



TO: Mayor Tom Ross
Members of the City Council

FROM: Stephen Joersz, PE, PTOE

DATE: April 15, 2024

SUBJECT: NDDOT COMMUNITY WAYFINDING AGREEMENT (4620)

I. RECOMMENDED ACTION

1. Recommend council approve the Community Wayfinding Agreement with the North Dakota Department of Transportation; and,
2. Authorize the Mayor to sign the Agreement.

II. DEPARTMENT CONTACT PERSONS

Tom Joyce, Assistant City Manager	701-857-4100
Stephen Joersz, Traffic Engineer	701-857-4100

III. DESCRIPTION

A. Background

During the November 20, 2023 council meeting, council elected to accept the bid and move forward with Phase 1 of the Wayfinding project. Phase 1 has since gone through the process of submittals, preconstruction meetings, field staking and structures will start to be construction in mid-to-late April.

B. Proposed Project

The Community Wayfinding Agreement is a standard agreement generated by the NDDOT to detail funding, the master plan, sign placement, construction and maintenance. For the Wayfinding project, the City of Minot is paying 100-percent of the costs.

C. Consultant Selection

Ackerman-Estvold is under contract to complete the engineering and construction inspection for the Wayfinding project.

IV. IMPACT:

A. Strategic Impact:

This project is consistent with the following items:

1. The City of Minot Economic Development and Planning goals as set forth in IEDC, downtown planning and comprehensive planning documents.
2. The signs will provide a consistent style of signage that will be recognizable at a distance as wayfinding directions and locational signs.
3. The signs will replace older signs with a consistent design that highlights Minot.

B. Service/Delivery Impact:

Tourism directional wayfinding signage drives visitation, and economic impact by pointing people to the areas a municipality wants people to see, explore and experience and connecting existing visitors to discover more. A properly developed and executed Tourism

Wayfinding Plan positively affects the community, both financially and its reputation as being welcoming to visitors and locals alike.

C. Fiscal Impact:
N/A

V. CITY COUNCIL ASPIRATIONS

This project accomplishes the aspirations of Dynamic and Prosperous; Excellent and Connected.

VI. ALTERNATIVES

Alternative 1: The only other alternative is for the Council to deny approving the Community Wayfinding Agreement. By not approving the agreement, the project is essentially cancelled, costs have already been expended by the Contractor since the award approval on November 20, 2023.

VII. TIME CONSTRAINTS

Staff recommends action in a timely manner.

VIII. LIST OF ATTACHMENTS

A. Community Wayfinding Agreement