 trucks per day near 54th Avenue South and near County Road 16.

U.S. HIGHWAY 52

US 52 carries around 900 trucks per day between US 2 and County Road 16. Truck traffic is around 12% of the total traffic south of US 2 and around 19% of traffic near County Road 16.

MINOT AIR FORCE BASE (AFB) ROUTES

AFB is one of only three strategic missile bases in the US. The base supports and maintains numerous missile silos, containing LGM-30G Minuteman intercontinental ballistic missiles (ICBM), which are in multiple locations throughout ND and adjacent states. The 91st Missile Wing is responsible for the security and deployment of the only land-based ICBMs the US operates. The Strategic Highway Network (STRAHNET) and the Strategic Rail Corridor Network (STRACNET) were developed by the U.S. Department of Defense in coordination with FHWA. The STRAHNET and STRACNET are networks of highways and rail lines that support the U.S. military with access, continuity, and emergency capabilities for defense purposes. It is common for the movement of weapons, materials, and supplies to temporarily shut down portion of the U.S. Highway network in the region, below, and shown in Map Fourteen. Alternative routes, like the SW/SE Connector, would help to increase safety and reliability for AFB operations along with the safety and reliability for the U.S. Highway Network.

Broadway / U.S. Highway 83	U.S. Highway 2/52
U.S. Highway 83 Bypass	46th Avenue NW
Burdick Expressway	46th Avenue NE
U.S. Highway 2	27th Street NE (County Road 19)
U.S. Highway 52	37th Avenue SW (County Road 14)

The state's military installations serve as freight generators, consumer markets, and rely on connectivity to the freight transportation system. The US Department of Defense assists local governments with funding roadway improvements in the STRAHNET roadway network. STRAHNET system includes two interstate highways (I-29 and I-94) and portions of two U.S. highways (U.S. Highway 2/U.S. Highway 2 Business and U.S. Highway 83/U.S. Highway 83 Bypass), the STRACNET includes BNSF lines through Williston, Minot, and Fargo.⁵

LOCAL TRUCK ROUTES

Several municipalities have designated truck routes within their jurisdiction. These truck route designations vary but largely exist to restrict trucks to certain highways in urban areas.

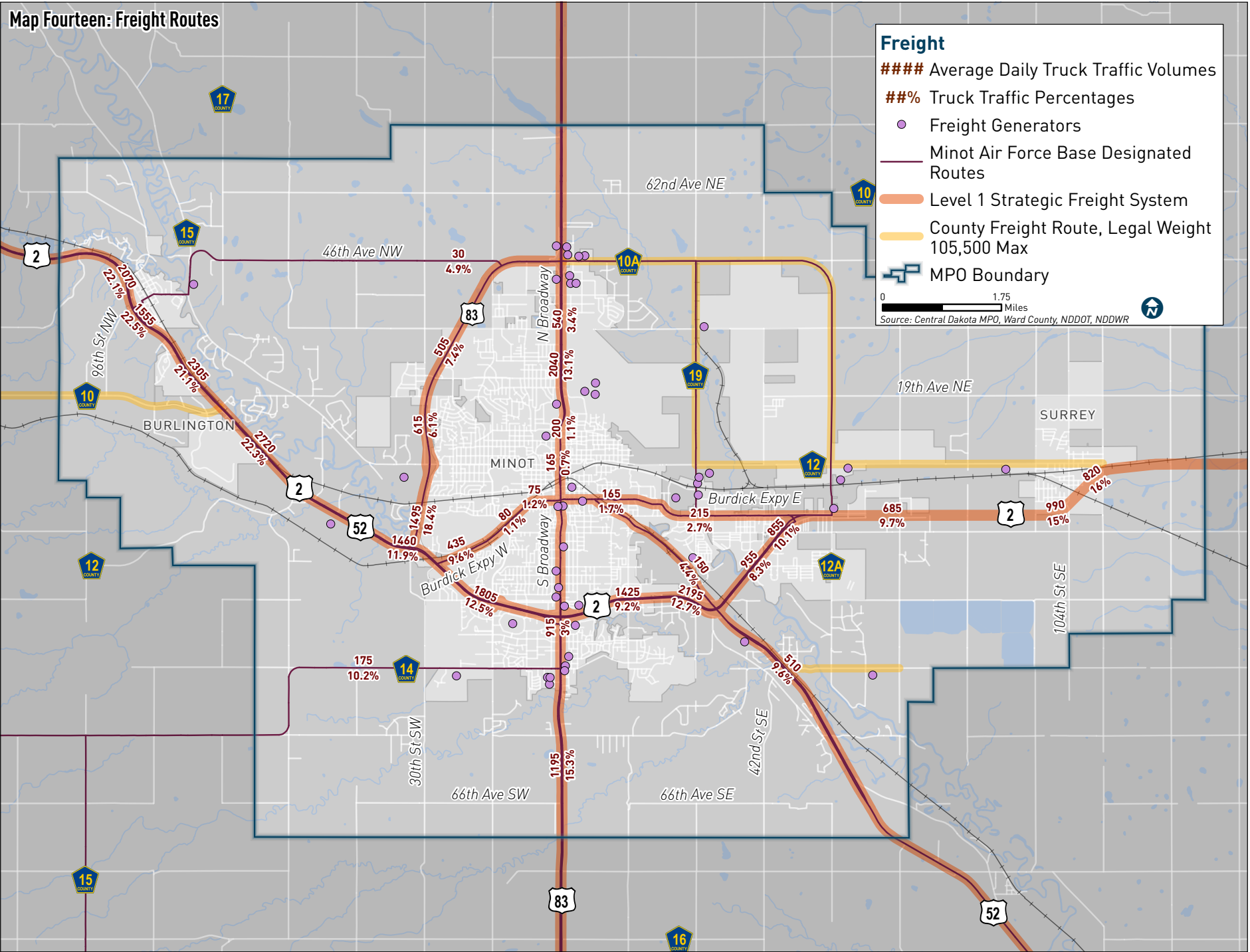
In Minot, U.S Highway 2, 52, 83, and 83 Bypass have a max weight limit of 105,500 pounds of gross vehicle weight (GVW). While these corridors can carry heavy freight, 16th Street SE provides a north/south connection for goods and services to commercial districts south of US 2/52.

Ward County has designated freight routes that include Ward County Northeast Bypass, Highway 10, 10A, 12, 19 and 37th Avenue SE from U.S. Highway 52 to 72nd Street SE. These serve as alternative freight routing outside the U.S. and state highway system. Along U.S. Highway 2 at the 16th Street Southwest interchange there is currently a 16-foot height restriction. Due to the short clearance, large trucks frequently hit the bridge causing delays, damages, and bridge closures (Image Seven). However, over height vehicles traveling this route do not currently have a convenient alternate route for bypassing this height restriction. A lack of alternative roadways creates a negative impact on agriculture products and equipment in the region. The minimum standard height for new bridges in the region is 16.5 feet.

As noted in , U.S. Highway 2, U.S. Highway 52, U.S. Highway 83, and U.S. Highway 83 Bypass are Level 1 Strategic Freight System Routes. These routes are determined to be the most critical freight corridors necessary to sustaining the state's economic growth and competitiveness.

Image Seven: U.S. Highway 2 Bridge Strike on 16th Street SW²⁰





Rail connections⁶

The MPO area is served by two Class 1 freight railroads, Burlington Northern Santa Fe (BNSF) Railway and Canadian Pacific Kansas City Railway (CPKC Rail). North Dakota has four additional regional and short line railroads that connect to BNSF and CPKC lines outside of the study area – Dakota, Missouri Valley & Western Railroad (DMVW), Red River Valley & Western Railroad (RRVW), Dakota Northern Railroad (DNR), and Northern Plains Railroad (NPR). The North Dakota rail network comprises 3,481 route miles. Rail is a critical mode of transportation within the MPO area and helps to deliver goods produced in North Dakota to the rest of the country and across the world. Map Fifteen shows all rail crossings within the MPO boundary as well as crashes involving trains between 2019 and 2023.

BNSF Railway

BNSF is one of the largest railroads in the US, with 32,500 route-miles. The corporation serves 28 states, principally west of the Mississippi River and three Canadian provinces. The rail line provides international access and direct routes to the Pacific Northwest Ports of Seattle and Tacoma, the Port of Oakland, and the southern California Ports of Long Beach and Los Angeles.

In the North Dakota region there exists a 1,632-mile network that serves the Bakken region (the state’s agricultural areas and all major population centers). BNSF’s international connections ship North Dakota’s agricultural and energy exports to Asia; links North Dakota to Latin American markets; and provides outlets for North Dakota’s oil reserves as an alternative to pipelines. BNSF’s North Dakota network consists of two operating divisions and their respective operating subdivisions.



In the North Dakota region, CPKC Rail operates a 520-mile network through its U.S. subsidiary, the Soo Line. CPKC Rail has a single line passing through North Dakota. The line enters the United States at the border city of Portal and proceeds southeast across the state through Minot. CPKC Rail provides North Dakota importers and exporters with alternative rail access to the Twin Cities and Chicago.

The new Minot City Transfer Point, located on 1st Street SW and 2nd Avenue SW, is approximately a half mile from the Amtrak station located on 1st Avenue SW. However, the entrance to the Amtrak station is not ADA compliant and is located behind an uncontrolled rail crossing. This presents safety and conflict concerns.

**Image Eight: Rail and Semi Freight Connection Facility
near 55th Street NE and 5th Avenue NE intersection**



INTERMODAL FACILITY

The Port of ND began the first intermodal rail service in ND with the intent of reducing shipping costs for moving goods to international ports. It currently services more than 500 independent agricultural producers within a 150-mile radius of the facility.

The success of the Port will simultaneously increase local and regional truck traffic to the Port but reduce the long-haul truck traffic that has historically hauled these products. The Port has shipped more than 20,000 containers (primarily 40-foot containers) since opening. On October 4th, 2024, the 100th train departed the Minot Intermodal Facility where it then traveled to the ports of Seattle and Tacoma in Washington. Its goods will be offloaded onto container ships that will transport them around the world.⁸

The intermodal facility in the northeast Minot area makes regional connections between US Highway 52, US Highway 83, and US Highway 2, providing access to the region's robust industry to the global markets.

In October 2020, North Dakota's first intermodal terminal, located at the 800-acre Logistics Park of North Dakota in Minot, was leased to a new operator, Rail Modal Group (RMG). The facility serves an agriculture supply chain of small lot size, containerized grain shipments, and markets requiring identity-preserved products. Initially, BNSF will provide service as demand requires. Complementing the intermodal operation is a 386-acre, BNSF-certified logistics site whose purpose is to attract rail-related economic development. Commodities include: barley, corn products, oats, beans/peas/lentils, lubes/oils/waxes, fuels, sand, pipe, limestone, and soybeans.

AIR TRANSPORTATION

FLIGHT OPERATIONS

Minot International Airport is located less than two miles north of the Downtown Minot. It is situated with commercial and retail development to the west, agricultural uses to the east and residential properties to the southwest and northwest. The airport serves commercial flights providing scheduled passenger service, overnight cargo, and general aviation services. It is owned by the City of Minot and operated as a city department with an airport advisory committee providing input to the City Council.

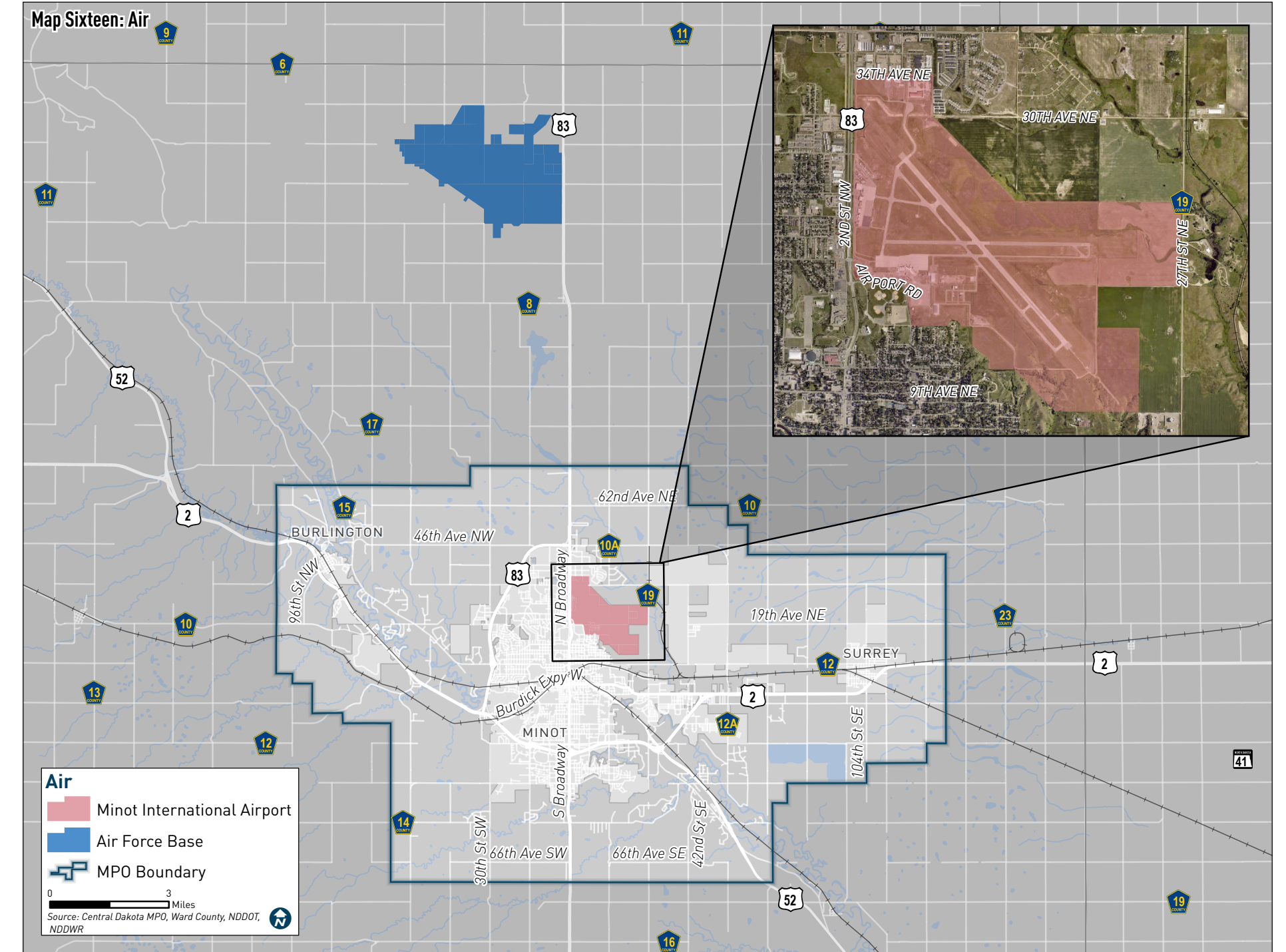
PROVIDERS

The Minot International Airport is currently served by Allegiant Air, Delta Airlines, and United Airlines. At the time of writing, passengers could fly direct to Minneapolis, MN; Denver, CO; Mesa, AZ; Las Vegas, NV; and Orlando, FL from Minot.

MULTIMODAL CONNECTIONS⁹

To and from the airport, visitors and residents have multiple transportation options that can be used. Four hotels, Grand Hotel, Hampton Inn, Clarion Hotel, and Hotel Revel, offer shuttle services to and from the airport for guests. Taxis also service Minot and can be called on-demand for pick-up and drop-off as can Uber and Lyft. In addition, the Minot Airport provides rental cars from Alamo, Avis, Enterprise, Hertz, and National.

The airport is also served by the North Central Transit line. The route travels along Airport Road / 3rd Street NE from 20th Avenue NW. The transit system operates on a flag-stop system so riders can be picked up anywhere along the route where the operator deems it safe to stop.



AIRPORT PLANNING EFFORTS

In 2018, the Master Plan Update for the Minot International Airport was adopted by the Airport Commission. The intent of the master plan was to provide updated data and an analysis of airport activities that were not included in the previous Master Plan (2010). The implementation timeline below is based on a balance between available funding, facility conditions, and manifested demand for the facilities.¹⁰

Table Thirteen: Airport Planning Timeline

	Near-Term (0-5 Years)	Mid-Term (6-10 Years)	Long-Term (11-20 Years)
Airfield	Runway 8-26 Rehab	Runway 8 Threshold, Taxiway B & D Realignment, Taxiway F Realignment, Pavement Maintenance	Taxiway C Rehab, Runway 31 Extension, Taxiway B & G Rehab, Pavement Maintenance
Airline Terminal	Rental Car Quick Turn-Around (QTA)	Short-Term Parking Lot Rehab, Expand Employee Lot	Parking Lot Rehab, Passenger Boarding Bridge #5
General Aviation West and Other	Apron Rehab, Rehab Access Road and Parking, Construct Hangar with Demand	Expand Auto Parking, Replace T-Hangars, Construct Hangars with Demand	Hangar Taxilane Extension, New Apron – North East, Construct Hangars with Demand
General Aviation South	Rehab & Expand Cargo Apron, Construct Hangars with Demand	Expand Cargo Apron, Hangar Taxilane Extension, Construct Hangar with Demand	Rehab Hangar Taxilanes, Construct Hangars with Demand
Support	ARFF Reconstruction/Expansion, Storm Water/Wildlife Mitigation, Snow Removal Equipment	Snow Removal Equipment	New ATCT, Replace Perimeter Fence, Snow Removal Equipment

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Endnotes

- 1 <https://www.minotnd.gov/DocumentCenter/View/1848/Minot-NB-DT-Chapter-3-Flood-Chronology>
- 2 <https://www.usgs.gov/centers/dakota-water-science-center/souris-river-above-minot-north-dakota-108-years>
- 3 <https://www.minotnd.gov/720/Safe-Routes-to-School-Projects>
- 4 https://www.co.ward.nd.us/DocumentCenter/View/6747/WC_SE-SW_Connector_Study
- 5 https://www.dot.nd.gov/sites/www/files/documents/construction-projects/NDDOT_FinalFRP_Jan2023.pdf
- 6 https://www.dot.nd.gov/sites/www/files/documents/construction-projects/NDDOT_FinalFRP_Jan2023.pdf
- 7 <https://www.amtrak.com/content/dam/projects/dotcom/english/public/documents/corporate/statefactsheets/NORTHDAKOTA23.pdf>
- 8 <https://www.minotchamberedc.com/news/lpnd-train-1--/>
- 9 <https://www.motairport.com/155/Ground-Transportation>
- 10 <https://www.motairport.com/DocumentCenter/View/336/Executive-Summary>
- 11 https://data.census.gov/profile/Surrey_city,_North_Dakota?g=160XX00US3877180
- 12 https://data.census.gov/profile/Burlington_city,_Ward_County,_North_Dakota?g=060XX00US3810110940
- 13 https://data.census.gov/profile/Minot_city,_North_Dakota?g=160XX00US3853380
- 14 https://data.census.gov/profile/Ward_County,_North_Dakota?g=050XX00US38101
- 15 <https://www.minotnd.gov/DocumentCenter/View/1848/Minot-NB-DT-Chapter-3-Flood-Chronology>
- 16 Esri (2024), ACS (2018-22), U.S. Census (2020)
- 17 <https://www.minotdailynews.com/news/local-news/2024/08/first-day-of-school-marks-new-era-for-minot/>
- 18 <https://www.minotstateu.edu/faculty.shtml>
- 19 <https://nddot.maps.arcgis.com/apps/MapSeries/index.html?appid=c9251469c0934f94aae31f9fdb979f41>
- 20 <https://www.kfyrtv.com/2023/11/18/industrial-tank-wedged-under-16th-street-overpass-minot/>



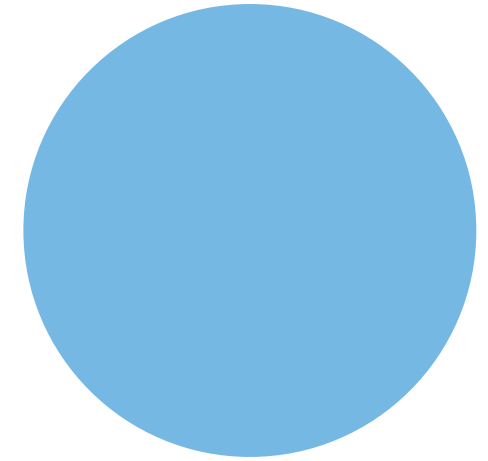
December 19, 2024

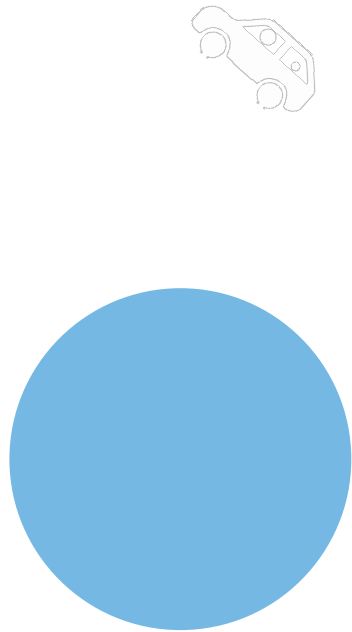
Policy Board Meeting



Today's Topics

1. Project Overview
2. Phase 1 Engagement Summary
3. What work is completed or underway?
4. Where are we headed?
5. Next Steps
6. What's important to you?





2050 Metropolitan Transportation Plan

Project Overview

2050 Metropolitan Transportation Plan

- **Long-range regional transportation plan** to meet federal transportation planning and funding requirements
- **Regional approach:** Ward County and Cities of Minot, Burlington, and Surrey
- Understand impact of **future planned growth** and transportation needs
- Develop a '**fiscally constrained**' transportation project list
- **Community-centered**, innovative engagement approach

Key transportation plan elements:

- Travel demand modeling
- Priority corridor analysis
- Safety analysis
- Bicycle and pedestrian planning
- Transit planning
- Policy guidance such as access management and right of way preservation
- Funding assessment and project prioritization



Key Tasks



Team Introductions

Key team members

- **Angie Stenson**, AICP, Project Manager, Bolton & Menk
- **Blue Weber**, Engagement Lead, Bolton & Menk
- **Les Noehre**, PE, Stakeholder Liaison, Bolton & Menk
- **Mike Bittner**, PE, PTOE, Special Priority Areas Lead, Bolton & Menk
- **Jim Mertz**, GISP, Existing Conditions Lead, Bolton & Menk
- **Scott Harmstead**, MPA, AICP, Goals, Objectives, Performance Measures Lead, Future Conditions Lead, SRF
- **Luke Champa**, AICP, Financial Plan Lead, SRF



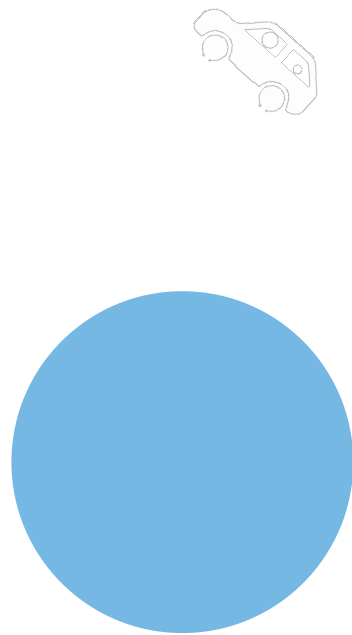
Bolton & Menk
Project management, public engagement, issues identification,
alternative development, and implementation



SRF
Future growth analysis, goals, objectives, and
performance measures, and financial planning



HFTE, Inc.
Travel Demand Model QA/QC

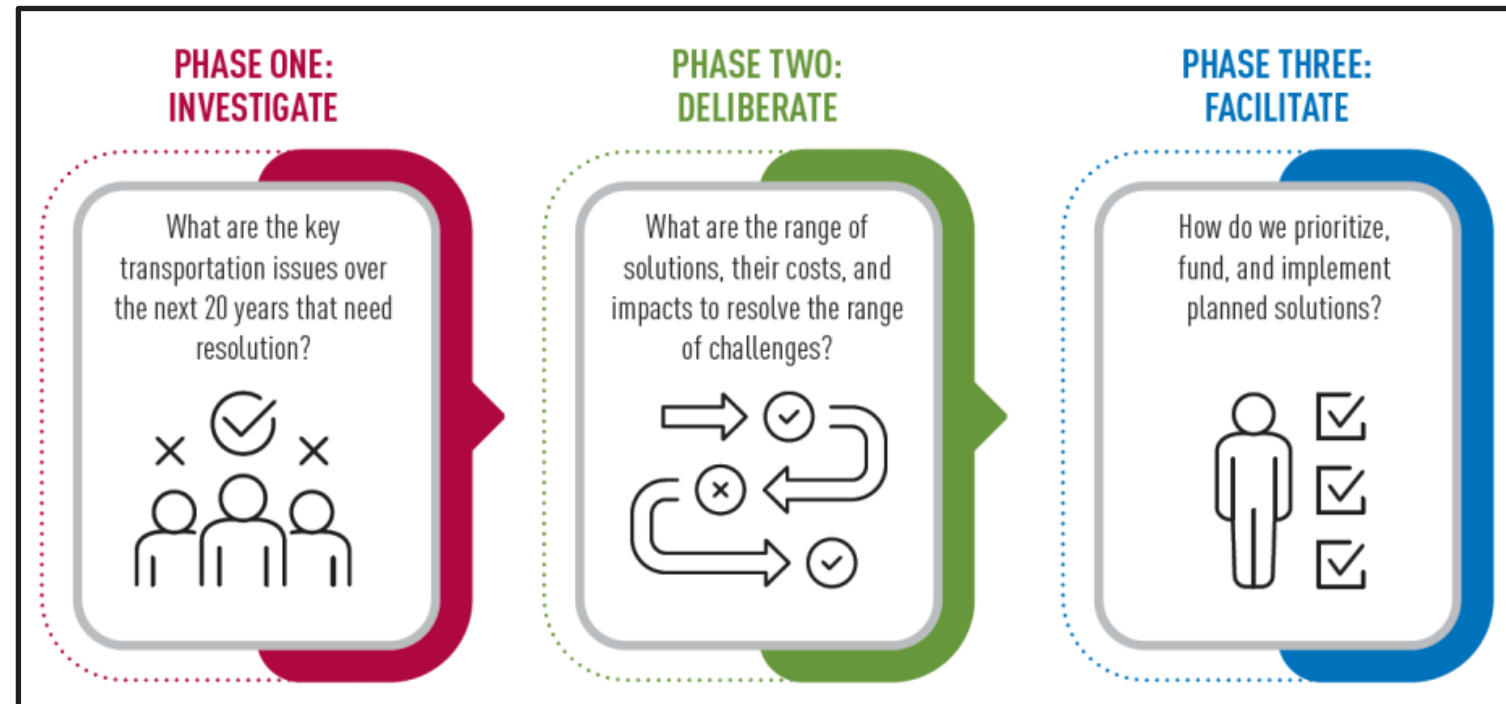


2050 Metropolitan Transportation Plan

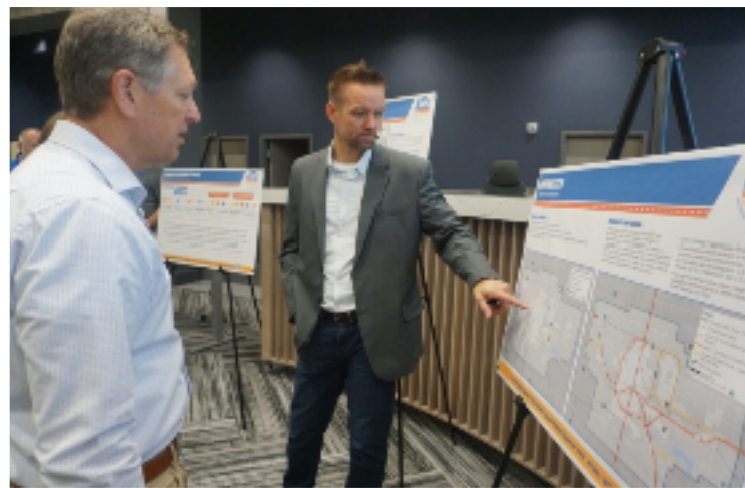
Phase 1 Engagement Summary

Overview of Phase 1 Engagement

- **Communication tools:** project website, social media, press release, organization and project branding
- **Engagement tools:** survey, interactive webmap, public open houses (3), focus group listening sessions (7)
- Total individuals engaged: **184**
- Total meetings held: **10**
- Number of non-MPO organizations contacted: **55**



Open House Summary



Open Houses in City Member Agencies

- Minot City Hall (October 15th)
- Surrey Senior Center (October 16th)
- Burlington City Hall (October 16th)

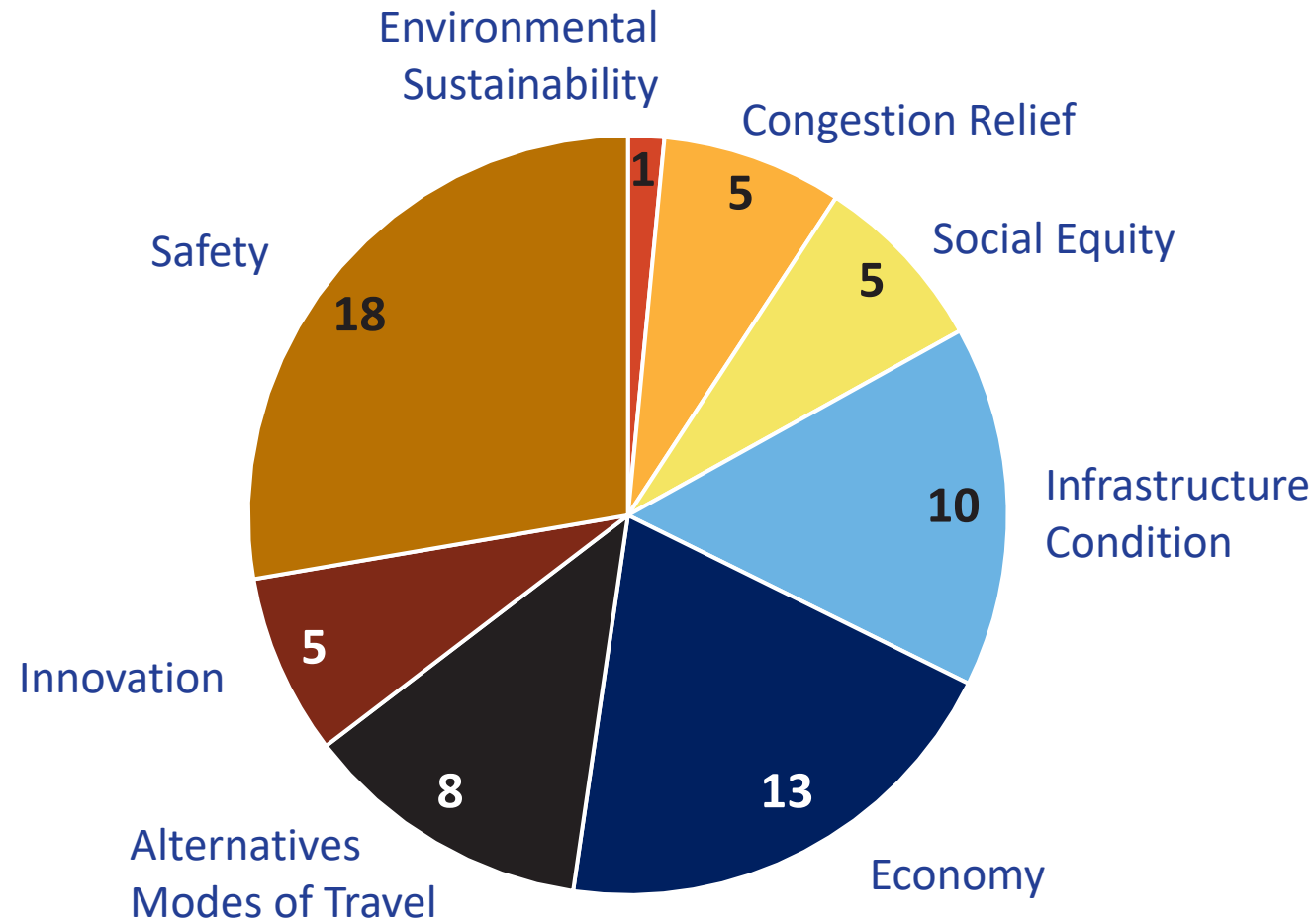
Key Conversations

- Kyle Erickson – NDCPD
- Corey Berger – Surrey Public Works
- Mark Lyman – Minot Chamber EDC

Total Attendance: 23

Open House Summary – Project Goals Activity

To get your input on developing the goals, please use your three pom-poms and place them in the jar(s) with the topic you think is the most important.



Key Findings:

Top Three Goal Areas:

1. Safety
2. Economy
3. Infrastructure Condition

Surrey Open House:

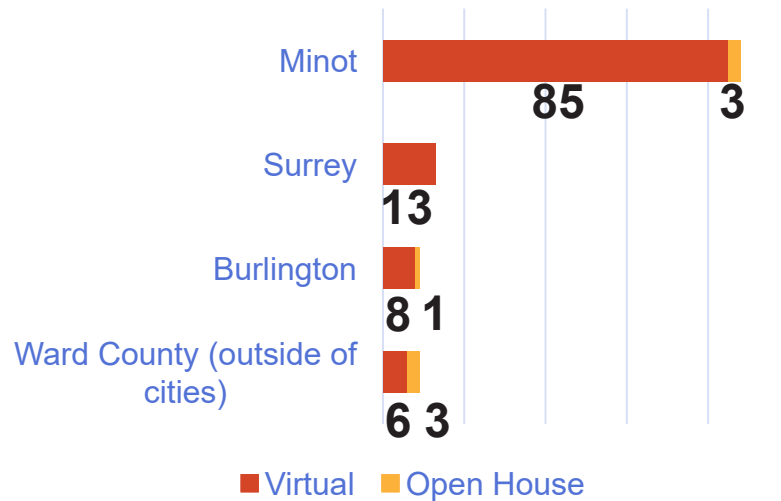
Economy was highest rated

Discussions:

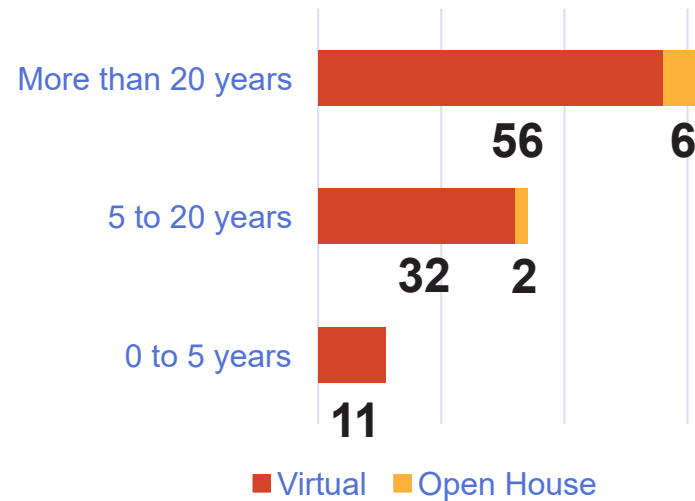
Conversation about rail supporting economy while also impacting safety

Survey Results

Where do you live?



Time in area



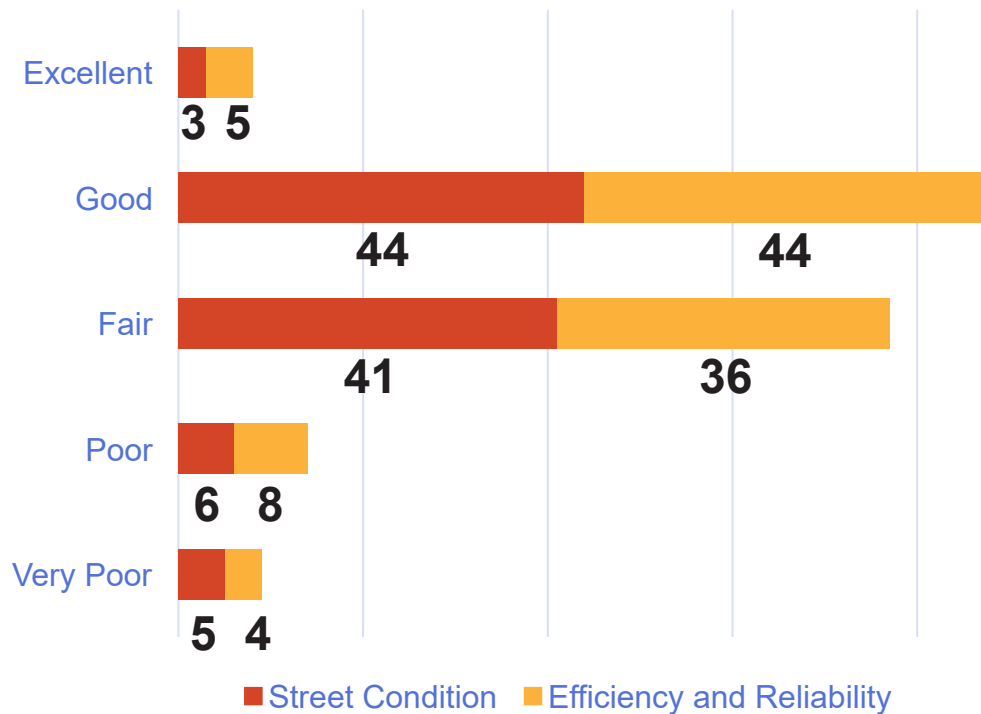
Total number of surveys received: 116

Who did we hear from?

- Majority of respondents live in the area, primarily in Minot, with smaller numbers from Surrey, Burlington, and Ward County outside of the cities.
- Most have lived in the area for over 20 years.
- Household vehicle ownership is high, with most having 2 or more vehicles.
- The dominant transportation mode is driving alone (49 respondents), while public transit usage from respondents was minimal.

Survey Results

Perceived Street Condition & Efficiency

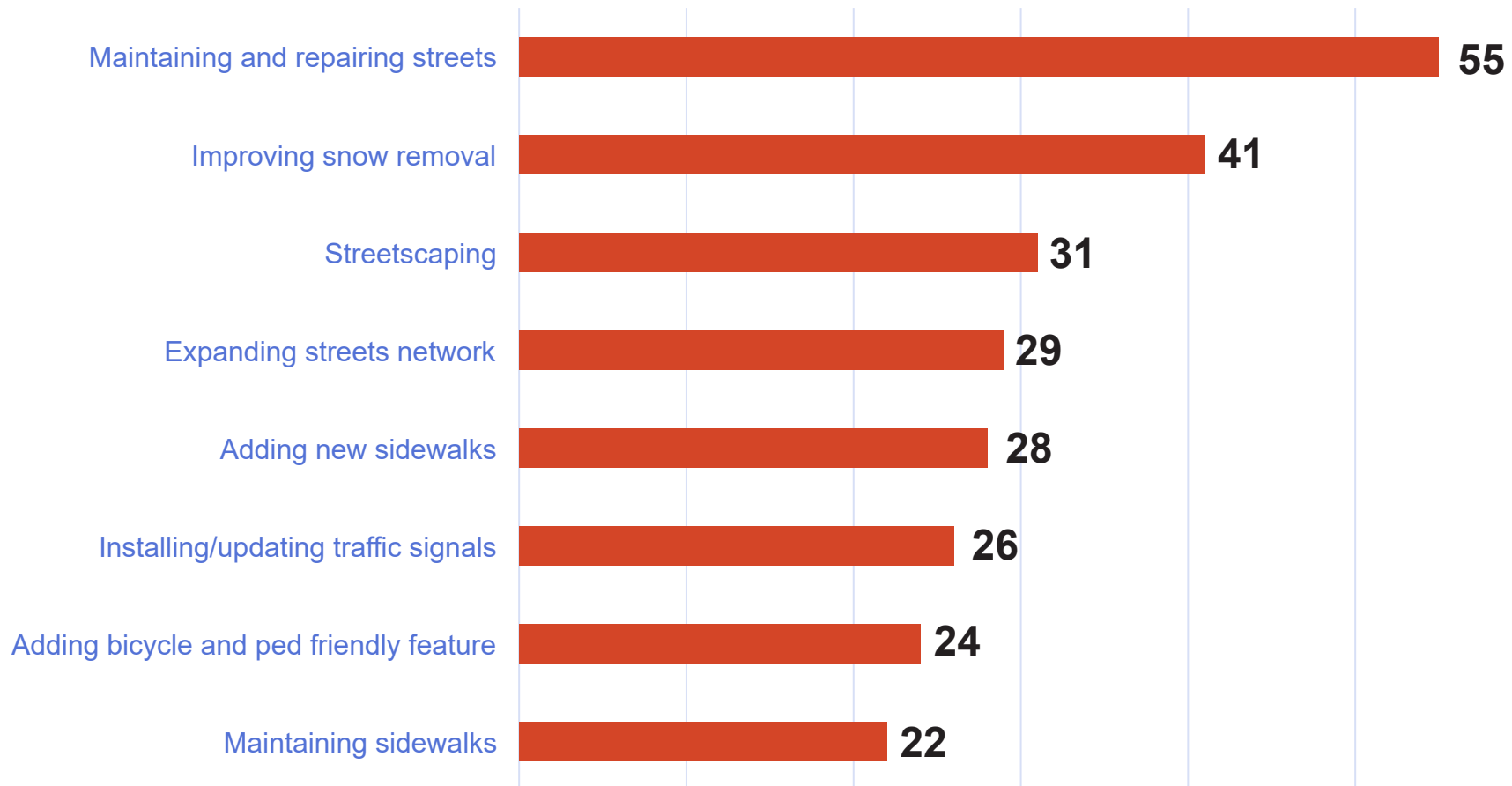


Street Conditions and Efficiency

- Most respondents rate the overall condition of streets and their efficiency as "Good" or "Fair," with only a few rating it as "Excellent" or "Very Poor."
- Key safety concerns include distracted driving (63%), intersections (44%), street conditions (44%), and limited pedestrian/bicycle infrastructure (37%).
- Top improvement needs are updated traffic signal timings (59%), better pavement conditions (49%), and additional turn lanes (40%).

Survey Results

Budget Focus

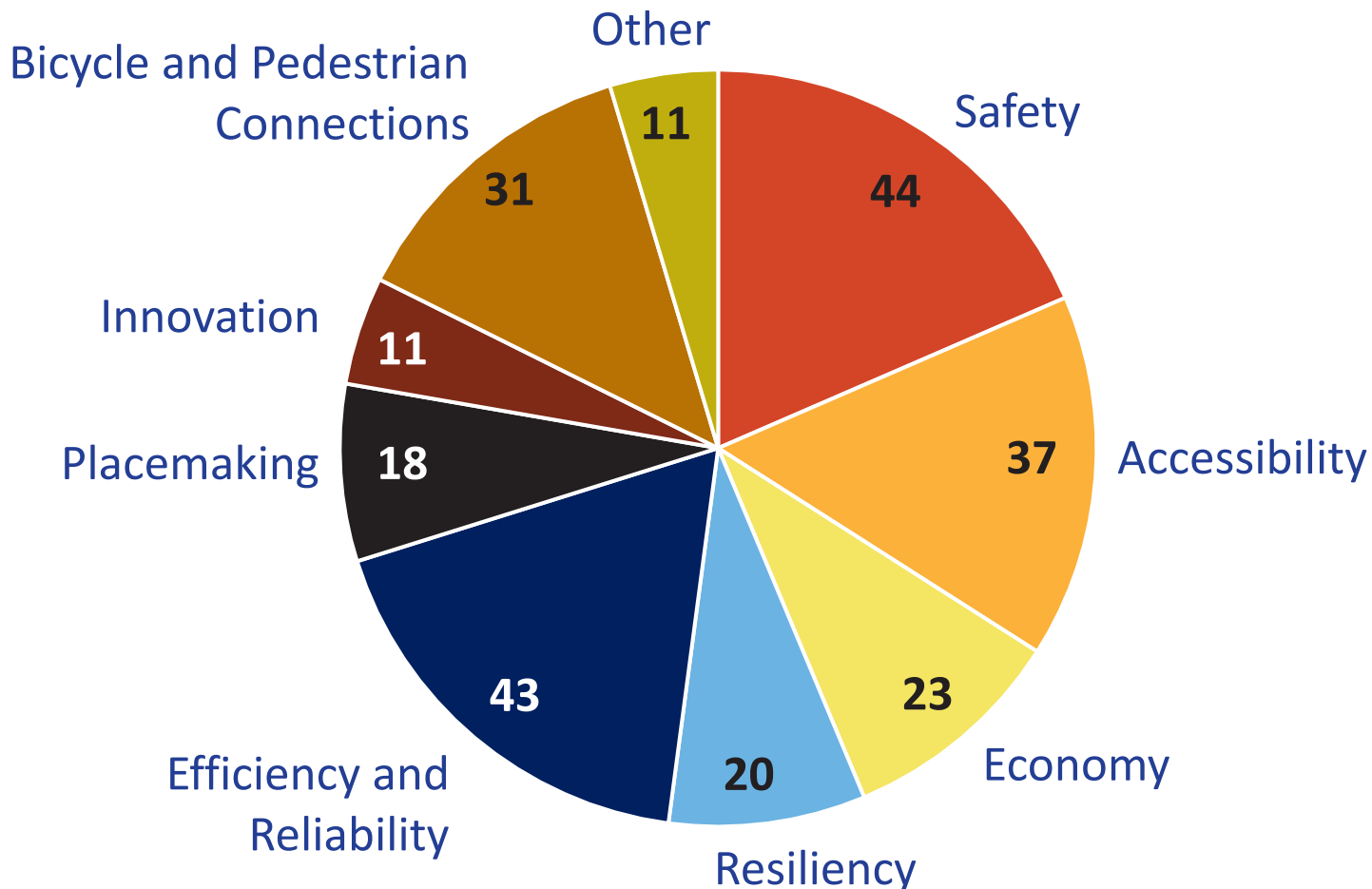


Top Budget Priorities

1. Maintaining and Repairing Street
2. Improving Snow Removal
3. Streetscaping
4. Expanding Streets Network

Survey - Project Goals Activity

To get your input on developing the goals, please use your three pom-poms and place them in the jar(s) with the topic you think is the most important.



Key Findings:

Top Three Goal Areas:

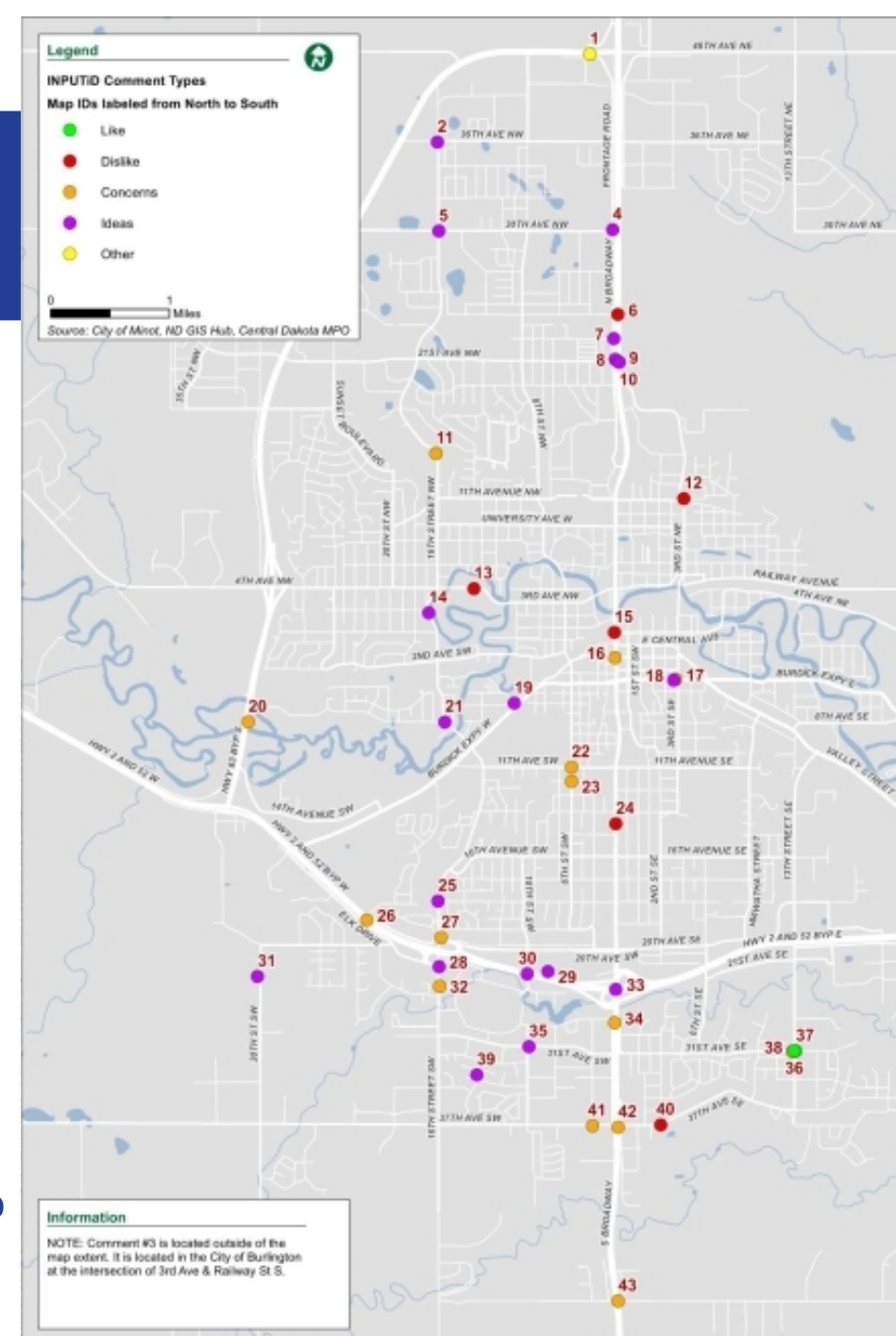
1. Safety
 2. Efficiency & Reliability
 3. Accessibility
- Safety is the top-chosen goal area (44) with Efficiency & Reliability chosen at a similar level (43)
 - Accessibility emerged as an important goal area (37)
 - The 2nd and 3rd most-chosen goal areas are different from the open house results

INPUTiD Summary

53 total input interactions: 43 comments + 10 responses

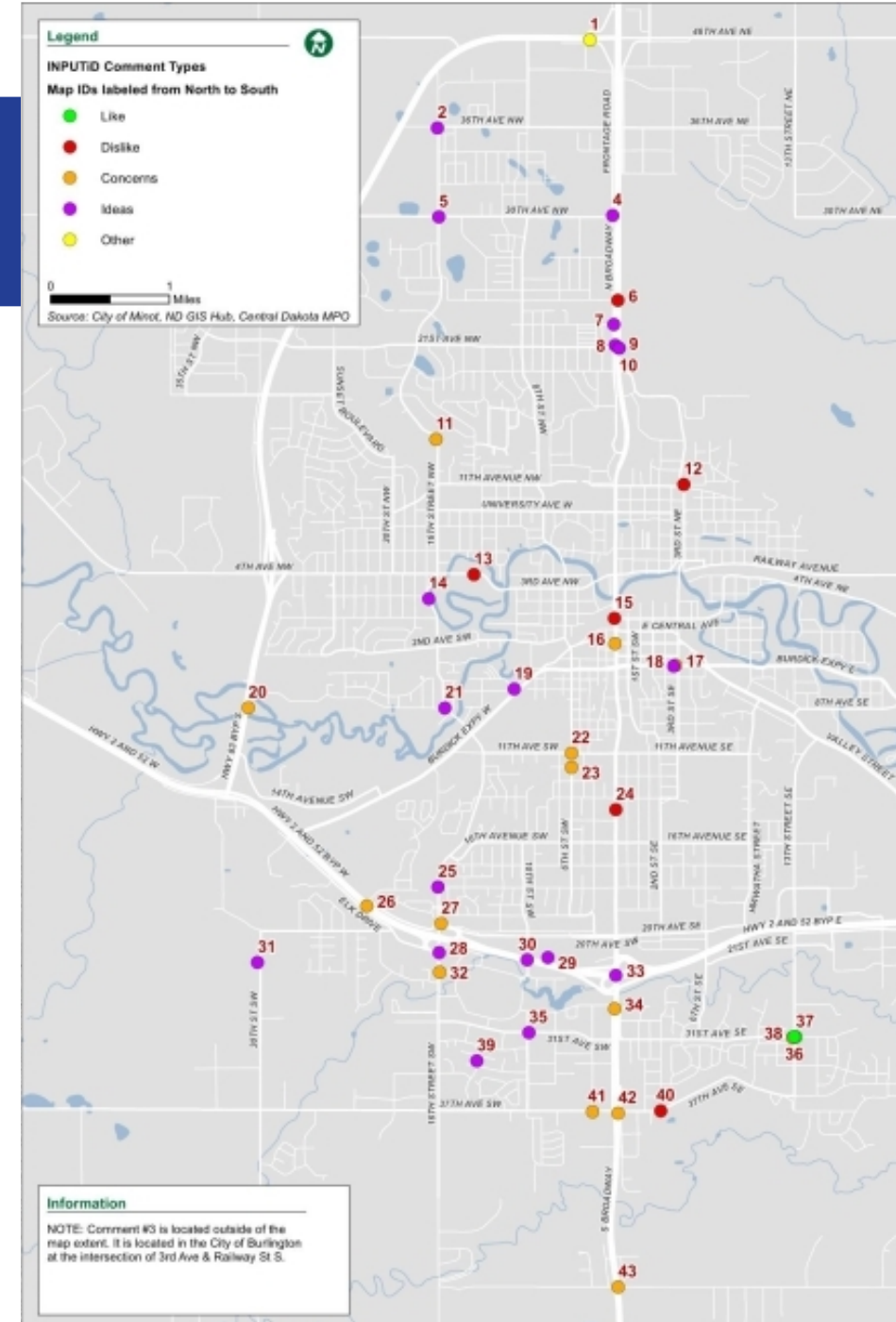
Comments:

- Ideas – 15
 - Focus on connectivity, safety, and beautification in transportation improvements.
- Concerns – 15
 - Address safety, congestion, and infrastructure gaps across key areas.
- Dislikes – 10
 - Lack of pedestrian elements were common themes as well as gaps in pedestrian system.
- Like – 2
 - Both comments labeled as Likes were related to Roundabouts throughout town.
- Other - 1



INPUTiD Key Areas

- ***E Burdick and 3rd St SE:*** Challenges with eastbound left-turn movements and suggestions for a pedestrian overpass.
- ***Broadway near 21st Ave NW:*** Safety concerns around the need for better pedestrian connectivity.
- ***28th Ave SW and S Broadway:*** Left-turn safety issues caused by drivers failing to yield.
- ***24th Ave SW and 16th St SW:*** Issues with conflicting intersections and the suggestion for a right-turn-only configuration.
- ***16th St Hill:*** Concerns about the feasibility of bike lanes due to the steep grade and recommendations for alternate paths.
- ***Highway 2-52 areas:*** Mention of insufficient pedestrian or bike infrastructure leading to safety concerns.



Focus Group Listening Sessions – Outreach and Attendance

- **Seven** meetings held December 3rd & 4th at Minot Area Chamber EDC
- **55** agencies/organizations/businesses identified and invited
- **27** individuals attended the meetings with participation from **22** of the invited organizations
 - **Underserved Populations** – 10 agencies identified & invited, 3 participated
 - **Educational Agencies** – 6 agencies identified & invited, 3 participated
 - **Community Based Organization** – 4 organizations identified & invited, 2 participated
 - **Freight/Rail** – 11 agencies identified & invited, 4 participated
 - **Emergency Management** – 11 agencies identified & invited, 7 participated
 - **Business Community** – 9 businesses identified & invited, 3 participated
 - **Major Employers** – 4 organizations identified & invited, none participated
- Agencies unable to attend the meetings received a follow up call to discuss transportation system needs.

Focus Group Listening Sessions - Recap

1. Snow Removal and Maintenance:

- Frequent concerns about poor snow removal, especially on sidewalks.

2. Transit Accessibility and Coverage:

- Participants noted gaps in transit service and accessibility challenges.

3. Safety and Infrastructure:

- Key intersections cited for safety concerns at crossings and design issues (US 2 and 16th).

4. Trail and Pedestrian Facilities:

- Calls for better trail connections, safer crossings, and lighting.

5. Regional Connections:

- Need for improved links between Minot, Surrey, and even Bismarck.

6. Broadway as a Key Corridor:

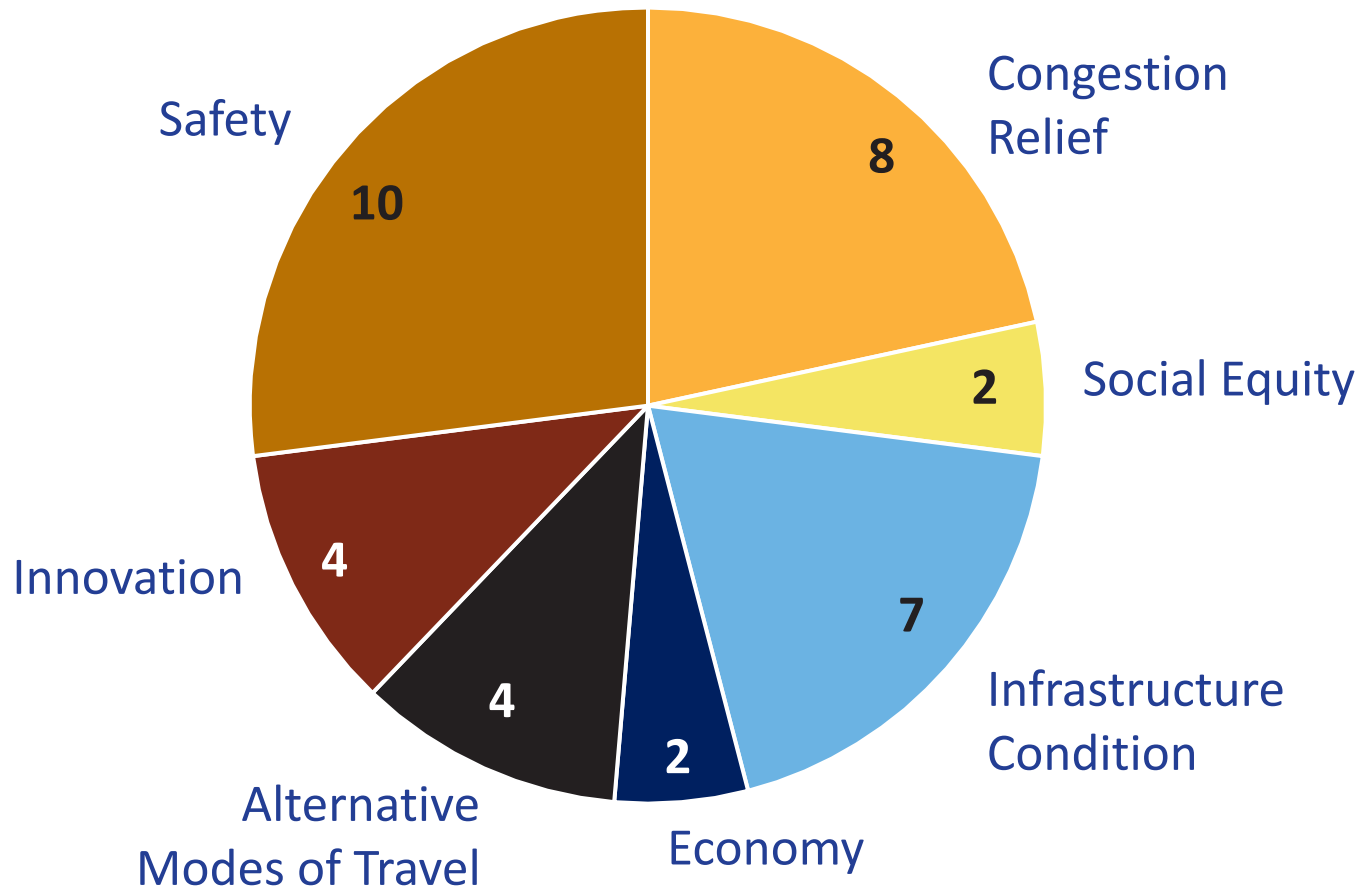
- Broadway needs safety, walkability, and pedestrian access upgrades.

Focus Group Listening Sessions – Key Themes

- **Reoccurring Problem Areas:** Intersections such as 16th and US 2, and sections of Broadway, were consistently flagged as areas in need of improvement.
- **Snow Removal:** The need for better snow removal on sidewalks and secondary streets was a pervasive concern, cutting across diverse groups, from emergency management to underserved populations.
- **Lack of Transit Options:** A shared frustration was expressed over the lack of evening and weekend transit services, as well as the difficulty of connecting rural areas to city services.
- **Need for Unified Planning and Communication:** Several groups emphasized the importance of cohesive communication and planning, whether for snow removal, transit information, or collaboration between agencies.
- **Desire for Walkability:** Many stakeholders expressed a desire for greater investments in pedestrian infrastructure, including safer crossings, well-lit paths, and better-maintained sidewalks.

Focus Group Listening Sessions - Project Goals Activity

To get your input on developing the goals, please use your three pom-poms and place them in the jar(s) with the topic you think is the most important.



Key Findings:

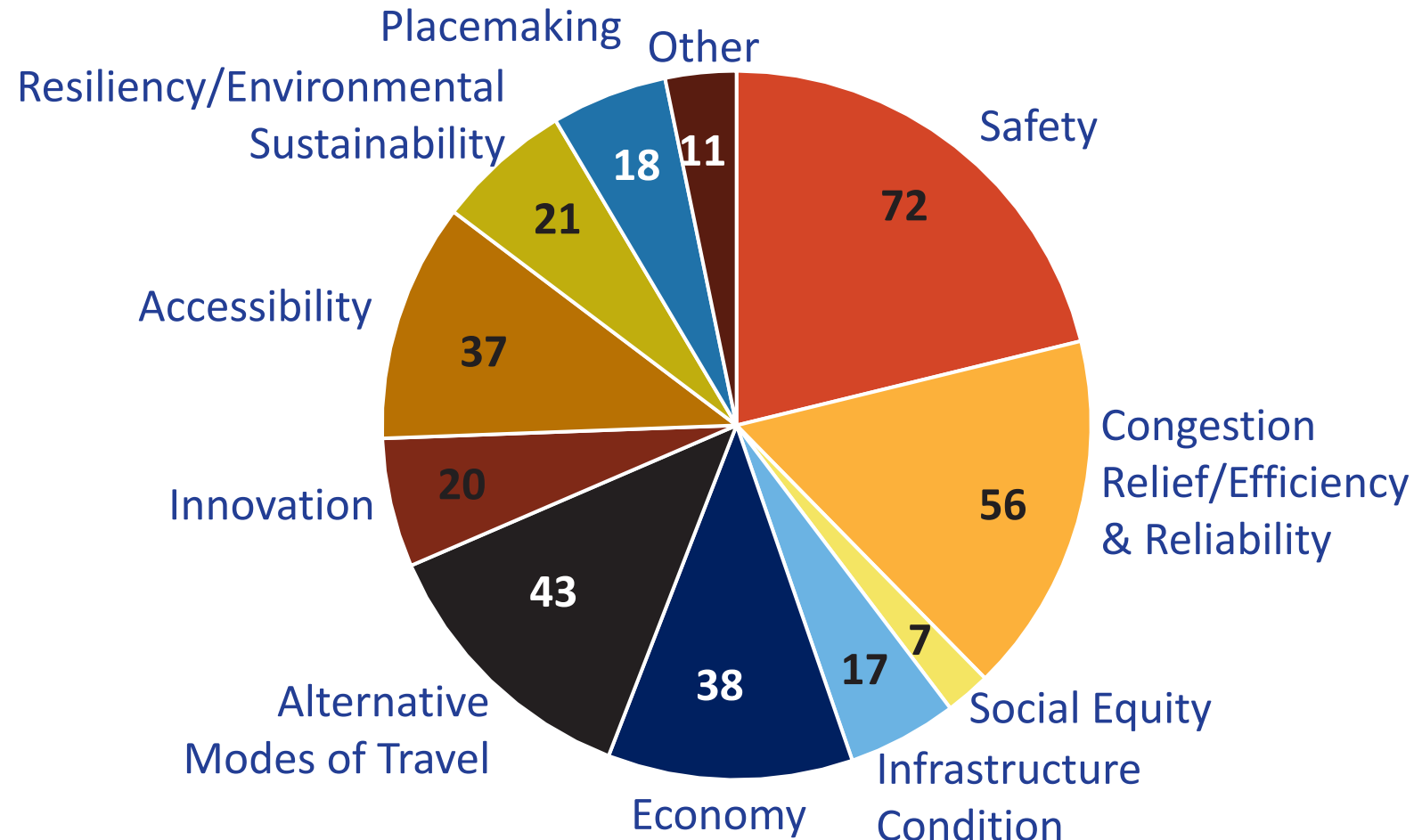
Top Three:

1. Safety
2. Congestion Relief
3. Infrastructure Condition

- Safety is the top-chosen goal area
- 2nd and 3rd goal areas differ from other engagement efforts
- There were no votes for Environmental Sustainability

Project Goals Activity – Combined Totals

To get your input on developing the goals, please use your three pom-poms and place them in the jar(s) with the topic you think is the most important.



Key Findings:

Top Five:

1. Safety – Top Priority Across All Activities
2. Congestion Relief/Efficiency & Reliability
3. Alternative Modes of Travel
4. Economy
5. Accessibility

Safety was the most-chosen regional transportation goal across all engagement efforts

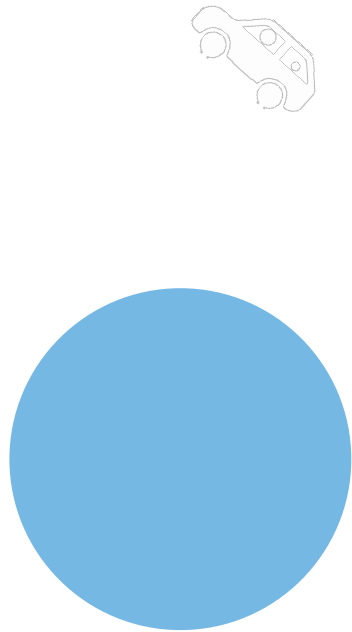
Phase 1 Engagement Takeaways

What did we hear?

- Consensus on **safety** as a priority regional transportation goal
- A need to plan for expanded **accessibility** and **alternative modes** of transportation
- Continue to provide and make improvements to maintain a **reliable** and **efficient** transportation system consistent with community growth
- Importance of transportation investment on the region's **economy**
- **Maintain existing infrastructure** in good condition and provide ongoing maintenance of transportation facilities

Key Federal Transportation Planning Factors





2050 Metropolitan Transportation Plan

What work is completed or underway?

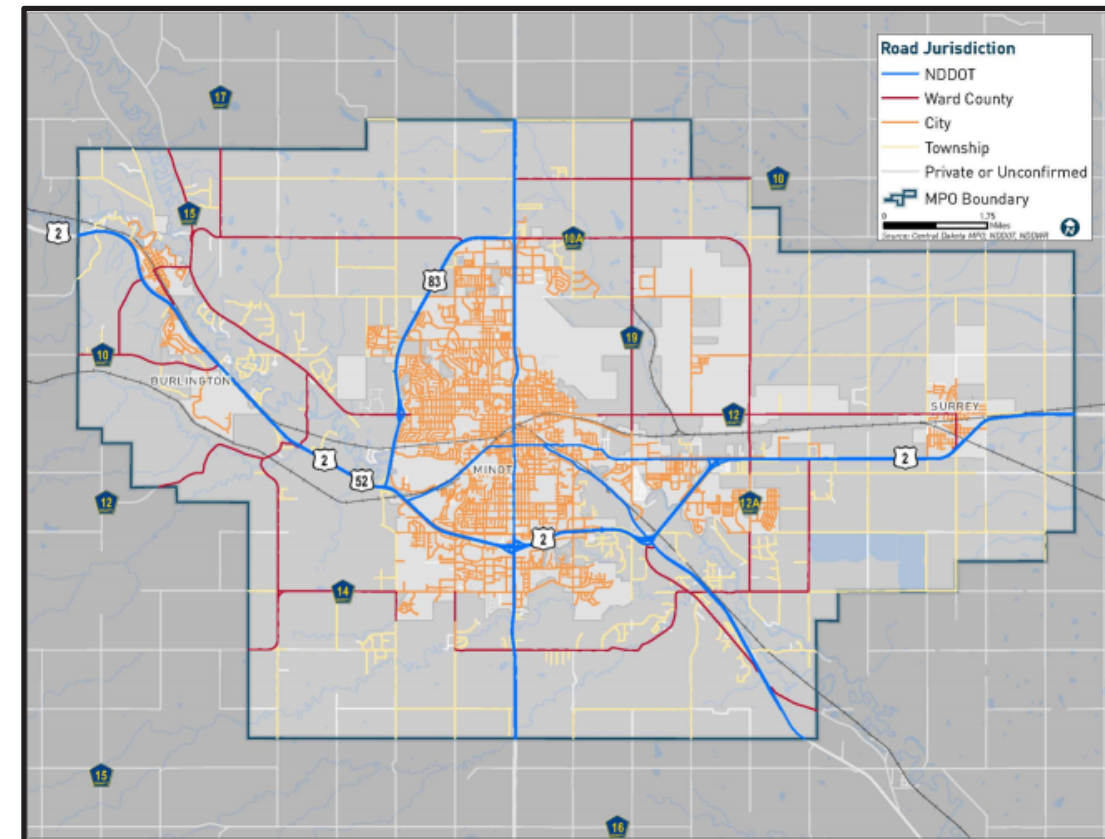
Key Tasks Completed

- **Draft Existing Conditions Report**
- **Community Engagement**
 - Phase 1 Engagement
- **Ongoing Stakeholder Engagement**
 - September and November TAC meetings
 - Bi-weekly Project Management Team meetings



Spotlight: Draft Existing Conditions Report

- Review of previous planning efforts and current conditions to assess where the system is today
- Identifies baseline conditions
- Document includes the following sections:
 - Regional Trends
 - Plan and Policy Review
 - Roadway System (Jurisdictional Classification)
 - Traffic Safety (Crash History)
 - Roadway System Condition + Planned Improvements
 - Bike and Pedestrian Systems
 - Transit System
 - Freight Systems
 - Air Systems



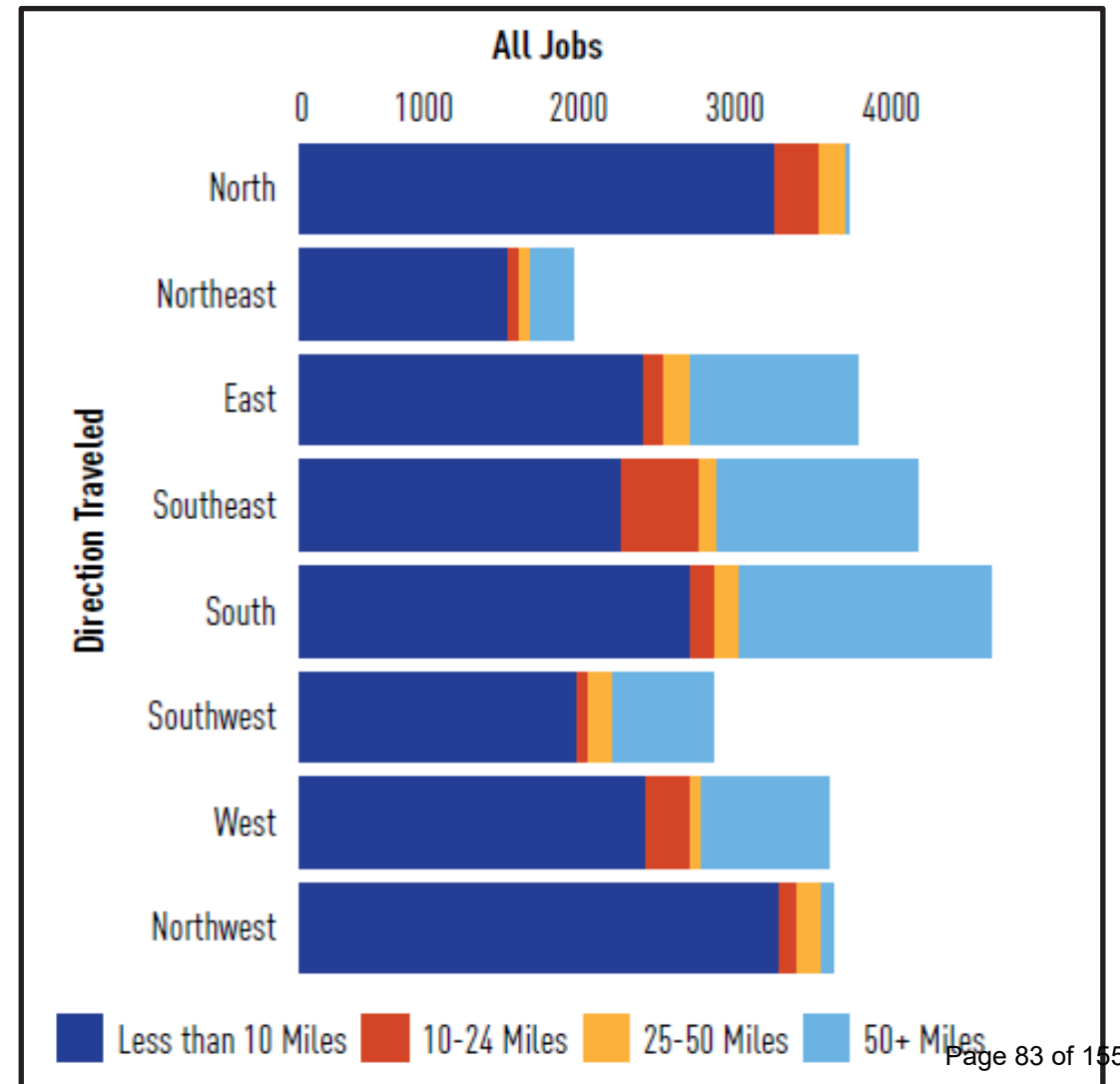
Spotlight: Existing Conditions – Travel Trends

- **Charts shows**

- Number of Jobs
- Direction Traveled for those Jobs
- Number of Miles Commuters are Traveling

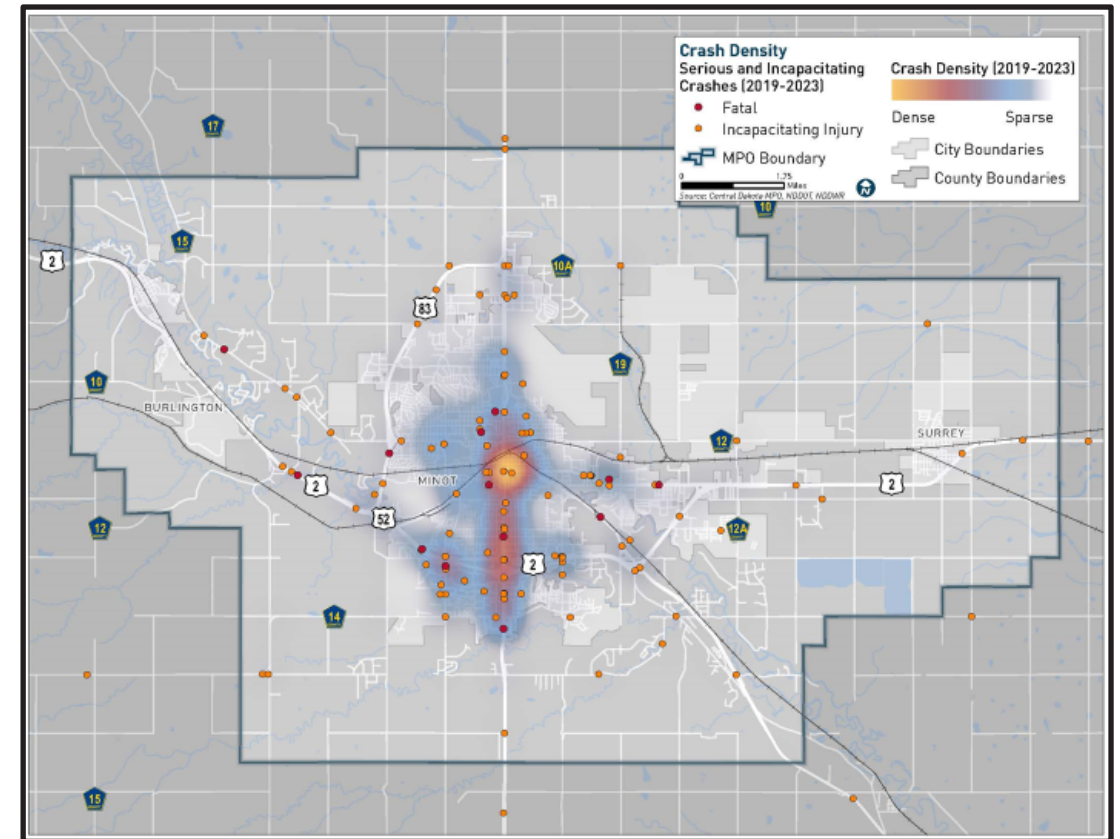
- **Commute Time Trends**

- Over 28% of workers have an average travel time of 10 to 14 minutes per direction.
- 20% commute 5 to 9 minutes per direction
- 18% commute 15 to 19 minutes per direction
- 3% have a commute time of 60 to 89 minutes
- 4% of the working population has a commute in excess of 90 minutes



Draft Existing Conditions Report – Next Steps

- Process
 - Agency subgroup review in October
 - Draft report reviewed by the TAC in November
 - Current document incorporates feedback and revisions from review
- Next Steps
 - Incorporate data additions when available



Key Tasks Underway

- **Issues Identification**

- *Complete*: Components completed as an output of existing conditions work such as safety analysis and multimodal level of service
- *Complete/Underway*: Development of 1-page summaries for priority focus areas
- *Underway December – February 2025*: Incorporate base model outputs to understand traffic needs

PRIORITY AREA EXISTING CONDITIONS / S BROADWAY FROM 11TH AVE SW TO 20TH AVE SW

CENTRAL DAKOTA
MPO

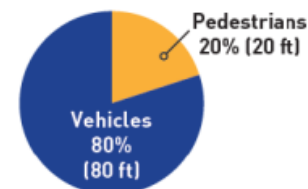
CONTEXT

- Functional Classification: Principal Arterial
- Pavement Condition: Poor
- Speed Limit: 35 mph
- ROW Width (Approx. including sidewalks): 100 feet
- Public Transit: South Route
- Access Points per Mile: 82

KEY ISSUES

- Excessive access points makes turning dangerous for vehicles and pedestrians/bicyclists
- Lack of safe crossings for pedestrians/bicyclists
- Lack of adequate buffer space between the roadway and sidewalk makes walking and biking uncomfortable
- High traffic volumes make turning onto and off of the corridor impractical at unsignalized locations
- High traffic speeds make transit stops dangerous for stopping transit buses and passengers

SAFETY & MULTIMODAL TRANSPORT



TYPICAL RIGHT-OF-WAY
DISTRIBUTION (100 FEET)

BUSES PER HOUR

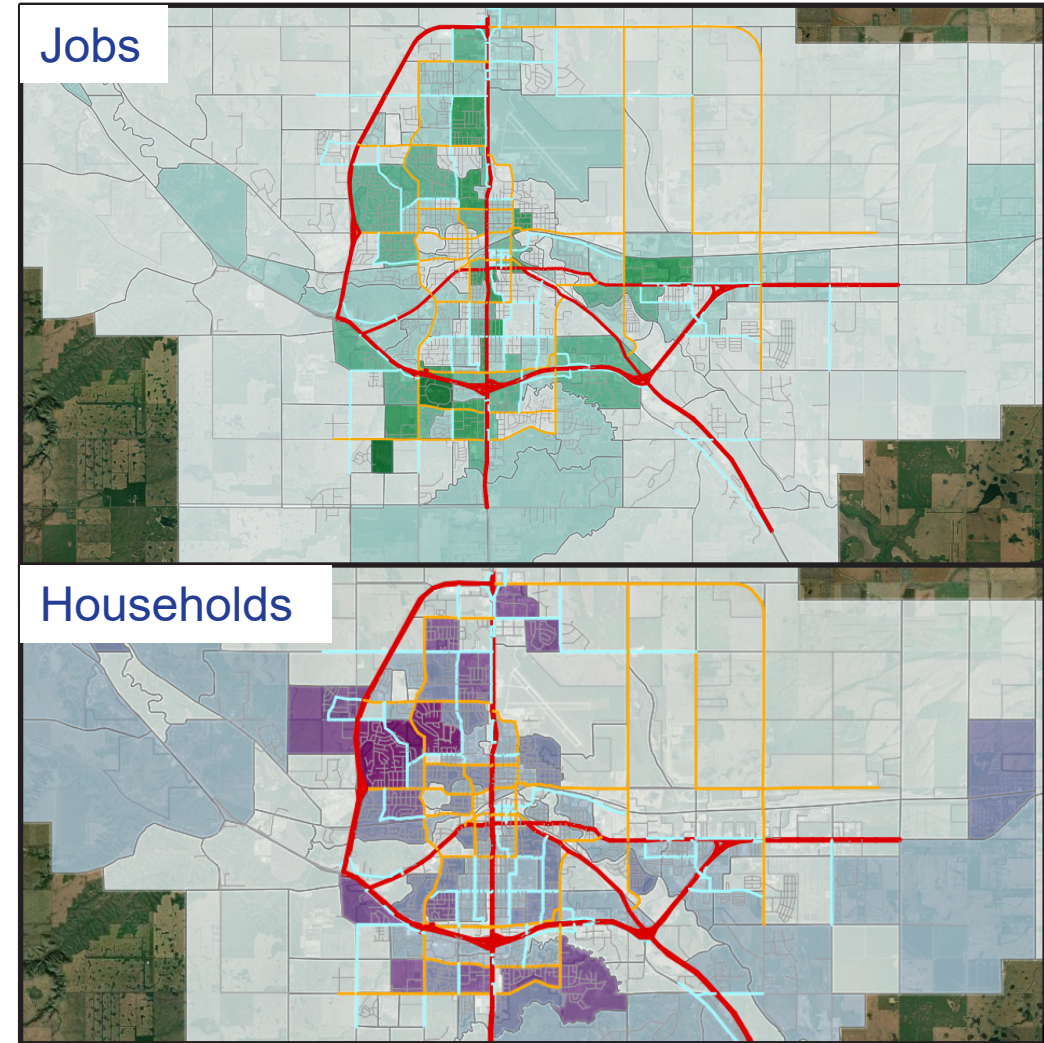


Key Tasks Underway

- **Future Network Conditions**

- *Complete:* Development of Regional Base 2023 Travel Demand Model

- Process/Roles: NDSU's ATAC building model, consultant team review of model and inputs
- Jobs and households allocated to Traffic Analysis Zones
- Subgroup meetings and review by local agencies to review Transportation Analysis Zones and review allocation of base year socioeconomic inputs
- 7 ATAC coordination meetings and coordination and review of base model calibration



Key Tasks Underway

- **Future Network Conditions**

- *Underway:* Develop 2035 and 2050 forecasts
 - Includes consideration of: births, deaths, migration, enplanements, school enrollment (K-12 and Minot State), Quarterly Census of Employment and Wages (QCEW)
- *Underway:* Allocate 2035 and 2050 forecasts to traffic analysis zones
 - Meetings with local agencies held December 4th to review forecasts and TAZ allocation



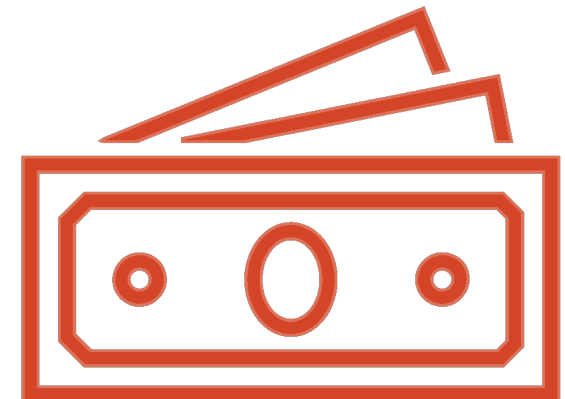
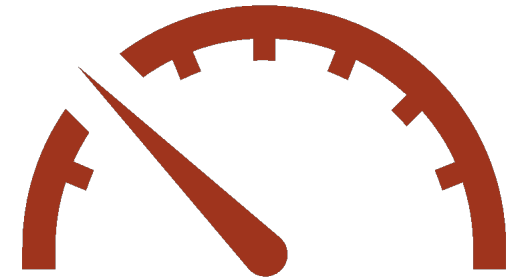
Key Tasks Underway

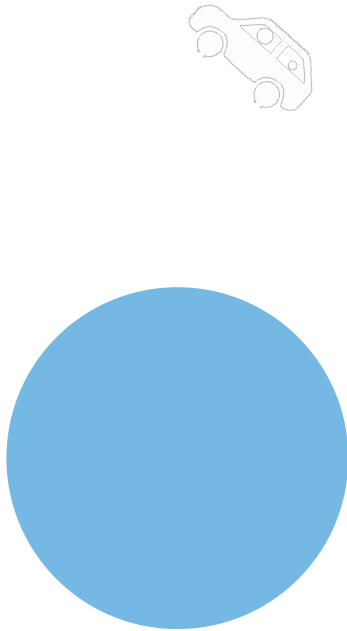
- **Goals, Objectives, Performance Measures**

- *Complete:* Identification of federal requirements, incorporation into community engagement
- *Underway December – February 2025:* incorporate community and stakeholder feedback, hold agency subgroups to refine goals and objectives

- **Financial Plan**

- *Complete:* Compilation of agency transportation historic and/or anticipated revenue sources and expenditures
 - Local agency and NDDOT meetings October-November
- *Underway December – February 2025:* Draft memo of financial resources outlook. Continued work related to development of fiscally constrained project list expected Summer 2025





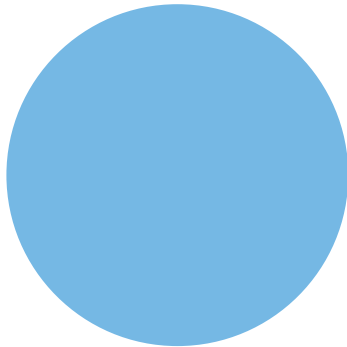
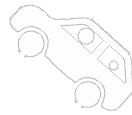
2050 Metropolitan Transportation Plan

Where are we headed?

What tasks are up ahead?

- **Future Network Conditions**
 - Incorporate 2035 and 2050 projections
 - Develop and review calibration of 2050 Travel Demand Model
- **Issues Identification**
 - Understand 2050 projected conditions and projected issues
- **Develop a Range of Investment and Project Alternatives**
 - Project identification and cost estimate development
 - Analyze investment scenario alternatives
- **Financial Plan**
 - Develop fiscally constrained project list
- **Recommended Future Network and System Plan**





2050 Metropolitan Transportation Plan

Next Steps

Next Steps

- **Upcoming Work Items**

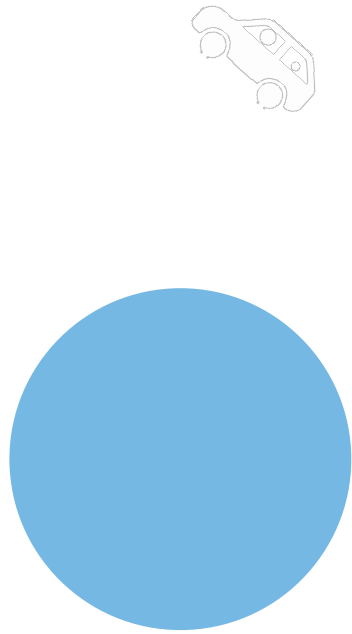
- Goals and Objectives, Financial Plan, Future Network Conditions, Issues Identification
- TAC Meeting February 11, 2025
- Policy Board Meeting March/April 2025



- **Future Milestones**

- Phase 2 Engagement
 - Spring 2025 – Planned for May
- Draft Plan: August 2025
- Phase 3 Engagement
 - Fall 2025 – Planned for September
- Final Plan: November 2025





2050 Metropolitan Transportation Plan

**What's
important to
you?**

Discussion

1. Phase 1 Public Engagement

- a. Do you think the public feedback to date reflects your community's transportation needs?
- b. What themes are surprising? What themes are not surprising?

2. Underway or Upcoming Work Tasks

- a. Do you have any questions or feedback related to upcoming tasks?

3. Next Steps and Schedule

- a. How can we best engage you in the next phase of the planning process?
- b. What information are you most interested in?





MONTHLY ACTIVITIES UPDATE DECEMBER 19, 2024

The following information is provided to keep the Policy Board members apprised of the ongoing activities, deadlines, and overall efforts to be accomplished through the next month and beyond. This document will be updated, including the type and depth of information that is provided, to be as informative and helpful to the Policy Board members.

MTP

Past Month

- 1) Bi-weekly meetings w/Executive Director
- 2) Bi-weekly Travel Demand Model (TDM) meetings
- 3) Focus Groups – December 3 & 4
- 4) Travel Demand Model (TDM) Socio-economic forecasts – December 5

Upcoming Month

- 1) Consultant to provide update on upcoming months activities

'24 UPWP

Past Month

- 1) Invoice/reimbursement request review

Upcoming Month

- 1) Invoice/reimbursement request review

'25 UPWP

Past Month

- 1) Completed/Submitted Title VI Audit Preauthorization Checklist to NDDOT
- 2) Attended City of Minot City Council meeting
 - a. Consolidated Planning Grant contract circulated for signature

Upcoming Month

- 1) Contract finalized

'26-'27 UPWP

Past Month

- 1) Obtained estimate for ATAC data acquisition
- 2) Obtained estimates for pavement condition data collection
- 3) Put together high-level 2026-2027 expenditures





Upcoming Month

- 1) Continue preparing materials for '26/'27 plans/studies discussion to begin at the January 2025 TAC meeting

Public Participation Plan

Past Month

- 1) N/a

Upcoming Month

- 1) N/a

MPO Website and Social Media

Past Month

- 1) N/a

Upcoming Month

- 1) N/a

Administration

Past Month

- 1) Meetings
 - a. MPO Director's Discussions
 - i. December 4
 - ii. December 18
 - b. Will Hutchings/CDMPO 1-on-1 Meetings:
 - i. Will continue after first of the year
 - c. ND MPO Coordination Meeting
 - i. December 17, 2024
 - d. TAC Meeting – December 10, 2024
- 2) Trainings
 - a. Scenario Planning and Computer Resources (grant application data resources)
- 3) Legal
 - a. N/a
- 4) Bylaws
 - a. Written process for absences
 - b. Reformatted/branded existing document
- 5) GIS
 - a. Worked with City of Minot on MPO user group to establish repository for GIS data.
 - b. Began populating GIS with relevant MPO datasets
 - c. Will use this information for Title VI efforts in 2025





Upcoming Month

- 1) Meetings
 - a. Similar quantity to last month
- 2) Legal
 - a. N/a

Time Off

Past Month

- Friday, November 29 (partial)

Upcoming Month

- Thursday, December 26
- Friday, December 27



CENTRAL DAKOTA
MPO
BY-LAWS

ADOPTED DATE: OCTOBER 26, 2023
REVISED DATE: JANUARY 23, 2025





ARTICLE I. ORGANIZATION

1. These By-Laws shall regulate and govern the affairs of the Central Dakota Metropolitan Planning Organization, hereinafter referred to as the "MPO", organized pursuant to Title 23, Section 134 Regulations, specifically part 450, 650, and 49 CFR part 613. The MPO shall perform metropolitan and areawide planning for the geographic area comprised of the cities of Minot, Surrey, and Burlington and portions of Ward County.
2. The MPO shall also serve as a coordinating agency for investigations and studies for improvement of transportation services in the Metropolitan Area, shall disseminate information regarding comprehensive planning and proposals for improvement of the Metropolitan Area, and shall promote general public support for such plans and programs as the Metropolitan Planning Organization Policy Board, hereinafter referred to as the "Policy Board", may endorse.

ARTICLE II. DECLARATION OF POLICY

1. The MPO finds and declares that the people within the Metropolitan Area have a fundamental interest in the orderly development of the area.
2. The MPO further finds and declares:
 - a. That the members have an interest in the preparation and maintenance of a long-range transportation plan for the development of the area to serve as a guide to the political subdivisions within the area;
 - b. That the continuing growth of the area presents problems that are not confined to the boundaries of a single political subdivision;
 - c. That the area, by reason of its governmental jurisdictions, presents special problems of development that can be dealt with most effectively by a Metropolitan Planning Organization;
 - d. That the area is well adapted to unified consideration; and
 - e. That in order to assure, insofar as possible, the orderly and harmonious development of the area, and to provide for the needs of future generations, it is necessary for the people of the area to form a Metropolitan Planning Organization to serve as a coordinating agency to harmonize the activities of federal, state, and local agencies, and to render assistance and create public interest and participation in the development of the area.





ARTICLE III. FUNCTIONS

1. The MPO shall prepare and adopt and keep current a Metropolitan Transportation Plan (MTP) and recommend policies for the development of the area. The plan shall be based on existing conditions and probable future growth and shall be made with the general purpose of guiding a coordinated and harmonious development that will promote the health, safety, and general welfare of the inhabitants. The Plan shall also seek to promote efficiency and economy in the process of land development and population distribution to reduce the waste of resources; and it shall promote an efficient and economic utilization and conservation of the means of production of food and water, of sanitary and other facilities and of natural resources, and transportation.
2. The MPO shall be apprised of all local plans and projects that have areawide implications.
3. The MPO shall act as the official areawide planning agency for the Metropolitan Area and shall be designated as a consortium of governments for federal legislation dealing with transportation, land use, and any other issue deemed appropriate by their respective governing bodies and as the official Area Planning Organization as required by the United States Department of Transportation.

ARTICLE IV. MEMBERSHIP

1. The Policy Board shall consist of officials from the political subdivisions making up the MPO and shall be allowed representation as follows:

<u>Member</u>	<u>Entity</u>
City Council	City of Minot
City Council	City of Minot
City Manager	City of Minot
City Council	City of Surrey
City Council	City of Burlington
Commissioner	Ward County
Commissioner	Ward County

- a. Each member of the Policy Board receives one vote.
 - b. Members shall be appointed by their respective political subdivisions.
 - c. Each political subdivision is allowed to have one alternate member appointed by their governing body.
 - d. The alternate member shall have full voting rights in the absence of the designated Policy Board member.
2. Term of Office – Members of the Policy Board shall serve for a term of two years except that members of the respective political subdivisions holding memberships by virtue of their elected positions shall hold office only during their respective terms of office.





3. Vacancies – Any vacancy shall be filled in the same manner as is provided for in the original designation.
4. Certification – Each member shall be certified as a member by means of written communication from their respective political subdivision, which shall become part of the records of the Policy Board.
5. Officers – The officers shall consist of a Chair, Vice Chair, and Executive Director.
 - a. Chair – The Chair shall be a voting member of the Policy Board from the City of Minot, City of Surrey, and Ward County and shall preside at all meetings of the Policy Board for a term of one (1) year.
 - b. Vice Chair – The Vice Chair shall be a voting member of the Policy Board from the City of Minot, City of Surrey, City of Burlington, and Ward County and shall exercise the functions of the Chair in their absence for a term of one (1) year.
 - c. The Chair and Vice-Chair shall be appointed in January of each year.
 - d. Executive Director – The Executive Director of the MPO shall exercise the functions of the authorized recording officer of the Policy Board and shall be empowered to execute official instruments of the Policy Board as authorized by the Policy Board.
6. Absences – Policy Board members shall notify the Executive Director of known absences ahead of the respective meeting for which they will not be present and make arrangements with the alternate member to attend on their behalf.
 - a. Removal for Unexcused Absences – It is reasonable to expect that absences may occur from time-to-time due to the necessity to perform other duties related to elected office, personal employment, illness, or other extenuating circumstances that inhibit members from attendance at all regularly scheduled meetings throughout a calendar year. However, frequent absences by any member will have a negative impact on the Policy Board's ability to: 1) achieve quorum; 2) ensure that all members fully comprehend the material for which they are rendering a decision; and 3) base decisions on a region-wide perspective.

Therefore, any member that is absent for three (3) or more regularly scheduled meetings in a calendar year shall be subject to review by the Policy Board. The review shall be undertaken through discussion at a meeting whereby at least four (4) members, exclusive of the member subject of the discussion, are present. The review shall include a finding by a majority of the members, exclusive of the member subject of the discussion, whether an exceptional circumstance warranting excusal exists. If no such exceptional circumstance is found, the majority of the members, exclusive of the member subject of the discussion, may further find that the member is stayed from acting in their capacity on the Policy Board and that their position is considered vacant until either of the following actions are taken by the respective political subdivision: 1) Reappointment; OR 2) Appointment of an alternate member.





Should a member be reappointed by a political subdivision, the respective member shall not be subject to review by the Policy Board for the remainder of the calendar year for which the review was initiated.

ARTICLE V. MEETINGS

1. The MPO Policy Board shall generally meet on a monthly basis and shall fix a time and place for the meetings. Special meetings may be called or regular meetings cancelled or re-scheduled at the discretion of the Chair or Executive Director.
2. The Policy Board and Technical Advisory Committee shall keep records of all its meetings. The MPO's records shall be public records available for inspection by any interested parties at reasonable times during regular business hours.
3. All MPO meetings shall be open to the public.
4. Quorum: A quorum for the transaction of Policy Board business shall consist of the majority (4) of the Policy Board members.
5. Rules of Order – Except as otherwise required by these Articles, the Rules of Order shall be in accordance with the latest edition of ROBERT'S RULES OF ORDER, REVISED.

ARTICLE VI. POWERS AND DUTIES

1. The MPO shall prepare, maintain, and regularly update the plans set forth below. In preparation of the plans, the Policy Board shall seek to harmonize the general plans of the cities and county within the area and plans and planning activities of the federal, state, and local agencies.
 - a. Metropolitan Transportation Plan (MTP) – The MTP will serve as the basis for developing the communities' future transportation network. The MTP identifies and ~~priorities~~ prioritizes transportation related projects with implementation time frames including short-range (0-5 years), medium-range (5-15 years), or long-range (15+ years). The MTP is updated at regular intervals and has a planning horizon of at least twenty (20) years.
 - b. Transportation Improvement Plan (TIP) – The MPO shall prepare and submit annually a staged multi-year program of transportation improvement projects in each political subdivision. The TIP for the Metropolitan Area lists all the transportation improvement projects proposed to be funded and constructed by Federal Highway Administration and certain Federal Transit Administration programs during a four (4) year time period.
 - c. Unified Planning Work Program (UPWP) – The MPO shall, at an interval required by NDDOT, prepare an annual Work Program for allocation of PL funds. This allocation shall be based on a listing of tasks to be accomplished by the MPO each year.





- d. Multi-jurisdictional Plans – The MPO shall review and act on all transportation plans and projects that clearly and substantially affect multiple political subdivisions within the Metropolitan Area.
2. Adoption – Before adoption of a plan or any revision thereto, it may be referred to each city and county planning commission for review with approval of the appropriate governing body as deemed necessary by the Policy Board, and the Policy Board shall allow a reasonable time for response. The MPO shall seek the cooperation and advice of the cities and county, state and federal agencies, and organizations and others interested in its functions. The Policy Board shall adopt plans and studies or portions thereof by majority vote.
3. Certification of Plan – The Policy Board shall certify adopted plans and studies or portions thereof, to the legislative bodies and planning commissions within the Metropolitan Area, to all public utilities affected by the plans and studies, and to any state or federal department or agency concerned with or affected by the plans on request.
4. Other Powers and Duties of the MPO:
 - a. To conduct studies and research pertaining to planning and development and to make recommendations based on these studies.
 - b. To provide, when possible, technical services to the member political subdivisions.
 - c. To receive and dispense grants and funds from federal, state, or local governments or from individuals and foundations within the budget established or amended by the Policy Board.
 - d. To enter into agreements or contracts for any service necessary or convenient for carrying out the purposes of the MPO.
 - e. To acquire, hold, improve, maintain, own, manage, or lease personal or real property, equipment, or other services and to implement plans.
 - f. Hire and supervise MPO Executive Director.

ARTICLE VII. TECHNICAL ADVISORY COMMITTEE

1. Technical Advisory Committee – A Technical Advisory Committee (TAC) of skilled and experienced persons to study and report on matters related to any of the functions of the MPO is hereby established. The TAC shall be composed of the of the following members:
 - a. City of Burlington Auditor
 - b. City of Burlington Public Works Director
 - c. City of Minot City Engineer
 - d. City of Minot Principal Planner
 - e. City of Minot Transit Superintendent
 - f. City of Surrey City Engineer
 - g. Ward County County Engineer
 - h. Ward County Planning and Zoning Administrator
 - i. NDDOT Minot District Engineer
 - j. NDDOT MPO Coordinator
 - k. Central Dakota MPO Executive Director





2. Any member may have an alternate serve in their place with full voting rights.
3. A quorum will consist of six (6) voting members.
4. The MPO Executive Director shall serve as the TAC Chair.
5. The purpose of the TAC is to discuss and coordinate technical transportation matters that are under consideration by the MPO. Such matters may include highway, transit, auto/rail, bicycle, and pedestrian planning activities. The TAC will act in an advisory capacity to the Policy Board and the MPO's respective political subdivisions concerning transportation activities.

ARTICLE VIII. INFORMATION COORDINATION

1. To facilitate the planning and development of the Metropolitan Area, all political subdivisions, planning agencies, and others within the area are requested to apprise the MPO of all public plans, maps, reports, regulations, and other documents as well as amendments and revisions thereto, that are related to the activities of the MPO.

ARTICLE IX. FINANCIAL PROVISIONS

1. Prior to June 30th of each year, the Policy board shall adopt, by majority vote, a proposed UPWP and budget required for the operation of the MPO.
2. The local matching funds necessary to use federal and state planning funds by the respective political subdivisions must be provided by the respective political subdivisions per federal and state management requirements.
 - a. The local match from each political subdivision shall be based on their respective population as determined by the decennial census.
3. Audits and Records – Books, records, and accounts shall be kept as prescribed by state and federal law. All vouchers shall be submitted to the MPO for approval and signed by the Executive Director of the MPO. The vouchers shall then be submitted to the City of Minot Finance Department for processing following City of Minot policies and procedures.

ARTICLE X. ADOPTION AND AMENDMENTS

1. These by-laws may be amended, or new by-laws adopted, at any regular or special meeting provided notice is included on the Policy Board's agenda. It shall take a majority vote of the Policy Board's voting membership to amend or adopt these by-laws. The adoption or amendment of the by-laws shall become effective after the second affirmative vote of the Policy Board.





ARTICLE XI. CODE OF ETHICS

1. A standard of conduct shall govern the performance of the MPO's officers, employees, board members, or agents engaged in the award and administration of contracts. No employee, officer, board member, Executive Director, or agent of the MPO may participate in the selection, award, or administration of such a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm selected for award:
 - a. The employee, officer, board member, Executive Director, or agent;
 - b. Any member of the immediate family of any of the above listed;
 - c. The business partner of any of the above listed; or
 - d. An organization that employs, or is about to employ, any of the above.
2. Furthermore, officers, employees, board members, the Executive Director, or agents may neither solicit nor accept personal gratuities, favors, or anything of monetary value from present or potential contractors or sub-recipients. The only exceptions to the policy include the following unsolicited gifts:
 - a. The gift of receipt of awards, and memorial plaques or trophies, having nominal intrinsic value; or
 - b. The gift of breakfast, lunch, or dinner.
 - c. A benefit that has been approved by the Policy Board.
3. Violation of these standards render the sale, lease, or contract voidable by the MPO, or by a court of competent jurisdiction. Any monies paid as a result of such violation may be recovered by a joint and several action from the parties to the sale, lease, or contract and the MPO official, Executive Director, employee or its agent interested in the same. Any officer employee board member or agent of the MPO proven to have violated these standards shall be subject to disciplinary action and the proven violations shall constitute just cause for the following actions:
 - a. Reprimand;
 - b. Suspension;
 - c. Discharge or forfeiture of office.
4. Reprimand or suspension shall constitute disciplinary action as authorized by the Chair for the Executive Director, and by the Executive Director for employees or agents. Discharge or forfeiture of office will be at the direction of the Policy Board after due and proper hearing for officers and board members. It is expressly understood that members of the Policy Board are representatives of political subdivisions comprising the MPO and these disciplinary proceedings set forth herein shall be in addition to any proceedings undertaken by the individual appointing authorities with respect to each appointed members of the Policy Board.





Adopted this _____ day of _____, _____

Chair, Central Dakota MPO Policy Board

ATTEST:

| _____
Executive Director, Central Dakota MPO

DRAFT



CENTRAL DAKOTA
MPO
BY-LAWS

ADOPTED DATE: OCTOBER 26, 2023
REVISED DATE: JANUARY 23, 2025





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 - a. That the members have an interest in the preparation and maintenance of a long-range transportation plan for the development of the area to serve as a guide to the political subdivisions within the area;
 - b. That the continuing growth of the area presents problems that are not confined to the boundaries of a single political subdivision;
 - c. That the area, by reason of its governmental jurisdictions, presents special problems of development that can be dealt with most effectively by a Metropolitan Planning Organization;
 - d. That the area is well adapted to unified consideration; and
 - e. That in order to assure, insofar as possible, the orderly and harmonious development of the area, and to provide for the needs of future generations, it is necessary for the people of the area to form a Metropolitan Planning Organization to serve as a coordinating agency to harmonize the activities of federal, state, and local agencies, and to render assistance and create public interest and participation in the development of the area.





ARTICLE III. FUNCTIONS

1. The MPO shall prepare and adopt and keep current a Metropolitan Transportation Plan (MTP) and recommend policies for the development of the area. The plan shall be based on existing conditions and probable future growth and shall be made with the general purpose of guiding a coordinated and harmonious development that will promote the health, safety, and general welfare of the inhabitants. The Plan shall also seek to promote efficiency and economy in the process of land development and population distribution to reduce the waste of resources; and it shall promote an efficient and economic utilization and conservation of the means of production of food and water, of sanitary and other facilities and of natural resources, and transportation.
2. The MPO shall be apprised of all local plans and projects that have areawide implications.
3. The MPO shall act as the official areawide planning agency for the Metropolitan Area and shall be designated as a consortium of governments for federal legislation dealing with transportation, land use, and any other issue deemed appropriate by their respective governing bodies and as the official Area Planning Organization as required by the United States Department of Transportation.

ARTICLE IV. MEMBERSHIP

1. The Policy Board shall consist of officials from the political subdivisions making up the MPO and shall be allowed representation as follows:

<u>Member</u>	<u>Entity</u>
City Council	City of Minot
City Council	City of Minot
City Manager	City of Minot
City Council	City of Surrey
City Council	City of Burlington
Commissioner	Ward County
Commissioner	Ward County

- a. Each member of the Policy Board receives one vote.
 - b. Members shall be appointed by their respective political subdivisions.
 - c. Each political subdivision is allowed to have one alternate member appointed by their governing body.
 - d. The alternate member shall have full voting rights in the absence of the designated Policy Board member.
2. Term of Office – Members of the Policy Board shall serve for a term of two years except that members of the respective political subdivisions holding memberships by virtue of their elected positions shall hold office only during their respective terms of office.





3. Vacancies – Any vacancy shall be filled in the same manner as is provided for in the original designation.
4. Certification – Each member shall be certified as a member by means of written communication from their respective political subdivision, which shall become part of the records of the Policy Board.
5. Officers – The officers shall consist of a Chair, Vice Chair, and Executive Director.
 - a. Chair – The Chair shall be a voting member of the Policy Board from the City of Minot, City of Surrey, and Ward County and shall preside at all meetings of the Policy Board for a term of one (1) year.
 - b. Vice Chair – The Vice Chair shall be a voting member of the Policy Board from the City of Minot, City of Surrey, City of Burlington, and Ward County and shall exercise the functions of the Chair in their absence for a term of one (1) year.
 - c. The Chair and Vice-Chair shall be appointed in January of each year.
 - d. Executive Director – The Executive Director of the MPO shall exercise the functions of the authorized recording officer of the Policy Board and shall be empowered to execute official instruments of the Policy Board as authorized by the Policy Board.
6. Absences – Policy Board members shall notify the Executive Director of known absences ahead of the respective meeting for which they will not be present and make arrangements with the alternate member to attend on their behalf.
 - a. Removal for Unexcused Absences – It is reasonable to expect that absences may occur from time-to-time due to the necessity to perform other duties related to elected office, personal employment, illness, or other extenuating circumstances that inhibit members from attendance at all regularly scheduled meetings throughout a calendar year. However, frequent absences by any member will have a negative impact on the Policy Board's ability to: 1) achieve quorum; 2) ensure that all members fully comprehend the material for which they are rendering a decision; and 3) base decisions on a region-wide perspective.

Therefore, any member that is absent for three (3) or more regularly scheduled meetings in a calendar year shall be subject to review by the Policy Board. The review shall be undertaken through discussion at a meeting whereby at least four (4) members, exclusive of the member subject of the discussion, are present. The review shall include a finding by a majority of the members, exclusive of the member subject of the discussion, whether an exceptional circumstance warranting excusal exists. If no such exceptional circumstance is found, the majority of the members, exclusive of the member subject of the discussion, may further find that the member is stayed from acting in their capacity on the Policy Board and that their position is considered vacant until either of the following actions are taken by the respective political subdivision: 1) Reappointment; OR 2) Appointment of an alternate member.





Should a member be reappointed by a political subdivision, the respective member shall not be subject to review by the Policy Board for the remainder of the calendar year for which the review was initiated.

ARTICLE V. MEETINGS

1. The MPO Policy Board shall generally meet on a monthly basis and shall fix a time and place for the meetings. Special meetings may be called or regular meetings cancelled or re-scheduled at the discretion of the Chair or Executive Director.
2. The Policy Board and Technical Advisory Committee shall keep records of all its meetings. The MPO's records shall be public records available for inspection by any interested parties at reasonable times during regular business hours.
3. All MPO meetings shall be open to the public.
4. Quorum: A quorum for the transaction of Policy Board business shall consist of the majority (4) of the Policy Board members.
5. Rules of Order – Except as otherwise required by these Articles, the Rules of Order shall be in accordance with the latest edition of ROBERT'S RULES OF ORDER, REVISED.

ARTICLE VI. POWERS AND DUTIES

1. The MPO shall prepare, maintain, and regularly update the plans set forth below. In preparation of the plans, the Policy Board shall seek to harmonize the general plans of the cities and county within the area and plans and planning activities of the federal, state, and local agencies.
 - a. Metropolitan Transportation Plan (MTP) – The MTP will serve as the basis for developing the communities' future transportation network. The MTP identifies and prioritizes transportation related projects with implementation time frames including short-range (0-5 years), medium-range (5-15 years), or long-range (15+ years). The MTP is updated at regular intervals and has a planning horizon of at least twenty (20) years.
 - b. Transportation Improvement Plan (TIP) – The MPO shall prepare and submit annually a staged multi-year program of transportation improvement projects in each political subdivision. The TIP for the Metropolitan Area lists all the transportation improvement projects proposed to be funded and constructed by Federal Highway Administration and certain Federal Transit Administration programs during a four (4) year time period.
 - c. Unified Planning Work Program (UPWP) – The MPO shall, at an interval required by NDDOT, prepare an annual Work Program for allocation of PL funds. This allocation shall be based on a listing of tasks to be accomplished by the MPO each year.





- d. Multi-jurisdictional Plans – The MPO shall review and act on all transportation plans and projects that clearly and substantially affect multiple political subdivisions within the Metropolitan Area.
2. Adoption – Before adoption of a plan or any revision thereto, it may be referred to each city and county planning commission for review with approval of the appropriate governing body as deemed necessary by the Policy Board, and the Policy Board shall allow a reasonable time for response. The MPO shall seek the cooperation and advice of the cities and county, state and federal agencies, and organizations and others interested in its functions. The Policy Board shall adopt plans and studies or portions thereof by majority vote.
3. Certification of Plan – The Policy Board shall certify adopted plans and studies or portions thereof, to the legislative bodies and planning commissions within the Metropolitan Area, to all public utilities affected by the plans and studies, and to any state or federal department or agency concerned with or affected by the plans on request.
4. Other Powers and Duties of the MPO:
 - a. To conduct studies and research pertaining to planning and development and to make recommendations based on these studies.
 - b. To provide, when possible, technical services to the member political subdivisions.
 - c. To receive and dispense grants and funds from federal, state, or local governments or from individuals and foundations within the budget established or amended by the Policy Board.
 - d. To enter into agreements or contracts for any service necessary or convenient for carrying out the purposes of the MPO.
 - e. To acquire, hold, improve, maintain, own, manage, or lease personal or real property, equipment, or other services and to implement plans.
 - f. Hire and supervise MPO Executive Director.

ARTICLE VII. TECHNICAL ADVISORY COMMITTEE

1. Technical Advisory Committee – A Technical Advisory Committee (TAC) of skilled and experienced persons to study and report on matters related to any of the functions of the MPO is hereby established. The TAC shall be composed of the of the following members:
 - a. City of Burlington Auditor
 - b. City of Burlington Public Works Director
 - c. City of Minot City Engineer
 - d. City of Minot Principal Planner
 - e. City of Minot Transit Superintendent
 - f. City of Surrey City Engineer
 - g. Ward County County Engineer
 - h. Ward County Planning and Zoning Administrator
 - i. NDDOT Minot District Engineer
 - j. NDDOT MPO Coordinator
 - k. Central Dakota MPO Executive Director





2. Any member may have an alternate serve in their place with full voting rights.
3. A quorum will consist of six (6) voting members.
4. The MPO Executive Director shall serve as the TAC Chair.
5. The purpose of the TAC is to discuss and coordinate technical transportation matters that are under consideration by the MPO. Such matters may include highway, transit, auto/rail, bicycle, and pedestrian planning activities. The TAC will act in an advisory capacity to the Policy Board and the MPO's respective political subdivisions concerning transportation activities.

ARTICLE VIII. INFORMATION COORDINATION

1. To facilitate the planning and development of the Metropolitan Area, all political subdivisions, planning agencies, and others within the area are requested to apprise the MPO of all public plans, maps, reports, regulations, and other documents as well as amendments and revisions thereto, that are related to the activities of the MPO.

ARTICLE IX. FINANCIAL PROVISIONS

1. Prior to June 30th of each year, the Policy board shall adopt, by majority vote, a proposed UPWP and budget required for the operation of the MPO.
2. The local matching funds necessary to use federal and state planning funds by the respective political subdivisions must be provided by the respective political subdivisions per federal and state management requirements.
 - a. The local match from each political subdivision shall be based on their respective population as determined by the decennial census.
3. Audits and Records – Books, records, and accounts shall be kept as prescribed by state and federal law. All vouchers shall be submitted to the MPO for approval and signed by the Executive Director of the MPO. The vouchers shall then be submitted to the City of Minot Finance Department for processing following City of Minot policies and procedures.

ARTICLE X. ADOPTION AND AMENDMENTS

1. These by-laws may be amended, or new by-laws adopted, at any regular or special meeting provided notice is included on the Policy Board's agenda. It shall take a majority vote of the Policy Board's voting membership to amend or adopt these by-laws. The adoption or amendment of the by-laws shall become effective after the second affirmative vote of the Policy Board.





ARTICLE XI. CODE OF ETHICS

1. A standard of conduct shall govern the performance of the MPO's officers, employees, board members, or agents engaged in the award and administration of contracts. No employee, officer, board member, Executive Director, or agent of the MPO may participate in the selection, award, or administration of such a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm selected for award:
 - a. The employee, officer, board member, Executive Director, or agent;
 - b. Any member of the immediate family of any of the above listed;
 - c. The business partner of any of the above listed; or
 - d. An organization that employs, or is about to employ, any of the above.
2. Furthermore, officers, employees, board members, the Executive Director, or agents may neither solicit nor accept personal gratuities, favors, or anything of monetary value from present or potential contractors or sub-recipients. The only exceptions to the policy include the following unsolicited gifts:
 - a. The gift of receipt of awards, and memorial plaques or trophies, having nominal intrinsic value; or
 - b. The gift of breakfast, lunch, or dinner.
 - c. A benefit that has been approved by the Policy Board.
3. Violation of these standards render the sale, lease, or contract voidable by the MPO, or by a court of competent jurisdiction. Any monies paid as a result of such violation may be recovered by a joint and several action from the parties to the sale, lease, or contract and the MPO official, Executive Director, employee or its agent interested in the same. Any officer employee board member or agent of the MPO proven to have violated these standards shall be subject to disciplinary action and the proven violations shall constitute just cause for the following actions:
 - a. Reprimand;
 - b. Suspension;
 - c. Discharge or forfeiture of office.
4. Reprimand or suspension shall constitute disciplinary action as authorized by the Chair for the Executive Director, and by the Executive Director for employees or agents. Discharge or forfeiture of office will be at the direction of the Policy Board after due and proper hearing for officers and board members. It is expressly understood that members of the Policy Board are representatives of political subdivisions comprising the MPO and these disciplinary proceedings set forth herein shall be in addition to any proceedings undertaken by the individual appointing authorities with respect to each appointed members of the Policy Board.





Adopted this _____ day of _____, _____

Chair, Central Dakota MPO Policy Board

ATTEST:

Executive Director, Central Dakota MPO

DRAFT



PROJECT SUBMITTAL LIST

Entity: City of Minot		Contact Person: Lance Meyer				Revision: October 2024				
Date: November 22, 2024		Phone Number: 701-857-4100				If you have questions with filling out the list, please contact Stacey Hanson at 701-328-4469				

FISCAL YEAR	FUNDING CATEGORY ⁽¹⁾	FUNCTIONAL CLASSIFICATION ⁽²⁾	INVESTMENT STRATEGY ⁽³⁾	TYPE OF WORK ⁽⁴⁾	PROJECT LOCATION	PROJECT COST				
						TOTAL	FEDERAL	STATE	LOCAL	NON-PARTICIPATING
2026	Urban Roads	Minor Arterial	N/R	Preliminary Engineering	3rd Street Bridge - 4th Avenue NE to 1st Avenue NE	\$ 1,500,000	\$ 1,200,000	\$ -	\$ 300,000	\$ -

Notes	Description
(1)	PriR = Primary Regional, SecR = Secondary Regional, URP = Urban Roads Program, UGP = Urban Grant Program
(2)	Interstate, Principal Arterial, Minor Arterial, Collector
(3)	PM = Preventive Maintenance, MiR = Minor Rehabilitation, SI = Structural Improvement, MaR = Major Rehabilitation, N/R = New/Reconstruction
(4)	Brief description of the project (Exs: Thin Lift Overlay, Mill and Overlay, Concrete Pavement Repair, etc.)

NDDOT URBAN PROGRAM - SUBMITTAL CHECKLIST

Instructions: Review all tasks and check mark the completed items. Sign and return this checklist with your submittal.

Tasks

1. Review the enclosed 2025-2028 Urban Program sheet. Mark any requests for revisions on the sheet and return it with your submittal. *Must mark either item a or b below.*
 - a. ☒ I have reviewed the enclosed 2025-2028 Urban Program sheet, including project limits, scope of work, costs, and funding year. I am requesting no changes to these projects.
 - b. ☐ I have reviewed the enclosed 2025-2028 Urban Program sheet and am requesting the changes noted below.
 - i. ☐ Project limits – a new map is enclosed (required).
 - ii. ☐ Scope of work – a revised scoping worksheet is enclosed (required).
 - iii. ☐ Costs – a detailed cost estimate and revised scoping worksheet are enclosed (required).
 - iv. ☐ Funding year – I have marked my requested change on the Urban Program sheet.
2. Submittal **requirements** for FY 2029 solicitation of Urban Regional & Urban Roads projects (*these are all required*):
 - a. ☐ I am submitting **new** projects **only** for FY 2029.
 - b. ☒ I am providing a look ahead for FY 2030 – potential projects my jurisdiction is considering for future planning/budgeting purposes.
 - c. ☒ I have reviewed the projected Urban Roads account balance and the submitted projects are within the budget shown on the balance sheet.
 - d. ☒ I have coordinated with the county and included any CMC route funding requests within the UZA with my submittal.
 - e. ☒ I have reviewed my request to make sure all projects are functionally classified and on the federal-aid system.
 - f. ☒ I have reviewed my request to make sure all project limits achieve logical termini (must begin and end at a functionally classified route).
 - g. ☒ I have prioritized my project requests.
 - h. ☒ I have prepared the Project Submittal List (table) – this table outlines my federal aid request for each project.
 - i. ☒ I am submitting a signed Scoping Worksheet for each project.
 - i. ☐ The District and City have signed all Urban Regional Scoping Worksheets.
 - ii. ☒ The City or County has signed all Urban Roads Scoping Worksheets.
 - iii. ☒ I have included a non-NEPA level purpose and need statement for all projects to identify why the projects are important/needed by my jurisdiction.
 - j. ☒ I am submitting a Detailed Cost Estimate in year of expenditure dollars for each new project. The estimate includes totals for all phases (PE, CE, construction, R/W, utilities, structures, non-participating).
 - k. ☒ I am submitting a Map of project limits for each project.

*I hereby certify that I have reviewed all tasks and that submitted materials are complete. **I understand that failure to provide complete information by December 31, 2024 may make this submittal ineligible.***



City Engineer

11/22/2024
Date

URBAN REGIONAL & URBAN ROADS PROJECT SCOPING WORKSHEET

DATE: 11/21/2024

PRIORITY# 1

Regional: Y/N

Urban Roads: Y/N

City: Minot

Street: 3rd St NE

County: Ward

Length: 1,280 ft

Proposed Improvement: Bridge Replacement Professional Engineering

Cost Estimates Breakdown (in \$1,000)							
PE	CE	R/W	Utility	Constr.	Bridges	Non-Participating	Total
1,500							1,500

Present Road: Surface Width? 36 feet

Surface Type? Concrete

On Street Parking Allowed? No

Present: (No) One Side Both Sides Angle Parallel

Proposed: (No) One Side Both Sides Angle Parallel

Proposed Improvements

ADT Present: 7,125 Yr: 2022

Travel Way Width : 29 ft

ADT Design: _____ Design year _____

No. of Lanes: 2

Design Speed: 25 MPH

Roadway Width: 29 ft

Maximum Curve: 5 degrees

Min. R/W Width: 80 ft

Maximum Grade: 7%

Right of Way

Will Additional ROW or easement be acquired? Yes ROW acquisition by: **City** DOT

Has any ROW easements been acquired since 7-1-72: Yes ROW Condemnation by: **City** DOT

Est. No. of occupied family dwelling to be displaced? 1

Est. No. business to be displaced? 3

Impacts

Will there be any additional Impacts (Cultural and Environmental Resources): Unknown

Will there be any impacts to 4(f) or 6(f) properties: Potential shared use path impacts

Airports: None

Public Hearings: Open House

Environmental Classification (Cat-Ex, EA, EIS): Cat-Ex

Transportation Enhancements: Bridge enhancements such as lighting, railing, shared use path, history.

Intermodal: BNSF mainline under the bridge

Pedestrian Needs: Need 10 ft shared use path on bridge for future city connections to flood control system and downtown.

Railroads Crossings

RR Name	No. Xings	No. Tracks and Type of Crossing	Daily Train Movements	Train Speed	Present Protection	Proposed Protection
BNSF	3	3 mainline	35-40	Unknown	Grade separated	Grade separated

Purpose and Need Statement:

The 3rd Street bridge was built in 1936 and is nearing the end of its life. The bridge is showing signs of major distresses such as spalling, joint failures, pack rust, bearing failure, seal failure, and other maintenance issues. The cost to repair all of these issues may likely outweigh the benefits with a structure that is 88 years old.

Due to the accelerated nature of the recent distresses seen on the bridge, engineering must begin on a bridge replacement to understand the environmental impacts and design challenges of a replacement structure. A new bridge on this north-south minor arterial must be able to carry over 8,000 ADT into downtown Minot. A shared use path on the bridge is an important feature as it will connect into Minot's flood control path system and eventually into several parks in the valley and north hill.

Existing Conditions:

1. When was the current street section built? Has there been any additional maintenance to the street section?
The bridge was built in 1936 with connecting street sections built in 1985 and 2024.
2. How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?
Two driving lanes on the bridge. Left turn lane at 4th Avenue.
3. What is the condition of the pavement section?

- A. If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?
 - B. If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking. The deck is polished with several spalls.
-
-

- 4. Any existing geometric concerns?
Unknown
 - 5. Are there any access points to adjoining properties that present a special concern?
There are connecting streets at each end of the bridge that lock the termini in place.
 - 6. Are there any existing sidewalks or shared use path in place? Yes
-
- 7. What is the condition of the existing storm sewer? Will any additional storm sewer work need to be done along with this project?
Some inlet modifications may be needed depending on bridge height.
 - 8. What is the condition of the city's water and sewer line? Will any work have to be done to the city's water and sewer lines along with this project?
Utilities are being replaced with adjacent projects.
 - 9. Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?
Bridge lighting is original and must be replaced.
 - 10. What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?
3rd Street and 4th Avenue has a traffic signal that was recently replaced. No high crash locations. Additional turn lanes unlikely needed.

Remarks:

The City is requesting professional engineering funding for this project in 2026. We understand this is an out of cycle request. However, with 3rd Street Bridge deteriorating more quickly than anticipated, this has increased the City's urgency on this project. We are hopeful the NDDOT has funding available in their programs to assist the City to get started on this project.

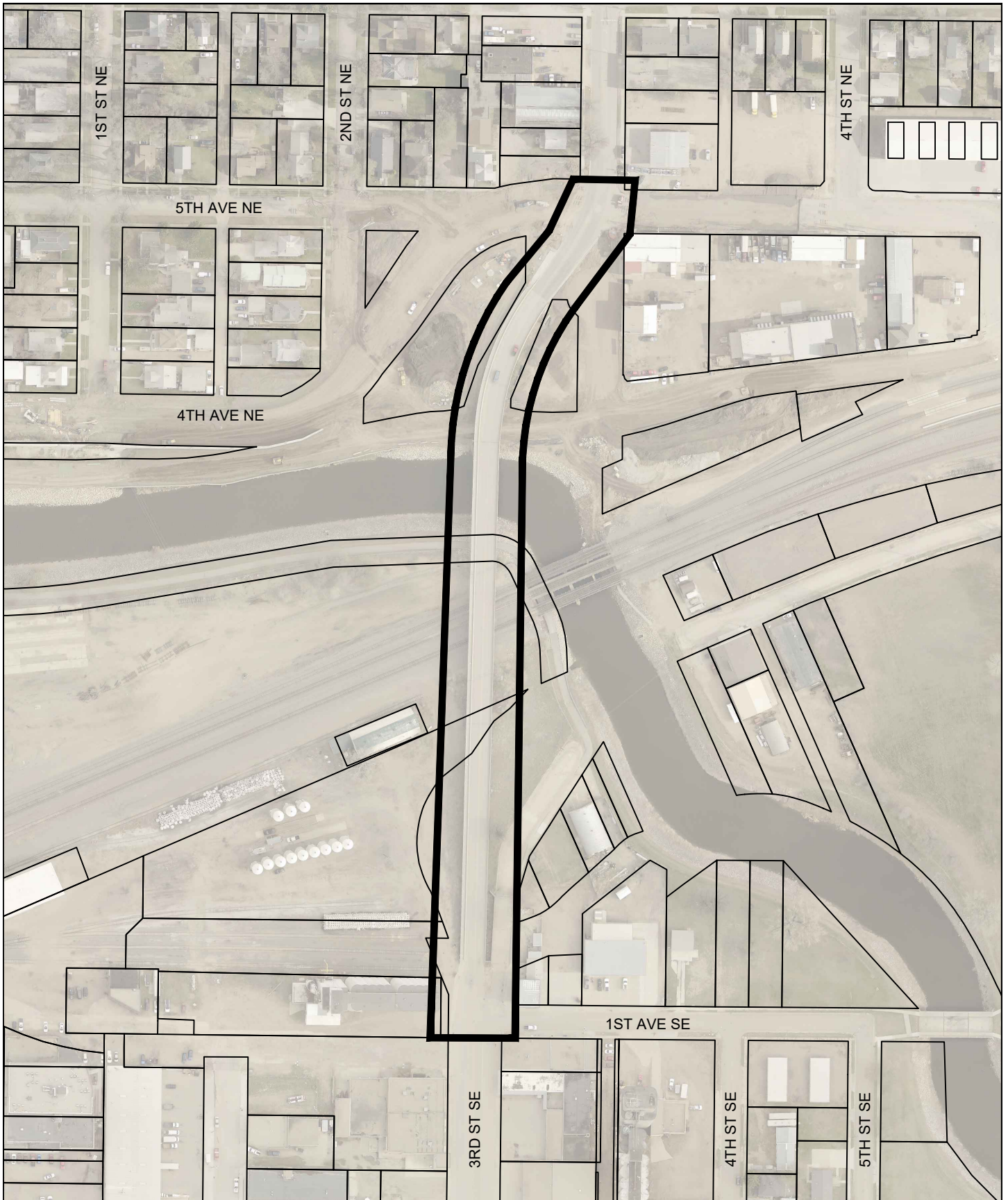
City Engineer: *Lone May*

Date: 11/22/2024

District Engineer: _____

Date: _____

Note: *Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.*



3RD STREET BRIDGE
ENGINEERING

EXHIBIT A

11/22/2024

City of Minot

3rd Street Bridge Preliminary Engineering Cost Estimate

Total Cost	80% Federal	20% Local
\$ 1,500,000.00	\$ 1,200,000.00	\$ 300,000.00

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PROJECT APPLICATION

North Dakota Department of Transportation, Programming
SFN 59959 (3-2023)

23 USC § 407 Documents
NDDOT Reserves All Objections

Please attach a location map(s). You may use additional sheets to further describe your project.

Agency Name City of Minot		NDDOT District Minot	
Contact Name Stephen Joersz		Current Date 11/22/24	
Email Address stephen.joersz@minotnd.gov		Telephone Number 701.857.4100	Project Cost Estimate (attach detailed copy) \$1,451,912.75
Location Description Eight Elementary Schools within the City of Minot Washington Elementary Edison Elementary Perkett Elementary Bel Air Elementary Longfellow Elementary Sunnyside Elementary Roosevelt Elementary Lews & Clark Elementary	Roadway Ownership ☐ State ☐ County ☒ City ☐ Tribe	Vision Zero Emphasis Area (check all that apply) ☒ Younger Drivers ☐ Speeding or Aggressive Drivers ☐ Alcohol-Related ☐ Unbelted Vehicle Occupants ☐ Lane Departure ☒ Intersections	Functional Class ☒ Local Road or Street ☐ Minor Collector ☐ Major Collector ☐ Minor Arterial ☐ Principal Arterial
Improvement Category (check all that apply)			
☐ Access Management	☐ Intersection Geometry	☐ Parking	☐ Roadway Delineation
☐ Advanced Technology & ITS	☐ Intersection Traffic Control	☒ Pedestrians & Bicyclists	☐ Roadway Signs & Traffic Control
☐ Alignment	☒ Lighting	☐ Railroad Grade Crossings	☐ Shoulder Treatments
☐ Animal Related	☐ Miscellaneous	☒ Roadside	☐ Speed Management
☐ Interchange Design	☐ Non-infrastructure	☐ Roadway	☐ Work Zone
Describe Current Safety Issues Wood pole street lighting surrounds eight elementary schools in Minot. These wood poles typically provide one streetlight at an intersection and one-to-a-few mid-block streetlights, depending on where the utility wood pole is located. This leave gaps in streetlight coverage and often leads to areas that alternate between lit and dark. The elementary schools of Bel Air, Sunnyside and Roosevelt have 100-percent of the student pick-up and drop-off occur on a city street. Minot Public Schools does not offer bus services to they typical student. These items all lead to a significant amount of mixing between young children and drivers/ vehicles in dimly lit areas.			
Describe Proposed Safety Improvements The City of Minot is looking to improve visibility, in the form of improved streetlight coverage, near elementary schools. Install adequate streetlight facilities around eight elementary schools within the City of Minot. The proposed project would add a combination of feed points, conduit and conductors and Type A (post-top) streetlights.			

For questions or comments contact:

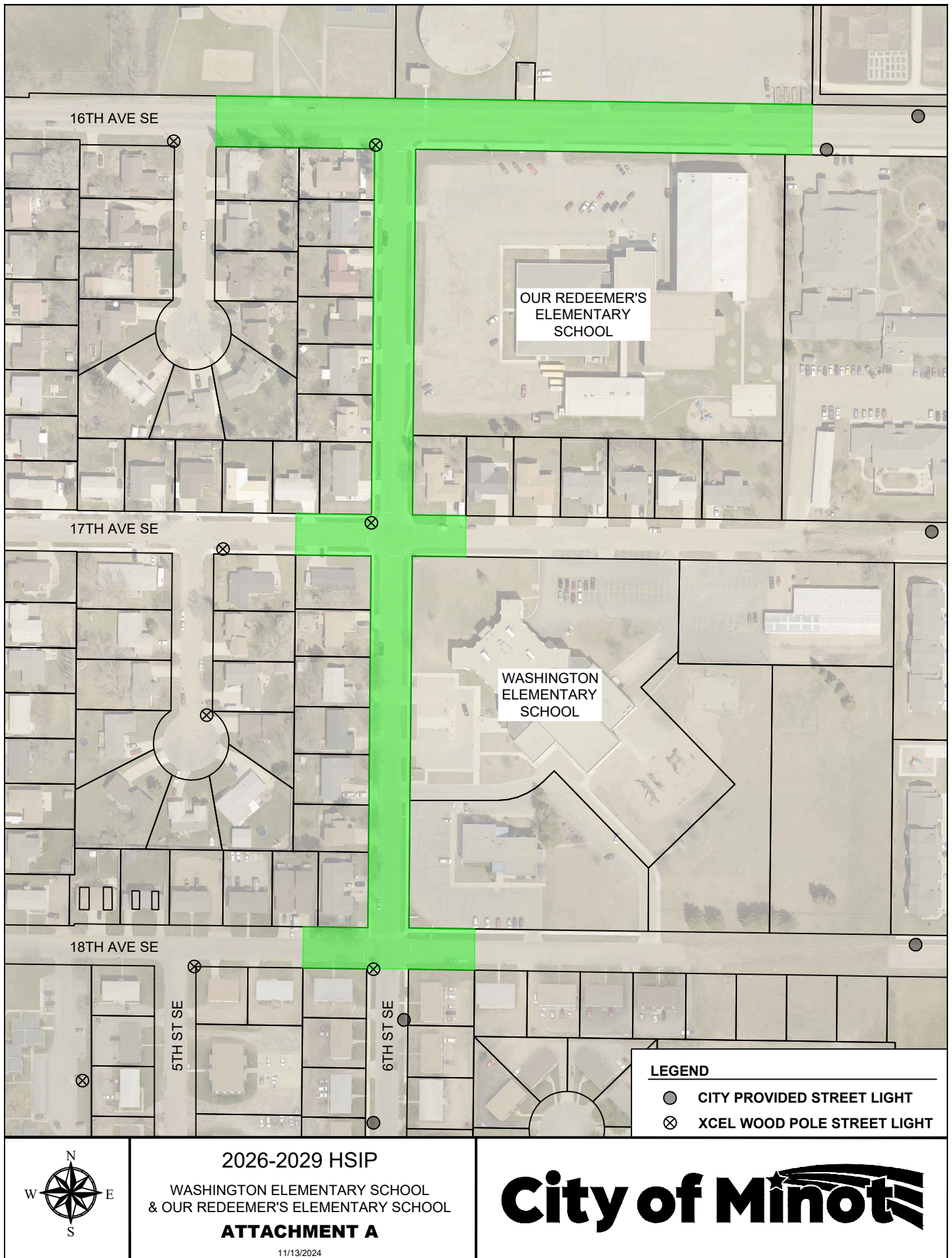
Justin Schlosser
701-328-2673
jjschlosser@nd.gov

Please email completed form to this address: hsip@nd.gov

Grant Application ESTIMATED QUANTITIES				Washington		Edison		Perkett		Bel Air	
ITEM NO.	DESCRIPTION	UNIT	Cost	QUANTITIES	SITE ESTIMATE	QUANTITIES	SITE ESTIMATE	QUANTITIES	SITE ESTIMATE	QUANTITIES	SITE ESTIMATE
1	Contract Bond	LS	\$3,350.24	1	\$3,350.24	1	\$3,350.24	1	\$3,350.24	1	\$3,350.24
2	Mobilization	LS	\$6,700.48	1	\$6,700.48	1	\$6,700.48	1	\$6,700.48	1	\$6,700.48
3	Traffic Control	LS	\$2,010.14	1	\$2,010.14	1	\$2,010.14	1	\$2,010.14	1	\$2,010.14
6	Conductor	LF	\$8.39	4,845	\$40,644.70	2,426	\$20,351.71	2,120	\$17,784.68	1,320	\$11,073.48
7	2" Conduit	LF	\$15.28	460	\$7,027.46	0	\$0.00	450	\$6,874.69	430	\$6,569.15
8	Boring	LF	\$14.98	4,305	\$64,498.67	2,426	\$36,346.99	1,510	\$22,623.23	690	\$10,337.77
9	Streetlight Standard-Type A	EA	\$4,725.18	26	\$122,854.61	22	\$103,953.90	13	\$61,427.30	10	\$47,251.77
11	Type II Feedpoint	EA	\$18,414.25	1	\$18,414.25	1	\$18,414.25	1	\$18,414.25	1	\$18,414.25
12	Pull Box	EA	\$2,010.14	0	\$0.00	0	\$0.00	1	\$2,010.14	0	\$0.00
Construction =				\$265,500.55		\$191,127.71		\$141,195.16		\$105,707.28	
13	5% Contingency	EA		5%	\$13,275.03	5%	\$9,556.39	5%	\$7,059.76	5%	\$5,285.36
14	10% Engineering	EA		10%	\$26,550.06	10%	\$19,112.77	10%	\$14,119.52	10%	\$10,570.73
Const. + Contingency + Eng. =				\$305,325.64		\$207,736.01		\$150,313.57		\$109,502.51	

Grant Application ESTIMATED QUANTITIES				Longfellow		Sunnyside		Roosevelt		Lewis & Clark	
ITEM NO.	DESCRIPTION	UNIT	Cost	QUANTITIES	SITE ESTIMATE	QUANTITIES	SITE ESTIMATE	QUANTITIES	SITE ESTIMATE	QUANTITIES	SITE ESTIMATE
1	Contract Bond	LS	\$3,350.24	1	\$3,350.24	1	\$3,350.24	1	\$3,350.24	1	\$3,350.24
2	Mobilization	LS	\$6,700.48	1	\$6,700.48	1	\$6,700.48	1	\$6,700.48	1	\$6,700.48
3	Traffic Control	LS	\$2,010.14	1	\$2,010.14	1	\$2,010.14	1	\$2,010.14	1	\$2,010.14
6	Conductor	LF	\$8.39	2,520	\$21,140.28	1,920	\$16,106.88	2,150	\$18,036.35	2,370	\$19,881.93
7	2" Conduit	LF	\$15.28	420	\$6,416.38	150	\$2,291.56	360	\$5,499.75	350	\$5,346.98
8	Boring	LF	\$14.98	1,950	\$29,215.43	1,770	\$26,518.62	1,550	\$23,222.52	1,580	\$23,671.99
9	Streetlight Standard-Type A	EA	\$4,725.18	17	\$80,328.01	17	\$80,328.01	15	\$70,877.66	16	\$75,602.84
11	Type II Feedpoint	EA	\$18,414.25	1	\$18,414.25	1	\$18,414.25	1	\$18,414.25	1	\$18,414.25
12	Pull Box	EA	\$2,010.14	1	\$2,010.14	0	\$0.00	0	\$0.00	2	\$4,020.29
Construction =				\$169,585.35		\$155,720.19		\$148,111.39		\$158,999.13	
13	5% Contingency	EA		5%	\$8,479.27	5%	\$7,786.01	5%	\$7,405.57	5%	\$7,949.96
14	10% Engineering	EA		10%	\$16,958.54	10%	\$15,572.02	10%	\$14,811.14	10%	\$15,899.91
Const. + Contingency + Eng. =				\$182,962.29		\$167,017.35		\$158,267.24		\$170,788.14	

School	Cost
Washington	\$305,325.64
Edison	\$207,736.01
Perkett	\$150,313.57
Bel Air	\$109,502.51
Longfellow	\$182,962.29
Sunnyside	\$167,017.35
Roosevelt	\$158,267.24
Lewis & Clark	\$170,788.14
Total	\$1,451,912.75



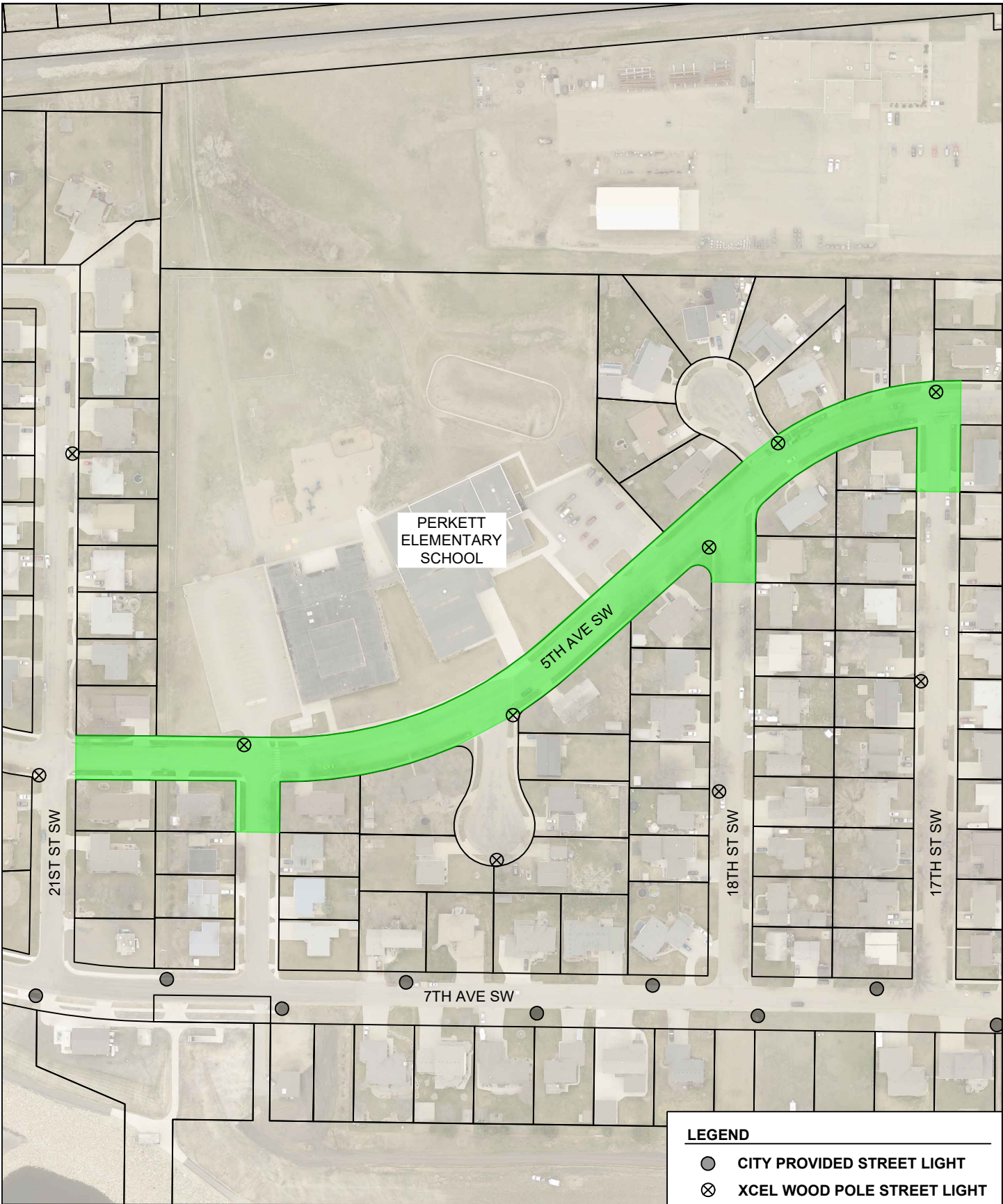


2026-2029 HSIP
EDISON ELEMENTARY SCHOOL

ATTACHMENT A

11/13/2024

City of Minot

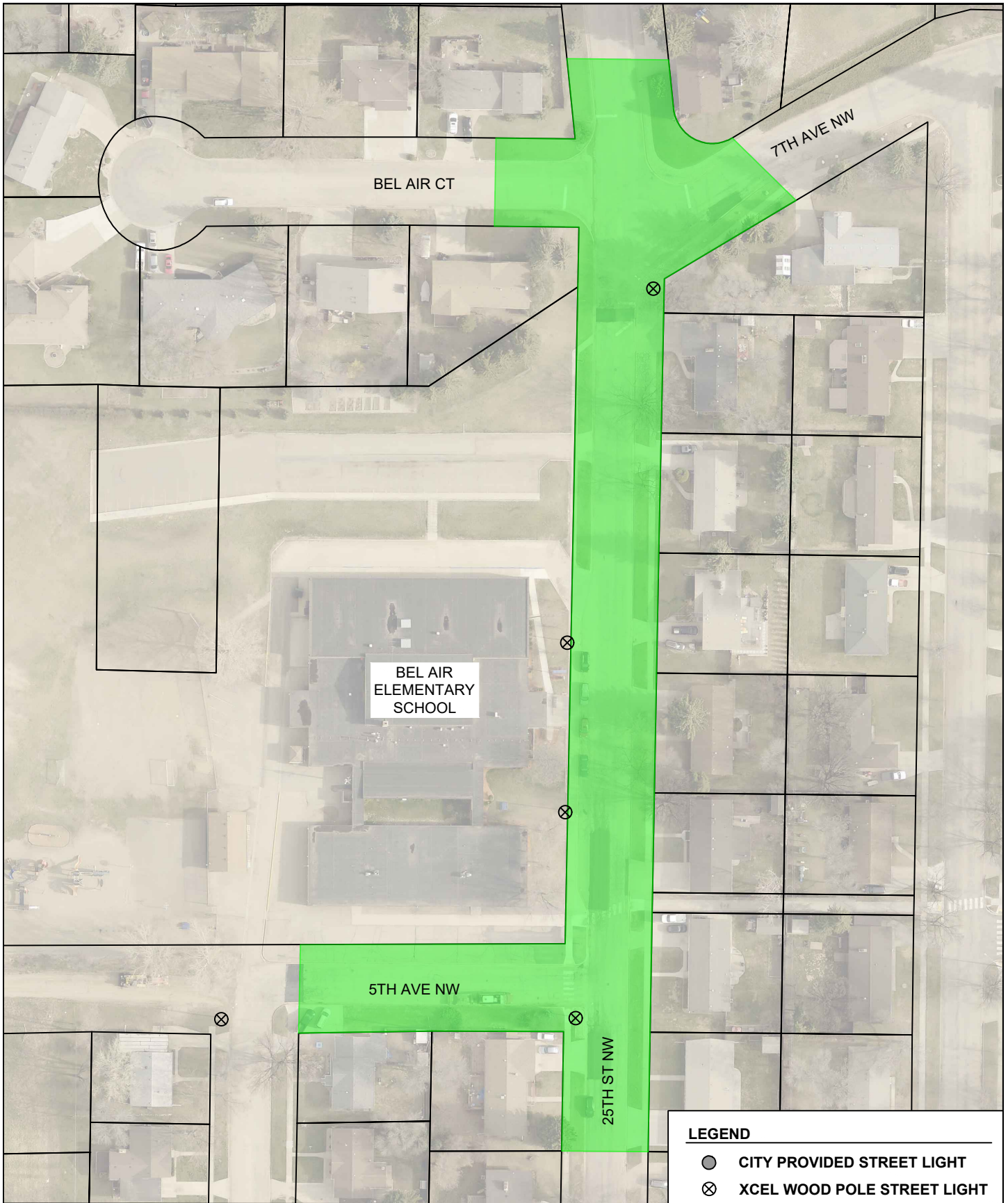


2026-2029 HSIP
PERKETT ELEMENTARY SCHOOL

ATTACHMENT A

11/13/2024





LEGEND

- CITY PROVIDED STREET LIGHT
- ⊗ XCEL WOOD POLE STREET LIGHT



2026-2029 HSIP
BEL AIR ELEMENTARY SCHOOL

ATTACHMENT A

11/13/2024

City of Minot

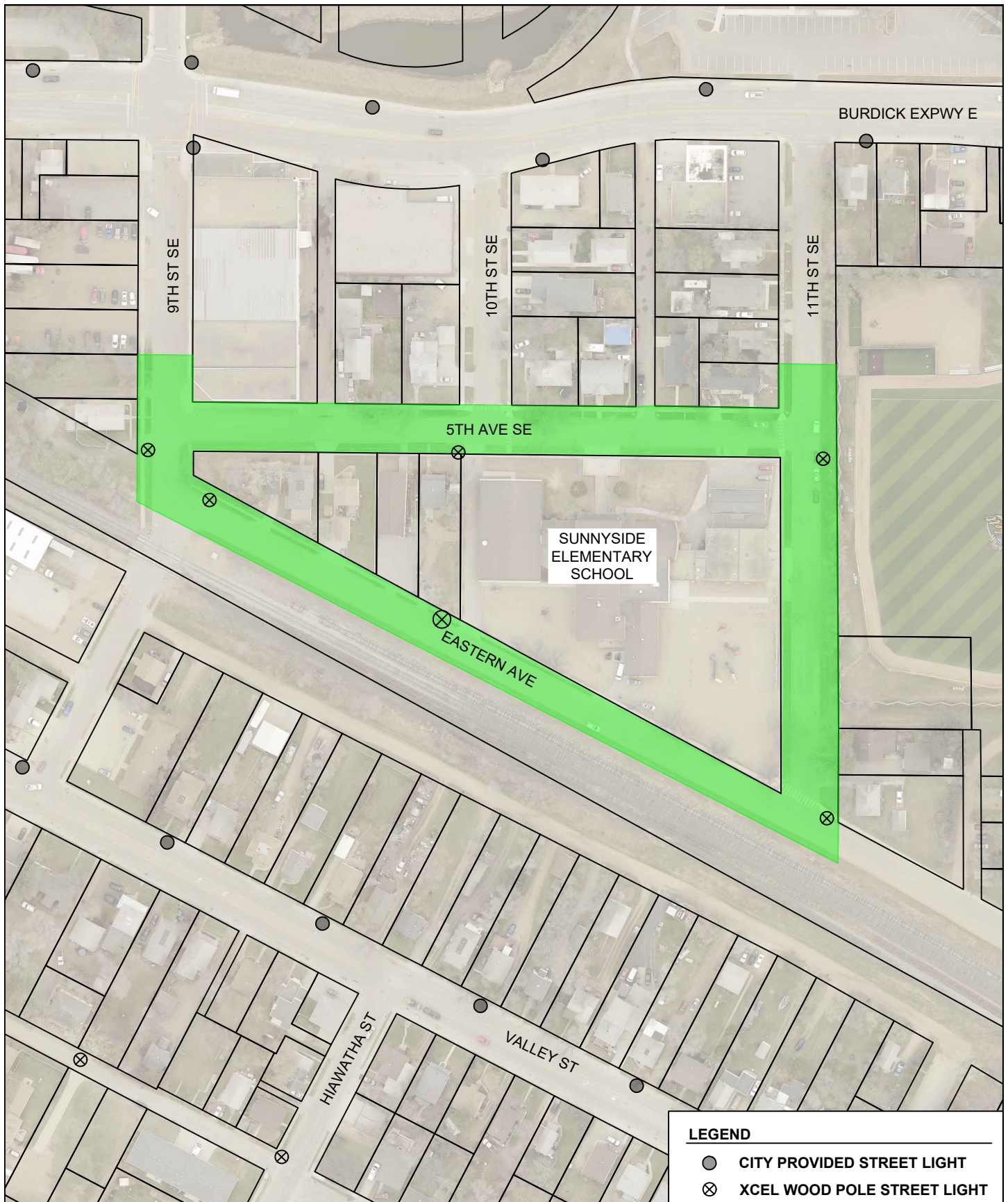


2026-2029 HSIP
LONGFELLOW ELEMENTARY SCHOOL

ATTACHMENT A

11/13/2024

City of Minot

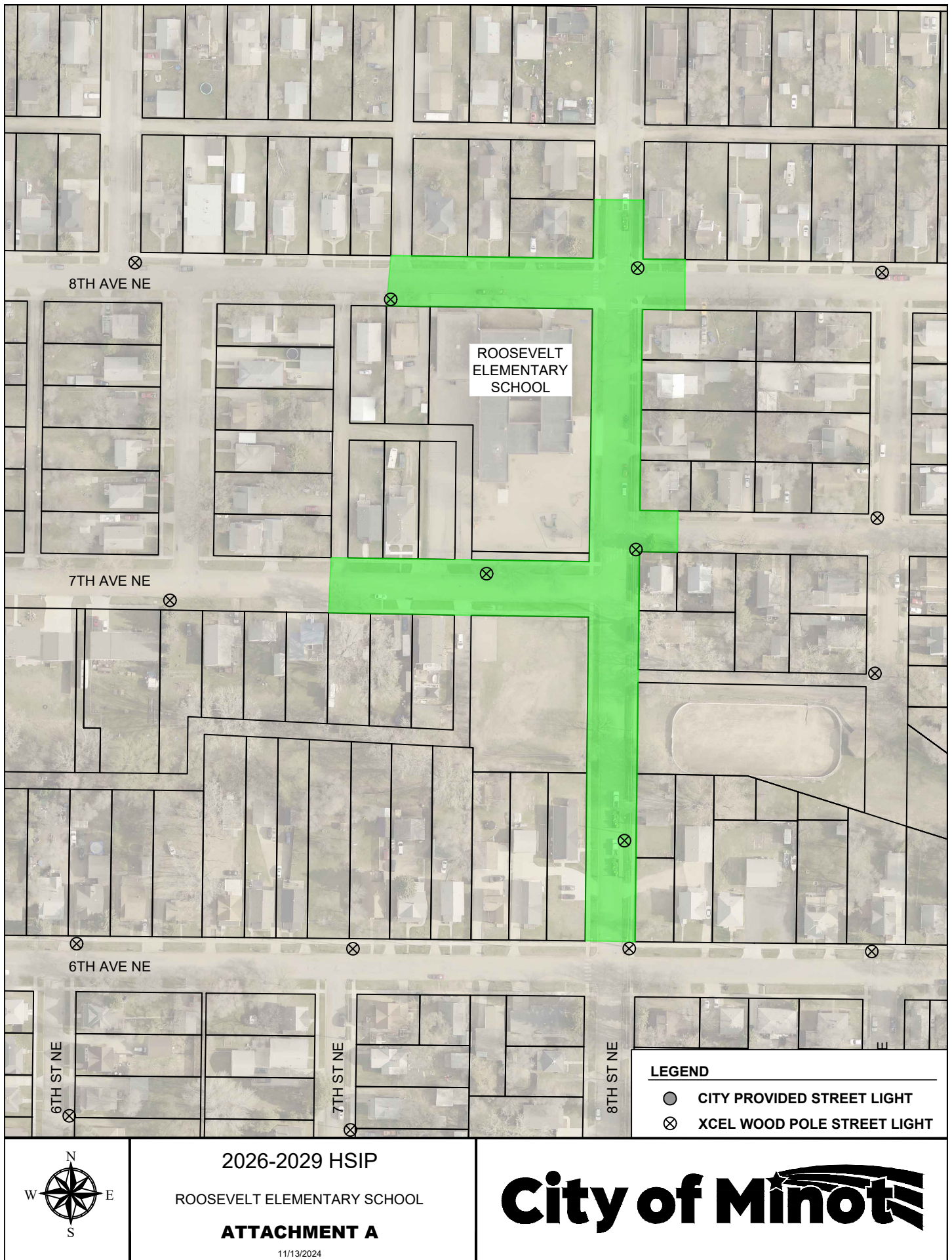


2026-2029 HSIP
SUNNYSIDE ELEMENTARY SCHOOL

ATTACHMENT A

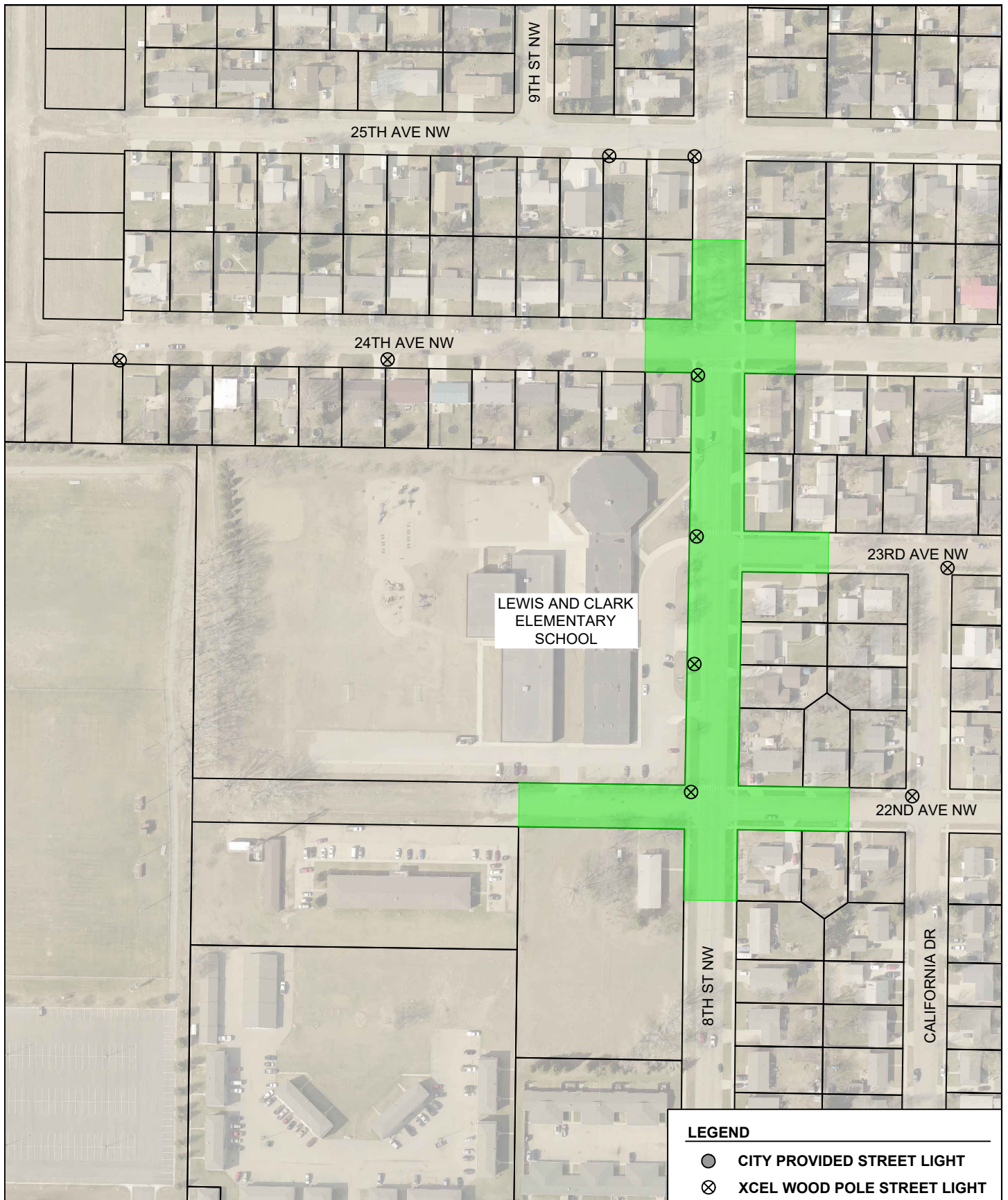
11/13/2024

City of Minot



2026-2029 HSIP
ROOSEVELT ELEMENTARY SCHOOL
ATTACHMENT A
11/13/2024

City of Minot



2026-2029 HSIP
LEWIS AND CLARK ELEMENTARY SCHOOL

ATTACHMENT A

11/13/2024

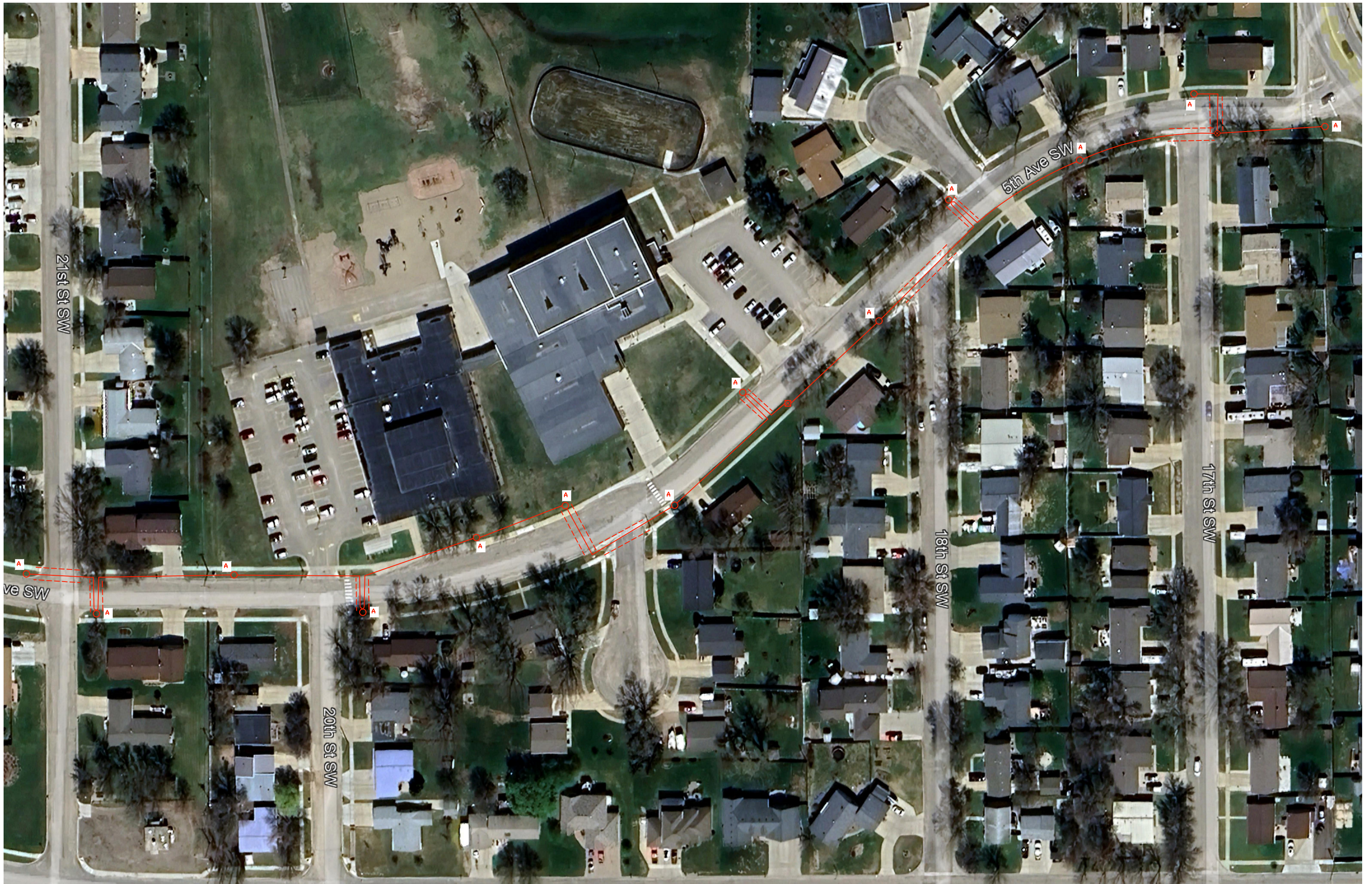
City of Minot



















Fiscal Year 2027 Transportation Alternatives Program Application

1. Project Name

2027 Edison Elementary Safe Routes to School

2. Project Location

Within the vicinity of Edison Elementary School. For your reference, please find attached **Figure 1** for the proposed location.

3. Project Contact

City of Minot
PO Box 5006
Minot, North Dakota 58702

4. Contact Person(s)

Stephen Joersz, PE, PTOE – Traffic Engineer
stephen.joersz@minotnd.gov
PO Box 5006
Minot, North Dakota 58702
Office Phone: 701-857-4100

Jesse Hoffart, PE – Project Manager
jesse.hoffart@minotnd.gov
PO Box 5006
Minot, North Dakota 58702
Office Phone: 701-857-4100

5. Project Sponsor

City of Minot
PO Box 5006
Minot, North Dakota 58702

6. Sponsoring Official

Lance Meyer, PE – City Engineer
lance.meyer@minotnd.gov
PO Box 5006
Minot, North Dakota 58702
Office Phone: 701-857-4100

7. Project Description

The proposed safe routes to school improvements include the following items:

- A 5-foot sidewalk placed on the north and south side of 18th Avenue SW, between 16th St SW and 12th St SW.
- Fill in the gap on sidewalk on the south side of 16th Avenue SW, between 10th St SW and 9th St SW.

The proposed locations will improve the ability for students to walk and bicycle to school and provide safe routes for non-drivers and individuals with disabilities. To date, sidewalks are not located at the above-mentioned areas.

8. Project Cost

Project construction cost is estimated to be \$1,080,155.57. The federal share requested is \$874,169.90 resulting in a local share of \$205,985.67. Please refer to the enclosed Engineer's Estimate for a breakdown.

9. TAP Eligibility Categories

The proposed project fits under the following categories identified as eligible under the Transportation Alternatives Program:

"A. Construction of on-road and off-road trail facilities for pedestrians bicyclists and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990."

"B. Construction of infrastructure related projects that will substantially improve the ability of students to walk and bicycle to school."

"C. Construction of infrastructure related projects and systems that will provide safe routes for non-drivers and individuals with disabilities to access daily needs."

The project, in its entirety, fits under the activity listed above.

10. Supporting Data

In 2010, a comprehensive study titled “*Minot Safe Routes to School Study*” was conducted for the City of Minot. The purpose of the study was to inventory existing safe routes to school for Minot elementary students and to identify and prioritize infrastructure improvements necessary to expand Minot’s safe route to school networks.

The referenced project falls in line with necessary improvements as prioritized in the comprehensive study. To date, improvement priorities 1, 2, 3, 4, 5, 8, 9, 10, 14, and 17 identified in the *Minot Safe Routes to School Study* have been fully completed. Additionally, improvement priorities 7 and 18 have been partially completed. Lastly, priorities 12, 13, 20 and 24 are scheduled to be constructed between 2025 and 2026.

The proposed project for 2027 follows and expands upon the recommended safe route improvements listed in priority 7 in the *Minot Safe Routes to School Study*. Please see the attached map for project locations.

The City of Minot is in support of the project. The City Council previously approved the development and implementation of the *Minot Safe Routes to School Study*.

11. Public Accessibility

Upon project completion, The City of Minot will be the owner. The sidewalks will be located within existing right-of-way and will be fully accessible to the public.

12. Matching Funds Provided By

The City of Minot will provide matching funds for the project. The anticipated cost share will be included in the 2027 Capital Improvements Plan Budget and paid with Sales Tax Improvements.

13. Will Right of Way for This Project Be Needed?

No, the project will be constructed within existing public right-of-way. However, permanent and/or temporary easements are anticipated to be required to build the project.

14. Maintenance of This Project Will Be Provided By

The sidewalk will be maintained by adjacent property owners.

15. Environmental Impacts

Land Use: No impact to current land use is anticipated.

Farmland: This project will not use farmland.

Social:

- The project is expected to increase safety and promote walking and bicycling to and from school, as well as, general pedestrian traffic in the area.
- An increase in pedestrian traffic should result in a decrease in motor vehicle traffic and an overall decrease in traffic congestion, air pollution, and noise pollution.
- Increasing pedestrian traffic is expected to have a positive effect on public health due to the benefits of exercise and a decrease in emissions and greenhouse gases produced from motor vehicles.
- The impacts upon walking/bicycling students will be positive, as the proposed project will provide and encourage a safe and convenient transportation corridor for walking/bicycling students.
- The proposed project is expected to increase student safety via connecting to existing sidewalk networks located within close proximity to Edison Elementary School.

Section 4(f)

Economic: This project is expected to boost economic growth due to allowing alternative modes of transportation.

Relocation: People or businesses will not be displaced due to this project.

Wetlands: This project will not result in fill material being placed in any wetlands.

Floodplain: This project is not within a floodplain.

Threatened or Endangered Species: The only Endangered species that would possibly be in the project area is the Northern Long-eared Bat, specifically in any large trees in the project area. Any trees that would need to be removed for the project would be removed in the window of time where the bats would not be inhabiting them. This window is November 1 to March 31.

Cultural Resources: The project will not affect adjacent properties.

Hazardous Waste: Hazardous waste sites are not located in the area of the project.

16. Signatures

Contact Person(s)

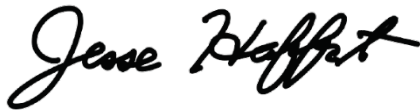
A blue ink signature of Stephen Joersz, written in a cursive style.

Stephen Joersz, PE, PTOE
City of Minot, Traffic Engineer

Responsible City Official

A blue ink signature of Lance Meyer, written in a cursive style.

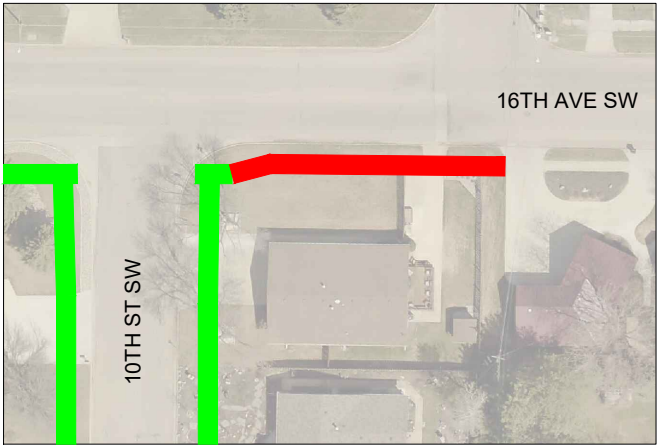
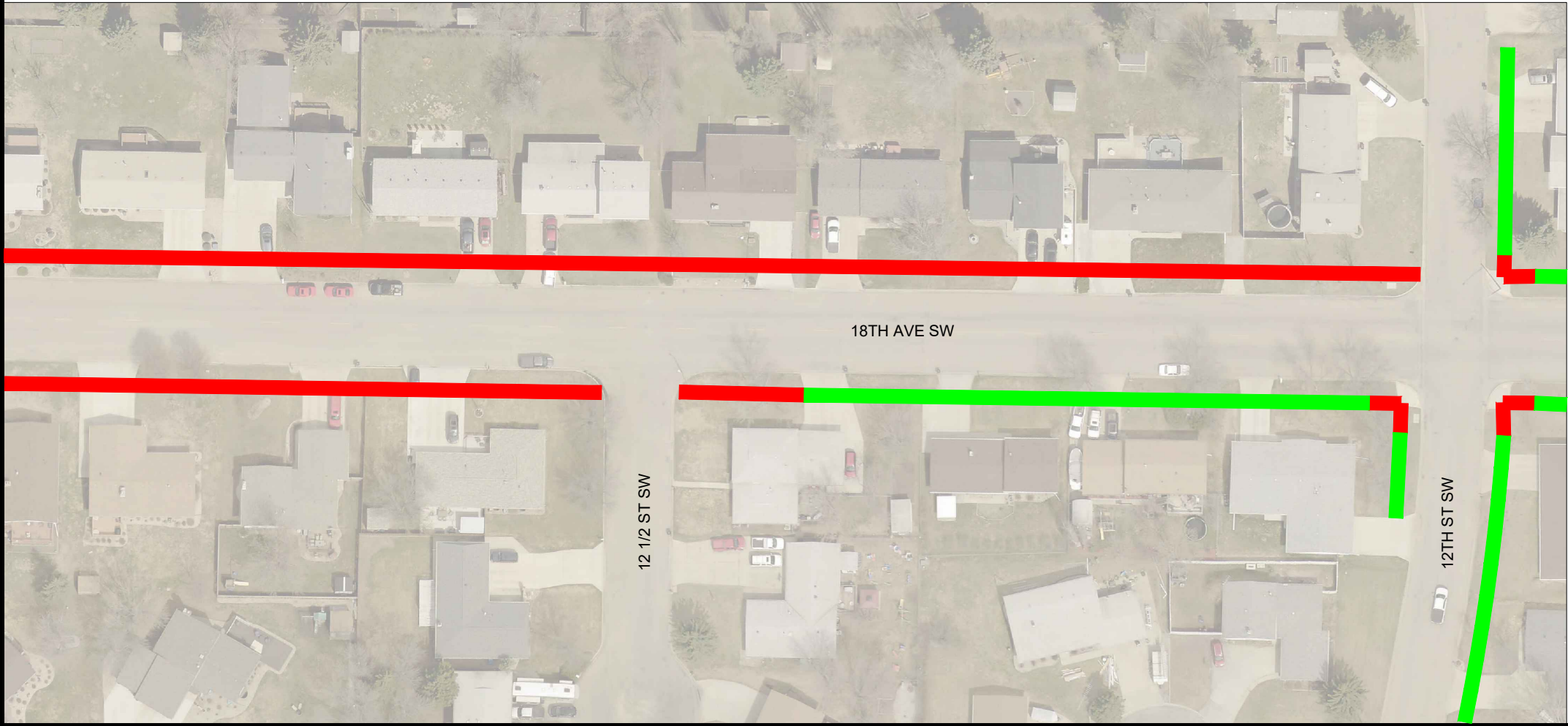
Lance Meyer, PE
City of Minot, City Engineer

A black ink signature of Jesse Hoffart, written in a cursive style.

Jesse Hoffart, PE
City of Minot, Project Manager

17. Attachments

Figure 1 – Project Location Map
Engineer's Construction Cost Estimate



40

0

40

80

Scale

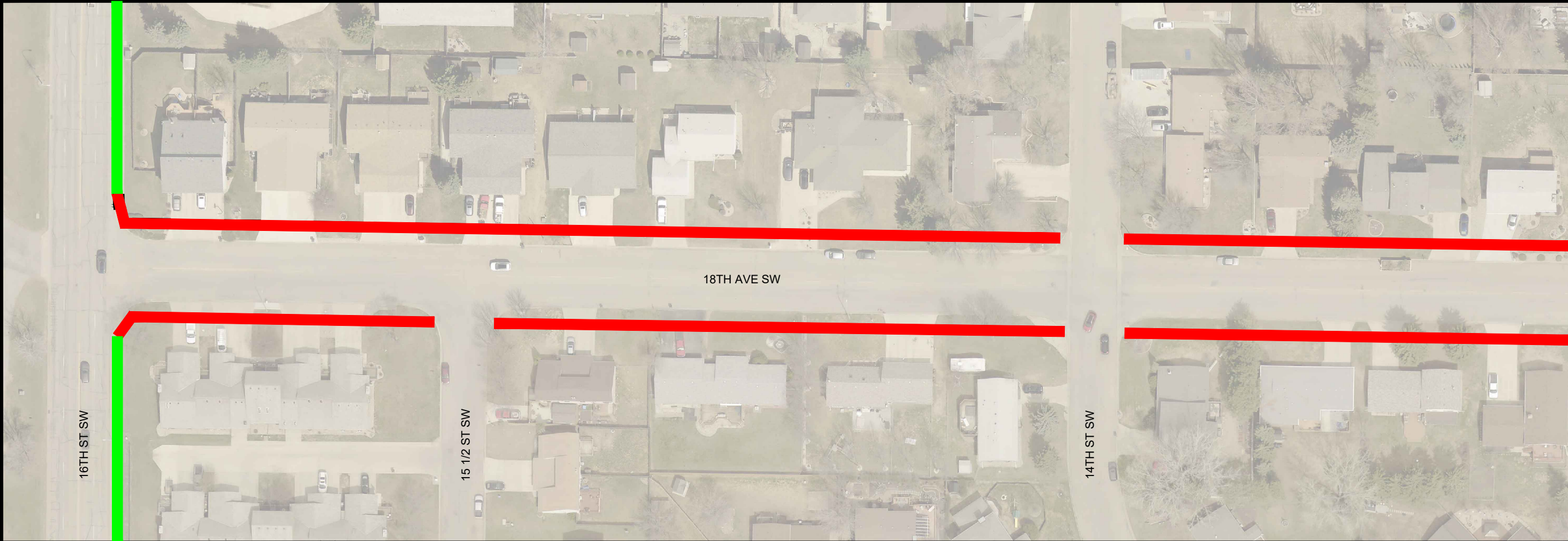
Feet

N

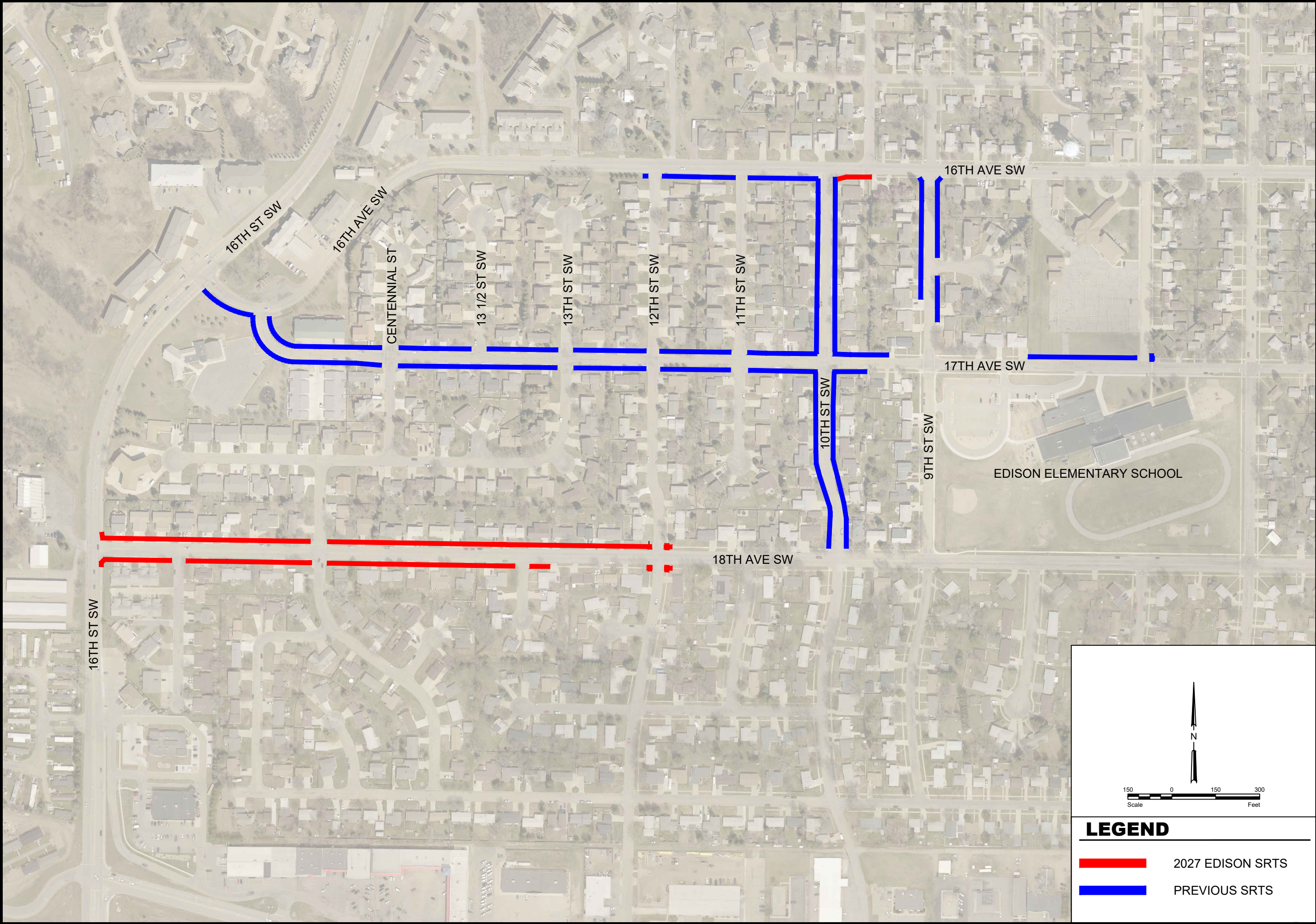
LEGEND

2027 EDISON SRTS

EXISTING SIDEWALK



City of Minnetonka		2027 SRTS		EDISON SAFE ROUTES PROJECT LOCATION MAP		SHEET	
Surveyed by	-	Drawn by	AR	Designed by	-	1 OF 2	
Date	11/12/2024	Project No.	-	Revision	No.		
By	-	Date	-				
	-		-				
	-		-				
	-		-				



150

0

150

300

Scale

Feet

N

LEGEND

2027 EDISON SRTS

PREVIOUS SRTS

2027 SRTS						EDISON SAFE ROUTES PROJECT LOCATION MAP					
Surveyed by	-	Drawn by	AR	Designed by	-	Date	11/12/2024	Project No.	-	SHEET	
						2 OF 2					
						No.	Revision	Date	By		
						4	-	-	-		
						3	-	-	-		
						2	-	-	-		
						1	-	-	-		

City of Minnetonka

Page 150 of 155

Engineer's Estimate
2027 Edison Safe Routes to School (Priority #7)
20-Nov-24

Item	Spec	Code	Description	Unit	Quantity	Unit Price	Amount
1	103	100	CONTRACT BOND	L SUM	1	\$ 15,000.00	\$ 15,000.00
2	201	330	CLEARING & GRUBBING	L SUM	1	\$ 20,000.00	\$ 20,000.00
3	202	114	REMOVAL OF CONCRETE PAVEMENT	SY	2190.39	\$ 29.00	\$ 63,521.31
4	202	130	REMOVAL OF CURB AND GUTTER	LF	953	\$ 15.00	\$ 14,295.00
5	202	132	REMOVAL OF BITUMINOUS SURFACING	SY	212	\$ 34.00	\$ 7,208.00
6	203	103	COMMON EXCAVATION - TYPE C	CY	295	\$ 50.00	\$ 14,750.00
7	203	119	TOPSOIL-IMPORTED	CY	500	\$ 45.00	\$ 22,500.00
8	251	300	SEEDING CLASS III	ACRE	0.5	\$ 20,000.00	\$ 10,000.00
9	253	200	HYDRAULIC MULCH	SY	8313	\$ 3.00	\$ 24,939.00
10	302	120	AGGREGATE BASE COURSE CL 5	TON	1145	\$ 60.00	\$ 68,700.00
11	430	500	COMMERCIAL GRADE HOT MIX ASPHALT	TON	47	\$ 440.00	\$ 20,680.00
12	702	100	MOBILIZATION	L SUM	1	\$ 50,000.00	\$ 50,000.00
13	704	1100	TRAFFIC CONTROL	L SUM	1	\$ 20,000.00	\$ 20,000.00
14	724	275	REMOVE & REPLACE GATE VALVE BOX	EA	2	\$ 6,000.00	\$ 12,000.00
15	724	1035	SPRINKLER RELOCATION	L SUM	1	\$ 10,000.00	\$ 10,000.00
16	748	100	CURB & GUTTER	LF	953	\$ 80.00	\$ 76,240.00
17	748	520	CURB-TYPE I	LF	260	\$ 75.00	\$ 19,500.00
18	748	1030	VALLEY GUTTER 72 IN	SY	320.39	\$ 170.00	\$ 54,466.30
19	750	30	PIGMENTED IMPRINTED CONCRETE	SY	30	\$ 350.00	\$ 10,500.00
20	750	115	SIDEWALK CONCRETE 4 IN	SY	1382	\$ 125.00	\$ 172,750.00
21	750	140	SIDEWALK CONCRETE 6 IN	SY	535	\$ 170.00	\$ 90,950.00
22	750	1000	DRIVEWAY CONCRETE	SY	1347	\$ 120.00	\$ 161,640.00
23	750	2115	DETECTABLE WARNING PANELS	SF	248	\$ 90.00	\$ 22,320.00

1	Total Eligible Construction Cost	\$ 981,959.61
2	10% Contingency	\$ 98,195.96
3	Total Eligible Cost Plus Contingency	\$ 1,080,155.57
4	NDDOT - 80.93%	\$ 874,169.90
5	City of Minot - 19.07%	\$ 205,985.67
	Total	\$ 1,080,155.57

Other Ineligible Costs

Preliminary Engineering (Work performed by City Staff)	\$ -
Construction Engineering	\$ 200,000.00
Temporary Construction Easements (45 parcels at ~\$400 each)	\$ 18,000.00
Temporary Construction Easement Acquisition (Estimated)	\$ 67,500.00
Independent Agency Testing	\$ 25,000.00

6	Total Other Ineligible Cost	\$ 310,500.00
7	Total NDDOT Eligible	\$ 874,169.90
8	Total City of Minot Cost Share (Lines 5 + 6)	\$ 516,485.67
	Total Project Cost	\$ 1,390,655.57



PO Box 5006, Minot ND, 58702



www.minotnd.gov



701.857.4100



1025 31st St SE, Minot ND, 58701

November 22, 2024

Jim Styron
NDDOT – Highway/Rail Crossing Safety Manager

Jim:

The City of Minot is requesting two projects be added to the rail/highway crossing safety program. These projects are anticipating a no cost share from the City of Minot. If there is a cost share, the earliest a cost share would be available is January 2026, but the City would have to begin budgeting for a local cost match in June of 2025.

Priority 1: 8th Avenue SE Crossing at CPKC

This project will fix the rough crossing caused by the main and siding intersecting 8th Avenue SE. The siding was installed several years ago and is the most complained about crossing besides the recently repaired 3rd St SE crossing. The public is requesting this crossing be addressed to provide a smooth ride for the motoring public.

Priority 2: Signalization of the Amtrak Crossing at CPKC

This crossing which leads to the Amtrak Station is the only unsignalized rail crossing in Minot city limits. Originally part of a quiet zone, the city council backed away from the project due to the high costs of the project. The requested project will only signalize the crossing.

If you have any follow up questions or wish to have a field diagnostic in Minot, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Lance Meyer".

Lance Meyer, PE
Minot City Engineer

City of Minot, North Dakota
Balance Sheet
Central Dakota Metropolitan Planning Organization
November 30, 2024
With Comparative Totals for November 30, 2023
(Unaudited)

	November 30, 2024	November 30, 2023
ASSETS		
Cash and cash equivalents	\$ 44,683	\$ -
Accounts receivable	9,708	-
Prepays	500	-
Total assets	<u>\$ 54,891</u>	<u>\$ -</u>
LIABILITIES		
Accounts payable	\$ 54,889	\$ -
Accrued salaries and benefits payable	5,641	-
Total liabilities	<u>60,530</u>	<u>-</u>
FUND BALANCE		
Nonspendable	\$ 500	-
Committed for CDMPO activities	(6,139)	\$ -
Total fund balance	<u>(5,639)</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 54,891</u>	<u>\$ -</u>

City of Minot, North Dakota
Schedule of Revenues, Expenditures and Changes in Fund Balance, Budget to Actual
Special Revenue Fund
November 30, 2024
With Comparative Totals for November 30, 2023
(Unaudited)

Central Dakota Metropolitan Planning Organization					
	Original Budgeted Amounts	Final Budgeted Amounts	November 30, 2024 Actual Amounts	Variance with Final Budget	November 30, 2023 Actual Amounts
REVENUES					
Federal revenues	\$ -	\$ 406,526	\$ 74,184	\$ (332,342)	\$ -
Local operating revenues	-	31,506	34,370	2,864	-
Interest income	-	-	1,298	1,298	-
Total revenues	-	438,032	109,852	(328,180)	-
EXPENDITURES					
Current					
Salaries	-	124,211	56,322	67,889	-
Employee benefits	-	36,770	14,523	22,247	-
Professional services	-	303,463	117,211	186,252	-
Property services	-	22,073	1,033	21,040	-
Purchased services	-	14,789	2,903	11,886	-
Supplies	-	6,852	-	6,852	-
Total expenditures	-	508,158	191,992	316,166	-
Excess (deficiency) of revenues over (under) expenditures	-	(70,126)	(82,140)	(12,014)	-
OTHER FINANCING SOURCES (USES)					
Transfers in	-	-	76,501	76,501	-
Total other financing sources (uses)	-	-	76,501	76,501	-
Net change in fund balance	\$ -	\$ (70,126)	(5,639)	\$ 64,487	-
Fund balance, January 1			-		-
Fund balance, November 30			\$ (5,639)		\$ -

Expenditures:	Invoice #	Amount
11/08/24 Payroll J. Van Dyke		\$ 5,814.69
11/22/24 Payroll J. Van Dyke		\$ 5,718.93
Accountant Fee B.Shefstad		\$ 72.57
Accountant Fee B.Shefstad		\$ 379.64
Admin Fee N.Robinson		\$ 193.38
Admin Fee N.Robinson		\$ 242.60
Q2 Office Lease		\$ 258.30
Q3 Office Lease		\$ 775.00
Bolton & Menk, Inc.	348414	\$ 25,534.84
Bolton & Menk, Inc.	350353	\$ 54,889.42
Ebeltoft.Sickler.Lawyers PLLC	3c72393f	\$ 420.00
AT&T	287342481817X11122024	\$ 45.96
Total of invoices		94,345.33