

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD MEETING
NOVEMBER 18, 2025**

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Policy Board met November 18, 2025, at 1:30 p.m. in the Ed “Bosh” Froehlich Meeting Room, City Hall, 205 2nd Ave NW, Mandan, ND. Vice Chair James Froelich presided at the request of Chair Mike Schmitz.

Board members present or participating via Zoom were Mike Schmitz, James Froelich, Keli Berglund and Andy Zachmeier. Member absent was 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; Luke Champa, SRF; Deidre Hughes; Bis-Man Transit; and Jeremy Williams, HDR.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

Chair Froelich called the November 18, 2025, meeting of the Bismarck-Mandan Metropolitan Planning Organization Policy Board to order.

PUBLIC COMMENT

Chair Froelich 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 Froelich called for a motion to approve the minutes of the October 21, 2025, meeting.

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

2025 MONITORING REPORT UPDATE

Mr. Williams presented the project background for the Monitoring Report which included the purpose, geographic scope and the project goals. He stated the current MPO Monitoring Report has four chapters; 1. People, 2. Housing, 3. Employment and 4. Travel. The Monitoring Report update process updates the existing chapters to reflect current data, existing MPO studies and projects, align with Federal Highway Administration (FHWA) and North Dakota Department of Transportation (NDDOT) priorities and goals, and provide data for future in-house updates. The key outcomes from the Performance Measures Workshop held in May, focused on localized data, general discussion of federal performance measures, in-text web links to federal, state, and local guidance resources and refined topics to be addressed in the report. He added the data collection and analysis were used to identify key data sources to serve as a basis of the Monitoring Report. The key outcomes were used to develop methodologies to analyze data and prepare for MPO staff training. Mr. Williams gave an overview of the updated Monitoring Report, which also consists of four chapters; 1. Introduction, 2. People and Housing, 3. Employment, and 4. Travel. Mr. Williams will meet

with MPO staff for an in-house training on December 2, so staff will be able to provide future updates to the Monitoring Report.

Mr. Larson noted that TAC recommended approval of the final document at their meeting yesterday.

Mr. Larson thanked Mr. Williams and his team for their efforts on the project to get the Monitoring Report document updated.

MOTION: Mr. Schmitz made a motion to recommend approval of the final of the final Monitoring Report as presented.. Mr. Zachmeier seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

FY 2028 TRANSPORTATION ALTERNATIVES (TA) PROJECTS

Mr. Larson stated the MPO received four Transportation Alternatives (TA) applications for this solicitation, as summarized in Exhibit B. Three projects were preservation projects and one was a construction project.

Mr. Larson presented the preservation project for the Lincoln Park District/ City of Lincoln's 66th Street Shared Use Path Safety Improvement. This project will install decorative pedestrian lighting on two segments of pathway, one from Lincoln Rd to 28th Ave, and one from Santee Road to the southern city limits (just north of Humbert Dr). The gravel segment of shared use path from Santee to the southern city limits will be paved. The total project cost is \$360,075, and the total federal request is \$291,400.

Mr. Larson presented the preservation project for the City of Mandan/ Mandan Park District's Highway 1806 Pedestrian Trail Improvements project. This project entails resurfacing the existing 10' wide asphalt pedestrian trail, from 14th St NW past 27th St N and under the I-94 bridge on Hwy 1806. Overlay and drainage improvements throughout will address flooding of the trail, deteriorated pavement and add pedestrian safety enhancements consisting of a separation barrier underneath the I-94 bridge. The total cost will be \$1,100,000, of which \$771,175 is federal-aid eligible. The federal request for this project is \$624,112.

Mr. Larson presented the preservation project for the City of Bismarck's US 83/ State Street Multi-Use Trail Rehabilitation. This project entails resurfacing the existing 10' wide shared use path, asphalt overlay on approximately 5,700 LF along the west side of State St, from the Capitol Grounds at Divide Ave to Calgary Ave. The total cost of the project is \$475,000. The federal request for the project is \$380,000.

Mr. Larson presented the construction project for Bismarck Parks and Recreation District's Clairmont Trail Connections project. This project entails constructing a new 10' wide asphalt trail connection through Clairmont Family Conservation Park from Golf Drive to Clairmont Road (3,330 LF). The total cost for this project is \$879,531 and \$703,625 is the federal request for the project.

Mr. Larson stated the MPO and the Bike & Ped Subcommittee scored the applications against the goals and objectives of our MPT using the new scoring rubric developed by the MTP Steering Committee. He noted that TAC accepted the Bike & Ped Subcommittee and MPO's ranking but divided the projects into preservation and construction projects. TAC recommended rankings for construction projects; 1) Lincoln Park District/City of Lincoln 66th Street Shared Use Path Safety Improvements, 2) Bismarck Parks and Recreation District's Clairmont Trail Connections project. TAC recommended the rankings for the preservation

projects: 1) Mandan Park District Highway 1806 Pedestrian Trail Improvement project, 2) City of Bismarck US 83/ State Street Multi-Use Trail Rehabilitation.

MOTION: Mr. Schmitz made a motion to accept TAC's recommendation of the FY28 TA projects to be forwarded to NDDOT. Ms. Berglund seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

FY 2030 HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PROJECT

Mr. Larson stated the MPO received three applications for the Urban Grants Program (UGP) as summarized in Exhibit G.

Mr. Larson presented the City of Mandan's construction project; Sunset Drive/27th Street North Intersection project. This project entails constructing a single lane roundabout with pedestrian islands to improve traffic flow, reduce queue lengths and improve safety for all intersection users. The total cost is \$2,670,000 with a federal request of \$2,403,000.

Mr. Larson presented the City of Bismarck's construction project; Rectangular Rapid Flashing Beacons (RRFB) in four Locations. This project entails installing RRFB at four significant pedestrian crossings throughout Bismarck. A crosswalk between Century High School and Gateway Mall, a crossing at Washington Street and Avenue B, a crossing at Riverside Park Rd south of Memorial Bridge and a crossing at Airport Road and Lee Ave. The total cost for the project is \$690,000 and the federal request is \$621,000.

Mr. Larson presented Burleigh County's construction project; Apple Creek Road/66th Street SE Intersection. This project entails constructing a hybrid roundabout to improve safety, reduce conflict points and allow for future street development in the area. The total cost for the project is \$4,533,313 and the federal request is \$4,079,982.

Mr. Larson stated the MPO scored the applications against the goals and objectives of our MTP using the new scoring rubric developed by the MTP Steering Committee. He stated historically the MPO has not prioritized these projects, but this is at the discretion of the TAC and Policy Board. TAC has recommended sending the projects to NDDOT without prioritization.

Ms. Berglund asked if the scores would also be sent to NDDOT and noted that 66th Street and Apple Creek's intersection is a high priority for the City of Lincoln. The City of Lincoln has limited access to and from the City of Bismarck. She stated the traffic on 66th Street is often congested and relieving heavy traffic flow in this area is a top priority.

Mr. Larson said scores are for informational purposes only and will not be sent to NDDOT.

MOTION: Mr. Schmitz made a motion to accept TAC's recommendation of the FY30 HSIP projects to be forwarded to NDDOT, without prioritization. Ms. Berglund seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

FY 2029 URBAN GRANTS PROGRAM (UGP) PROJECTS

Mr. Larson stated the MPO received three applications for the Urban Grants Program (UGP) as summarized in Exhibit G.

Mr. Larson presented Bismarck's preservation project; Washington Street Traffic Signal Modernization. This project entails replacing the entire traffic signal system at Washington Street and Broadway Avenue to enhance safety, improve traffic flow and better

serve all users. The existing signal is past its useful life and there are known pedestrian safety issues (including a pedestrian fatality in June 2025) that will be addressed with pedestrian push buttons and leading intervals. Improve/ modernize the signal system at Washington St and Rosser Ave to reduce north-south congestion and eastbound emergency vehicle delays. Upgrades will include flashing yellow arrow left-turn heads, video detection cameras, pedestrian pushbuttons and replacement of the signal cabinet. The total cost will be \$968,000, of which \$880,000 is federal-aid eligible. The federal request for this project is \$700,000.

Mr. Larson presented Mandan's construction project; Downtown 1st Street and Avenues Reconstruction Phase II (1st St. NW from 2nd Ave NW to 4th Ave NW and 3rd Ave NW from 1st NW to Main Street and 2nd Ave NW to 4th Avenue NW and 3rd Ave NW from 1st St NW to Main St and 2nd Ave NW from 1st St NW to Main St) This project entails full reconstruction on 1st St with concrete due to poor pavement condition and the need to replace the water main which precludes a mill and overlay; also sidewalk and sidewalk ramp improvements to replace existing poor conditions and bring up to ADA compliance; curb bulb outs at 1st St intersections; signage and striping; beautification elements such as benches, bike racks, LED and pedestrian lighting. Sidewalk widths vs roadway widths will be examined during preliminary design. The Phase II project is a stand-alone project, not dependent on Phase I. The total cost will be \$6,238,968, of which \$4,694,176 is federal-aid eligible. The federal request for this project is \$3,755,341.

Mr. Larson presented Bismarck's construction project; Main Avenue Reconstruction – 7th Street to 9th Street. This project entails reconstruction of the Main Avenue roadway and its deteriorated pavement, including pavement, curb and gutter, street and pedestrian lighting, pavement markings, ADA compliant pedestrian facilities and upsized/ modernized storm sewer facilities. The southernmost eastbound driving lane will be converted into a flex lane that will still serve as a driving lane until redevelopment on the south side of Main Avenue leads to conversion into a parking lane. The existing roadway will be narrowed, and wider sidewalks with boulevards will be installed to improve pedestrian safety, snow storage, and redevelopment potential. Access management discussions will be held with property owners during the public input process to discuss consolidation of three corridor driveways. The total cost will be \$3,537,000, of which \$3,215,000 is federal-aid eligible. The federal request for this project is \$2,200,000.

Mr. Larson stated the MPO scored the applications against the goals and objectives of our MTP using the new scoring rubric developed by the MTP Steering Committee. Prioritization is at the discretion of the TAC and Policy Board. TAC has recommended sending the projects to NDDOT without prioritization.

MOTION: Mr. Zachmeier made a motion to accept TAC's recommendation of the FY29 UGP projects to be forwarded to NDDOT, without prioritization. Ms. Berglund seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

NDDOT BIS-MAN MPO 2026 UPWP CONTRACT

Ms. Riepl stated the annual contract between NDDOT and the BMMPO is for the MPO's 2026-2027 Unified Planning Work Program (UPWP) and the MPO's share of the 2026 Consolidated Planning Grant. The contracting parties are shown as NDDOT and the City of Bismarck on behalf of the BMMPO. The 2026 UPWP contract runs from January 1 to December 31st of 2026. The contracted amount is for a maximum of \$799,699.55 CPG funding to fund the federal share of MPO's budget for the 2026 UPWP. The contract will be

brought to the Bismarck City Commission in December for approval. Staff is requesting a recommendation of approval of the 2026 UPWP Contract. Ms. Riepl noted TAC recommended approval at their meeting yesterday.

Mr. Schmitz noted that there would only be one Bismarck City Commission on December 16, 2025.

Ms. Riepl stated she would adjust the BCC date.

MOTION: Mr. Schmitz made a motion to approve the NDDOT Bis-Man MPO 2026 UPWP Contract. Ms. Berglund seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

ATAC ADDENDUM TO MASTER AGREEMENT

Ms. Riepl presented the addendum to the ATAC Master Agreement for automated traffic data collection at five Mandan signalized intersections. This project will begin in January 2026 and conclude in May of 2027. The total of the project will be \$44,793. The BMMPO will provide 80% totaling \$35,834.40 and the City of Mandan will provide the local share of 20% totaling \$8,958.60 for this project. Staff is recommending approval of the ATAC Addendum to the Master Agreement for the Mandan signalized intersection traffic data collection pilot project and TAC has also recommended approval at their meeting.

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

2025 SAFETY POLICY STUDY

Mr. Champa presented on the draft report for the Safety Policy Study. He provided an overview of the Safety Policy Study's eight chapters covering the introduction and background of the study, multimodal transportation safety statistics from 2020-2024, the state of practice, the public engagement process, the methodology of the crash data and development of the high-injury network, high-injury method analysis results and safety strategies, the tool kit for engineering and non-engineering strategies and implementation plan aligned with a regional "Road to Zero" information. Mr. Champa also summarized the appendices, which include historical crash trend summary, state-of-practice resources, public engagement summary, the high-injury network and its methodology and results and the high injury network. He stated the safety strategies toolkit is receiving its final touches and will be available in the next few days. He noted that Steering Committee feedback is being evaluated and the final Steering Committee meeting will be held December 3rd. The final report will be presented to TAC and Policy Board at their December meetings.

2025 ITS RA

Mr. Hasan presented an update on the 2025 ITS Regional Architecture. He stated that the project, which began in February, updates the regional ITS architecture originally developed in 2005 and modified through several prior editions. This edition expands the time frame, geographic scope and adds two new stakeholders, bringing the total to twenty-six stakeholders. The update includes twenty-eight service packages, of which twenty-six are

existing and two are future oriented. The number of future services has decreased from the previous update, and the planned services have been reduced to zero. Some service packages have been consolidated with certain functions addressed under other services or within the statewide architecture. The team also identified several interagency agreements essential to coordinating responsibilities and ensuring effective public service delivery. He stated they have pinpointed several agreements that are crucial for clarifying stakeholder relationships. The update introduces the concept of project-level architecture to improve consistency, clarify project roles, and strengthen future ITS development. He also stated changes in the architecture include identifying service changes in the region, acknowledging agreements and project architecture. Mr. Hasan noted that the report includes recommendations to enhance collaboration and include modern technologies, such as electric vehicle charging infrastructure, in alignment with the MPO's Arrive 2050 MTP goals. Final comments from technical representatives are being addressed, and the final report will be presented to TAC and Policy Board in December.

FARMP (FRINGE AREA ROAD MASTER PLAN)

Mr. Larson stated the first consultant meeting was held on October 27th and the first Steering Committee meeting was on November 13th. He noted they had good participation and discussion at the meetings which will be used for compiling data for their first public engagement event in early December. He also noted they will be finalizing mapping tools that will be used to collect information from the Steering Committee, jurisdictions and the public.

ADMINISTRATIVE MODIFICATIONS

Mr. Larson stated the MPO must make changes to the UPWP, MTP and the TIP on a regular basis. The Public Participation Plan (PPP) lays out a specific process for handling these changes. If changes made are substantial and meet the thresholds provided in the PPP, these changes are processed as amendments which must be advertised and presented to TAC and Policy Board. If the changes are minor and fall below the amendment threshold, they can be processed administratively. The MPO is looking to provide official notice of administrative modifications in the meeting agendas and packets but no longer include them as a presentation at the meetings. He noted the board members may question or comment on the modifications at the meetings. The PPP would not need to be changed if we are providing notification to TAC and Policy Board members.

***SECRETARY'S NOTE:** The Policy Board members tacitly agreed to move forward with the MPO's request to list the administrative modifications on the agenda as an informational item and include them in the packet without a formal presentation by staff. This will now be the process of advising the Policy Board members of administrative modifications in future meetings.*

2026 MEETING CALENDAR

Ms. Walters presented on Exhibit R, the 2026 calendar of TAC and Policy Board meetings. TAC will meet on Tuesday in January and February, to avoid conflicts with holidays. TAC and Policy Board will be moving to the Tom Baker Room in Bismarck, January through June and will return to Mandan next July.

GOVERNMENT PARTNERS PROGRAM (GPP) MEMBERSHIP RENEWAL UPDATE

Ms. Riepl stated the Big Sky Passenger Rail Authority (BSPRA) membership is designed to assist communities along adjacent passenger rail service routes with planning activities for rail service to the area. The BSPRA government partner program has a membership term of one year. This membership does not automatically renew. The memorandum of agreement for the GPP membership between the MPO and five paying, participating jurisdictions was signed in December 2024. The jurisdictions were given the option to consider renewal again this year. The annual membership fee for 2026 is \$6,000 and this amount is included in the MPO's 2026 UPWP work program and budget. She noted that if any jurisdiction needs prior approval for the membership, this would be the time for the principal representative of the jurisdiction to obtain approvals prior to the end of the year. The MPO will verify participating jurisdictions to develop the MOA for 2026. The final MOA will be presented to TAC and Policy Board in December.

OTHER BUSINESS

ADJOURNMENT

There being no further business, Chair Froelich adjourned at 2:12 p.m. The next scheduled meeting will take place on December 16, 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