

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD MEETING
JUNE 17, 2025**

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Policy Board met June 17, 2025, at 1:30 p.m. in the Tom Baker Meeting Room, City/County Building, 221 N 5th St, Bismarck, ND. Mike Schmitz presided.

Board members present or participating via Zoom were Mike Schmitz, James Froelich, Keli Berglund, Andy Zachmeier, and Steve Schwab.

Others present or attending via Zoom were Kim Riepl, Paulette Jacobsen, Stephen Larson, and Tracy Walters of the Bismarck-Mandan MPO; Jeremy Williams, HDR; Luke Champa, SRF; Dave Mayer, Bismarck Parks & Recreation District; Diedre Hughes, Bis-Man Transit; and Will Hutchings, NDDOT.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

Chair Schmitz called the June 17, 2025, 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 May 20, 2025, Meeting.

MOTION: Mr. Froelich made a motion to approve the minutes. Ms. Berglund seconded the motion and with James Froelich, Keli Berglund, Andy Zachmeier, Steve Schwab, and Chair Schmitz voting in favor, the motion was approved.

PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) & TARGETS

Ms. Jacobsen presented. Ms. Jacobsen stated in the Board's packet is a Resolution of Support for the Public Transportation Agency Safety Plan (PTASP) and its associated Safety Targets. The Federal Transit Administration (FTA) requires public transportation operators to develop the PTASP and accompanying Safety Targets to ensure the operators and public remain safe during Transit operations. The Transit Board adopts and updates these Targets and the PTASP on an annual basis. The Targets may be set by the State Department of Transportation and adopted by local Transit providers, or the provider may set their own Safety Targets separately. For the 2024-2025 period, Bis-Man Transit set its own Safety Targets and adopted them in December. FTA asks that the MPO support Bis-Man Transit's Targets and PTASP. MPO Staff recommends TAC adopt the Resolution of Support. Ms. Jacobsen also stated that the Targets for the 2025-2026 period be included in the July packet. TAC recommended approval at their meeting yesterday.

MOTION: Ms. Berglund made a motion to approve Bis-Man Transit's PTASP & Targets as presented. Mr. Froelich seconded the motion and with James

Froelich, Keli Berglund, Andy Zachmeier, and Chair Schmitz voting in favor, and Steve Schwab voting against, the motion was approved.

2025 SAFETY POLICY STUDY

Mr. Champa presented an update for SRF. He said that he had sent out two (2) critical memos to the jurisdictional technical staff, including the Crash Data Analysis & Trend Summary, and the High Injury Network Analysis Memo.

Mr. Champa demonstrated the Crash Data Analysis & Trend Summary Memo. Within the MPO Planning area, he stated there were 17,500 crashes recorded between 2020 and 2024. He also indicated that there were 281 severe crashes, (crashes including a fatality or serious injury). Mr. Champa gave an overview of the charts included in the Memo and stated that he was looking forward to working with technical staff to focus on the critical areas within the MPO area.

Mr. Champa also gave an overview of the High Injury Network Analysis Memo. He explained that it is a very technical memo that explains the methodology for establishing a high injury network. He demonstrated a map that highlights the high injury network where most of the severe crashes are occurring. He explained that the map had different layers to include non-motorized transportation, motorized transportation, passenger vehicle, bicyclist, and pedestrian high injury networks. This map will help guide local jurisdictions towards potentially unsafe areas based on historic crash data. He said the Steering Committee will be meeting on June 26, 2025, to discuss the data further. Mr. Champa shared the comment map SRF presented at the Earth Day Festival and the Mandan Touch a Truck event. They received over 80 comments from the public. SRF has also held Focus Groups with stakeholders such as local law enforcement, active transportation users, and young drivers to collect additional comments which will inform their crash analysis.

Chair Schmitz asked if there was a trend being identified on the critical and non-critical crash analysis.

Mr. Champa replied they are seeing that the MPO region is following the national trends. Bismarck-Mandan saw a very steep increase in severe crashes in 2021, and now the trend is coming back down. He reiterated that there is a promising, significant drop off in 2023 and 2024. SRF will dive deeper into the different categories of crashes with the Steering Committee to verify the different trends. He noted that motorcycle severe crashes make up one (1) out of four (4) crashes that result in a death or life changing injury. Overall, the severe crash trend has come down within our jurisdiction since 2021. He believes this is a positive trend.

Mr. Froehlich asked if they are breaking down the data for the year, the month, the day and the time of day and including the weather conditions when the crashes are occurring.

Mr. Champa stated yes, they are breaking these statistics down. He demonstrated several examples of charts with the Board explaining how the data is broken down. He also said severe crashes are primarily occurring during the warmer months, and not during the winter months. This could be due to motorists being more comfortable driving at faster speeds during the warmer months, and that there are more people walking, biking, and riding motorcycles during the warm months.

2025 MONITORING REPORT UPDATE

Mr. Williams presented an update for HDR. During the month of May, they continued to hold coordination calls and collect data for the project. The consulting team is working on the draft outline of the Monitoring Report. The main milestone achieved was holding the Performance Measures Workshop on May 28, 2025, with MPO and local agency staff. The workshop featured discussion about the update and topics the jurisdictions would like to include in the final report, including performance measures.

2026-27 UNIFIED PLANNING WORK PROGRAM (UPWP)

Ms. Riepl presented. A few months ago, she brought the Board a UPWP timeline that NDDOT and the North Dakota MPOs agreed to follow. It begins early in the year with discussions between the MPO and its jurisdictions about potential studies and projects. NDDOT will provide estimated Consolidated Planning Grant (CPG) funds that will be available to the MPOs by April 15. Once MPO staff has an estimated CPG amount for the next budget year, they will work with the jurisdictions to finalize studies and costs to include in the next UPWP. The MPO would develop a draft UPWP in May and June, provide it to the Board for review, and allow for a thirty-day review by NDDOT and Federal oversight. Once their review has been finalized, the UPWP will come back to TAC and Policy Board for final review and adoption, allowing NDDOT to generate the UPWP contract for the following year's CPG funding. Ms. Riepl stated the MPO was given a 2026 CPG estimate by NDDOT on April 15. The MPO is anticipated to receive around \$799,700 in federal funding next year. The MPO has begun to establish cost estimates for new studies in 2026, and to formulate an overall budget.

Ms. Riepl provided the Board with a handout showing potential 2026-2027 UPWP projects (*see attached*). The MPO is currently functioning under an annual UPWP but has decided to move back to a biennial work program moving forward. The provided handout details a list of priority studies and needs identified by the MPO jurisdictions, primarily at a studies meeting held April 14. Based on prior discussions with the jurisdictions, and further discussion at TAC, Ms. Riepl indicated the handout's 2026 cost estimates are solid. The projects and estimates for 2027 are more fluid and will be re-examined in early 2026 as the MPO develops its 2027-2028 UPWP.

MAY BICYCLE FRIENDLY COMMUNITY WORKSHOP UPDATE

Ms. Riepl stated the MPO was fortunate enough to be offered the chance to host a Bicycle Friendly Community Workshop. The League of American Bicyclists contacted the MPO in December 2024, indicating they were awarded grant funding to host workshops in three (3) communities in 2025. The MPO accepted the opportunity and held the workshop on May 21 and 22. The focus of the workshop was to identify and discuss the importance of having a bicycle friendly community. The first day was divided into two (2) parts, with the first four (4) hours being a classroom setting discussing the economic, health, and welfare related benefits of being a bicycle friendly community. There were approximately 30 attendees that attended classroom portion. The second part of day one included a seven-mile bike audit through Bismarck and Mandan, which included fourteen (14) participants. The results of the audit are still pending route observations from the bike riders to help determine where Bismarck-Mandan excels in its bicycle facilities and where those facilities need improvement. The second day and final four (4) hours of the workshop included a group discussion on ways to promote bicycling in the community and how to become a bike /walk advocate for our region. Ms. Riepl explained that Mr. Larson is the Bismarck-Mandan Bike-Ped Subcommittee facilitator and encouraged anyone interested in joining to reach out to Mr. Larson. Ms. Riepl said it was a pleasure to host the workshop and hopes to be able to host it again in the future.

OTHER BUSINESS

Policy Board Election of Officers (Chair & Vice Chair) will take place in July.

TAC Meeting Location Change

Mr. Larson noted Policy Board will meet at Mandan City Hall July through December

MPO Transportation Specialist Position

Ms. Riepl stated that the MPO Transportation Specialist position has been offered and accepted by Tracy Walters, who has begun work with the MPO.

Ms. Walters stated that she has worked with the City of Bismarck for the last three and a half years as an Office Assistant II for the Building Inspections Department. She is excited to have accepted the Transportation Specialist position with the MPO to advance her career and is looking forward to meeting and working with the TAC Board Members.

Ms. Riepl stated that Ms. Walters will be job shadowing Mr. Larson this month and taking on roll call for the TAC meeting and other duties starting next month. She asked the other Board members to please help welcome Ms. Walters to the MPO.

ADJOURNMENT

There being no further business, Chair Schmitz adjourned at 2:01 p.m. The next scheduled meeting will take place on July 15, 2025, at 10:00 a.m. in the Ed "Bosh" Froelich Meeting Room of Mandan City Hall, 205 2nd Ave NW, Mandan.

Respectfully submitted,


Tracy Walters
Recording Secretary

APPROVED:

MPO Policy Board Chair