

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD MEETING
OCTOBER 21, 2025**

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Policy Board met October 21, 2025, at 1:30 p.m. in the Ed “Bosh” Froehlich Meeting Room, City Hall, 205 2nd Ave NW, Mandan, ND. Mike Schmitz presided.

Board members present or participating via Zoom were Mike Schmitz, James Froelich, Keli Berglund, Andy Zachmeier, and Steve Bakken, who appeared in attendance for absent member Steve Schwab.

Others present or attending via Zoom were Kim Riepl, Paulette Jacobsen, Tracy Walters and Stephen Larson of the Bismarck-Mandan MPO; Will Hutchings, NDDOT; Scott Harmstead, SRF; and Michael Connelly, Bismarck City Commission.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

Chair Schmitz called the October 21, 2025, meeting of the Bismarck-Mandan Metropolitan Planning Organization Policy Board to order.

PUBLIC COMMENT

Chair Schmitz called for public comments on items on the current agenda or the prior Policy Board meeting agenda, excluding public hearing items. Seeing and hearing none, he closed the public comment period.

MINUTES

Chair Schmitz called for a motion to approve the minutes of the September 16, 2025, meeting.

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

2026-2029 FINAL TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Mr. Larson stated the Policy Board has approved the draft 2026-2029 Transportation Improvement Program (TIP) in September. The TIP has since been updated to reflect changes and comments by TAC, North Dakota Department of Transportation (NDDOT), Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and the document is in its final form. Mr. Larson noted that all the changes to the document were minor and are now reflected in the appendix of the document and any future changes and additions to the document will be addressed by the TIP revisions process. Mr. Larson also noted that TAC recommended approval of the 2026-2029 final TIP at their meeting.

MOTION: Mr. Froelich made a motion to adopt the final 2026-2029 TIP as presented. Mr. Bakken seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Zachmeier, Mr. Bakken and Chair Schmitz voting in favor, the motion was approved.

2026 PM1 HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) TARGETS

Ms. Walters stated the North Dakota Department of Transportation (NDDOT) recently adopted their annual Highway Safety Improvement Program (HSIP) performance targets for 2026. The federal government requires every state's DOT to monitor the rate of injuries and fatalities on the state road system and to use this monitoring to assist in setting safety targets in the effort to increase roadway safety. She stated MPOs are allowed to either set their own Performance Measures targets, or to support their state's targets. The Bismarck-Mandan MPO has historically supported NDDOT's safety targets. The MPO staff recommends the adoption of NDDOT's 2026 HSIP Safety Targets by Resolution of Adoption. She noted that TAC recommended adoption at their meeting.

MOTION: Mr. Froelich made a motion to adopt the NDDOT Highway Safety Improvement Program (HSIP) Safety Targets as presented. Ms. Berglund seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Zachmeier, Mr. Bakken and Chair Schmitz voting in favor, the motion was approved.

2026 TRANSIT DEVELOPMENT PLAN (TDP) RFP

Ms. Jacobsen presented the request for proposals (RFP) for the 2026 Transit Development Plan (TDP). The study's purpose is to provide the BMMPO and Bis-Man Transit with a quality and usable guide to improve operations in a financially constrained manner. The 2026 TDP's goal is to enhance public transportation and maximize Bismarck-Mandan Transit's efficiency, accessibility and longevity. This document is typically updated approximately every three to five years. This TDP will focus on Bis-Man Transit's types of service it provides to the community and identify opportunities for improvement. She stated the public involvement plan will include two public meetings to be held in Bismarck and Mandan. The plan has a budget of \$180,000, of which approximately \$99,000 is in 2026 UPWP with the remainder of the \$81,000 expended in 2027. The proposed deadline for proposals is November 17, 2025. Work will begin on this plan in January 2026 and this project is scheduled to conclude in May 2027. Ms. Jacobsen stated the MPO has received comments from NDDOT and has addressed the comments and changes to the TDP RFP.

Ms. Jacobsen provided an overview of the changes to the TDP RFP.

Ms. Jacobsen also noted that TAC had made a recommendation under the Facility/Service Recommendations in section b, to change 'Recommend alternative types of Transit services', to 'Evaluate alternative types of Transit services'. With this change, TAC recommended approval of the 2026 TDP at their meeting.

Mr. Schmitz stated that his concern is that we are spending \$180,000.00 on the 2026 TDP and by the time this project is completed in 2027, that the 2026 TDP will be outdated. He stated that with the sales tax initiative, additional funds received by the public could be allocated to make significant changes to Bis-Man Transit. He noted that the money for the 2026 TDP study could be allocated to another study that would be more beneficial at this time.

Ms. Riepl stated we are in a position that could enable Transit to become more sustainable. She noted the 2026 TDP was not due until 2027 and the study was initiated based on historical update time frames. Because of the sales tax initiative and what could result from that, the MPO and Bis-Man Transit felt the time was right to look at the service and operations of Bis-Man Transit. She assured the Board that this is not a duplicate study of the last TDP. Ms. Riepl stated there is going to be new route recommendations and potentially additional hours of service extension, such as holidays and evening hours. There are ongoing

discussions between Bismarck, Mandan and Bis-Man Transit regarding the sales tax initiative and the disbursements of funds. She does not expect that the 2026 TDP would replace those discussions.

Mr. Bakken asked if it would be possible to delay the 2026 TDP study for 1 year to 18 months.

Ms. Riepl stated that they could delay the 2026 TDP study. She stated that Ms. Hughes with Bis-Man Transit feels that right now is the time to proceed with the 2026 TDP update as the upcoming changes can take place in tandem with the study and the update. Ms. Riepl noted the 2026 TDP is a long-range planning mechanism for Bis-Man Transit.

MOTION: Mr. Bakken made a motion to delay the 2026 Transit Development Plan (TDP) study until next year (2026) for three months to allow Bismarck, Mandan and political subdivisions time for further discussion and to identify how the TDP study should be focused. Mr. Schmitz seconded the motion noting it deserved the discussion.

Mr. Schmitz invited Mr. Connelly to come forward and address the Board regarding the 2026 TDP.

Mr. Connelly stated he agreed with delaying the timeline for the TDP study. By postponing the 2026 TDP study, this would allow time to focus on the specific needs for the cities of Bismarck and Mandan and that Mandan has significantly different dynamics with their providers to be addressed. Delaying the study would allow Bismarck, Mandan and Bis-Man Transit to work together to benefit the focus of the study.

Mr. Bakken stated that we should be focusing on what Bis-Man Transit should look like. This vision can be identified by having focused discussions within the next three months. The ability to have the study coincide with the actual work being done and with a focused direction would be greatly beneficial for all entities involved.

Mr. Froelich asked if the 2026 TDP study had been moved from the year 2027 to 2026, and if the study was an overall Bismarck and Mandan transportation study.

Ms. Riepl replied yes, the TDP study was moved up to 2026 as a priority. The study is focused on both Bismarck and Mandan but, because Bis-Man Transit is the public transportation agency for fixed route and para transit, it becomes a Bis-Man Transit study. Bis-Man Transit provides the full 20% local match for the study with no matching contributions paid by either Bismarck or Mandan.

Mr. Connelly asked Ms. Riepl to clarify Mr. Schell's statement at the TAC meeting regarding the sales tax initiative and the checks and balances of the collected sales tax funds.

Ms. Riepl stated the collected sales tax funds would be pursued through the 2026 Transit Development Plan (TDP). The RFP does not refer to any sales tax initiative funding. The general purpose of the study is to look at the overall operations of Transit and to see if they have become solvent in continuing operations. The sales tax initiative will be a part of the discussions and will be evaluated through the 2026 TDP.

MOTION and ROLL CALL VOTE: Mr. Bakken made a motion to delay the 2026 Transit Development Plan (TDP) study until next year (2026) for three months. Mr. Schmitz seconded the motion and with Mr. Schmitz seconded the motion noting it deserved additional discussion. Mr. Froelich, Ms. Berglund, Mr. Zachmeier, Mr. Bakken and Chair Schmitz voted unanimously for the 2026 TDP RFP study to be delayed for three months; the motion was approved.

ATAC MASTER AGREEMENT ADDENDUM

Ms. Riepl stated the Bismarck-Mandan MPO, in conjunction with the other state MPOs and NDDOT, maintains a master agreement with the Advanced Traffic Analysis Center (ATAC) of NDSU. We are currently amid a three-year master agreement and any work that is provided to us regarding our Travel Demand Model (TDM) maintenance or any other model runs through ATAC is handled through addendums to the Master Agreement.

Ms. Riepl stated this addendum was sent out to TAC and Policy Board members on Friday and has since been updated to reflect the total project cost. This is for routine traffic data collection as part of the collection efforts to update to our TDM which will precede our next Metropolitan Transportation Plan (MTP) update. The addendum addresses fifteen intersections in the Bismarck area and will use cameras to be set up by October 21st. If this addendum is approved, we will have current data available to coincide with the traffic collection data coordinated by NDDOT statewide and specifically in the Bismarck-Mandan area. Both projects combined efforts would allow the use of a 2025 base year for our next model update. The cost is \$34,881, which will be paid 80% by federal funding and 20% by local match. This addendum was achieved in collaboration with the City of Bismarck Engineering Department and personnel from ATAC. She noted that TAC has recommended approval of the addendum to the ATAC Master Agreement.

MOTION: Mr. Bakken made a motion to approve the ATAC Master Agreement Addendum as presented. Mr. Froelich seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Zachmeier, Mr. Bakken and Chair Schmitz voting in favor, the motion was approved.

2025 SAFETY POLICY STUDY

Mr. Harmstead stated they are working towards the draft report for the Safety Policy Study. The Steering Committee members met on September 25th. They discussed the countermeasure tool kit and looked at the urban versus rural potential strategies to implement in the future. The countermeasure tool kit will be updated based on notes from the meeting. Regarding the cost estimates, the roundabout, which was currently listed as approximately \$400,000.00, will be in the range of a \$3 million project. These costs will be updated to be accurate. The update on the high injury network will include a breakdown of the corridors that comprise the high injury network, the summary of the crash counts and severity of the crashes. He also said they are compiling information to start with the top two tiers of each high injury network to form a narrative. The draft report will be ready for the Steering Committee and the MPO's review by the first week of November and will be brought before TAC and Policy Board in December.

2025 ITS RA

Ms. Riepl stated this project is 70% complete. They have had extensive interviews with stakeholders and are looking at the existing regional architecture for the region's Intelligent Transportation Services (ITS). The service packages and their functional requirements have been reviewed and the Regional Architecture (RA) updates will start soon. The stakeholder feedback is being compiled to identify any gaps in the information and this will assist in drafting the report. The draft report will be ready for review in November. The project is on track to conclude by the end of the year.

FARMP (FRINGE AREA ROAD MASTER PLAN)

Mr. Larson stated contract negotiations with Bolton and Menk, the selected consultant, have concluded. The contract has completed the review process through the MPO and its oversight agencies. NDDOT will finalize their review of the QBE and upon approval, the MPO will immediately start the project.

2025 MONITORING REPORT UPDATE

Mr. Larson stated HDR has provided a second draft of the monitoring report. The final document is now going through internal review. Once the internal review is completed and necessary changes have been addressed, the final report will be brought to TAC and Policy Board in November for presentation and possible approval. HDR will be holding a training course for MPO staff to enable future updates of the Monitoring Report in-house. This project is on schedule for conclusion before the end of the year.

2025-2028 TIP ADMINISTRATIVE MODIFICATIONS

Mr. Larson stated this month the MPO processed three administrative modifications to the current 2025-2028 TIP. NDDOT moved three projects from 2025 back to fiscal year 2026. These three projects are for microsurfacing and pavement markings in Bismarck. The MPO keeps track of these types of modifications as they do happen quite frequently. The TIP provides for administrative movement for these modifications because they do happen often and they are usually minor changes.

2026-2027 UPWP ADMINISTRATIVE MODIFICATIONS

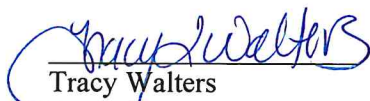
Ms. Riepl stated the 2026- 2027 UPWP funding source tables had administrative modifications requested by NDDOT to combine the funding sources of NDPL funds and NDFTA funds into one funding source. NDDOT has since directed that federal oversight prefers that those funding sources be split out and designated as they were first approved. The UPWP administrative modification has been made to revert to the initial table that Policy Board initially approved.

OTHER BUSINESS

ADJOURNMENT

There being no further business, Chair Schmitz adjourned at 2:12 p.m. The next scheduled meeting will take place on November 18, 2025, at 1:30 p.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