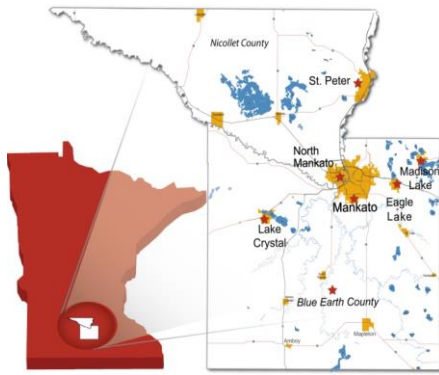


Mankato/North Mankato Area Planning Organization Policy Board Meeting

Thursday, November 3, 2016 – 6:00PM
Intergovernmental Center,
Minnesota River Room
10 Civic Center Plaza, Mankato, MN 56001

- I. Call to Order
- II. Review of Agenda
- III. September 8th, 2016 Meeting Minutes
- IV. New Business
 1. Resolution Approving Minnesota Department of Transportation Planning Contract #1026523
 2. Resolution Amending the 2017 Unified Planning Work Program
 3. Resolution Amending the 2017-2020 Transportation Improvement Program (TIP)
 4. Motion Approving the Four Recommended Intersection Control Evaluation Study Locations in 2017
 5. Presentation on Final 2016 Intersection Control Evaluation Reports
- V. Policy Board Comments, Other Business and Verbal Updates
 1. Riverfront Drive Corridor Study & Belgrade Avenue Corridor Study
 2. New MAPO website www.mnmapo.org
- VI. TAC Comments (October 20th TAC Meeting Minutes Attached)
- VII. Adjournment



MINUTES

**Mankato / North Mankato
Area Planning Organization
Policy Board Meeting
September 8, 2016 – 6:00 p.m.
Intergovernmental Center,
Mankato Room 10 Civic Center Plaza,
Mankato, MN 56001**

A Regular meeting of the Mankato/North Mankato Area Planning Organization Policy Board was held on September 8th, 2016, at 6:00 p.m. in the Minnesota River Room of the Intergovernmental Center. Present Policy Board members Mark Piepho, Chris Frederick, Jack Kolars, and Ryan Short. Also present was MAPO Transportation Planner Jake Huebsch, also in attendance from the Technical Advisory Committee (TAC) was Ryan Thilges. Tom Rieff owner of GreenCare located at 1717 3rd Avenue, Mankato MN 56001 was also in attendance.

Call to Order

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

Motion to Approve Agenda

Mr. Frederick motioned to approve the agenda. Mr. Short seconded the motion. The motion carried unanimously.

Motion to Approve August 4th, 2016 Meeting Minutes

Mr. Kolars moved to approve the August 4th Policy Board Meeting minutes. Mr. Frederick seconded the motion. The motion carried unanimously.

New Business

Resolution Approving the 2017-2020 Transportation Improvement Program (TIP)

Staff presented the 2017-2020 TIP and explained that the TIP was released for a 30 day public comment period on August 5th and ended on September 5th. Staff followed the process outlined in the MAPO's Public Participation Plan which included distribution methods of the draft TIP and hosting a public open house. The open house was held on August 18th from 4:00 – 5:00. No comments were received during the public open house.

Mr. Tom Rieff owner of GreenCare located at 1717 3rd Avenue, Mankato MN 56001 expressed concern on project 07-00125 in FY2017 upgrade of existing railroad crossing on 3rd Avenue in Mankato, also known as Blue Earth County CSAH 5. Mr. Rieff was concerned that a median would be constructed with the project which could limit access to his business. MAPO staff and Mr. Thilges explained they followed up with MnDOT Central Office and District 7 staff to confirm no median work was included in the scope of work by MnDOT for this project. MAPO staff received confirmation from Ronda Allis at the District that the project was an upgrade of the existing railroad crossing and no median work was included with MnDOT STIP project 07-00125. Mr. Thilges and MAPO staff further explained how MnDOT rail projects are selected by MnDOT's Rail Office.

Mr. Kolars motioned to pass the presented resolution approving the 2017-2020 Transportation Improvement Program (TIP). The motion also directed MAPO staff to write a formal letter to MnDOT's Rail Office requesting that the process for selecting rail crossing projects be more transparent with MnDOT Districts and local agencies. Also to be included in the letter will be the MAPO Policy Board's approval of the rail crossing

project (STIP number 07-00125) assuming that no median work will be constructed with the rail crossing upgrade located near Mr. Rieff's property on 3rd Avenue. Mr. Short seconded the motion. The motion to pass the resolution approving the 2017-2020 TIP and directing MAPO staff to write a letter outlining the comments as indicated in the above minutes carried unanimously

MAPO Staff Presentation

MAPO staff provided an overview and update of the Mankato/North Mankato Area Planning Organization. The presentation included an overview of the MAPO organization & background, Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), current studies & activities and upcoming Initiatives.

TAC Comments

None

Policy Board Comments & Other Business

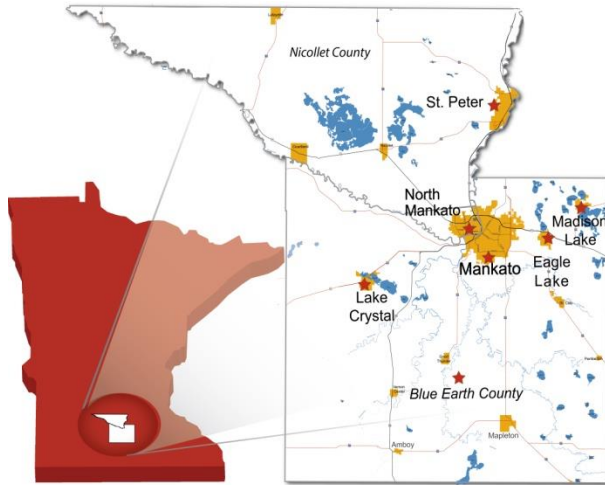
Staff provided a brief update on Riverfront Drive and Belgrade Avenue Corridor studies including the local outreach meetings with local businesses along the corridors.

Adjournment

With no further business, Mr. Frederick moved to adjourn the meeting, Mr. Short seconded the motion. With all voting in favor the meeting was adjourned at 6:30 p.m.

Chair, Mr. Piepho

Meeting Date: November 3, 2016



AGENDA RECOMMENDATION

Agenda Heading: Resolution Approving Minnesota Department of Transportation Planning Contract #1026523 Item No: 5.1

Agenda Item: Resolution Approving Minnesota Department of Transportation Planning Contract #1026523

Recommendation Action(s): Adoption of the attached resolution.

Summary: Minnesota State Contract #1026523 authorizes the execution of the 2017 State Planning Agreement. The State funds are used to perform actives and planning efforts outlined and contained in the 2017 UPWP. The resolution approving the state contract is an annual approval item for the Policy Board.

Attachments:

1. Copy of Mn/DOT Contract #1026523 and Resolution to Execution of State Contract #1026523

MINNESOTA DEPARTMENT of TRANSPORTATION
Grant Contract with the
Mankato/North Mankato Area Planning Organization
Metropolitan Planning Organization
Calendar Year 2017

THIS GRANT CONTRACT is between the state of Minnesota, acting through its Commissioner of Transportation (STATE) and the Mankato/North Mankato Area Planning Organization (GRANTEE):

- Under Minnesota Statutes Section 174.01, the Minnesota Department of Transportation is the principal agency of the state for development, implementation, administration, consolidation, and coordination of state transportation policies, plans, and programs; and
- 23 U.S.C. 134 requires the a continuing, comprehensive, and cooperative (3-C) transportation planning process be carried out between the state and local governments in urbanized areas; and
- The GRANTEE has been designated by Minnesota's Governor as the Metropolitan Planning Organization responsible, together with the STATE, for carrying out the provisions of 23 U.S.C. 134; and
- Under Minnesota Statutes Section 174.03, subdivision 4, the STATE may provide financial assistance to metropolitan planning organizations; and
- The GRANTEE is eligible to receive State assistance.

The parties to this Grant Contract mutually agree as follows:

1. TERM OF CONTRACT.

- 1.1 **Effective Date:** This Grant Contract will be effective on January 1, 2017 or the date the STATE obtains all required signatures under Minnesota Statutes § 16C.05, Subdivision 2.
- 1.2 **The GRANTEE must not begin work under this Grant Contract until this agreement is fully executed and the GRANTEE has been notified by the State's Authorized Representative to begin work.**
- 1.3 This Grant Contract will remain in effect until December 31, 2017, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.4 **Survival of Terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Grant Contract including, without limitation, the following clauses: 8. Indemnification; 10. State Audits; 11. Government Data Practices; 12. Data Disclosure; 14. Publicity and Endorsement; and 16. Governing Law, Jurisdiction, and Venue.

2. GRANTEE'S DUTIES.

The GRANTEE, who is not a state employee, will:

- 2.1 Perform in a satisfactory and timely manner the work activities defined in its Calendar Year (CY) 2017 Unified Planning Work Program (UPWP), as approved by the STATE, which is incorporated by reference into this Grant Contract and retained on file in the Office of Transportation System Management, Minnesota Department of Transportation. The UPWP defines the scope of work and particular tasks to

be completed by the GRANTEE, and includes a minimum expenditure of \$3,000.00 to provide for the GRANTEE's participation in meetings and workshops of the Minnesota MPO Directors and for other professional development and training of the GRANTEE's staff;

- 2.2 Provide a local match of 20% of the total state funds received under this Grant Contract;
- 2.3 Submit to the STATE in a timely manner progress and expenditure reports at least quarterly, and a final year-end report;
- 2.4 Prepare and submit to the STATE for approval a CY 2018 UPWP delineating the activities and expenditure of CY 2018 state grant funds. The UPWP must include a minimum expenditure of \$3,000.00 to provide for the GRANTEE's participation in meetings and workshops of the Minnesota MPO Directors and for other professional development and training of the GRANTEE's staff;
- 2.5 Utilize the MnDOT Template when preparing the Transportation Improvement Program (TIP).

3. **STATE'S DUTIES.**

The STATE will:

- 3.1 Review and monitor progress of the work activities defined in the GRANTEE'S CY 2017 UPWP.
- 3.2 Furnish the GRANTEE, at its request, such data in the STATE's possession that GRANTEE considers pertinent to the work to be performed; and
- 3.3 Advise the GRANTEE of the anticipated availability of funds and assist in the development of the GRANTEE's CY 2018 UPWP.

4. **CONSIDERATION AND PAYMENT.**

- 4.1 **Consideration.** The STATE will pay the GRANTEE for all services performed by the GRANTEE under this Grant Contract as follows:

4.1.1 **Compensation.** The GRANTEE will be paid as follows upon receipt of invoice:

- 50% upon execution of this Grant Contract
- 40% after July 1, 2017; and
- 10% upon acceptance by the STATE'S Authorized Representative of the GRANTEE'S final quarterly report documenting tasks completed under the GRANTEE'S CY 2017 UPWP.
- A portion of the final payment, up to 10%, may be withheld pending a final audit by the STATE.

4.1.2 **Total Obligation.** The total obligation of the STATE for all compensation and reimbursements to the GRANTEE under this Grant Contract will not exceed the amount provided in Exhibit 1, Financial Assistance, which is attached and incorporated into this Grant Contract.

4.2 **Payment.**

4.2.1 **Invoices.** The State will promptly pay the GRANTEE after the GRANTEE submits an invoice and the STATE'S Authorized Representative accepts the invoice. The STATE will reimburse the GRANTEE no later than 30 days after the invoice has been submitted. Invoices must be submitted according to the following schedule:

- 50% upon execution of this Grant Contract
- 40% after July 1, 2017; and
- 10% upon acceptance by the STATE'S Authorized Representative of the GRANTEE'S final quarterly report documenting tasks completed under the GRANTEE'S CY 2017 UPWP.

5. **CONDITIONS OF PAYMENT.**

All services provided by the GRANTEE under this Grant Contract must be performed to the State's satisfaction as determined at the discretion of the State's Authorized Representative and District Planner and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The GRANTEE will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. **AUTHORIZED AGENTS.**

6.1 The STATE's Authorized Agent for the purposes of administration of this Grant Contract is **Planning Program Coordinator, Office of Transportation System Management, Department of Transportation, Mail Stop 400, 395 John Ireland Boulevard, St. Paul, MN 55155, (651) 366-3793** or his/her successor, and has the responsibility to monitor the GRANTEE's performance and the final authority to accept the services provided under this Grant Contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 The GRANTEE's Authorized Agent for the purposes of administration of this Grant Contract is Paul Vogel, Executive Director, 10 Civic Center Plaza, Mankato, MN 56001, 507-387-8613 or their successor. The GRANTEE's Authorized Agent shall have full authority to represent the GRANTEE in its fulfillment of the terms, conditions, and requirements of this Grant Contract. If the GRANTEE's Authorized Representative changes at any time during this Grant Contract, the GRANTEE must immediately notify the State.

7. **ASSIGNMENT, AMENDMENTS, WAIVER, AND GRANT CONTRACT COMPLETE.**

7.1 **Assignment.** The GRANTEE may neither assign nor transfer any rights or obligations under this Grant Contract without the prior written consent of the STATE and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Contract, or their successors in office.

7.2 **Amendments.** Any amendments to this Grant Contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Contract, or their successors in office.

7.3 **Waiver.** If the STATE fails to enforce any provision of this Grant Contract, that failure does not waive the provisions or its right to subsequently enforce it.

- 7.4 **Grant Contract Complete.** This Grant Contract contains all prior negotiations and agreements between the STATE and GRANTEE. No other understanding regarding this Grant Contract, whether written or oral, may be used to bind either party.

8. **INDEMNIFICATION.**

In the performance of this Grant Contract by the GRANTEE, or GRANTEE's agents or employees, the GRANTEE must indemnify, save, and hold harmless the STATE, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the STATE, to the extent caused the GRANTEE's:

- Intentional, willful, or negligent acts or omissions; or
- Actions that give rise to strict liability; or
- Breach of contract or warranty

The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the STATE's sole negligence. This clause will not be construed to bar any legal remedies the GRANTEE may have for the STATE's failure to fulfill its obligations under this Grant Contract.

9. **RECORDS AND DOCUMENTATION.**

- 9.1 **Records.** The GRANTEE will maintain all books, documents, papers, accounting records, and other evidence pertaining to cost incurred in connection with work and services performed under this Grant Contract. The GRANTEE must make such materials available at its office at all reasonable times during the term of this Grant Contract, and for six years from the date of final payment under this Grant Contract, for inspection by the STATE. Copies of such materials will be furnished to the STATE upon one week notice during the term of this Grant Contract and for six years from the date of final payment under this Grant Contract.

If the GRANTEE engages any subcontractors for completion of any part of its CY 2017 UPWP, the GRANTEE must enter into a written agreement with the subcontractor. The written agreement must include a provision requiring the subcontractor to comply with articles 9 and 10 of this Grant Contract.

- 9.2 **Subcontracting by GRANTEE.** The STATE reserves the right to review and approve, prior to their execution, the GRANTEE's subcontracts with providers of services and goods under this Grant Contract. The STATE may, in its sole discretion, approve or disapprove any such contracts. The use of subcontractors will not relieve the GRANTEE of the primary responsibility for the work performed.

10. **STATE AUDITS.**

Under Minnesota Statutes § 16C.05, subdivision 5, the GRANTEE's books, records, documents and accounting procedures and practices relevant to this Grant Contract shall be subject to examination by the Minnesota Department of Transportation Auditor, State Auditor, or the Legislative Auditor, for a minimum of six years from the end of this Grant Contract.

All required records must be maintained for at least six years from the date of final payment or the expiration date of this Grant Contract, whichever occurs first.

11. **GOVERNMENT DATA PRACTICES.**

The GRANTEE and STATE must comply with the Minnesota Government Data Practices Act in Minnesota Statutes, Chapter 13, as it applies to all data provided by the STATE under this Grant Contract, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the GRANTEE under this Grant Contract. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the GRANTEE or the STATE.

For GRANTEES that are non-profit organizations, if the GRANTEE receives a request to release the data referred in this Article, the GRANTEE will immediately notify the STATE. The STATE will give the GRANTEE instructions concerning the release of the data to the requesting party before the data is released.

12. **DATA DISCLOSURE.**

Under Minnesota Statutes § 270C.65, and other applicable laws, the GRANTEE consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the STATE, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the GRANTEE to file state tax returns and pay delinquent state tax liabilities, if any.

13. **WORKERS' COMPENSATION.**

The GRANTEE certifies that it complies Minnesota Statutes § 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The GRANTEE's employees and agents will not be considered STATE employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the STATE's obligation or responsibility.

14. **PUBLICITY AND ENDORSEMENT.**

14.1 **Publicity.** Any publicity regarding the subject matter of this Grant Contract that identifies the STATE as a sponsoring agency must not be released without prior written approval from the State's Authorized Representative or District Planner. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs and similar public notices prepared by or for the GRANTEE individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Contract.

14.2 **Endorsement.** The GRANTEE must not claim that the STATE endorses its products or services.

14.3 **Disclaimer.** The GRANTEE must include the following statement in all plans, studies and reports funded under this contract: "The preparation of this report has been funded in part by the Minnesota Department of Transportation. The contents of this document reflect the views of the authors who are responsible for the facts or accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of the Minnesota Department of Transportation. The report does not constitute a standard, specification, or regulation."

15. **TERMINATION; SUSPENSION.**

- 15.1 **Termination by the STATE.** The STATE may cancel this Grant Contract at any time, with or without cause, upon 30 days written notice to the GRANTEE. Upon termination, the GRANTEE will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 15.2 **Termination for Insufficient Funding.** The STATE may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding sources, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the GRANTEE. The STATE is not obligated to pay for any services that are provided after notice and effective date of termination. However, the GRANTEE will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The STATE will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding sources, not to appropriate funds. The STATE must provide the GRANTEE notice of the lack of funding within a reasonable time of the STATE's receiving that notice.
- 15.3 **Suspension.** The STATE may immediately suspend this Grant Contract in the event of a total or partial "government shutdown" due to the failure to have an approved budget by the legal deadline. Work performed by the GRANTEE during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

16. **GOVERNING LAW, JURISDICTION AND VENUE.**

Minnesota law, without regard to its choice-of-law provisions, governs the validity, interpretation, and enforcement of this Grant Contract. Venue for all legal proceedings arising out of this Grant Contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Contract # _____

SWIFT Purchase _____

Order No. _____

GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, by laws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____

(With delegated authority)

Title: _____

Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____

Date: _____

EXHIBIT 1
Financial Assistance

Legal Name	Mankato/North Mankato Area Planning Organization
Contract Number	#1026523
Contract Type / Program	State Metropolitan Planning Grant

Project Description	
Metropolitan Planning Grant – State Planning Assistance	
Total State Award	\$32,698.00
Required Local Match	\$8,174.50

RESOLUTION

BE IT RESOLVED that the Mankato/North Mankato Area Planning Organization enters into an Agreement for Distribution of State Planning Funds, Contract Number 1026523 with the State of Minnesota, Department of Transportation.

BE IT FURTHER RESOLVED that the Chairperson and Executive Director of the Mankato/North Mankato Area Planning Organization are hereby authorized to execute such Agreement and amendments.

CERTIFICATION

State of Minnesota

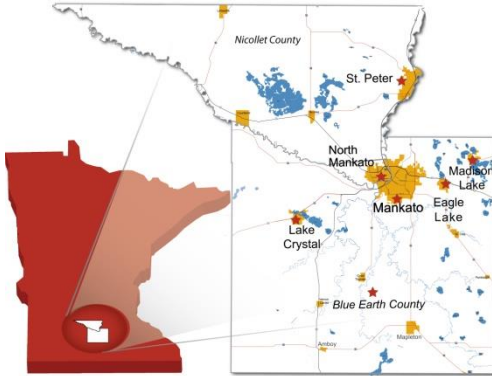
I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the Mankato/North Mankato Area Planning Organization at a duly authorized meeting thereof, held on the 3rd day of November 2016, as shown by the minutes of said meeting in my possession.

Chair

Date

Executive Director

Date



AGENDA RECOMMENDATION

Agenda Heading: Resolution Amending the 2017 Unified Planning Work Program No: 5.2

Agenda Item: Resolution Amending the 2017 Unified Planning Work Program

Recommendation Action(s): Approval of the Attached Resolution

Summary: The purpose of this work program is to provide a detailed description of all transportation related planning activities anticipated by the MAPO within the metropolitan planning area during 2017. In addition, the work program provides detailed work activities and budget information, including local, state and federal funding shares, to allow the state to document the requirements for planning grants distributed through the Federal Transit Administration (FTA).

MAPO staff would like to propose moving the ADA Transition Plan from 2018 to 2017 and moving the Pavement Management Plan from 2017 to 2018 with no change in the budget amount for 2017.

The purpose of ADA transition plan is to incorporate all necessary elements required to ensure the local jurisdictions with the MAPO area are in compliance with current ADA regulations. The ADA transition plan provides an inventory of all existing facilities so that the local jurisdiction can identify existing obstacles and barriers to develop a long term plan for necessary upgrades.

In addition, the 2017 budget included \$5,000 for the development of a MPO web-site however, MAPO was able to work with the City of Mankato Information Technology Department and develop the web-site in-house which saved the MAPO \$5,000 by not having to hire an outside firm to develop the web-site. It was recommended that money be added to the existing ICE studies budget of \$32,000 for a total of \$37,000 as the initial work plan anticipated 3 ICE studies, but the TAC has recommend 4 ICE studies be completed in 2017.

Attachments:

1. 2017 Updated Budget Summary
2. Resolution

2017 Program Activity Detail			
	100 Program Support and Administration	Budget	Staff Hours
Program Support 100.1	1. Prepare agendas and minutes for MAPO Meetings		
	2. Attending MnDOT and local agency meetings		
	3. Prepare and agendas and minutes for TAC meetings		
	4. Attend training, meetings, and conferences		
	5. Review and Update Title VI Program/Limited English Proficiency Plan		
	6. Review and Update Public Participation Plan		
	7. Prepare billing for local jurisdiction assessment		
	Total Expense - Program Support	34,898	600
Planning Work Program 100.2	1. Prepare draft 2018-2019 UPWP and budget		
	2. Review with MnDOT and FHWA		
	3. Reporting to MnDOT & FHWA		
	Total Expense - Planning Work Program	8,725	150
Training and Travel 100.3	1. Travel to MPO Directors meetings MN MPO workshop		
	2. Travel to workshops		
	3. Attend other meeting related to transportation		
	Total Expense - Training & Travel	8,725	150
Information Tech & Website 100.4	1. Maintenance of Website - Post minutes, agendas, meeting materials, information		
	2. Development of stand alone Mankato/North Mankato Area Planning Organization Web-site		
	Total Staff Expenses	6,325	125
	Total Website Expenses	6,325	
Program Expenses 100.5	1. Vacation, Sick and Holidays		
	Total Expense - Program Expenses	16,795	300
Total Expenses - Program Support and Administration		75,467	
	200 Long-Range Planning	Budget \$	
Transit Development Plan 200.1	1. Coordinate & participation Mankato Transit Development Plan		
	Total Staff Costs - Transit Development Plan	8,725	150
	Total Expenses - Transit Development	8,725	
Total Expenses - Long-Range Planning		8,725	
	300 Short-Range Planning	Budget \$	
Local Planning Efforts 300.1	1. Continued Riverfront Drive Corridor ContractFrom 2016 Contract with Bolton & Menk	35,500	
	2. Continued Belgrade Ave Corridor Contract From 2016 Contract with Bolton & Menk	15,500	
	3. Work with consultant on 4 ICE Studies for at key intersections as identified in LRTP	37,000	
	4. Contract for ADA Transition Plan	100,000	
	5. Assist local partners with localized transportation planning efforts as needed		
	6. Coordination and working with local Statewide Health Improvement Program		
	7. Distribute and share relevant transportation materials & information with area partners		
	Staff Expenses	33,626	625
	Total Expenses - Short Range Planning - Local	221,626	
State Planning Efforts 300.2	1. Participation in Statewide and District Planning Efforts		
	2. Coordination with MnDOT and local partners in Highway 22 Study		
	3. Contract with Consultant for TH 22 Study *(\$71,636 From Unspent 2014 Appropriations)	96,007	*
	Total Staffing Costs - Short Term Planning - Interagency	9,670	170
	Total Expenses - Short Range Planning - Interagency	105,677	
Total Expenses - Short-Range Planning		327,303	
	400 Program Development	Budget \$	
Inter Agency - State 400.1	1. TAP LOI Review		
	2. Coordination and review with MnDOT and Transit for STIP		
	Total Staffing Costs - Program Development		
	Total Expenses - Program Development - Interagency	8,725	150
Inter Agency Local 400.2	1. Public notice of Transportation Improvement Plan (TIP) preparation		
	2. Solicit projects from local partners		
	3. Begin TIP environmental justice analysis		
	4. Conduct consultation with the Greater Mankato Transit		
	5. TIP Development & Documentation		
	6. Coordination with District 7 ATP		
	7. Work with Region 9 RDC & Serve on their Transportation Committee TAC		
	Total Staffing Costs - Inter Agency Local	24,174	425
	Total Expenses - Program Development - Interagency	24,174	
Total Expenses - Program Development		32,899	
	Other Services & Commodities		
	3040 Legal & Advertising	1,000	
	7208 GIS Services (transfer)	5,000	
	3210 Telephone & Postage	500	
	3300 Training, Travel & Conferences	3,000	
	3410 Printing & Publishing	3,000	
	2010 Office Supplies (including software)	750	
	4330 Subscriptions & Memberships	500	
Total Commodities & Other Services		13,750	
Total Expenses and Staffing Hours for 2017		458,143	2845

**RESOLUTION OF THE MANKATO /NORTH MANKATO AREA PLANNING
AMENDING THE 2017 UNIFIED PLANNING WORK PROGRAM**

WHEREAS, the Mankato / North Mankato Area Planning Organization (MAPO) was created as the MPO for the Mankato/North Mankato urbanized area through a joint powers Agreement between all local units of government located within the urbanized area; and

WHEREAS, MAPO is the metropolitan planning body responsible for performing transportation planning in conformance with State and Federal regulation for Metropolitan Planning Organizations; and

WHEREAS, the U. S. Department of Transportation requires the development Unified Planning Work Program by a Metropolitan Planning Organization; and

WHEREAS, staff and the Technical Advisory Committee has recommended Amendments to the 2017 Unified Planning Work Program; and

WHEREAS, the Amendments include moving the programed \$5,000 from the Development of a MAPO web-site and adding those funds to the ICE studies budget of \$32,000 for a total of \$37,000; and

WHEREAS, the Pavement Management Plan in 2017 Unified Planning Work Program would be replaced with an ADA Transition Plan with no change to the budgeted amount; and

NOW, THEREFORE BE IT RESOLVED; that the Mankato/North Mankato Area Planning Organization Policy Board approves the Amendments to the 2017 Unified Planning Work Program pending Federal review and approval of the UPWP.

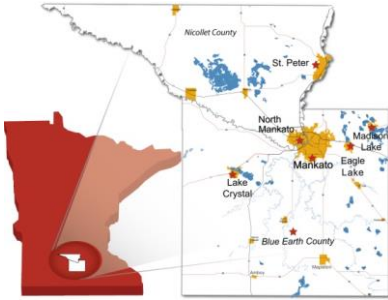
CERTIFICATION

State of Minnesota

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 _____ day of _____, as shown by the minutes of said meeting in my possession.

Chair Date

Executive Director Date



AGENDA RECOMMENDATION

Agenda Heading: Resolution Amending the 2017-2020 Transportation Improvement Program (TIP) No: 5.3

Agenda Item: Resolution Amending the 2017-2020 Transportation Improvement Program (TIP)

Recommendation Action(s): Approval of the Attached Resolution

Summary: The Transportation Improvement Program (TIP) reports 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). The MAPO TIP document programs project funding for the metropolitan area.

Upon review by the Federal Transit Administration (FTA) and MnDOT District 7 of the 2017-2020 TIP, the following comments need to be addressed in the 2017-2020 TIP which requires a TIP amendment and MAPO Policy Board approval.

Below are FTA comments on MAPO's TIP:

- The FTA Section 5307 annual apportionment for Mankato Transit averaged more than \$880,000 from 2014-2016. A reasonable assumption for the 2017-2020 program years is that a total of about \$3.5 million in Section 5307 funds will be available. Additionally, about \$2 million in 2014-2016 Section 5307 funding remains unobligated. Thus, a total of about \$5.5 million in Section 5307 funding is available for the duration of the TIP. However, only about \$2.2 million of this is programmed. Additional projects should be programmed to account for this discrepancy.
- Mankato Transit has about \$1.5 million in FY2013/14 Section 5307 funds that are obligated but have not been used. The TIP should explain this apparent lack of project implementation and how it will be resolved.
- Transit projects in the tables should reflect the City of Mankato in the Agency column and not MnDOT.
- Bus purchases should reflect replacement or expansion.

Below is Administrative Modification for MAPO's TIP:

- SP 007-612-021 (CSAH 12, From CSAH 17 to TH 83 construct new road): update the description to include lighting and the trail construction. Also the total project length from 1.7 miles to 1.9 miles

Attachments:

1. Summary of proposed 2017-2020 Transit TIP amendments
2. 2017-2020 TIP Amendment Resolution

CITY OF MANKATO INTER-OFFICE COMMUNICATION



TO: Jake Huebsch
FROM: Mark Anderson
DATE: Friday, October 14, 2016
SUBJECT: TIP Amendment

Programming of remaining \$3.3M:

- Operations: \$460,000
- Expansion Bus 1: \$452,000
- Expansion Bus 2: \$452,000
- Expansion Farebox: \$18,000
- Expansion Farebox: \$18,000
- Replacement Bus 1: \$170,000
- Pulse Center: \$1,500,000
- Electric Lift for Bus Garage: \$15,000
- Floor Scrubber Sweeper for Garage: \$85,000
- Update to radios: \$65,000
- Scheduling Software: \$65,000

Discussion re: delay of planned project implementation:

- As Mankato transitioned from a 5311 system to a 5307 system we were on the front end of an \$8M construction project with 5 separate funding silos. There were two federal silos, STP and SGR, with the remaining three silos being: 2008 state bond, 2012 state bond and state GMT funds. Several months into the construction project, the director of public works, who was the project lead, left the City for other employment. In addition to being the project lead, the public works director was assisting with the transition to becoming a direct recipient of federal funds. The City promoted the deputy director to director, but she had no experience with transit and was not involved in the project or the transition. The mass transit superintendent assumed the lead position for the construction project. Another important component is that the administrative staffing structure has not changed from the time Mankato operated as a 5311 system to current. During this same time period, Mankato experienced a significant increase in the demand for public transit and has increased the hours of operations by 30% on their RR and 27% on DAR.

In addition to the construction project, FTA was in the process of changing their grant / reporting software system from TEAM to TrAMS, the State of MN was changing their grant / reporting software system from PTA to BlackCat, The City of Mankato was in the process of changing their financial software from AS 400 to Tyler Munis. During this change, MNDOT was restructuring the central office and

Mankato began working with a new project manager and the city reassigned grant duties from the finance department to the mass transit superintendent. Finally, within the past year, mass transit has been moved out of public works and into community development and we have another new project manager at MNDOT.

We had our first triennial review in July 2016 and are in the process of making the corrections to our deficiencies. Part of the review is to correct and submit the program of projects.

In closing, there was too much going on, with too few people involved, to accurately and effectively make the transition to a 5307 system. This structural change, at just about every level of our operations and administration, has affected our ability to provide timely delivery of projects involving federal funds. Although the projects may be delayed, we do intend on spending our federal money and will work to achieve that end.

Resolution:

The construction project has been closed out and we are operational out of our new facility. Additionally, we're in the process of securing consulting services that will allow us to catch up on our backlog of work and give us hands on training for the federal grant writing and reporting responsibilities. In addition, in 2017, we're bringing an additional position that will assist with the federal grant / reporting duties.

**RESOLUTION OF THE MANKATO /NORTH MANKATO AREA PLANNING
AMENDING THE 2017-2020 TRANSPORTATION IMPROVEMENT
PROGRAM**

WHEREAS, the Mankato /North Mankato Area Planning Organization (MAPO) was created as the MPO for the Mankato/North Mankato urbanized area through a joint powers Agreement between all local units of government located within the urbanized area; and

WHEREAS, MAPO is the metropolitan planning body responsible for performing transportation planning in conformance with State and Federal regulation for Metropolitan Planning Organizations; and

WHEREAS, the U. S. Department of Transportation requires the development of a Transportation Improvement Program by a Metropolitan Planning Organization; and

WHEREAS, staff and the Technical Advisory Committee has developed and recommended for approval the Transportation Improvement Program for State Fiscal Years 2017-2020; and

WHEREAS, the projects are adopted from and consistent with the Minnesota Department of Transportation State Transportation Improvement Program; and

WHEREAS, the projects are consistent with the MAPO's 2045 Long-Range Transportation Plan; and

WHEREAS, upon review by the Federal Transit Administration (FTA) and Minnesota Department of Transportation District 7 of the 2017-2020 TIP, the comments outlined in the attached memo and agenda need to be addressed and amended in the 2017-2020 TIP; and

WHEREAS, MAPO and Mankato Transit staff will update the 2017-2020 TIP with the comments presented in the Memo from the Mankato Transit Agency; and

WHEREAS, the 2017-2020 TIP will include an Administrative Modification to TIP project number SP 007-612-021 as indicated in agenda item 5.3; and

NOW, THEREFORE BE IT RESOLVED; that the Mankato/North Mankato Area Planning Organization Policy Board amends the 2017-2020 Transportation Improvement Program.

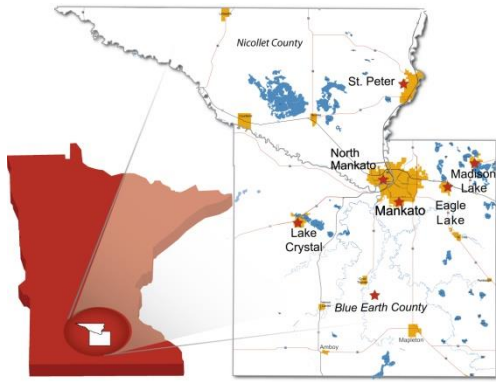
CERTIFICATION

State of Minnesota

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 _____ day of _____, as shown by the minutes of said meeting in my possession.

Chair Date

Executive Director Date



AGENDA RECOMMENDATION

Agenda Heading: Motion Approving the Four Recommended Intersection Control Evaluation Study Locations No: 5.4

Agenda Item: Motion Approving the Four Intersection Control Evaluation Study Locations

Recommendation Action(s): Motion to approve the four recommended intersections to have Intersection Control Evaluation (ICE) Studies performed in 2017.

Summary: Intersection Control Evaluation studies will select the optimal control for intersections based on an objective analysis. These guidelines provide direction and recommendations to facilitate and implement community transportation goals and to improve transportation facilities and services by:

- Improving the multi-modal transportation circulation of people and goods, using both motorized and non-motorized transportation modes and facilities.
- Providing a safe, efficient, accessible, cost-effective and aesthetically pleasing transportation system.
- Providing a balanced approach to the consideration and selection of access strategies and concepts during planning, project identification and initiation processes that contemplate the addition, expansion or full control of intersections.

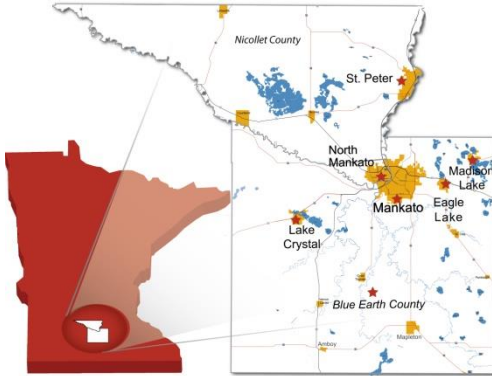
The 2017 Work Plan and budget includes \$32,000 to perform 3 ICE studies at key locations identified in the Long Range Transportation Plan as well as feedback from TAC members. The TAC identified 4 locations where they would like to see ICE studies completed:

- Hoffman Road / Victory Drive
- Lookout Drive / Howard Drive
- Lor Ray Drive / Carlson Drive
- Pleasant Street / Stoltzman Road

Note: The decision of Agenda item 5.1, would change this to four ICE studies and \$37,000

Attachments

None



AGENDA RECOMMENDATION

Agenda Heading: Presentation on 2016 Intersection Control Evaluation (ICE) Reports No: 5.5

Agenda Item: Presentation on 2016 Intersection Control Evaluation (ICE) Reports

Recommendation Action(s): Informational/Discussion

Summary: In April of 2016 the MAPO contracted with SRF Consulting Group, Inc. to perform three intersection control evaluation studies at Howard Drive/Lor Ray Drive, Pohl Road/ Stadium Road and Pohl Road/ Balcerzak Drive. Scott Poska with SRF will be providing an overview on the ICE reports/process as well as discussing the decision matrices for the ICE studies.

The draft ICE reports were emailed out to local partners, MAPO TAC, and the Policy Board on October 13th. Mr. Poska presented the draft ICE reporting to the MAPO TAC on October 20th.

Attachments:

1. Decision Matrices for the ICE Studies.

Alternatives Decision Matrix: Lor Ray Drive at Howard Drive

Factor		All-Way Stop Control	Traffic Signal Control	Roundabout Control	Recommended Alternative(s) Based on Factor
Warrants Analysis	2016	• Not met	• Not met	N/A	Roundabout Control
	2036	• Met	• Met	N/A	All-Way Stop Control Traffic Signal Control Roundabout Control
Operational Analysis	2016	• Lowest p.m. peak delay • Unacceptable a.m. peak LOS	• Acceptable LOS	• Acceptable LOS	Traffic Signal Control Roundabout Control
	2036	• Unacceptable a.m. peak LOS	• Acceptable LOS	• Acceptable LOS	Traffic Signal Control Roundabout Control
Safety Analysis	Pro(s):	N/A	• Signal indications show vehicle right-of-way	• Least number of crashes expected • Lower vehicle speeds through intersection	Roundabout Control
	Con(s):	N/A	• Slightly more crashes expected than roundabout	• Drivers select acceptable gaps	
Cost Analysis	Pro(s):	N/A	• Lower capital costs (\$300,000) than roundabout control	• Lower operation/maintenance costs than traffic signal control	Traffic Signal Control
	Con(s):	N/A	• Higher operation/maintenance costs than roundabout control	• Higher capital costs (\$1,490,000) than traffic signal control • Requires substantial reconstruction	
Right-of-Way	Pro(s):	N/A	• No ROW impacts	none	Traffic Signal Control
	Con(s):	N/A	none	• Requires additional ROW in all four quadrants	
Transportation System Considerations	Pro(s):	N/A	• Provides control continuity along Lor Ray Drive	• Matches control of roundabouts at nearby T.H. 14 interchanges	Traffic Signal Control Roundabout Control
	Con(s):	N/A	none	none	
Pedestrian and Bicycle Considerations	Pro(s):	N/A	• Pedestrian pushbuttons and signal phasing	• Pedestrian refuge islands • Lower vehicles speeds through intersection	Traffic Signal Control Roundabout Control
	Con(s):	N/A	• Pedestrian signal phasing can lead to a false sense of security	• Longer pedestrian route • No pedestrian phase	
Local Acceptance	Pro(s):	N/A	• Familiar to drivers	• Familiar to drivers	Traffic Signal Control Roundabout Control
	Con(s):	N/A	none	none	

Alternatives Decision Matrix: Balcerzak Drive at Pohl Road

Balcerzak Drive Four-Lane Roadway

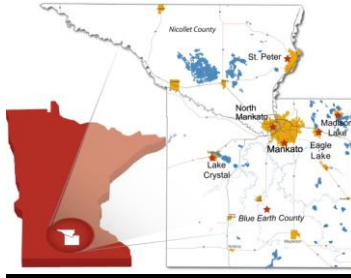
Factor		All-Way Stop Control	Traffic Signal Control	Roundabout Control	Recommended Alternative(s) Based on Factor
Warrants Analysis	2016	• AWSC warrant met	• Existing Year 2016 volumes do not meet traffic signal control warrants	N/A	All-Way Stop Control Roundabout Control
	2036	• AWSC warrant met	• Forecasted Year 2036 volumes meet traffic signal control warrants	N/A	All-Way Stop Control Traffic Signal Control Roundabout Control
Operational Analysis	2016	• Acceptable LOS	• Acceptable LOS	• Acceptable LOS • Consistent off-peak operations	All-Way Stop Control Traffic Signal Control Roundabout Control
	2036	• Acceptable LOS with four-lane Balcerzak Drive	• Acceptable LOS	• Acceptable LOS	
Safety Analysis	Pro(s):	• Least number of crashes expected • Lower vehicle speeds through intersection	• Signal indications show vehicle right-of-way	• Least number of crashes expected • Lower vehicle speeds through intersection	All-Way Stop Control Roundabout Control
	Con(s):	• Drivers decide right-of-way	• Slightly more crashes expected than all-way stop or roundabout	• Drivers select acceptable gaps	
Cost Analysis	Pro(s):	• No cost • Low operation/maintenance costs	• Lower capital costs (\$300,000) than roundabout control	• Lower operation/maintenance costs than traffic signal control	All-Way Stop Control
	Con(s):	none	• Higher capital costs than all-way stop • Higher operation/maintenance costs than roundabout control	• Higher capital costs (\$1,390,000) than all-way stop or traffic signal control • Requires substantial roadway reconstruction	
Right-of-Way	Pro(s):	N/A (existing control)	• No ROW impacts	none	All-Way Stop Control Traffic Signal Control
	Con(s):		none	• Requires additional ROW in all four quadrants	
Transportation System Considerations	Pro(s):	N/A (existing control)	• Provides control continuity along Balcerzak Drive	• Traffic calming through residential area	All-Way Stop Control Traffic Signal Control Roundabout Control
	Con(s):		none	none	
Pedestrian and Bicycle Considerations	Pro(s):	• All vehicular movements stop	• Pedestrian pushbuttons and signal phasing	• Pedestrian Refuge islands • Bike slip ramps • Lower vehicle speeds thru intersection	Traffic Signal Control Roundabout Control
	Con(s):	• Expecting vehicles to yield to pedestrians can lead to a false sense of security	• Pedestrian signal phasing can lead to a false sense of security	• Longer pedestrian route • No pedestrian phase	
Local Acceptance	Pro(s):	N/A (existing control)	• Familiar to drivers	• Familiar to drivers	All-Way Stop Control Traffic Signal Control Roundabout Control
	Con(s):		none	none	

Balcerzak Drive Three-Lane Roadway

Operational Analysis	2016	• Acceptable LOS	• Acceptable LOS	• Acceptable LOS	Traffic Signal Control Roundabout Control
	2036	• Unacceptable p.m. peak LOS with Balcerzak three-lane variation	• Acceptable LOS	• Acceptable LOS	
Safety Analysis	Pro(s):	• Vehicular safety benefits with only one opposing thru lane	• Vehicular safety benefits with only one opposing thru lane	• Vehicular safety benefits with no thru lane drop before roundabout	All-Way Stop Control Traffic Signal Control Roundabout Control
	Con(s):	• None	• None	• None	

Alternatives Decision Matrix: Stadium Road at Pohl Road

Factor		All-Way Stop Control	Traffic Signal Control	Roundabout Control	Recommended Alternative(s) Based on Factor
Warrants Analysis	2016	• AWSC warrant met	• Existing Year 2016 volumes meet traffic signal control warrants	N/A	All-Way Stop Control Traffic Signal Control Roundabout Control
	2036	• AWSC warrant met	• Forecasted Year 2036 volumes meet traffic signal control warrants	N/A	All-Way Stop Control Traffic Signal Control Roundabout Control
Operational Analysis	2016	• Acceptable LOS	• Acceptable LOS	• Acceptable LOS • Consistent off-peak operations	Traffic Signal Control Roundabout Control
	2036	• Unacceptable p.m. peak LOS with Forecasted Year 2036 volumes	• Acceptable LOS	• Near capacity during the p.m. peak under forecasted conditions	
Safety Analysis	Pro(s):	N/A	• Signal indications show vehicle right-of-way	• Least number of crashes expected • Lower vehicle speeds through intersection	Roundabout Control
	Con(s):	N/A	• Slightly more crashes expected than roundabout	• Drivers select acceptable gaps	
Cost Analysis	Pro(s):	N/A	• Lower capital costs (\$300,000) than roundabout control	• Lower operation/maintenance costs than traffic signal control	Traffic Signal Control
	Con(s):	N/A	• Higher operation/maintenance costs than roundabout control	• Higher capital costs (\$1,130,000) than traffic signal control • Requires substantial reconstruction	
Right-of-Way	Pro(s):	N/A	• No ROW impacts	none	Traffic Signal Control
	Con(s):	N/A	none	• Requires additional ROW in all four quadrants	
Transportation System Considerations	Pro(s):	N/A	• Provides control continuity along Stadium Road to the west	• Provides control continuity along Stadium Road to the east	Traffic Signal Control Roundabout Control
	Con(s):	N/A	• Would likely not operate in coordination with other signals	none	
Pedestrian and Bicycle Considerations	Pro(s):	N/A	• Pedestrian pushbuttons and signal phasing	• Pedestrian Refuge islands • Bike slip ramps • Lower vehicle speeds thru intersection	Traffic Signal Control Roundabout Control
	Con(s):	N/A	• Pedestrian signal phasing can lead to a false sense of security	• Longer route • No pedestrian phase	
Local Acceptance	Pro(s):	N/A	• Familiar to drivers	• Familiar to drivers	Traffic Signal Control Roundabout Control
	Con(s):	N/A	none	none	



SUMMARY OF MEETING

Mankato/North Mankato Area Planning Organization

Technical Advisory Committee Regular Meeting

Thursday, October 20, 2016 – 1:30 p.m.

Minnesota Valley Room

Intergovernmental Center,

10 Civic Center Plaza,

Mankato, MN 56001

A meeting of the Technical Advisory Committee (TAC) of the Mankato Area Planning Organization was held on October 20, 2016, at 1:30 p.m. in the Minnesota Valley Room of the Intergovernmental Center. Present Jeff Johnson – City of Mankato Public Works Director, Paul Vogel – MAPO Executive Director, Lisa Bigham – District 7 Minnesota Department of Transportation, Jake Huebsch – MAPO Transportation Planner, Scott Hogen for Shari Allen – ISD 77, Ed Pankratz – Mankato Township, Sam Parker, Region Nine Development Commission, Ryan Thilges – Blue Earth County Engineer, Karl Friedrichs – Lime Township, Seth Greenwood – Nicollet County Public Works Director, Mark Anderson – City of Mankato Transit and Mike Fischer – City of North Mankato, Dan Sarff – City of North Mankato. Others present: Scott Poska – SRF Consulting.

I. Call to Order

Chair Fischer called the meeting to order at 1:30 p.m.

II. Introductions

Introductions were made.

III. Approval of Agenda

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

IV. Approval of Minutes, July 21, 2016

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

V. New Business

1. Proposed 2017 Unified Planning Work Program Amendment

Based on local feedback and direction from MnDOT and FHWA, staff proposed moving the ADA Transition Plan from 2018 to 2017 and moving the Pavement Management Plan from 2017 to 2018. The purpose of ADA transition plan is to incorporate all necessary elements required to ensure the local jurisdictions with the MAPO area are in compliance with current ADA regulations. The ADA transition plan provides an inventory of all existing facilities so that the local jurisdiction can identify existing obstacles and barriers to develop a long term plan for necessary upgrades.

It was noted by Mr. Thilges and Mr. Greenwood they would like the RFP to include separate costs options for Blue Earth and Nicollet County to cover the remaining county area outside of the MAPO planning boundary.

Mr. Johnson motioned and Mr. Greenwood seconded the motion to recommend to the MAPO Policy Board that the 2017 work plan be amended to include the ADA transaction plan and to move the Pavement Management Plan to 2018 with no change in the budget for 2017. With all voting in favor, the motion carried unanimously.

2. Selection of Intersection Locations for Intersection Control Evaluation (ICE) Studies in 2017

In 2016 MAPO contracted with SRF Consulting Group to perform ICE Studies at

- Lor Ray Drive / Howard Drive
- Stadium Road / Pohl Road
- Balcerzak Drive / Pohl Road

The 2017 budget included \$32,000 to perform 3 ICE studies at key locations identified in the Long Range Transportation Plan and included feedback from TAC members. The TAC identified 4 locations where they would like to see ICE studies completed:

- Hoffman Road / Victory Drive
- Lookout Drive / Howard Drive
- Lor Ray Drive / Carlson Drive
- Pleasant Street / Stoltzman Road

MAPO staff noted the 2017 budget included \$5,000 for the development of a MPO web-site, but that money could be added to the existing ICE studies budget of \$32,000 for a total of \$37,000 because MAPO was able to work with the City of Mankato Information Technology Department and develop the web-site in-house which saved the MAPO \$5,000 by not having to hire an outside firm to develop the web-site. The additional funds would be used towards the additional ICE location/study.

MAPO TAC Meeting Summary

Mr. Friedrichs motioned and Mr. Johnson seconded the motion to recommend to the MAPO Policy Board that Hoffman Road / Victory Drive, Lookout Drive / Howard Drive, Lor Ray Drive / Carlson Drive, and Pleasant Street / Stoltzman Road have Intersection Control Evaluation (ICE) Studies performed in 2017.

3. Draft 2016 Intersection Control Evaluation (ICE) Reports

Scott Poska with SRF provided an update on the three intersection control evaluation reports for Howard Drive / Lor Ray Drive, Pohl Road/ Stadium Road and Pohl Road / Balcerzak Drive. North Mankato staff noted they would like language added to the Howard Drive / Lor Ray Drive ICE report to highlight the safety aspect of a roundabout vs signalized intersection.

4. City of North Mankato Transportation Alternatives Project Solicitation & Requested Letter of Support

North Mankato staff informed the MAPO TAC of their intent to apply for funding through the Transportation Alternatives Program Monroe/Garfield Safe Routes to School Project and the development of trail along Lookout Drive. North Mankato request a letter of support for their projects. Mr. Johnson motioned and Mr. Hogen seconded the motion to have MAPO staff write a letter of support for the two projects. With all voting in favor, the motion carried.

5. Proposed MAPO 2017-2020 Transportation Improvement Program (TIP) Amendments

Mr. Anderson reported that upon review by the Federal Transit Administration (FTA) of the 2017-2020 TIP, the following comments by FTA need to be addressed in the 2017-2020 TIP which requires a TIP amendment and MAPO Policy Board to approval.

- The FTA Section 5307 annual apportionment for Mankato Transit averaged more than \$880,000 from 2014-2016. A reasonable assumption for the 2017-2020 program years is that a total of about \$3.5 million in Section 5307 funds will be available. Additionally, about \$2 million in 2014-2016 Section 5307 funding remains unobligated. Thus, a total of about \$5.5 million in Section 5307 funding is available for the duration of the TIP. However, only about \$2.2 million of this is programmed. Additional projects should be programmed to account for this discrepancy.
- Mankato Transit has about \$1.5 million in FY2013/14 Section 5307 funds that are obligated but have not been used. The TIP should explain this apparent lack of project implementation and how it will be resolved.
- Transit projects in the tables should reflect the City of Mankato in the Agency column and not MnDOT.
- Bus purchases should reflect replacement or expansion.

MAPO TAC Meeting Summary

Mr. Anderson provided a memo to the TAC and FTA on how the Mankato Transit has addressed the above referenced items which will be reflected in the 2017-2020 TIP pending MAPO Policy Board approval.

Mr. Thilges motioned and Mr. Anderson seconded the motion recommending to the MAPO Policy Board approval of the 2017-2020 Transportation Improvement Program (TIP) Amendments. With all voting in favor, the motion carried unanimously.

VI. Other Business & Updates

Mr. Johnson provided an update of the City of Mankato intent to apply for Local Highway Safety Improvement Program (HSIP) to construct a roundabout at Highway 22 and Hoffman Road. Mr. Johnson explained that MnDOT District 7 is also planning to apply for State HSIP funding to construct a roundabout as well. Mr. Johnson requested a Letter of Support from the MAPO TAC for the project. Mr. Friedrichs motioned and Mr. Parker seconded the motion to have MAPO staff write a letter of support for the project. With all voting in favor, the motion carried. Mr. Anderson provided an update on the Regional Transit, the Mankato Transit Development Plan and timeline as well as the Highway 169 mobility study. MAPO staff provided an update on recent activities of the Riverfront Drive Corridor Study & Belgrade Avenue Corridor Study which included public and business outreach meetings as well as a public open house for Riverfront Drive on October 18th. Staff presented the new MAPO website www.mnmapo.org which was developed in-house by the City of Mankato Information Technology Department which saved the MAPO \$5,000 by not having to hire an outside firm to develop the web-site. MnDOT and MAPO staff provided an update on draft Trunk Highway 22 Corridor Study RFP which is planning to be released in quarter 1 of 2017.

The September 8, 2016 MAPO Policy Board Minutes were included as Informational

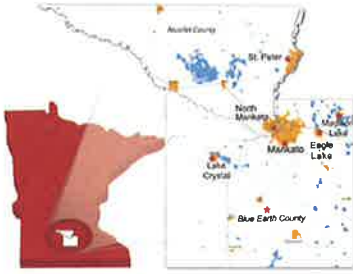
VII. Adjournment

Mr. Johnson moved and Mr. Greenwood seconded a motion to adjourn the meeting. With all voting in favor, the motion carried unanimously.

Chair, Mr. Fischer

Mankato/North Mankato Area Planning Organization

mankatomn.gov/mapo



(507) 387-8613 • 10 Civic Center Plaza • Post Office Box 3368 • Mankato, Minnesota 56001

September 16, 2016

Minnesota Department of Transportation
Rail Planning and Administration
C/O Tim Spencer
395 John Ireland Blvd
St. Paul, MN 55155-1899

RE: Rail Grade Crossing Improvement Program & Statewide Transportation Improvement Program
Project 07-00125

Mr. Spencer:

The Mankato/North Mankato Area Planning Organization (MAPO) is multi-jurisdictional agency that conducts transportation planning in the Mankato/North Mankato area in south central Minnesota. We work to maintain a continuing, cooperative and comprehensive metropolitan transportation planning process to provide maximum service to citizens. In addition, we assist local units of government and community leaders in the Greater Mankato Area who are working to build and improve the Greater Mankato Area.

I am writing on behalf of the Statewide Transportation Improvement Program Project 07-00125 and the Rail Grade Crossing Improvement Program. The Mankato/North Mankato Policy Board supports the STIP project 07-00125 in FY2017 which is an upgrade of the existing railroad crossing on 3rd Avenue in Mankato, also known as Blue Earth County CSAH 5. The MAPO Policy Board approved the MAPO's 2017-2020 Transportation Improvement Program (TIP) under the assumption no median work would be included with project number 07-00125.

As future rail crossing improvements are planned and programmed, the MAPO and its local partners would appreciate greater transparency in the selection process to ensure local agencies are involved from the beginning. By involving the local agencies and communicating early in the process locals can ensure projects are consistent with local plans and planning efforts. For example, the City of Mankato has a rail mitigation plan, which is also reflected in the MAPO Long Range Transportation Plan, and through transparency and coordination improvements could be coordinated that result in the goals of the plan being effectuated and possibly cost savings and other efficiencies realized.

On behalf of the Mankato/North Mankato Area Planning Organization,



Paul Vogel
Executive Director

CC: Dennis Williams, Minnesota Department of Transportation Rail Planning and Administration District 6, 7 & 8 Project Manager

Publish: October 28 & November 3, 2016

NOTICE IS HEREBY GIVEN that on the 3rd day of November at 6:00 p.m. the Mankato/North Mankato Area Planning Organization (MAPO) Policy Board will hold their regularly scheduled meeting.

The Meeting will be held in the Minnesota River Room of the Intergovernmental Center, 10 Civic Center Plaza, Mankato, Minnesota.

Copies of the agenda and materials will be available upon request by October 28 at the Intergovernmental Center, 10 Civic Center Plaza, Mankato, Minnesota, during regular business hours. To receive electronic copies please visit www.mnmapo.org or call (507) 387-8630 for additional information.

**Paul Vogel
Executive Director
Mankato/North Mankato Area Planning Organization**