

**Mankato/North Mankato Area Planning Organization  
Policy Board**

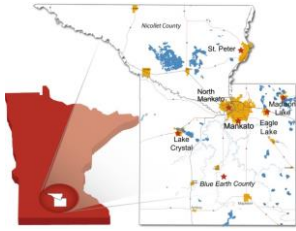
November 7, 2019 – 6:00 p.m.

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 – September 5, 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. Update: Long Range Transportation Plan Update
  2. Update: Warren Street Corridor Study
- VII. October 17, 2019 MAPO TAC meeting minutes (informational)
- VIII. TAC Comments
- IX. Opportunity for Public Comment
- X. Adjournment

Next MAPO Policy Board meeting: February 6, 2019



# 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**

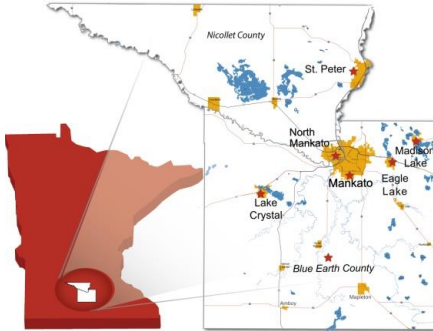
There were no comments.

### **X. Adjournment**

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

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Chair, Mr. Piepho



## 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):**

At their October 17, 2019 meeting, the Technical Advisory Committee recommended that the Policy Board approve Bolton and Menk, Inc. as the consultant for the 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 strong proposals. It is the recommendation of the ranking committee that MAPO enter a contract for services with Bolton and Menk, Inc.

Contributing factors to the recommendation included an emphasis on local partnerships, multiagency collaboration, public engagement, and implementation elements.

The recommended proposal included two optional public engagement tasks comprised of 1) an informational project video, and 2) an informational project fly-through animation. It is the recommendation of the 169 proposal ranking subcommittee and MAPO TAC that the executed contract include both optional tasks, as they were deemed valuable for communicating project details to stakeholders. MnDOT District 7 has stated they would supply funds to pay for the optional tasks.

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 Policy Board approve 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.

On October 17, 2019 the MAPO Technical Advisory Committee recommended approval.

**Meeting Date: November 7, 2019**

**Attachments:**

169 Corridor Study Request for Proposal

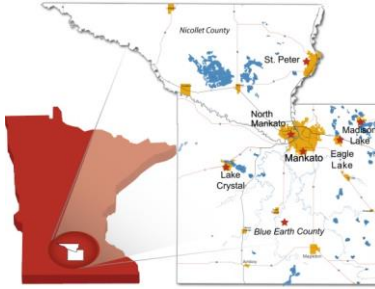
[https://mnmapo.files.wordpress.com/2019/10/169-corridor-study-rfp\\_8.14.19.pdf](https://mnmapo.files.wordpress.com/2019/10/169-corridor-study-rfp_8.14.19.pdf)

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):**

At their October 17, 2019 meeting, the TAC recommended that the Policy Board approve SRF Consulting, Inc. as the 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 strong proposals. It is the recommendation of the ranking committee that MAPO enter a contract for services with SRF Consulting, Inc. Contributing factors to the recommendation included an emphasis on human services, stakeholder engagement and buy-in, and staff experience and qualifications.

The study will include outreach with local and regional human services and 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 Policy Board to approve execution of a contract with SRF Consulting for planning work toward developing an RTCC servicing the south-central Minnesota region.

On October 17, 2019 the MAPO Technical Advisory Committee recommended approval.

#### **Attachments:**

RTCC Request for Proposals

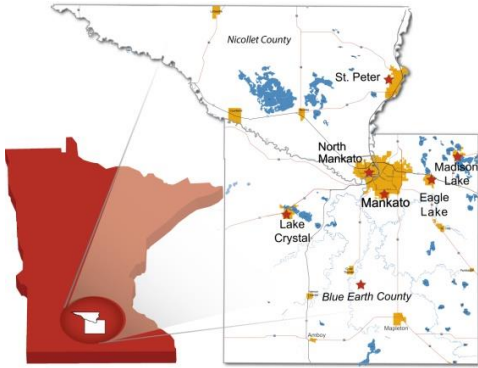
<https://mnmapo.files.wordpress.com/2019/10/rfp.pdf>

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: Update: Long Range Transportation Plan Update No: 6.1

**Agenda Item:**

Update: Long Range Transportation Plan Update

**Recommendation Action(s):**

Informational and discussion

**Summary:**

MAPO's current work toward developing a Long Range Transportation Plan Update has included collaboration between partner agencies on document review, data collection/analysis, and opportunities for public engagement. The Project Management Team (PMT) is in the process of reviewing demographics and trends, land use, environmental features, jurisdictional classification, functional classification, existing and future roadway operations, and existing multimodal features.

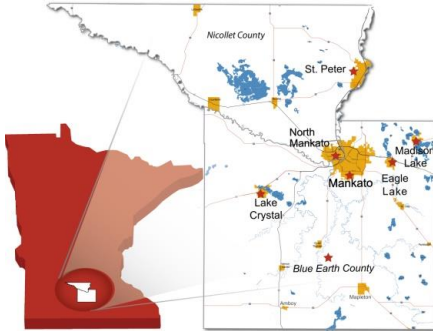
Public engagement for the process has included pop up events at Party on the Prairie in North Mankato (10/5), the Mankato River Ramble (10/6), a listening session with SMILES and VINE representatives (10/17), a listening session with area youth and students (10/24), and a listening session with local elected officials (10/24). The project also has an active stakeholder email list and website: <https://www.mapolrtpupdate.com/>.

The project's first open house was held Tuesday, October 29 in the Mankato Room of the Intergovernmental Center.

The first in a series of interactive presentations to the Policy Board will be delivered at a future meeting.

**Attachments:**





## AGENDA RECOMMENDATION

### Agenda Heading: Update: Warren Street Corridor Study No: 6.2

**Agenda Item:**

Update: Warren Street Corridor Study

**Recommendation Action(s):**

Informational

**Summary:**

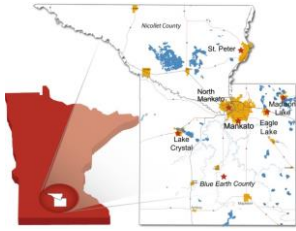
The Warren Street Corridor Study PMT is completing the initial issues identification project phase. This included a robust public engagement effort, review of existing corridor issues, review of existing literature, development of a purpose and need document, development of a bicycle network analysis, and existing conditions memorandum. After the initial phase is completed, the PMT will begin to develop alternative scenarios based on the information collected. Evaluating the alternatives will include a public engagement component.

Public engagement efforts to date include outreach to local residents, Cherry Ridge Apartments, MSU Student Senate, VINE, Colonial Square Apartments, Highland Park Neighborhood Association, Mankato Transit System, Greater Mankato Growth, Greater Mankato Bike Walk Advocates, SMILES Center for Independent Living, Blue Earth County Historical Society, and the City Center Partnership. Additional engagement is planned for the Lincoln Park Neighborhood Association at their meeting November 18.

A project open house was held October 24 in the Mankato Room of the Intergovernmental Center.

The first in a series of interactive presentations to the Policy Board will be delivered at a future meeting.

**Attachments:**



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

October 17, 2019 | 1:30 p.m. | Intergovernmental Center, MN River Room, 10 Civic Center Plaza, Mankato, MN

TAC members present: Ronda Allis – MnDOT District 7, David Cowan – Minnesota State University, Mankato, Michael Fischer - City of North Mankato, Karl Friedrichs – Lime Township, Seth Greenwood - Nicollet County, Kyle Hoffman (for Shawn Schlosser) – Region Nine Development Commission, Scott Hogen - Mankato Public Schools, Michael McCarty (for Jeff Johnson) - City of Mankato, Leroy McClelland – South Bend Township, Ed Pankratz – Mankato Township, Craig Rempp- Mankato Transit System, Dan Sarff – North Mankato, Ryan Thilges - Blue Earth County, Paul Vogel, City of Mankato

Others Present: Charles Androsky, Scott McBride, 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. McCarty motioned and Mr. Hogen seconded to approve the agenda. Motion carried.

## IV. Approval of Minutes – August 15, 2019

Staff had received an edit to the draft minutes. On page 3, under Section VI, sixth paragraph, the reference to “county clerk” was changed to “township clerk.”

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

## V. New Business

### **5.1 Recommendation to approve consultant for 169 Corridor Study**

Staff reported 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 was the recommendation of the ranking committee that MAPO enter a contract for services with Bolton and Menk, Inc.

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

Staff recommended 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.

Mr. Thilges inquired if staff could provide information regarding the project's Optional Tasks elements. Staff reported that the proposal submitted by Bolton and Menk, Inc. had included two optional tasks elements relating to public engagement. The first optional task pertained to development of a project video. The second optional task pertained to development of a project fly-through visual aid. The proposal scoring subcommittee had recommended inclusion of the optional tasks within the project scope of work.

Mr. Thilges inquired if MnDOT District 7 would provide funding for the optional tasks. Ms. Allis stated that MnDOT District 7 would provide funding for the optional tasks.

Mr. Sarff and Mr. Vogel abstained from the vote.

Mr. Cowan motioned and Mr. McClellan seconded to approve. Motion carried.

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

Staff reported 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 was the recommendation of the ranking committee that MAPO enter a contract for services with SRF Consulting, Inc.

Staff recommended the MAPO TAC 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.

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

## **VI. Other Business, Discussion & Updates**

### **6.1 Presentation: Long Range Transportation Plan Update - SRF**

Mr. Vaughn and Ms. Stewart reported progress and outlined action items regarding the MAPO LRTP Update. Mr. Vogel inquired if there were any outstanding data needs for the project. Mr. Vaughn and Ms. Stewart stated there were ongoing conversations with MnDOT to obtain needed pavement quality data.

SRF staff provided an update on project engagement. A listening session had been held that morning with representatives from SMILES Center for Independent Living and VINE. Listening sessions with local elected officials and area students/youth were forthcoming. Mr. Vaughn stated there was ongoing coordination with local human services agencies to obtain focused diversity input.

The TAC reviewed ongoing open house planning. Mr. Vogel inquired if the open house boards would be available on the study website, and if a survey instrument regarding resident preferences, based on a display board for the open house, could be added to the project website. Mr. Vaughn stated SRF would look into this.

Ms. Allis suggested consideration for the regional airport be added to an Issues/Opportunities board.

Mr. Vogel stated further coordination was needed to fine tune a display map representative of the regional transportation trail network.

The TAC reviewed the goal areas outlined in the current LRTP and discussed updating and streamlining the document for the LRTP Update.

Mr. Cowan stated there was interest in a Level Two electric vehicle charger at MSU.

Mr. Thilges stated the Access and Reliability Goal Area had been useful for project planning.

Ms. Allis stated the forthcoming Manufacturer's Perspective report may be of value to the Economic Vitality Goal Area.

Mr. Vogel suggested MAPO's coordination with MnDOT's Statewide Intelligent Transportation System (ITS) Architecture Plan could be incorporated into the LRTP Updates ITS goal area.

Ms. Allis inquired if the Federal Highway Administration's (FHWA) Planning and Environmental Linkage (PEL) reporting could be used as an asset to the Environmental Conservation and Sustainability Goal Area. Mr. Vaughn stated this could be a possibility.

Mr. Rempp stated the Multi-Modal Goal Area worked well from a Transit perspective.

The TAC discussed the utility of including reference to passenger rail from the MAPO area to the Twin Cities.

Mr. Vaughn discussed average daily traffic volume projections. Mr. Sarff inquired if the same growth projections would be used for the LRTP Update. Mr. Vaughn stated there would be forthcoming discussion regarding specific growth rates to be applied in specific areas.

## **6.2 Informational: Transportation Alternatives (TA) Letter of Intent (LOI)**

Staff reported on MnDOT's current Transportation Alternatives solicitation. Letters of Intent (LOIs) are due from applying agencies by October 31. Applying agencies would then meet with MAPO staff before November 15.

Ms. Allis stated there is an upcoming Safe Routes to School Engineering Implementation Plan solicitation, which may be of interest to area agencies.

## **VII. TAC Comments**

Mr. McClelland thanked Mr. Thilges and Blue Earth County for their responsiveness in initiating a repair project along Highway 33. Mr. McClelland thanked Mr. Rempp and Mankato Transit for quality Flex Ride services.

## **VIII. Opportunity for Public Comment**

There were no public comments.

**IX. Adjournment**

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

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Chair, Mr. Thilges