

## Planning Proposal

# MILLE LACS RESERVATION TRANSPORTATION PLAN

*A proposal to complete a comprehensive examination of the current and future transportation facilities of the Mille Lacs Reservation.*

### To contact us:

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Submitted By: \_\_\_\_\_

A handwritten signature in blue ink that reads 'Andy Hubley'.

Andy Hubley

## Background

In April of 2009, the Mille Lacs Band contacted the Arrowhead Regional Development Commission (ARDC), and asked the agency to assist with the development of a long-range transportation plan. ARDC is a regional planning and development agency that has done similar plans in the past for a variety of clients, including the Minnesota Department of Transportation, the Grand Portage Reservation, and the Bois Forte Reservation. ARDC agreed to submit a proposal to complete the plan, partnering with the Mille Lacs Band of Ojibwe.

A long-range transportation plan identifies the transportation needs of a geographical place or a population of people and proposes solutions to those problems. Each proposed solution (project) is listed by priority, cost, funding source (or possible funding source) and year needed. The Mille Lacs Reservation Transportation Plan will address transportation needs for the next twenty years.

The following proposal contains a work program, timeline, an overview of public participation, an outline of products to be delivered, profiles of staff that will be involved in the process, and a project budget.

## Work Program

To begin a comprehensive, long-range transportation plan it is very important to start with developing a picture of the current situation. **Data collection** is the first step to creating this understanding. Each data collection step is outlined on the following pages. An outline of the work program is shown as figure one.

### *Review of Existing Planning Efforts*

The review of existing planning will help shape the transportation plan. Land use, economic development, housing, and other plans may have recommendations that will result in a change of the transportation patterns on the Reservation. Planning documents will be reviewed, with recommendations being considered when developing transportation initiatives.

The Arrowhead Regional Development Commission and the East Central Regional Development Commission (ECRDC) are the designated economic development districts that include the Mille Lacs Reservation. ARDC and ECRDC have existing Overall Economic Development Plans for the region, which will be reviewed for relevancy to the transportation plan.

### *Land Use/Development*

Current and existing land use, future development, and population distribution have significant impact on the existing and future transportation system on the Mille Lacs Reservation. Changes in those patterns would also result in changes to the reservation road and other transportation systems. ARDC is the regional census clearinghouse, and possesses much of the needed demographic information, which could be supplemented by data from the Mille Lacs Band. ARDC also has digital orthoquad maps, which show existing land use development. These data sets will be used to show the existing situation as well as to show future projections or uses.

*Road Data*

ARDC will consult with reservation officials to ensure that the base map is correct, and to ensure that data sets including average daily traffic counts (ADT), shoulder width, and pavement conditions are accurate. ARDC GIS staff will work to correct any minor inconsistencies. ARDC will also use base data from the Minnesota Department of Transportation to address Trunk Highways and County Roads that are in the reservation and that residents use to access the reservation.

*Other Transportation Mode Information*

The use of other modes of transportation besides motor vehicles will be addressed in the plan. Pedestrian, bicycle, and other facilities will all be examined for deficiencies. The plan will focus on the location of airports near the reservation, and the future of air travel for tribal needs.

*Geographic Data*

Data will be developed regarding the location and impacts of other resources that could affect transportation facility expansion or change. These issues include natural resources such as wetlands, lakes, rivers, mineral deposits, soil types, and timber stands, or things of cultural, historical, and archeological significance.

After developing a system of base data, analysis will be done in order to identify needs. **System analysis** has two major components.

*Identification of Performance Measures*

The first component of system analysis is to determine a standard level of performance needed for each transportation facility. This performance level should address future expectations as well. For roads, it is important to get accurate ratings of current surface conditions. If BIA information is not available regarding surface conditions, ARDC will develop a rating system for the Mille Lacs Reservation road network, which will indicate the condition of each road. The road ratings would be added to the base data and be used to identify deficiencies. After each road is inventoried, ARDC

will consult with tribal officials to determine what level is considered satisfactory.

*Identification of Transportation Needs*

The performance level will be analyzed, along with traffic amounts and land use, to determine what road improvements will be needed in the next twenty years. Gathering public input regarding system concerns will be done as well.

ARDC will use land use and demographic data, as well as public input to analyze other transportation mode needs. Pedestrian facilities will be examined around population and activity centers, bicycling opportunities will be analyzed, and accessibility to other modes, including airports, will also be addressed.

*Needs Summary*

After the completion of the system analysis, ARDC will develop a summary of the current systems deficiencies, stating the overall issues and concerns.

**Plan development** will entail finding the solutions, project cost estimates, potential funding sources, and proposed project time period for each deficiency.

*Road Improvement*

A long-range road improvement plan will list each proposed improvement project in order of priority. Current condition, future use, and public input will determine the priority of each project. A project cost estimate will allow the list to be compared to funding levels to determine in what time period the project will be planned to be completed. Projects that fail to be assigned a time period will be noted, and new funding sources will have to be identified.

*Mode Improvement*

Improvements to other modes of transportation will also be identified. The plan will identify the project need and cost, as well as potential funding sources and project priority.

*Plan Update Process*

ARDC and the Mille Lacs Band will develop a process to update the transportation plan at regular intervals. ARDC will provide the Mille Lacs Band with the base data necessary to complete the updates.

The final step in the plan is to develop a Transportation Improvement Program (TIP). **TIP development** will mean listing projects that were highly prioritized and comparing them to available funds. Using a cost/benefit analysis, the TIP process will develop a schedule of projects to be completed. ARDC proposes that the initial TIP list five years of projects. The list of projects will include a project description, cost estimate, year to be constructed, and funding source. ARDC will provide a TIP development guide to the Mille Lacs Band, enabling them to continue the effort in following years.

## Timeline

The Mille Lacs Reservation Transportation Plan will be completed over a period of eight months. As issues develop, the timeline of the project may be adjusted.

**Figure 2: Mille Lacs Reservation  
Transportation Plan-Timeline**

	Month							
	1	2	3	4	5	6	7	8
Data Collection	■	■						
System Analysis			■	■				
Plan Development					■	■	■	
TIP Development							■	■

## Public and Tribal Participation

Public participation is valued in the development of transportation plans. ARDC will hold four public meetings during the process to gather input from a local perspective. An additional four meetings will be held and facilitated by the Mille Lac's Planning Department. Meetings will be held at the following times:

### *Data Collection/Project Kickoff*

The project will be introduced and concerns about the current and future transportation system will be gathered at one public meeting in Mille Lacs Band. The public meeting will give residents an opportunity to guide the direction of transportation improvements.

### *TIP Development*

Near the completion of the planning process, the public will be asked to comment on the projects listed in a draft TIP. The other projects that were developed as part of the planning process will also be addressed at that time. The public presentation of these recommendations will allow residents to analyze whether or not the Mille Lacs Reservation Transportation Plan meets their needs.

Public meetings will be announced by mail and by tribal media.

ARDC will also meet with the Mille Lacs Tribal Council as needed to discuss the project, and will provide them with project progress reports.

## Deliverables

As a result of the planning process, several items will be made available to the Mille Lacs Tribal Council and the people of the Mille Lacs Tribe.

### *Transportation Improvement Program (TIP)*

The final TIP will contain a five-year list of projects, including project description, cost estimate, proposed year, and identified funding source. The TIP document will also contain an executive summary of the full Mille Lacs Reservation Transportation Plan and maps of project locations.

### *Long Range Transportation Plan*

This document will describe the transportation planning process that is undertaken. It will contain a list all proposed projects for twenty years, and include a summary of analysis conducted, important data, and public meeting minutes. Also included in this document will be several pertinent maps of the transportation system. ARDC will provide 10 copies of the full plan. An executive summary of the plan will be provided in the TIP.

### *Geographic Information Systems (GIS) Coverages*

ARDC will provide to the Mille Lacs Band all GIS coverages that were employed in the development of the plan. These coverages will be usable for future plan updates, and be in electronic form.

### *Maps*

Large (34 inch by 44 inch) maps will be given to the Mille Lacs Tribal Council for their use. The maps will be duplicates of maps that are part of the plan. ARDC will provide one large copy of each map.

### *Project Mail List*

ARDC will develop and maintain a project mail list. The list will contain the names and addresses of all people involved in the plan, as well as anyone who has expressed interest in it.

# Arrowhead Regional Development Commission

## Regional Planning Division

### Mille Lac Reservation Transportation Plan

Andy Hubley, Regional Planning Division Director

Activity	Meetings	Hours	Cost	Cost per Hour
Administration		20	\$1,593.00	\$79.65
Planning Assistance	4	20	\$1,593.00	\$79.65
<b>Total</b>	<b>4</b>	<b>40</b>	<b>\$3,186.00</b>	

Bryan Anderson, Senior Planner

Activity	Meetings	Hours	Cost	Cost per Hour
Data Development	4	60	\$2,923.80	\$48.73
System Analysis	4	50	\$2,436.50	\$48.73
Mapping		20	\$974.60	\$48.73
Plan Development	4	50	\$2,436.50	\$48.73
TIP Development	1	40	\$1,949.20	\$48.73
<b>Total</b>	<b>7</b>	<b>220</b>	<b>\$10,720.60</b>	

Ben VanTassel, Planner

Activity	Meetings	Hours	Cost	Cost per Hour
Data Development	-	20	\$735.40	\$36.77
System Analysis	-	20	\$735.40	\$36.77
Plan Development	-	20	\$735.46	\$36.77
<b>Total</b>	<b>0</b>	<b>60</b>	<b>\$2,206.26</b>	

Kara Kent, GIS Planner

Activity	Meetings	Hours	Cost	Cost per Hour
Mapping & GIS Development	-	80	\$2,900.00	\$36.25
<b>Total</b>		<b>80</b>	<b>\$2,900.00</b>	

Liz Sarabia, Administrative Assistant

Activity	Meetings	Hours	Cost	Cost per Hour
Meeting logistics	9	80	\$2,888.80	\$36.11
Final Document printing & mailing		20	\$722.20	\$36.11
<b>Total</b>	<b>9</b>	<b>90</b>	<b>\$3,611.00</b>	

Other Costs

Activity	Meetings	Cost	Cost per Hour
Travel, meeting arrangements	9	\$1,350.00	\$150.00
Report production	10	\$300.00	\$30.00
<b>Total</b>		<b>\$1,650.00</b>	
<b>Total</b>		<b>\$24,273.86</b>	