

TO: Bismarck-Mandan Metropolitan Planning Organization Policy Board

FROM: Rachel Lukaszewski, MPO Executive Director

DATE: June 10, 2024

RE: Policy Board Meeting

There will be a meeting of the Bismarck-Mandan MPO Policy Board on **Tuesday, June 18, 2024, at 1:30 PM**. The meeting will be held in the Tom Baker Meeting Room of the City/County Building at 221 N 5th St, Bismarck, ND. The agenda is outlined below.

The City of Bismarck and Policy Board members are encouraging citizens to provide their comments for public hearing items on the Bismarck-Mandan MPO Policy Board 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.

Any of the 5 (five) Policy Board members can attend this meeting remotely. **Policy Board members and those presenting at the meeting will receive ZOOM invites approximately 1 business day prior to the meeting. 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 or streaming live and archived online at FreeTv.org. Agenda items can be found online at [MPO Policy Board](#).

AGENDA

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER
3. MINUTES
Review and Possible Approval of Minutes from May 21, 2024 Meeting 3
4. MPO DRAFT 2024 FUNCTIONAL CLASS UPDATE – Rachel Lukaszewski, MPO
2024 Functional Class Map (<https://tinyurl.com/jy9ary8f>)
2024 Functional Class Changes (Exhibit A) 7
ACTION ITEM: Draft 2024 Functional Class Update Approval
5. MPO BICYCLE FRIENDLY COMMUNITY DESIGNATION RENEWAL – Kim Riepl, MPO
ACTION ITEM: Approval to Submit Bicycle Friendly Community Renewal Application
6. ARRIVE 2050 MTP – Jason Carbee, HDR
Progress Report (Exhibit B) 9
7. SAFE ROUTES TO SERVICES/COMPLETE STREETS STUDY – Blue Weber, Bolton & Menk
Progress Report (Exhibit C) 13
8. 2023-2024 UNIFIED PLANNING WORK PROGRAM MODIFICATION – Rachel Lukaszewski, MPO
2023-2024 UPWP Modification (Exhibit D) 15

9. TIM HELBLING SERVICE RECOGNITION

10. OTHER BUSINESS

From July through December, TAC and Policy Board meetings will be held in Mandan.

11. ADJOURNMENT

Next scheduled Policy Board meeting is on 7/16/2024. 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>
Arrive 2050 Forecast/Arrive 2050 MTP (MPO wide)	66	03/31/2025
Safe Routes to Services Study (Bismarck/Mandan)	40	12/31/2024

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
POLICY BOARD MEETING
MAY 21, 2024**

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Policy Board met May 21, 2024, at 1:30 p.m. in the Tom Baker Meeting Room, City/County Building, 221 N 5th Street, Bismarck, ND. Mike Schmitz presided.

Members present or participating via Zoom were Mike Schmitz, Tim Helbling, and Steve Schwab. Members absent were Keli Berglund and Andy Zachmeier.

Others present or attending via Zoom were Kim Riepl, Rachel Lukaszewski, Paulette Jacobsen, and Stephen Larson of the Bismarck-Mandan MPO; Kshitij Sharma, NDSU/ATAC; Blue Weber, Bolton & Menk; and Jason Carbee, HDR.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

Chair Schmitz called the May 21, 2024 meeting of the Bismarck-Mandan Metropolitan Planning Organization Policy Board to order.

MINUTES

Chair Schmitz called for a motion to approve the minutes of the April 16, 2024 Regular Meeting of the Policy Board.

MOTION: Mr. Helbling made a motion to approve the April minutes. Mr. Schwab seconded the motion and with Tim Helbling, Steve Schwab, and Chair Schmitz voting in favor, the motion was approved.

BISMARCK PILOT PROJECT FINAL REPORT

Mr. Sharma presented the report for the Advanced Traffic Analysis Center (ATAC) at NDSU. The Pilot Project was performed by ATAC for the City of Bismarck through the MPO. ATAC has been collecting signalized intersection traffic data since 2012 and has over 160 intersections currently reporting data. They use a variety of data sources, including cameras and loops. They also use a variety of cameras. For the Pilot Project, ATAC collected data for six signalized intersections in Bismarck. The traffic counts were audited for accuracy (the accuracy was very good), and the data was set up for transfer to the North Dakota Department of Transportation (NDDOT) and the City of Bismarck. ATAC also completed a training/project report as the final deliverable.

The traffic data collected includes 15-minute turning movement counts at each intersection, and vehicular speeds where possible. A connection was established with the NDDOT support center, and ATAC is performing ongoing traffic counts at a couple of NDDOT State Street intersections in Bismarck. ATAC ran into some challenges on this project, including long lead times for ordering equipment, construction and connection related delays, and a couple other issues. They had to do some manual calibration for the cameras and the data to make sure everything was accurate. Mr. Sharma demonstrated some of these improvements, and thanked the IT, Engineering, and Public Works teams at the City of Bismarck for their help with the project. The traffic count data for this

project was set up on a website and is available on the ND Traffic Volume Dashboard. Mr. Sharma showed some samples of the data, including intersection usage and turning movements. This was a Pilot Project, so potential next steps could include setting up more intersections for traffic counts in Bismarck and/or Mandan. TAC recommended approval of the final report.

Mr. Schmitz noted this project provided data on some critical City of Bismarck intersections. He believes this kind of data collection is important and can help identify problems and safety issues.

MOTION: Mr. Helbling made a motion to approve the Bismarck Pilot Project Final Report as presented. Mr. Schwab seconded the motion and with Tim Helbling, Steve Schwab and Chair Schmitz voting in favor, the motion was approved.

2024 PAVEMENT CONDITIONS COLLECTION & ANALYSIS RFP

Ms. Lukaszewski presented on Exhibit B. This RFP is to evaluate the condition of the roadways on the MPO's functionally classified network. It is a routine collection, last performed in 2020, and the hope would be to have this 2024 collection feed into future work, including the next MTP (which will have a base year of 2025). Per the RFP, this will be a dual project (just as in 2020), including all the MPO's functionally classified roads, and a secondary portion funded by the City of Bismarck to evaluate its local roads. Exactly how the MPO portion and the Bismarck portion are divided will be determined between the selected contractor, the MPO, and the City of Bismarck. The MPO's portion of the project will cover approximately 220 miles and the City of Bismarck's 260 miles. The MPO portion has a not-to-exceed budget of \$110,000 (NDDOT corrected this amount to \$100,000 after the meeting), and Bismarck's has a budget of \$130,000.

The Selection Committee for the project will include representatives for the City of Bismarck, the City of Mandan, and Morton County. The MPO will be a moderator. Mr. Schmitz asked if Burleigh County should be on the committee. Ms. Lukaszewski said the MPO is open to having a Selection Committee member from Burleigh County or the City of Lincoln if they are available, but at this time it appears they are not. They will be involved in the Steering Committee for this project, however.

If the RFP is approved it will be put on the NDDOT solicitation site on May 22, with a proposal deadline of June 12. Interviews with prospective consultants would be held around July 9, and the pavement collection would take place in September and October, hopefully between the busiest construction time and the start of winter. Figure 1 and the appropriate clauses will be included in the final RFP. TAC recommended approval of the RFP.

Mr. Schwab asked about the Disadvantaged Business Enterprise (DBE) portion. He asked if disadvantaged businesses include Native American owned businesses and what kind of advantage DBEs have in the RFP process. Ms. Lukaszewski said DBEs are federally recognized, and in North Dakota the state grants DBE status through an application process. She believes a Native American could apply for DBE status if they own a business. For the selection process, in the case of two consultants receiving

identical top-ranking scores from the Selection Committee, if one of the consultants employs a North Dakota certified DBE, that consultant would receive the tiebreaker.

MOTION: Mr. Helbling made a motion to approve the 2024 Pavement Conditions RFP as presented. Mr. Schwab seconded the motion, and with Tim Helbling and Chair Schmitz voting in favor, and Steve Schwab voting against, the motion was approved.

ADDENDUM TO THE ATAC MASTER AGREEMENT

Ms. Lukaszewski presented on Exhibit C. This addendum is to allow ATAC to perform some additional model runs for the Arrive 2050 Metropolitan Transportation Plan (MTP). As part of the MTP (through public and study team input) the MPO will be selecting some cohorts of roadway projects and wants to understand how completing those projects might impact the roadway network. The addendum will allow ATAC to run these roadway project cohorts through the Travel Demand Model (TDM) over the next several months, and the results will be reviewed and used in the MTP. The goal is to help create recommendations for which future roadway projects to promote. The cost to the addendum is \$23,825, which is within the MPO's 2024 budget for ATAC modeling. TAC recommended approval of the addendum.

MOTION: Mr. Helbling made a motion to approve the Addendum to the ATAC Master Agreement as presented. Mr. Schwab seconded the motion and with Tim Helbling, Steve Schwab, and Chair Schmitz 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. MPOs must certify their planning processes are being carried out in accordance with federal law, and that the MTP and TIP the MPO develops are also consistent with federal law. The self-certification must be updated at least every four years, but the 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. TAC recommended approval of the self-certification.

MOTION: Mr. Helbling made a motion to approve the MPO Self-Certification as presented. Mr. Schwab seconded the motion, and with Tim Helbling and Chair Schmitz voting in favor, and Steve Schwab voting against, the motion was approved.

ARRIVE 2050 MTP

Mr. Carbee provided an update for HDR. They held a stakeholder meeting early last month and an MTP open house on April 29. There is an online public meeting for

the study open until May 29. They are planning a booth at the Art in the Park event in Mandan on July 3. Updated goals and objectives for the study were presented at the last Steering Committee meeting and are getting close to being finalized. The next Steering Committee meeting is scheduled for May 28. The ATAC addendum just approved will help HDR evaluate and prioritize roadway projects included in the MTP. They are also evaluating state, local, and federal funding sources for transportation as the plan continues to develop.

SAFE ROUTES TO SERVICES/COMPLETE STREETS STUDY

Mr. Weber provided an update for Bolton & Menk. They are concluding task four of the study, the identification of issues. They had a follow-up to their Steering Committee meeting and provided some workbooks to the group they will be getting back on May 22. The workbooks were for the identification of five different hotspots for the study. There are several upcoming public input opportunities. They will hold a pop-up event at Ministry on the Margins on May 31, and in late June they will host an open house where the hotspots they have identified will be shown to the public.

OTHER BUSINESS

Mr. Schwab remarked he votes no on some of the agenda items because he does not like how anti-discrimination language is phrased. He has not seen evidence of discrimination in his work in government and does not think the federal government should be requiring anti-discrimination language for all these projects or giving preference in projects for anything other than professional qualification. Mr. Helbling said he agrees with Mr. Schwab's comments, he thinks the best person should do the job regardless of ethnicity or any other category. Mr. Schmitz indicated he understands Mr. Schwab's concerns, but for something like the self-certification, the MPO is required to certify non-discrimination to be eligible for federal funding, and he believes Policy Board is not discriminatory and has no problem certifying that. Mr. Schwab expressed that he just wanted to voice his concerns, he thinks the constant pushing of anti-discrimination language from higher levels of government is a problem.

ADJOURNMENT

There being no further business, Chair Schmitz adjourned at 2:08 p.m. The next scheduled meeting will take place June 18, 2024, at 1:30 p.m. in the Tom Baker Meeting Room in the City/County Building, 221 N 5th St, Bismarck.

Respectfully submitted,

APPROVED:

Stephen Larson
Recording Secretary

MPO Policy Board Chair



BMMPO Functional Class Update
FINAL DRAFT Requested Changes: May 2024

Map ID	Road	From	To	Change From	Final	Jurisdiction	Mileage Length	2022 AADT*	Justification
1	Sunset Drive	Old Red Trail	27th Street N	Collector	Minor Arterial	Mandan	0.3	5870 (2022)	Land development in this area increases and will increase traffic counts.
2	27th Street N	Sunset Drive	Hwy 1806	Collector	Minor Arterial	Mandan	1	2,775	Land development in this area increases and will increase traffic counts.
3	13th Ave NW	Lohstreter Rd	13th Ave NW	Collector	Local	Mandan	0.08	not applicable	Remove to reconfigure the collector network and add Lohstreter Rd.
4	6th St NW	13th Ave NW	12th Ave NW	Collector	Local	Mandan	0.15	not applicable	Remove to reconfigure the collector network and add Lohstreter Rd.
5	Lohstreter Rd	13th Ave NW	Custer Drive	Local	Collector	Mandan	0.25	830 (2019) - 975 (2006)	Traffic counts and geometry favor Lohstreter over the current alignment on 13th Ave/6th St. Lohstreter is the eventual collector for the area, and this adds Lohstreter onto the System.
6	Custer Drive	Lohstreter Rd	12th Ave NW	Local	Collector	Mandan	0.3	no data available	Closes the loop of Lohstreter Rd
7	12th Ave NW	Custer Drive	13th Ave NW	Local	Collector	Mandan	0.08	1450-2205 (2009)	Closes the loop of Lohstreter Rd
8	6th Ave NE	1st St NE	Main St	Local	Minor Arterial	Mandan	0.11	2,265	Continues 6th Ave NE in a northward direction. Captures a high volume block in downtown Mandan.
9	8th Ave SE	19th St SE	27th St SE	Local	Collector	Mandan	0.75	1,895	Geometries meet general design for a collector. Over 700 dwelling unites in this neighborhood
10	27th St SE	8th Ave SE	14th Av SE	Local	Collector	Mandan	0.35	no data available	Geometries meet general design for a collector. Over 700 dwelling unites in this neighborhood
11	14th Ave SE	27th Ave SE	19th St SE	Local	Collector	Mandan	0.71	1060	Geometries meet general design for a collector. Over 700 dwelling unites in this neighborhood
12	McKenzie Dr	39th Ave SE	34th Ave SE	Local	Collector	Mandan	0.23	1045	Extend classification along McKenzie Dr. More closely aligns with patterns in the neighborhood.
13	34th Ave SE	McKenzie Dr	21st St SE	Local	Collector	Mandan	0.4	no data available	Extend classification along McKenzie Dr. More closely along with patterns in the neighborhood.
14	21st St SE	34th Ave SE	40th Ave SE	Local	Collector	Mandan	0.6	2075	Extend classification along McKenzie Dr. More closely along with patterns in the neighborhood.
15	19th St SE	40th Ave SE	46th Ave SE	Collector	Local	Mandan	0.5	not applicable	Remove as the road does not carry much traffic.
16	Borden Harbor Dr SE	Southbay Dr SE	Bayshore Bend SE	Local	Collector	Mandan	0.52	1220	Since last reclassification the roads have been functioning more and more like collectors. Serves a development of over 500 homes.
17	Bay Shore Bend SE	Borden Harbor Dr SE	Lakewood Dr SE	Local	Collector	Mandan	0.2	no data available	Since last reclassification the roads have been functioning more and more like collectors. Serves a development of over 500 homes.
18	Lakewood Dr SE	Bay Shore Bend SE	40th Ave SE	Local	Collector	Mandan	0.42	no data available	Since last reclassification the roads have been functioning more and more like collectors. Serves a development of over 500 homes.
19	40th Ave SE	Lakewood Dr SE	Southbay Dr SE	Local	Collector	Mandan	0.93	565	Since last reclassification the roads have been functioning more and more like collectors. Serves a development of over 500 homes.
20	46th Ave SE	Memorial Hwy	McKenzie Ave SE	Collector	Minor Arterial	Mandan	0.55	3865 - 5835	Roadway functions more as an arterial, not a collector. Geometry is more similar to an arterial than a collector.
21	Bis-Man Ave	Memorial Hwy	Twin City Dr	Local	Collector	Mandan	0.37	945 - 1175 (2013)	Roadway collects traffic from the industrial park and Twin City Estates (over 200 dwelling units), and distributes onto Main St and Memorial Hwy.
22	Twin City Drive	Bis-Man Ave	E Main St	Local	Collector	Mandan	1.12	2470 - 2720 (2014)	Roadway collects traffic from the industrial park and Twin City Estates (over 200 dwelling units), and distributes onto Main St and Memorial Hwy.
23	REMOVED								
24	E Century Ave	Centennial Rd	Roosevelt Dr	Collector	Minor Arterial	Bismarck	0.55	8955	Land development and traffic volume increases. Section functions as a minor arterial, no longer as a collector.
25	Santa Fe Ave	S Washington St	Boston Dr	Local	Collector	Bismarck	0.62	no data available	Land development and traffic volume increases. Section functions as a collector, no longer as a local road.
26	Boston Dr	Santa Fe Ave	Burleigh Ave	Local	Collector	Bismarck	0.82	no data available	Land development and traffic volume increases. Section functions as a collector, no longer as a local road.
27	Ridgedale St Frontage Road	57th Ave NW	64th Ave N	Local	Collector	Bismarck	0.92	no data available	Frontage Road System along US83. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the US Highway.
28	State Street E Frontage Road	Holiday Inn	43rd Ave N	Local	Collector	Bismarck	0.38	445 (2019)	Frontage Road System along US83/State Street. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the US Highway.
29	State Street E/13 St N Frontage Road	Divide Ave	Capitol Ave	Local	Collector	Bismarck	0.46	1225 (2006)	Frontage Road System along US83/State Street. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the US Highway.
30	State Street W/ 12 St N Frontage Road - 1	Interchange Ave	Capitol Ave	Local	Collector	Bismarck	0.14	1720	Frontage Road System along US83/State Street. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the US Highway.
31	State Street W/ 12 St N Frontage Road - 2	Capitol Ave	North of Divide Ave/ 12 St N	Local	Collector	Bismarck	0.33	820 (2019)	Frontage Road System along US83/State Street. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the US Highway.
32	Bismarck Expressway South Frontage Road System - 1	Portland Dr	Laramie Dr	Local	Collector	Bismarck	0.45	140	Frontage Road System along Bismarck Expressway. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the State System.
33	Bismarck Expressway South Frontage Road System - 2	Bozeman Dr	S 7th St	Local	Collector	Bismarck	0.4	430	Frontage Road System along Bismarck Expressway. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the State System.
34	S 7th Street	Bismarck Expressway	Denver Ave	Local	Collector	Bismarck	0.3	2500 - 2910 (2014)	Needed to complete classification of the Frontage Road System along Bismarck Expressway. Frontage road is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the State System.
35	Industrial Dr Frontage Road	WAPA	Miriam Dr	Local	Collector	Bismarck	1.27	1530 (2009)	Frontage Road System along Bismarck Expressway. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the State System.
36	Miriam Dr	Interchange Ave	Bismarck Expressway	Local	Collector	Bismarck	0.04	2205	Needed to complete classification of the Frontage Road System along Bismarck Expressway. Frontage road is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the State System.
37	American Dr	University Dr	Basin Ave	Local	Collector	Bismarck	0.01	310	Needed to complete classification of the Frontage Road System along Bismarck Expressway. Frontage road is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the State System.
38	Basin Ave Frontage Rd	American Dr	Airport Ave	Local	Collector	Bismarck	0.83	no data available	Frontage Road System along Bismarck Expressway. Is within NDDOT ROW. NDDOT suggests functional classification in the event that future road work is needed in conjunction with a project on the State System.
39	Old Red Trail	2013 UZA Boundary	2023 UZA Boundary	Local	Minor Arterial	Morton County	0.42	630	Extension to meet new UZA boundary
40	McKenzie Dr	39th Ave SE	40th Ave SE	Minor arterial	Collector	Mandan	0.13	1045	The minor arterial was a stub. We are requesting this roadway be demoted to collector to better align with traffic patterns. Further sections of McKenzie are being requested to be a collector, see number 12.
41	Baretta St	Sunset Drive	Hwy 1806	Local	Collector	Mandan	1	no data available	Matches the FARMP alignment. New subdivision being built. Mandan said the roads will be constructed by the time 2024 FC is approved.
42	8th Ave NW	27th St N	Baretta St	Local	Collector	Mandan	0.5	385	Matches the FARMP alignment. New subdivision being built. Mandan said the roads will be constructed by the time 2024 FC is approved.
43	12th St NW	27th St N	Baretta St	Local	Collector	Mandan	0.5	no data available	Matches the FARMP alignment. New subdivision being built. Mandan said the roads will be constructed by the time 2024 FC is approved.
44	Sunset Drive	27th St N	Baretta St	Local	Collector	Mandan	0.5	no data available	Matches the FARMP alignment. New subdivision being built. Mandan said the roads will be constructed by the time 2024 FC is approved.

Proposed Changes to the Rural and State Functional Classification Systems - Corresponding to Chagnes in the 2023 UZA Boundary

101	ND 1804/ 71st Ave	2013 UZA Boundary	2023 UZA Boundary	Urban Minor Arterial	Rural Collector (or another designation requested by the State)	NDDOT	3.89	1670-3570	Removing from Urban and adding to Rural/State Highway System. UZA boundary change. MPO is submitting request.
102	River Road	2023 UZA Boundary	Burnt Creek Lp	Urban Collector	Rural Collector (or another designation requested by the County)	Burleigh	1.12	1,495	Removing from Urban and adding to Rural system. UZA boundary change. Burleigh County will submit a follow-up request.
103	Burnt Creek Rd	River Rd	US 1804/ 71st Ave	Urban Collector	Rural Collector (or another designation requested by the County)	Burleigh	0.08	<i>no data available</i>	Removing from Urban and adding to Rural system. UZA boundary change. Burleigh County will submit a follow-up request.
104	Tyler Parkway	2023 UZA Boundary	US 1804/ 71st Ave	Urban Minor Arterial	Rural Collector (or another designation requested by the County)	Burleigh	0.35	1,050	Removing from Urban and adding to Rural system. UZA boundary change. Burleigh County will submit a follow-up request.
105	REMOVED: Sonora Way								
106	US 83 (N Bound)	2023 UZA Boundary	2013 UZA Boundary	Urban Principle Arterial	Rural Principle Arterial (or another designation requested by the State)	NDDOT	1.3	11,190	Removing from Urban and adding to Rural/State Highway System. UZA boundary change. MPO is submitting request.
107	US 83 (S Bound)	2023 UZA Boundary	2013 UZA Boundary	Urban Principle Arterial	Rural Principle Arterial (or another designation requested by the State)	NDDOT	1.3	11,190	Removing from Urban and adding to Rural/State Highway System. UZA boundary change. MPO is submitting request.
108	Lincoln Rd	2023 UZA Boundary	80th Street	Urban Collector	Rural Collector (or another designation requested by the County)	Burleigh	0.35	210	Removing from Urban and adding to Rural system. UZA boundary change. Burleigh County will submit a follow-up request.
109	ND 1804/ University Dr	2023 UZA Boundary	Sentinel St	Urban Minor Arterial	Rural Collector (or another designation requested by the State)	NDDOT	2.6	5500 (2015) - 6755 (2019)	Removing from Urban and adding to Rural/State Highway System. UZA boundary change. MPO is submitting request.
201	ND 1806 N	2023 UZA Boundary	2013 UZA Boundary	Urban Principal Arterial	Rural Collector (or another designation requested by the State)	NDDOT	4.17	3220	Removing from Urban and adding to Rural system. UZA boundary change. Burleigh County will submit a follow-up request.
202	ND 1806 S	2023 UZA Boundary	2013 UZA Boundary	Urban Principal Arterial	Rural Principle Arterial (or another designation requested by the State)	NDDOT	0.31	2475	Removing from Urban and adding to Rural/State Highway System. UZA boundary change. MPO is submitting request.
203	ND 6	2023 UZA Boundary	2013 UZA Boundary	Urban Principal Arterial	Rural Principal Arterial (or another designation requested by the State)	NDDOT	1.8	2635	Removing from Urban and adding to Rural/State Highway System. UZA boundary change. MPO is submitting request.
204	Old Red Trail/ Co Rd 139A	2023 UZA Boundary	State Hwy 25	Local	Rural Collector (or another designation requested by the State)	NDDOT	1.38	590	Adding to the Rural/State Highway System to complete the functional classification of Old Red Trail on the Urban System



Progress Report

Date: Friday, June 07, 2024

Project: Bismarck-Mandan Arrive 2050 Update

To: Rachel Lukaszewski

From: Jason Carbee
Jeremy Williams

Subject: Progress Report for April 28, 2024 to June 1, 2024

Please note that this progress report summarizes the work completed during the period above.

TDMSE Task 8 – Model Performance Review

- Completed

MTP Task 1 – Project Management

- The consultants continued monthly accounting and progress reports.
- Consulting team continued internal coordination calls.
- Continued MPO-HDR-SRF team coordination calls.
- Consulting team met with local agency staff to discuss Arrive 2050 alternatives
- Provided updates to TAC and Policy Board meetings
- Provide updates to the Arrive 2050 Steering Committee

MTP Task 2 – MTP Engagement

- HDR finalized development of outreach materials for July public engagement booth.
- HDR closed the online public meeting.

MTP Task 4 – Goals Objectives and Performance Measures

- HDR began the project prioritization process for Arrive 2050.

MTP TASK 5 – Baseline System Conditions

Completed.

MTP TASK 6 – Develop and Screen Alternatives

- HDR refined future project list, including bicycle and pedestrian recommendations from the previous bike/ped plan.
- HDR continued refinement of the bicycle and pedestrian alternatives.
- SRF continued development of pavement projects.
- Received the Alternatives Groupings model scenario on May 31.



MTP TASK 7 – Financial Analysis

- Continued development of baseline funding.

Project Progress Summary

Task	Start Date	End Date	Percent Complete		Explanation / Discussion
			Period Start	Period End	
TDMSE Task 1 - Project Management	Sep-22	Aug-23	100%	100%	
TDMSE Task 2 - Outreach and Stakeholder Consultation	Sep-22	Jun-23	100%	100%	
TDMSE Task 3- TDMSE Data Needs	Sep-22	Nov-23	100%	100%	
TDMSE Task 4 - TDMSE Methodology	Oct-22	Nov-23	100%	100%	
TDMSE Task 5 - Development Scenario and Forecasts	Nov-22	Feb-23	100%	100%	
TDMSE Task 6 - Baseline Study Expectations (Forecasts)	Nov-22	Mar-23	100%	100%	
TDMSE Task 7- Allocate Socioeconomic Data	Dec-22	Aug-23	100%	100%	
TDMSE Task 8 - Model Performance Review and Validation	Feb-23	Mar- 24	100%	100%	
TDMSE Task 9 - Report	Sep-22	Apr-24	95%	100%	
MTP TASK 1 - Project Management	Jun-23	Dec-24	45%	50%	Continued progress meetings, accounting, and invoicing.
MTP TASK 2 – Public Engagement	Jun-23	Dec-24	50%	50%	Next milestone July
MTP TASK 3 – Data Collection	Jun-23	Sep-23	99%	99%	
MTP TASK 4 – Goals, Objectives & Performance Measures	Aug-23	Jun-24	40%	75%	
MTP TASK 5 – Baseline System Conditions	Aug-23	Mar-24	100%	100%	
MTP TASK 6 - Develop & Screen Alternatives	Jan-24	Jun-24	25%	50%	
MTP TASK 7 – Financial Plan and Implementation Schedule	Oct-23	Aug-24	5%	20%	
MTP TASK 8 – MTP Document Development and Review	Jun-24	Dec-24	0%	0%	
Project Totals	Sep-22	Dec-24	60%	66%	

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BOLTON & MENK

Real People. Real Solutions.

Safe Routes to Services Monthly Progress Report #7

Submission Date:
June 6, 2024

Performance Period:
April 27, 2024 – May 24, 2024

Project:
Safe Routes to Services

BMI Job No.: OT4.131300

Recipient: Bismarck-Mandan MPO

Prime Consultant:
Bolton & Menk

Dear Ms. Riepl:

Enclosed is Bolton & Menk’s invoice for the Bismarck-Mandan Safe Routes to Services project, for the period ending May 24, 2024. The total fee for work completed during this time period is \$20,800.81. A brief overview of the project progress is provided below.

Tasks complete to date:

Task	% Billed	% Complete
Task 1: Project Management	33.5%	42.8%
Task 2: Public Participation	51.7%	48.7%
Task 3: Steering Committee Meetings	44.8%	44.9%
Task 4: Investigate Issues	98.4%	100.0%
Task 5: Identify Alternatives	50.5%	22.9%
Task 6: Implementation Strategies	7.4%	5.5%
Task 7: Engagement Vendors & Direct Expenses	49.8%	49.5%
Total:	45.5%	40.4%

Summary of Activities Within Invoice Period:

Task 1: Project Management

- Coordination with the project team and BMMPO
- Task and budget management
- MPO TAC meeting
- MPO Policy Board meeting

Task 2: Public Participation

- StoryMap Design
- Social Media
- Pop-up and Open House material and schedules

Task 3: Steering Committee Meetings

- Steering Committee Meeting #2 – follow-up

Task 4: Investigate Issues

- Task Complete

Task 5: Identify Alternatives

- StreetLight Data review and analysis
- Correlation of Steering Committee input for hot spot identification

Task 6: Implementation Strategies

- None in this reporting period

Task 7: Engagement Vendors & Direct Expenses

- StreetLight Data

Required Action by BMMPO:

- None in this reporting period

Problems Encountered:

- None in this reporting period

Summary of Project Decisions:

- None in this reporting period

Out of Scope Services:

- None in this reporting period

If you have any questions, please do not hesitate to call me at (701) 306-1670.

Sincerely,

Bolton & Menk, Inc.



Mike Bittner, PE, PTOE, PTP, RSP, PMP, IMSA II
Senior Transportation Project Manager

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION POLICY BOARD ADMINSTRATIVE
MODIFICATION TO THE 2023-2024 ANNUAL UNIFIED PLANNING WORK PROGRAM (UPWP)**

DATE: May 14, 2024

REGARDING: Funds Transfer from Task 102 and Taks 204

According the MPO's Public Participation Plan, 'The MPO is allowed to move funding between tasks to an amount up to 10% of the total cumulative yearly amount, without North Dakota Department of Transportation (NDDOT) and Federal Highway Administration/Federal Transit Administration (FHWA/FTA) approval.'

According to the currently adopted 2023-2024 UWPW, the 10% threshold for 2024 is \$104,751.10. The current funds transfer of \$2,500 is within this limit, and the details are descried below. The funds transfer provides funding for anticipated 2024 overages to the ATAC annual fee. Starting in 2025 this contract will run from January to December and will resume a \$10,000 annual amount.

Task	Year	Funds In	Funds Out	Federal Share	Local Share	Beginning Budget	Ending Budget	Local Partner
Task 102: Training Travel and Education	2024	-	2,500	2,000	500	16,700	14,200	All
Task 204: Planning Studies / Data Acquisition	2024	2,500	-			689,475	691,975	

As of May 14, 2024, the date creating this notice, the 2023-2024 UWPW is administratively modified via a funds transfer between tasks. Notice is being given to the MPO TAC and Policy Boards at a future regularly scheduled meeting. Notice will also be given to NDDOT and FHWA. No approvals are needed.

Submitted:

Rachel Lukaszewski
Bismarck-Mandan MPO Staff

5/14/2024
Date