Call to Order

Introductions

Approval of Agenda

Approval of Minutes – June 7, 2018

New Business

1. Suggested Projects for 2019 Unified Planning Work Program (UPWP)
2. Intersection Control Evaluation respondents: Hoffman Road at South Victory Drive
3. Resolution Supporting MnDOT Pavement and Bridge Condition Performance Measure Targets (PM2)
4. Resolution Supporting MnDOT Freight and Reliability Performance Measures (PM3)
5. Resolution of Adoption: Mankato Transit System Transit Asset Management Targets (TAM)

Other Business, Discussion & Updates

1. Trunk Highway 22 Corridor Study Update
2. ADA Transition Plan Update

TAC minutes – July 19, 2018 (informational)

Opportunity for Public Comment

Adjournment
Policy Board members present: Mark Piepho (chair), Jack Kolars, Bob Freyberg, Dan Rotchadl, Dennis Dieken (alternate for Mike Laven), Tim Auringer

Others Present: Paul Vogel, MAPO Executive Director, Charles Androsky, MAPO Transportation Planner, Ryan Thilges MAPO Technical Advisory Committee Chair and Blue Earth County Public Works Director, Michael Fischer, City of North Mankato Community Development Director, Lisa Bigham, MnDOT ATP7 Planning Director, Craig Rempp, Superintendent of Greater Mankato Transit System, Chelsey Hendrickson, Kimley-Horn Transportation Planner

I. Call to Order

Mr. Piepho called the meeting to order at 6:00 p.m.

II. Introductions

Introductions were made.

III. Approval of Agenda

Mr. Rotchadl moved and Mr. Freyberg seconded a motion to approve the agenda. With all voting in favor, the agenda was approved.

IV. Approval of Minutes – March 11, 2018

Mr. Kolars moved and Mr. Rotchadl seconded a motion to approve the minutes. With all voting in favor, the minutes were approved.

V. New Business

5.1 Resolution Adopting Draft 2019-2022 Transportation Improvement Program

Staff reported that the Transportation Improvement Program (TIP) is an account of how the various jurisdictions within the Mankato/North Mankato Area Planning Organization (MAPO) area have prioritized their use of limited federal highway and transit funding. The TIP process serves to implement projects identified in the Mankato/North Mankato area Long Range Transportation Plan (LRTP). Staff gave an overview of the comments collected over the 30-day Public Comment period on (March 23, 2018 to April 24, 2018). The MAPO received a range of comments from local, State, and Federal transportation stakeholders. Comments included updated project descriptions, scopes, funding sources, and associated Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) programs. The TIP was updated as corrections and comments were received. There was also a suggestion to accelerate the timeline on project 137-140-001 (Stadium/Pohl roundabout).
Several new sections had been added to this most recent TIP, including a section on Regional Significance, Performance Measures, and Anticipated Effect.

This item was reviewed by the MAPO Technical Advisory Committee at its May 17, 2018 meeting and was recommended for approval.

Mr. Thilges reported that the Stadium and Pohl Road roundabout is scheduled in the Blue Earth County Capital Improvement Plan for 2020, which may result in advance funding for that project.

Mr. Rotchadl inquired if the County Road 41 bridge project had always been scheduled for 2020. Mr. Thilges explained that this had always been the case.

Mr. Rotchadl moved and Mr. Dieken seconded to adopt the draft 2019-2022 Transportation Improvement Program. Motion carried.

5.2 Review of Transit Development Plan Recommendations
Staff recounted that the Transit Development Plan (TDP) had been included in the 2017 UPWP and its development had included MAPO staff input.

Mr. Rempp and Ms. Hendrickson reported on the development and recommendations of the TDP. This included a profile of the service area, a review of community engagement efforts, and a report on system needs and issues. Ms. Hendrickson reported on the system and service evaluation, transit system design guidelines, and service recommendations. In order to account for flexible future funding apportionments from State and Federal sources, separate service scenarios had been designed.

Staff clarified that certain portions of federal funding may be subject to reclamation if the funds are not utilized within a certain time period, estimated to be two years.

Mr. Rempp reported that Transit staff has been researching the draft TDP recommendations, including the recommendation to expand certain routes into summer and evening service. Transit staff are waiting for buses to arrive before employing aspects of a new service expansion grant. The soonest buses are expected to arrive is October. The new service expansion grant listed several adjustments included combining routes 4 and 5 in North Mankato. Service to Eagle Lake on Sundays is also estimated to not require a new bus. The TDP’s recommendations regarding Route 7 may also be able to be activated before arrival of new buses. Transit staff continues work on route planning, placement of bus shelters, community outreach, and ensuring the New Service Expansion funding is properly received and employed.

An ongoing issue is that new service expansion grant is currently designed as a two year program, while the time horizon of actually employing the funds is often longer than two years. Discussions between the state’s transit systems and MnDOT to correct this issue are ongoing.

Mr. Freyberg inquired if the TDP’s expanded service recommendations would compete with area private transit providers. Mr. Rempp clarified that the recommendations follow strict guidelines which ensure that any expanded service would not interfere with private operations.

Mr. Kolars inquired about the amount of ridership the transit system receives from Minnesota State University, Mankato (MSU). Mr. Rempp stated that the transit system derives about 50% of total ridership
from MSU. Mr. Kolars inquired about the demographic makeup of the system’s total ridership. Staff reported that ridership is diverse and comprises a broad segment of the population including students, the elderly, New Americans, and young professionals.

Mr. Rotchadl inquired about transit system’s contractual relationship with MSU. Mr. Rempp explained that the contract is adjusted annually.

Mr. Kolars made a motion to approve and Mr. Dieken seconded. Motion carried.

5.3 Call for Suggested Projects for 2019 Unified Planning Work Program
Staff reported that the MAPO’s 2019 UPWP was currently in development. Several projects, such as initiation of the Long Range Transportation Plan update are already scheduled. Input shall be directed to the MAPO via the 2019 UPWP Project Application. Applications will be accepted through June 29, 2018.

VI. Other Business, Discussion & Updates

6.1 Update: Minnesota Department of Transportation Capitol Highway Investment Plan
Ms. Bigham delivered an informational presentation on the Minnesota Department of Transportation’s (MnDOT) Capitol Highway Investment Plan (CHIP). The CHIP is a 10-year forecast for statewide improvement projects along Minnesota’s highway network. The primary purpose of the CHIP is to communicate programmed and planned capital highway projects over the next 10 years.

The first four years represent state highway projects included within the State Transportation Improvement Program (STIP), outlining MnDOT’s committed construction program. The CHIP also identifies projects in the six years after the current STIP as planned investments. While projects are not committed until they reach the STIP, forecasting priority projects 5-10 years out allows for advanced coordination and planning.

6.2 Update: Trunk Highway 22 Corridor Study
Staff informed the Policy Board that the MAPO, in partnership with MnDOT had begun the project’s second round of public engagement. This round will include a variety of open houses and a pop-up event. Development has continued on the project’s Purpose and Needs Statements, Existing Conditions Report, and scenario analysis. The project’s Final Report is anticipated to be complete early summer 2018.

6.3 Update: Americans with Disabilities Act (ADA) Transition Plan
Staff reported that after suspending collection for the winter, inventory gathering resumed May 7. Field staff began by completing collection in North Mankato. Upon completion of North Mankato, the team moved to Blue Earth County in mid-May, followed by Mankato on June 1. All Self-Evaluations are anticipated to be completed by early September 2018. Transition Plans for Eagle Lake, Skyline, and Nicollet County are nearing full drafts and are anticipated to be distributed to MAPO and respective agencies for review/revision in May 2018.

VII. TAC Comments (May 17, 2018 meeting minutes)

The minutes from the May 17, 2018 MAPO TAC meeting were distributed.

VIII. Opportunity for Public Comment
Mr. Piepho opened the floor for Public Comment. There was none.

IX. **Adjournment**

At approximately 8:00 p.m. Mr. Rotchadl moved and Mr. Auringer seconded to adjourn. Motion carried.

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Chair, Mr. Piepho
AGENDA RECOMMENDATION

Agenda Heading: Suggested Projects for 2019 Unified Planning Work Program No: 5.1

Agenda Item: Suggested Projects for 2019 Unified Planning Work Program

Recommendation Action(s): Motion to approve suggested projects for inclusion in the 2019 Unified Planning Work Program (UPWP)

Summary:
The MAPO’s 2019 UPWP is scheduled for adoption in September 2018. Several projects, such as initiation of the Long Range Transportation Plan update are already scheduled. Input on suggested projects was solicited through the 2019 UPWP project application. Applications were accepted through June 29, 2018. Three projects were collected through the solicitation. The applications are summarized below:

Application 1 suggests a joint MAPO/MnDOT study of completion of the Highway 14 and 169 interchange to a full interchange. The cost of this project is dependent on a variety of factors but was estimated by MnDOT’s Area Transportation Partnership (ATP) to tentatively cost approximately $100,000.

Application 2 suggests MAPO participation in cost sharing of aerial photography for use in MAPO map products, graphical elements, and public education materials. The cost of this project is estimated at $3,000.

Application 3 suggests a Warren Street Corridor Study. The project includes a traffic study of Warren Street from Riverfront Drive to Balcerzak Drive in Mankato with associated Intersection Control Evaluations. The project is estimated to cost approximately $70,000.

Staff recommends the MAPO Policy Board review the solicited projects and adopt a motion to approve projects for inclusion in the 2019 UPWP. All three projects were recommended for approval by the MAPO TAC at their July 19, 2018 meeting.

Attachments:
2019 UPWP Project Application: Highway 14 and 169 Interchange Study
2019 UPWP Project Application: Aerial Photography
2019 UPWP Project Application: Warren Street Corridor Study
Draft 2019 UPWP Program Activity Details & Budget
MANKATO/NORTH MANKATO
AREA PLANNING ORGANIZATION (MAPO)

2019 Unified Planning Work Program (UPWP) Project Application

Purpose

- The intent of this form is to provide the MAPO suggestions for projects for inclusion in the 2019 Unified Planning Work Program (UPWP).
- Projects programmed for the 2019 UPWP must advance the goals of the MAPO’s Long Range Transportation Plan (LRTP), with an emphasis toward translating multimodal needs into specific actionable projects.
- The LRTP prioritizes improvements to coordinate preservation needs (so as to maintain the future metropolitan transportation system in a state of good repair) with mobility, safety, freight, and congestion needs to accommodate planned growth in the area.
- Funds for the 2019 UPWP are limited. Several projects, such as the LRTP update, are already scheduled.
- Applicants are encouraged to review the current LRTP, located at www.mnmapo.org.
- Submit completed applications by June 29, 2018 to candrosky@mankatomin.gov

Applicant Information

Name: Patrick Hentges          Title: City Manager
Organization: City of Mankato
Phone: 507-387-8695           Email: phentges@mankatomin.gov

Project Description

Supply a detailed project description including location, need, contributing factors, proposed solution, and why/how the proposed solution will advance the goals of the MAPO’s Long Range Transportation Plan.

The City of Mankato requests that MAPO study in conjunction with MnDOT the completion of the Highway 14/169 interchange into a full interchange design along with necessary access and intersection adjustments at Lind Street and location of alternative access. The scope of the project would include the Highway 169/14 interchange, which is located completely within the City of Mankato, and that portion of Highway 169 located within the City of Mankato from Lake Street Northwest to North River Lane in the vicinity of Kwik Trip.

This project is discussed in the MAPO LRTP and also scoped by MnDOT as part of the corridors of commerce.

Contact MAPO Transportation Planner Charles Androsky with questions or comments (507) 387-8389 or candrosky@mankatomin.gov.
MANKATO/NORTH MANKATO
AREA PLANNING ORGANIZATION (MAPO)

2019 Unified Planning Work Program (UPWP) Project Application

**Purpose**
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- Submit completed applications by **June 29, 2018** to candrosky@mankatommn.gov

**Applicant Information**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title: GIS Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization</td>
<td>City of Mankato</td>
</tr>
<tr>
<td>Phone</td>
<td>507.387.8686</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:kklinder@mankatommn.gov">kklinder@mankatommn.gov</a></td>
</tr>
</tbody>
</table>

**Project Description**

Supply a detailed project description including location, need, contributing factors, proposed solution, estimated cost, and why/how the proposed solution will advance the goals of the MAPO’s Long Range Transportation Plan.

The city of Mankato along with Blue Earth and Nicollet Counties will be having Pictometry fly aerial photography in 2019. In 2016 the MAPO participated in the cost sharing of some combined imagery that would have not been otherwise purchased ($3,000.00). The city of Mankato has produced almost all of the maps for the MAPO with that combined aerial imagery. Aerial imagery does a great job representing the landscape, however it does become out of date after a few years. New and old imagery allows for comparison of growth areas and change overtime. The imagery and deliverables would cost about the same as 2016.

Contact MAPO Transportation Planner Charles Androisky with questions or comments (507) 387-8389 or candrosky@mankatommn.gov.

Mankato/North Mankato Area Planning Organization | 10 Civic Center Plaza, Mankato, MN
[www.mnmapo.org](http://www.mnmapo.org)
# MANKATO/NORTH MANKATO AREA PLANNING ORGANIZATION (MAPO)

## 2019 Unified Planning Work Program (UPWP) Project Application

<table>
<thead>
<tr>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
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</tr>
<tr>
<td>Submit completed applications by <strong>June 29, 2018</strong> to <a href="mailto:candrosky@mankatomin.gov">candrosky@mankatomin.gov</a></td>
</tr>
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### Applicant Information

<table>
<thead>
<tr>
<th>Name: Michael McCarty</th>
<th>Title: Assistant City Engineer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization: City of Mankato</td>
<td></td>
</tr>
<tr>
<td>Phone: 507-387-8643</td>
<td>Email: <a href="mailto:mmccarty@mankatomin.gov">mmccarty@mankatomin.gov</a></td>
</tr>
</tbody>
</table>

### Project Description

Supply a detailed project description including location, need, contributing factors, proposed solution, estimated cost, and why/how the proposed solution will advance the goals of the MAPO’s Long Range Transportation Plan.

The City of Mankato is requesting proposals from qualified planning and engineering firms to conduct a transportation corridor study. The study will include intersection control evaluations of Warren Street at Broad Street, Glenwood Avenue, Second Street, Front Street and Riverfront Drive, as well as a traffic study of Warren Street from Riverfront Drive to Balcerzak Drive in Mankato. The Study will evaluate alternatives for management of existing and future traffic flow along Warren Street, with discussion on alternatives, access management, intersection control options, alternative intersection designs, pedestrian connectivity including mid-block crossings, potential changes in cross sections and lane configurations from existing conditions, and possible impacts on parallel streets associated with the alternatives. The study should contain technical memos addressing the following areas: Existing Conditions, Traffic Analysis, Issues, Alternative Development, and Alternative Evaluation.

The final objective is to determine the recommended improvements necessary Warren Street from Balcerzak Drive to Riverfront Drive by performing a high level operational analysis of major intersections, pedestrian movements and traffic flow to ensure the most efficient design is implemented for the reconstruction of Warren Street which is scheduled for 2021.

Contact MAPO Transportation Planner Charles Androsky with questions or comments (507) 387-8389 or candrosky@mankatomin.gov.
### Draft 2019 UPWP Program Activity Details & Budget

#### 100 Program Support and Administration

<table>
<thead>
<tr>
<th>Program Support 51001</th>
<th>Budget</th>
<th>Staff Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Prepare agendas and minutes for MAPO Meetings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Attending MnDOT and local agency meetings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Prepare and agendas and minutes for TAC meetings</td>
<td></td>
<td></td>
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<tr>
<td>4. Attend training, meetings, and conferences</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Review and Update Title VI Program/Limited English Proficiency Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Review and Update Public Participation Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Prepare billing for local jurisdiction assessment</td>
<td></td>
<td></td>
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<tr>
<td>Total Expense - Program Support</td>
<td>$43,547</td>
<td>800</td>
</tr>
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#### Planning Work Program 51002

<table>
<thead>
<tr>
<th>Planning Work Program 51002</th>
<th>Budget</th>
<th>Staff Hours</th>
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<tbody>
<tr>
<td>1. Prepare draft 2020-2021 UPWP and budget</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Review with MnDOT and FHWA</td>
<td></td>
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<tr>
<td>3. Reporting to MnDOT &amp; FHWA</td>
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<tr>
<td>Total Expense - Planning Work Program</td>
<td>$8,763</td>
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#### Training and Travel 51003

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<th>Training and Travel 51003</th>
<th>Budget</th>
<th>Staff Hours</th>
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<tbody>
<tr>
<td>1. Travel to MPO Directors meetings MN MPO workshop</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Travel to workshops</td>
<td></td>
<td></td>
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<tr>
<td>3. Attend other meeting related to transportation</td>
<td></td>
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<tr>
<td>Total Expense - Training &amp; Travel</td>
<td>$8,763</td>
<td>150</td>
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#### Information Tech & Website 51004

<table>
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<th>Information Tech &amp; Website 51004</th>
<th>Budget</th>
<th>Staff Hours</th>
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<tbody>
<tr>
<td>1. Maintenance of Website - Post minutes, agendas, meeting materials, information, create revolving content</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Geographic Information System Support</td>
<td>$4,936</td>
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<tr>
<td>Total Staff Expenses</td>
<td>$6,213</td>
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<tr>
<td>Total Website Expenses</td>
<td>$6,213</td>
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#### Program Expenses 51005

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<thead>
<tr>
<th>Program Expenses 51005</th>
<th>Budget</th>
<th>Staff Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Vacation, Sick and Holidays</td>
<td></td>
<td></td>
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<tr>
<td>Total Expense - Program Expenses</td>
<td>$16,728</td>
<td>300</td>
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#### Total Expenses - Program Support and Administration

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<th>Total Expenses - Program Support and Administration</th>
<th>Budget</th>
<th>Staff Hours</th>
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</thead>
<tbody>
<tr>
<td>$84,014</td>
<td>1,500</td>
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#### 200 Long-Range Planning

<table>
<thead>
<tr>
<th>LRTP Update 52001</th>
<th>Budget</th>
<th>Staff Hours</th>
</tr>
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<tbody>
<tr>
<td>1. Consultant cost - Initiate and coordinate Long Range Transportation Plan Update</td>
<td>$75,800</td>
<td></td>
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<tr>
<td>Total Staff costs - Long Range Transportation Plan Update</td>
<td>$13,277</td>
<td>255</td>
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<tr>
<td>Total Expenses - Long Range Transportation Plan Update</td>
<td>$89,077</td>
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#### Total Expenses - Long Range Planning

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<tr>
<th>Total Expenses - Long Range Planning</th>
<th>Budget</th>
<th>Staff Hours</th>
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<tbody>
<tr>
<td>$89,077</td>
<td>255</td>
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#### 300 Short-Range Planning

<table>
<thead>
<tr>
<th>Short Range Planning - Local</th>
<th>Budget</th>
<th>Staff Hours</th>
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</thead>
<tbody>
<tr>
<td>1. Consultant cost - continued work on ADA Transition Plan</td>
<td>$4,000</td>
<td></td>
</tr>
<tr>
<td>2. Consultant cost - Warren Street Corridor Study</td>
<td>$43,000</td>
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<tr>
<td>3. *Consultant cost - GIS Aerial Pictometry Flyover</td>
<td>$3,000</td>
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<tr>
<td>4. Consultant cost - Highway 169 Corridor Study</td>
<td>$60,000</td>
<td></td>
</tr>
<tr>
<td>5. Assist MAPO partners with local transportation planning efforts as needed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Coordination and working with local Statewide Health Improvement Program/Active Transportation</td>
<td></td>
<td></td>
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<tr>
<td>7. Distribute and share relevant transportation materials &amp; information/LRTP Outreach (52002 staff coding)</td>
<td></td>
<td></td>
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<tr>
<td>8. Coordination with agency partners on Regional Transit Coordinating Council</td>
<td></td>
<td></td>
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<tr>
<td>Staff Expenses</td>
<td>$30,802</td>
<td>550</td>
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<tr>
<td>Total Expenses - Short Range Planning - Local</td>
<td>$140,802</td>
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#### State Planning Efforts

<table>
<thead>
<tr>
<th>State Planning Efforts</th>
<th>Budget</th>
<th>Staff Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Participation in Statewide and District Planning Efforts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Coordination with MnDOT and local partners for transportation related activities</td>
<td></td>
<td></td>
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#### Total Expenses - Short-Range Planning

<table>
<thead>
<tr>
<th>Total Expenses - Short-Range Planning</th>
<th>Budget</th>
<th>Staff Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>$149,564</td>
<td>700</td>
<td></td>
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</table>

*$3,000 of local funding to be utilized for locally funded project (GIS Aerial Pictometry Flyover)*
### 400 Program Development

<table>
<thead>
<tr>
<th>Activity</th>
<th>Budget</th>
<th>Staff Hours</th>
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</thead>
<tbody>
<tr>
<td>Inter Agency - State 54002</td>
<td>Total Staffing Costs - Program Development</td>
<td>$10,620</td>
</tr>
<tr>
<td>Inter Agency - Local 54003</td>
<td>Total Expenses - Program Development - Interagency</td>
<td>$10,887</td>
</tr>
</tbody>
</table>

**400 Program Development**

1. TAP LOI Review
2. Coordination and review with MnDOT and Transit for STIP

**Total Staffing Costs - Program Development**

3. Public notice of Transportation Improvement Plan (TIP) preparation
4. Solicit projects from local partners
5. Begin TIP environmental justice analysis
6. Conduct consultation with the Greater Mankato Transit
7. TIP Development & Documentation
8. Coordination with District 7 ATP
9. Work with Region 9 RDC & Serve on their Transportation Committee TAC

**Total Staffing Costs - Inter Agency Local**

$22,039 | 400 |

**Total Expenses - Program Development - Interagency**

$22,039 |

**Total Expenses - Program Development**

$32,926 | 575 |

#### Other Services & Commodities

<table>
<thead>
<tr>
<th>Service</th>
<th>Budget</th>
<th>Staff Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>3040 Legal, Publication, &amp; Advertising</td>
<td>$1,200</td>
<td></td>
</tr>
<tr>
<td>7208 GIS Services (transfer)</td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td>3210 Telephone &amp; Postage</td>
<td>$499</td>
<td></td>
</tr>
<tr>
<td>3100 Training, Travel &amp; Conferences</td>
<td>$3,000</td>
<td></td>
</tr>
<tr>
<td>3410 Printing &amp; Publishing</td>
<td>$3,000</td>
<td></td>
</tr>
<tr>
<td>2010 Office Supplies (including software)</td>
<td>$760</td>
<td></td>
</tr>
<tr>
<td>4330 Subscriptions &amp; Memberships</td>
<td>$550</td>
<td></td>
</tr>
</tbody>
</table>

**Total Commodities & Other Services**

$14,009 |

**Total Expenses and Staffing Hours for 2019**

$369,589 | 3,030 |
AGENDA RECOMMENDATION

Agenda Heading: Intersection Control Evaluation Respondents: Hoffman Road at South Victory Drive No: 5.2

Agenda Item: Intersection Control Evaluation Respondents: Hoffman Road at South Victory Drive

Recommendation Action(s): Motion to award consultant contract to perform intersection control evaluation (ICE) of Hoffman Road at South Victory Drive (CSAH 82)

Summary:
The MAPO released a request for proposal (RFP) on 6/15/18 with responses due 7/9/18. Two responses were received. The responses are hosted at the below web address:

https://mnmapo.org/hoffman-road-ice-study/

The MAPO TAC’s response review subcommittee met on 7/11/18.

The subcommittee assigned scores using four categories: Technical Approach (40 points), Cost (30 points), Organization, personnel and expertise (20 points), and General quality of response and responsiveness to terms and conditions (10 points).

It is the recommendation of the response review subcommittee that SRF Consulting Group be awarded the contract for the ICE study of Hoffman Road at South Victory Drive.

Staff recommends the MAPO Policy Board adopt a motion to award contract to SRF Consulting Group. This item was reviewed and recommended for approval by the MAPO Technical Advisory Committee at the meeting held July 19, 2018.

Attachments:
Hoffman Road and South Victory Drive ICE Study review committee comment sheet
MAPO ICE Study Consultant Selection Review Committee Comments

Executive Summary

The scoring for both respondents was very close. Although Bolton & Menk scored higher on project cost (7.4% lower than SRF) and demonstrated more familiarity with local project issues (types of crashes affecting the intersection, bike/ped issues), SRF ultimately scored higher due to more detailed project schedule/timeline, project budget, and higher personnel certifications.

Technical Approach

At a broad itemized level both firms presented similar technical approaches (data gathering, existing conditions, stakeholder engagement, alternatives analysis).

SRF’s past performance with ICE reports has been positive.

Cost

Both consultants’ budgets are within RFP specifications. Bolton and Menk’s total cost is 7.4% lower ($9,250.14 to SRF’s $9,993).

Organization, personnel and expertise

Both firms present broad experience with previous ICE studies.

SRF Project Manager is certified as a Professional Traffic Operations Engineer. This was agreed by the panel as a potentially significant benefit to the project.

General Quality of Response

Bolton & Menk’s response indicates more local familiarity with project-specific issues.

Neither respondent referenced the most updated MNCMAT traffic data. Ensure the selected respondent uses most recent data (MNCMAT Crash Map Analysis Tool). It is now updated to include 2016.

SRF presented a more detailed staff member hourly rates table.

Bolton & Menk’s proposal was clearly organized by section with marked page dividers.

Bolton and Menk’s Work Plan did not include a final project delivery date. The Gantt chart outlining the project schedule appears to have been cut off on the bottom of the page. It was inferred that the project delivery date was the same as indicated in the RFP, but it would have been helpful to have this clearly spelled out in the response.

Bolton & Menk indicates use of CRASHiD sorting tool, which may provide the study more specific crash data. This data may be obtainable of either respondent.
Overall presentation of SRF regarding budget was more detailed. Bolton and Menk’s cost estimate was less specific in identifying costs of sub-tasks.
AGENDA RECOMMENDATION

Agenda Heading: Resolution Supporting MnDOT Pavement and Bridge Condition Performance Measure Targets (PM2)
No: 5.3

Agenda Item: Resolution Supporting MnDOT Pavement and Bridge Condition Performance Measure Targets (PM2)

Recommendation Action(s): Motion to adopt resolution supporting MnDOT Pavement and Bridge Condition Performance Measure Targets (PM2)

Summary: The Moving Ahead for Progress in the 21st Century (MAP-21) Act instituted transportation performance management for state Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs). State DOTs and MPOs are required to establish targets for each performance measure. As the region’s designated MPO, the MAPO is required to either agree to support the Minnesota Department of Transportation (MnDOT)’s targets or establish targets specific to the MAPO planning area. It is recommended that the MAPO support the state standards. These targets are reported annually and performance data is reported as a component of the Long Range Transportation Plan (LRTP). MAPO’s duties consist of:

- For each respective Performance Measure (PM1, PM2, and PM3) adopt a resolution that supports the state targets or establishes its own.
- Report the targets to MnDOT annually. An annual resolution will serve as the MAPO’s documentation.
- Report MAPO progress toward achieving targets in the system performance report component of the LRTP. This can be accomplished as part of the normal plan update cycle.
- Incorporate the targets into the Transportation Improvement Program (TIP).

The MAPO will plan and program projects so that the projects contribute to the accomplishment of MnDOT’s calendar year 2018 4-year NHS pavement and bridge condition targets of:

- 50% target for pavements of the non-Interstate NHS in good condition,
- 4% target for non-Interstate NHS pavements in poor condition,
- 50% target for NHS bridges classified as in good condition, and
• 4% target for NHS bridges as in poor classified

This action was reviewed and recommended for adoption by the MAPO Technical Advisory Committee at their meeting held July 19, 2018.

**Attachments:**
Resolution Supporting MnDOT Pavement and Bridge Condition Performance Measure Targets (PM2)
RESOLUTION OF THE MANKATO/NORTH MANKATO AREA PLANNING ORGANIZATION

Adopting NHS Pavement and Bridge Condition Performance Targets (PM2)

Whereas, the U.S. Department of Transportation established performance measures for pavement and bridge condition on the National Highway System as detailed in 23 CFR 490, Subpart C, National Performance Measures for Assessing Pavement Condition, and 23 CFR 490, Subpart D, National Performance Measures for Assessing Bridge Condition;

Whereas, the Minnesota Department of Transportation (MnDOT) established performance targets for each of the four NHS pavement condition performance measures in accordance with 23 CFR 490.307(a); and

Whereas, MnDOT established performance targets for each of the two NHS bridge condition performance measures in accordance with 23 CFR 490.407(c); and

Whereas, metropolitan planning organizations (MPOs) must establish performance targets for each of the NHS pavement and bridge condition performance measures; and

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

Whereas, the Mankato/North Mankato Area Planning Organization does not have any Interstate mileage located within its metropolitan planning area;

Now, therefore, be it resolved, that the Mankato/North Mankato Area Planning Organization agrees to plan and program projects so that the projects contribute to the accomplishment of MnDOT’s 4-year NHS pavement and bridge condition targets:

- 50% target for pavements of the non-Interstate NHS in good condition,
- 4% target for non-Interstate NHS pavements in poor condition,
- 50% target for NHS bridges classified as in good condition, and
- 4% target for NHS bridges as in poor classified

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of the resolution presented to and adopted by the Mankato/North Mankato Area Planning Organization at a duly authorized meeting thereof, held on the second day of August, 2018 as shown by the minutes of said meeting in my possession.

_____________________________________________
Chair                            Date

_____________________________________________
Executive Director                  Date
AGENDA RECOMMENDATION

Agenda Heading: Resolution Supporting MnDOT Freight Reliability Performance Measure Targets (PM3)  
No: 5.4

Agenda Item: Resolution Supporting MnDOT Freight Reliability Performance Measure Targets (PM3)

Recommendation Action(s): Motion to adopt resolution supporting MnDOT Freight Reliability Performance Measure Targets (PM3)

Summary: The Moving Ahead for Progress in the 21st Century (MAP-21) Act instituted transportation performance management for state Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs). State DOTs and MPOs are required to establish targets for each performance measure. As the region’s designated MPO, the MAPO is required to either agree to support the Minnesota Department of Transportation (MnDOT)’s targets or establish targets specific to the MAPO planning area. It is recommended that the MAPO support the state standards. These targets are reported annually and performance data is reported as a component of the Long Range Transportation Plan (LRTP). MAPO’s duties consist of:

- Adopt a resolution that supports the state targets or establishes its own.
- Report the targets to MnDOT annually. An annual resolution will serve as the MAPO’s documentation.
- Report MAPO’s progress toward achieving its targets in the system performance report component of the LRTP. This can be accomplished as part of the normal plan update cycle.
- Incorporate the targets into the Transportation Improvement Program (TIP).

The MAPO will plan and program projects so that the projects contribute to the accomplishment of MnDOT’s target of 75 percent of person-miles traveled on the non-Interstate NHS that are reliable (Non-Interstate Travel Time Reliability).

This action was reviewed and recommended for adoption by the MAPO Technical Advisory Committee at their meeting held July 19, 2018.

Attachments: 
Resolution Supporting MnDOT Freight Reliability Performance Measure Targets
RESOLUTION OF THE MANKATO/NORTH MANKATO AREA PLANNING ORGANIZATION

Adopting Performance Targets to Assess NHS Performance and Freight Movement on the Interstate System (PM3)

Whereas, the U.S. Department of Transportation established performance measures for pavement and bridge condition on the National Highway System as detailed in 23 CFR 490, Subpart E, National Performance Management Measures to Assess Performance of the National Highway System, and 23 CFR 490, Subpart F, National Performance Management Measures to Assess Freight Movement on the Interstate System;

Whereas, the Minnesota Department of Transportation (MnDOT) established performance targets for each of the two Travel Time Reliability performance measures in accordance with 23 CFR 490.507(a); and

Whereas, MnDOT established a performance target to calculate the Freight Reliability performance measure in accordance with 23 CFR 490.607; and

Whereas, metropolitan planning organizations (MPOs) must establish performance targets for the Travel Time Reliability and Freight Reliability measures; and

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

Whereas, the Mankato/North Mankato Area Planning Organization does not have any Interstate mileage located within its metropolitan planning area;

Now, therefore, be it resolved, that the MANKATO/NORTH MANKATO AREA PLANNING ORGANIZATION agrees to plan and program projects so that the projects contribute to the accomplishment of MnDOT’s target of 75 percent of person-miles traveled on the non-Interstate NHS that are reliable (Non-Interstate Travel Time Reliability).

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of the resolution presented to and adopted by the Mankato/North Mankato Area Planning Organization at a duly authorized meeting thereof, held on the second day of August, 2018 as shown by the minutes of said meeting in my possession.

______________________________________________
Chair                             Date

______________________________________________
Executive Director  Date
AGENDA RECOMMENDATION

Agenda Heading: Resolution Supporting Transit Asset Management (TAM) No: 5.5

**Agenda Item:** Resolution Supporting Transit Asset Management (TAM)

**Recommendation Action(s):** Motion to adopt resolution supporting Mankato Transit System’s Transit Asset Management (TAM) Targets

**Summary**

The Fixing America’s Surface Transportation (FAST) Act requires transit systems to establish Federal Performance Targets as detailed in 49 CFR 625. Under this instruction, the Mankato Transit system has established these targets within the system’s adopted Transit Asset Management (TAM) plan. Metropolitan planning organizations (MPOs) must either support their respective transit operator’s targets or adopt their own.

Staff recommends a motion to adopt the resolution supporting the Mankato Transit System’s Transit Asset Management plan. This action was reviewed and recommended for adoption by the MAPO Technical Advisory Committee at the meeting held July 19, 2018.

**Attachments:**

Mankato Transit System Transit Asset Management (TAM) Plan
Resolution Supporting Transit Asset Management (TAM)
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Transit Asset Management Plan

The condition of a public transportation system’s capital assets is critical to the safety and quality of its service. Most notably, a system’s equipment, rolling stock, infrastructure, and facilities determine its effectiveness in serving its community. When transit assets are not in a state of good repair, the consequences include increased safety risks, decreased system reliability, higher maintenance costs, and lower system performance.

The Greater Mankato Transit System (GMTS) is committed to providing safe, efficient, and reliable service to its customers. Having a transit asset management (TAM) plan which assesses current and future needs and prioritizes investments to resolve those needs is critical to meeting this mission.

Overview

To comply with Federal Transit Administration (FTA) guidance, the GMTS must use inventory and condition data and well-defined objectives to provide a systematic approach for improving resource allocation decision-making. This chapter includes:

- Documentation of the decision support process used by GMTS to establish capital investment needs and develop investment prioritization
- An inventory of capital assets, including number, type, and value
- A condition assessment of inventoried assets to monitor and predict asset condition
- An estimation of funding levels from all available sources that are reasonably expected to be available in each fiscal year during the TAM Plan horizon period
- A prioritization of investments, including rank/priority and anticipated project year to improve or manage the state of good repair

Best Practices in Asset Management

Preventative Maintenance

Traditionally, asset management is a reactive find-and-fix maintenance method. Improved transit asset management uses a predict-and-prevent approach to reduce cost and improve safety and reliability of the system. This approach to asset management aligns with the guidance of the FTA, which requires that recipients of federal funding report on:

- The condition of their system
- Any change in condition since the last report
- Targets set for the state-of-good-repair performance measures
- Progress towards meeting those targets

Regular Inspections

In addition to reporting data, inspections should be conducted on all assets. These inspections are critical to maintaining an accurate database that can help make investment decisions. Regular vehicle and equipment inspections should be conducted based upon vehicle type, mileage, road conditions, and other policies.

- Vehicle type: Due to deterioration from stop frequency and wear and tear from congestion and general use, revenue vehicles require a more frequent and in-depth preventative maintenance inspection than other vehicles
- Mileage: Vehicles with the highest mileage should be inspected frequently
- Road conditions: Vehicles used in inclement weather or road conditions, such as ice, snow, or gravel, should be inspected more frequently than the manufacturer recommendation
Inspections should occur on a regular schedule, should be organized and consistent, and should be fully documented. Many agencies identify a specific person to manage this task.

**Review and Adjust**

Finally, GMTS staff should continually review these maintenance practices to identify improvements to the program. The current condition assessment portion of this chapter includes the first iteration of a FTA-compliant report on state of good repair. Continually updating this section of the report with current numbers, budgets, and the state of good repair is the first recommended change.

**Existing Asset Management Practices at GMTS**

The GMTS has a daily vehicle maintenance program. Managed by the Superintendent of Transit, this program employs one full-time mechanic who maintains and cleans all 17 buses, garage equipment, and transit facilities. This employee's responsibilities include interior and exterior cleaning of buses and bus shelters, fueling and repair of buses and other maintenance equipment as well as cleaning and repair of shelters and other bus facilities.

Having only one person responsible for vehicle and bus shelter maintenance is an issue for system functionality. Successful maintenance is essential to system safety and reliable operations. Vacations, sick-leave, or any sudden departure from the maintenance position has an immediate impact on daily operations. The FTA has noted that GMTS needs more maintenance staff to safely and reliably execute the existing service plan.

**Investment Framework: Goals, Performance Measures and Targets**

The GMTS is committed to maintaining current stock and replacing assets that are no longer in a state of good repair. This is an essential part of providing a transportation system that promotes the safety and security of all users. Proper maintenance increases the system's reliability, improves quality of service, and maximizes the useful life of transit assets. GMTS should strive to maintain the condition and functionality of its transportation inventory through the establishment of goals and use of performance measures and performance targets for its capital assets. These maintenance goals and metrics are nested within the Existing Asset Management Decision Making Process.

The Existing Asset Management Decision Making Process considers both physical condition and customer service factors to determine asset maintenance and replacement needs. Equipment, rolling stock, and facilities goals, performance measures and performance targets are contained within the process (*Figure 1*).
Goals, Performance Measures and Targets

Capital needs are determined by evaluating Equipment, Rolling Stock, and Facilities assets against Physical Condition and Customer Service goals, performance measures, and performance targets. Goals, performance measures and targets for each asset category are described below.

EQUIPMENT

Goals and Objectives
- Safety - Develop and maintain a transportation system that promotes the safety of all users
  - Support a safe, secure, and comfortable transportation system
  - Preservation - Develop a regional system that promotes the preservation of the existing and future transportation system

Performance Measures and Targets
- Useful life evaluation: 50 percent of non-revenue vehicles meet or exceed useful life

ROLLING STOCK

Goals and Objectives
- Access and Reliability - Develop a transportation system that increases access and reliability options for all users
  - Objective 7: Increase system ridership each year
  - Objective 8: Minimize overcrowding on buses
  - Objective 9: Improve system on-time performance
- Safety - Develop and maintain a transportation system that promotes the safety of all users
  - Support a safe, secure, and comfortable transportation system
  - Objective 1: Promote the safety of all users by developing an agency safety plan and training staff and drivers in incident response
Preservation - Develop a regional system that promotes the preservation of the existing and future transportation system

Environmental Conservation and Sustainability - Support transportation improvements that promote energy conservation to improve community quality of life, health, and character
  - Objective 1: Reduce CO2 emissions
  - Objective 3: Increase alternative fuel vehicles in the GMTS fleet

System Management: Promote efficient system management and operations while increasing collaboration among businesses, community and industry groups, and federal, state, and local governments to better target investments and improve accountability
  - Objective 1: Establish service standards for each mode regarding vehicle loads, vehicle headways, on-time performance, and service availability, as required by Title VI
  - Objective 2: Establish systemwide service policies for transit amenities and vehicle assignment by mode, as required by Title VI
  - Objective 4: Monitor and reduce operating costs per passenger

Performance Measures and Targets
  - Increase system ridership by three percent each year
  - Maximum seated passenger load: 120 percent
  - On-time performance: 90 percent
  - Revenue hours per capita: 0.7 revenue hours per capita
  - Crashes per 100,000 revenue miles: 0.4
  - Fleet condition: At least 80 percent of all regular fleet available for operations
  - Spare Ratio: Spare vehicles to peak requirement less than 20 percent
  - Rolling Stock: 20 percent of revenue vehicles meet or exceed useful life
  - Propulsion technology: Add an electric bus to the fleet in the next 5 years
  - Vehicle load standard: 1.2
  - Vehicle headway standard
    - Weekday: 30 minutes
    - Weekend: 60 minutes
  - Vehicle assignment standard: vehicles with greater capacity will be assigned to routes with the greater ridership
  - Operating cost per passenger: Less than or equal to $3

FACILITIES

Goals and Objectives
  - Access and Reliability - Develop a transportation system that increases access and reliability options for all users
    - Objective 7: Increase system ridership each year
  - Safety - Develop and maintain a transportation system that promotes the safety of all users Support a safe, secure, and comfortable transportation system
    - Objective 3: Ensure safe waiting areas for passengers by providing lighting, benches, and/or shelters at major stops
  - Preservation - Develop a regional system that promotes the preservation of the existing and future transportation system
  - Multimodal Transportation - Develop and maintain a transportation system that integrates multimodal options for all users, while considering active living and public health initiatives
    - Objective 1: Connect to other local and regional transit services (Minnesota River Valley Transit and True Transit)
    - Objective 2: Provide bicycle parking at transit centers and major bus stops
Objective 3: Locate bus stops along sidewalks and trails

Coordination and Collaboration - Maintain intergovernmental cooperation and coordination, along with community participation and input in all stages of the transportation planning process

Objective 6: Seek opportunities for public-private partnerships to improve transportation options

Environmental Conservation and Sustainability - Support transportation improvements that promote energy conservation to improve community quality of life, health, and character

Objective 1: Reduce CO2 emissions
Objective 2: Integrate GMTS into development of quality of life initiatives in the Greater Mankato area

Land Use - Establish a strong connection between transportation modes and the land uses that they serve

Objective 1: Facilitate and promote moderate to higher density and mixed-use development in areas near or along planned/existing transit routes
Objective 2: Encourage the concentration of employment and services along transit routes
Objective 3: Promote transit-oriented development into small area plans, master-planned developments, and site plans

Security - Increase security of the transportation system for motorized and non-motorized users in preparedness for emergency events and natural disasters

Objective 1: Develop an Emergency Event and Natural Disasters Plan and seek opportunities to utilize the region’s transit service in such events
Objective 3: Maintain or reduce the number of security-related complaints
Objective 4: Maintain or improve customer satisfaction regarding perceptions of safety and security

System Management: Promote efficient system management and operations while increasing collaboration among businesses, community and industry groups, and federal, state, and local governments to better target investments and improve accountability

Objective 2: Establish systemwide service policies for transit amenities and vehicle assignment by mode, as required by Title VI

Performance Measures and Targets

Increase system ridership by three percent each year
Facilities: 50 percent of facilities (including passenger amenities) adequate or better
90 percent of regional transit routes have no wait transfers to GMTS routes
Bicycle parking at transit stops with 20 or more boardings per day
Pedestrian sidewalks or trails within ¼ mile of bus stops with at least 20 boardings per day
Transit amenity standards
Shelters at stops with at least 20 boardings per day or major transfer points
Benches at bus stops with 15 or more daily boardings
Lights at bus stops with 15 or more daily boardings

Current Condition Assessment

Methodology

The FTA Transit Economic Requirements Model (TERM) Lite tool estimates transit capital investment needs over an extended time horizon. It estimates asset condition based on age, useful life, and asset decay curves. This tool was used to identify the current condition of the GMTS transit system features
and create recommendations for resource allocation to reach and maintain a state of good repair (SGR) for years to come. The assumptions used for the base model were:

- 10-year horizon year
- All assets have the same priority
- Agency soft costs are 5 percent for most non-rolling stock, and 10 percent for the central maintenance facility
- Inflation is set at 3 percent
- GMTS capital budget is set at “unconstrained”

**INPUTS**

The inputs for the TERM Lite model include 41-line items such as 17 fixed-route and demand response revenue vehicles, seven bus shelters, various office equipment and supplies, maintenance and repair equipment pieces, and a maintenance facility.

Useful lives were identified for every asset. Revenue vehicle useful lives ranged from 7 to 15 years, non-revenue vehicles have useful lives of 10 years, and maintenance equipment ranged from 10 to 40 years.

**Asset Inventory Replacement Value**

**Figure 2** shows the existing replacement value of GMTS’ capital assets at $19.9 million. Facilities, which include the existing central maintenance facility, make up the largest single asset type at $13.5 million. Revenue vehicles make up over one-quarter of the value of GMTS’ assets, while bus stops (stations) and systems assets make up roughly 2.5 percent of the value.

![Figure 2: GMTS Capital Assets (reported in 2018 dollars)](image.png)

**Table 1** shows GMTS’s capital asset inventory, broken down by asset type, quantity, and replacement value.

<table>
<thead>
<tr>
<th>ASSET CATEGORY</th>
<th>ASSET DESCRIPTION</th>
<th>QUANTITY</th>
<th>ASSET REPLACEMENT VALUE</th>
<th>ESTIMATED ASSET REPLACEMENT YEAR</th>
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<td>Vehicles</td>
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<td>ESTIMATED ASSET REPLACEMENT YEAR</td>
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<td>Built in equipment and specialties - interior sprinkler system (SY)</td>
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<tr>
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<td>-------------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Built in equipment and specialties - overhead crane (SY)</td>
<td>1</td>
<td>$ 82,941</td>
<td>2041</td>
<td></td>
</tr>
<tr>
<td>Built in equipment and specialties - overhead doors (SY)</td>
<td>13</td>
<td>$ 169,299</td>
<td>2056</td>
<td></td>
</tr>
<tr>
<td>Built in equipment and specialties - bus wash equip (SY)</td>
<td>1</td>
<td>$ 275,027</td>
<td>2026</td>
<td></td>
</tr>
<tr>
<td>Built in equipment and specialties-interior paintings/coating (SY)</td>
<td>1</td>
<td>$ 66,656</td>
<td>2036</td>
<td></td>
</tr>
<tr>
<td>Built in equipment and specialties-tubular daylighting (SY)</td>
<td>20</td>
<td>$ 59,487</td>
<td>2056</td>
<td></td>
</tr>
<tr>
<td>Drainage (SY)</td>
<td>1</td>
<td>$ 29,654</td>
<td>2056</td>
<td></td>
</tr>
<tr>
<td>Electrical (SY)</td>
<td>1</td>
<td>$ 449,303</td>
<td>2056</td>
<td></td>
</tr>
<tr>
<td>Exterior (SY)</td>
<td>1</td>
<td>$ 1,324,507</td>
<td>2056</td>
<td></td>
</tr>
<tr>
<td>Fire Alarm (SY)</td>
<td>1</td>
<td>$ 8,986</td>
<td>2031</td>
<td></td>
</tr>
<tr>
<td>HVAC (SY)</td>
<td>1</td>
<td>$ 780,664</td>
<td>2036</td>
<td></td>
</tr>
<tr>
<td>Maintenance Facility (SY)</td>
<td>1</td>
<td>$ 8,281,624</td>
<td>2056</td>
<td></td>
</tr>
<tr>
<td>Mobile Lifts (SY)</td>
<td>1</td>
<td>$ 44,299</td>
<td>2031</td>
<td></td>
</tr>
<tr>
<td>Office technology/computers</td>
<td>1</td>
<td>$ 12,837</td>
<td>2021</td>
<td></td>
</tr>
<tr>
<td>Plumbing (SY)</td>
<td>1</td>
<td>$ 386,401</td>
<td>2056</td>
<td></td>
</tr>
<tr>
<td>Roof (SY)</td>
<td>1</td>
<td>$ 322,375</td>
<td>2036</td>
<td></td>
</tr>
<tr>
<td>Scrubber sweeper (SY)</td>
<td>1</td>
<td>$ 56,034</td>
<td>2032</td>
<td></td>
</tr>
<tr>
<td>Vertical lift (SY)</td>
<td>1</td>
<td>$ 19,255</td>
<td>2037</td>
<td></td>
</tr>
</tbody>
</table>
Asset Conditions

An asset is in a SGR if it has not reached the end of its useful life. The SGR backlog represents the value of all assets in the transit system that are beyond their useful life and should be replaced. Based on the provided inventory, one percent of the total value of GMST's transit system is in backlog (Table 2).

Table 2: Assets in Backlog by Category

<table>
<thead>
<tr>
<th>ASSET CATEGORY</th>
<th>REPLACEMENT VALUE</th>
<th>VALUE OF ASSETS IN BACKLOG</th>
<th>PERCENT OF ASSETS IN BACKLOG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stations</td>
<td>$110,699</td>
<td>$104,084</td>
<td>94%</td>
</tr>
<tr>
<td>Systems</td>
<td>$369,661</td>
<td>$0</td>
<td>0%</td>
</tr>
<tr>
<td>Vehicles</td>
<td>$5,828,207</td>
<td>$152,221</td>
<td>3%</td>
</tr>
<tr>
<td>Facilities</td>
<td>$13,548,163</td>
<td>$0</td>
<td>0%</td>
</tr>
<tr>
<td>Total Assets</td>
<td>$19,856,730</td>
<td>$256,306</td>
<td>1%</td>
</tr>
</tbody>
</table>

Table 3 shows how each element fits into the five FTA defined asset-condition categories¹ based on how soon it will reach its useful life.

Table 3: Asset Condition by Category and Type

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>ELEMENT</th>
<th>USEFUL LIFE</th>
<th>REPLACEMENT VALUE (2018$)</th>
<th>EXCELLENT</th>
<th>GOOD</th>
<th>ADEQUATE</th>
<th>MARGINAL</th>
<th>POOR*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities</td>
<td>Administration</td>
<td>30 years</td>
<td>$764,042</td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities</td>
<td>Building Components</td>
<td>15 - 40 years</td>
<td>$4,178,436</td>
<td>98%</td>
<td>2%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicles</td>
<td>Bus</td>
<td>15 years</td>
<td>$4,753,319</td>
<td>49%</td>
<td>51%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities</td>
<td>Maintenance</td>
<td>10 - 40 years</td>
<td>$8,696,931</td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities</td>
<td>MIS/IT/Network Systems</td>
<td>5 years</td>
<td>$12,837</td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>ELEMENT</th>
<th>USEFUL LIFE</th>
<th>REPLACE VALUE (2018$)</th>
<th>EXCELLENT</th>
<th>GOOD</th>
<th>ADEQUATE</th>
<th>MARGINAL</th>
<th>POOR*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systems</td>
<td>On-Vehicle</td>
<td>15 years</td>
<td>$298,162</td>
<td></td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stations</td>
<td>Platform</td>
<td>15 years</td>
<td>$6,615</td>
<td></td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Systems</td>
<td>Radio</td>
<td>10 years</td>
<td>$71,499</td>
<td></td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicles</td>
<td>Truck</td>
<td>10 years</td>
<td>$22,822</td>
<td></td>
<td>100%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicles</td>
<td>Vans, Cutaways and Autos</td>
<td>7-15 years</td>
<td>$1,052,066</td>
<td>43%</td>
<td>14%</td>
<td>43%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Recommendations for Guiding Resources**

**Current Funding Scenario**

Under GMTS's current service and funding conditions, a total of $8.5 million is spent over the next decade to replace assets (Figure 3). Given the assumption of unrestrained funding, the current system backlog is eliminated during the first full year (2019), and assets are replaced as soon as they reach the end of their useful life.

![Figure 3: Current funding scenario asset replacement expenditures by year, separated by asset category](image)
New Service Expansion Scenario

The New Service Expansion (NSE) funding scenario models the asset replacement expenditures that would occur under the NSE service plan, as described in the Service Recommendation Report and Financial Plan. Under this plan, GMTS would make immediate additions to its asset inventory that include 5 revenue vehicles, 13 bus shelters, and various radio and revenue collection units. Given the assumption of unrestrained funding, the current system backlog is eliminated during the first full year (2019), and assets are replaced as soon as they reach the end of their useful life.

Under the NSE scenario, a total of $10.8 million is spent over the project horizon (Figure 4).

Illustrative Funding Scenario

The Illustrative funding scenario models the asset replacement expenditures that would occur under the Illustrative expanded service plan, as described in the Service Recommendation Report and Financial Plan. Under this plan, GMTS would make immediate additions to its asset inventory that include 14 revenue vehicles, 13 bus shelters, an integrated Automatic Passenger Counter (APC) system, dispatching software, and various radio and revenue collection units. Given the assumption of unrestrained funding, the current system backlog is eliminated during the first full year (2019), and assets are replaced as soon as they reach the end of their useful life.

Under the Illustrative Funding Scenario, a total of $14.6 million is spent over the project horizon (Figure 5).
Figure 5: Illustrative funding scenario asset replacement expenditures by year, separated by asset category
RESOLUTION OF THE MANKATO/NORTH MANKATO AREA PLANNING ORGANIZATION (MAPO)

Supporting Transit Asset Management (TAM)

Whereas, with the purpose of directing national transit assets to achieve and maintain a state of good repair (SGR), the Fixing America's Surface Transportation (FAST) Act requires transit systems to establish Federal Performance Targets as detailed in 49 CFR 625; and

Whereas, under this instruction, the Mankato Transit System (MTS) has established these targets within the system's adopted Transit Asset Management (TAM) plan; and

Whereas, metropolitan planning organizations (MPOs) must either support their respective transit operator's targets or adopt their own; and

Now, therefore, be it resolved, that the Mankato/North Mankato Area Planning Organization (MAPO) agrees to support the Mankato Transit System's Transit Asset Management plan, as well as to plan and program projects so that the projects contribute to the accomplishment of the Mankato Transit System's transit asset management targets.

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of the resolution presented to and adopted by the Mankato/North Mankato Area Planning Organization at a duly authorized meeting thereof, held on the second day of August 2018 as shown by the minutes of said meeting in my possession.

____________________________________________
Chair

____________________________________________
Date

____________________________________________
Executive Director

Date
AGENDA RECOMMENDATION

Agenda Heading: Update: Trunk Highway 22 Corridor Study No: 6.1

Agenda Item: Update: Trunk Highway 22 Corridor Study

Recommendation Action(s): Informational and discussion

Summary:
The MAPO, in partnership with the Minnesota Department of Transportation (MnDOT) wrapped up the project’s second round of public engagement in June. Engagement events included:

- An Open House for the project’s southern segment on June 5 in Mapleton
- An Open House for the project’s northern segment on June 12 in Kasota
- A Pop-Up event for the project’s Mankato segment on June 14 in Mankato
- An Open House for the project’s Mankato segment on June 14 in Mankato

The study team is currently reviewing scenario alternatives and analyzing public input and survey responses, including responses on highway build scenarios, travel preferences, and preferences regarding location and type of pedestrian crossings. The team is also in the process of reviewing Federal Highway Administration (FHWA) comments received.

Attachments:
AGENDA RECOMMENDATION

Agenda Heading: Update: Americans with Disabilities Act (ADA) Transition Plan

No: 6.2

Agenda Item: Update: Americans with Disabilities Act (ADA) Transition Plan

Recommendation Action(s): Informational and discussion

Summary:
The project management team has begun review of collected data and drafts of member agency plans. This includes map and graphical elements of inventoried areas within the MAPO, as well as draft sections to be included in the finalized plans. These include MAPO member agency requirements, project purpose, and individualized Transition Plan and Inventories for each member. A project management team meeting was held June 26, 2018, where the team discussed plan progress and development.

Attachments:
I. Call to Order

Mr. Thilges called the meeting to order at 1:00 p.m.

II. Introductions

Introductions were made.

III. Approval of Agenda

Mr. Greenwood moved and Mr. Friedrichs seconded a motion to approve the agenda. With all voting in favor, the agenda was approved.

IV. Approval of Minutes – May 17, 2018

Ms. Bigham made a motion to accept the minutes with the amendment that the last sentence of item 6.3, Update: Trunk Highway 22 Corridor Study, be updated to state “The project’s Final Report is anticipated to be complete late fall 2018.” Mr. Friedrichs seconded. With all voting in favor, the minutes were approved.

V. New Business

5.1 Review of Suggested Projects for 2019 Unified Planning Work Program (UPWP)

Staff reported that the MAPO’s 2019 UPWP is scheduled for adoption in September 2018. Input on suggested projects was solicited through the 2019 UPWP project application. Applications were accepted through June 29, 2018. Three projects were collected through the solicitation.

Staff summarized the applications. Application 1 suggested a joint MAPO/MnDOT study of completion of the Highway 14 and 169 interchange to a full interchange. The cost of this project is dependent on a variety of factors but was estimated by MnDOT’s Area Transportation Partnership (ATP) to tentatively cost approximately $100,000. Application 2 suggested MAPO participation in cost sharing of aerial photography for use in MAPO map products, graphical elements, and public education materials. The cost of this project was estimated at $3,000. Application 3 suggested a Warren Street Corridor Study. The project included a traffic...
study of Warren Street from Riverfront Drive to Balcerzak Drive in Mankato with associated Intersection Control Evaluations. The project was estimated to cost approximately $70,000.

Mr. McCarty reported a brief description of the project suggested in Application 3.

Staff recommended the MAPO TAC discuss each solicited project and provide a recommendation to the MAPO Policy Board of which projects to include in the 2019 UPWP.

Mr. Thilges inquired if North Mankato would offer input regarding the project suggested in Application 1.

Mr. Sarff requested clarification that the project suggested would include the Highway 169 and Highway 14 interchange and include Lind Street, and would be confined to geography within the City of Mankato.

Mr. Vogel confirmed that the geography outlined in the application was described as Lake Street Northwest and North River Lane in the vicinity of Kwik Trip. Mr. Vogel stated that as the project application was written, the geography appeared to be confined those areas within the City of Mankato. Mr. Vogel stated that in addition to the scope outlined in the application, the project presented an opportunity to include consideration for the new trail that comes from Upper North Mankato and the trail’s access to the Minnesota River trail and connection across the river.

Mr. Sarff reported that preservation of access at Webster Avenue has been and will continue to be an item of consideration. Mr. Sarff stated that it was the City of North Mankato’s position that any study on the corridor would not impact and would not include Webster Avenue or any alternatives that would restrict access at Webster.

Ms. Bigham stated that MnDOT would be willing to participate in a study of the corridor. Construction of a new interchange or a new bridge are not currently in MnDOT’s 10-Year Plan. Consideration to bridge reconstruction would be a significant factor in any new infrastructure planning for the indicated study area.

Mr. Sarff asked Ms. Bigham for an estimate on when a new bridge would be constructed. Ms. Bigham estimated new construction in 2029.

Mr. Vogel stated that the study area will undergo redevelopment, land use, and land ownership changes within the next five years, and it would be useful if a guiding document for the area were established.

Mr. Sarff stated that if the plan can be developed without having an impact on Webster Avenue, he would not have objection. Mr. Sarff requested that this language be clearly stated in the 2019 UPWP.

Ms. Bigham stated that MnDOT would follow the directive of the MAPO TAC, but would prefer to have the City of North Mankato’s participation.

Mr. Fischer inquired if the City of Mankato had passed a resolution in support of the study which was contingent on other municipalities not putting conditions on the outcome of the study. Mr. Vogel clarified that the resolution was passed under condition that North Mankato pass a similar resolution. Mr. Fischer reported that North Mankato passing a similar resolution was not possible at this time. Mr. Vogel speculated that these conditions were why the project application was limited to geography within the City of Mankato.
Mr. Thilges inquired if a contingency should be built into the project description and scope to provide for the possibility that, at a future date, North Mankato might wish to include Webster Avenue within the project scope.

Mr. Sarff clarified that at this point, the limitation should be included and future amendments should be dealt with as they arise.

Mr. Thilges inquired if discussion should move on to Application 2. Mr. Vogel reported that the aerial photography purchase process, like 2016, did not follow federal procurement guidelines, and would be purchased with local funds. The $3,000 cost would be split between the MAPO member agencies.

With no further questions, Mr. Thilges inquired if there were questions regarding Application 3.

Mr. Cowan inquired if there would be a future opportunity to study the intersection of Stadium and Warren. Mr. McCarty stated this intersection needed to be studied on its own because there are geometric configurations that need to be evaluated. Mr. Cowan stated that the intersection presents concerns related to bus traffic and pedestrian foot traffic, and suggested consideration of addition of an extra lane. Mr. McCarty stated that there are right-of-way concerns that must be addressed with the State of Minnesota.

Mr. Thilges inquired if an Intersection Control Evaluation study may be required at Stadium and Warren. Mr. McCarty confirmed that an ICE study may be required, with special pedestrian considerations.

Mr. Thilges inquired as to the intersections would be selected for ICE studies in the scope of Application 3. Mr. McCarty reported that studied intersections would include Glenwood, Broad, Second, and Front. The corridor’s relationship to Cherry Street would also be considered.

Mr. Friedrichs inquired if the project described in Application 3 would consider making Cherry Street a four lane. Mr. McCarty stated that the City of Mankato was conducting its own study on Cherry Street.

Staff reported that the draft 2019 UPWP included consultant fees and staff time for all three projects. Staff reiterated that the 2019 UPWP document presented to the TAC was in draft form.

Mr. Cowan moved and Mr. Parker seconded to approve all three 2019 UPWP project applications and recommend approval to the MAPO Policy Board. Motion carried.

5.2 Review of Intersection Control Evaluation Respondents: Hoffman Road and South Victory Drive

Staff reported that the MAPO released a request for proposal (RFP) on 6/15/18 with responses due 7/9/18. Two responses were received. The MAPO TAC’s response review subcommittee met on 7/11/18. The subcommittee assigned scores using four categories: Technical Approach (40 points), Cost (30 points), Organization, personnel and expertise (20 points), and General quality of response and responsiveness to terms and conditions (10 points).

Staff explained that it was the recommendation of the response review subcommittee that SRF Consulting Group be awarded the contract for the ICE study of Hoffman Road at South Victory Drive. Staff recommended the MAPO TAC make a motion to recommend to the MAPO Policy Board contract award to SRF.

Mr. Hogen made a motion to approve and Mr. Pankratz seconded. Motion carried.
5.3 Resolution Supporting MnDOT Pavement and Bridge Condition Performance Measure Targets (PM2)

Staff reported that federal regulation outlined transportation performance measurement requirements for state Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs). State DOTs and MPOs are required to establish targets for each performance measure. As the region’s designated MPO, the MAPO is required to either agree to support MnDOT’s targets or establish targets specific to the MAPO planning area. Staff recommended that the MAPO support the state standards. Targets would be reported annually and performance data would be reported as a component of the Long Range Transportation Plan (LRTP). MAPO’s duties consist of: 1) for each respective Performance Measure (PM1, PM2, and PM3) adopt a resolution that supports the state targets or establishes its own, 2) report the targets to MnDOT annually. An annual resolution will serve as the MAPO’s documentation, 3) report MAPO progress toward achieving targets in the system performance report component of the LRTP. This can be accomplished as part of the normal plan update cycle, 4) incorporate the targets into the Transportation Improvement Program (TIP).

Staff reported that by passing the resolution, the MAPO would communicate that the MAPO will plan and program projects so that the projects contribute to the accomplishment of MnDOT’s calendar year 2018 4-year NHS pavement and bridge condition targets of:

- 50% target for pavements of the non-Interstate NHS in good condition,
- 4% target for non-Interstate NHS pavements in poor condition,
- 50% target for NHS bridges classified as in good condition, and
- 4% target for NHS bridges as in poor classified

Mr. Vogel inquired as to what NHS referred to. Mr. Thilges clarified that this was the National Highway System. Ms. Bigham clarified that Highway 169, Highway 14, and Highway 60 to Mankato were all part of the National Highway System.

Mr. Parker motioned and Mr. McCarty seconded a motion to approve. Motion carried.

5.4 Resolution Supporting MnDOT Freight and Reliability Performance Measures (PM3)

Staff reported that this item was the next component of the federal requirements as outlined in Agenda Item 5.3. The resolution would communicate that the MAPO will plan and program projects so that the projects contribute to the accomplishment of MnDOT’s target of 75 percent of person-miles traveled on the non-Interstate NHS that are reliable (Non-Interstate Travel Time Reliability).

Mr. Vogel inquired as to where performance data was obtained. Ms. Bigham explained that the data was obtained from the Federal Highway Administration (FHWA). The metrics and calculations used to equate and report travel time reliability are somewhat advanced, but they are released by the FHWA and MPOs for their use.

Mr. Thilges explained that calculations are based on individual travel times as they relate to congestion. Ms. Retzlaff confirmed that the datasets were provided at no charge to state DOTs and MPOs. Ms. Retzlaff stated that a greater level of explanation could be obtained by scheduled an informational presentation at a future TAC meeting.

Mr. Friedrichs motioned and Mr. Greenwood seconded a motion to approve. Motion carried.
5.5 Resolution of Adoption: Mankato Transit System Transit Asset Management Targets (TAM)
Staff reported that the Fixing America’s Surface Transportation (FAST) Act requires transit systems to establish Federal Performance Targets as detailed in 49 CFR 625. Under this instruction, the Mankato Transit system has established these targets within the system’s adopted Transit Asset Management (TAM) plan. Metropolitan planning organizations (MPOs) must either support their respective transit operator’s targets or adopt their own.

Staff recommended that the MAPO agree to support the Mankato Transit System’s Transit Asset Management plan.

Mr. McCarty motioned and Mr. Sarff seconded a motion to approve. Motion carried.

6 Other Business, Discussion & Updates

6.1 Update: Trunk Highway 22
Staff reported that the MAPO, in partnership with the Minnesota Department of Transportation (MnDOT) wrapped up the project’s second round of public engagement in June. The study team is currently reviewing scenario alternatives and analyzing public input and survey responses, including responses on highway build scenarios, travel preferences, and preferences regarding location and type of pedestrian crossings.

Mr. Vogel and Ms. Bigham stated that the pop-up event at Songs on the Lawn, held June 14, was particularly well-attended. Ms. Bigham reported that a survey developed by the project team had allowed a greater understanding of stakeholder preferences for road configuration and trail placement.

6.2 Update: ADA Transition Plan
Staff reported the project management team has begun review of collected data and drafts of member agency plans. This includes map and graphical elements of inventoried areas within the MAPO, as well as draft sections to be included in the finalized plans. These include MAPO member agency requirements, project purpose, and individualized Transition Plan and Inventories for each member.

Staff stated initial drafts would be sent to the TAC for review.

7 TAC Comments

Mr. Thilges inquired if there were additional TAC comments.

Mr. Cowan inquired as to the progress on the intersection of Pohl Road and Stadium. Mr. Thilges explained that Blue Earth County has the project scheduled for 2020. Mr. McCarty stated that the City of Mankato also has the project scheduled for the same year.

Ms. Bigham stated that she has accepted a different position with MnDOT and, depending on scheduling, this may be the final MAPO TAC meeting with her attendance.

8 Opportunity for Public Comment

Mr. Thilges opened the floor for Public Comment. There were none.
9 Adjournment

At approximately 2:15 Mr. Vogel moved and Mr. Sarff seconded a motion to adjourn. With all voting in favor, the motion carried.

Chair, Mr. Thilges