



Bis-Man Transit Board Meeting

May 22, 2025, 11:30 AM

<https://us02web.zoom.us/j/82241152418>

Call in: +1 312 626 6799; Meeting ID: 822 4115 2418

Welcome & Introductions

Approval of Agenda

Consent Agenda

1. Previous Month's Minutes
 - a. Attachment A – 2025/4/24 Regular Meeting
 - b. Attachment B – 2025/5/16 Finance Committee Meeting
 - c. Attachment C – 2025/5/19 CTIC Meeting
2. Financial Report
 - a. Attachment D
3. Ride Stats
 - a. Attachment E

Public Comment

Old Business

1. Sales Tax Update

New Business

1. Fixed-Route Bus Purchases Recommendation
 - a. Attachment F
2. Updated Safety Targets
 - a. Attachment G
3. CTIC Recommendation
 - a. Attachment H

Executive Director Report

1. Fixed-Route Update
2. Outreach

Operations Report



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Other Business

Adjourn

- The next Board Meeting will be held on June 26, 2025, at 11:30 am. •



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A

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

Bis-Man Transit Board Meeting

April 24, 2025, 11:30 AM

Via Zoom & In-Person at

3750 E. Rosser Ave. Bismarck, ND 58501

Attending:

Lynn Wolf, President

Lacey Long, Vice President

DeNae Kautzmann, Secretary/Treasurer

Karel Sovak

Helen Baumgartner

Glenn Lauinger

Royce Schultze

Andrew Stromme

Commissioner Rohr

Not Attending:

Steve Heydt

Commissioner Connelly

Staff:

Deidre Hughes

Taylor Kitzan

Mike Mundahl

Craig Thomas

Amanda O'Brien

Tom Reisenauer

Guests:

Susan Dingle

Trevor Vannett

Paulette Jacobsen

Joseph Camisa

Lane Hoffer



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Welcome & Introductions

Meeting was called to order at 11:30 A.M.

Approval of Agenda: Helen moved to approve the agenda. Royce seconded the motion. Motion carried unanimously.

Consent Agenda: Helen moved to approve the Consent Agenda. DeNae seconded the motion. Motion carried unanimously.

1. Previous Month's Minutes
 - a. Attachment A – 2024/3/27 Regular Meeting
 - b. Attachment B – 2024/4/22 Finance Committee Meeting
2. Financial Report
 - a. Attachment C
3. Ride Stats
 - a. Attachment D

Public Comment: No public comment given.

Old Business

1. Sales Tax Discussion: Deidre discussed that she attended the latest Sales Tax Steering Committee Meeting and shared a CAT Extra Service Analysis. The analysis is how to provide additional services, not to close the funding gap. Consensus of CTIC members at the latest meeting is to run CAT hours later in the evening. Deidre commented that there was a motion made at the Steering Committee to set aside one million dollars of the sales tax monies to fund the Bis-Man Transit \$955,000.00 deficit gap that is projected for 2025. Lynn asked if that recommendation now has to go to the City Commission to vote on. Deidre answered yes. Glenn commented that, if given the funding, the first three line items of the extra service analysis could be done in 2025 or 2026. The additional items would need additional fleet, so could be done in 2027 or 2028. Glenn also commented that additional hours on Sunday for paratransit could also be done in 2025 with additional funding, but would need to know the demand. Commissioner Rohr asked Deidre if there was an additional fleet if a bus goes down. Deidre answered yes there is a spare fleet ratio that is adhered to. DeNae asked if the City of Bismarck will act the same as the City of Mandan in regards to holding back a percentage of sales tax funds allocated to public transportation and depositing interest earned on those funds to the General Fund. Deidre will follow-up.

Deidre explained that Andrew revised the Mandan sales tax application per recommended from March's Board Meeting. This application will be presented to the Mandan City



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Commission on May 6th. Once the application is made available, Deidre will fill out the application and present IT to the Board at the May 22nd Board Meeting, and if approved by the Board, she will present it to the Mandan City Commission on June 3rd. Deidre asked the Board how they would like to allocate the deficit to each community. For example, 20% of the deficit should be applied for from the City of Mandan to coincide with ridership. Other options would be using a different percentage or going by population.

New Business

1. **Cash Reserve Policy Approval:** Deidre explained that a Cash Reserve Policy was recommended by the City of Bismarck Finance Director. This policy is important to have as we receive sales tax contributions. The six month target is recommended to be \$3 million and 12 month target to be \$6 million. Deidre expressed that it's important to have around \$5 million in reserves for 12 months of operating expenses. Glenn commented that Transit also needs cash reserves due to government shutdowns. Grant reimbursements would not be able to be reimbursed during that time. DeNae moved to approve the Cash Reserve Policy. Glenn seconded the motion. Motion carried unanimously.

Executive Director Report

1. **Grant Update:** Deidre discussed that the partial 5307 apportionment is \$958,577.00. Staff is waiting to draw down on the grant until the full apportionment is released from the FTA. Staff will wait until the full apportionment is out to calculate the capital cost of operating. Fiscal year 2026 5310 and 5339 grants were approved by the NDDOT. These funds will be used for the mobility manager and after hours services, shop equipment, and cutaway replacements.

Operations Report: Craig updated the Board that there has been an overall increase in ridership during April 2025. Notably, the Orange Route continues to experience a significant increase in ridership. Month to date, the Orange Route has over 2,300 boardings. Across all routes, there have been over 10,000 boardings with 6 days of service remaining in April. Operations staff has worked with Passio to correct some issues that were negatively affecting on-time Performance on the fixed route. Operations staff has also created an initiative to increase on-time performance. There are four new paratransit drivers that have completed their training and are on the road. There are currently two open CDL positions. Administrative Professional's Day was celebrated this past Wednesday, and lunch was provided to the staff.

Glenn asked Craig if the highway construction is affecting on-time performance for CAT and if there is a contingency plan if memorial highway is shutdown. Craig answered that for now, CAT buses are able to get through on memorial highway and a plan WILL be made if the road shuts down due to construction. Glenn commented on monitoring issues due to CAT on-time performance. Craig responded that CAT drivers focus on the timing points of being early. It's better to be late than to be early, because if the bus is running late the passenger will still be waiting for the bus.



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Other Business: DeNae asked Deidre if the Board needed to vote on the percentage of the deficit for the communities. Deidre answered she will have the application ready with options for the Board to vote on at the May Board Meeting.

Lacey moved to adjourn the Regular Board Meeting. Andrew seconded the motion. Motion carried unanimously. Meeting adjourned at 12:13 P.M.



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B

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

Bis-Man Transit Finance Committee Meeting Minutes

May 16, 2025, 10:00 A.M.
Via Zoom

Attending:

DeNae Kautzmann, Chair

Lynn Wolf

Glenn Lauinger

Staff:

Deidre Hughes

Taylor Kitzan



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Meeting was called to order at 10:00 A.M.

Deidre provided an update on the sales tax initiative that was passed. The Bismarck City Commission acted at their last meeting to commit \$1 million sales tax revenue towards the Bis-Man Transit deficit. They will be meeting with the City of Mandan regarding the community split towards the deficit. There are a number of ways to calculate the split. The Transportation Steering Committee has recommended that 4 additional hours for fixed route be added and 3.5 hours be added on Sunday and that Sunday rides be open to the public. Deidre indicated that the Commission will be asked to commit \$1.1 million for the expanded hours at their next meeting. DeNae pointed out that that is unfair to other applicants for the money. Bismarck has not yet developed an application process for the sales tax monies. They should not be committing money for enhanced services that the Board has not adopted nor requested funding. DeNae pointed out that the Board should address any enhancements to the service. Deidre explained that the application to Mandan is on hold because there are several questions that have been posed to the City and we are awaiting response. Deidre reminded the Committee that any enhancements must go through the normal process of notice, public hearings, and approval by the Bismarck City Commission. Also, we will need to work with WeDriveU on any increased revenue hours as it will impact the number of drivers needed.

Deidre indicated that our savings account is strong and that we will be receiving \$200,000 under SB 2354 which is not included in our budget.

Deidre explained the need to order two fixed route buses. The Gillig rep indicated it will take 18-20 months production time. To stay in line with our grants it is requested we order the needed buses at a cost of not to exceed \$660,000 each. Federal money would be \$964,750 with the local match at \$170,250. Committee recommends that the Board approve the purchase of two fixed route buses as outlined in the staff recommendation.

Deidre shared that there has been a push to add members to CTIC. The Board will be asked to appoint two new members.

Meeting adjourned at 10:30 A.M.



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C

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Community Transportation Input Committee Meeting Minutes May 19, 2025, 2:00 PM

Attending:	Helen Baumgartner	Glenn Lauinger
	Jeannie Pedersen	Randee Sailer
	Trevor Vannett	
Staff:	Deidre Hughes	Mike Mundahl
	Craig Thomas	Amanda O'Brien
Guests:	Alissa Patterson	

Meeting was called to order at 2:00 P.M.

Regular Agenda

1. Welcome and Introductions:

2. Review and possible appointment of New Members:

Deidre stated two new applications were received to join CTIC. Alissa Patterson introduced herself. Deidre provided background information on the other applicant, Lane Hoffer. Glenn moved to recommend approval of the two applicants to the Board. The motion was seconded by Trevor. There was no further discussion. The motion carried unanimously.

3. CTIC Duties and Responsibility Document Discussion

Deidre shared the existing duties and responsibilities of the Community Transportation Input Committee that the Board originally put forth. Under the membership portion, the current wording says, "Applications for the public positions will be accepted through the end of March.". Deidre said applications for CTIC have been accepted at any point in time because the committee is not at capacity, which is 10 members of the public and



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three members of the Board. With two new members, the committee would still be short four community members and one Board member.

Deidre suggested adding a line in the membership portion of the duties and responsibilities that would allow us to accept applications year-round, so long as the committee is not at capacity. Trevor said he was in favor of making that revision to recommend to the Board, and there may be some changes in duties as Bis-Man Transit goes through the sales tax initiative. Glenn said he had a proposed change to the same section.

Glenn proposed changing the wording to say:

Applications for the public positions can be accepted at any time until the 10 public positions are filled. These applications will be reviewed, and action will be taken on them as deemed appropriate by the Chairperson and the President of the Board of Directors. Once the 10 public positions are filled, reappointment and appointment of new members will occur at the May Bis-Man Transit Board meeting.

Deidre pointed out that under the timeframe portion, the current wording says, “Members of the public will hold their position for three years.” This hasn’t been tracked because there has not been a lot of interest in the committee. Deidre suggested keeping that wording in place, but keep it in mind going forward to devise a plan to have terms similar to the Board of Directors. Glenn said if the recommendation was going to be made to accept two new members, the committee should also recommend re-appointing the four current members of the committee if they are willing to continue serving. Jeannie asked if that would mean having to reapply. Glenn said he thought that, at the same time the committee recommended accepting two new applicants, they could recommend the reappointment of the current members. Deidre asked if they would want to have staggered appointments so that members are appointed each year instead of all members every three years. Glenn said his opinion was that it would be a good idea.

Deidre asked if any members would like to volunteer for a one-year term and said that didn’t mean they wouldn’t be able to serve following next year, just that they would be reappointed next May at the Board meeting if they wanted to continue serving. Jeannie volunteered to serve a one-year term. Trevor agreed to serve a three-year term. Randee agreed to serve a three-year term. Trevor recommended that the two new members be appointed to two-year terms. Susan would serve a one-year term.



Glenn said he would like to see a representative from one of the colleges, someone from the medical community, someone from the elderly community, and someone from the business community. Jeannie and Alissa said they sit on committees and can reach out through Sanford. Deidre suggested working on recruiting individuals in those categories, but may not want to limit membership. Deidre said she would bring it up at the next Community Needs committee meeting later in the month. Deidre will work on getting the changes made to the document. If it is not ready to present to the Board this month, it may come up again in June.

4. Sales Tax Discussion Update

Deidre provided an update on the community conversation that happened last week. The discussion was about transportation gaps in the community. Dakota Media Access has posted the recording. One of the biggest takeaways was the additional need for service in the community, especially having service run later. That is something the transportation steering committee has noted and will likely recommend to the Bismarck City Commission at the next Bismarck City Commission meeting to provide funding to Bis-Man Transit to provide some additional service options. The transportation steering committee did have a meeting last week. It recommended to the Bismarck City Commission to provide Bis-Man Transit with up to 1 million to help cover Bis-Man Transit's projected deficit. Mandan does have an application to apply, but that process is not ready yet.

5. Orange Route Discussion

Deidre said that changes to the Orange route to get closer to CHI St. Alexius have been discussed for some time. Deidre presented two options that Craig had provided.

Option one would be with the Orange route, Eastbound travel. After leaving Front Avenue, the route would go North on 9th Street, East on Broadway, and South on Airport to get back onto the existing route. Deidre said Craig did a test run with these changes, and it is a very tight run. If there are a lot of stops, another area would likely need to be cut. That additional cut would eliminate traveling directly in front of DCIL, with the Orange route staying on Rosser Avenue to the Transit Center. The Orange route would still be within walking distance of DCIL. Jeannie said that would be feasible.



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Option two would involve the Orange route, specifically Westbound travel. After the bus leaves Bis-Man Transit, it would follow the existing route to 16th Street and Avenue C, where it would continue to Rosser Avenue and then travel West on Rosser Avenue. The route would then travel North on 9th Street to reach Bismarck High School and continue on the existing route. The second option would eliminate the section of the route that travels past BECEP.

Helen questioned the safety of the bus stopping on Rosser Avenue versus Broadway Avenue near CHI St. Alexius. Craig said the advantage of stopping on Broadway Avenue would be the crosswalk on Broadway in front of the hospital. Helen asked if a change had been made, and it did not improve ridership, could it be changed back? Deidre said it could be tried as a pilot project; we would follow the service change policy. Deidre said a pilot project could run for less than a year.

Trevor suggested moving forward with option two and revisiting it as a group to see what the feedback is on it. Deidre said she would calculate the exact mileage of the proposed changes to see how to proceed and would likely have an update for the next CTIC meeting.

6. Other Business

Glenn followed up with Deidre regarding the Mandan Memorial Highway construction. Deidre spoke with the City of Mandan, and it was confirmed that the Memorial Highway will not be closed entirely. The Purple route will continue to operate on the normal route.

Trevor said that if anything is needed to help with Mandan, please let the committee know.

Trevor moved to adjourn. Second by Jeannie.

Meeting adjourned at 2:48 P.M.



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April 2025

MONTHLY REPORT

	Month	YTD	PY Month	PY YTD	% INC/DEC OVR PYM	% INC/DEC OVR PYTD
RIDERSHIP						
FIXED ROUTE	13,005	48,201	8,956	36,206	45.21%	33.13%
PARATRANSIT	8,108	31,440	7,706	30,060	5.22%	4.59%
Total	21,113	79,641	16,662	66,266	26.71%	20.18%
FR AVG. DAILY BOARDINGS	500.19					
DR AVG. DAILY BOARDINGS	270.27					
			Pass./Hour	Pass./Hour	Pass./Hour	
						% INC/DEC
REVENUE HOURS	Month	YTD	Month	YTD	PY YTD	PY YTD
FIXED ROUTE	1,847.50	7,237.17	7.04	6.66	4.97	7,285.1
PARATRANSIT	3,095.81	11,758.78	2.62	2.67	2.82	10,658.6
Total	4,943.31	18,995.95	4.27	4.19	3.7	17,943.7
			Pass./Mile	Pass./Mile		
						% INC/DEC
REVENUE MILES	Month	YTD	Month	YTD	PY YTD	PY YTD
FIXED ROUTE	29,209	114,429	0.45	0.42	116,224	
PARATRANSIT	43,009	165,339	0.19	0.19	150,763	
Total	72,218.60	279,768.00	0.63	0.61	266,987	
ON TIME PERFORMANCE	Month	YTD	PY Month	PY YTD	% INC/DEC OVR PYM	% INC/DEC OVR PYTD
FIXED ROUTE	87.43%	84.88%	91.71%	88.00%	-4.67%	-3.55%
PARATRANSIT	95.30%	92.59%	93.33%	92.59%	2.11%	0.00%
RIDERSHIP PER ROUTE						% INC/DEC
ROUTE	Month	YTD	PY Month			0.57904491
BLACK	2663	9506	2110			26.2%
BLUE	1926	7273	744			158.9%
GREEN	2631	9099	1682			56.4%
RED	1433	4708	1237			15.8%
ORANGE	2956	11736	1673			76.7%
PURPLE	1396	5879	1510			-7.5%
RIDERSHIP BY DESTINATION	Month	YTD	PY Month			
(Included in 'Ridership	U-Mary	470	1622	315		49.2%
Per Route' Numbers)	UTTC	72	232	61		18.0%
	Bismarck Library	706	2728	400		76.5%
	Mandan Walmart	84	432	122		-31.1%
	Mandan Family Fare	398	1939	464		-14.2%
ACCIDENTS	Month	Month at Fault	YTD	YTD at Fault		
FIXED ROUTE	0	0	4	1		
PARATRANSIT	0	0	7	4		
SERVICE VEHICLE	0	0	0	0		
SENT TO INSURANCE	0		1			
COMPLAINTS	Month	YTD				
FIXED ROUTE	4	9				
PARATRANSIT	0	4				
Office Staff	0	0				
COMPLIMENTS	Month	YTD				
FIXED ROUTE	0	1				
PARATRANSIT	2	5				
Office Staff	0	0				



F

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

May 22, 2025

TO: Bis-Man Transit Board of Directors
FROM: Deidre Hughes, Executive Director
SUBJECT: Gillig Fixed Route Bus Purchases (Two Units)

RECOMMENDATION: It is recommended that the Bis-Man Transit Board approve the purchase of two (2) 29-foot heavy-duty fixed-route buses to replace one bus that has exceeded its useful life of 12 years or 500,000 miles.

BACKGROUND: Bis-Man Transit applied for FY2024 5339 grant funding to replace bus 1003. Due to significant price increases, Bis-Man Transit applied for supplemental funds on the FY2026 5339 to help cover the additional costs. Through the FY2026 5339, Bis-Man Transit also applied for funding to replace bus 1002.

DISCUSSION: The purchases will be made using FY2024 and FY2026 Section 5339 funds awarded for the replacement of two fixed-route buses. The buses will be purchased from the State of Washington's RFP for diesel buses. This will reduce procurement time, as the bus can be ordered immediately following approval by the Board of Directors and the City of Bismarck Commission. The factory lead time for each of these vehicles is estimated at 18-20 months.

FINANCIAL IMPACT: The estimated purchase price of the bus is \$660,000 per unit. Staff are currently working with Gillig to finalize the pricing. The federal portion will be \$1,122,000, with a local match of \$198,000 for both buses.

Fleet #	VIN #	Mileage	FY24 5339 (Federal)	FY24 5339 (Local)	FY26 5339 (Federal)	FY26 (Local)	Total
FR #1002 2010 Gillig	15GGE2716A1091970	467,864	\$403,750	\$71,250	\$ 157,250	\$ 27,750	\$ 660,000
FR #1003 2010 Gillig	15GGE2718A1091971	524,262			\$ 561,000	\$ 99,000	\$ 660,000
					\$ 1,122,000	\$ 198,000	\$ 1,320,000



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G

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May 22, 2025

TO: Bis-Man Transit Board of Directors
FROM: Deidre Hughes, Executive Director
SUBJECT: Recommendation to approve safety plan targets for July 1, 2025 to June 30, 2026

RECOMMENDATION: Staff recommends that the Bis-Man Transit Board of Directors approve the Safety Plan targets for July 1, 2025, to June 30, 2026, as presented.

BACKGROUND: The FTA requires that all transit agencies review safety targets within their safety plans annually. The Board of Directors approved the full safety plan in November 2020. All content remains the same for this reporting period. Staff utilized Bis-Man Transit statistics to develop realistic goals for our system based on 2024 performance data, under the guidance of NDDOT.

Proposed targets are pictured below.

7.3 Targets

Measuring safety performance metrics includes targets or goals we strive to accomplish. Based on the previous operating year statistics, the following lists are the targets set for Bis-Man Transit.

Mode of Transit Service	Fatalities (total)	Fatalities (per 100 thousand VRM)	Injuries (total)	Injuries (per 100 thousand VRM)	Safety Events (total)	Safety Events (per 100 thousand VRM)	System Reliability (VRM/failures)
Fixed Route Bus	0	0	3 or less	0.9	10 or less	1	10,000
ADA/ Paratransit	0	0	3 or less	0.7	5 or less	1	35,000



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H

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May 22, 2025

TO: Bis-Man Transit Board of Directors

FROM: Deidre Hughes, Executive Director

SUBJECT: Community Transportation Input Committee Recommendation

BACKGROUND: The Community Transportation Input Committee was established in April 2021, following the Board's vote on assigned duties and responsibilities. Since then, the Committee has met periodically to discuss Board agenda items related to their assigned duties.

DISCUSSION: The Board approved the committee to be comprised of 10 public members and three board members. Since the committee was developed, not all positions have been filled. Additionally, a number of the items within the "CTIC Duties and Responsibilities" Guidance have not been followed due to the Committee operating below capacity.

One of those items is three-year term limits for all members of the public.

RECOMMENDATION: Staff and the Committee recommend that the Board approve the following items discussed at the May 19, 2025, CTIC meeting:

- Accept CTIC's recommendation to approve Alissa Patterson and Lane Hoffer as new members.
- Allow CTIC member applications to be accepted at any time, until the committee has reached capacity, as highlighted in the revised duties and responsibilities document.
- Re-appoint all existing members and approve the following member terms:
 - One year – Jeannie Pedersen and Susan Dingle
 - Two year – Alissa Patterson and Lane Hoffer
 - Three year – Trevor Vannett and Randee Sailer
- Annual membership appointments will occur at the May Board meeting each year.



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Community Transportation Input Committee

Objective: The Community Transportation Input Committee's objective is to review Bis-Man Transit Board agenda items and any other tasks that may be assigned to them that pertain to the community and provide the Board of Directors with feedback.

Goal: Committee members will work to build public confidence in Bis-Man Transit through transparency, open communication, and collaboration with staff and the Board of Directors.

- Provide a platform for conversations on Board Agenda items between Board Members and community members
- Address issues that directly affect public transportation users and advocate for the system
- Address assigned items to study as directed by the Board

Process and Suggested Steps:

- Convene as needed
- Make recommendations to the full Board of Directors as applicable
- Members may be assigned responsibilities and accountabilities on specific tasks
- Brainstorm opportunities, using members' subject expertise, and planning project data

Membership: The Community Transportation Input Committee should be comprised of three Board members and up to 10 individuals from the public with a vested interest in public transportation. The number of members of the public can be altered as deemed necessary by the President of the Board of Directors.

Applications for the public positions will be accepted at any time until the 10 public positions are filled. These applications will be reviewed, and action will be taken on them as deemed appropriate by the Chairperson and the President of the Board of Directors. Once the 10 public positions are filled, reappointment and appointment of new members will occur at the May Bis-Man Transit Board meeting.

Timeframe: The Community Transportation Input Committee should begin work in April 2021, following the Board of Directors' vote on assigned duties and responsibilities. Members of the public will hold their position for three years. Board Members will hold their position until the following Annual Board Meeting, which takes place in April. At that time, the President of the Board of Directors will appoint a chairperson with the advice and consent of the Board of Directors. Such chairperson shall be selected from among the Board membership.

Committee members shall be appointed by the chairperson of this committee in consultation with the President of the Board of Directors.

Completion: The Community Transportation Input Committee will act as a standing committee, indefinitely. The Board of Directors may dissolve the committee at any time.





Community Transportation Input Committee (CTIC)

Completing this form indicates your interest in being considered for appointment to the Bis-Man Transit

Name: Lane Hoffer

Street Address: [REDACTED] City: Bismarck State: North Dakota Zip Code: 58501

Home Phone: [REDACTED] Cell Phone: [REDACTED]

Email Address: [REDACTED]

Are You a Current Bis-Man Transit / CAT Bus Rider? No If Yes, for how long? N/A

Occupation: Grant & Development Manager

(If retired, please indicate so and include your former occupation)

Present Employer: Abused Adult Resource Center (AARC)

Business Address: [REDACTED]

Business Phone: [REDACTED]

Preferred Mailing Address: Home: X Business _____ (Check only one)

STATISTICAL INFORMATION:

Age Group: [REDACTED]

Gender: [REDACTED] Community: Bismarck / Mandan

**Bis-Man Transit operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the 1964 Civil Rights Act. To find out more about our nondiscrimination obligations or to file a complaint, please contact us at 701-258-6817.

Explain why you are interested in serving on the Bis-Man Transit Community Transportation Input Committee and how you feel you can contribute to the organization:

I worked in the developmental disability field for over 17 years (primarily at HIT). A lot of the people I worked with utilized Para Transit. Recently, I managed the United Way's homeless shelter for 22 months. In March, I started at the Abused Adult Resource Center (AARC) as their grant & development manager. I've been in management for almost 12 years. I'm also currently a project coordinator at the Arc of Bismarck.

I know Para Transit very well. I have a good understanding about the CAT Bus because the people I serve utilize it frequently. A basic need everyone requires is transportation. I feel I have quite a bit of experience in both sectors & can provide valuable input.

Volunteer Experience and Other Community Involvement:

I currently volunteer for Bismarck Memory Café. They are an Alzheimer's / Dementia Resource group.

A big topic is transportation & what to do when they aren't able to drive themselves anymore.

I'm a member of the Missouri Valley Coalition Homeless People (MVCHP) I sit on their Public Awareness Subcommittee

I served on HIT INC's safety committee. I'm currently the safety coordinator at the AARC.

I'm a member of the Friends of the Bismarck Public Library

I volunteer at the Seeds of Hope Thrift Store. I also volunteer for the McQuade's Charity Softball Tournament

*Your Signature_____

*Date_____

Please return this form to:

Mail: Email:

Bis-Man Transit info@bismantransit.com

3750 E. Rosser Ave.

Bismarck, ND 58501

For questions, please call 701-258-6817.



Community Transportation Input Committee (CTIC)

Completing this form indicates your interest in being considered for appointment to the Bis-Man Transit Community Transportation Input Committee (CTIC).

Name Alissa Patterson

Street Address [REDACTED] City Bismarck State ND Zip Code 58503

Home Phone [REDACTED] Cell Phone [REDACTED]

Email Address [REDACTED]

Are You a Current Bis-Man Transit / CAT Bus Rider? Y If Yes, for how long? 5 y

Occupation Mental Health Therapist
(If retired, please indicate so and include your former occupation)

Present Employer Sargison

Business Address [REDACTED]

Business Phone [REDACTED]

Preferred Mailing Address: Home X Business (Check only one)

STATISTICAL INFORMATION:

Age Group: [REDACTED]

Gender [REDACTED] Community

**Bis-Man Transit operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the 1964 Civil Rights Act. To find out more about our nondiscrimination obligations or to file a complaint, please contact us at 701-258-6817.



Community Transportation

Explain why you are interested in serving on the Bis-Man Transit Community Transportation Input Committee and how you feel you can contribute to the organization:

Reliable transportation is a concern for both me & my patients I am a provider with scheduled appointments

Volunteer Experience and Other Community Involvement:

- Health Equity & Experience Council

*Your Signature ARSA PATTISON
*Date 5/2/25

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