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TO: Bismarck-Mandan Metropolitan Planning Organization
Technical Advisory Committee
FROM: Rachel Lukaszewski, MPO Executive Director
DATE: July 10, 2023
RE: TAC Meeting

There will be a meeting of the Bismarck-Mandan MPO Technical Advisory Committee on Monday, July 17, 2023, at 10:00 AM. The meeting will be held in the Ed "Bosh" Froehlich Meeting Room of the Mandan City Hall at 205 2nd Avenue NW, Mandan, ND. The agenda is outlined below.

The City of Bismarck and TAC members are encouraging citizens to provide their comments for public hearing items on the Bismarck-Mandan Metropolitan Planning Organization TAC agenda via email to mpo@bismarcknd.gov. Please include which item number your comment references. It will be sent to the members, as well as placed with the minutes. To ensure your comments are received prior to the meeting, please submit them by 5:00 pm 1 business day prior to the meeting. If you would like to participate via video or audio link for a 3-5 minute comment on a regular agenda public hearing item, please provide your name, agenda item and e-mail address to the above e-mail at least 3 days before the meeting.

Many of the 14 (fourteen) TAC members will attend this meeting in-person but have the option to request a ZOOM invite for remote participation. Individuals wishing to participate via ZOOM should email contact information to mpo@bismarcknd.gov at least 3 days in advance of the meeting to receive a meeting invite tailored uniquely to them.

As always, live meeting coverage is available on Government Access Channels 2 & 602HD, Radio Access at 102.5 FM Radio, or stream FreeTv.org and RadioAccess.org. Agenda items can be found online at MPO Technical Advisory Committee.

AGENDA

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ACTION ITEM: Jurisdictional Payments Process
3. ARRIVE 2050 FORECAST/ARRIVE 2050 MTP – Jason Carbee, HDR
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4. 2022 TRANSIT DEVELOPMENT PLAN – Bill Troe, SRF
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5. 2023 ORTHO-CONTOUR PROJECT – Miles Strain, 95West
Progress Report (Exhibit D) 17
6. TITLE VI PLAN UPDATE – Stephen Larson, MPO
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7. 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM MODIFICATION – Stephen Larson, MPO
2023-2026 TIP Administrative Modification (Exhibit F) 75

8. TITLE NATIONAL ROADWAY SAFETY STRATEGY WEBSITE/STORY MAP – Stephen Larson, MPO
<https://www.transportation.gov/NRSS>
 9. POPULATION BASED POLICY BOARD VOTING REPRESENTATION – Rachel Lukaszewski, MPO
Population Based Voting Representation Memo (Exhibit G) 77
 10. ROADWAY PROJECTS – All Jurisdictions
 11. OTHER BUSINESS
 12. ADJOURNMENT
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Next scheduled TAC meeting is on 08/14/2023. Please call 701-355-1852 with questions. Any individual requiring special accommodations to allow access or participation at the meeting is asked to notify ADA Coordinator, Bismarck-Mandan MPO, PO Box 5503, Bismarck, ND 58506-5503 or complete and submit the Request for Reasonable Accommodations form at <http://www.bismarcknd.gov/DocumentCenter/View/23201> at least five (5) days prior to the meeting.

PROJECTS UPDATE

<u>Project</u>	<u>% Complete</u>	<u>Contracted Completion Date</u>
East Main Avenue Corridor Study (Bismarck)	100	06/30/2023
Sunset Drive Corridor Study (Mandan)	100	08/31/2023
Arrive 2050 Forecast/Arrive 2050 MTP (MPO wide)	20	03/31/2025
2022 Transit Development Plan (Bis-Man Transit)	85	12/31/2023
2023 Ortho-Contour Project (MPO wide)	28	02/29/2024

Common MPO Acronyms

ATAC: Advanced Traffic Analysis Center	NDDOT: North Dakota Department of Transportation
CPG: Consolidated Planning Grant	TAZ: Traffic Analysis Zone
FHWA: Federal Highway Administration	TDMSE: Travel Demand Model & Socioeconomic Data
FTA: Federal Transit Administration	TIP: Transportation Improvement Plan
MTP: Metropolitan Transportation Plan	UPWP: Unified Planning Work Program

A full list of common MPO acronyms may be accessed online
<https://www.bismarcknd.gov/DocumentCenter/View/37890/MPO-acronyms>

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE
JUNE 19, 2023**

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Technical Advisory Committee (TAC) met on June 19, 2023, at 10:00 a.m. in the Tom Baker Meeting Room, City/County Building, 221 N 5th Street, Bismarck, ND. Rachel Lukaszewski presided.

Members present or participating via Zoom were Ben Ehreth, Deidre Hughes, Gabe Schell, John Saiki, Andrew Stromme, Justin Froseth, Nick Nustad, Mitch Flanagan, Dean Schloss, Wayne Zacher, and Rachel Lukaszewski. Members absent were Dan Schriock and Natalie Pierce. The Freight Industry Representative membership formerly held by Chuck Peterson is currently vacant.

Others present or participating via Zoom were Stephen Larson and Kim Riepl, Bismarck-Mandan MPO; Luke Champa and Bill Troe, SRF Consulting; Jason Carbee, HDR; Will Hutchings, Stantec; Miles Strain, 95West Aerial Mapping; Adam McGill and Wade Kline, KLJ; and Mark Berg, City of Bismarck Engineering.

MINUTES

Chair Lukaszewski called for consideration of the minutes from May 15, 2023.

MOTION: Mr. Ehreth made a motion to approve the May 15, 2023 minutes as presented. Ms. Hughes seconded the motion and with Ben Ehreth, Deidre Hughes, Gabe Schell, John Saiki, Andrew Stromme, Justin Froseth, Nick Nustad, Mitch Flanagan, Dean Schloss, Wayne Zacher, and Chair Lukaszewski voting in favor, the minutes were approved.

SUNSET DRIVE CORRIDOR STUDY

Mr. Kline went through the final study presentation on behalf of KLJ (Exhibit B). The purpose of the study was to evaluate the Sunset Drive Corridor from Division Street NW up through the interchange and north to 38th Street NW. The City of Mandan wanted to find better ways to use the right-of-way along the corridor to serve all users, and to plan for future development in this high-growth region. KLJ did two rounds of public engagement for the study, working closely with the MPO and the City of Mandan. The first round of public engagement occurred in September of 2022, and the second round in March of 2023, and there was good feedback received from both efforts. Traffic and congestion, bike and pedestrian issues, and driver safety were some of the major areas of focus during the early portion of the study. Mr. Kline noted the North Dakota Department of Transportation (NDDOT) is working on a project to evaluate the interchange on this corridor, so many of the concerns KLJ noted about the interchange portion of the study area will be addressed through NDDOT.

Some of the primary concerns KLJ uncovered for this corridor throughout the study include congestion, safety, mobility, and parking. Existing traffic on the corridor was examined, along with potential traffic impacts that may come from projected development. Mr. Kline noted the level of service along Sunset Drive is acceptable, but there are a few intersections, such as

27th Street NW, Boundary Street, and 14th Street NW where improvements might be particularly valuable. Access management and safety are important considerations also. Rear-end crashes are an issue of note, and some of the study's design alternatives take this into account.

The study area was divided into three segments: a north segment, a south segment, and the interchange in the middle. The study did not focus heavily on the interchange, due to NDDOT's ongoing interchange study. KLJ arrived at three alternatives for the northern segment of the corridor. The first is a three-lane roadway with a center turn lane and no on-street parking, with some pedestrian improvements. The second is a three-lane roadway with parking along one side of the street, and then the third alternative is a three-lane roadway with parking on both sides of the street. Public opinion on these alternatives, and especially the on-street parking, was mixed and Mandan has several options to consider as they move forward. One intersection in this northern segment that was a focus was 27th Street NW, where possible options include signalizing the intersection, or adding a roundabout.

The south segment of the corridor also has three design alternatives laid out for consideration. Much of this segment is residential. The first alternative is a two-lane roadway with parking on both sides of the street, which is what the residents in this area are accustomed to. The second alternative is a three-lane roadway with a center turn lane, to address some of the crash data in this area, and the third alternative is a balance of the first two, with a three-lane roadway but on-street parking along one side of the street. KLJ also looked at some spot improvements in this southern segment and considered a low-cost intermediate project in this area as an interim option until full reconstruction is needed, since sections of this roadway have been recently reconstructed. This intermediate project would keep parking on one side of the roadway and turn the street into a three-lane roadway.

KLJ included some cost estimates for the various alternatives in their report. Projects resulting from this study will likely be evaluated over the next five to ten years. The Mandan City Commission accepted the study in May, and so presenting it to TAC and Policy Board for approval is the final step.

Mr. Ehreth asked how well utilized the on-street parking along the southern side of the corridor is. Mr. Kline said utilization analysis for parking was not part of the scope of work for the study, but KLJ's conversations with neighbors and residents in the area make it clear the on-street parking is well utilized and important. That will be something Mandan will have to weigh as they consider future projects.

Mr. Stromme noted the June 20 Mandan City Commission will consider a recommendation for a design at the Sunset Drive Interchange. He also noted that on June 22 at 5:30 p.m. at the Mandan Library a public meeting will be held on the re-development of the old high school in the Sunset Drive area. The City of Mandan is happy with how the Sunset Drive Corridor Study turned out.

Mr. Schell asked how the existing footprint along the southern segment of Sunset Drive affected the alternatives KLJ put forward. Mr. Kline said the intermediate project idea for this segment came about at the end of the process, because the south segment was reconstructed recently, in 2013. The intermediate project tries to consider the difficult topography and the slopes up against the roadway that make it difficult to widen the space. Mr. McGill said there is not much opportunity to widen the sidewalks even though there is technically right-of-way available. There are retaining walls and other buildings along the corridor and so KLJ wanted to focus on utilizing and improving the existing space for the roadway and sidewalks, thus minimizing project impacts on corridor residents along that segment.

MOTION: Mr. Stromme made a motion to recommend approval of the Sunset Drive Corridor Study Final Report as presented. Mr. Froseth seconded the motion and with Ben Ehreth, Deidre Hughes, Gabe Schell, John Saiki, Andrew Stromme, Justin Froseth, Nick Nustad, Mitch Flanagan, Dean Schloss, Wayne Zacher, and Chair Lukaszewski voting in favor, the motion was approved.

SAFE ROUTES TO SERVICES/COMPLETE STREETS STUDY REQUEST FOR PROPOSALS (RFP)

Ms. Riepl presented on this item, Exhibit D. The MPO is partnering with the City of Bismarck, the City of Mandan, NDDOT, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) on this study. This study is a unique study for the MPO and is intended to identify areas in Bismarck and Mandan with disadvantaged, underserved, and environmental justice populations. The study will determine the essential service and program needs of these populations, such as healthcare, housing, food, and social service programs. It will establish the existing routes used to get to these essential services by the identified disadvantaged populations in the area. These routes will be evaluated for gaps, and recommendations for closing those gaps will be provided, along with any other recommendations to assist in prioritizing safe, connected, and multi-modal transportation network options for disadvantaged communities to access essential services. Study recommendations may include items like geometric improvements and control at intersections, access management strategies, curbside management, incident management and alternate routes, traffic operations, parking strategies, transit service opportunities, and more. Ms. Riepl noted NDDOT proposed several minor changes to the RFP, and she covered those changes briefly.

The study has a not-to-exceed budget of \$200,000, and if the RFP is approved it would begin around September 1. Proposals would be due to the MPO by July 18. A selection committee consisting of six voting members and a moderator would be assembled, with representatives from the MPO, the City of Bismarck, the City of Mandan, Bis-Man Transit, and three persons representing organizations or agencies serving vulnerable populations. The MPO intends to interview between three and five proposing firms for the project, with interviews intended to take place between August 8 and 11. Policy Board approval of the selected consultant would be expected on August 15, and the MPO would then negotiate and execute a contract with the selected consultant. The study would be expected to conclude in fall of 2024.

Mr. Schell asked how the MPO will narrow the scope for the locations in this study. Ms. Riepl said the RFP has undergone some adjustment over time partially because of this question. Originally, it was thought that the MPO and the local jurisdictions would determine which areas in the community would be studied. However, there was concern that the MPO may not be the best authority for determining where underserved populations are located, and so that task will now be assigned to the selected consultant. Ms. Riepl said this will be an important part of the scope of work, discussion between the MPO and the consultant to make sure the study does not become too broad.

Mr. Ehreth said he and Mr. Stromme had some input into the RFP. He said the intent is not only to find out where disadvantaged populations live, but also to find out where they are traveling for services.

MOTION: Mr. Ehreth made a motion to recommend approval of the Safe Routes to Services/Complete Streets Study RFP, with NDDOT's changes incorporated, as presented. Mr. Stromme seconded the motion and with Ben Ehreth, Deidre Hughes, Gabe Schell, John Saiki, Andrew Stromme, Justin Froseth, Nick Nustad, Mitch Flanagan, Dean Schloss, Wayne Zacher, and Chair Lukaszewski voting in favor, the motion was approved.

UPDATED 2023 UNIFIED PLANNING WORK PROGRAM (UPWP) CONTRACT

Ms. Lukaszewski presented. The UPWP is closely tied to the legal contract between the MPO and NDDOT that allows federal funds to pass from NDDOT to the MPO. The MPO has previously made its boards aware of changes NDDOT is making to the contract tied to the UPWP. The contract is being changed from a two-year contract to a one-year contract. Exhibit E shows an addendum to the MPO's existing contract with NDDOT to terminate the current contract at the end of 2023, allowing a new contract to begin in 2024. The UPWP contract will then be approved annually going forward. The UPWP document will still be a two-year document, with a contracted in-year, and an out-year presented for illustration and discussion so the jurisdictions can be made aware of studies that are being planned.

MOTION: Ms. Hughes made a motion to recommend approval of the Updated 2023 UPWP Contract, as presented. Mr. Schell seconded the motion and with Ben Ehreth, Deidre Hughes, Gabe Schell, John Saiki, Andrew Stromme, Justin Froseth, Nick Nustad, Mitch Flanagan, Dean Schloss, Wayne Zacher, and Chair Lukaszewski voting in favor, the motion was approved.

2021 ATAC TRAVEL DEMAND MODEL (TDM) ADDENDUM

Ms. Lukaszewski presented. The MPO has an addendum to its agreement with the Advanced Traffic Analysis Center (ATAC) for the creation of the new TDM. Last month, the MPO extended the addendum for two months through the end of June, which is the maximum extension allowed without board approval. However, after discussions with ATAC, the model is not going to be finished until July. ATAC is requesting the addendum be extended through the end of 2023, because once the model is completed, there will be a review process and a final report to finish. ATAC is requesting this same extension from the other MPOs in North Dakota.

MOTION: Mr. Schell made a motion to recommend approval of the extension to the 2021 ATAC TDM Addendum, as presented. Ms. Hughes seconded the motion and with Ben Ehreth, Deidre Hughes, Gabe Schell, John Saiki, Andrew Stromme, Justin Froseth, Nick Nustad, Mitch Flanagan, Dean Schloss, Wayne Zacher, and Chair Lukaszewski voting in favor, the motion was approved.

BISMARCK-MANDAN MPO SELF-CERTIFICATION

Mr. Larson presented. The Bismarck Mandan MPO's self-certification is required by United States code. Code requires MPOs to certify their planning processes are being carried out in accordance with federal law, and that the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) the MPO develops are also consistent with federal law. The self-certification must be updated at least every four years, but the Bismarck-Mandan MPO updates its self-certification each year as part of its annual TIP development. The self-

certification declares MPO compliance with current highway bill legislation, specifically in ten different areas including MPO operations and functions, air quality control standards, Title VI and the Civil Rights Act, the Disadvantaged Business Enterprises, and five areas of nondiscrimination. After board approval of the self-certification, it is sent to NDDOT for approval and inclusion in the MPO's next TIP.

MOTION: Mr. Schell made a motion to recommend approval of the Bismarck-Mandan MPO Self-Certification, as presented. Mr. Ehreth seconded the motion and with Ben Ehreth, Deidre Hughes, Gabe Schell, John Saiki, Andrew Stromme, Justin Froseth, Nick Nustad, Mitch Flanagan, Dean Schloss, Wayne Zacher, and Chair Lukaszewski voting in favor, the motion was approved.

ARRIVE 2050 FORECAST/ARRIVE 2050 MTP

Mr. Champa provided an update on the Arrive 2050 Forecast (the Travel Demand Model and Socioeconomic Data or TDMSE) for SRF. SRF has been refining growth areas in the MPO area through an online application and through coordination meetings with the jurisdictions. The data has progressed to a point where it can be assigned to Traffic Analysis Zones (TAZ) and sent back to the jurisdictions for more review. The data will be compared to the last TDMSE update, and a final TDMSE report will be prepared while ATAC finishes the TDM.

Mr. Carbee provided an update on the Arrive 2050 MTP for HDR. The first MTP Steering Committee meeting will be held on June 29, and the first round of public engagement will begin in the fall.

2022 TRANSIT DEVELOPMENT PLAN (TDP)

Mr. Troe provided an update for SRF. SRF has shifted focus now towards how transit service in the region should be managed and organized. Currently multiple organizations must be involved in decision-making for Bis-Man Transit, and the TDP is asking whether there is a better option available, such as a transit authority. SRF will hold a workshop on June 27 with various departments in the City of Bismarck along with Bis-Man Transit Board members, MPO representatives, and a Bismarck City Commission member. The workshop will focus on Bis-Man Transit's organizational structure and options to close Transit's funding gap. Mr. Troe noted it will be very difficult to close the gap using service adjustments alone, so the workshop will touch on options for increasing Transit's revenue as well. The final public meeting for the TDP is currently planned for July 25.

Mr. Schell asked how SRF will lay out the various alternatives and seek public and stakeholder input on them, when there are likely several pros and cons attached to each option. Mr. Troe noted the organizational structure for Transit is not likely something the public will be concerned with. The public engagement for the TDP is focusing on transit service, the quality of that service, and the costs for that service. The organizational structure options will be primarily vetted through City of Bismarck staff and other relevant stakeholders.

2023 ORTHO-CONTOUR PROJECT

Mr. Strain provided a project update for 95West Aerial Mapping. 95West had to recalibrate a sensor recently, but that was only a slight setback. They are finishing up ground control, and the project overall is over one-fourth complete.

2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) MODIFICATION

Mr. Larson presented on Exhibit K. This month the MPO completed one administrative modification to the 2023-2026 TIP. Modifications are used for minor changes to the TIP, and they do not need to be advertised or opened for public comment. This modification is on a project for reconstruction on Burleigh County's 66th Street from Apple Creek Road to Northgate Drive. The modification adjusts the funding sources for the project. The project was formerly receiving \$171,147 in federal COVID funds, but those funds are now being transferred into federal Bridge funds. This does not change the overall cost of the project; it is only a change of funding categories. Mr. Zacher noted the shift in funds moves about twenty percent of the COVID funds into the local funding category, and eighty percent into the federal category. Mr. Larson will incorporate this comment into the modification.

ROADWAY PROJECTS

Mr. Saiki provided an update from Morton County. He said they have some county funded bridge replacements that will begin in August or September.

Mr. Froseth said the City of Mandan has one federal aid project and that is the 19th Street South trail project. About half of the trail has been paved so far. The project has minimal roadway impacts and is progressing well. Mr. Stromme said he thinks there will be some impacts on Bismarck Expressway starting shortly with a temporary access facility going up for the new Missouri River Rail Bridge around Memorial Bridge and northbound Expressway.

Mr. Schell said the City of Bismarck is finishing their 43rd Avenue project from State Street to 26th Street from last year. They are working on landscaping and traffic signal components and should be finished by the end of summer.

Mr. Schloss provided an NDDOT update on the projects they are leading in Bismarck. He said on Expressway they are wrapping up some concrete work and will start night paving south of Rosser Avenue and continuing to the railroad structure. There are not a lot of changes to report on the State Street project, they will be working on Concrete Pavement Repair, turn lane extensions, and similar items for at least another month or so. Some retaining wall work has just started on 9th Street, and next week work will start on a 19th Street bridge project.

Mr. Nustad said the City of Lincoln shut down a road just west of the elementary school recently for utility related work and that should be cleared up in the very near future.

Mr. Flanagan said Burleigh County's overlay project on 93rd Street and Highway 10 is ongoing, and they have done flood plain management and permits for the 66th Street overpass project, which they hope to begin in the fall.

OTHER BUSINESS

Upcoming East Century Avenue Projects in Bismarck

Mr. Schell said the Bismarck City Commission just promoted an East Century Avenue reconstruction project from Centennial Road to Kost Drive, and a construction project on Century Avenue from Kost Drive to 52nd Street. This project is the next to be funded by the half-cent sales tax, so it will be completely locally funded, and the public involvement and other items associated with it will go more through the City Commission instead of the MPO. The goal is to construct the project in 2025.

TAC and Policy Board July-December Meeting Location Change

Mr. Larson noted TAC and Policy Board will be moving to Mandan City Hall July through December.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:04 a.m., with the next scheduled meeting to take place on July 17, 2023, at 10:00 a.m. in the Ed “Bosh” Froehlich Meeting Room in the Mandan City Hall, 205 2nd Ave NW, Mandan.

Respectfully Submitted,

Stephen Larson
Recording Secretary

APPROVED:

Rachel Lukaszewski, Chair

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