

BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD MEETING
JUNE 16, 2026

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Policy Board met June 16, 2026, at 1:30 p.m. in the Tom Baker Meeting Room, City/County Building, 221 N 5th St, Bismarck, ND. Chair Schmitz presided.

Members present or participating via Zoom included Mike Schmitz, James Froelich, Keli Berglund and Paul Tokach. The absent member was Steve Bakken.

Others present or attending via Zoom included Kim Riepl, Stephen Larson, Tracy Walters and Paulette Jacobsen of the Bismarck-Mandan MPO; Deidre Hughes, Bis-Man Transit; Will Hutchings, NDDOT; and Joel Mann, Bolton & Menk.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

Chair Schmitz called the June 16, 2026, 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.

CONSENT AGENDA

Chair Schmitz called for a motion to approve the items on the Consent Agenda.

MOTION: Mr. Froelich made a motion to approve the items on the Consent Agenda. Mr. Tokach seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Tokach and Chair Schmitz voting in favor, the motion was approved.

DRAFT 2027-2028 UNIFIED PLANNING WORK PROGRAM (UPWP)

Ms. Riepl stated the UPWP is a two-year program and budget for the Bismarck-Mandan MPO. She provided an overview of the draft 2027-2028 Unified Planning Work Program (UPWP) and the changes that were made to the document.

- Introduction and Bismarck-Mandan Metropolitan Planning Organization (MPO) area map
- MPO Board membership tables for TAC and Policy Board
- MPO's meeting dates for 2027 and 2028; Previous Accomplishments (2025-2026)
- Source of UPWP funds including a Bismarck-Mandan MPO Revenue table for 2027 and 2028
- Safe and Accessible Transportation Options, which includes Complete Streets funding for 2027 and 2028
- MPO's Eligible Expenses and UPWP Amendment Guidance

- Federal planning factors, MTP performance goals, UPWP projects which included a table addressing MTP goals addressed by program area 200 activities planned for years 2027-2028
- Timeline for Metropolitan Transportation Plan update

Ms. Riepl noted that a change in the 2027-2028 UPWP included several items that were moved to an Appendix section.

Ms. Riepl stated that the 2027-2028 UPWP consists of three task categories; Task 100, Task 200 and Task 300 and she provided an overview of each task category:

- Task 100: Administration Task. Administrative tasks are outlined by the MPO's bylaws. Task 100 includes a table that provides a timeline for the BMMPO's required work products including the Transportation Improvement Program (TIP), the UPWP and the Metropolitan Transportation Plan (MTP) development for 2027 and 2028.
- Task 200: Professional Services/ Vendors/ Consultants. Task 200 provides an outline for BMMPO's studies and work program and includes a table for 2027 and 2028 Task 200 projects, descriptions and schedule. The table breaks down total project costs, budget allocation, target start or contract date and completion date for each study.

Ms. Riepl gave an overview of the studies, costs, budget allocation and projected start and completion dates in the 2027-2028 UPWP tables.

Mr. Tokach asked why the total of staff wages and benefits was reduced in 2028 table and noted that usually this number rises from year to year. He also noted that professional services amount was reduced in 2028 but said he could understand that possible item reduction.

Ms. Riepl stated the 2028 reduction in salary and benefits is because she is anticipating a staff vacancy, as she is planning her retirement. She intentionally built that into Task 200 for salaries and benefits, so that the MPO will not be held to a higher level of federal spending.

- Task 300: Capital, Operational and Travel Expenses. Task 300 provides for the operational expenses and capital investments necessary to carry out the transportation planning process. Task 300 is divided into four categories which include rental space, lodging and associated travel expense, office operations and office supplies and subscriptions.

Ms. Riepl stated TAC had two recommendations for changes to the draft 2027-2028 UPWP at their meeting yesterday. The first change was to the Traffic Data Analysis start date, which was changed from July 2026 to September 2026. The second change was to reformat the funding tables so that each table is on a separate page. Ms. Riepl noted that both of these changes have been made to the draft 2027-2028 UPWP. She asked that any reviewing parties for the draft 2027-2028 UPWP to please provide their comments to her by July 7th. TAC has recommended approval of the draft 2027-2028 UPWP and staff is seeking a motion to approve contingent upon a 30-day comment period. A final document of the 2027-2028 UPWP will be brought back to TAC and Policy Board for adoption once all comments have been addressed.

MOTION: Mr. Tokach made a motion to approve the draft 2027-2028 Unified Planning Work Program (UPWP) contingent on the 30-day comment period. Ms. Berglund seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Tokach and Chair Schmitz voting in favor, the motion was approved.

PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) & TARGETS

Ms. Jacobsen stated the Federal Transit Administration (FTA) requires public transportation operators to develop the Public Transportation Agency Safety Plan (PTASP) & Targets. The Transit Board adopts these targets and PTASP on an annual basis. Targets may be

set by a state department of transportation and adopted by local transit providers or the provider may set their own safety targets separately. Bis-Man Transit set its own Safety Targets for 2026-2027 and adopted them in May 2026. FTA asks that the MPO support Bis-Man Transit's PTASP and safety targets. She noted that TAC recommended approval of the PTASP & Targets at their meeting and added that staff is seeking a motion to adopt the Resolution of Support for the PTASP & Targets.

MOTION: Mr. Tokach made a motion to adopt the Resolution of Support for the Public Transportation Agency Safety Plan (PTASP) & Targets. Ms. Berglund seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Tokach and Chair Schmitz voting in favor, the motion was approved.

SFY 2027 BIS-MAN TRANSIT MID-YEAR 5339 GRANT APPLICATION

Ms. Jacobsen stated the NDDOT has solicited a mid-year grant opportunity for the SFY 2027, Section 5339 grant program, which is a bus and bus facilities program. Bis-Man Transit is requesting approval to submit their grant application for the mid-year grant opportunity. Bis-Man Transit is applying for two cutaway buses and if they are awarded, the federal share would be \$305,592 and Bis-Man Transit will provide the local share of \$53,928. The 5339-grant application was presented and approved at the June 9, 2026, Bismarck City Commission meeting. She noted that staff is seeking a recommendation for approval to submit the 5339 mid-year grant application. She noted that TAC recommended approval of the SFY 2027 Bis-Man Transit mid-year 5339 grant application at their meeting and added that staff is seeking a motion of approval from the Policy Board.

MOTION: Ms. Berglund made a motion to approve the SFY 2027 Bis-Man Transit Mid-Year 5339 Grant Application. Mr. Tokach seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Tokach and Chair Schmitz voting in favor, the motion was approved.

BISMARCK-MANDAN MPO SELF-CERTIFICATION

Ms. Walters stated the Bismarck-Mandan MPO's self-certification is required by United States code. The MPO's must certify their planning processes are being carried out in accordance with federal law, and that the MTP and TIP that the MPO develops are consistent with federal law. The self-certification must be updated at least every four years, but the MPO updates it annually as part of the TIP development. The self-certification declares MPO compliance with current highway bill legislation, specifically in ten different areas including MPO operations and functions, air quality control standards, Title VI, the Civil Rights Act, the Disadvantaged Business Enterprise and five areas of non-discrimination. She noted that TAC recommended approval of the Bismarck-Mandan MPO Self-Certification at their meeting and added that staff is seeking a motion of approval from the Policy Board.

MOTION: Mr. Tokach made a motion to approve the Bismarck-Mandan MPO Self-Certification. Mr. Froelich seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Tokach and Chair Schmitz voting in favor, the motion was approved.

2026 PASSENGER RAIL STATION SITING STUDY CONSULTANT SELECTION

Ms. Riepl stated the interview for the Bismarck-Mandan MPO Passenger Rail Station Siting study was held Tuesday, June 9, 2026. The selection team included representatives from the City of Bismarck, City of Lincoln, City of Mandan, Burleigh County and Morton County. KLJ Engineering LLC (KLJ) was interviewed as the prime contractor, along with David Evans and Associates, INC. and Übl Design Group, P.C. as sub-consultants for the study. She noted that the MPO received authorization on May 19th by NDDOT to interview a sole respondent. The selection committee's scoring indicates that they support the firms in their proposal and interview presentation. The MPO staff recommends KLJ, David Evans and Associates, INC. and Übl Design Group, P.C. to further negotiate and execute a contract. She noted that TAC recommended approval of the 2026 Passenger Rail Station Siting study consultant selection and contract negotiation and execution at their meeting and added that staff is seeking a motion of approval from the Policy Board.

MOTION: Ms. Berglund made a motion to approve the 2026 Passenger Rail Station Siting Study consultant selection along with the contract negotiation and execution by MPO staff. Mr. Froelich seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Tokach and Chair Schmitz voting in favor, the motion was approved.

Ms. Riepl added that the QBS letter is a letter certifying that the MPO has completed the qualification-based selection process outlined by NDDOT. The QBS letter will be signed by the Policy Board Chair and submitted to NDDOT but does not require formal approval.

NDDOT 2026-2027 UNIFIED PLANNING WORK PROGRAM (UPWP) CONTRACT AMENDMENT

Ms. Riepl stated the amendment to the NDDOT 2026-2027 Unified Planning Work Program (UPWP) Contract is needed to reconcile the MPO's 2026-2027 UPWP funding budget with the additional allocation of \$1,031.93 from FTA's apportionment of section 5303 funds for the 2026 year. She noted this is a standard contract amendment and that TAC and Policy Board approved this change to the UPWP at their May 2026 meetings. Ms. Riepl stated TAC recommended approval of the NDDOT 2026-2027 UPWP Contract and added that staff is seeking a motion of approval from the Policy Board.

Mr. Tokach asked Ms. Riepl to define subrecipient.

Ms. Riepl replied in this case, the actual contract is between NDDOT and the City of Bismarck. She stated the City of Bismarck is the host agency for the MPO and due to the financial arrangement between the MPO and City of Bismarck, the MPO is the subrecipient and that is why the President of the City Commissioners Board's signature is required for the 2026-2027 UPWP Contract.

MOTION: Mr. Froelich made a motion to approve the NDDOT 2026-2027 Unified Planning Work Program (UPWP) Contract Amendment. Ms. Berglund seconded the motion and with Mr. Froelich, Ms. Berglund, Mr. Tokach and Chair Schmitz voting in favor, the motion was approved.

2026 FRINGE AREA ROAD MASTER PLAN (FARMP) UPDATE

Mr. Mann stated the Fringe Area Road Master Plan (FARMP) study drafts will be reviewed by the Steering Committee in late June to early July and ready for public review by the

end of July to early August. Presentations to member jurisdictions will occur in August and TAC and Policy Board adoption meetings are anticipated for September 2026. He noted the refinement of the Fringe Area Road Master Plan (FARMP) concept has recognized major regional routes will be subject to separate standards and expectations. NDDOT corridors that have been identified will be reviewed by the MPO to consider whether regional functions might be precluded by development action. The MPO, TAC and Policy Board would review these types of scenarios and make a recommendation back to the member jurisdiction.

Mr. Mann stated each of the six hot spot locations being addressed have potential design and management strategies. He noted that receiving feedback from staff, TAC, Policy Board and Stakeholders is important to determine new areas that need to be addressed. Mr. Mann provided an example targeting the topographical issues for the proposed on 57th Avenue Extension, and potential for a new northern bridge over the Missouri River. He added that the plan is considering multiple alternatives routes and locations to address factors that are currently unknown. By laying out different options, they can weigh the pros and cons of each one to determine the best route while addressing cost and the functionality of connecting roads.

Mr. Mann stated public review for upcoming study drafts will include report documents to provide detail on processes and overall recommendations. Future FARMP updates will include feedback from public comments and provide ways that detailed parts of the FARMP plan are developing. He noted that the anticipated adoption meetings for TAC and Policy Board will potentially take place in September 2026.

Ms. Berglund stated that she appreciates the City of Lincoln's future City Center being recognized as part of that regional destination. She noted that this will benefit Lincoln's long-term case for economic development and transportation investment.

OTHER BUSINESS

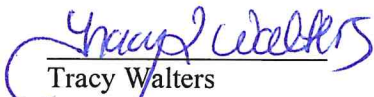
Ms. Riepl stated that the next Policy Board meeting will be held on July 21, 2026, at the Mandan City Hall in the Ed "Bosh" Froehlich Meeting Room, 205 2nd Ave NW, Mandan ND.

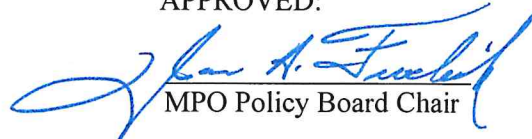
Mr. Larson stated that the proposal period for the Curb Management Study has closed. He added that the MPO received three compliant proposals from KLJ, SRF and Walker Consulting. Consultant interviews are anticipated to take place in July and consultant approval will be brought back to TAC and Policy Board at the July meetings.

ADJOURNMENT

There being no further business, Chair Schmitz adjourned the meeting at 2:09 p.m. The next scheduled meeting will take place July 21, 2026, at 1:30 p.m. in the Ed "Bosh" Froehlich Meeting Room, City Hall, 205 2nd Ave NW, Mandan, ND.

Respectfully submitted,


Tracy Walters
Recording Secretary

APPROVED:

MPO Policy Board Chair