



**Mankato/North Mankato Area Planning Organization
Technical Advisory Committee**

October 17, 2019 – 1:30 p.m.

Intergovernmental Center,
Minnesota River Room

10 Civic Center Plaza, Mankato, MN 56001

- I. Call to Order
- II. Introductions
- III. Approval of Agenda
- IV. Approval of Minutes – August 15, 2019
- V. New Business
 1. Recommendation to approve consultant for 169 Corridor Study
 2. Recommendation to approve consultant for Regional Transportation Coordinating Council (RTCC)
- VI. Other Business, Discussion & Updates
 1. Presentation: Long Range Transportation Plan Update (SRF)
 2. Informational: Transportation Alternatives (TA) Letter of Intent (LOI)
- VII. September 5, 2019 MAPO Policy Board meeting minutes (informational)
- VIII. TAC Comments
- IX. Opportunity for Public Comment
- X. Adjournment

Next MAPO TAC meeting: November 21, 2019



Meeting Minutes of the Mankato/North Mankato Area Planning Organization (MAPO) Technical Advisory Committee (TAC)

August 15, 2019 | 1:30 p.m. | Intergovernmental Center, MN River Room, 10 Civic Center Plaza, Mankato, MN

TAC members present: Ronda Allis – MnDOT District 7, Paul Corcoran – Minnesota State University, Mankato, Michael Fischer - City of North Mankato, Karl Friedrichs – Lime Township, Seth Greenwood - Nicollet County, Scott Hogen - Mankato Public Schools, Michael McCarty - City of Mankato, Ed Pankratz – Mankato Township, Craig Rempp- Mankato Transit System, Shawn Schloesser – Region Nine Development Commission, Craig Smith – Belgrade Township, Ryan Thilges - Blue Earth County, Paul Vogel, City of Mankato

Others Present: Charles Androsky, Sam Parker, Molly Stewart, Craig Vaughn

I. Call to Order

Mr. Thilges called the meeting to order at 1:30 p.m.

II. Introductions

Introductions were made.

III. Approval of Agenda

Mr. Greenwood motioned and Mr. Corcoran seconded to approve the agenda. Motion carried.

IV. Approval of Minutes – July 18, 2019

Ms. Allis motioned and Mr. Friedrichs seconded to approve the minutes. Motion carried.

V. New Business

5.1 Amendment to 2019-2020 Unified Planning Work Program (UPWP)

Staff reported that MAPO's current 2019-2020 UPWP was adopted September 6, 2018. On June 28, 2019 the Minnesota Department of Transportation (MnDOT) informed staff that a grant agreement (MnDOT contract number 1034442) had been fully executed for planning activities for development of a Regional Transportation Coordinating Council (RTCC). The agreement administers \$75,000 in state planning funds to MAPO for planning activities. The funds are 100% state funds with zero federal or local match.

The 2019 UPWP must be amended to include the addition of the \$75,000. The funds would be designated separate from the consolidated planning grant funds and have been added to the 2019 UPWP under the Total Commodities & Other Services section.

Staff recommended the TAC motion to recommend passing of the corresponding resolution to amend the 2019-2020 UPWP to the Policy Board.

Mr. Schloesser motioned and Mr. Fischer seconded to approve. Motion carried.

5.2 Approve 2020-2021 Unified Planning Work Program (UPWP)

Staff reported coordination with local partners had led to development a 2020 UPWP. Programmed projects for 2020 included continued work on the MAPO Long Range Transportation Plan (LRTP) Update, Warren Street Corridor Study, 169 Corridor Study, an intersection control evaluation (ICE) of Lor Ray Drive at James Drive in North Mankato, and staff administration work for planning for a Regional Transportation Coordinating Council (RTCC) servicing the region.

Total MAPO expenses for 2020 were currently listed as \$447,302. The expenditures will be funded via \$351,301 federal funds, \$32,698 state funds, and \$63,302 local match, including \$20,000 in state funds from MnDOT District 7. The remaining \$43,302 will be divided among the partners, as indicated in the Local Share Amount by Year table (provided in packet).

Staff recommended the TAC motion to recommend adoption of the 2020-2021 UPWP to the Policy Board.

Mr. Friedrichs motioned and Mr. Hogen seconded to approve. Motion carried.

5.3 Approve 2020-2023 Transportation Improvement Program (TIP)

Staff reported at its June 6, 2019 meeting the MAPO Policy Board passed a motion to approve the release of the draft 2020-2023 Transportation Improvement Program (TIP) for 30-day public comment.

The public comment period ran from July 1 to July 31, 2019. Input was solicited from the general public as well as local, state, and federal agencies. The comment period was advertised via the Mankato Free Press, television and newspaper interviews, the MAPO stakeholder email list, the MAPO website, the MAPO Twitter account, and venues used by the City of Mankato Department of Public Information. Fliers and physical copies of the draft were disbursed to area government buildings and libraries. An open house was held July 10, 2019.

The updated TIP does not differ significantly from the draft originally approved for public comment. Comments received and subsequent actions were included as Appendix C on page 34 of the TIP document.

Staff recommended the TAC motion to recommend adoption of the 2020-2023 TIP to the MAPO Policy Board.

Mr. Friedrichs motioned and Mr. Hogen seconded to approve. Motion carried.

5.4 Resolution Supporting MnDOT Safety Performance Measure Targets

Staff reported per MAP-21, state DOTs and MPOs are required to establish targets for transportation performance measures. As the region's designated MPO, MAPO is required to either agree to support MnDOT's targets or establish targets of its own.

Staff recommended the TAC motion to recommend to the Policy Board passing of the corresponding resolution stating MAPO will plan and program projects to contribute to the accomplishment of MnDOT's calendar year 2020 targets of:

- number of fatalities: 375.4
- rate of fatalities: 0.626/100 million vehicle miles traveled
- number of serious injuries: 1,714.2

- rate of serious injuries: 2.854/100 million vehicle miles traveled
- number of non-motorized fatalities and non-motorized serious injuries: 317

Mr. Vogel inquired if MnDOT would provide data specific to the MAPO area regarding performance targets. Staff stated they would follow up with MnDOT on this item.

Staff recommended the TAC motion to recommend passing of the corresponding resolution to the Policy Board.

Mr. Hogen motioned and Mr. Greenwood seconded. Motion carried.

VI. Other Business, Discussion & Updates

6.1 Presentation: Long Range Transportation Plan Update - SRF

Mr. Vaughn reported progress and outlined action items regarding the LRTP Update. This included stakeholder roles, project work flow, scheduling, branding elements, data collection, and TAC areas of emphasis.

Mr. Thilges stated he would be supportive of continuing the involvement level established during the first LRTP. This would include a project management team (PMT) consisting of representatives from at least Blue Earth County, Mankato, Nicollet County, and North Mankato. It was decided the PMT would meet the first Thursday of each month.

Mr. Vaughn led discussion of the types of stakeholders to be engaged and the types of engagement methods to be applied. Mr. Friedrichs suggested involving local aggregate materials businesses. Mr. Friedrichs suggested the aggregate businesses may be brought in as part of a freight stakeholder group.

Ms. Allis stated MnDOT's recent Manufacturer's Perspective outreach may be a resource to the project's engagement process.

Mr. Vogel inquired how local administrators and elected officials may be engaged in the process and asked Ms. Bromeland to advise as she is the administrator of Eagle Lake. Ms. Bromeland inquired if the administration outreach would take place in a public forum. Mr. Vaughn stated he had conducted recent similar outreach in a public forum. Ms. Bromeland advised that notice of the stakeholder meetings should be sent to the administrators/managers of each of the jurisdictions and they will distribute to their elected officials.

Mr. Friedrichs stated the Lime Township board preferred communications be directed to the county clerk.

Mr. Vaughn proposed listening sessions focused on: freight (with a component utilizing MnDOT's Manufacturer's Perspective), youth/school, and elected officials.

Mr. Hogen stated the school district could most likely be flexible with regard to allowing students to participate in a listening session.

Mr. Corcoran suggested a pop-up style event in the Centennial Student Union would be an effective engagement method for MSU students.

Mr. Vogel suggested engagement with local groups including SMILES Center for Independent Living and VINE.

Mr. Thilges suggested outreach to the Greater Mankato Bike Walk Advocates.

Staff suggested that in order to expand project engagement, MAPO staff would be able to conduct on-site outreach as needed without SRF staff present.

Mr. Vaughn suggested the third open house currently outlined in the work plan may be better utilized as a listening session or pop-up event. Mr. Thilges inquired of the TAC if it approved re-designating the third open house for another outreach/engagement event. By raise of hand the TAC agreed.

Ms. Allis stated the Mankato River Ramble may be a beneficial engagement opportunity.

Mr. Vaughn led discussion of the project data needs and work flow. Mr. Vogel inquired if designating an “illustrative” bin, separate from short, mid, and long term projects, was useful. Mr. Thilges stated an illustrative bin was useful.

The TAC discussed potential future development and associated impact on traffic flow, including industrial development north of Mankato (rail to truck facility), development of a motor park north of Eagle Lake, areas along Highway 22, including potential transition of former retail land use into housing, industrial development on North Mankato’s western side, residential development east of Eagle Lake, and potential Highway 14 expansion through an ongoing BUILD application.

Mr. Vogel inquired if MnDOT’s Manufacturer’s Perspective had indicated local issues with the transportation system. Ms. Allis stated that lack of commercial truck parking was a recurring issue.

Mr. Vogel suggested the LRTP Update include consideration for electronic vehicles, including charging stations. Mr. Vaughn stated the Update would include this consideration.

It was decided the next TAC presentation would be scheduled October 17, 2019. The first LRTP Update Open House would be scheduled October 29, 2019.

6.2 Report: Administrative Modification to 2019-2022 Transportation Improvement Program (TIP)

Staff reported that MnDOT District 7 had informed MAPO staff that the project SP 007-599-062 was being adjusted within the Area Transportation Improvement Program (ATIP). As the project is within the MAPO planning area, the MAPO TIP was adjusted accordingly. Adjustments included an updated total project cost and project description.

Per MAPO’s Public Participation Plan, MAPO and MnDOT staff have conferred and jointly determined the change constitutes an Administrative Modification. The process to execute an Administrative Modification is to announce the change at MAPO TAC and Policy Board meetings and make the change to the TIP. No action is requested of the MAPO TAC regarding this item.

VII. TAC Comments

There were no TAC comments.

VIII. Opportunity for Public Comment

There were no public comments.

IX. Adjournment

At approximately 3:35 Mr. Friedrichs moved and Mr. Hogen seconded a motion to adjourn. With all voting in favor, the motion carried.

Chair, Mr. Thilges



AGENDA RECOMMENDATION

Agenda Heading: Recommendation to approve consultant for 169 Corridor Study No: 5.1

Agenda Item:

Recommendation to approve consultant for 169 Corridor Study

Recommendation Action(s):

Recommend to MAPO Policy Board approval of consultant for 169 Corridor Study

Summary:

The 169 Corridor Study proposal ranking subcommittee included representation from Blue Earth County, Mankato, North Mankato, Nicollet County, and MnDOT District 7.

MAPO received two proposals. It is the recommendation of the ranking committee that MAPO enter a contract for services with Bolton and Menk, Inc.

MnDOT District 7 has agreed to supply the project's 20% local match. To coordinate joint funding, MnDOT District 7 has requested a Joint Powers Agreement (JPA) with MAPO's fiscal agent. The JPA will only address the fiscal agent as receiving funds.

Staff recommends the MAPO TAC pass a motion to recommend to the MAPO Policy Board execution of a 169 Corridor Study contract with Bolton & Menk, Inc., which shall entail a Joint Powers Agreement between MnDOT District 7 and MAPO's fiscal agent.

Attachments:

169 Corridor Study Request for Proposal

https://mnmapo.files.wordpress.com/2019/10/169-corridor-study-rfp_8.14.19.pdf

169 Corridor Study Proposal: Bolton and Menk, Inc.

<https://mnmapo.files.wordpress.com/2019/10/proposal-bmi.pdf>

169 Corridor Study Proposal: SRF Consulting, Inc.

<https://mnmapo.files.wordpress.com/2019/10/proposal-srf.pdf>



AGENDA RECOMMENDATION

Agenda Heading: Recommendation to approve consultant for Regional Transportation Coordinating Council (RTCC) No: 5.2

Agenda Item:

Recommendation to approve consultant for Regional Transportation Coordinating Council (RTCC)

Recommendation Action(s):

Motion to recommend to MAPO Policy Board approval of consultant for RTCC Phase 1 Planning

Summary:

The RTCC proposal scoring and ranking committee included representation from MAPO, Region Nine Development Commission, MnDOT District 7, the Mankato Transit System, and local human services agencies.

MAPO received two proposals. It is the recommendation of the ranking committee that MAPO enter a contract for services with SRF Consulting, Inc.

The study will include outreach with local and regional human/transit stakeholders and will include multiple presentations/workshops with the MAPO TAC and Policy Board. 100% of contract project costs will be funded by the State of Minnesota.

Staff recommendation is for the MAPO TAC to motion to recommend to the MAPO Policy Board execution of a contract with SRF Consulting for planning work toward developing an RTCC servicing the MAPO region.

Attachments:

RTCC Request for Proposals

<https://mnmapo.files.wordpress.com/2019/10/rfp.pdf>

RTCC Proposal: Bolton and Menk, Inc.

<https://mnmapo.files.wordpress.com/2019/10/proposal-bmi-1.pdf>

RTCC Proposal: SRF Consulting, Inc.

<https://mnmapo.files.wordpress.com/2019/10/proposal-srf-1.pdf>



AGENDA RECOMMENDATION

Agenda Heading: Presentation: Long Range Transportation Plan Update (SRF) No: 6.1

Agenda Item:

Presentation: Long Range Transportation Plan Update (SRF)

Recommendation Action(s):

Informational and discussion

Summary:

An informational presentation on MAPO's current work toward developing a Long Range Transportation Plan Update will be delivered by SRF Consulting.

The project's first open house will be held Tuesday, October 29, from 4:00 p.m. to 6:30 p.m. in the Mankato Room of the Intergovernmental Center.

Attachments:

L RTP Update presentation packet

MAPO 2045
Long Range Transportation Plan Update
Technical Advisory Committee Meeting #2
October 17, 2019 from 2:00 p.m. to 3:30 p.m.
Intergovernmental Center

AGENDA

1. Welcome and Introductions - 5 min
2. TAC #1 Meeting Summary (attachment 1) - 5 min
3. Public Engagement Update - 20 min
 - Pop-up Events Summary to Date
 - Listening Sessions Overview (Summary of this Mornings Meeting)
 - Open House - 10/29 4:30 – 6 p.m., Mankato Room at the IGC
 - Draft display boards review
4. Existing Conditions Report Overview - 5 min
5. Review Goals, Objectives & Performance Measures - 30 min
6. Future Conditions - 15 min
 - Traffic Forecasts (Year 2025, 2035, & 2045)
 - Roadway Capacity Analysis
7. Next Steps - 15 min
 - Updates to Implementation Plan
 - MAPO Policy Board presentation – December
 - Schedule Next TAC Meeting – Preliminarily January 2020

TAC #1 Meeting Summary



Record of Meeting

SRF No. 11796

Location: Mankato Intergovernmental Center

Client: Mankato/North Mankato Area Planning Organization (MAPO)

Date: August 15, 2019

Subject: MAPO 2045 Long Range Transportation Plan Update

Attendees: Ronda Allis– MnDOT (District 7)
Jennifer Bromeland – City of Eagle Lake
Paul Corcoran – Minnesota State University, Mankato
Karl Friedrichs – Lime Township
Michael Fischer – City of North Mankato
Seth Greenwood – Nicollet County
Scott Hogen – Mankato Area Public Schools (District 77)
Michael McCarty – City of Mankato
Ed Pankratz – Mankato Township
Shawn Schloesser– Region Nine Development Commission
Sam Parker – MnDOT (District 7)
Craig Smith – Belgrade Township
Craig Rempp – Mankato Transit System
Ryan Thilges – Blue Earth County
Paul Vogel – City of Mankato/MAPO
Charles Androsky – MAPO
Craig Vaughn – SRF Consulting
Molly Stewart – SRF Consulting

From: Molly Stewart and Craig Vaughn, SRF Consulting

Purpose of Meeting:

The purpose of the meeting was to kick-off the 2045 Long Range Transportation Plan (LRTP) Update with the MAPO Technical Advisory Committee (TAC). The meeting agenda is outlined below accompanied by the discussion that took place.

Summary of Meeting

Welcome and Introductions

- Craig opened by welcoming everyone, thanking them for attending and noting the meeting is an open forum where all are encouraged to share their perspectives and ask questions.

Role of Technical Advisory Committee with Transportation Plan

- Craig gave an overview of the role of the TAC.
 - There will be up to eight (8) meetings (including this one) with the TAC throughout the plan update process. The plan schedule details the approximate timeframes for each TAC presentation.
 - Bi-monthly Project Management Team (PMT) check-in calls will take place the first and third Thursday of each month starting on 9/5/19.
 - A larger group consisting of representatives from the MAPO, MnDOT, Blue Earth County, Nicollet County, Mankato, North Mankato, Eagle Lake and SRF will participate on the call the first Thursday of the month.
 - Each jurisdiction will be responsible for including technical staff as needed on these check-in calls.
 - A smaller group consisting of representatives from the MAPO and SRF will participate on the call the third Thursday of the month.
 - The calls will take place 8:30 – 9:30 a.m. via Skype. SRF will send out calendar appointments for these calls. **ACTION**

Current Planning Process

- Craig gave an overview of the Work Flow document (attached) and project schedule (attached).
 - The Work Flow document details the scope of work for the plan update.
 - There are currently four open houses planned. The group discussed and agreed that one of the open houses will be eliminated and replaced with other public engagement opportunities that will be determined as the process proceeds (i.e. pop-up events, listening sessions, focus groups, etc.).
 - Ronda Allis mentioned that the River Ramble on 10/6/19 would be a good pop-up event. This will be investigated further by SRF staff. **ACTION**
 - The group also discussed that the Mankato Marathon would not be a good pop-up opportunity as a lot of out of town people attend this event.
 - A series of four listening sessions are planned for September/October.
 - Each will be approximately 45 mins to one hour in length. Dates and times will be determined in early September.
 - Potential Listening Session 1 – Elected Officials. A notice would be sent to the administrators and county clerks then distributed to elected officials.
 - Potential Listening Session 2 – College/High School Students. There is a small group of high school students that meet periodically that could serve as a good group for a listening session. It was mentioned that a pop-up event at Centennial Student Union at MSU may be a good option to capture college age students.

- Potential Listening Session 3 – Diversity Group. The group discussed including representatives from the Mankato Diversity Council, YWCA, VINE Transportation and/or Smiles Center for Independent Living.
- The group also discussed a listening session for the aggregate and freight industry. Ronda mentioned that MnDOT had just completed a District 7 Manufacturers Study and information could be used from this study rather than hosting a listening session with this group. MnDOT to send Manufactures Study to SRF. **ACTION**
- The group also discussed engaging the Greater Mankato Bike Walk Advocates in a listening session.
- SRF will coordinate scheduling and notification for these listening sessions. As noted above, the fourth listening session is yet to be determined. Details will be discussed on the PMT call on 9/5. **ACTION**
- MAPO also suggested some of their staff engaging groups without SRF assistance if additional outreach is deemed necessary outside of what is currently scoped. Continue to consider this option.
- SRF will be utilizing social media (i.e. Facebook, twitter, websites, online media, etc.) as part of the public engagement for the plan update. SRF to coordinate with TAC to identify social media contacts for each jurisdiction. **ACTION**
- A plan update website has already been established (www.mapolrtpupdate.com). TAC members to review and provide comments by 9/12. **ACTION**
 - The group discussed the option of having the website translated into other languages. SRF to investigate. **ACTION**
- The group discussed the logo for the plan update. SRF will create a few options for the plan update logo and send to TAC members. **ACTION**
- New Federal law authorization is currently in process to update the FAST Act that expires next September. SRF to review for effect on potential actions/requirements.
- The group agreed to maintain the short-, mid-, long-term and illustrative categories that were used in the 2015 Plan's implementation chapter.
 - TAC should review the previous plan's list of projects to provide feedback regarding those that have been completed; or in their opinion, may no longer be valid. This will serve as a first cut in preparation for work to be conducted in late Fall. SRF to share previous project list. **ACTION**

Early Data Collection Activities

- Craig gave an overview of the work in progress for the plan update.
 - SRF has established an FTP site for the plan update. This FTP site will be used by everyone involved to share information (i.e., provide data to SRF or others; receive large files for review/comment; etc.). The link is provided here:

https://srfconsultinggroup-my.sharepoint.com/:f/g/personal/cvaughn_srfconsulting_com/EvYDX7pd6oNGqDbEWXDg1GIBdLSly2NI6qrLPdurr2Xmg?e=vbfy7o

- SRF has established an online GIS map with several existing data sets added. The data sets included in the map are consistent with what was included in the 2015 Plan. Craig gave a brief introduction of the online GIS map tool. SRF will send out this link to the TAC (and provided here). **ACTION** TAC to review the online GIS map and provide feedback. **ACTION**
<https://gis.srfconsulting.com/portal/apps/webappviewer/index.html?id=f259959e568b48f897dd21d458508519>

TAC Discussion Regarding Issues, Needs, and Opportunities

- The group discussed several items that are summarized below:
 - Blue Earth mentioned that there will be a future corridor study on CSAH 5 (3rd Avenue). The extent and details of the study are still unknown. The study will likely occur in 2020. The need for the study is being driven by the increased aggregate development in the surrounding area and the potential for development of a rail to truck facility. There is potential for some commercial development in the future as the aggregate land uses turn over.
 - Eagle Lake mentioned the following:
 - A motor sports track is proposed north of US 14. A traffic study is currently underway.
 - There is potential for an interchange on US 14 east of Eagle Lake in the future.
 - The City anticipates an increase in residential development west of the city towards Mankato.
 - The land use along TH 22 will transition in the future (i.e., former retail land use into housing).
 - North Mankato has some industrial development occurring in their area.
 - A BUILD Grant was submitted for the expansion of US 14 to four lanes from New Ulm to Nicollet County. MnDOT will know in November if they were successful in obtaining funding.
 - There is an RFP out for a corridor study on US 169. Access, safety, traffic operations, drainage risk/resilience, etc. will be part of this effort north and south of US 14 along US 169.
 - With growth in the area since the 2015 Plan was developed, where are the corridor study needs now ~ 2020.

- The following items were noted about US 14:
 - Shoulder improvements are needed
 - There is a lack of truck parking along the corridor, possibly need better wayfinding/smart signs to locate available truck parking.
 - The Walmart distribution center is expanding, which will increase truck traffic on US 14.
 - Truck traffic includes farm implements.
- SRF will include a discussion about electronic vehicles, including charging stations in the plan update. **ACTION**

Next Steps

- TAC meeting #2 for the plan update will occur on 10/17/19.
- The first plan update open house is tentatively set for 10/29/19. SRF to send out meeting invite to the TAC with time and location. **ACTION**

Actions Summary

Actions Needed	Responsibility
Send out calendar appointments for PMT check-in calls.	SRF
Send Manufactures Study to SRF	MnDOT
Coordinate scheduling and notification for listening sessions and pop-up event(s). Discuss during PMT call on 9/5.	SRF
Coordinate with TAC to identify social media contacts for each jurisdiction.	SRF
TAC members to review and provide comments on plan website.	TAC members
Send draft logo options to TAC members.	SRF
Send previous 2015 Plan project list to TAC members for review and comment. TAC to provide feedback.	SRF / TAC members
Investigate if plan update website can be translated into other languages	SRF
Share FTP site link	SRF
Share online GIS link with TAC	SRF
Review online GIS map for accuracy and send feedback to SRF	TAC members
Include a discussion about electronic vehicles, including charging stations in the plan update.	SRF
Send out calendar appointment for Open House #1 on 10/29	SRF



AGENDA RECOMMENDATION

Agenda Heading: Informational: Transportation Alternatives (TA) Letter of Intent (LOI) No: 6.2

Agenda Item:

Informational: Transportation Alternatives (TA) Letter of Intent (LOI)

Recommendation Action(s):

Informational

Summary:

The solicitation period for 2024 Transportation Alternatives (TA) Letters of Intent (LOIs) is open throughout the month of October, 2019. LOIs are due October 31, 2019. The online LOI form is available at the following web address: <http://www.dot.state.mn.us/ta/>

After submission deadline, MAPO staff must meet with submitting partner agencies by November 15, 2019.

2019/20 TA Solicitation Timeline

- **Tuesday, October 1st, 2019** – Announce Transportation Alternatives solicitation. Open letter of intent period.
- **Thursday, October 31st, 2019** – Deadline for applicants to submit letters of intent.
- **Friday, November 15th, 2019** – Deadline for RDO/MPO/district review of letters of intent. Recommendation to proceed forward with full application given to applicants.
- **Monday, November 18th, 2019** – Official start of full application period.
- **Friday, January 3rd, 2020** – Deadline for applicants to submit full applications.
- **Wednesday, April 15th, 2020** – Deadline for ATPs to select TA projects.

Attachments:



Meeting Minutes of the Mankato/North Mankato Area Planning Organization (MAPO) Policy Board

September 5, 2019 | 6:00PM | Intergovernmental Center, Mankato Room, 10 Civic Center Plaza, Mankato MN

Policy Board members present: Tim Auringer – City of Eagle Lake, Jack Kolars – Nicollet County, Michael Laven – City of Mankato, Mark Piepho – Blue Earth County, Dan Rotchadl – MAPO Townships, James Whitlock – City of North Mankato

Others Present: Dennis Dieken, Michael Fischer, Paul Vogel, Charles Androsky

I. Call to Order

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

II. Introductions

Introductions made prior to meeting start.

III. Approval of Agenda

Mr. Laven moved and Mr. Rotchadl seconded a motion to approve. With all voting in favor, the motion carried.

IV. Approval of Minutes – August 1, 2019

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

V. New Business

5.1 Amendment to 2019-2020 Unified Planning Work Program (UPWP)

Staff reported that on June 28, 2019 the Minnesota Department of Transportation (MnDOT) informed staff that a grant agreement (MnDOT contract number 1034442) had been fully executed for planning activities for development of a Regional Transportation Coordinating Council (RTCC). The grant agreement administers \$75,000 in state planning funds to MAPO for planning activities. The funds are 100% state funds with zero federal or local match. The 2019 UPWP must be amended to include the addition of the \$75,000.

Mr. Rotchadl moved and Mr. Kolars seconded to approve. With all voting in favor, the motion carried.

5.2 Approve 2020-2021 Unified Planning Work Program (UPWP)

Staff reported that in coordination with local partners, staff had developed a 2020 UPWP. Programmed projects included continued work on the MAPO Long Range Transportation Plan (LRTP) Update, Warren Street Corridor Study, 169 Corridor Study, an intersection control evaluation (ICE) of Lor Ray Drive at James Drive in North Mankato, and staff administration work for planning for a Regional Transportation Coordinating Council (RTCC) servicing the region.

Staff noted certain overhead and administration costs were not included in the budget, as MAPO is housed within the City of Mankato at no cost to MAPO.

Mr. Rotchadl motioned and Mr. Laven seconded to approve. With all voting in favor, the motion carried.

5.3 Approve 2020-2023 Transportation Improvement Program (TIP)

Staff reported that at its June 6, 2019 meeting the MAPO Policy Board had approved a motion to release the draft 2020-2023 Transportation Improvement Program (TIP) for 30-day public comment.

The public comment period ran from July 1 to July 31, 2019. Input was solicited from the general public as well as local, state, and federal agencies. The comment period was advertised via a variety of venues and methods. An open house was held July 10, 2019.

Staff reported on various projects programmed by local agencies within the 2020-2023 time frame.

Mr. Rotchadl motioned and Mr. Whitlock seconded to approve. With all voting in favor, the motion carried.

5.4 Resolution Supporting MnDOT Safety Performance Measure Targets

Staff reported per MAP-21, state DOTs and MPOs are required to establish targets for transportation performance measures. As the region's designated MPO, MAPO is required to either agree to support MnDOT's targets or establish targets of its own. Staff recommended passage of a resolution stating MAPO will plan and program projects to contribute to the accomplishment of MnDOT's calendar year 2020 targets.

Staff reported ongoing coordination with MnDOT to obtain data necessary for comparing rates within the MAPO area to MnDOT targets.

Mr. Rotchadl motioned and Mr. Auringer seconded to approve. With all voting in favor, the motion carried.

VI. Other Business, Discussion & Updates

6.1 Report: Administrative Modification to 2019-2022 Transportation Improvement Program (TIP)

007-599-062

Staff reported that on July 18, 2019 MnDOT District 7 had informed MAPO that the project SP 007-599-062 was being adjusted within the Area Transportation Improvement Program (ATIP). As the project is within the MAPO planning area, the MAPO TIP must be adjusted accordingly.

Per MAPO's Public Participation Plan, MAPO and MnDOT staff had conferred and jointly determined the change constitutes an Administrative Modification. The process to execute an Administrative Modification is to announce the change at MAPO TAC and Policy Board meetings and make the change to the TIP.

6.2 Update: Long Range Transportation Plan Update

Staff reported they were available for questions regarding the update provided in the meeting packet.

6.3 Update: Warren Street Corridor Study

Staff reported they were available for questions regarding the update provided in the meeting packet.

6.4 Update: Regional Transportation Coordinating Council

Staff reported they were available for questions regarding the update provided in the meeting packet.

VII. TAC Minutes (August 15, 2019 meeting minutes)

The minutes from the July 18, 2019 MAPO TAC meeting were distributed.

VIII. Policy Board Comments

Mr. Laven reported that a stakeholder at a recent Region Nine Development Commission Directors meeting had expressed interest in discussing MAPO's planning for a Regional Transportation Coordinating Council. Staff stated they would coordinate with Region Nine to initiate contact with the stakeholder.

IX. Opportunity for Public Comment

There were no comments.

X. Adjournment

At approximately 6:45 p.m. Mr. Rotchadl moved and Mr. Auringer seconded to adjourn. Motion carried.

Chair, Mr. Piepho