



Central Dakota MPO Policy Board Meeting
Thursday, October 23, 2025, at 4:30 PM
City Council Chambers, City Hall (10 3rd Ave SW)

Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. ROLL CALL
2. APPROVAL OF MINUTES
 - 2.1. REVIEW AND APPROVAL OF MINUTES

Suggested Motion: I move to approve the September 25, 2025 minutes as presented.

3. PUBLIC HEARING - 2050 METROPOLITAN TRANSPORTATION PLAN
 - 3.1. PRESENTATION BY JOEL MANN, BOLTON & MENK, INC.
 - 3.2. PUBLIC HEARING
4. NEW BUSINESS
 - 4.1. MONTHLY ACTIVITIES

This item is informational only; no action required.

- 4.2. 2026 SAFETY PERFORMANCE MEASURES (PM1) TARGETS RESOLUTION

Technical Advisory Committee recommends Policy Board approve Resolution 2025-4 surrounding the 2026 Safety Performance Measures as presented.

Suggested Motion: I move to approve Resolution 2025-4 surrounding the 2026 Safety Performance Measures as presented.

- 4.3. FINANCE DOCUMENTS

Suggested Motion: I move to approve the Financial Statements as presented.

- 5. OTHER BUSINESS
 - 5.1. OPPORTUNITY FOR PUBLIC COMMENT
 - 5.2. OTHER BUSINESS, IF ANY
- 6. ADJOURNMENT

Central Dakota Metropolitan Planning Organization

Meeting Minutes

Thursday, September 25, 2025, at 4:30 PM
3rd Floor Executive Conference Room, City Hall (10 3rd Ave SW)



Mike Thiesen called the meeting to order at 4:32 PM

1. ROLL CALL

The following were present:

Burlington City- Jerick Hedges
Minot City- Lisa Olsen, Tom Joyce, Paul Pitner
Surrey City- Mike Thiesen
Ward County- Jim Rostad, John Fjeldahl

Members Absent: Mark Jantzer

Others Present: Brittany Shefstad, Hannah Hornberger, Wayne Zacher

2. APPROVAL OF MINUTES

2.1 REVIEW AND APPROVAL OF THE AUGUST 28, 2025 MINUTES

Jim Rostad moved to approve the minutes of the August 28, 2025 meeting as presented. The motion was seconded by Paul Pitner, and carried the following vote: ayes: Fjeldahl, Hedges, Rostad, Olsen, Joyce, Thiesen, Pitner; nays: none

3. OLD BUSINESS

3.1 UPDATED MONTHLY ACTIVITIES

John Van Dyke reviewed the monthly tasks. He informed the board he met with Senator Kramer's legislative staff to generate a formal comment for the federal effort to establish a new surface transportation bill. Some of the comments submitted by CDMPO included adjusting the amount of funds that are currently allocated for discretionary grants toward formula funding, which is more predictable for smaller states and MPOs. Discretionary grants take an immense amount of time and talent in a relatively short timeframe, often not readily available in smaller populations versus their larger population counterparts.

The TDP Steering Committee met for the first time this month and the Metropolitan Transportation Plan Phase 3 Public Engagement period has started, running from September 26, 2025 through October 27, 2025. The October Policy Board meeting will be held in Minot City Council chambers to accommodate the





public hearing. Membership jurisdiction presentations will be happening over the next month. We are heading into the final steps for the MTP.

3.2 2026-2027 UNIFIED PLANNING WORK PROGRAM

John Van Dyke informed the board a planning self-certification statement is required by oversight periodically and will be submitted with the UPWP to satisfy this requirement. The changes to the UPWP being brought forward address comments from oversight, such as updating names, adding clarification to summaries, minor word changes and aggregating federal funds combining ND PL and FTA to be under one grouping.

Paul Pitner moved to approve the 2026-2027 Unified Planning Work Program as presented and authorize the Policy Board Chair to sign the Transportation Planning Process Self Certification Statement. The motion was seconded by Lisa Olsen and carried the following vote; ayes: Fjeldahl, Hedges, Rostad, Olsen, Joyce, Thiesen, Pitner; nays: none.

4. NEW BUSINESS

4.1 FINANCE DOCUMENTS

Vice Chair Thiesen questioned how much longer we will be paying Bolton & Menk. John Van Dyke informed him that the contract goes through the end of the year. Brittany Shefstad informed the board that there is roughly \$80,000 left in their contract. John Fjeldahl asked about the attorney fees. John Van Dyke said that those fees are mainly for finishing the form contract.

Jim Rostad moved to approve the Financial Statements as presented. The motion was seconded by John Fjeldahl, and carried the following vote; ayes: Fjeldahl, Hedges, Rostad, Olsen, Joyce, Thiesen, Pitner; nays: none.

5. OTHER BUSINESS

5.1 OPPORTUNITY FOR PUBLIC COMMENT

No public present.

6. ADJOURNMENT

There being no further business, Lisa Olsen moved to adjourn the meeting. The meeting adjourned 4:56 PM.





October 23, 2025

METROPOLITAN TRANSPORTATION PLAN PROJECT OVERVIEW

Central Dakota MPO Policy Board
Plan Summary Presentation



ABOUT THE PROJECT

- **Long-range regional transportation plan** to meet federal transportation planning and funding requirements
- **Regional approach:** Ward County and Cities of Minot, Burlington, and Surrey
- **Understand impact** of future planned growth and transportation needs
- Develop a '**fiscally constrained**' **transportation project list**
- **Community-centered**, innovative engagement approach



ABOUT THE PROJECT

Key transportation plan elements:

- Hot spot/key corridor analysis
- Safety analysis
- Bicycle and pedestrian planning
- Transit development plan
- Access management guidance
- Traffic calming support
- Travel demand modeling
- Funding assessment and project prioritization



KEY TASKS



2050 Metropolitan Transportation Plan

COMMUNITY ENGAGEMENT



PUBLIC ENGAGEMENT PLAN



PHASE 1 ENGAGEMENT TAKEAWAYS

What did we hear?

- Consensus on **safety** as a priority regional transportation goal
- A need to plan for expanded **accessibility** and **alternative modes** of transportation
- Continue to provide and make improvements to maintain a **reliable** and **efficient** transportation system consistent with community growth
- Importance of transportation investment on the region's **economy**
- **Maintain existing infrastructure** in good condition and provide ongoing maintenance of transportation facilities

Key Federal Transportation Planning Factors



Supporting
Economic Vitality



Increase Safety
& Security



Protecting the
Environment



Promoting Efficient
Management & Operation



Enhancing
Connectivity



Emphasizing Asset
Preservation



Improving Resiliency & Reliability
of the Transportation System

PHASE 2 ENGAGEMENT

FUNDING SPLIT PREFERENCES

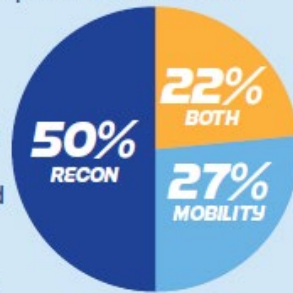
Participants were asked to indicate their preferred funding split between reconstruction and mobility projects using a slider bar to show a preference between one investment category or the other. The average of all responses showed a desire for investment in both project types at about the same rate.

50%

50%

FUNDING PRIORITIES EVENLY SPLIT
BETWEEN RECONSTRUCTION & MOBILITY

In a separate question that asked directly how much funding people would like to see directed to between reconstruction and mobility projects, about 50% of participants indicated a desire for more funding to be directed to reconstruction projects, 27% indicated a desire for more funding to be directed to mobility projects, with 22% indicating a desire for an even split.



157 SURVEY RESPONSES

SURVEY RESPONDENTS WERE ASKED TO IDENTIFY THE MOST IMPACTFUL TRANSPORTATION PROJECTS BY INVESTMENT CATEGORY.

TOP 5 MOBILITY PROJECTS

1. SOUTH BROADWAY/US INTERCHANGE
2. 30TH AVE. NW
3. 20TH AVE. NW
4. 19TH AVE. NW
5. 66TH AVE/62 ST SW

TOP 5 RECON PROJECTS

1. NORTH BROADWAY
2. SOUTH BROADWAY AND ADJOINING MINOR ARTERIALS
3. SOUTH BROADWAY
4. BURDICK EXPRESSWAY
5. 16TH ST. NW

TOP 5 MULTIMODAL PROJECTS

1. 20TH AVE. NW
2. 8TH NW/6TH ST NW/6TH ST SW
3. 16TH AVE. SW/SE
4. 3RD ST NW/3RD ST SE/2ND ST SE
5. 46TH AVE NW/CR 10

THEMES FROM OPEN ENDED RESPONSES

ANSWERED 62 TIMES



BYPASS PROJECTS



PEDESTRIAN INFRASTRUCTURE



SAFETY CONCERNS



BROADWAY CORRIDOR



INTERSECTION IMPROVEMENTS



21ST AVENUE NW

PHASE 3 PUBLIC REVIEW AND APPROVAL PROCESS

- 30-day review period from September 26th – October 27th
- Public meeting on October 23rd, 2025 in coordination with the Policy Board meeting
- **Agency meeting presentations**
 - City of Burlington: Monday, October 6th
 - City of Surrey: Monday, October 6th
 - City of Minot: Monday, October 20th
 - Ward County: Tuesday, October 7th
 - NDDOT: Monday, October 20th

30-day Public Comment Period *September-October*

- Public meeting at Policy Board meeting October 23rd
- Agency meeting presentations
- Website update
- Comment form

TAC Considers Public Comment *November*

- Meeting moved to November 18th
- TAC considers public comments for incorporation into plan
- Regulatory decision on additional 15-day public comment period

2050 Metropolitan Transportation Plan

CHAPTER 1.

EXISTING

CONDITIONS



EXISTING PLANS AND POLICIES

2040 Minot Comprehensive Plan (2023)
Minot Land Development Ordinance (2021, 2023)
Minot Broadway Corridor Study (2021)
2035 Minot Long Range Transportation Plan (2015)
Minot Comprehensive (Transit) System Analysis (2013)
Ward County Future Forward Transportation Plan (2019)
Ward County Comprehensive Plan (2019)
Ward County SW and SE Connector Corridor Study (2022)
NDDOT State Freight & Rail Plan (2023)
North Dakota Vision Zero Plan (2024)



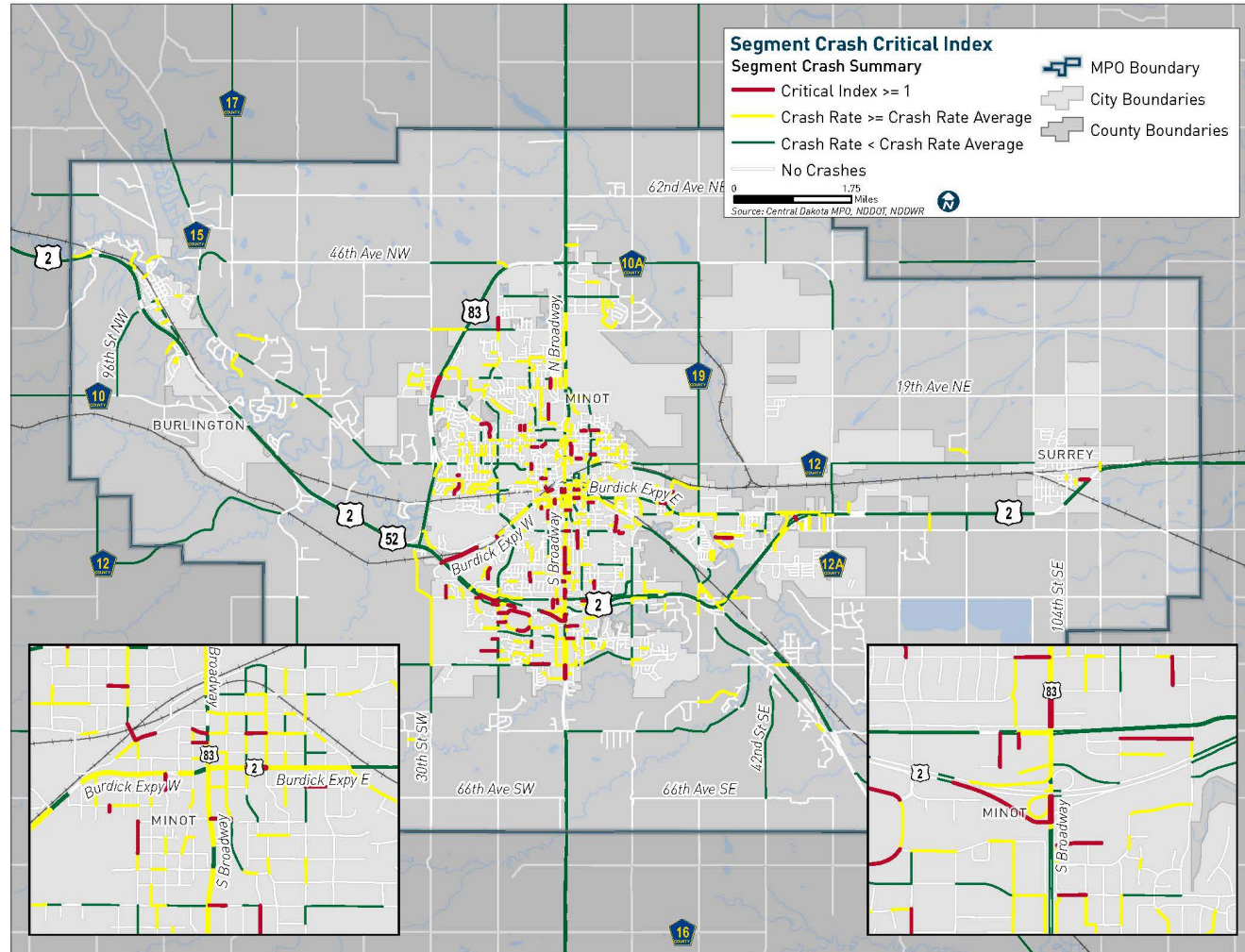
EXISTING PLANS AND POLICIES

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Minot Broadway Corridor Study (2021)
2035 Minot Long Range Transportation Plan (2015)
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**Broadway corridor
represents the City's
highest priorities**

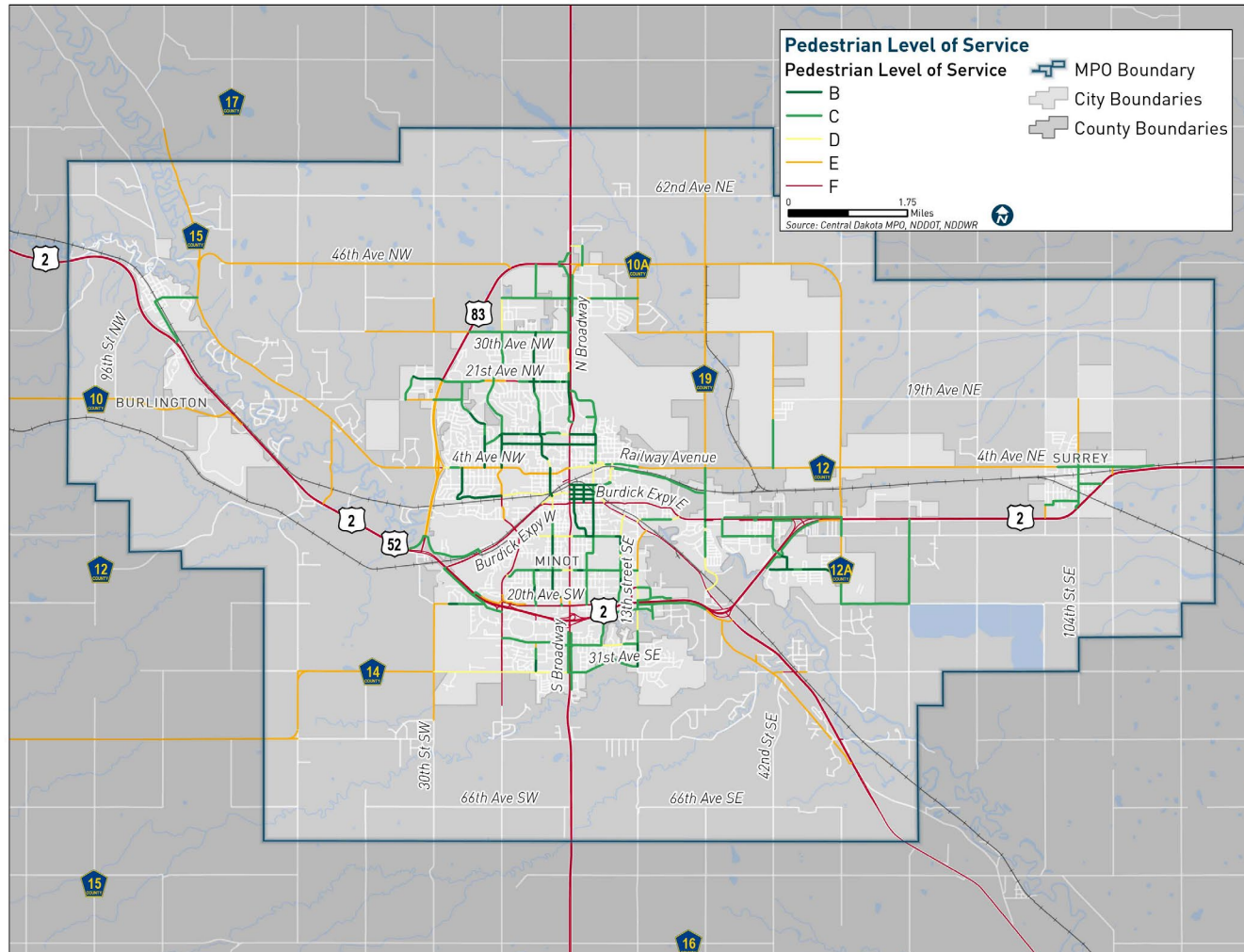


SAFETY REVIEW



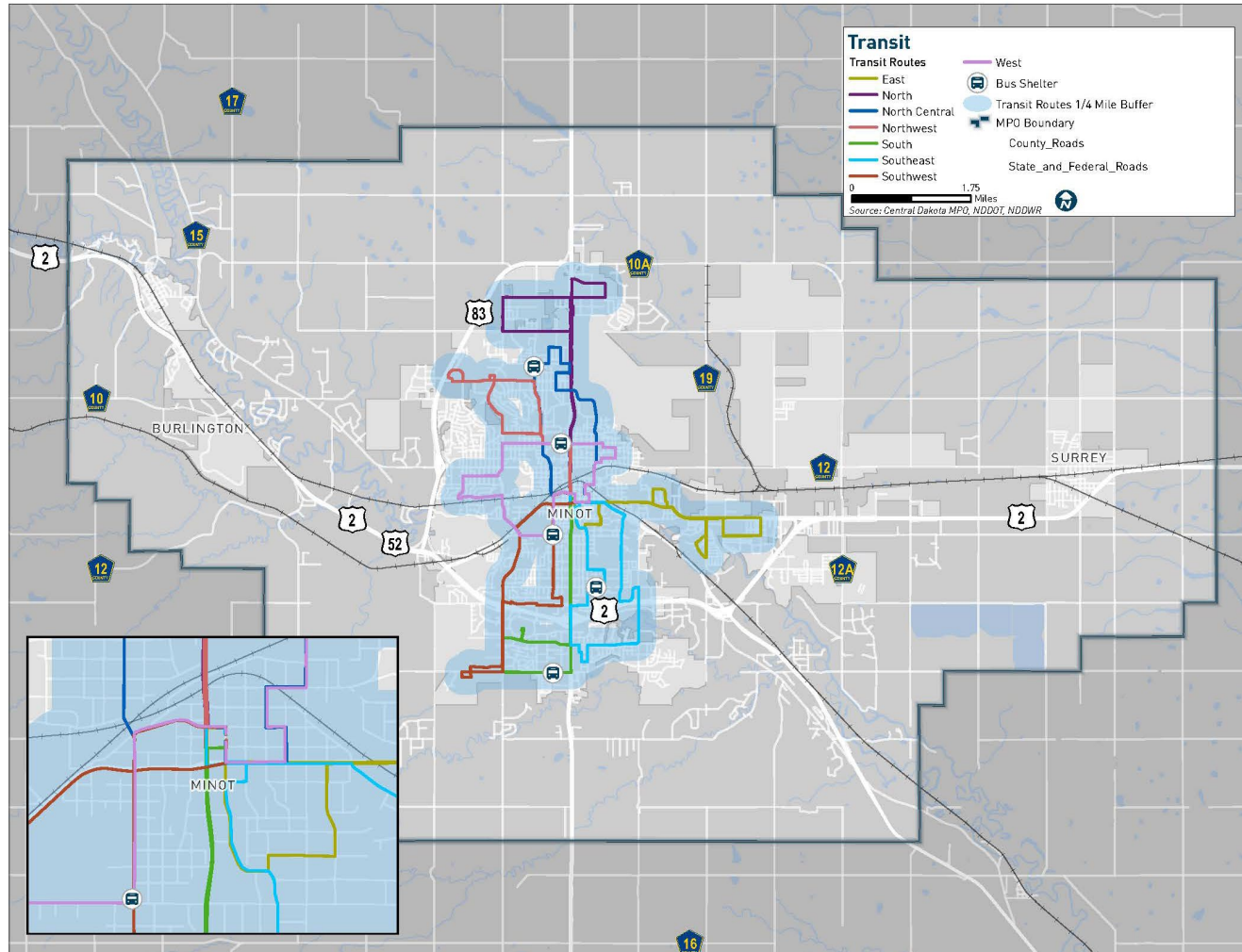
- Data from 2019 to 2023.
- Crash rate is compared to the average crash rate for the state of ND for similar intersections.
- Red labels indicate a statistically significant crash trend.

MULTIMODAL CONDITIONS



- Overall, the system is very well connected in the Areas with the Highest Population Densities.
- Less Connectivity in the Rural Transitional Areas.
- Major Challenges are Along Major Job Corridors.

TRANSIT SERVICE



What was evaluated:

- Proximity to Any Route
- Proximity to Multiple Routes
- Frequency of Routes

Well Connected to Transit

- Highest Population and Employment Areas

Further ideas developed in ongoing transit development plan

2050 Metropolitan Transportation Plan

CHAPTER 2. **GOALS, OBJECTIVES,** **AND POLICIES**



GOALS, OBJECTIVES, AND POLICIES

- Crafted based on engagement and federal guidance
- Help to:
 - Prioritize projects in MTP
 - Help support discretionary grant applications
 - Support more than just local jurisdiction transportation projects

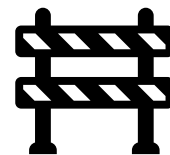
Safety



Economic
Development and
Investment



Infrastructure
Condition and
Operations



Mobility and
Accessibility



GOALS

- Goal 1: Safety – Achieve a safe and secure transportation system that protects all users and enhances community well-being.
- Goal 2: Economic Development and Investment – Develop a transportation system that drives economic growth, connects people to jobs and businesses, and support regional prosperity.
- Goal 3: Infrastructure Condition and Operations – Maintain and invest in a transportation infrastructure network that supports reliable travel aligning with local and regional activity.
- Goal 4: Mobility and Accessibility – Expand opportunities for all users to ease movement within the MPO and enhance connectivity from point A to point B.

2050 Metropolitan Transportation Plan

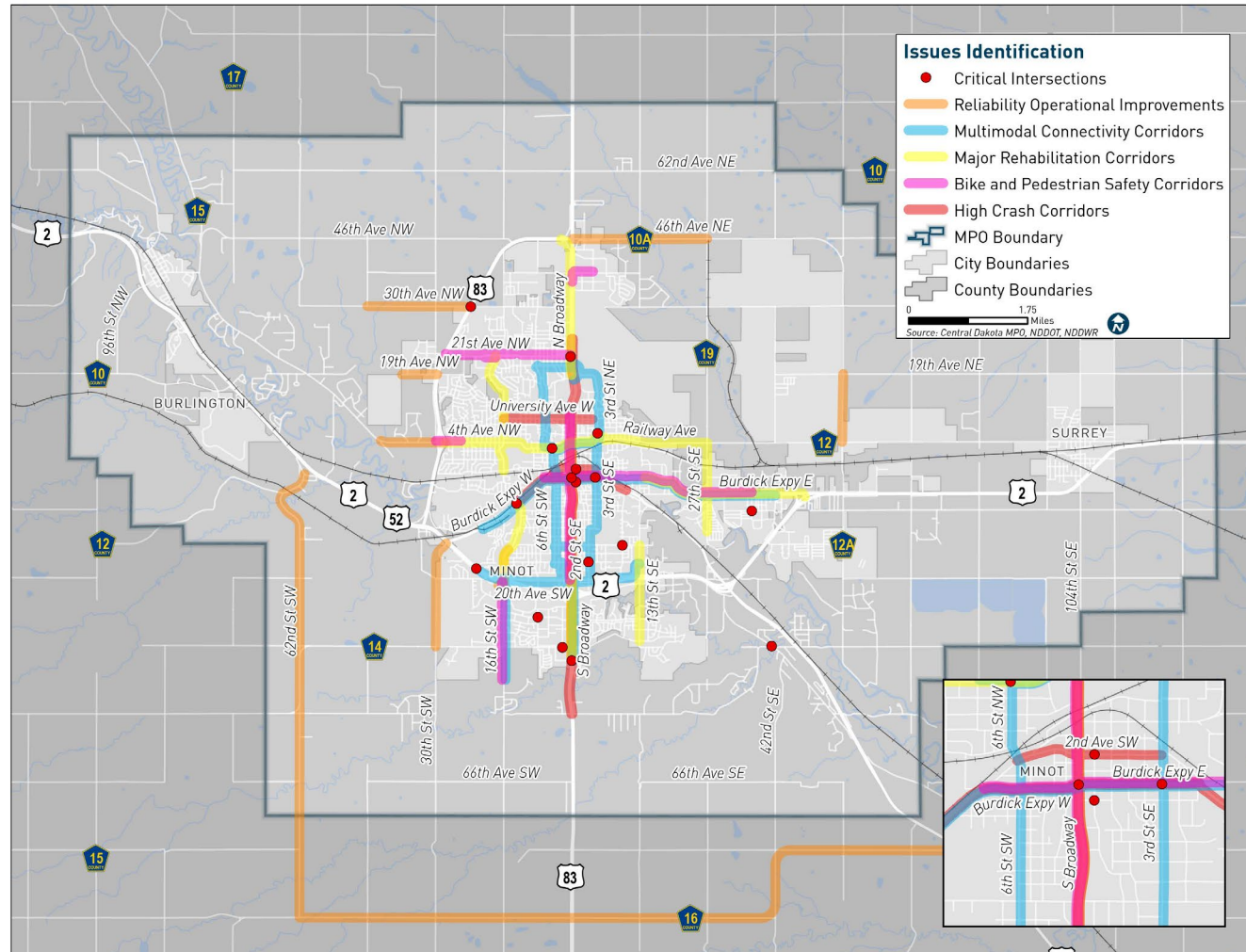
CHAPTER 3.

ISSUES

IDENTIFICATION



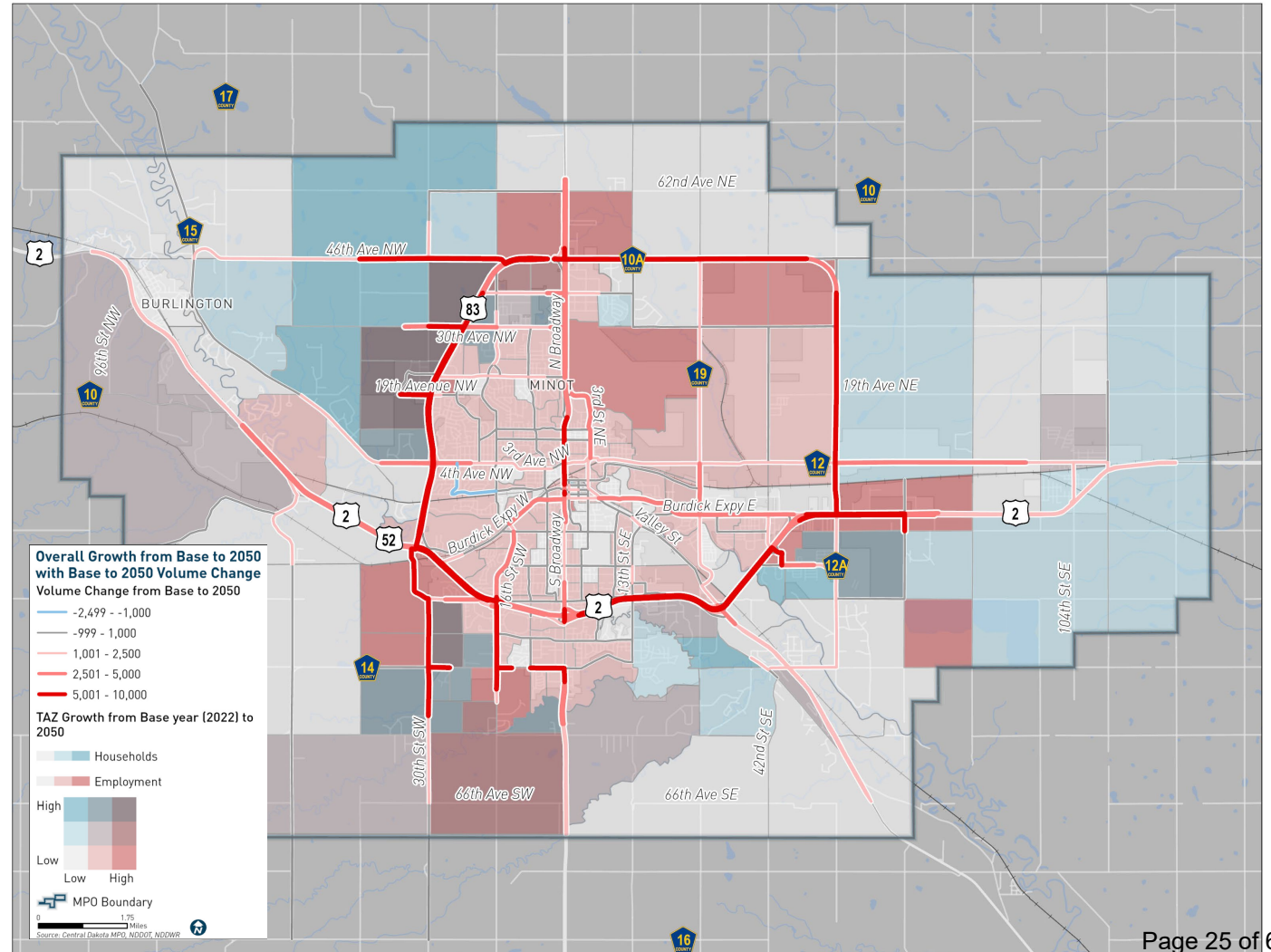
ISSUES IDENTIFICATION



- Based on Existing Conditions:
 - Crash Data (Vehicles, Pedestrians, Bikes)
 - Poor Pavement Quality
 - Bike and Pedestrian Routes/Current Connectivity
- Previous Studies
- Local Input
- Expected Areas of Growth

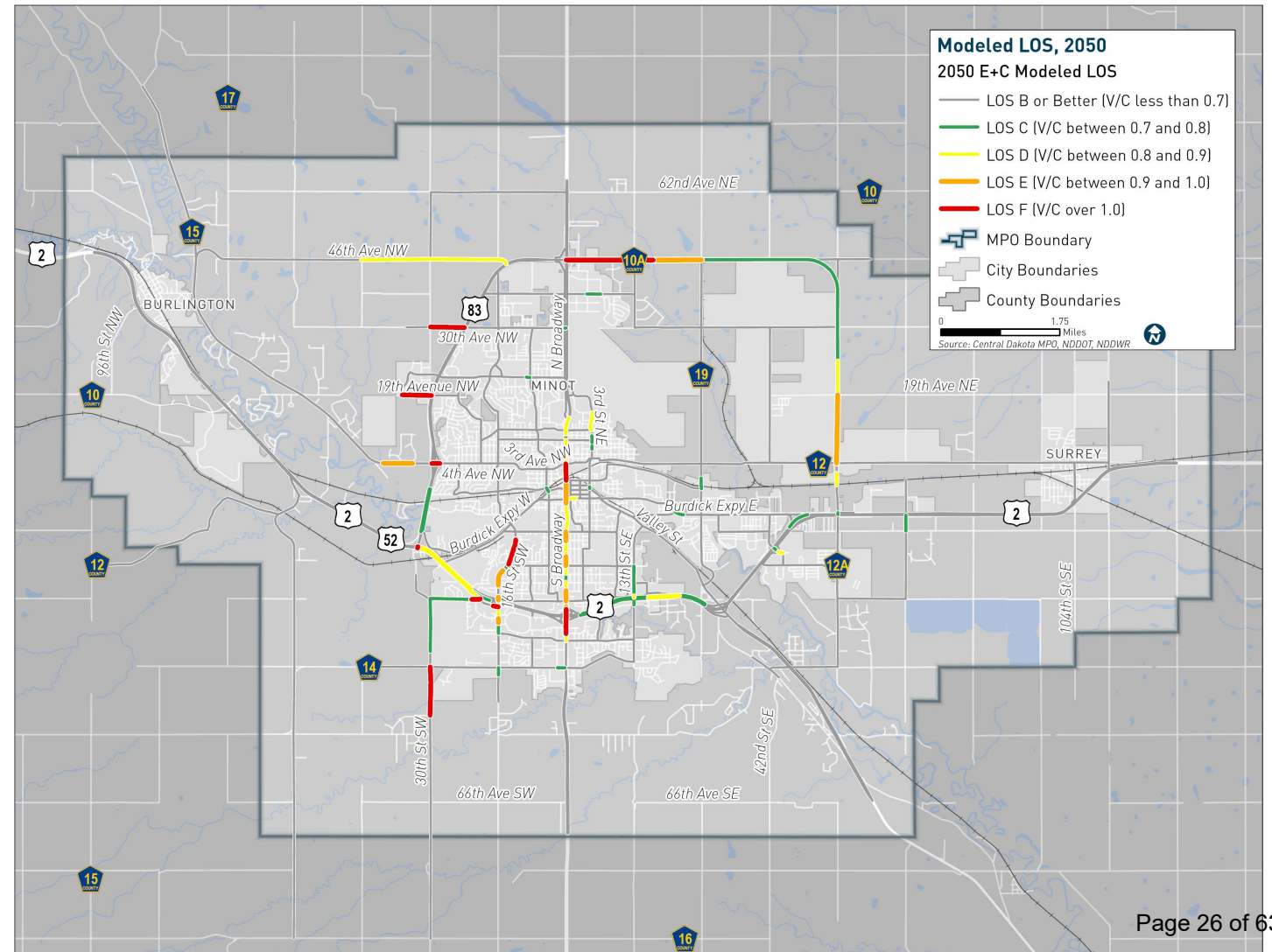
TRACKING THE REGION'S GROWTH

- Major employment growth within the central region
- Mix of household and employment growth in the south
- Household growth occurring in and around Surrey and the NW region
- Significant volume change on the region's roadways



WHERE THE GAPS ARE

- 2050 volume to capacity outputs
- Level of service issues emerge consistent with planned growth areas
- Broadway expected to experience declining levels of service



2050 Metropolitan Transportation Plan

CHAPTER 4. **FISCALLY** **CONSTRAINED PLAN**



PROJECT CANDIDATES

- Identifies over **90 capital projects**
- **Nearly \$500 million** of cost
- Represents variety of **project types**
- Addresses **multiple transportation needs**
- Includes projects from **previous studies and plans**
- Reflects agency partner priorities, including City's
- Incorporates **public feedback** on investment type

Project type categories

Reconstruction Projects



Mobility Projects



Multimodal Projects



New Street and Road Connections



Rehabilitation Projects



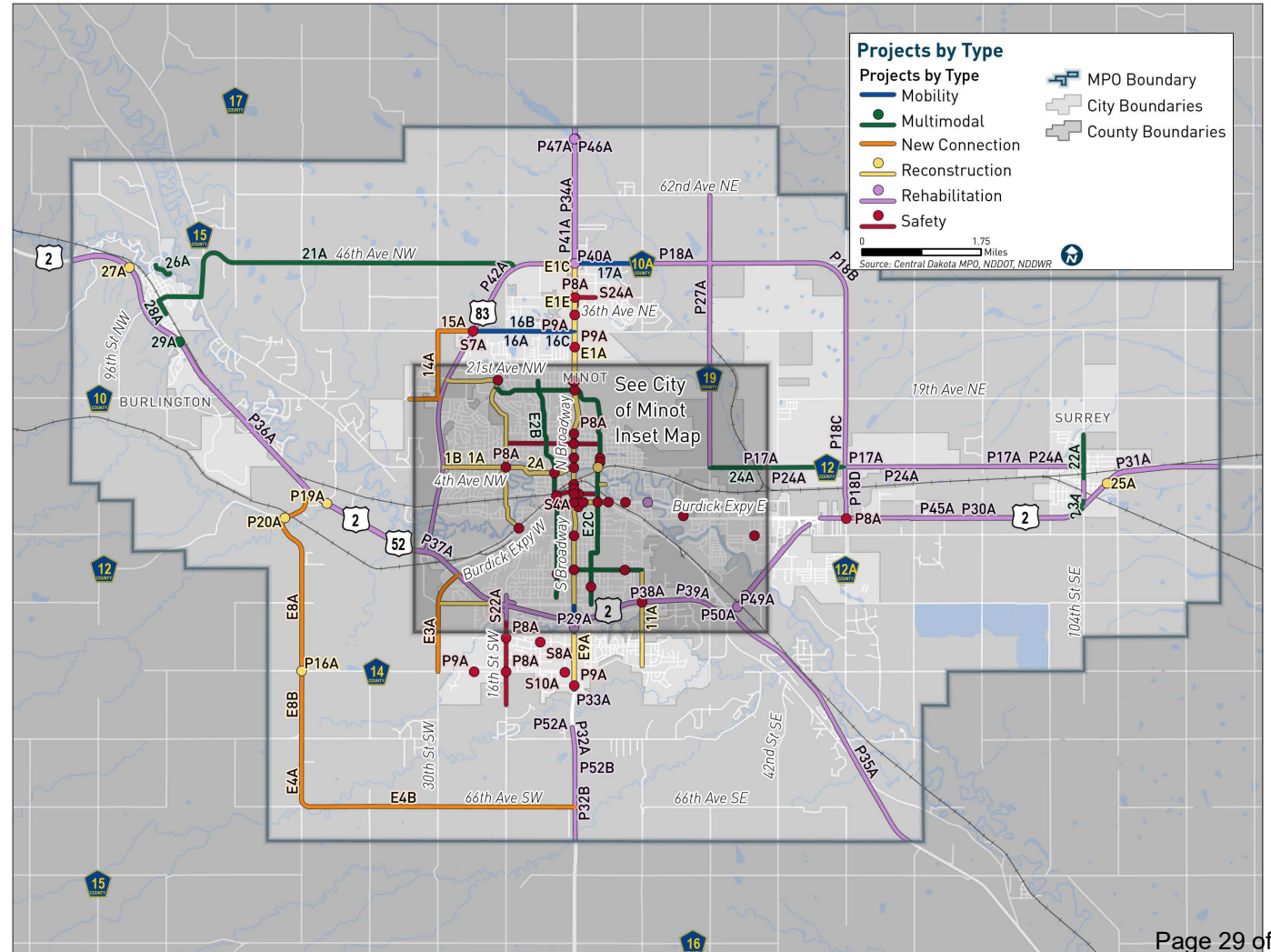
Safety Project Locations



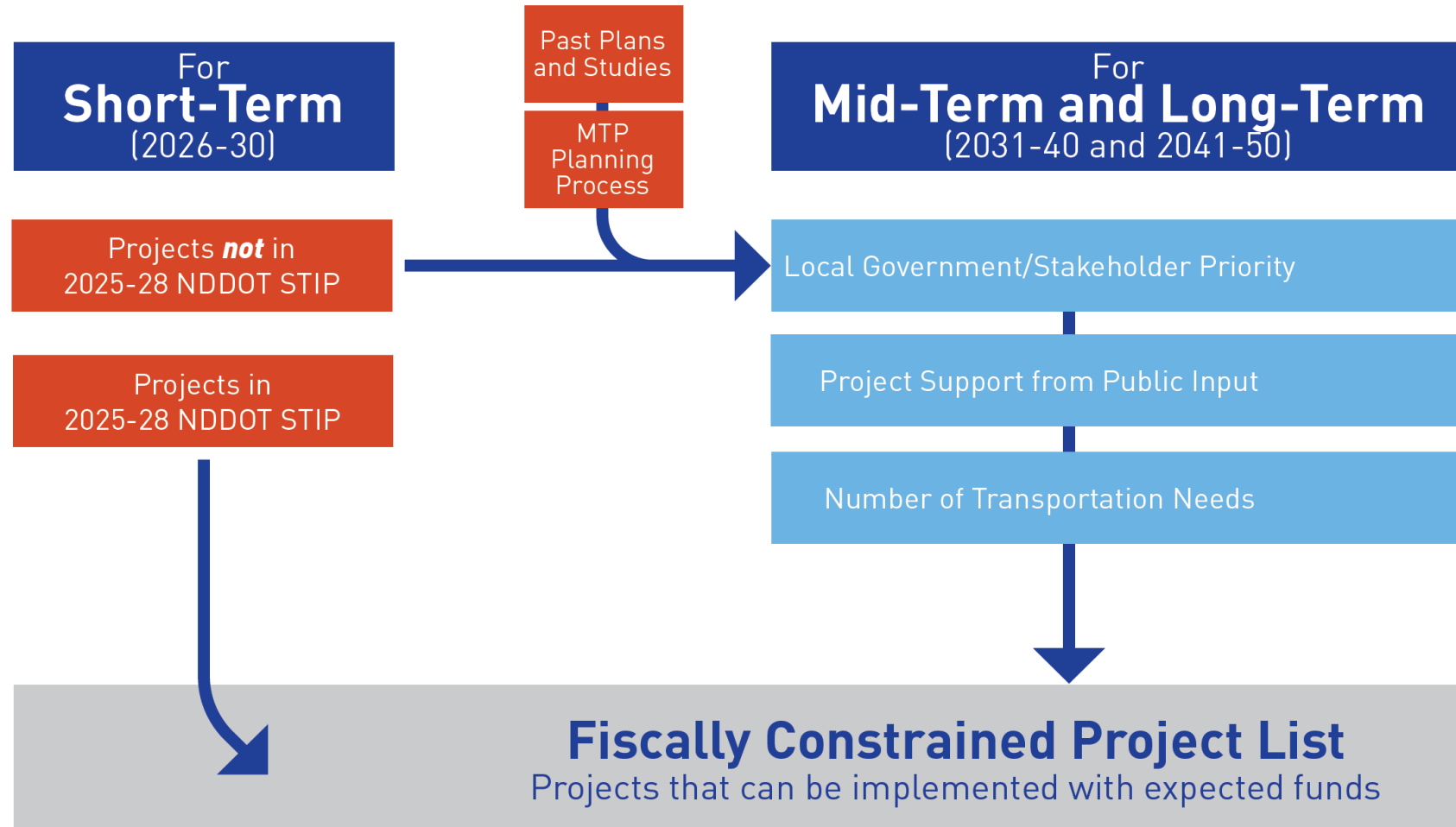
PROJECTS BY TYPE

Investment Types or Project Categorization

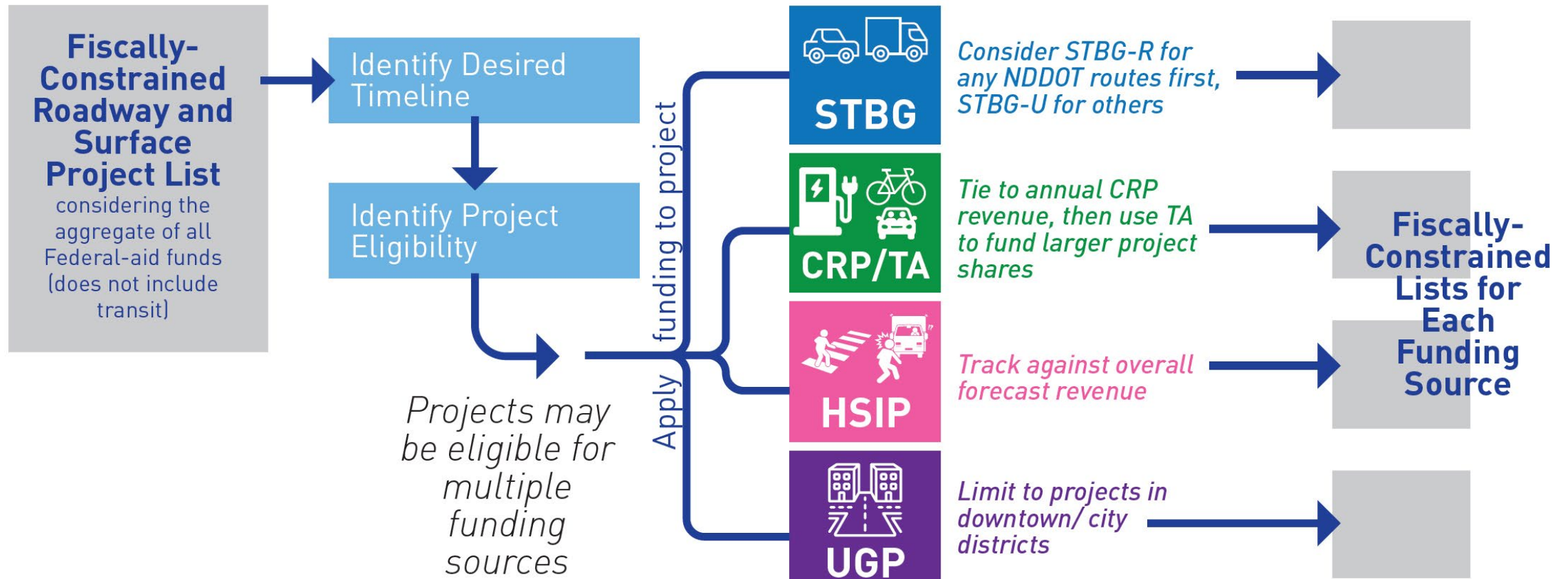
- Rehabilitation
- Reconstruction
- Capacity Expansion/Extension
- Safety
- Bike & Ped
- Transit



GETTING TO FISCALLY CONSTRAINED PLAN

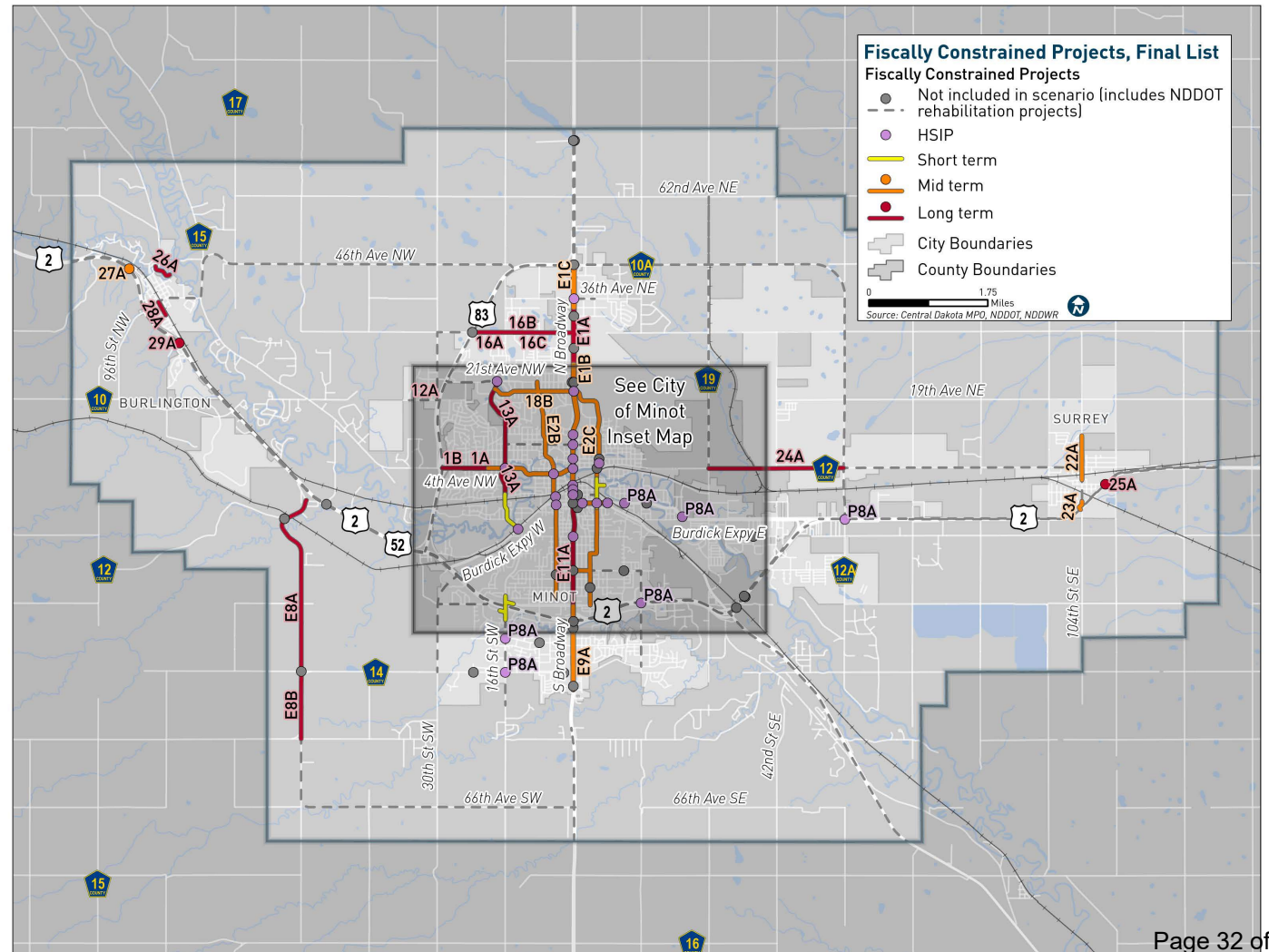


DEMONSTRATION OF FISCAL CONSTRAINT



FISCALLY-CONSTRAINED PROJECTS, FINAL LIST

- Would result in a 2050 transportation network that makes minor capacity adjustments
- Focuses substantially on system preservation and reconstruction of major corridors



BURLINGTON'S PROJECTS

Project 26A

Old Settler's Park Multimodal Trail

Project 27A

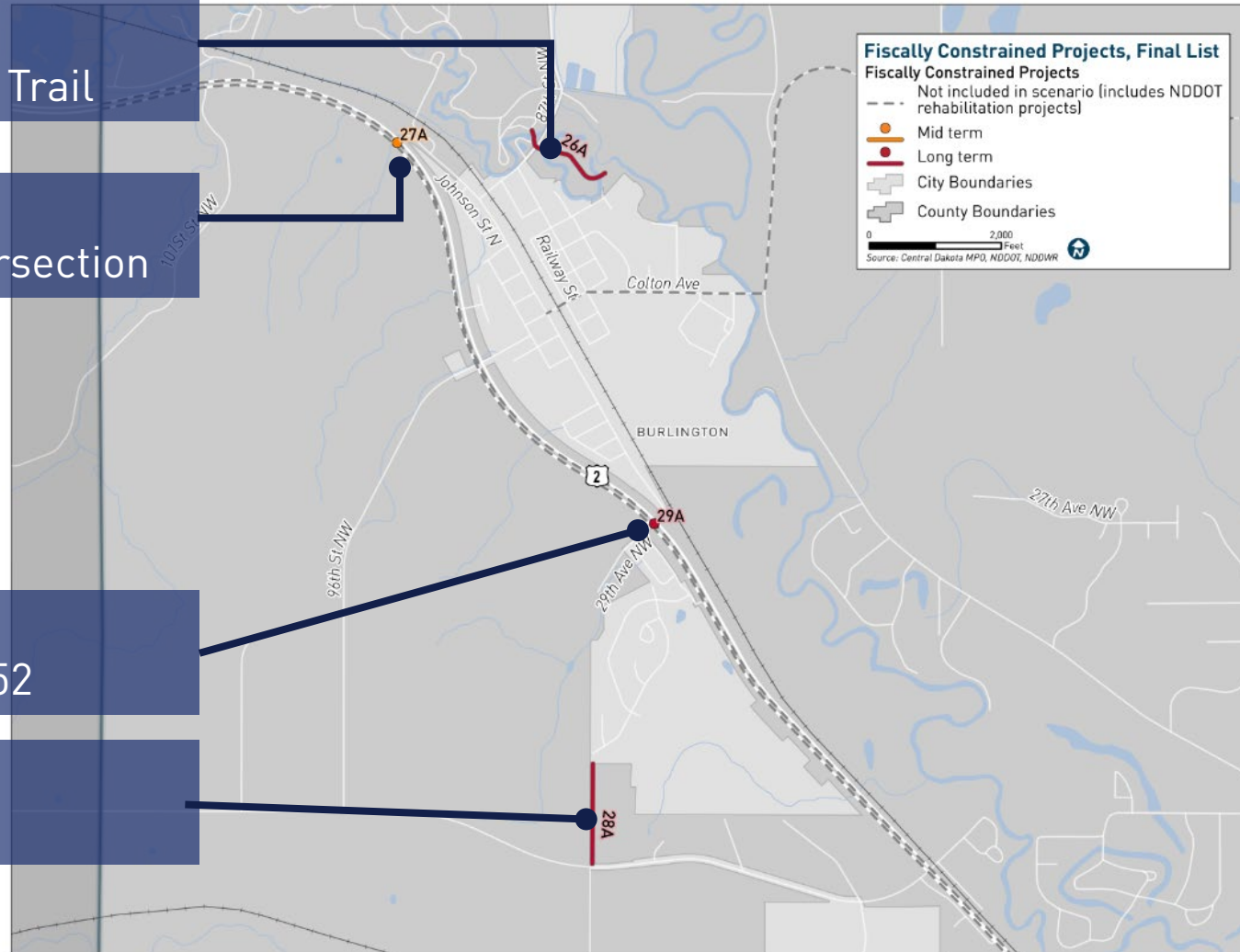
US 2-52 / Johnson Street intersection

Project 29A

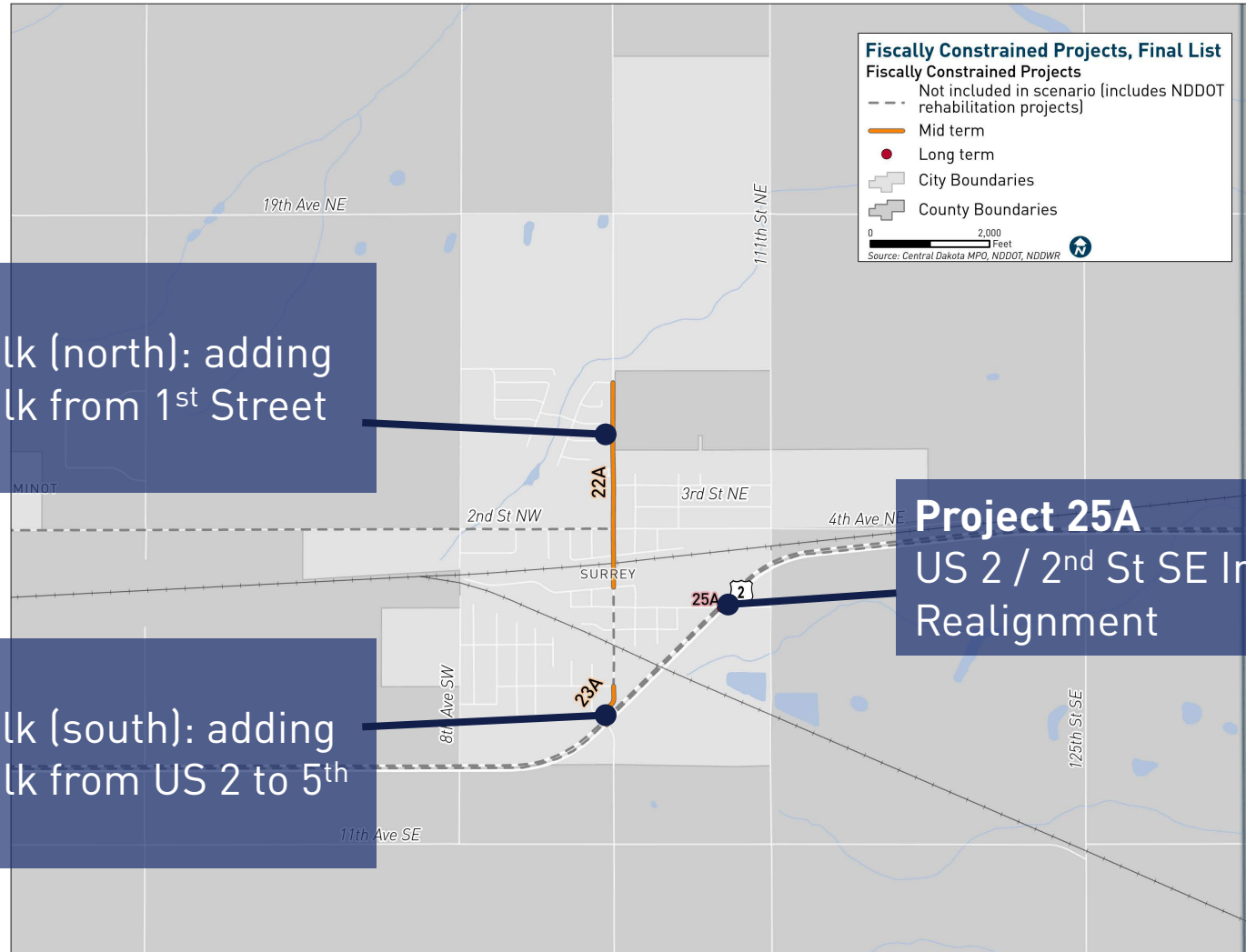
Pedestrian Bridge over US 2-52

Project 28A

Johnson Street extension



SURREY'S PROJECTS



Project 22A

Pleasant Ave Sidewalk (north): adding single side of sidewalk from 1st Street SW to Surrey Ave

Project 23A

Pleasant Ave Sidewalk (south): adding single side of sidewalk from US 2 to 5th St SW

Project 25A

US 2 / 2nd St SE Intersection Realignment

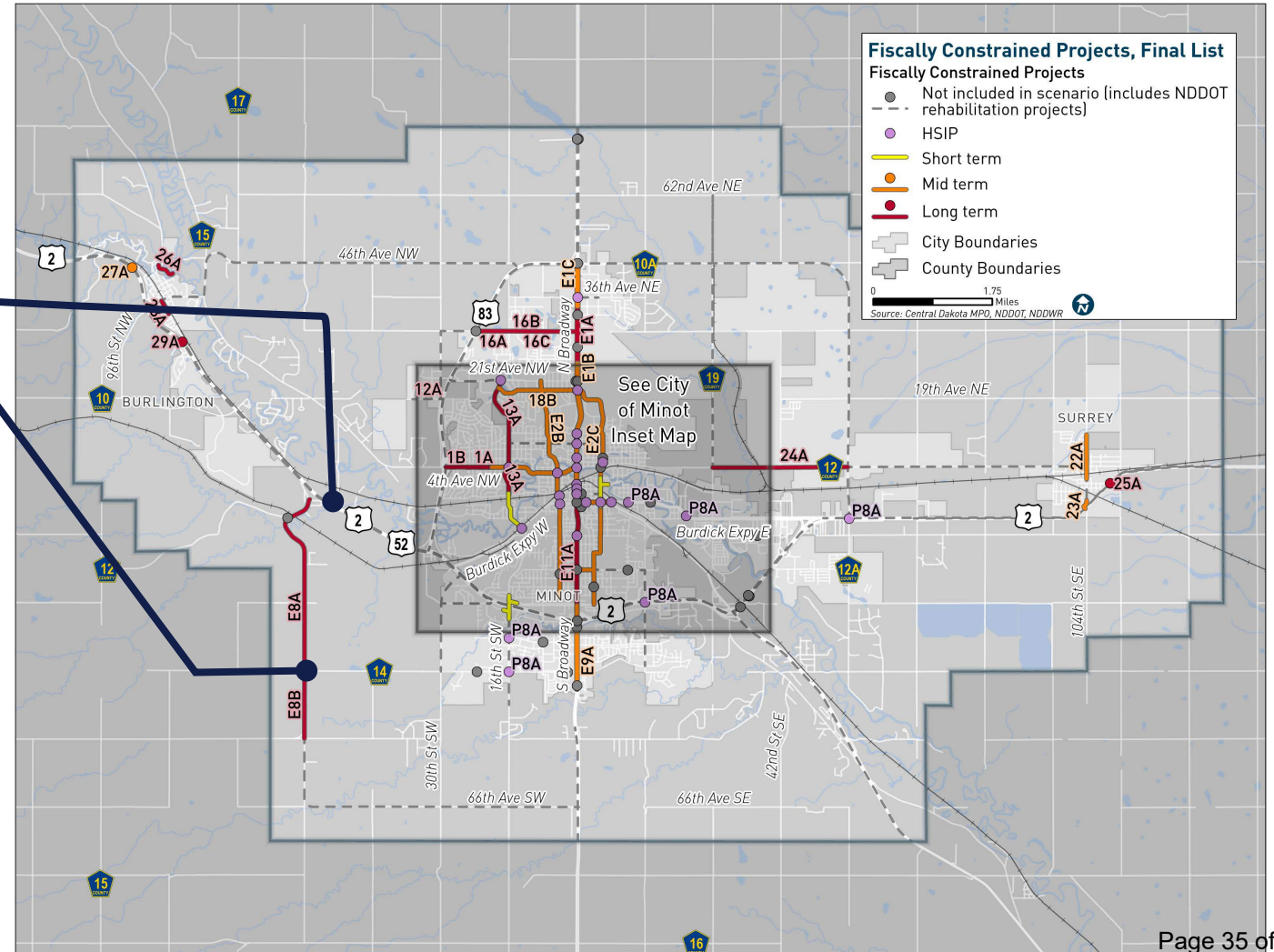
WARD COUNTY'S PROJECTS

Project P16A and P19A

Intersection Improvements:
CR 17/CR 14 (P16A)
US 2-52 and CR 17 (P19A)

Project E8A and E8B

Reconstructed to accommodate freight
traffic as part of the SE/SW Connector



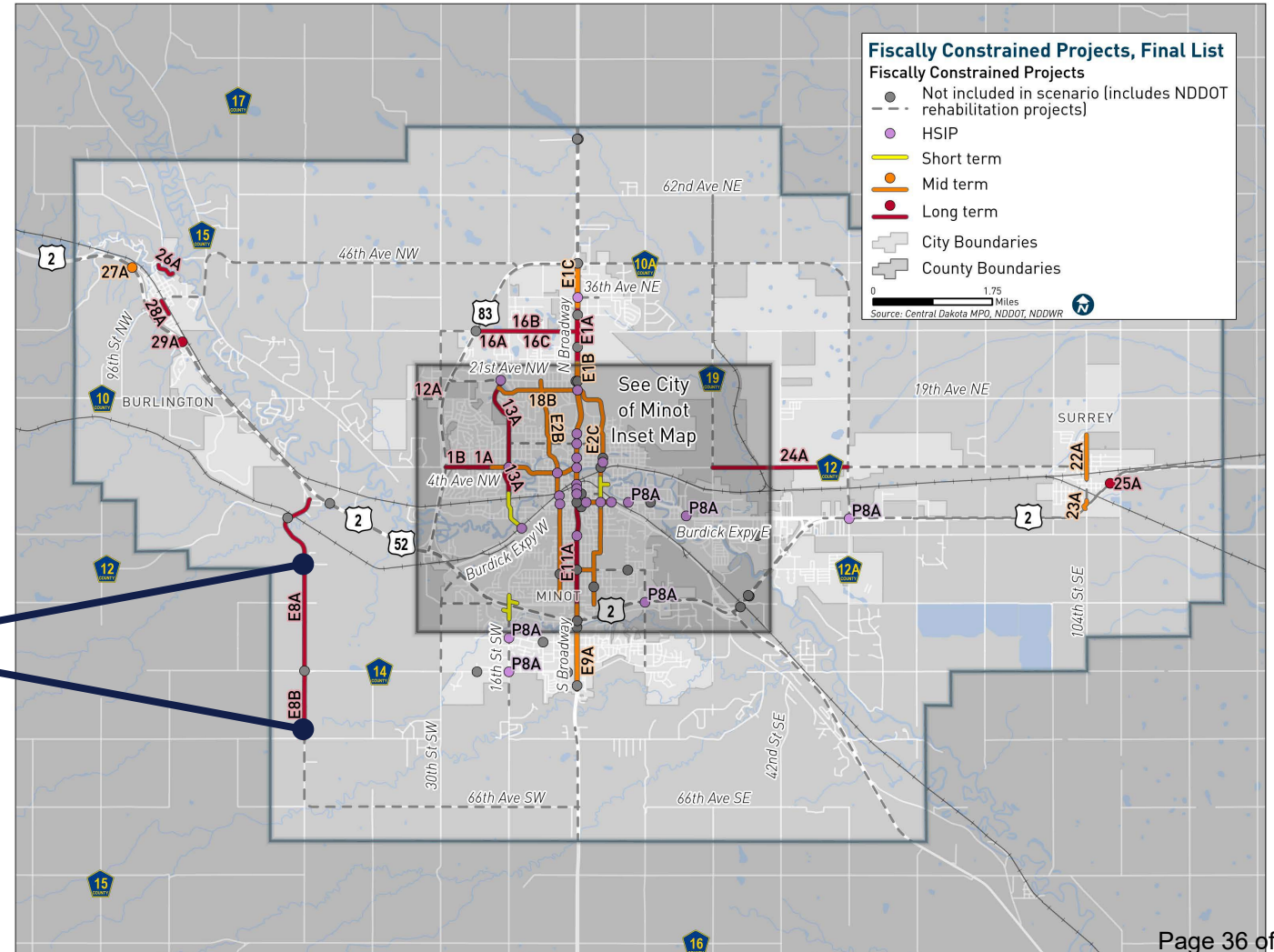
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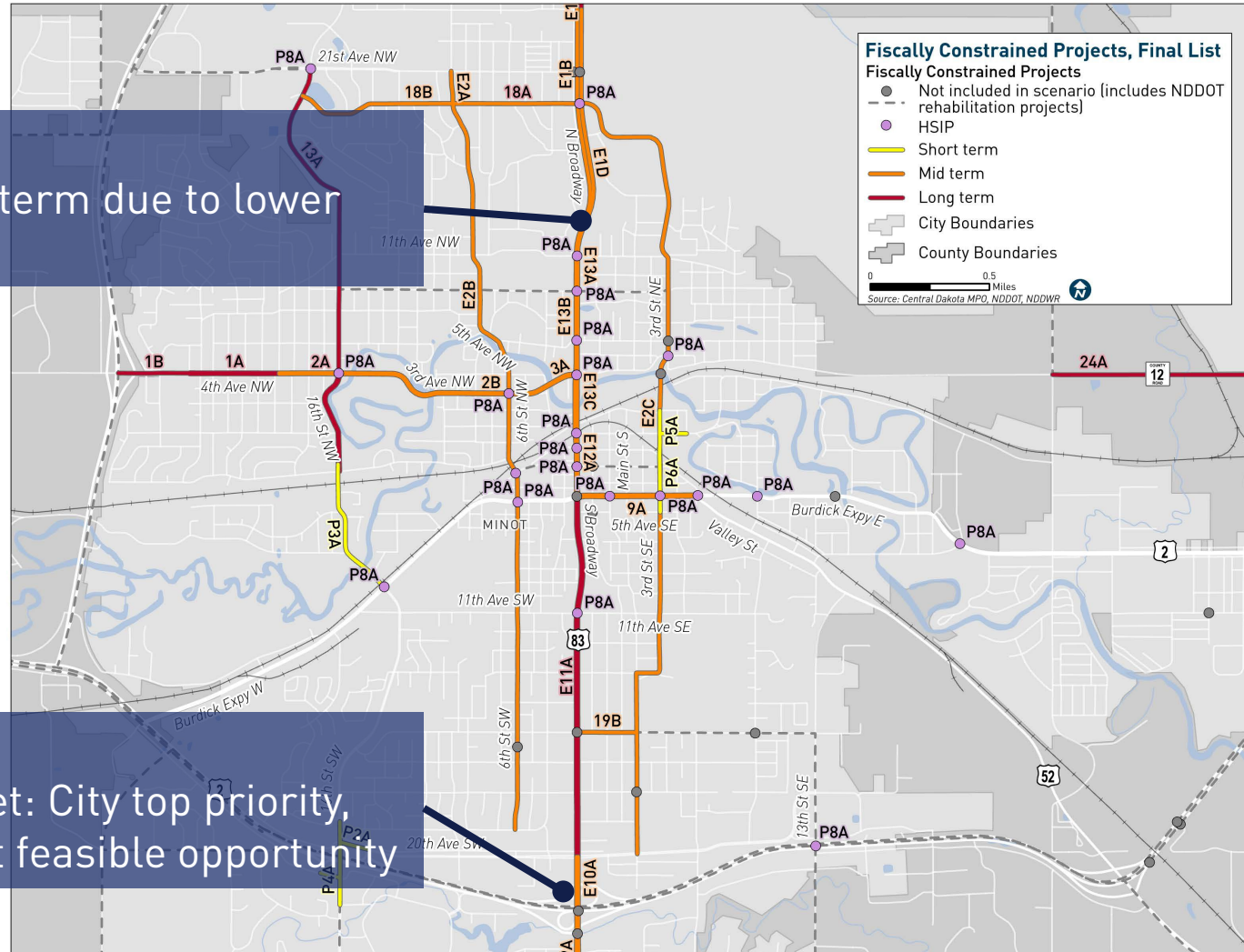
MINOT'S PROJECTS

North Broadway

Attainable in mid-term due to lower project costs

South Broadway

South of 20th Street: City top priority, and funded at first feasible opportunity



Meeting higher priorities in the mid-term (after 2030)

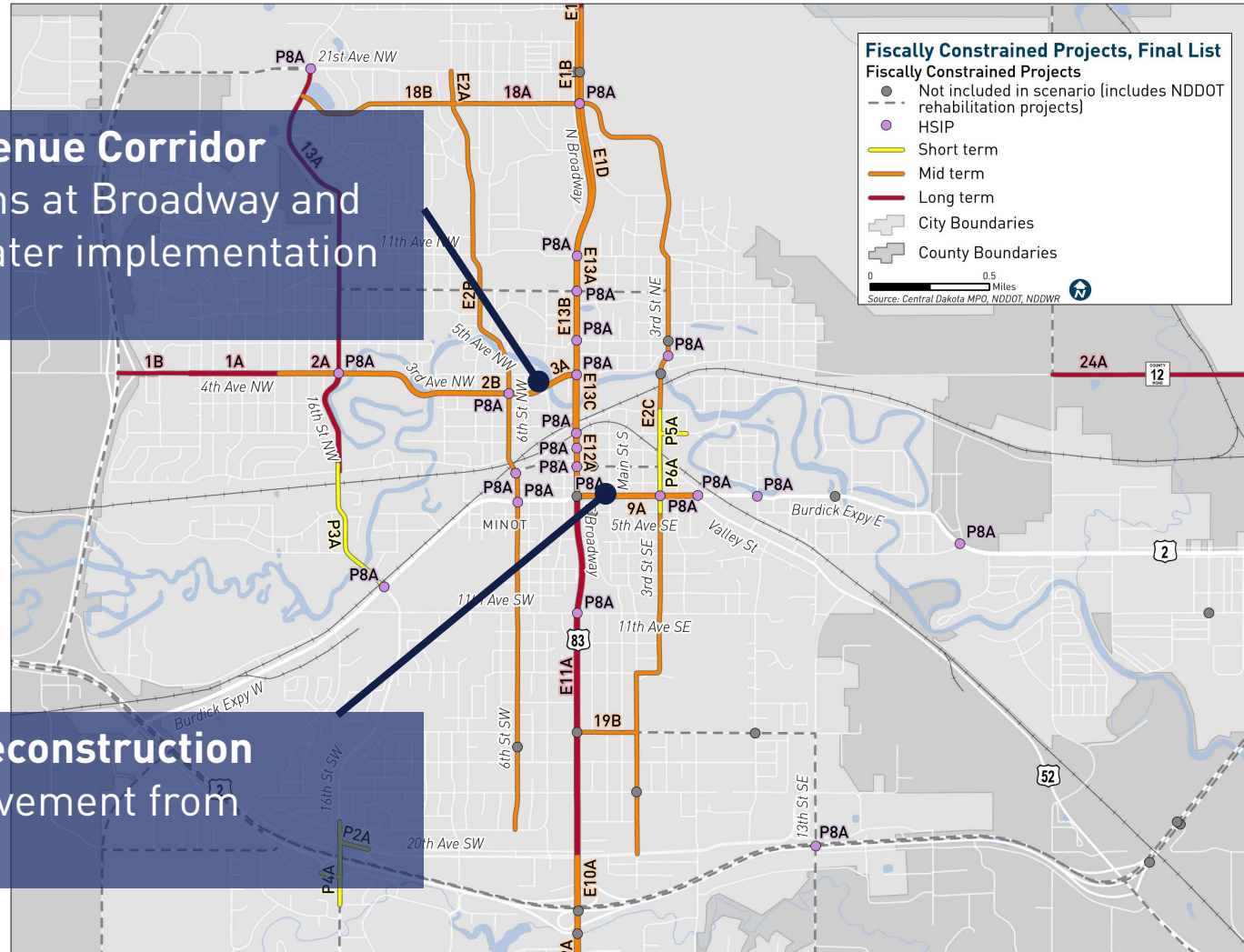
MINOT'S PROJECTS

3rd Avenue-4th Avenue Corridor

First priority begins at Broadway and moves west into later implementation years

Burdick Expwy Reconstruction

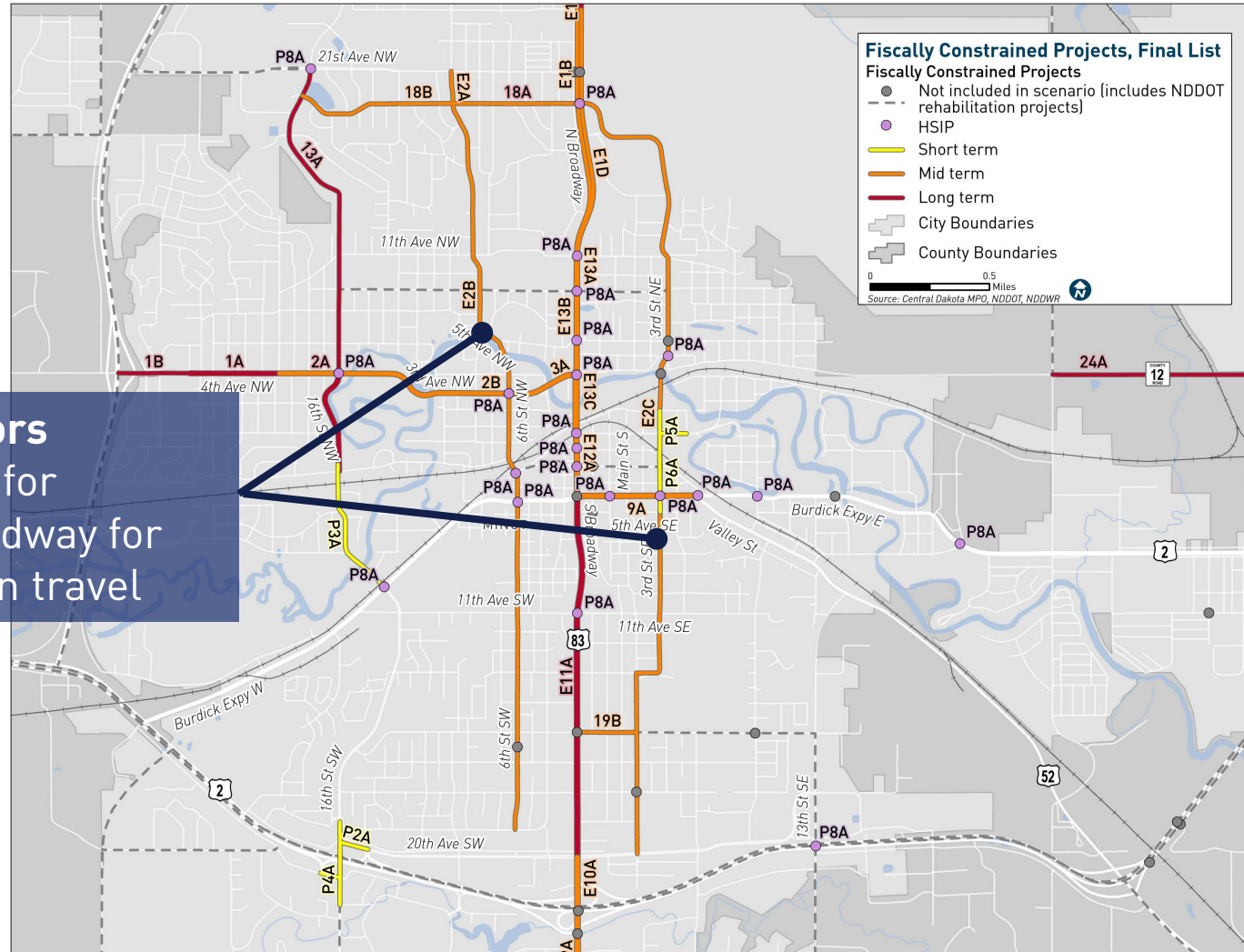
Key east-west movement from downtown



Meeting
higher
priorities in
the mid-term
(after 2030)

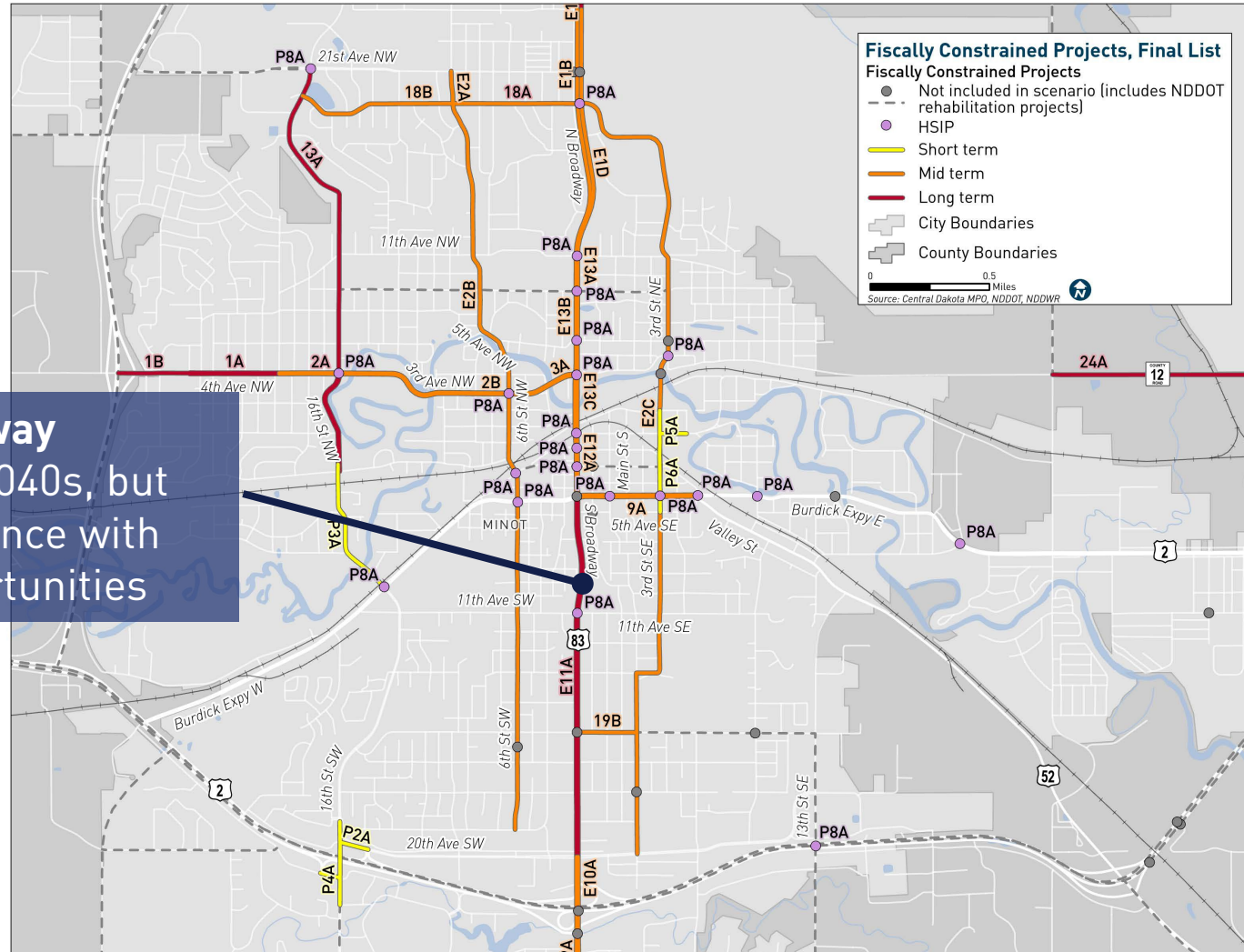
MINOT'S PROJECTS

Multimodal Corridors
Recognizing a need for
alternatives to Broadway for
active transportation travel



Meeting
higher
priorities in
the mid-term
(after 2030)

MINOT'S PROJECTS

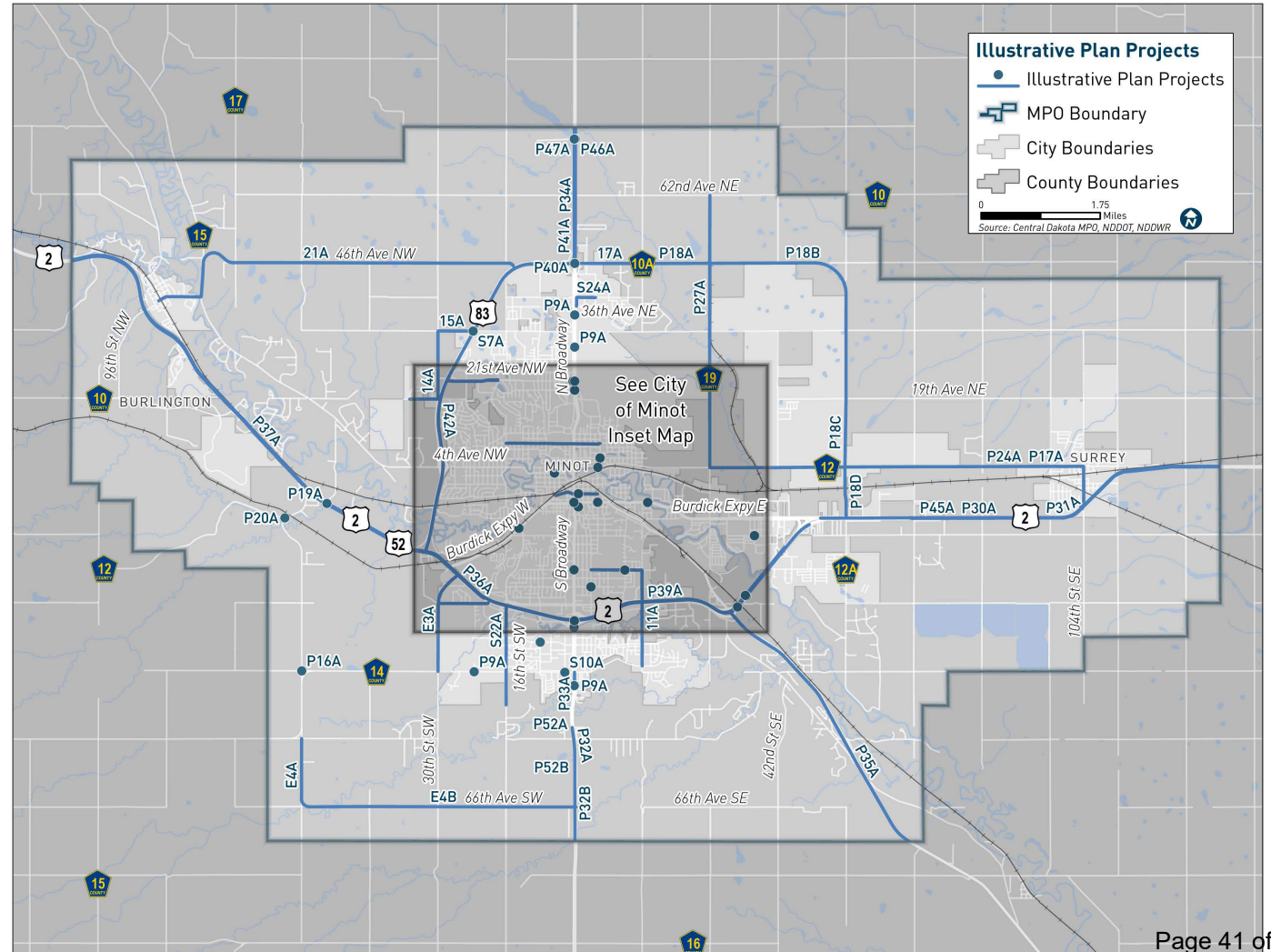


‘Mid-South’ Broadway
Targeted for early 2040s, but
may be able to advance with
other funding opportunities

Longer-term
programming

ILLUSTRATIVE PLAN

- Illustrative Plan Project List (unfunded projects)
- Most of these within City of Minot are NDDOT-led



ADDITIONAL FUTURE PLANS AND STUDIES

Broadway Project Scoping Studies

- Detailed implementation plan for Broadway corridor

Core System Capacity Study

- Assess roadway capacity for potential repurposing

Specific Corridor Studies

- Focus on 21st Ave NW
- 4th Ave NW

New Streets Master Plan

- Identify and prioritize future roadway connections

Complete Streets Study

- Develop comprehensive approach to implementation
- Explore regional policy

Multimodal Integration

- Transit Development Plan
- Bicycle Plan
- Safe Streets and Roads for All

Regional Freight Plan

- Define freight needs and long-term investments

Special Events Planning Study

- North Dakota State Fair
- Minot State University events

2050 Metropolitan Transportation Plan

CHAPTER 5.

FINANCIAL PLAN



ALL FUNDING SOURCES

Funding Source	MTP Timelines			
	Short (2026-2030)	Mid (2031-2040)	Long (2041-2050)	TOTAL
STBG-Urban Used on any eligible projects for a variety of applications	\$12,678,765	\$29,453,726	\$35,903,927	\$78,036,419
STBG-Regional for projects on NDDOT routes within urbanized areas	\$15,260,167	\$35,450,516	\$43,213,981	\$93,924,663
Carbon Reduction (CRP) for projects reducing vehicle-related carbon emissions	\$1,880,684	\$4,368,970	\$5,325,750	\$11,575,404
Transportation Alternatives (TA) for capital projects promoting non-driving travel	\$2,705,115	\$4,076,904	\$4,969,724	\$11,751,743
FTA 5307 flexible fund for capital purchases, operating assistance, and planning	\$9,653,338	\$22,425,431	\$27,336,475	\$59,415,244
FTA 5339 for bus purchases, maintenance, and facility construction/acquisition	\$1,949,972	\$4,529,932	\$5,521,962	\$12,001,866
FTA 5310 supports transit service for older users or users with disabilities	\$424,650	\$986,493	\$1,202,530	\$2,613,673
Highway Safety Improvement Program (HSIP) for projects and enhancements addressing roadway traffic safety challenges	\$3,850,171	\$11,071,770	\$13,496,425	\$28,418,366
Urban Grants Program for downtown and urban streets in ND communities of 5,000+ population	\$6,007,784	\$5,345,169	\$6,515,731	\$17,868,683
Total	\$54,410,646	\$117,708,911	\$143,486,505	\$315,606,061

FEDERAL REVENUE FORECAST

Federal Revenue Projects by Program (FHWA)

Tier	STBGP-U	STBGP-R	CRP	TA	UGP	HSIP	Total
<i>Baseline</i>	<i>\$2,388,560</i>	<i>\$2,874,872</i>	<i>\$347,356</i>	<i>\$343,975</i>	<i>\$460,000</i>	<i>\$934,143</i>	<i>\$7,348,906</i>
Short-Term	\$12,678,765	\$15,260,167	\$1,880,684	\$2,705,115	\$6,007,784	\$3,850,171	\$42,382,686
Mid-Term	\$29,453,726	\$35,450,516	\$4,368,970	\$4,076,904	\$5,345,169	\$11,071,770	\$89,767,054
Long-Term	\$35,903,927	\$43,213,981	\$5,325,750	\$4,969,724	\$6,515,731	\$13,496,425	\$109,425,538
Total	\$78,036,419	\$93,924,663	\$11,575,404	\$11,751,743	\$17,868,683	\$28,418,366	\$241,575,277

*For each jurisdiction, the Annual Average local transportation revenue is calculated from dollar amounts in bold and rounded to the nearest whole \$.

Federal Revenue Projects by Program (FTA)

Tier	FTA 5307	FTA 5339	FTA 5310	Total
<i>Baseline</i>	<i>\$1,818,598</i>	<i>\$367,356</i>	<i>\$80,000</i>	<i>\$2,265,954</i>
Short-Term	\$9,653,338	\$1,949,972	\$424,650	\$12,027,960
Mid-Term	\$22,425,431	\$4,529,932	\$986,493	\$27,941,856
Long-Term	\$27,336,475	\$5,521,962	\$1,202,530	\$34,060,967
Total	\$59,415,244	\$12,001,866	\$2,613,672	\$74,030,783

FEDERAL REVENUE FORECAST

Federal Revenue Projects by Program (FHWA)

Highway/Road-Based Funds

Approximately \$240 million expected to 2050

Tier	STBGP-U	STBGP-R	CRP	TA	UGP	HSIP	Total
Baseline	\$2,388,388	\$2,874,872	\$347,356	\$343,975	\$460,000	\$934,143	\$7,348,906
Short-Term	\$12,878,765	\$13,288,167	\$1,880,684	\$2,705,115	\$6,007,784	\$3,850,171	\$42,382,686
Mid-Term	\$29,453,726	\$35,450,516	\$4,848,870	\$4,076,904	\$5,345,169	\$11,071,770	\$89,767,054
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Transit-Based Funds

Approximately \$74 million expected to 2050

Federal Revenue Projects by Program (FTA)

Tier	FTA 5307	FTA 5339	FTA 5310	Total
Baseline	\$1,818,578	\$367,356	\$80,000	\$2,265,954
Short-Term	\$9,653,338	\$4,049,972	\$424,650	\$12,027,960
Mid-Term	\$22,425,431	\$4,529,932	\$986,493	\$27,941,856
Long-Term	\$27,336,475	\$5,521,962	\$1,202,880	\$34,061,317
Total	\$59,415,244	\$12,001,866	\$2,613,672	\$74,030,783

STATE AND LOCAL REVENUE FORECAST

State and Local Revenue Forecast by Jurisdiction

Tier	Burlington	Minot	Surrey	Ward County	Total
<i>Baseline</i>	<i>\$114,467</i>	<i>\$7,522,834</i>	<i>\$87,314</i>	<i>\$10,843,444</i>	<i>\$18,568,059</i>
Short-Term	\$698,722	\$26,730,579	\$433,394	\$42,754,278	\$70,616,972
Mid-Term	\$1,721,709	\$68,794,416	\$1,190,401	\$104,432,010	\$176,138,536
Long-Term	\$2,274,716	\$83,860,009	\$1,762,085	\$117,047,913	\$204,944,723
Total	\$4,809,613	\$186,907,838	\$3,473,194	\$275,077,645	\$470,268,290

STATE AND LOCAL REVENUE FORECAST

State and Local Revenue Forecast by Jurisdiction

Tier	Burlington	Minot	Surrey	Ward County	Total
Baseline	\$114,467	\$7,522,834	\$87,314	\$10,843,444	\$18,568,059
Short-Term	\$698,722	\$26,730,579	\$433,394	\$42,754,278	\$70,616,972
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Minot's Expected Funds
Approximately \$187 million

Ward County's Expected Funds
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Represents ALL transportation expenses, including local street repair

LOCAL COST PARTICIPATION AND O&M FORECAST

State and Local Revenue Forecast by Jurisdiction

Tier	Federal Revenue	Local Revenue	Local Cost Participation*	O&M Obligation	Revenue Covers Cost Participation and O&M^
<i>Baseline</i>	<i>\$9,614,860</i>	<i>\$18,568,059</i>	<i>\$2,403,715</i>	<i>\$10,902,808</i>	Yes
Short-Term	\$54,410,645.63	\$70,616,972	\$13,602,661.41	\$112,472,026.42	
Mid-Term	\$117,708,909.73	\$176,138,536	\$29,427,227.43	\$264,265,404.18	
Long-Term	\$143,486,504.15	\$204,944,723	\$35,871,626.04	\$348,960,580.07	
Total	\$315,606,059.51	\$470,268,290	\$78,901,514.88	\$725,698,010.67	

*Local cost participation is calculated using a flat 80% federal/20% local funding split. In some cases, there will be NDDOT state required match and/or higher proportions of federal fund, as it varies by program.

^ Even with general local cost participation split, total O&M Obligation is less than Federal and Local Revenue therefore, current Central Dakota MPO local revenue sources are reasonably expected to cover local cost participation and O&M obligations to maintain the regional transportation system in a state of good repair through the life of the plan.

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Region faces a significant maintenance responsibility to keep up state of good repair

WHAT'S NEXT?



PHASE 3 PUBLIC REVIEW AND APPROVAL PROCESS

- 30-day review period from September 26th – October 27th
- Public meeting on October 23rd, 2025 in coordination with the Policy Board meeting
- **Agency meeting presentations**
 - City of Burlington: Monday, October 6th
 - City of Surrey: Monday, October 6th
 - City of Minot: Monday, October 20th
 - Ward County: Tuesday, October 7th
 - NDDOT: Monday, October 20th

30-day Public Comment Period *September-October*

- Public meeting at Policy Board meeting October 23rd
- Agency meeting presentations
- Website update
- Comment form

TAC Considers Public Comment *November*

- Meeting moved to November 18th
- TAC considers public comments for incorporation into plan
- Regulatory decision on additional 15-day public comment period

PHASE 3 PUBLIC REVIEW AND APPROVAL PROCESS

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TAC Considers Public Comment *November*

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- TAC considers public comments
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15-day Public Comment Period *(if needed)*

15-day Comment Period from
December 1st-
December 15th

Public meeting at
December 9th TAC
meeting

Presentation at
December 18th Policy
Board meeting

Approval at January
2026 meetings

No added review period

Incorporate
recommended
administrative
changes

Approval at
December 2025
meetings

TAC considers
recommendation at
December 9th meeting

Policy Board
considers plan
adoption at December
18th meeting



October 6, 2025

METROPOLITAN TRANSPORTATION PLAN PROJECT OVERVIEW





MONTHLY ACTIVITIES UPDATE OCTOBER 25, 2025

The following information is provided to keep the Policy Board members apprised of the ongoing activities, deadlines, and overall efforts that have been accomplished since the last Policy Board meeting. The task lists are not exhaustive of all activities and efforts, but provide insight into the day-to-day operations of the organization.

Week Seventy-four - October 13, 2025 - October 17, 2025

- ☐ **Section 110 - Program Support and Administration**
 - ☒ Clean-up/Respond to e-mails - **Monday/Tuesday**
 - ☐ Approve financial transactions - **Friday**
 - ☐ Update hours log for week seventy-four - **Friday**
 - ☐ Create update for week seventy-five tasks - **Friday**
 - ☒ Technical Advisory Committee Meeting - **Tuesday**
 - ☒ NDDOT/MPO Directors' Discussion - **Wednesday**
 - ☒ HR Discussion/Posting of Transportation Specialist Position - **Thursday**
 - ☐ Complete third quarter UPWP report - **Wednesday/Thursday/Friday**
 - ☐ Send FY2030 Urban Program Solicitation - **Thursday**
 - ☐ Following meeting w/Stacey Hanson
 - ☐ Work on September Reimbursement Request - **Tuesday/Wednesday/Thursday**
 - ☐ Waiting on correction from Brittany RE Hannah hours
 - ☐ Policy Board Agenda - **Wednesday/Thursday**
 - ☒ Minutes
 - ☐ MTP Presentation-Public Hearing
 - ☐ Monthly Activities
 - ☐ Public Comment
 - ☐ Other
- ☒ **Section 120 - Unified Planning Work Program**
 - ☒ 2025 UPWP
 - ☒ N/a
 - ☒ 2026-2027 UPWP
 - ☒ N/a
- ☒ **Section 130 - Training and Travel**
 - ☒ ND Traffic Operations Roundtable Meeting - **Monday/Tuesday**
- ☐ **Section 210 - Metropolitan Transportation Plan (MTP) Project**
 - ☒ Relay Minot City Council Presentation - **Monday**
 - ☐ Review NDDOT Presentation - **Wednesday**
 - ☐ Project Management Team Check-in - **Wednesday**
- ☒ **Section 220 - Transit Development Plan**
 - ☒ N/a
- ☐ **Section 230 - Central Dakota Signal Project**
 - ☐ Review progress update and third quarter invoice - **Thursday**
- ☒ **Section 310 - Transportation Planning Support and Coordination**
 - ☒ N/a





Week Seventy-three - October 6, 2025 - October 10, 2025

- ☒ **Section 110 - Program Support and Administration**
 - ☒ Clean-up/Respond to e-mails - **Monday/Tuesday**
 - ☒ Approve financial transactions - **Friday**
 - ☒ Update hours log for week seventy-three - **Friday**
 - ☒ Create update for week seventy-four tasks - **Friday**
 - ☒ TAC Agenda - **Tuesday/Wednesday**
 - ☒ MTP Public Engagement Phase 3
 - ☒ Grant Solicitation Reminder
 - ☒ NDDOT/MPO Directors' Discussion - **Wednesday**
 - ☒ HR Discussion/Posting of Transportation Specialist Position - **Thursday**
 - ☒ Begin work on third quarter UPWP report - **Wednesday/Thursday/Friday**
 - ☒ Send FY2028 Transportation Alternatives Solicitation - **Friday**
 - ☒ Submit August Reimbursement Request - **Thursday**
- ☒ **Section 120 - Unified Planning Work Program**
 - ☒ 2025 UPWP
 - ☒ N/a
 - ☒ 2026-2027 UPWP
 - ☒ N/a
- ☒ **Section 130 - Training and Travel**
 - ☒ ND MPO Fall Partnership Meeting - ATAC/UGPTI - **Tuesday**
- ☒ **Section 210 - Metropolitan Transportation Plan (MTP) Project**
 - ☒ Preparation for member-jurisdiction meetings - **Monday**
 - ☒ Discussion w/Dana RE FC and Surrey road system
 - ☒ Meeting w/Joel
 - ☒ Burlington City Council Presentation - **Monday**
 - ☒ Surrey City Council Presentation - **Monday**
 - ☒ Ward County Presentation - **Tuesday**
- ☒ **Section 220 - Transit Development Plan**
 - ☒ Project Management Team Check-in - **Wednesday**
- ☒ **Section 230 - Central Dakota Signal Project**
 - ☒ N/a
- ☒ **Section 310 - Transportation Planning Support and Coordination**
 - ☒ Review Minot City Department Head Packet - **Thursday**





Week Seventy-two - September 29, 2025 - October 3, 2025

- ☒ **Section 110 - Program Support and Administration**
 - ☒ Clean-up/Respond to e-mails - **Monday/Tuesday**
 - ☒ Approve financial transactions - **Friday**
 - ☒ Update hours log for week seventy-two - **Friday**
 - ☒ Create update for week seventy-two tasks - **Monday**
 - ☒ Create update for week seventy-three tasks - **Friday**
 - ☒ TAC Agenda - **Thursday**
 - ☒ Minutes Review
 - ☒ Performance Measures - **Wednesday/Thursday**
 - ☒ Check prior meetings for minutes and update, as needed - **Thursday**
 - ☒ Send Urban Grant Solicitation to Member Jurisdictions - **Friday**
 - ☒ Send 2027-2030 HSIP Grant Solicitation to Member Jurisdictions - **Friday**
 - ☒ Send FY2026 Urban Highway-Rail Crossing Safety Project Solicitation - **Friday**
- ☒ **Section 120 - Unified Planning Work Program**
 - ☒ 2025 UPWP
 - ☒ Coordinate with Mark J. for signatures - **Monday**
 - ☒ 2025 UPWP Amendment #2
 - ☒ 2026-2027 UPWP
 - ☒ Submit UPWP - **Monday**
 - ☒ Coordinate with Mark J. for signatures
 - ☒ 2026-2027 UPWP
 - ☒ Planning Self Cert
- ☒ **Section 130 - Training and Travel**
 - ☒ Complete slides/notes for ND MPO Director's Meeting in Bismarck - **Monday**
 - ☒ ND MPO Director's Meeting in Bismarck - **Tuesday**
- ☒ **Section 210 - Metropolitan Transportation Plan (MTP) Project**
 - ☒ KMOT Interview - **Wednesday**
 - ☒ Split prep and interview time between MTP and TDP
 - ☒ KX News Interview - **Monday**
 - ☒ Split prep and interview time between MTP and TDP
 - ☒ Explore projects provided by Jerick H., Burlington - **Monday**
 - ☒ Send slides to Burlington and Surrey - **Monday**
 - ☒ Send slides to Ward County - **Tuesday/Wednesday**
 - ☒ Review of Burlington slides/projects - **Thursday**
 - ☒ Review of Surrey/Ward County slides/projects - **Friday**
- ☒ **Section 220 - Transit Development Plan**
 - ☒ KMOT Interview - **Wednesday**
 - ☒ Split prep and interview time between MTP and TDP
 - ☒ KX News Interview - **Monday**
 - ☒ Split prep and interview time between MTP and TDP
- ☒ **Section 230 - Central Dakota Signal Project**
 - ☒ N/a
- ☒ **Section 310 - Transportation Planning Support and Coordination**
 - ☒ N/a





Week Seventy-one - September 22, 2025 - September 26, 2025

- ☒ **Section 110 - Program Support and Administration**
 - ☒ Clean-up/Respond to e-mails - **Monday/Tuesday/Wednesday**
 - ☒ Approve financial transactions - **Friday**
 - ☒ Update hours log for week seventy-one - **Friday**
 - ☒ Create update for week seventy-one tasks - **Monday**
 - ☒ Policy Board - **Thursday**
 - ☒ Review Reimbursement Template - **Monday**
- ☒ **Section 120 - Unified Planning Work Program**
 - ☒ 2025 UPWP
 - ☒ N/a
 - ☒ 2026-2027 UPWP
 - ☒ N/a
- ☒ **Section 130 - Training and Travel**
 - ☒ FHWA Freight Webinar - **Tuesday**
 - ☒ Generate slides/notes for ND MPO Director's Meeting in Bismarck - **Wednesday/Friday**
- ☒ **Section 210 - Metropolitan Transportation Plan (MTP) Project**
 - ☒ Follow-up w/Jennifer K RE Phase 3 Engagement push - **Friday**
 - ☒ Work w/Hannah to pay MDN Invoice - **Monday**
 - ☒ Add public engagement presentations and corresponding deadlines to calendar - **Monday**
 - ☒ Update webpage to include MTP website link and notice of comment period
- ☒ **Section 220 - Transit Development Plan**
 - ☒ Steering Committee Meeting #1 - **Wednesday**
 - ☒ Put up Engagement Poster in Transit Center and PW - **Monday**
 - ☒ Follow-up w/Jennifer K RE TDP Survey SM Post - **Monday**
- ☒ **Section 230 - Central Dakota Signal Project**
 - ☒ N/a
- ☒ **Section 310 - Transportation Planning Support and Coordination**
 - ☒ N/a



RESOLUTION NO. 2025-4



A RESOLUTION ADOPTING 2026 PERFORMANCE TARGETS FOR THE HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PERFORMANCE MEASURES.

WHEREAS, the U.S. Department of Transportation established five performance measures for the Highway Safety Improvement Program (HSIP) as detailed in 23 CFR 490, Subpart B, National Performance Measures for the Highway Safety Improvement Program; and

WHEREAS, the North Dakota Department of Transportation (NDDOT) established statewide performance targets for each of the five HSIP performance measures in accordance with 23 CFR 490.209; and

WHEREAS, metropolitan planning organizations (MPOs) must establish performance targets for each of the HSIP performance measures; and

WHEREAS, MPOs establish HSIP targets by either agreeing to plan and program projects so that they contribute to the accomplishment of the State DOT HSIP target or commit to a quantifiable HSIP target for the metropolitan planning area; and

NOW, THEREFORE, BE IT RESOLVED, THAT THE CENTRAL DAKOTA METROPOLITAN PLANNING ORGANIZATION AGREES TO PLAN AND PROGRAM PROJECTS SO THAT THE PROJECTS CONTRIBUTE TO THE ACCOMPLISHMENT OF NDDOT'S CALENDAR YEAR 2026 STATEWIDE HSIP TARGETS (PM1) FOR THE FOLLOWING PERFORMANCE MEASURES:

Number of fatalities:	97.6	2.5% reduction to the five-year average
Rate of Fatalities:	1.047 per 100 million vehicle miles traveled	1 % reduction to the five-year average
Number of serious injuries:	440.4	1 % reduction to the five-year average
Rate of serious injuries:	4.641 per 100 million vehicle miles traveled	1 % reduction to the five-year average
Number of non-motorized fatalities and non-motorized serious injuries:	37.2	1 % reduction to the five-year average

PASSED AND ADOPTED THIS ____ DAY OF _____, 2025.

ATTEST:

APPROVED:

Executive Director

Policy Board Chair



Expenditures:	Invoice #	Amount
09/12/25 Payroll J. Van Dyke	370235	\$ 6,093.85
09/12/25 Accountant Fee B.Shefstad	370103	\$ 25.15
09/12/25 Admin Fee H.Hornberger	370328	\$ 116.64
09/26/25 Payroll J. Van Dyke	390235	\$ 5,957.44
09/26/25 Accountant Fee B.Shefstad	390104	\$ 297.00
09/26/25 Admin Fee H.Hornberger	390327	\$ 191.37
Ebeltoft.Sickler.Lawyers PLLC	7b651f15	\$ 355.00
High point networks	278434	\$ 6.30
Minot Daily News	DAC5A399-0041	\$ 66.42
Omni Providence	16293585	\$ 859.05
John Van Dyke	09152025	\$ 226.20
Total of invoices		14,194.42

City of Minot, North Dakota
Schedule of Revenues, Expenditures and Changes in Fund Balance, Budget to Actual
Special Revenue Fund
September 30, 2025
With Comparative Totals for September 30, 2024
(Unaudited)

Central Dakota Metropolitan Planning Organization					
	Original Budgeted Amounts	Final Budgeted Amounts	SEPTEMBER 30, 2025 Actual Amounts	Variance with Final Budget	SEPTEMBER 30, 2024 Actual Amounts
REVENUES					
Federal revenues	\$ 374,421	\$ 374,421	\$ 256,237	\$ (118,184)	\$ 11,251
Local operating revenues	\$ 29,018	\$ 29,018	38,690	9,673	34,370
Interest income	\$ -	\$ -	1,279	1,279	1,298
Total revenues	403,439	403,439	296,206	(107,232)	46,919
EXPENDITURES					
Current					
Salaries	106,244	106,244	95,123	11,121	35,429
Employee benefits	28,116	28,116	23,960	4,156	8,846
Professional services	318,164	318,164	212,496	105,669	36,647
Property services	2,955	2,955	2,884	71	-
Purchased services	9,923	9,923	4,224	5,699	2,728
Supplies	2,625	2,625	-	2,625	-
Total expenditures	468,026	468,026	338,686	129,340	83,650
Excess (deficiency) of revenues over (under) expenditures	(64,588)	(64,588)	(42,480)	22,108	(36,731)
OTHER FINANCING SOURCES (USES)					
Transfers in	86,117	86,117	86,117	(0)	76,501
Total other financing sources (uses)	86,117	86,117	86,117	(0)	76,501
Net change in fund balance	\$ 21,529	\$ 21,529	43,637	\$ 22,107	39,770
Fund balance, January 1			44,205		-
Fund balance, September 30			\$ 87,842		\$ 39,770

City of Minot, North Dakota
Balance Sheet
Central Dakota Metropolitan Planning Organization
September 30, 2025
With Comparative Totals for September 30, 2024
(Unaudited)

	September 30, 2025	September 30, 2024
ASSETS		
Cash and cash equivalents	\$ 48,936	\$ 73,819
Restricted cash and cash equivalents	-	-
Accounts receivable	-	-
Intergovernmental receivable	44,691	-
Prepays	529	500
Total assets	<u>\$ 94,156</u>	<u>\$ 74,319</u>
LIABILITIES		
Accounts payable	\$ 1,650	\$ 30,867
Accrued salaries and benefits payable	4,574	3,682
Total liabilities	<u>6,224</u>	<u>34,549</u>
FUND BALANCE		
Nonspendable	\$ 529	500
Restricted	-	-
Committed for CDMPO activities	87,403	39,270
Assigned	-	-
Total fund balance	<u>87,932</u>	<u>39,770</u>
Total liabilities and fund balance	<u>\$ 94,156</u>	<u>\$ 74,319</u>