



TO: Mayor Tom Ross
Members of the City Council

FROM: Lance Meyer, P.E., City Engineer

DATE: January 2, 2024

SUBJECT: STATE PLANNING AND RESEARCH AGREEMENT WITH NDDOT FOR CDMPO STARTUP COSTS (4757)

I. RECOMMENDED ACTION

1. Recommend council approve the agreement and authorize the mayor to sign.
2. Approve the attached budget amendment on 1st reading.

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	701-857-4100
Harold Stewart, City Manager	701-857-4750

III. DESCRIPTION

A. Background

The Central Dakota Metropolitan Planning Organization (CDMPO) was authorized by the Governor on November 9, 2023, making the MPO an official organization.

B. Proposed Project

CDMPO is still a few months away from being able to receive federal funds. CDMPO wants to be able to advertise for an executive director and obtain supplies and equipment necessary to support the MPO.

The NDDOT has made available federal funds from the State Planning and Research (SPR) account to support CDMPO's startup costs.

The contract is between the NDDOT and the City of Minot since Minot is Title VI compliant, has financial capacity to administer the grant funds, and can dedicate the local match of 20%.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

MPO status is a key economic goal as it places Minot in a higher status with commerce and industry. It also entitles our community to planning dollars to help offset the cost of planning the community.

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

The grant is an 80/20 federal/local grant with a federal contribution of \$92,742.40 and local contribution of \$23,185.60 for a total of \$115,928.

The City will need to allocate the full \$115,928 in funding. Once costs are incurred, reimbursement will be sought from NDDOT. The City will then invoice the other members of the MPO for their local share of the costs.

Funding for the start up costs will come from general fund reserves.

V. CITY COUNCIL ASPIRATIONS

Becoming an MPO will achieve all Council aspirations.

VI. ALTERNATIVES

Council could choose not approve the contract. CDMPO would then have to wait until federal planning funds are available to the MPO. This will delay the hiring of an executive director and procurement of startup equipment.

VII. TIME CONSTRAINTS

The agreement is needed to continue startup and implementation of the MPO. Prompt council action is requested.

VIII. LIST OF ATTACHMENTS

- A. State Planning and Research Agreement
- B. Budget Amendment