

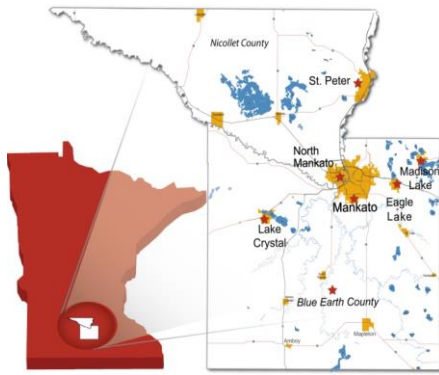
**Mankato/North Mankato Area Planning Organization  
Policy Board**

Thursday, March 1, 2018 – 6:00PM

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 – January 18, 2018
- V. New Business
  1. Release of Draft 2019-2022 Transportation Improvement Program (TIP) for 30-day Public Comment Period
  2. Amendment to 2018-2021 Transportation Improvement Program (TIP) Supporting Performance Measures & Targets
  3. Resolution of Support for Trunk Highway 14 Expansion
  4. Request for Proposed Planning Studies for Inclusion in 2019-2020 Unified Planning Work Program (UPWP)
  5. MAPO Letter of Support for Conversion of the Intersection of US Highway 169 and US Highway 14 to Full Interchange
- VI. Other Business, Discussion & Updates
  1. Transit Development Plan Update
  2. Trunk Highway 22 Corridor Study Update
  3. ADA Transition Plan Update
  4. MAPO Quarterly Report: Quarter 4, 2017
- VII. TAC Comments (February 15, 2018 meeting minutes)
- VIII. Opportunity for Public Comment
- IX. Adjournment



## **MINUTES**

### **Mankato / North Mankato Area Planning Organization Policy Board Meeting January 18, 2018 – 6:00 p.m. Intergovernmental Center, Minnesota River Room 10 Civic Center Plaza, Mankato, MN 56001**

A Regular meeting of the Mankato/North Mankato Area Planning Organization (MAPO) Policy Board was held on January 18, 2018, at 6:00 p.m. in the Minnesota River Room of the Intergovernmental Center. Present Policy Board members Mark Piepho, Brianna Anderson, Mike Laven, Bob Freyberg, Dan Rotchadl, Jack Kolars, and alternate Dennis Dieken. In attendance from the Minnesota Department of Transportation (MnDOT) were Lisa Bigham and Peter Harff. Also present were MAPO Executive Director Paul Vogel, MAPO Transportation Planner Charles Androsky, Michael Fischer, City of North Mankato Community Development Director and Chair of the Technical Advisory Committee, Mark Anderson, City of Mankato Superintendent of Transit, and Adrian Potter, Senior Associate at SRF Consulting Group, Inc.

#### **Call to Order**

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

#### **Motion to Approve Agenda**

Mr. Laven motioned to approve the agenda. Mr. Rotchadl seconded the motion. The motion carried unanimously.

#### **Motion to Approve the September 7, 2017 Meeting Minutes**

Mr. Freyberg moved to approve the September 7, 2017 Policy Board Meeting minutes. Mr. Laven seconded the motion. The motion carried unanimously.

#### **New Business**

##### **4.1 Motion to Approve Amendment to the 2018 Unified Planning Work Program (UPWP)**

Mr. Vogel explained that the anticipated federal funding levels as depicted in the adopted 2018 UPWP had been reduced by \$36,795, or from \$324,407 to \$287,612. This reduced the overall budget (considering only the reduction of federal funds) from \$415,726 to \$378,931. Therefore, the purpose of the amendment was to reduce the anticipated expenditures in the budget to reflect the anticipated revenue. State and local funding levels would remain the same. The reduction in funding resulted in the work on the Pavement Management Plan to be delayed until 2019. In addition, staff confirmed additional 2018 billing for the Americans with Disabilities Act (ADA) Transition Plan and reduced the amount in 2018. The MAPO TAC recommended approval of the amendment at their January 11, 2018 meeting.

Mr. Rotchadl made a Motion to approve the proposed 2018 UPWP amendment. Mr. Laven seconded the motion. The motion carried unanimously.

#### **4.2 Resolution Supporting MnDOT Safety Performance Measure Targets**

Staff presented a background on the MAPO's duties regarding Performance Measure Targets. The Moving Ahead for Progress in the 21st Century (MAP-21) Act instituted transportation performance measurement (PM) for state Departments of Transportation (DOTs) and Metropolitan Planning Organizations (MPOs). State DOTs and MPOs are required to establish targets for each performance measure. As the region's designated MPO, the MAPO is required to either agree to support MnDOT's targets or establish targets specific to the MAPO planning area. Staff recommended that the MAPO support the state standards. Staff explained that MPOs must support targets by February 27, 2018. These targets are reported annually and performance data is reported as a component of the Long Range Transportation Plan (LRTP). The resolution affirmed that MAPO will plan and program projects so that the projects contribute to the accomplishment of MnDOT's calendar year 2018 targets of:

- Number of fatalities: 375
- Rate of fatalities: 0.62/100 million vehicle miles traveled
- Number of serious injuries: 1,935
- Rate of serious injuries: 3.19/100 million vehicle miles traveled
- Number of non-motorized fatalities and non-motorized serious injuries: 348

The MAPO Technical Advisory Committee reviewed this item on January 11, 2018 and recommended approval.

Mr. Kolars motioned to adopt the resolution supporting MnDOT's Safety Performance Measure Targets. Mr. Laven seconded the motion. With all voting in favor, the motion carried unanimously.

#### **4.3 Resolution to Amend the 2018-2021 Transportation Improvement Program (TIP)**

Ms. Bigham and Mr. Harff updated the Policy Board on the present need to amend the 2018-2021 TIP. The US Highway 14 project SP 0702-125 SEQ. #1129 was currently scheduled in Fiscal Year (FY) 2019 as an "Early Let Late Award" (ELLA). This project needed to be moved into FY 2018 to allow for coordination of construction with a flood mitigation project being done within the project limits. The total cost for the project needed to be updated to \$5,100,000. The project is comprised of approximately 9.2 miles of US 14, from 0.3 miles west of Lookout Drive to 0.5 miles east of CSAH 86. The work will involve mill and overlay.

The project SP 0702-125 will require \$4,080,000 in federal funds and \$1,020,000 in state funds for a total project cost of \$5,100,000. The project SP 0804-81 SEQ#1085 was "let" and came in under and had a cost savings of \$2,919,703 in federal funds and \$729,926 in state funds. The project SP 5209-74 SEQ.#1090 was also let and came in under with a cost savings of \$3,215,966 federal funds and \$491,491 in state funds. SP 0702-125 will use the cost savings from these two projects leaving \$2,055,669 in federal funds and \$201,417 in state funds available for use on a future project, therefore fiscal constraint will be maintained.

Mr. Kolars inquired as to the longevity and how thick the bituminous layer will be on the US Highway 14 resurfacing. Mr. Harff explained that the layer would be three inches thick and is estimated to last between ten and fifteen years.

Mr. Kolars inquired about the change in gradient and slope involved with a related flood control project on Highway 169. The flood control project was a separate project from the project requiring the TIP amendment, but the two projects were related with respect to timing, coordination of efforts, and geography. Mr. Harff clarified that installed slopes would be more spread out and gradual than traditional speed control bumps.

Ms. Anderson inquired about the time frame of the lane closures. Mr. Harff explained that the project is estimated for about five weeks of peak hour lane closures.

Mr. Rotchadl inquired if the work for the project would commence after the state softball tournament. Mr. Harff confirmed that work would commence after the tournament.

Ms. Anderson inquired if access to a nearby school bus stop (park & ride at Kiwanis Park) would be preserved. Mr. Harff explained that school bus stop would remain accessible.

Mr. Laven inquired if there were potential concerns regarding detours affecting traffic travelling through the MAPO area to the Minnesota State Fair. Mr. Harff explained that the detours were currently designed to mitigate delay.

Mr. Freyberg inquired if cost savings could be realized if part of the levy could be constructed along the length of the roadway. Mr. Harff explained that this option had been examined, but it was ultimately more cost effective to construct the levy across the road as originally designed and constructed

Mr. Laven inquired if the eastbound and westbound single lanes would be left open along Highway 14 during construction. Mr. Harff stated that the lanes would be left open.

Mr. Rotchadl inquired if there were provisions available to help offset the local cost of the non-identified detour. Mr. Harff clarified that provisions were potentially available, and advised that local entities keep track of expenditures and accounting records and reimbursements agreed to after the project is complete.

The MAPO Technical Advisory Committee reviewed this item on January 11, 2018 and recommended approval.

Mr. Rotchadl motioned to adopt the resolution amending the 2018-2021 Transportation Improvement Program. Mr. Laven seconded the motion. With all voting in favor, the motion carried unanimously.

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

### **5.1 MAPO Staffing Update**

In 2017 MAPO added a Transportation Planner to staff. Charles Androsky's previous experience includes transportation planning at the Metropolitan Planning Organization (MPO) level and community development at the State level. He obtained his Master's in Urban and Regional Planning from the University of Wisconsin-Madison in 2016.

### **5.2 Intersection Control Evaluation Studies Update**

Mr. Potter delivered an informational presentation on the final stages of the Intersection Control Evaluation (ICE) project. In 2017 the MAPO partnered with SRF Consulting Group, Inc. to conduct three Intersection Control Evaluation (ICE) Studies. The studied intersections were Lookout Drive at Howard Drive, Lor Ray Drive at Carlson/Countryside Drive, and Stoltzman Road at Pleasant Street. MAPO has submitted the studies to their respective municipalities for review. The ICE report for Stoltzman at Pleasant Street has been accepted and approved by Blue Earth County. The ICE reports for Lookout Drive at Howard Drive was accepted by North Mankato; however, the Lor Ray Drive at Carlson/Countryside Drive are currently under review by the City of North Mankato and Nicollet County and may need to be adjusted to account for an local business access concern.

### **5.3 Transportation Alternatives Program LOI Review Process Update**

Staff explained that per Area Transportation Partnership (ATP) protocol, MAPO staff must meet with and advise prospective qualified applicants for the current year's Transportation Alternatives Program (TAP) solicitation. This is accomplished through an informational review and discussion of the applicants' submitted Letter of Interest (LOI). There were three TAP applicants within the MAPO jurisdiction; Blue Earth County, the City of Mankato, and the Township of Mankato. Blue Earth County's proposed project was comprised of the construction of a grade-separated pedestrian & bicycle trail along County State Aid Highway (CSAH) 16 (Stoltzman Road) from CSAH 60 (Stadium Road) to Mankato West High School (Pleasant Street) in the City of Mankato. The City of Mankato's proposed project was comprised of the installation of a signalized crosswalk directly north of Rosa Parks Elementary School on Timberwolf Drive, as well as converting the 3-way crosswalk at the intersection of Timberwolf Drive and Heron Drive to a 4-way crosswalk in the City of Mankato. The Township of Mankato's proposed project was comprised of the removal and preservation of the historic Kern Bridge in the Township of Mankato. MAPO staff met with representatives of Blue Earth County and the Township of Mankato and discussed respective projects' scope, funding, and viability. Because the same MAPO staff person conducting LOI reviews also submitted the City of Mankato's LOI, the City of Mankato LOI was reviewed by ATP and Region Nine staff. This was done to avoid any appearance of conflict of interest.

### **5.4 Trunk Highway 22 Corridor Study Update**

Mr. Vogel explained that MAPO staff, MnDOT, and SRF Consulting Group, Inc. continued to make progress on the Trunk Highway 22 Corridor Study. This included production and review of drafts of existing conditions, traffic forecasting, and

recommendations. An open house/public input meeting had been held at MnDOT headquarters (2151 Basset Drive, Mankato) at 4:30PM earlier the same day. MAPO and MnDOT staff reported that they were pleased with the attendance and community participation at the event. Directly following the open house/public input meeting MAPO, MnDOT, and SRF hosted a pop-up event at the Hy-Vee grocery store along the corridor (2010 Adams Street). An interactive map for gathering public feedback was launched in January, 2018.

### **5.5 Americans with Disabilities Act Transition Plan Update**

Mr. Vogel updated the Policy Board on progress regarding the Americans with Disabilities Act (ADA) Transition Plan. In 2017 the contracted consultant began collecting inventory of ADA compliance within the MAPO area's public right of way. Inventory collection has stopped for the winter and will resume late March or early April, weather permitting. A stakeholder and public input meeting was held at the Mankato IGC on November 9, 2017. On January 31, 2018 at 6:00pm, the MAPO and consultant will host the project's first open house at the Mankato IGC. The purpose of the open house will be to communicate project information to the public and solicit feedback on locations of ADA deficiencies in the MAPO area. The meeting will also educate citizens on ADA law, Self-Evaluation policies, practices, and infrastructure and the Transition Plan schedule for removing barriers to ADA compliance. Citizens will also receive information on other methods of providing continual feedback.

### **5.6 Transit Development Plan Update**

Mr. Anderson updated the Policy Board on progress of the ongoing Transit Development Plan (TDP). Transit staff, MAPO staff, and the consultant are reviewing draft existing conditions, recommendations, and routing. Progress is also being made on the generation of a Transit Asset Management Plan. The overall condition of the Transit Department's physical infrastructure is good. The Transit Department is beginning to standardize equipment maintenance schedules.

### **TAC Comments**

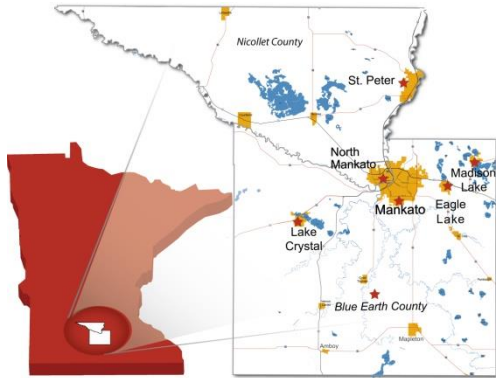
None

### **Adjournment**

With no further business, Mr. Rotchadl moved to adjourn the meeting, Mr. Laven seconded the motion. With all voting in favor the meeting was adjourned.

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Chair, Mr. Piepho



## AGENDA RECOMMENDATION

### Agenda Heading: Release of Draft 2019-2022 Transportation Improvement Program (TIP) for 30-day Public Comment Period No: 5.1

**Agenda Item:** Release of Draft 2019-2022 Transportation Improvement Program (TIP) for 30-day Public Comment Period

**Recommendation Action(s):** Motion to release the MAPO's 2019-2022 TIP for a 30-day Public Comment period pending inclusion of Transportation Alternatives Program (TAP) and Surface Transportation Program – Small Urban (STP-SU) projects

**Summary:** The annual 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. It also provides an assessment of transportation projects of regional significance. The TIP process serves to implement projects and goals identified in the Mankato/North Mankato area Long Range Transportation Plan (LRTP). The MAPO TIP document programs project funding for the metropolitan area.

Several sections of the draft 2019-2022 TIP will be updated after other scheduled decision-making takes place. This information includes selected projects of ongoing solicitations, such as those submitted for the Surface Transportation Program - Small Urban (STP-SU) solicitation and the Transportation Alternatives Program (TAP) solicitation. Several other sections of the 2019-2022 TIP are dependent upon the release of the draft 2019-2022 Area Transportation Improvement Plan (ATIP) and draft 2019-2022 State Transportation Improvement Plan (STIP).

The STP-SU solicitation closed February 13, 2018. On February 14, the Area Transportation Partnership (ATP) informed MAPO of the applications received and MAPO incorporated the proposed projects into the draft TIP. Similarly, projects selected for the Transportation Alternatives Program (TAP) program will be announced in March, 2018. The TIP project list will be modified based on which projects the ATP selects. Sections of the TIP such as annual cost sum totals, project mapping, and descriptions of project impact will be updated as this information is released.

### Performance Measurement

The 2019-2021 TIP includes a section on Performance Measurement. The Moving Ahead for Progress in the 21st Century (MAP-21) Act instituted transportation Performance Measurement (PM) for state DOTs and MPOs. MAP-21 directed the

Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to develop performance measures to assess a range of factors. State DOTs and MPOs are required to establish targets for each performance measure. The performance measures focus on three areas; PM1 (transportation safety), PM2 (condition of pavement and bridges), and PM3 (reliability and freight). In supporting these measures, the MAPO may decide to adopt its own targets or choose to adopt the state standards. Support of these measures must be documented annually in the TIP document.

### **Regional Significance**

The 2019-2021 TIP includes a section on Regional Significance. The MAPO will assess whether projects outside the MAPO area qualify as “regionally significant” on a case-by-case basis. Staff recommendations for the designation of “regionally significant” include the Trunk Highway 14 Corridor Expansion project and Segment Four of the Minnesota River State Trail, St. Peter to Mankato.

- **Trunk Highway 14 Corridor Expansion**– Administered by the Minnesota Department of Transportation (MnDOT), the Trunk Highway 14 Corridor Expansion project is a sum of phased separate smaller projects with the overall goal of uniform four-lane service of 112 miles of Trunk Highway (TH) 14 from New Ulm to Rochester. Phased component projects are in various stages of completion. The West Nicollet to North Mankato project was completed in 2016. The New Ulm Gateway project is under construction. Two proposed component projects have yet to be funded; 1) MN 15 to West Nicollet (estimated \$45 million to \$85 million), and 2) Owatonna to Dodge Center (estimated \$115 million to \$150 million). This project is a significant expansion of an interregional corridor and has substantial potential impact on freight and commuter traffic routed through the heart of the MAPO area. Trunk Highway 14 is also a part of the National Highway System (NHS) and thus supports FHWA’s PM2 goals. Zachary Tess, MnDOT Program Manager, is scheduled to deliver a brief presentation on the Highway 14 Corridor Expansion.
- **St. Peter to Mankato Bicycle/Pedestrian Trail** – The St. Peter to Mankato Bicycle/Pedestrian Trail is one of six segments outlined in the Minnesota Department of Natural Resources (MnDNR) Minnesota River State Trail Franklin to Le Sueur Master Plan (2015). When completed, the St. Peter to Mankato connection (Segment 4 of the planned trail) will connect the cities of Mankato, Kasota, and St. Peter and comprise approximately 13 miles of the larger statewide bicycle system. The trail has significant potential impact on tourist, hobbyist, and commuter bicycle traffic to and from the MAPO area.

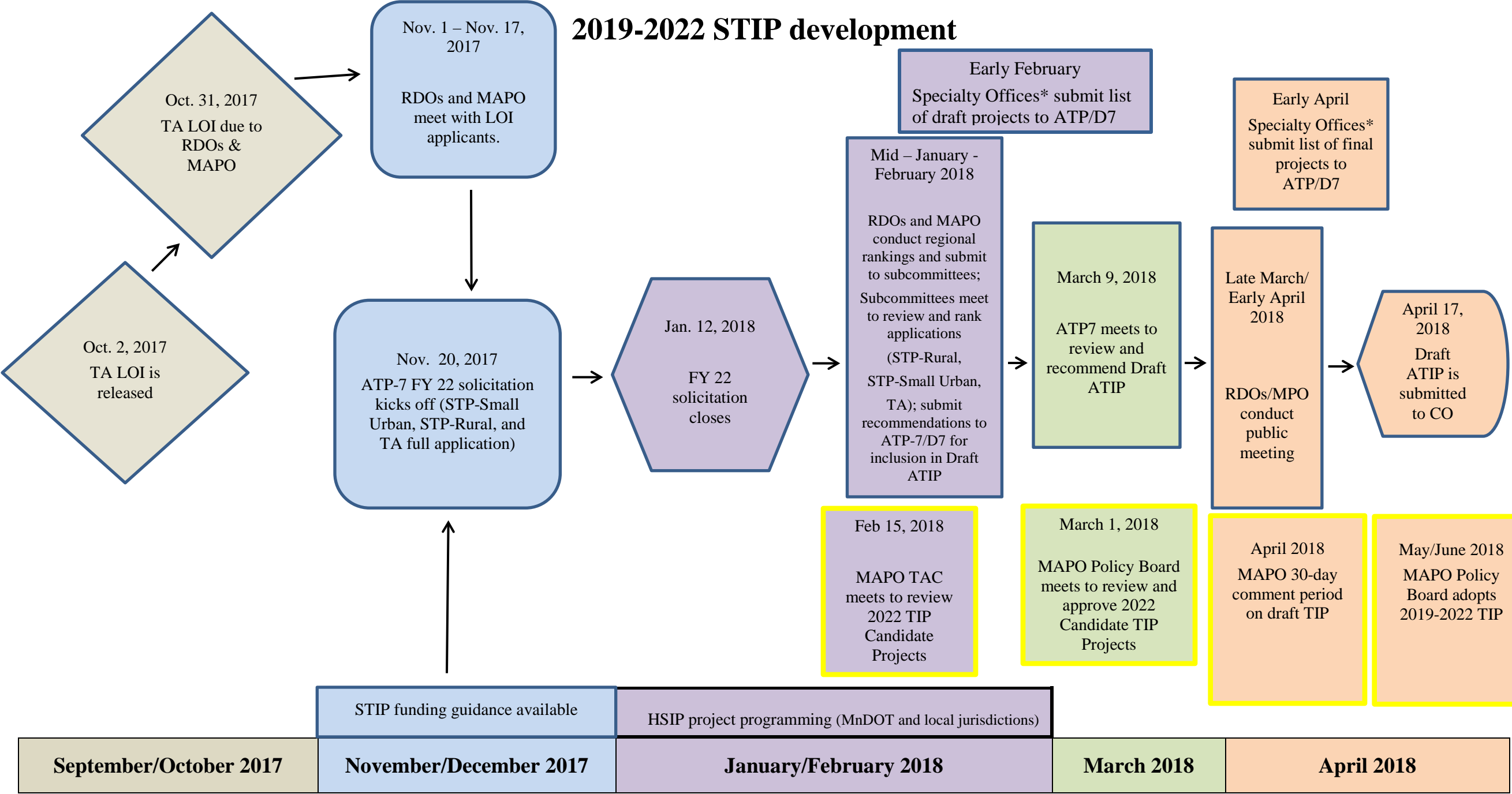
This item was reviewed by the MAPO Technical Advisory Committee (TAC) at the February 15, 2018 meeting and was recommended for approval.

### **Attachments:**

FY 2022 Solicitation Flowchart  
Draft 2019-2022 TIP



# ATP-7 FY 22 solicitation flowchart for 2019-2022 STIP development



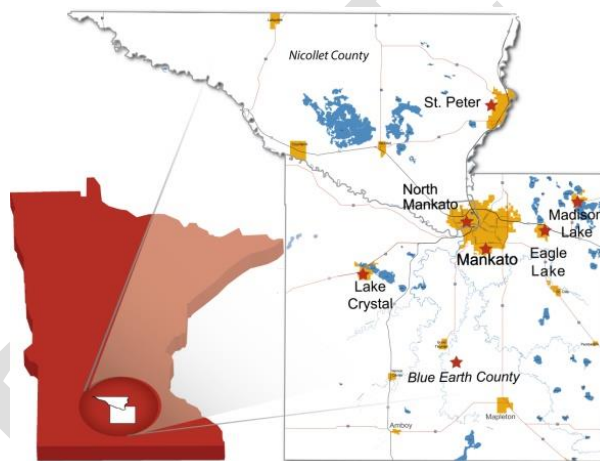
\*Specialty offices include: BROS (Bridge Off-System); ADA (Americans with Disabilities Act); Greater MN Noise Walls; Historic Properties; ITS (Intelligent Transportation Systems); Rail; Rest Areas; Weigh Stations

RDO = Regional Development Organization; MAPO = Mankato Area Planning Organization; TA = Transportation Alternatives; STP = Surface Transportation Program; CO = Central Office, ATIP = Area Transportation Improvement Plan

# **Mankato / North Mankato Area Planning Organization Draft Transportation Improvement Program FY 2019-2022**

Prepared by the

**Mankato / North Mankato  
Area Planning Organization**



**[Date of Adoption]**

To view this plan online please visit

[www.mnmapo.org](http://www.mnmapo.org)

Copies are also available by contacting  
Mankato/North Mankato Area Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001  
507-387-8389

## MANKATO/NORTH MANKATO PLANNING ORGANIZATION

### Policy Board, Staff and Advisory Committee Listing

Policy Board	Transportation Advisory Committee
Tim Auringer – City of Eagle Lake	Mark Anderson – City of Mankato, Transit
Bob Freyberg – City of North Mankato	Lisa Bigham – MnDOT (District 7)
Jack Kolars – Nicollet County	Jennifer Bromeland – City of Eagle Lake
Mike Laven – City of Mankato	Paul Corcoran – Minnesota State University, Mankato
Mark Piepho – Blue Earth County (chair)	Scott Fichtner – Blue Earth County
Dan Rotchadl – Mankato Township	Karl Friedrichs – Lime Township
	Michael Fischer – City of North Mankato (chair)
<b>MAPO Staff</b>	Seth Greenwood – Nicollet County
Paul Vogel, Executive Director	Scott Hogen – Mankato Public School (District #77)
Charles Androsky, Transportation Planner	Jeff Johnson – City of Mankato
	Curt Kloss – Leray Township
	Mandy Landkamer – Nicollet County
	Loren Lindsey – Belgrade Township
	Open – South Bend Township
	Ed Pankratz – Mankato Township
	Sam Parker – Region Nine Development Commission
	Dan Sarff – City of North Mankato
	Ryan Thilges – Blue Earth County
	Paul Vogel – City of Mankato

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### *Map Disclaimer*

The information contained in the following maps is a compilation of data from various federal, state, county, regional, and municipal sources. Geographic information has limitations due to the scale, resolution, date and interpretation of the original source materials. Users should consult available data documentation to determine limitations and the precision to which the data depicts distance, direction, location or other geographic characteristics. These maps and/or data are not legal survey documents to be used for describing land for the purpose of ownership or title.

### *Disclaimer*

The preparation of this report has been funded in part by the U.S. Department of Transportation, Federal Highway Administration and Federal Transit Administration. 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 U.S. Department of Transportation. The report does not constitute a standard, specification, or regulation.



Decisions about transportation investments require collaboration and cooperation between different levels of government and neighboring jurisdictions. As a document, 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 metropolitan area.

Development of both the LRTP and the TIP are facilitated by the Mankato/North Mankato Area Planning Organization (MAPO), the federally designated metropolitan planning organization (MPO).

### Mankato/North Mankato Area Planning Organization

The Mankato/North Mankato Area Planning Organization (MAPO) was established in 2012 in response to the 2010 U.S. Census, which designated the Mankato/North Mankato region as an urbanized area, requiring the formation of a metropolitan planning agency.

Because roads and other transportation systems don't start and stop at jurisdictional lines, MAPO meets and maintains a “3-C” (comprehensive, cooperative, and continuing) metropolitan transportation planning process to provide maximum service to citizens. In other words, the federal government wishes to see federal transportation funds spent in a manner that has a basis in metropolitan region-wide plans developed through intergovernmental collaboration, rational and performance-based analysis, and consensus-based decision making.

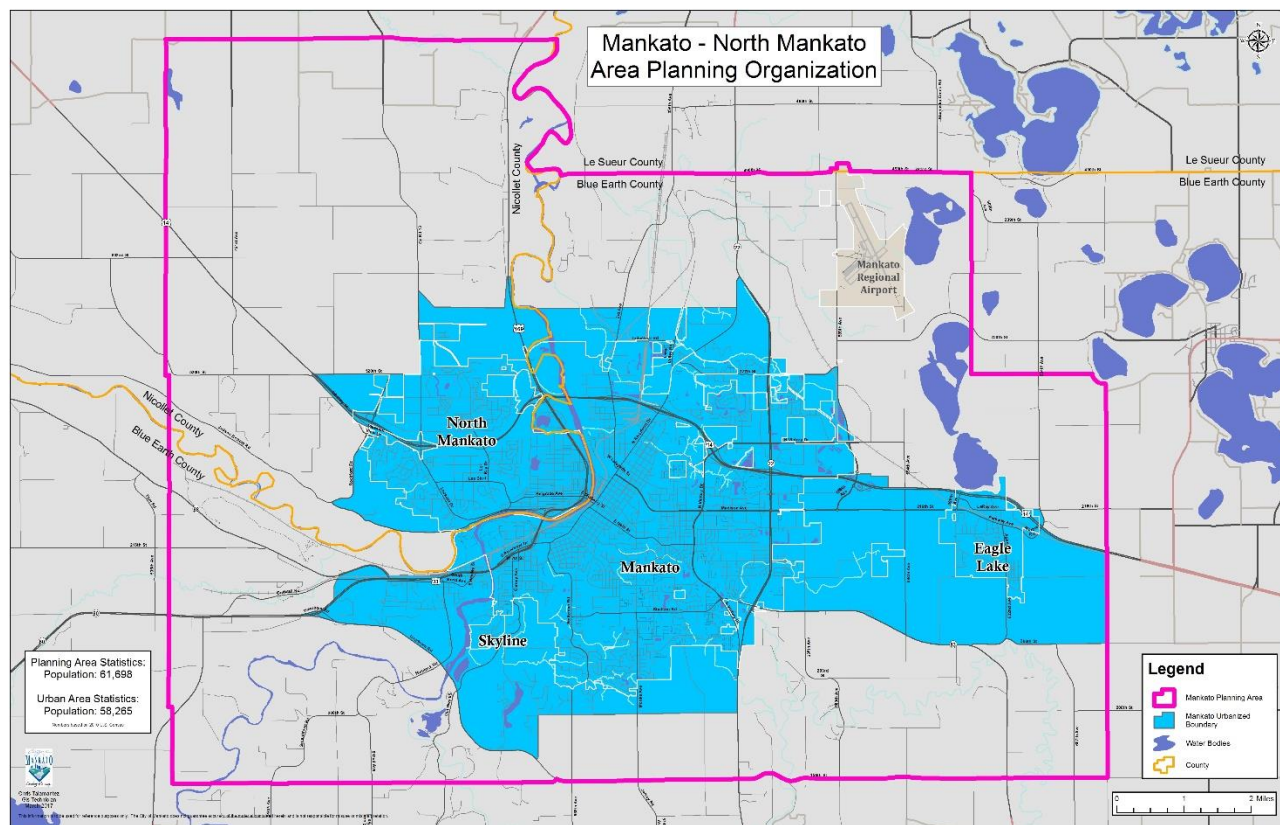
As the federally-designated Metropolitan Planning Organization (MPO), the MAPO provides the comprehensive, cooperative, and continuing planning process for all modes of transportation throughout the MAPO planning area. The geographic boundary of the MAPO area is represented on Map 1 on page 3.



In the transportation planning process, the MAPO's roles include:

- Maintaining a certified "3-C" transportation planning process: comprehensive, cooperative, and continuing.
- Coordinating the planning and implementation activities of local, regional, and state transportation agencies.
- Ensuring that an effective public participation process, in which meaningful public input is obtained, is part of the decision-making process behind plans and programs.
- Providing leadership both in setting transportation policy and in metropolitan system planning.
- Lending technical support in planning and operations to local governments.
- Planning for an intermodal transportation system that is economically efficient, environmentally sound, provides the foundation to compete in the global economy, and moves people and goods in an efficient manner.

## Map 1: Mankato/North Mankato Metropolitan Planning Area



The federal transportation bill, Fixing America's Surface Transportation Act (FAST ACT) identifies ten planning factors that must be considered in the transportation planning process. The process used to select projects to be programmed through the Mankato/North Mankato TIP is based on these factors:

- 1) Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency.
- 2) Increase safety of the transportation system for motorized and non-motorized users.
- 3) Increase security of the transportation system for motorized and non-motorized users.
- 4) Increase accessibility and mobility of people and freight.
- 5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
- 6) Enhance integration and connectivity of the transportation system across and between modes, people and freight.
- 7) Promote efficient system management and operation.
- 8) Emphasize preservation of the existing transportation system.
- 9) Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
- 10) Enhance travel and tourism

### The Transportation Improvement Program

The TIP is a federally mandated, annually prepared document that contains pedestrian, highway, transit, and other transportation projects that are recommended for federal funding during the next four years in the metropolitan area. The projects included in each year's TIP ultimately come from the area's Long Range Transportation Plan (LRTP), and are aimed at meeting the long-range needs of the transportation system. Implementing agencies, however, propose projects to the MAPO on an annual basis to be coordinated into a comprehensive listing of the area's federally funded transportation improvements planned for the short range (next 4 years). These listings include information regarding cost, specific funding sources, project timing, etc. Once in the TIP, projects represent a commitment of funding on the part of the implementing agency.

TIPs are developed in cooperation with the state (MnDOT) and Mankato Transit. They must comply with regulations issued by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), but can be revised or amended at any time during the program year by action of the MPO. The TIP projects programmed for Mankato/North Mankato area must match those included in the Area Transportation Improvement Program (ATIP) and the Minnesota Statewide Transportation Improvement Program (STIP).

The MAPO and its Transportation Advisory Committee (TAC) contribute to the development of the TIP, and the MAPO Policy Board reviews the TIP for approval.

## The TIP and its Connection to the Long Range Transportation Plan

As stated above, the projects in the 2019-2022 TIP originate from the Mankato/North Mankato Long Range Transportation Plan (LRTP). The LRTP contains a list of short-, mid-, and long-range transportation projects and focus areas that are planned for the metropolitan area over the next twenty five years.

The regional transportation goals and objectives identified in the LRTP set the broad policy framework for planning transportation improvements and the projects entering the TIP are intended to come from the LRTP or support the long-range goals and objectives established in that framework. The Mankato/North Mankato LRTP identifies how each project or program in the TIP will support the MAPO key performance areas which include: access and reliability, economic vitality, safety, preservation and multimodal transportation.

## Federal Funding Sources

Projects included in the 2019-2022 MAPO TIP will be funded by one of the following funding categories. Funding sources are identified on pages 6 – 7 by the acronym in parentheses after each funding name listed below. Legislation allows MnDOT to reserve the ability to determine which of these funding categories (and how much of each) will ultimately be used to fund any given project in the TIP. As such, the amounts and types of funding shown in the project tables may be subject to modification.

The primary governing federal transportation bill, the Fixing America's Surface Transportation Act (FAST, 2015), for the most part continues the structure of the various funding programs of the previous federal transportation bill, the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Act (2012). One notable exception from the perspective of local jurisdictions that are eligible for federal transportation funds is the conversion of the long-standing Surface Transportation program (STP) to the Surface

Transportation Block Grant (STBG) program, which emphasizes flexibility in the types of projects and activities that those funds can be applied to.

**National Highway Performance Program (NHPP):**

NHPP funding is targeted toward projects aimed at achieving national performance goals for improving the infrastructure condition, safety, mobility, and/or freight movement of facilities that are part of the National Highway System (NHS).

**Surface Transportation Program (STP):**

Renamed the Surface Transportation Block Grant (STBG) program under the FAST Act, STP funds are designed to be flexible in their application. They can be used by States and localities for projects on any highway that is eligible for Federal-Aid funds, on bridge projects on any public road, on non-motorized paths, or on transit capital projects, including bus purchases. States and localities are responsible for a 20% share of project costs funded through this program.

**Highway Safety Improvement Program (HSIP):**

The Highway Safety Improvement Program is aimed at achieving a significant reduction in traffic fatalities and serious injuries on all public roads and is related to addressing conditions identified in a state's Strategic Highway Safety Plan (SHSP). Funds may be used for a variety of safety improvements on any public road, and publicly owned bicycle and pedestrian pathways or trails are also eligible for HSIP dollars. The federal share is 90% (for certain projects it can be 100%), and up to 10% of a state's HSIP funds can be used to help fund other activities including education, enforcement and emergency medical services.

**Surface Transportation Block Grant (STBG) formally known as Transportation Alternatives Program (TAP):**

The Transportation Alternatives Program is derived as a set-aside from each state's annual NHPP, STP, HSIP, and CMAQ apportionments. Eligible projects include, but are not limited to, the creation of facilities for pedestrians and bikes, environmental mitigation or habitat protection as related to highway construction or operations, as well as infrastructure and non- infrastructure related Safe Routes to School activities. States and localities are responsible for 20% of TAP eligible funds applied to projects. States may also transfer up to 50% of TAP funds to NHPP, STP, HSIP, CMAQ, and/or Metro Planning 50% of TAP funds to NHPP, STP, HSIP, CMAQ, and/or Metro Planning.

**Federal Transit Administration (FTA):**

Transit funding authorized by the FAST Act is managed in several ways. The largest amount is distributed to the states by formula; other program funds are discretionary. FTA transit allocations may be administered by the state or be granted directly to the transit agency. Projects identified as FTA-funded in the 2019-2022 Mankato/North Mankato Area TIP generally represent one of a number of subcategories that represent different funding programs administered by the FTA to provide either capital or operating assistance to public transit providers.

**Other:**

Funding identified as “other” could include funding from State of Federal grants or other funding sources including local funds.

## FY 2019-2022 TIP Projects

The tables that follow on pages 9 - 12 list all the transportation projects scheduled for federal and/or state funding in the Mankato/North Mankato area, as well as projects categorized as “regionally significant” by the MAPO. The map on page 13 depicts the location of each project. The structure of the tables is as follows:

### COLUMN TITLE

*LRTP Reference* – Page reference to where the project can be found in the LRTP.

*Route/System* – Local jurisdiction responsible for the project and the route number where the project is occurring.

*Project Number* – Project identifier. Most trunk highway projects state with the control section numbers. Local projects state with either a county number or the city number.

*Year* – Year the project is programmed.

*Agency* – The jurisdiction responsible for implementing project or for opening bids.

*Project Description* – Scope of project, location, length, etc.

*Miles* – The length of project.

*Type* – Identifies if project is primarily road, ped/bike, transit-related, etc.

*Type of Work* – Identifies if project is maintenance, reconstruction, safety improvements, etc.

*Proposed Funds* – Identifies the federal funding programs intended to be the primary funding sources for the project.

*Project Total* – Total anticipated cost of the project.

*FHWA* – The total estimated federal aid highway funding to be used for the project. This includes advance construction conversion funding.

*AC* – The total estimated amount of future federal funds (AC) being committed to a project, front-ended by local/state funds.

*FTA* – The total estimated federal aid transit funding to be used for the project

*TH* – The total estimated state trunk highway funding to be used for the project.

*Bond* – The total estimated state bond to be used for the project.

*Other* – Funding coming from other sources, including local city, county, or transit agency.



**Table 1: FY 2019 Federal Funded Transportation Projects**

MPO: MANKATO-NORTH MANKATO AREA PLANNING ORGANIZATION							FY 2019 – FY 2022 STIP									
L RTP REFERENCE	ROUTE SYSTEM	PROJECT NUMBER	YEAR	AGENCY	PROJECT DESCRIPTION	MILES	PROGRAM	TYPE OF WORK	PROPOSED FUNDS	TOTAL	FHWA	AC	FTA	TH	BOND	OTHER
9-33	BB	TRF-0028-19A	2019	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT OPERATING ASSISTANCE	-	B9	TRANSIT OPERATIONS	FTA	1,900,000	-	-	532,000	-	-	1,368,000
9-33	BB	TRF-0028-19B	2019	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT PREVENTATIVE MAINTENANCE		B9	TRANSIT OPERATIONS	FTA	263,000			188,000			75,000
9-33	BB	TRF-0028-19T	2019	MANKATO	*SECT 5339: CITY OF MANKATO: PURCHASE ONE (1) BUS <30 FT REPLACEMENT BUS (CLASS 400)		BB	TRANSIT VEHICLE PURCHASE	FTA	200,000			160,000			40,000
9-33	BB	TRF-0028-19ZO	2019	MANKATO	MANKATO; SFY 2019 GREATER MN NEW SERVICE EXPANSION OPERATING FUNDS (7/1/18-6/30/19)	0.0	TR	TRANSIT OPERATIONS	LF	1,080,000						1,080,000
9-28	MN22	0704-108SAC	2019	MNDOT	**AC**MN 22, AT JCT OF CSAH 90 CONSTRUCT ROUNDABOUT (TIED. 007-070-005) (AC PAYBACK 1 OF 1)	0.0	SH	ROUNDABOUT	HSIP	900,000	900,000					
9-21	LOCAL	137-080- 002AC2	2019	MANKATO	**AC**TED** ADAMS ST FROM TH 22 TO CSAH 12, CONSTRUCT NEW ROAD, ROUNDABOUT AND PED/BIKE TRAIL (AC PAYBACK 2 OF 3)	1.1	MC	NEW PAVEMENT	STBGP	384,000	384,000					
9-28	CSAH 90	007-070-005AC	2019	BLUE EARTH COUNTY	**AC**CSAH 90 AT JUNCTION OF CSAH 90 AND TH22 CONSTRUCT ROUNDABOUT (TIED 0704-108) (AC PAYBACK 1 of 1)	0.0	SH	ROUNDABOUT	HSIP	610,200	610,200					
9-28	US14	0702-125	2019	MNDOT	**ELLA** US14, FROM 0.3 MI W OF LOOKOUT DRIVE TO 0.5 E OF CSAH 86 MILL & OVERLAY, REHAB BR 91387 & ADA	9.2	RS	MILL AND OVERLAY	NHPP	6,700,000	5,360,000			1,340,000		
5-6	MN22	0704-110	2019	MNDOT	MN 22, FROM NORTH CITY LIMITS NEAR 5 <sup>TH</sup> AVE NE OF MAPLETON (TO INCLUDE PLAZA AREA) TO INTERSECTION OF TH22 AND 206 <sup>TH</sup> STREET, LANDSCAPING	13.1	RB	LANDSCAPING	NHPP	300,000	240,000			60,000		
TOTAL										12,337,200	7,494,200	0	880,000	1,400,00	0	2,563,000

**\*\*NOTE: Totals will not balance because of the Advanced Construction (AC) Dollars\*\***



**Table 2: FY 2020 Federal Funded Transportation Projects**

MPO: MANKATO-NORTH MANKATO AREA PLANNING ORGANIZATION							FY 2019 – FY 2022 STIP									
L RTP REFERENCE	ROUTE SYSTEM	PROJECT NUMBER	YEAR	AGENCY	PROJECT DESCRIPTION	MILES	PROGRAM	TYPE OF WORK	PROPOSED FUNDS	TOTAL	FHWA	AC	FTA	TH	BOND	OTHER
9-33	BB	TRF-0028-20A	2020	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT OPERATING ASSISTANCE	0.0	B9	TRANSIT OPERATIONS	FTA	2,000,000	-	-	532,000	-	-	1,468,000
9-33	BB	TRF-0028-20B	2020	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT PREVENTATIVE MAINTENANCE	0.0	B9	TRANSIT OPERATIONS	FTA	200,000	-	-	160,000	-	-	40,000
9-33	BB	TRF-0028-20T	2020	MANKATO	SECT 5339: CITY OF MANKATO, PURCHASE ONE (1) LF REPLACEMENT BUS (CLASS 400)	0.0	BB	TRANSIT VEHICLE PURCHASE	FTA	200,000			160,000			40,000
9-21	CSAH 12	007-612-021AC	2020	BLUE EARTH COUNTY	**AC**CSAH 12, FROM CSAH 17 TO TH83, CONSTRUCT NEW ROAD AND ROUNDAABOUT AT JCT TH83 (TIED 0711-30)(AC PAYBACK 1 OF 1)	1.7	MC	GRADING ONLY	STBGP	1,596,000	1,596,000					
9-21	Local	137-080- 002AC3	2020	MANKATO	**AC**TED** ADAMS ST FROM TH 22 TO CSAH 12, CONSTRUCT NEW ROAD, ROUNDAABOUT AND PED/BIKE TRAIL (AC PAYBACK 3 OF 3)	1.1	MC	GRADING ONLY	STBGP	636,000	636,000					
9-25	PED/ BIKE	150-090-003	2020	NORTH MANKATO	AROUND DAKOTA MEADOWS SCHOOL IN NORTH MANKATO, IMPROVE VARIOUS CROSSINGS AND CONSTRUCT TRAILS	0	MC	NEW TRAIL	STBGTA	334,200	267,360					66,840
TOTAL										4,966,200	2,499,360		852,000			1,614,840

**Table 3: FY 2021 Federal Funded Transportation Projects**

MPO: MANKATO-NORTH MANKATO AREA PLANNING ORGANIZATION							FY 2019 – FY 2022 STIP									
L RTP REFERENCE	ROUTE SYSTEM	PROJECT NUMBER	YEAR	AGENCY	PROJECT DESCRIPTION	MILES	PROGRAM	TYPE OF WORK	PROPOSED FUNDS	TOTAL	FHWA	AC	FTA	TH	BOND	OTHER
9-33	BB	TRF-0028-21A	2021	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT OPERATING ASSISTANCE	0.0	B9	TRANSIT OPERATIONS	FTA	2,100,000	-	-	532,000	-	-	1,568,000
9-33	BB	TRF-0028-21B	2021	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT PREVENTATIVE MAINTENANCE	0.0	B9	TRANSIT OPERATIONS	FTA	200,000	-	-	160,000	-	-	40,000
9-33	BB	TRF-0028-21T	2021	MANKATO	SECT 5339: CITY OF MANKATO PURCHASE ONE (1) BUS <30FT REPLACEMENT BUS (CLASS 400)	0.0	BB	TRANSIT VEHICLE PURCHASE	FTA	200,000			160,000			40,000
9-33	BB	TRF-0028-21TA	2021	MANKATO	SECT 5339: CITY OF MANKATO PURCHASE ONE (1) STD BUS 40FT REPLACEMENT BUS (CLASS 700)	0.0	BB	TRANSIT VEHICLE PURCHASE	FTA	530,000			424,000			106,000
9-1	CSAH 13	052-613-021	2021	NICOLLET COUNTY	CSAH 13, FROM 506TH ST TO TH 99, MILL AND CONCRETE OVERLAY	5.3	RD	MILL AND OVERLAY	STBGP	4,000,000	1,596,000					2,404,000
9-25	PED/BIKE	150-591-001	2021	NORTH MANKATO	IN NORTH MANKATO ALONG MONROE AVE, GARFIELD AVE, CENTER ST, RANGE ST, AND WHEELER PARK, CONSTRUCT PED/BIKE TRAIL, ADA, CURB EXTENTIONS, STRIPING AND CREATE PICK UP/DROP OFF AREA	0.0	BT	NEW TRAIL	STBGTA	300,400	224,428					75,972
9-17	MSAS 119	150-119-003	2021	NORTH MANKATO	MSAS 119, FROM LOOKOUT DR TO LOR RAY DR, REMOVE AND REPLACE SURFACING, ADA AND LIGHTING	1.0	RD	URBAN RECONSTRUCTION	STBGP	1,725,400	908,000					817,400
9-1	US169	0713-80	2021	MNDOT	US 169, AT THE INTERSECTION OF TH 169 AND OWATONNA ST IN THE CITY OF MANKATO, REPLACE SIGNAL SYSTEM	0.0	SC	TRAFFIC SIGNAL REVISION	NHPP	370,000	148,000			37,000		185,000
TOTAL										9,425,800	2,876,428		1,276,000	37,000		5,236,372

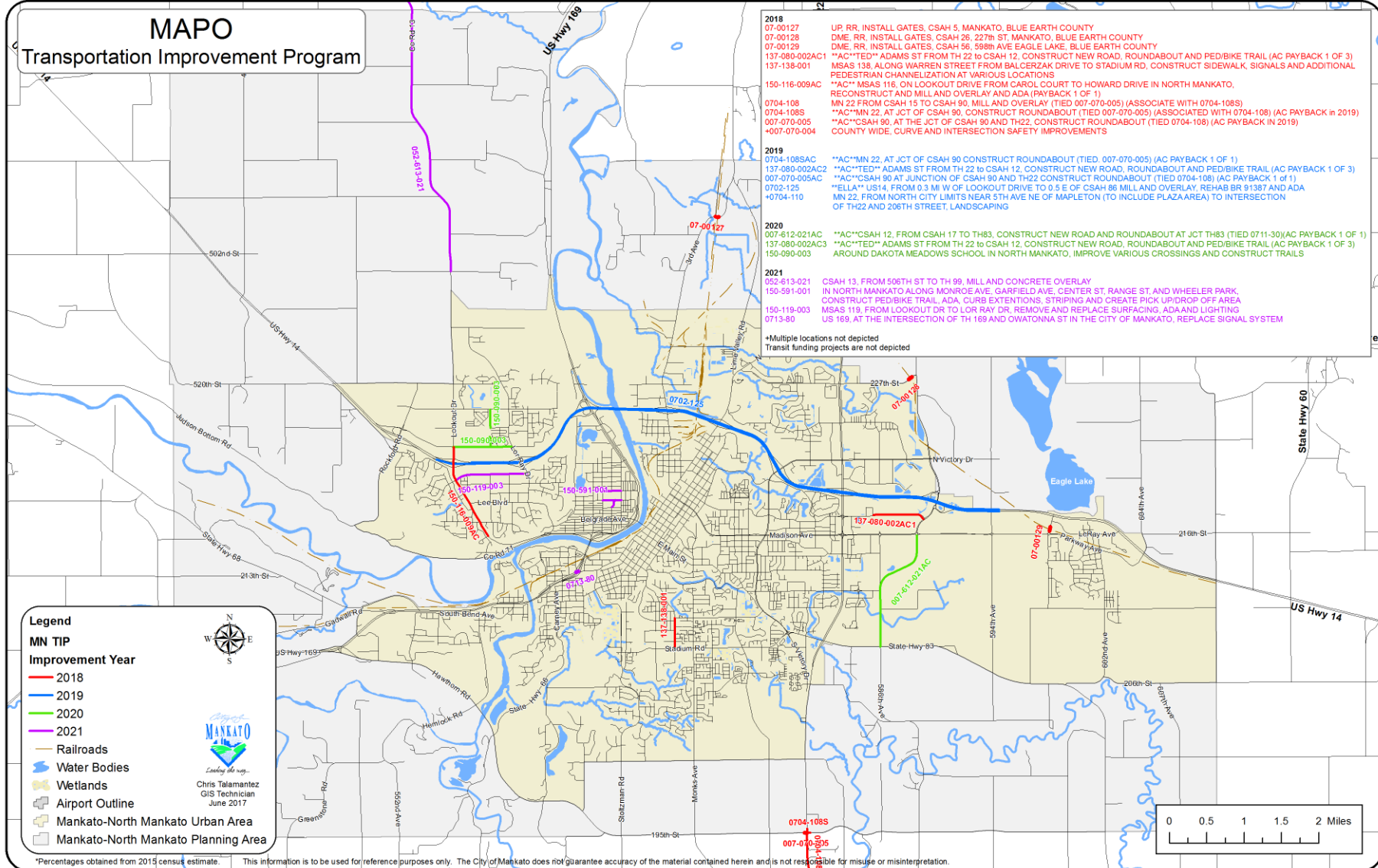
**Table 4: FY 2022 Federal Funded Transportation Projects**

MPO: MANKATO-NORTH MANKATO AREA PLANNING ORGANIZATION							FY 2019 – FY 2022 STIP									
L RTP REFERENCE	ROUTE SYSTEM	PROJECT NUMBER	YEAR	AGENCY	PROJECT DESCRIPTION	MILES	PROGRAM	TYPE OF WORK	PROPOSED FUNDS	TOTAL	FHWA	AC	FTA	TH	BOND	OTHER
9-33	BB	TRF-0028-21A	2022	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT OPERATING ASSISTANCE	0.0	B9	TRANSIT OPERATIONS	FTA	2,100,000	-	-	532,000	-	-	1,568,000
9-33	BB	TRF-0028-21B	2022	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT PREVENTATIVE MAINTENANCE	0.0	B9	TRANSIT OPERATIONS	FTA	200,000	-	-	160,000	-	-	40,000
9-25	PED/BIKE	TO BE PROVIDED BY MNDOT IF SELECTED	2022	BLUE EARTH COUNTY	BIKE/PED TRAIL ALONG CSAH 16 (STOLTZMAN RD) FROM CSAH 60 (STADIUM RD) TO PLEASANT ST	1.0	TBD	NEW TRAIL	STBGTAP	720,000	470,400					249,600
9-2	PED/BIKE	TO BE PROVIDED BY MNDOT IF SELECTED	2022	MANKATO	LIGHTED CROSSWALK / UPGRADED CROSSWALKS ALONG MSAS 139/TIMBERWOLF DR (SRTS)	0.0	TBD	PEDESTRIAN INFRASTRUCTURE	STBGTAP	230,167	153,445					76,723
9-1	LOCAL	TO BE PROVIDED BY MNDOT IF SELECTED	2022	BLUE EARTH COUNTY	REMOVAL AND PRESERVATION OF HISTORIC KERN BRIDGE	0.0	TBD	RURAL CONSTRUCTION / HISTORIC PRESERVATION	STBGTAP	1,492,548	1,442,548					50,000
9-23	CSAH 60	TO BE PROVIDED BY MNDOT IF SELECTED	2022	MANKATO	CSAH 60 AT THE INTERSECTION OF POHL RD AND STADIUM RD ROUNDBOUT CONSTRUCTION	0.5	TBD	NEW ROUNDBOUT	STP-SU	996,781	795,814					200,968
9-17	MSAS 119	TO BE PROVIDED BY MNDOT IF SELECTED	2022	NORTH MANKATO	MSAS 119, FROM LOOKOUT DR TO LOR RAY DR, REMOVE AND REPLACE SURFACING, ADA AND LIGHTING. SAME PROJECT AS 2021 150-119-003	0.9	TBD	URBAN RECONSTRUCTION	STP-SU	1,990,910	382,910					1,608,000
TOTAL										7,790,406	1,804,012	0	692,000	0	0	3,793,291

**Table 5: Regionally Significant Projects**

MPO: MANKATO-NORTH MANKATO AREA PLANNING ORGANIZATION						FY 2019 – FY 2022 STIP	
L RTP REFERENCE	PROJECT NUMBER	AGENCY	PROJECT DESCRIPTION	MILES	PHASE	TYPE OF WORK	ESTIMATED COST
3-17	TBD	MNDOT	TH 14 CORRIDOR EXPANSION NEW ULM TO ROCHESTER	112	IN PROGRESS	EXPANSION	TBD
3-58	TBD	MNDOT	BIKE/PED TRAIL FROM ST. PETER TO MANKATO	13	DESIGN	NEW TRAIL	TBD

## Map 2: Location of 2018-2021 TIP Projects



## Project Selection

As the designated MPO for the Mankato/North Mankato area, the MAPO is responsible for developing a list of priority transportation projects for the Mankato metropolitan area for the purpose of programming funding through the FAST Act. It is required to work in cooperation with the Minnesota Department of Transportation, Mankato Transit, and local units of government to identify area transportation priorities and produce the annual TIP. The drafting of this document is done in conjunction with the development of a larger regional program carried out with regional partners of the Minnesota Department of Transportation District 7 Area Transportation Partnership (ATP).

As with the previous federal transportation bills the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU, 2005) and MAP-21 (2012), the FAST Act continues to call for the prioritization of projects on a statewide basis, which leads to the development of a Statewide Transportation Improvement Program (STIP). The statewide program is informed by those projects developed at the local level. Therefore, the state and local projects programmed in the STIP must be reflected in the local TIPs.

### MnDOT District 7 Area Transportation Partnership

The State of Minnesota uses a mechanism called the Area Transportation Partnership (ATP) for distributing federal transportation funds throughout the state. The Mankato/North Mankato Metropolitan Area is served by the MnDOT's District 7 ATP, which is made up of local elected officials, planners, engineers, modal representatives, and other agencies from MnDOT District 7 that serve the thirteen counties of Blue Earth, Brown, Cottonwood, Faribault, Jackson, Le Sueur, Martin, Nicollet, Nobles, Rock, Sibley, Waseca, and Watonwan counties (Figure 1, page 16). Similar to the MAPO, the purpose of the ATP is to prioritize projects in the larger region for receiving federal funding. This priority list is combined with priority lists from other ATPs around the state that ultimately make up the STIP.

Under the ATP 7, there are ATP subcommittees that represent each of the funding areas that the ATP helps program: TAP, STP-Small Urban, STP-Rural, and Transit. Entities represented on the subcommittees include counties, cities, transit, MnDOT, Region Nine RegionDC, Southwest RDC, and the MAPO.



**Figure 1: Membership Counties of the MnDOT District 7 ATP**

Although projects from the thirteen counties and the MAPO are in a sense competing for the limited federal funding that comes to MnDOT District 7, the process used by the ATP aims to provide a degree of equity, but is also based on merit. Proposed local projects are rated for regional significance by the MAPO and the appropriate Regional Development Organization as input to the ATP subcommittees. The subcommittees develop and recommend to the full ATP their ranked list of projects based on funding targets, local priorities, and ATP approved investment guidelines. MnDOT District 7 compiles all local and MnDOT projects into a Draft ATIP based on MnDOT investment guidelines and after ATP review and approval, sends the Draft ATIP to MnDOT Central Office for review and compilation of the Draft STIP. The Draft STIP is again reviewed and potentially revised by the District and reviewed by the ATP. During this review period, the general public has the opportunity to comment on the ATIP. After all reviews and revisions are complete, the ATIP is submitted to MnDOT Central Office for inclusion in the final STIP.

## Eligibility for Roadway and Transit Projects

Federal funds can be spent on any road functionally classified as a Major Collector and above for rural roadways and Minor Collector and above for urban roadways. The FAST ACT provides funding for roadway projects through Federal Highway Administration (FHWA) funding programs and transit projects through Federal Transit Administration (FTA) funding programs. FHWA-funded projects can be maintenance, expansion, safety, or operations-related, as well non-motorized-related (bike & pedestrian improvements, scenic byways, etc.). Planning, technology and various other intermodal projects (airports, etc.) are also eligible for FHWA funds. A portion of Surface Transportation Program (STP) funding can also be “flexed” for transit improvements, which the ATP 7 has agreed to do in recent years in order to assist transit operators in the region to maintain their vehicle fleets.

### Project Selection Process

The TIP process should result in projects that reflect the goals, objectives, and priorities of the Mankato/North Mankato area. As such, MAPO staff work with area jurisdictions and stakeholders to ensure that the projects that end up in the TIP are consistent with those goals, objectives, and priorities. In selecting projects for inclusion in the TIP, the MAPO utilized the subcommittees of the ATP to ensure consistency with regional and interjurisdictional transportation goals.

### Projects funded through the Surface Transportation Block Grant Program / Transportation Alternatives Program

Similar to STP funds, STBG/TA funds are allocated to the State DOT and then sub-allocated to the local level. MnDOT District 7 ATP has developed an application process and STBG/TA subcommittee made up of elected officials and transportation professionals that is facilitated by MnDOT District 7 Staff. The selected STBG/TA projects are subject to the approval of the MnDOT District 7 ATP, but any funded TA projects that are located within the MAPO area are included in the MAPO's TIP.

### Performance Measures & Targets

The Moving Ahead for Progress in the 21st Century (MAP-21) Act instituted transportation Performance Measurement (PM) for state DOTs and MPOs. MAP-21 directed the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to develop performance measures to assess a range of factors. State DOTs and MPOs are required to establish targets for each performance measure. The performance measures focus on three areas; PM1 (transportation safety), PM2 (condition of pavement and bridges), and PM3 (reliability and freight), as well as transit safety and Transit Asset Management (TAM). In supporting these measures, the MAPO may decide to adopt its own targets or choose to adopt the state standards. Support of these measures must be documented annually in the TIP document. In 2018 the MAPO resolved to support MnDOT's adopted calendar year 2018 PM 1 targets of:

- number of fatalities: 375
- rate of fatalities: 0.62/100 million vehicle miles traveled
- number of serious injuries: 1,935
- rate of serious injuries: 3.19/100 million vehicle miles traveled
- number of non-motorized fatalities and non-motorized serious injuries: 348



The goals of the MAPO's 2045 Long Range Transportation Plan (LRTP) supports these performance measure areas by prioritizing projects which increase the safety of all users of the MAPO's transportation system (LRTP 4-1). The LRTP also specifically outlines compliance with MAPO-21 as a goal of the plan.

### **Anticipated Effect**

The 2019-2022 TIP is anticipated to have a positive effect on the MAPO's adopted PM targets. The projects selected were weighed with a scoring criteria that overlaps and supports the PM goal of reduction of fatalities and serious injuries to users of the MAPO transportation system. For example, the Timberwolf Schoolchild and Pedestrian Crosswalk is a project which directly supports the MAPO's adopted PM1 goals. At this time, it is the MAPO's intention to continue to support MnDOT's state standards without modification. MnDOT has indicated that it will be adopting PM2 and PM3 targets by May 20, 2018. The MAPO is required to either set its own targets or support the state targets within 180 days of state adoption. When MnDOT's targets are issued, the 2019 and 2022 TIP will be amended to reflect the PM2 and PM3 targets MAPO adopts. As of TIP adoption, combined projected funding levels from federal, state, and local sources are adequate to meet current scheduled projects. Performance Target achievement could potentially be hindered by a variety of factors, such as the availability of state and federal data. Additionally, target achievement could be delayed by the MAPO's level of influence when taken into consideration with other local priorities as they arise.

### **MPO Investment Priorities**

Although reporting guidance on performance measurement and targeting progress is being finalized in 2018, the MAPO has long supported the spirit of the federal PMs in its project selection process. The underlying values of safety, efficiency, and fiscal responsibility have historically been firmly integrated into MAPO decision-making. Since receiving preliminary guidance from FHWA on PM reporting requirements in 2018, the MAPO has re-emphasized the significance of these target areas. PMs are integrated into the MAPO's project selection process and play a significant role in staff decision-making, priorities, and recommendations. For example, the MAPO's LRTP used MAP-21's national goals as a guide for its development. Additionally, the planned Pavement Management Plan project, scheduled for inclusion in the 2019-2022 Unified Work Planning Program (UPWP), will support MnDOT's and FHWA's PM2 target area of satisfactory pavement conditions. The MAPO's continued Intersection Control Evaluation (ICE) studies, as well as the upcoming Trunk Highway 169 / 14 Area Study, abide by and support PM1's target area of user safety.



## Regional Significance

Due to the multijurisdictional nature of transportation, some projects located outside the MAPO planning area may have significant effect on and within the MAPO area. For example, a substantial expansion or improvement of an interregional corridor passing through the MAPO jurisdiction may have transformative effect on traffic patterns to and from the MAPO area, and thus qualify as regionally significant. It is the intent of the MAPO to show support for projects it classifies as regionally significant. The MAPO will assess whether projects qualify as regionally significant on a case-by-case basis. In some cases these projects are in conceptual stages and thus definitive cost projections are unavailable. Cost estimates included in the “Regionally Significant” Table 5 are illustrative and may be adjusted.

- **Trunk Highway 14 Corridor Expansion**– Administered by MnDOT, the Trunk Highway 14 Corridor Expansion project is a sum of phased separate smaller projects with the overall goal of uniform four-lane service of Trunk Highway (TH) 14 from New Ulm to Rochester. Phased component projects are in various stages of completion. The West Nicollet to North Mankato project was completed in 2016. The New Ulm Gateway project is under construction. Two proposed component projects have yet to be funded; 1) MN 15 to West Nicollet (estimated \$45 million to \$85 million), and 2) Owatonna to Dodge Center (estimated \$115 million to \$150 million). This project is a significant expansion of an interregional corridor and has substantial potential impact on freight and commuter traffic routed through the heart of the MAPO area. In recognition of this impact, the MAPO has designated this project as regionally significant. Trunk Highway 14 is also listed on the National Highway system (NHS) and thus will support MAPO’s PM2 goals, once these goals are released under MAPO-21.
- **St. Peter to Mankato Bicycle/Pedestrian Trail** – The St. Peter to Mankato Bicycle/Pedestrian Trail is one of six segments outlined in the Minnesota Department of Natural Resources (MnDNR) Minnesota River State Trail Franklin to Le Sueur Master Plan (2015). When completed, the St. Peter to Mankato connection (Segment 4 of the planned trail) will connect the cities of Mankato, Kasota, and St. Peter and comprise approximately 13 miles of the larger statewide bicycle system. The trail has significant potential impact on tourist, hobbyist, and commuter bicycle traffic to and from the MAPO area. In recognition of this impact, the MAPO has designated the St. Peter to Mankato Bicycle/Pedestrian project as regionally significant.

## Community Impact Assessment

In 1994, Presidential Executive Order 12898 mandated that every federal agency incorporate environmental justice in its mission by analyzing and addressing the effects of all programs, policies, and activities on minority and low income populations. Drawing from the framework established by Title VI of the Civil Rights Act of 1964, as well as the 1969 National Environmental Policy Act (NEPA), the U.S. Department of Transportation (USDOT) set forth the following three principles to ensure non-discrimination in its federally funded activities:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority and low income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low income populations.

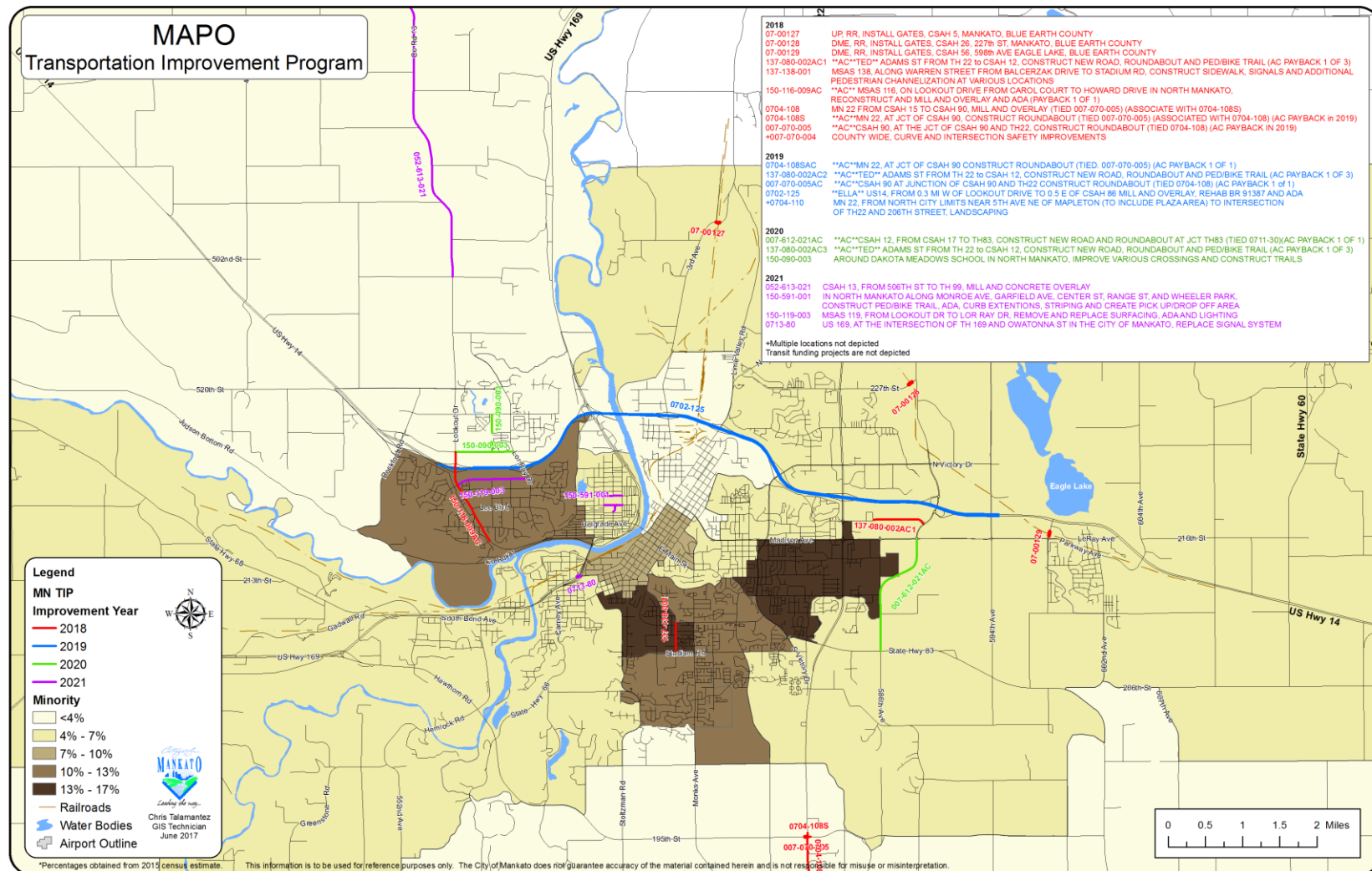
Therefore, Environmental Justice/Community Impact Assessment is a public policy goal of ensuring that negative impacts resulting from government activities do not fall disproportionately on minority or low income populations. While it is difficult to make significant improvements to transportation systems without causing impacts of one form or another, the concern is whether proposed projects negatively affect the health or environments of minority or low income populations.

A community impact assessment highlights those transportation projects that could potentially have a negative impact on disenfranchised neighborhoods. Maps 3 and 4 on the following pages identifies the high-concentration areas of minority and low-income populations in the Mankato/North Mankato planning area and shows their location relative to the projects that are listed in this TIP.

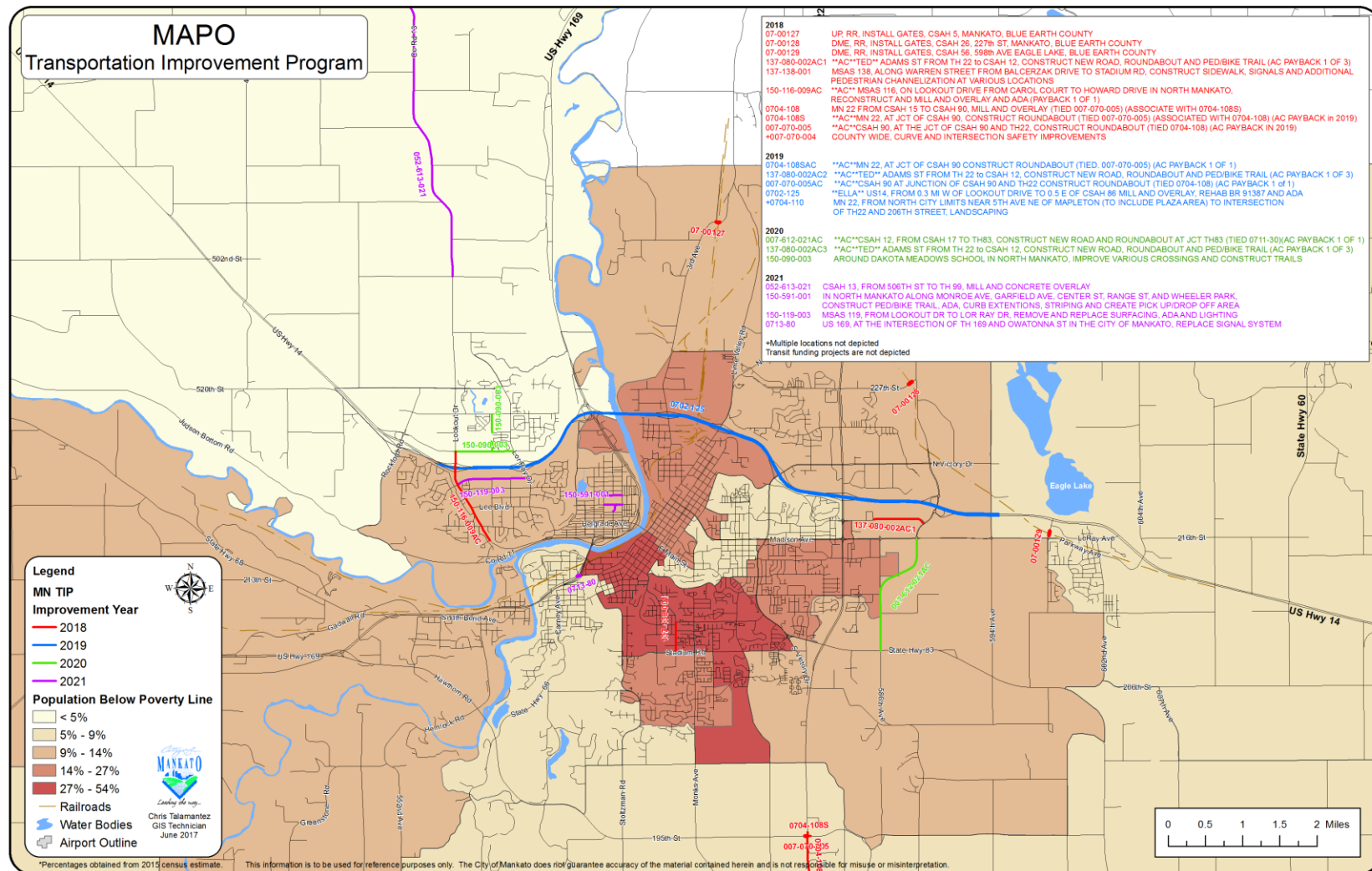
[The ATP will provide notification as to which projects have been selected in March 2018. Once this information is provided, specific language will be inserted regarding the approved TAP projects and how they relate to Mankato's 1) minority populations and 2) low income populations. Descriptions will include how each project would either advantage or disadvantage the neighborhood.]

# Community Impact Assessment

## Map 3: Project Locations and Concentrations of Minority Populations



Map 4: Project Locations and Low-Income Population



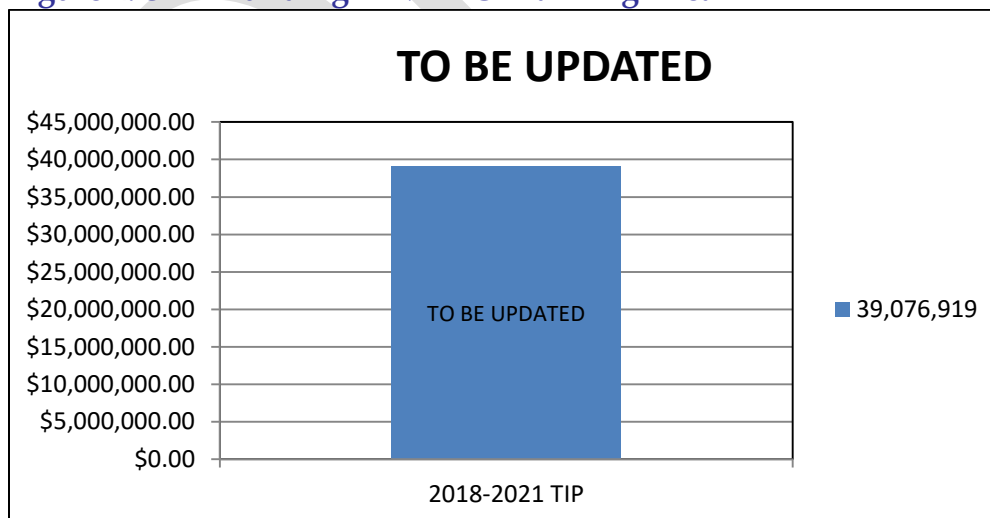
## Financial Capability

As the federally designated MPO for the Mankato/North Mankato area, the MAPO must demonstrate fiscal constraint when programming funding for projects in the TIP. Under 23 CFR § 450.326(j), the MAPO is required to include a financial plan for the projects being programmed in the TIP, as well as demonstrate the ability of its jurisdictions to fund these projects while continuing to also fund the necessary operations and maintenance (O&M) of the existing transportation system. To comply with these requirements, the MAPO has examined past trends regarding federal, state, and local revenue sources for transportation projects in the area in order to determine what levels of revenue can be reasonably expected over the 2019-2022 TIP cycle. The resulting revenue estimates were then compared with the cost of the projects in the TIP, which are adjusted for inflation to represent year-of-expenditure.

### Federal Funding Levels

Federally funded transportation projects within the MAPO area are programmed regionally through the MnDOT District 7 ATP process (see page 14 for more information). The District 7 ATP receives a targeted amount of federal funding for the District 7 MnDOT region which is further directed using a state-established formula and funding targets. Although subject to flexibility, these targets are used during development of the Mankato/North Mankato TIP, the MnDOT District 7 ATIP, and the MN state STIP help establish the priority list of projects. Table 6 on the following page identifies the funding targets that have been established for the MnDOT ATP 7 Region in the 2019-2022 TIP cycle.

**Figure 2: STIP Funding in MAPO Planning Area**



**Table 6: Annual Funding Targets for the District 7 ATP (FHWA & FTA formula funds)**

Program	Column B: MAP 21 / FAST Act Levels	
	Target Federal Formula \$ 2019-2022	Percent
Rail Crossings	(administered statewide)	NA
Transit (Urban)	\$ 0	0%
Transit (Rural)	\$0	0%
Transp. Alternatives / Enhancements	\$ 700,000	<1%
Safety (Local HSIP)	\$ 1,700,000	3%
STP Small Urban	\$2,300,000	4%
STP Rural	\$3,100,000	6%
MnDOT (SPP Pavement, SPP Bridge, DRMP – STP, HSIP)	\$ 45,400,000	85%
<b>Total</b>	<b>\$ 53,200,000*</b>	<b>100%</b>

\* Total does not include Rail Crossing funding, which is handled centrally through MnDOT for entire state.

## Financial Plan: Highway Investments

Table 7 on page 24 represents the MAPO Area's financial plan for funding the highway projects being programmed in the 2019-2022 MAPO TIP. The table identifies individual funding sources as specified by each of the jurisdictions to be expected and available during the next four years based on revenue forecast with the Long Range Transportation Plan.

### *Assessment of Fiscal Constraint*

The MAPO has assessed the ability of the area's highway jurisdictions to meet their financial commitments with regard to the projects being programmed in the TIP while also continuing to fund their ongoing operations and maintenance (O&M). To demonstrate fiscal constraint, project costs were compared with budget data from previous years. Project costs have been adjusted to reflect an inflation rate of 4% per year (as they are also presented in the project tables on pages 9-13) to account for the effects of inflation at the year of expenditure. The 4% rate of inflation is based on industry standards as well as Engineering News Record (ENR). Revenue estimates were held flat over this same period, as budget increases cannot be reasonably assumed at this time.



**Table 7: Total Highway & Local Project Costs: 2019-2022 MAPO TIP**

Source	2019	2020	2021	2022	EXPENSES
					2019-2022 TIP (4-year total)
MnDOT District 7	\$1,200,000		\$370,000	TBD	TBD
Blue Earth County	\$610,200	\$1,596,000		TBD	TBD
Nicollet County			\$4,000,000	TBD	TBD
Mankato	\$384,000	\$636,000		TBD	TBD
North Mankato		\$334,200	\$205,800	TBD	TBD
<b>TOTAL</b>	<b>\$2,194,200</b>	<b>\$2,566,200</b>	<b>\$6,395,800</b>	TBD	TBD

\* Source: 2019 – 2022 Draft STIP.

**Table 8: Estimated Funding Revenue: 2019-2022 MAPO TIP**

Funding Source	2019-2022
MnDOT District 7	\$18,480,836
Blue Earth County	\$26,672,767
Nicollet County	\$2,543,767
Mankato	\$30,678,750
North Mankato	\$6,071,355
<b>Total</b>	<b>\$84,447,475</b>

\* Source Mankato/North Mankato Long Range Transportation Plan 8-4.

## Financial Plan: Transit Investments

Table 9 and Table 10 on page 25 represent the Mankato Transit System financial plan for funding the transit projects listed in the 2019-2022 MAPO TIP. The tables identify specific sources of funding that the Mankato Transit has determined to be reasonably expected and available during the next four years.

### *Assessment of Fiscal Constraint*

The MAPO has assessed the ability of the Mankato Transit System to meet their financial commitments with regards to the transit investments being programmed in the TIP while also continuing to fund their ongoing O&M. The costs of these investments have been adjusted to reflect an inflation rate of 3% per year (as they are also presented in the project tables on pages 9-12). The 3% inflation rate is based on industry standard as well as the price per index (PPI). In general, revenue estimates

were not adjusted for inflation, as significant budget increases cannot be reasonably assumed at this time.

Table 9 shows the Mankato Transit System cost and project type for the 2019 – 2022 TIP. When compared with the estimated revenue funding based on the MAPO Long Range Transportation Plan in Table 10, it can be seen that the Mankato Transit programmed investments for years 2019-2022 exceed the overall 4-year revenue average of \$10,916,800. The reason for this difference is the recent 100% funding provided by MnDOT through the Greater Minnesota new service expansion funds. These funds are programmed for 2019 and 2022. Minus the Greater Minnesota new service expansion funds, the rest of the program demonstrates that the costs of the transit projects being programmed for the MAPO area within the bounds of the level of revenue that can be reasonably assumed to be available to the Mankato Transit System.

**Table 9: Total Transit Costs by Project Type: 2019-2022 MAPO TIP**

Source	2019	2020	2021	2022	EXPENSES
					2019-2022 TIP (4-year total)
Operations & Maintenance	\$2,163,000	\$2,200,000	\$2,300,000	\$3,608,905	\$10,271,905
Bus Purchases	\$200,000	\$200,000	\$730,000	\$546,000	\$1,676,000
Greater MN New Service Expansion & Capital	\$1,080,000				\$1,080,000
<b>TOTAL</b>	<b>\$3,443,000</b>	<b>\$2,400,000</b>	<b>\$3,030,000</b>	<b>\$4,154,905</b>	<b>\$13,027,905</b>

\* Source: 2019 – 2022 Draft STIP.

**Table 10: Estimated Transit Funding Revenue: 2019-2022 Mankato Area TIP**

Funding Source	2019-2022
State Revenue	\$6,188,800
Federal Revenue	\$2,641,600
Farebox and Contract Revenue	\$1,611,200
Local Property Tax Levy	\$475,200
<b>Total</b>	<b>\$10,916,800</b>

\* Source Mankato/North Mankato Long Range Transportation Plan 8-4.



## Public Involvement

The MAPO is committed to being a responsive and participatory agency for regional decision-making. The public is given a continuous opportunity to view all TIP related materials on the MAPO website [www.mnmapo.org](http://www.mnmapo.org) and is encouraged to provide comment via phone or email.

### 2019-2022 Mankato/North Mankato TIP Public Participation Summary

MAPO worked with area partners and the Minnesota Department of Transportation to ensure the TIP reflects the draft 2019-2022 Statewide Transportation Improvement Plan (STIP). MAPO will continue to coordinate with the Minnesota Department of Transportation to ensure both the TIP and STIP align.

#### Public Comments Received

TBD

## Monitoring Progress

The MAPO has the responsibility of monitoring and documenting the progress of projects listed in the TIP each year. Specifically, the MAPO is asked to note changes in priorities from prior years, as well as list the major projects from the previous TIP that have been either implemented or significantly delayed. Updates and changes from the 2018 – 2021 TIP Include:

2018:

- Addition of project TRF-0028-18B Transit preventative maintenance
- Addition of project TRF-0028-18ZO Greater MN Service Expansion
- Addition of project TRF-0028-18ZC Greater MN Service Capital
- Move project 0704-108AC from 2019 to 2018
- Addition of project 0702-125 along US 14 from 2019 to 2018

2019:

- Addition of project TRF-0028-19B Transit preventative maintenance
- Addition of project TRF-0028-19ZO Greater MN Service Expansion
- Addition of 0702-110, Landscaping MN 22
- Move project 0702-125 from 2020 to 2019, Mill and Overlay US 14

2020:

- Addition of project TRS-0028-20T Purchase 1 bus class 400

## 2018 Project Status:

MPO: MANKATO-NORTH MANKATO AREA PLANNING ORGANIZATION						
LRTP REFERENCE	ROUTE SYSTEM	PROJECT NUMBER	YEAR	AGENCY	PROJECT DESCRIPTION	STATUS
9-33	BB	TRF-0028-18A	2018	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT OPERATING ASSISTANCE	In Progress
9-33	BB	TRF-0028-18B	2018	MANKATO	SECT 5307: CITY OF MANKATO RR TRANSIT PREVENTATIVE MAINTENANCE	In Progress
9-33	BB	TRF-0028-18ZO	2018	MANKATO	MANKATO; SFY 2018 GREATER MN NEW SERVICE EXPANSION OPERATING FUNDS (7/1/17-6/30/18)	In Progress
9-33	BB	TRF-0028-18ZC	2018	MANKATO	MANKATO; SFY 2018 GREATER MN NEW SERVICE EXPANSION CAPITAL FUNDS (7/1/17-6/30/18)	In Progress
04	RR	07-00127	2018	BLUE EARTH COUNTY	UP, RR, INSTALL GATES, CSAH 5, MANKATO, BLUE EARTH COUNTY	In Progress
9-30	RR	07-00128	2018	BLUE EARTH COUNTY	DME, RR, INSTALL GATES, CSAH 26, 227 <sup>th</sup> ST, MANKATO, BLUE EARTH COUNTY	In Progress
9-30	RR	07-00129	2018	BLUE EARTH COUNTY	DME, RR, INSTALL GATES, CSAH 56, 598 <sup>th</sup> AVE EAGLE LAKE, BLUE EARTH COUNTY	In Progress
9-21	LOCAL	137-080-002AC1	2018	MANKATO	**AC**TED** ADAMS ST FROM TH 22 TO CSAH 12, CONSTRUCT NEW ROAD, ROUNDABOUT AND PED/BIKE TRAIL (AC	In Progress
9-9	MSAS 116	150-116-009AC	2018	NORTH MANKATO	**AC** MSAS 116, ON LOOKOUT DRIVE FROM CAROL COURT TO HOWARD DRIVE	In Progress
9-25	MSAS 138	137-138-001	2018	MANKATO	MSAS 138, ALONG WARREN STREET FROM BALCERZAK DRIVE TO STADIUM RD, CONSTRUCT SIDEWALK, SIGNAL AND ADDITIONAL PEDESTRIAN CHANNELIZATION AT VARIOUS LOCATIONS	In Progress
9-28	MN22	0704-108	2018	MNDOT	MN 22 FROM CSAH 15 TO CSAH 90, MILL AND OVERLAY (TIED 007-070-005) (ASSOC 0704-108S)	In Progress
9-28	MN22	0704-108S	2018	MNDOT	**AC**MN 22, AT JCT OF CSAH 90, CONSTRUCT ROUNDABOUT (TIED 007-070-005) (ASSOC WITH 0704-108) (AC PAYBACK in 2019)	In Progress
9-28	CSAH90	007-070-005	2018	BLUE EARTH COUNTY	**AC**CSAH 90, AT THE JCT OF CSAH 90 & TH22, CONSTRUCT ROUNDABOUT (TIED 0704-108) (AC PAYBACK IN 2019)	In Progress
CHAP 4	CSAH999	007-070-004	2018	BLUE EARTH COUNTY	COUNTY WIDE, CURVE AND INTERSECTION SAFETY IMPROVEMENTS	In Progress

## Greater Minnesota New Service Expansion Grant Program Projects

MnDOT OFFICE OF TRANSIT NSE AWARD NOTICE						OPERATING SFY 2019 (7/1/2018-6/30/2019)			
<b>City of Mankato</b>						<b>COST</b>	<b>REV</b>	<b>OP DEFICIT</b>	<b>STATE AMOUNT</b>
<b>OPERATING SFY 2018 (7/1/2017-6/30/2018)</b>	<b>UPIN</b>	<b>COST</b>	<b>REVENUE</b>	<b>OP DEFICIT</b>	<b>STATE AMOUNT</b>				
DAR 3 Expansion - 2080 hrs	BCG0003940	\$88,000	\$7,000	\$81,000	\$81,000	\$121,000	\$12,000	\$109,000	\$109,000
DAR 4 Expansion - 2080 hrs (evening)	BCG0003946	\$44,000	\$4,300	\$39,700	\$39,700	\$121,000	\$12,000	\$109,000	\$109,000
Add 80 hrs of comp. ADA serv for Saturday	BCG0003952	\$5,000	\$400	\$4,600	\$4,600	\$5,000	\$400	\$4,600	\$4,600
Sunday Comp ADA Service in Mankato	BCG0003953	\$15,000	\$1,100	\$13,900	\$13,900	\$30,000	\$2,900	\$27,100	\$27,100
Expand Service in Mankato/Interline Rts 2 & 6	BCG0003954	\$0	\$0	\$0	\$0	\$170,000	\$20,200	\$149,800	\$149,800
Rt 7 Expansion	BCG0003955	\$78,000	\$6,100	\$71,900	\$71,900	\$159,000	\$15,800	\$143,200	\$143,200
Fill gaps in North Mankato Fixed Routes	BCG0003959	\$52,000	\$4,000	\$48,000	\$48,000	\$106,000	\$6,000	\$100,000	\$100,000
Non-ADA DAR to low-density areas	BCG0003963	\$177,000	\$21,500	\$155,500	\$155,500	\$183,000	\$22,000	\$161,000	\$161,000
Mankato to City of Eagle Lake Service: Sunday	BCG0003981	\$15,000	\$1,100	\$13,900	\$13,900	\$30,000	\$2,900	\$27,100	\$27,100
Mankato to City of Eagle Lake Service: M-F	BCG0003993	\$75,000	\$5,900	\$69,100	\$69,100	\$155,000	\$15,400	\$139,600	\$139,600
<b>CONTRACT AWARD OP FOR SFY 2018</b>		<b>\$549,000</b>	<b>\$51,400</b>	<b>\$497,600</b>	<b>\$497,600</b>	<b>TRF-0028-1820</b>	<b>\$1,080,000</b>	<b>\$109,600</b>	<b>\$970,400</b>
<b>CAPITAL SFY 2018 (7/1/2017-6/30/2018)</b>									
FLOOR SCRUBBER; Support Equip/facilities-equipment	BCG0003947	\$40,000	\$0	\$40,000	\$40,000				
Scissors lift; Support Equip/facilities-equipment	BCG0003948	\$20,000	\$0	\$20,000	\$20,000				
Purchase Computer Software - Remix	BCG0003949	\$12,000	\$0	\$12,000	\$12,000				
Buy 30-ft (Class 400) Expansion Bus for DAR 3	BCG0003950	\$150,700	\$0	\$150,700	\$150,700				
Buy 30-ft (Class 400) Expansion Bus for DAR 4	BCG0003951	\$150,700	\$0	\$150,700	\$150,700				
Buy 40-ft (Class 700) Expansion Bus for Rt 2 & 6	BCG0003956	\$460,000	\$0	\$460,000	\$460,000				
Buy 30-ft (Class 400) Expansion Bus for Rt 7 expansion	BCG0003958	\$163,600	\$0	\$163,600	\$163,600				
Buy 30-ft (Class 400) Expansion Bus for fixed service	BCG0003964	\$163,600	\$0	\$163,600	\$163,600				
Purchase Radios: update to ARMER	BCG0003965	\$99,000	\$0	\$99,000	\$99,000				
13 bus shelters	BCG0003968	\$131,000	\$0	\$131,000	\$131,000				
Buy 30-ft (Class 400) Expansion Bus for Eagle Lake	BCG0003997	\$163,600	\$0	\$163,600	\$163,600				
Purchase Expansion <30ft Bus	BCG0004015	\$163,600	\$0	\$163,600	\$163,600				
<b>CONTRACT AWARD CAP FOR SFY 2018</b>		<b>\$1,717,800</b>	<b>\$0</b>	<b>\$1,717,800</b>	<b>\$1,717,800</b>	<b>TRF-0028-182C</b>			
<b>PROJECTED SFY 2019 (7/1/2018-6/30/2019)</b>									
<b>OPERATING SFY 2019</b>		<b>\$1,080,000</b>	<b>\$109,600</b>	<b>\$970,400</b>	<b>\$970,400</b>	<b>TRF-0028-1920</b>			
<b>CAPITAL SFY 2019</b>		<b>\$0</b>							
<b>PROJECTED TOTAL AWARD (SFY 2018 &amp; 2019)</b>		<b>\$3,185,800</b>							

## Public Notice

### NOTICE OF 30-DAY PUBLIC COMMENT PERIOD

The Mankato/North Mankato Area Planning Organization (MAPO), located at the 10 Civic Center Plaza Mankato, MN 56001, has prepared a Draft Fiscal Year 2019-2022 Transportation Improvement Program (TIP) for the Mankato/North Mankato Metropolitan Area. The Draft TIP lists all transportation projects in the greater metropolitan area that are recommended by the MAPO Board to receive federal transportation funds for FY 2019-2022.

Public comments are being taken through [REDACTED] on the Draft TIP and the proposed projects. To view the Draft TIP online, visit [www.mnmapo.org](http://www.mnmapo.org). To request a hard copy of the document, contact Charles Androsky, who is taking all public comments on the document, at [candrosky@mankatomn.gov](mailto:candrosky@mankatomn.gov) or 507-387-8389. (Free TTY services are available through Minnesota Relay at 800-627-3529).

The Draft TIP, along with all comments received, will be considered for final approval at the MAPO Board meeting on [REDACTED]. The final version of the 2019-2022 TIP will be available to view after [REDACTED] at [www.mnmapo.org](http://www.mnmapo.org) or in person at the MAPO office.

Public comment is solicited for a 30-day period in accordance with the MAPO's Public Involvement Plan for this Draft, as well as for the final TIP upon introduction of a major amendment.

## Resolution Adopting the 2019-2022 TIP & Self-Certification Finding

### **RESOLUTION OF THE MANKATO /NORTH MANKATO AREA PLANNING ADOPTING THE 2019-2022 TRANSPORTATION IMPROVEMENT PLAN & SELF-CERTIFICATION FINDING**

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 Plan 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 2019-2022; and

WHEREAS, the representation on the Technical Advisory Committee consists of those agencies initiating the recommended projects and have the authority to execute them; 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, in accordance with 23 CFR 450.336(a) the MAPO hereby certifies that the metropolitan transportation planning process addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

23 U.S.C 134 and 49 U.S.C. 5303, and the subpart;

In non-attainment and maintenance areas, Section 174 and 176 (c) and (d) of the Clean Air Act as Amended (42 U.S.C 7504, 7506 (c) and (d) and 40 CFR part 93;

Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;

49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;

Sections 1101 (b) of the FAST ACT (Pub. L. 114-357) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in the US DOT funded projects;

23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;

The provisions of the American with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR Parts 27, 37 and 38;

The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;

Section 324 of title 23, U.S.C regarding the prohibition of discrimination based on gender, and

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.

NOW, THEREFORE BE IT RESOLVED; that the Mankato/North Mankato Area Planning Organization Policy Board approves the 2019-2022 Transportation Improvement Plan.

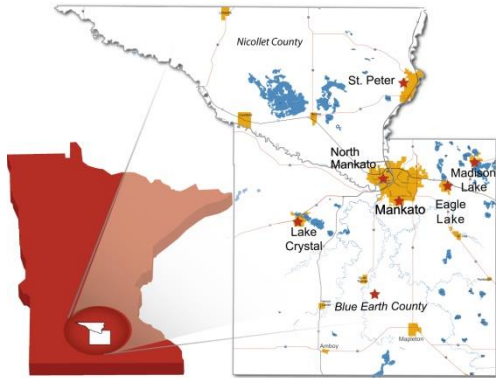
**CERTIFICATION**

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 [REDACTED] day of [REDACTED], 2018 as shown by the minutes of said meeting in my possession.

\_\_\_\_\_  
Chair Date

\_\_\_\_\_  
Executive Director Date



## AGENDA RECOMMENDATION

### **Agenda Heading: Amendment to the 2018-2021 Transportation Improvement Program (TIP) Supporting Performance Measures & Targets No: 5.2**

**Agenda Item:** Amendment to the 2018-2021 Transportation Improvement Program (TIP) Supporting Performance Measures & Targets

**Recommendation Action(s):** Motion to approve the Resolution to Amend the 2018-2021 TIP with addition of language supporting the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) performance measures and targets

**Summary:**

In February 2018 MnDOT and Minnesota's Metropolitan Planning Organizations (MPOs) were advised by the Federal Highway Administration (FHWA) to amend their existing 2018-2021 TIP documents to include language supporting MAP-21's Performance Measurement goals. While not required, this action will allow the MAPO flexibility to amend the 2018-2021 TIP document after May 27, 2018, should the need arise.

This item was reviewed by the MAPO Technical Advisory Committee (TAC) at the February 15, 2018 meeting and was recommended for approval.

**Attachments:**

Amendment  
Resolution



# **AMENDMENT TO THE MANKATO/NORTH MANKATO AREA PLANNING ORGANIZATION 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

## **Supporting MAP-21 Performance Measures & Targets**

The purpose of this Amendment shall be to specify the Mankato/North Mankato Area Planning Organization (MAPO) support for and compliance with 23 CFR 450.326 (d): “...*the TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets.*” This Amendment shall be incorporated into the 2018-2021 Transportation Improvement Program (TIP) as a permanent and transformative addendum.

The Moving Ahead for Progress in the 21st Century (MAP-21) Act instituted transportation Performance Measurement (PM) for state DOTs and MPOs. MAP-21 directed the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to develop performance measures to assess a range of factors. State DOTs and MPOs are required to establish targets for each performance measure. The performance measures focus on three areas; PM1 (transportation safety), PM2 (condition of pavement and bridges), and PM3 (reliability and freight), as well as transit safety and Transit Asset Management (TAM). In supporting these measures, the MAPO may decide to adopt its own targets or choose to adopt the state standards. Support of these measures must be documented annually in the TIP document. In 2018 the MAPO resolved to support MnDOT’s adopted calendar year 2018 PM 1 targets of:

- number of fatalities: 375
- rate of fatalities: 0.62/100 million vehicle miles traveled
- number of serious injuries: 1,935
- rate of serious injuries: 3.19/100 million vehicle miles traveled
- number of non-motorized fatalities and non-motorized serious injuries: 348

The goals of the MAPO’s 2045 Long Range Transportation Plan (LRTP) supports these performance measure areas by prioritizing projects which increase the safety of all users of the MAPO’s transportation system (LRTP 4-1). The LRTP also specifically outlines compliance with MAPO-21 as a goal of the plan.

### **Anticipated Effect**

The 2018-2021 TIP is anticipated to have a positive effect on the MAPO’s adopted PM targets. The projects selected were weighed with a scoring criteria that overlaps and supports the PM goal of reduction of fatalities and serious injuries to users of the MAPO transportation system. At time, it is the MAPO’s intention to continue to support MnDOT’s state standards without modification. MnDOT has indicated that it will be adopting PM2 and PM3 targets by May 20, 2018. The MAPO is required to either set its own targets or support the state targets within 180 days of state adoption. When MnDOT’s targets are issued, the 2019 and 2022 TIP will be amended to reflect the PM2 and PM3 targets MAPO adopts. As of TIP adoption, combined projected funding levels from federal, state, and local sources are adequate to meet current

scheduled projects. Performance Target achievement could potentially be hindered by a variety of factors, such as the availability of state and federal data. Additionally, target achievement could be delayed by the MAPO's level of influence when taken into consideration with other local priorities as they arise.

### **MPO Investment Priorities**

Although reporting guidance on performance measurement and targeting progress is being finalized in 2018, the MAPO has long supported the spirit of the federal PMs in its project selection process. The underlying values of safety, efficiency, and fiscal responsibility have historically been firmly integrated into MAPO decision-making. Since receiving preliminary guidance from FHWA on PM reporting requirements in 2018, the MAPO has re-emphasized the significance of these target areas. PMs are integrated into the MAPO's project selection process and play a significant role in staff decision-making, priorities, and recommendations. For example, the MAPO's LRTP used MAP-21's national goals as a guide for its development.

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Chair

Date

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Executive Director

Date

**RESOLUTION OF THE MANKATO/NORTH MANKATO AREA PLANNING  
ORGANIZATION AMENDING THE 2018-2021 TRANSPORTATION  
IMPROVEMENT PROGRAM (TIP)**

## Supporting MAP-21 Performance Measures & Targets

*Whereas, The Moving Ahead for Progress in the 21st Century (MAP-21) Act instituted transportation Performance Measurement (PM) for state DOTs and MPOs. MAP-21 directed the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to develop performance measurement targets; and*

Whereas, State DOTs and MPOs are required to establish targets for each performance measure; and

*Whereas*, In supporting these measures, the MAPO may decide to adopt its own targets or choose to adopt the state standards. In 2018 the MAPO resolved to support MnDOT's adopted calendar year 2018 PM 1 targets of:

- number of fatalities: 375
- rate of fatalities: 0.62/100 million vehicle miles traveled
- number of serious injuries: 1,935
- rate of serious injuries: 3.19/100 million vehicle miles traveled
- number of non-motorized fatalities and non-motorized serious injuries: 348; and

*Now, therefore, be it resolved,* that the Mankato/North Mankato Area Planning Organization (MAPO) shall adopt the attached Amendment to the 2018-2021 Transportation Improvement Plan (TIP) titled “Supporting MAP-21 Performance Measures & Targets.” This Amendment shall be incorporated into the 2018-2021 TIP as a permanent and transformative addendum.

## CERTIFICATION

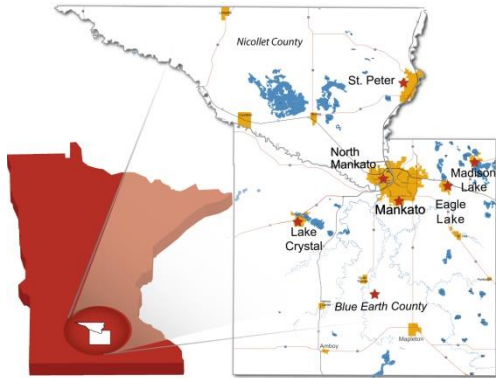
I hereby certify that the foregoing Resolution is a true and correct copy of the resolution presented to and adopted by the Mankato/North Mankato Area Planning Organization at a duly authorized meeting thereof, held on the 1<sup>st</sup> day of March, 2018 as shown by the minutes of said meeting in my possession.

Chair

Date \_\_\_\_\_

Executive Director

Date \_\_\_\_\_



## AGENDA RECOMMENDATION

### Agenda Heading: Resolution of Support for Trunk Highway 14 Expansion No: 5.3

**Agenda Item:** Resolution of Support for Trunk Highway 14 Expansion

**Recommendation Action(s):** Motion to approve the Resolution expressing MAPO support for expansion of Trunk Highway 14

**Summary:**

Administered by the Minnesota Department of Transportation (MnDOT), the Trunk Highway 14 Corridor Expansion project is a sum of phased separate smaller projects with the overall goal of uniform four-lane service of 112 miles of Trunk Highway (TH) 14 from New Ulm to Rochester. Phased component projects are in various stages of completion. The West Nicollet to North Mankato project was completed in 2016. The New Ulm Gateway project is under construction. Two proposed component projects have yet to be funded; 1) MN 15 to West Nicollet (estimated \$45 million to \$85 million), and 2) Owatonna to Dodge Center (estimated \$115 million to \$150 million). This project is a significant expansion of an interregional corridor and has substantial potential impact on freight and commuter traffic routed through the heart of the MAPO area. Trunk Highway 14 is also a part of the National Highway System (NHS) and thus supports FHWA's PM2 goals.

This item was recommended for approval by the MAPO Technical Advisory Committee (TAC) at the February 15, 2018 meeting.

**Attachments:**

Resolution

**RESOLUTION OF THE MANKATO/NORTH MANKATO AREA PLANNING  
ORGANIZATION IN SUPPORT OF CORRIDORS OF COMMERCE FUNDING  
FOR THE EXPANSION OF U.S. HIGHWAY 14**

*Whereas*, U.S. Highway 14 services a vital role in connecting individuals and businesses in communities across southern Minnesota; and

*Whereas*, the Corridors of Commerce program was created and funded by the Minnesota Legislature in 2013 for the specific purpose of funding the expansion and improvement of interregional corridors like U.S. Highway 14, which play an important role in the movement of freight and people between regions of our State; and

*Whereas*, U.S. Highway 14 remains the most densely populated highway corridor in Greater Minnesota without a continuous four-lane connection; and

*Whereas*, the remaining two-lane segments of U.S. Highway 14 between Rochester and New Ulm remain dangerous and deadly stretches of road; and

*Whereas*; freight movement makes up a significant portion of the traffic on U.S. Highway 14, and the four-lane expansion of the corridor would not only facilitate commerce, but allow passenger vehicles to more safely share the road with heavy commercial vehicles; and

*Whereas*; the State of Minnesota has repeatedly recognized that the four-lane expansion of Highway 14 is necessary, having previously invested nearly \$400 million in expansion and safety projects along the corridor; and

*Whereas*; completing the four-lane expansion of U.S. Highway will enhance commerce and create new economic development opportunities for southern Minnesota, with benefits that will resound across the State.

*Now, therefore, be it resolved*, that the Mankato/North Mankato Area Planning Organization (MAPO) supports the use of Corridors of Commerce funding to expand U.S. Highway 14 to four lanes between Rochester and New Ulm or any segment thereof, including the funding of engineering and right-of-way acquisition needed to facilitate such expansion.

**CERTIFICATION**

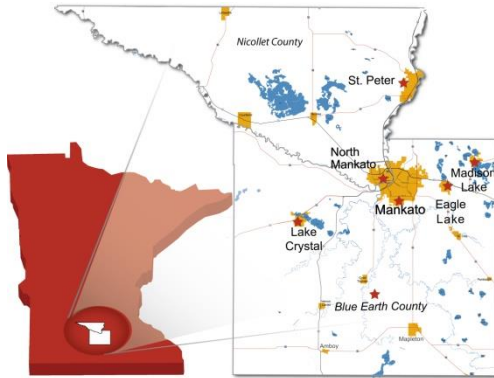
I hereby certify that the foregoing Resolution is a true and correct copy of the resolution presented to and adopted by the Mankato/North Mankato Area Planning Organization at a duly authorized meeting thereof, held on the 1<sup>st</sup> day of March, 2018 as shown by the minutes of said meeting in my possession.

---

Chair Date

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Executive Director Date



## AGENDA RECOMMENDATION

### Agenda Heading: Request for Proposed Planning Studies for Inclusion in 2019-2020 Unified Planning Work Program (UPWP) No: 5.4

**Agenda Item:** Request for Proposed Planning Studies for Inclusion in 2019-2020 Unified Planning Work Program (UPWP)

**Recommendation Action(s):** Informational and discussion

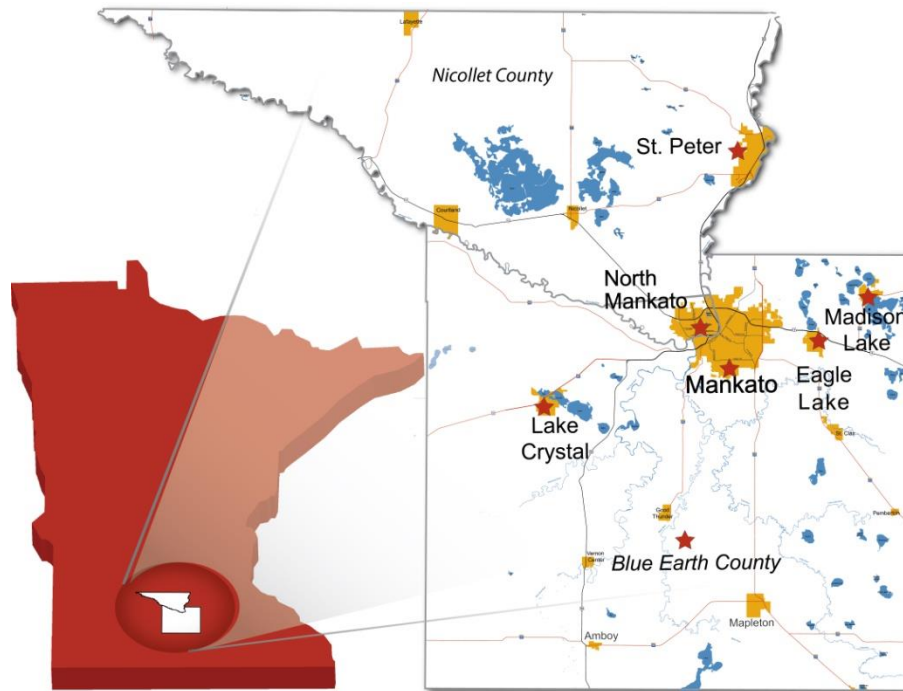
**Summary:** In preparation for the 2019-2020 Unified Planning Work Program (UPWP), the MAPO must prioritize planning studies and work activities to take place over the years 2019 and 2020. MAPO staff now advises Policy Board members to meet with their respective member jurisdictions to reevaluate planning studies and discuss projects to be prioritized. The 2018-2019 UPWP identifies 2018 through 2020 activities as:

Major Program Actives	2018	2019	2020
Transit Development Plan	X		
Highway 22 Corridor Study	X		
ADA Transition Plan	X	X	
Pavement Management Plan	X	X	
Highway 169 / Highway 14 Area Study		X	
Intelligent Trans Plan			X
MAPO Transportation Modeling			X
Long Range Transportation Plan Update		X	X
Warren Street Corridor Study			X
Bike & Pedestrian Plan			X

The MAPO will have an estimated \$200,000 in funding available. Available funding may be limited due to initiation of the next Long Range Transportation Plan (LRTP), which is estimated to cost between \$150,000 and \$250,000. MnDOT has indicated that they should be able to provide a firm estimate of the funding available in April 2018.

**Attachments:**  
2018-2019 UPWP

**Mankato/North Mankato  
Area Planning Organization (MAPO)  
2018 & (2019 Draft) Work Program & Budget**



Technical Advisory Committee: August 17, 2017

Technical Advisory Committee Recommendation for Amendment January 11, 2018

Policy Board: September 7, 2017

Policy Board Amendment February 1, 2018

Mankato/North Mankato Area Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001

Executive Director: Paul Vogel  
Office: 507-387-8613  
Email: pvogel@mankatomn.gov

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## **Mankato/North Mankato Area Planning Organization Background and Transportation Planning History**

The Mankato/North Mankato Area Planning Organization (MAPO) was established in 2012 in response to the 2010 U.S. Census which designated the Mankato/North Mankato area as an urbanized area requiring the formation of a metropolitan planning agency. The purpose of the MAPO is to meet and maintain a continuing, cooperative and comprehensive metropolitan transportation planning process.

## **Mankato/North Mankato Area Planning Organization Representation**

The MAPO is represented by the following units of government:

- City of Mankato
- City of North Mankato
- City of Eagle Lake
- City of Skyline
- Blue Earth County
- Nicollet County
- Belgrade Township
- Lime Township
- South Bend Township
- LeRay Township
- Mankato Township

The MAPO is directed by a six (6) member policy board. The MAPO is advised by a Technical Advisory Committee (TAC) which reviews and formulates recommendations to the Policy Board regarding the Unified Program Work Plan, Long-Range Transportation Plan, Transportation Improvement Plan and other plans and studies prepared by the MAPO.

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

Mark Piepho, Chair, Blue Earth County Board of Commissioners

Mike Laven, Vice Chair, City of Mankato

Robert Freyberg, City of North Mankato

Jack Kolars, Nicollet County Board of Commissioners

Daniel Rotchadl, Mankato Township

Brianna Anderson, City of Eagle Lake

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

Sheri Allen, Superintendent of Schools, Independent School District #77

Mark Anderson, Transit Superintendent, City of Mankato

Lisa Bigham, District 7, Minnesota Department of Transportation

Scott Fichtner, Director of Environmental Services, Blue Earth County

Paul Corcoran, Assistant Vice President for Facilities Management, MSU - Mankato

Michael Fischer, Director of Community Development, City of North Mankato

Ryan Thilges, Director of Public Works, Blue Earth County

Jeff Johnson, Director of Public Works / City Engineer, City of Mankato

Karl Friedrichs, Lime Township

Seth Greenwood, County Engineer, Nicollet County

Travis Javens, City Council, City of Skyline

Curt Kloss, Leray Township

Mandy Landkamer, Director of Environmental Services, Nicollet County

Loren Lindsay, Belgrade Township

Sam Parker, Region 9 Development Commission

Open, City Administrator, City of Eagle Lake

Ed Pankratz, Mankato Township

Dan Sarff, North Mankato Engineer

Open, South Bend Township

Paul Vogel, Director of Community Development, City of Mankato

## **Introduction and Vision Statement**

The 2018 Planning Work Program for the Mankato/North Mankato Area Planning Organization (MAPO) outlines work activities that the MAPO will undertake as the designated Metropolitan Planning Organization (MPO) for the Mankato/North Mankato Metropolitan Planning Area.

This document represents the Unified Planning Work Program for the MAPO and was developed with input and cooperation of the local municipalities, agencies, and public through the MAPO Policy Board.

## **MAPO Vision Statement**

Through continuing, cooperative and comprehensive planning, the Mankato/North Mankato Planning Organization will promote a regional transportation system that is safe, increasingly efficient, integrated and multi-modal. This system will support economic development, encourage sustainable growth, and improve mobility and access for area residents and businesses.

## **Purpose of Work Program Document**

The purpose of this work program is to:

- 1) Provide a detailed description of all transportation-related planning activities anticipated by the MAPO within the metropolitan planning area during 2018.
- 2) Provide 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) and the Federal Highway Administration (FHWA).

## **Scope of Work Program Planning Process**

The work activities described within are supported by funding from the Federal Highway Administration, Federal Transit Administration, Minnesota Department of Transportation and MAPO member organizations.

## Metropolitan Planning Factors

Federal planning statutes identify planning factors that specify the scope of the planning process to be followed by the MAPO. According to federal planning statutes, the planning process shall provide for consideration and implementation of projects and strategies and services that will address the ten planning factors.

Each factor is listed below. After each factor is a brief description of how the work activities contained in this UPWP support the metropolitan planning factors:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
  - Promote and use the adopted LRTP to ensure that transportation projects are planned in a comprehensive, continuous and complete manner.
  - Continue to monitor travel forecasting with development to reliably and accurately predict future traffic on the Major Street and highway system.
2. Increase the security of the transportation system for motorized and non-motorized users.
  - MAPO staff will continue to serve as a resource to promote programs and opportunities that encourage non-motorized use and users such as the Transportation Alternatives Program, Minnesota Statewide Health Improvement Program (SHIP).
  - Staff will continue to work with local bike and walk advocate groups in their efforts of safe non-motorized use.
  - MAPO will be assisting member communities applying for Transportation Alternative Program grant funding. Depending on type of funding requested, MAPO may assist member communities in improving safety for non-motorized users, such as completing trail system links, critical sidewalk networks around schools, and pedestrian crossing upgrades.
3. Increase the accessibility and mobility of people and for freight.
  - As intersection improvements are planned and constructed, install pedestrian buttons and ADA ramps and consider other mobility options as technology becomes available.
  - Continued development and identification of needs through Trunk Highway 22 Corridor Study and ADA Transition Plan.
  - Perform intersection study on Hoffman Road / Victory Drive.
4. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
  - MAPO staff will assist in implementation of the Mankato's and North Mankato's Complete Streets Plan to promote non motorized usage and promotes the health initiatives of the Minnesota Statewide Health Improvement Program (SHIP).

5. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
6. Promote efficient system management and operation
  - Coordination with Area Transportation Partners (ATP) and MnDOT District 7 for review of Transportation Improvement Projects in the MAPO area in the development of the Transportation Improvement Program.
  - Develop the MAPO's area TIP for submission to federal and state sources. The MAPO is charged with developing and promoting programs and projects that best meet the needs of the regional transportation network.
7. Emphasize the preservation of the existing transportation system.
  - MAPO will use the LRTP and its performance measures when examining the conditions of the existing transportation system for consideration in the development of the Transportation Improvement Plan.
  - MAPO will be an active participant in the Area Transportation Partnership of MnDOT District 7 to consider projects that will preserve and enhance the existing transportation system in the urbanized area.
8. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
9. Enhance travel and tourism
  - MAPO staff will assist in implementation of the Mankato and North Mankato's Complete Streets Plan to enhance commuter and recreational opportunities.

## Resolution & Agreements

The signed resolution adopting the annual work program is included as Appendix C.

The following agreements governing the operation of the MAPO are available on the MAPO website at [www.mnmapo.org](http://www.mnmapo.org)

- Joint Powers Agreement between Governmental Units in the Mankato/North Mankato Urbanizing Area.
- The Memorandum of Understanding between the Minnesota Department of Transportation, the Mankato/North Mankato Area Planning Organization, and the Public Transportation Operator.

## Document Organization

The *2018 Planning Work Program for the Mankato/North Mankato Area Planning Organization* is organized into six chapters.

**Chapter 1** is the Summary List of 2018 & 2019 Activities for the MAPO.

**Chapters 2-5** detail the work activities that will be undertaken in 2018 with program hours and budget information. These activities are:

- 100 Program Support and Administration
- 200 Long-Range Transportation Planning
- 300 Short-Range Transportation Planning
- 400 Program Development
- 500 Strategic Plan

**Chapter 6** provides the MAPO Strategic Plan

Appendices provide supporting documentation of activities, details of the budgets and work activities, meeting times, and contact information.

## **Chapter 1: Executive Summary of 2018 and 2019 Activities**

### **2018 Activities**

The main work activities for 2018 are:

- Development of Transportation Improvement Program (TIP).
- Continued work on the Trunk Highway 22 Corridor Study
- Continued work on the MAPO ADA Transition Plan.
- Perform intersection study of Hoffman Road and Victory Drive
- Provide staff administration to the MAPO TAC and Policy Board.
- Continued work on GIS base/data for MAPO Urban and Planning Area.
- Upkeep and maintenance of MAPO web-site.
- Assist MnDOT District 7/Central Office in statewide and regional planning efforts.
- Complete 2019 & 2020 Unified Planning Work Program.  
Note: the 2019 UPWP requires approval the 2020 UPWP is more conceptual.
- Continued involvement in the Transportation Alternative Program (TAP) by providing review and ranking.
- Work with the Region Nine Development Commission Transportation Committee and serve on their TAC.
- Coordination with ATP and MnDOT in reviewing and recommending projects.
- Continued involvement in the Statewide Health Improvement Plan (SHIP).
- Review and Update the MAPO's Public Participation Plan.
- Solicit RFP for intersection study
- Project management and coordination with consultant on various studies.

### **2019 Activities**

Main activities for 2018 may include:

- Continued work on ADA Transition Plan
- Draft Request for Proposal and distribute with goal of retaining consultant for Pavement Management Plan
- Starting process for Long Range Transportation Plan update

MAPO Staff will work with area partners and the MAPO TAC and Policy Board to prioritize future studies.

## **Chapter 2: Program Support and Administration**

### **100 Program Support and Administration**

2018 Staff Hours: 1,500    2018 Budget: \$73,615

2019 Staff Hours: 1,350    2019 Budget: \$75,467

### Introduction

Program Support and Administration activities include the coordination of technical committee and policy board meetings, staff training and travel, preparing the work program and quarterly accounting, vacation and holiday time, etc. and the maintenance of the MAPO website and social media outlets.

- **Program Support**  
Program support activities keep the policy board and technical committees informed and meeting on a regular basis. Actions include maintaining committee membership lists and bylaws, writing agendas and minutes.
  - Prepare agendas and minutes for MAPO meetings.
  - Prepare agendas, minutes and meeting notices for TAC meetings and Policy Board Meetings.
  - Attend trainings, meetings and conferences.
  - Project task administration and communication between the MAPO and its advisory committee.
  - Review and Update Public Participation Plan.
  - Prepare local jurisdictions for billing.
  - Attend and present information on the LRTP and MAPO updates to the Blue Earth and Nicolet County Board meeting as requested.
  - Attend and present information on the LRTP and other MAPO updates to the City Councils of Mankato, North Mankato, and Eagle Lake as requested.
- **Planning Work Program**  
The planning work program is updated annually in consultation with the MnDOT, FTA, FHWA, and transit providers, technical committees and the policy board. Quarterly reports and reimbursement forms are prepared and the office accounting is maintained. The annual dues are calculated and billed, and the budget is coordinated with the City of Mankato.
  - Prepare draft 2019-2020 UPWP.
  - Annual and midyear review with MnDOT and FHWA.
  - Prepare budgets and quarterly progress reports for MnDOT and FHWA
  - Review 2019 UPWP with TAC, MnDOT and FHWA for work items to carry forward into 2019-2020 UPWP.
  - Receive input from local TAC, MnDOT and FHWA on work items to include in 2019- 2020 UPWP.
  - Write draft 2019-2020 UPWP.
- **Training and Travel**  
Travel to MPO Directors' meetings, training, and other activities are included. MnDOT requires that \$3,000 of planning funds are used to provide for the MPO's



participation in meeting and workshops for the Minnesota MPO Directors and other professional development and training of the MPO staff. (Hard cost of these items are listed as a line items in the budget)

- Travel to MPO Directors Meetings
  - Travel to training opportunities (APA, FHWA, MnDOT)
  - Attend Conference
  - Attend various statewide and district functions or workshops relevant to the MAPO
- Information Technology
    - Post meeting packets, minutes and other materials to MAPO web-site.
    - Continue work with the City of Mankato's Information Technology and Public Information Departments to build and expand the MAPO web-site.
    - Work with Mankato, North Mankato, Blue Earth County and Nicollet county to continuing development of GIS information for MAPO Area.
  - Program Expenses
    - Program expenses are the costs included staff vacation, sick and holiday time.

*Process and Timeline to Completion:*

- *The 2018-2020 unified planning work program will be drafted during 2018 and adopted by September of 2018.*
- *Ongoing maintenance and coordination with City of Mankato Information Technology Department.*
- *The activities in this section will generally be completed in the 2017 Calendar year.*

## **Chapter 3: Long-Range Transportation Planning**

### **200 Long-Range Transportation Planning**

2018 Staff Hours: 155	2018 Budget: \$9,031
2019 Staff Hours: 150	2019 Budget: \$8,725

### Introduction

The Mankato Transit Authority is in development of their Transit Development Plan (. The TDP will represent a strategic vision for the Mankato Transit Authority to promote the operation of an efficient, responsive and financially sustainable transit system. Major components of the Transit Development Plan include: annual performance, service operations, capital programs and funding.

#### *Mankato Transit Authority TDP:*

- Coordination and participation in the Mankato Transit Development Plan.
- Plan development through 2017 and 2018 (adoption anticipated in spring of 2018)

#### *LRTP Development 2019*

- *Start LRTP update process including writing RFP*

## Chapter 4: Short-Range Transportation Planning

### 300 Short-Range Transportation Planning

2018 Staff Hours: 800      2018 Budget: \$251,056

2019 Staff Hours: 675      2019 Budget: \$223,296

#### Introduction

The Short-Range Transportation Planning includes activities that provide necessary planning support and implementation for transportation planning in the MAPO planning area. Short-Range transportation planning activities are typically planning for the next 5 years.

#### Activities

Specific activities that will be undertaken in the Short-Range Transportation Planning will be:

- Local Planning Assistance
  - Work with area partners on identified intersections to perform Intersection Control Evaluation (ICE) study.
  - Continued work with consultant and area partners on the Trunk Highway 22 Corridor Study.
  - Continued work with consultant and area partners on ADA Transition Plan for the area.
  - Assist local partners with localized transportation planning efforts as needed.
  - Work with partners on future local planning studies as identified by the TAC and Policy Board.
  - Provide communication to Mankato, North Mankato and Eagle Lake on Safe Routes to School and other programs or grant opportunities and solicitations.
  - Assist on general transportation topics that arise.
  - Continued work with the Blue Earth County and Nicollet County Statewide Health Improvement Program (SHIP).
- State Planning Assistance
  - Assist MnDOT District 7/Central Office in statewide and regional planning efforts, including review and commenting on statewide and district plans or projects. Assist as needed in open houses, outreach or other communication.
  - Review requests and present functional classifications changes to TAC and Policy Board
  - Provide reporting and follow up with MnDOT regarding changes or updates to functional classification changes.
  - Work with the Region Nine Development Commission Transportation Committee and serve on their TAC.

- Coordinate with MnDOT District 7, area partners and consultant on the future 169 corridor study.
- Continued involvement in meetings related to MPO functions for local advocacy groups and transportation partnerships.

*Process and Timeline to Completion:*

- The above referenced planning efforts and activities are anticipated to occur within over the 2018 & 2019 calendar years.

*Consultant Studies:*

- Trunk Highway Corridor Study
  - Total Contact Amount \$137,571
  - Amount Anticipated in 2018 \$85,000
  - Anticipated Completion Quarter 4 of 2018
- ADA transition Plan
  - Total Contact Amount \$175,316
  - Amount Anticipated in 2018 \$113,205
  - Anticipated Completion Quarter 1 of 2019
- One Intersection Control Evaluation Studies
  - Budget Amount \$10,000
  - Anticipated Completion Q4 of 2018
- Highway 169 / Highway 14 Area Study
  - Budget amount \$80,000 in 2019

## **Chapter 5: Program Development**

### **400 Program Development & TIP Development**

2018 Staff Hours: 575	2018 Budget: \$31,479
2019 Staff Hours: 575	2019 Budget: \$32,899

#### Introduction

The Program Development element includes activities related to MAPO Transportation Improvement Program (TIP), Area Transportation Partnership and Area Transportation Improvement Program/State Transportation Improvement Program.

### Activities

- Transportation Improvement Program (TIP)  
To develop the MAPO's area 2019-2022 TIP for submission to federal and state sources. The MAPO is charged with developing and promoting programs and projects that best meet the needs of the regional transportation network.
  - Ensure that federal investments are tied to planning, priorities and policies as defined in the MAPO's LRTP.
  - Solicit and prioritize candidate project and assist MnDOT with ATP as a member of the steering committee.
  - Conduct consultation with the Mankato Transit Authority.
  - Prepare a fiscally constrained TIP document.
  - Complete all federal requirements pertaining to TIP development, including relating TIP projects to the federal planning process as shown in the MAPO's Public Participation Plan.
  - Send approved TIP to federal and state agencies.
  - Amend TIP as necessary in response to changes in project schedules and/or scopes.
- Regional Planning Assistance
  - Initial Review of Letters of Intent for Transportation Alternative Program (TAP).
  - Coordinate and interview applicants for submitted TAP projects in MPO planning area.
  - Provide staff recommendation and input for submitted projects.
  - Participate in regional reviewing and ranking of District 7 STP projects.
  - Coordinate with ATP and MnDOT in reviewing and recommending projects, including transit, for inclusion in the Area Transportation Improvement Program/Statewide Transportation Improvement Program.
  - Attend and participate in ATP meetings and review of projects and other supporting documents that relate to the development of the STIP.
- Provide updates to the MAPO TAC and Policy Board on STIP projects that fall within the MPO planning boundary.

### *Process and Timeline to Completion:*

- The above referenced items are yearly planning activities that coincide with District 7 ATP's dates and timelines within the calendar year.

## Chapter 6: Strategic Plan

### Introduction

What follows is a summary of MAPO overall Strategic Plan as it relates to maintenance of the Long Range Transportation Plan (LRTP) for the Years 2017-2020.

Major Program Actives	2017	2018	2019	2020
Belgrade Ave Corridor Study	X			
Riverfront Drive Corridor Study	X			
Transit Development Plan	X	X		
Three ICE Studies	X			
Highway 22 Corridor Study	X	X		
ADA Transition Plan	X	X	X	
Pavement Management Plan			X	X
Highway 169 / Highway 14 Area Study			X	
Intelligent Trans Plan				X
MAPO Transportation Modeling				X
Long Range Transportation Plan Update			X	X
Warren Street Corridor Study				X
Bike & Pedestrian Plan				X

MAPO staff, TAC and Policy Board will annually review the MAPO Strategic Plan and reevaluate planning studies for inclusion in future work programs.

## Appendix A: 2018 UPWP Budget and Details

2018 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 Public Participation Plan		
	6. Prepare billing for local jurisdiction assessment		
	<b>Total Expense - Program Support</b>	<b>38,280</b>	<b>800</b>
Planning Work Program 100.2	1. Prepare draft 2019-2020 UPWP and budget		
	2. Review with MnDOT and FHWA		
	3. Reporting to MnDOT & FHWA		
	<b>Total Expense - Planning Work Program</b>	<b>7,901</b>	<b>150</b>
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		
	<b>Total Expense - Training &amp; Travel</b>	<b>7,901</b>	<b>150</b>
Information Tech & Website 100.4	1. Maintenance of Website - Post minutes, agendas, meeting materials, information		
	Total Staff Expenses	4,936	100
	<b>Total Website Expenses</b>	<b>4,936</b>	
Program Expenses 100.5	1. Vacation, Sick and Holidays		
	<b>Total Expense - Program Expenses</b>	<b>14,597</b>	<b>300</b>
<b>Total Expenses - Program Support and Administration</b>		<b>73,615</b>	<b>1500</b>
	<b>200 Long-Range Planning</b>	<b>Budget \$</b>	
Transit Development Plan 200.1	1. Coordinate & participation Mankato Transit Development Plan		
	Total Staff Costs - Transit Development Plan	9,031	155
	<b>Total Expenses - Transit Development</b>	<b>9,031</b>	
<b>Total Expenses - Long-Range Planning</b>		<b>9,031</b>	<b>155</b>
	<b>300 Short-Range Planning</b>	<b>Budget \$</b>	
Local Planning Efforts 300.1	1. Continued Trunk Highway 22 Corridor Contract From 2017 Contract with SRF	85,000	
	2. Continued Work on ADA Transition Plan (*\$40,845 from unspent 2015 Appropriations)	113,205	
	4. Intersection Study at Hoffman Road and Victory Drive	10,000	
	4. Assist local partners with localized transportation planning efforts as needed		
	5. Coordination and working with local Statewide Health Improvement Program and Active Transportation Groups		
	6. Distribute and share relevant transportation materials & information with area partners		
	Staff Expenses	31,930	625
	<b>Total Expenses - Short Range Planning - Local</b>	<b>240,135</b>	
State Planning Efforts 300.2	1. Participation in Statewide and District Planning Efforts		
	2. Coordination with MnDOT and local partners for transportation related activities		
	Total Staffing Costs - Short Term Planning - Interagency	10,921	175
	<b>Total Expenses - Short Range Planning - Interagency</b>	<b>10,921</b>	
<b>Total Expenses - Short-Range Planning</b>		<b>251,056</b>	<b>800</b>

## 2018 Program Activity Details Continued

	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		
	<b>Total Expenses - Program Development - Interagency</b>	<b>9,976</b>	<b>175</b>
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	21,503	400
	<b>Total Expenses - Program Development - Interagency</b>	<b>21,503</b>	
<b>Total Expenses - Program Development</b>		<b>31,479</b>	<b>575</b>
	<b>Other Services &amp; Commodities</b>		
	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	
<b>Total Commodities &amp; Other Services</b>		<b>13,750</b>	
<b>Total Expenses and Staffing Hours for 2018</b>		<b>378,931</b>	<b>3030</b>
* \$40,845 from unspent 2015 Appropriations			



## 2018 Unified Planning Work Program Budget – Federal Funds and Local Match

MAPO FY 2018 Unified Planning Work Program Budget - Federal Funds and Local Match				
UPWP Category	Project Title	Federal Funding Amount	Local Funding Amount	Total Funding Amount
100	Program Support	55,874	17,740.66	73,615
200	Long Range Planning	6,855	2,176.40	9,031
300	Short Range Planning	190,553	60,502.59	251,056
400	Program Development	23,893	7,586.20	31,479
	Other Service & Commodities	10,436	3,313.65	13,750
	<b>Funding Totals</b>	<b>287,611</b>	<b>91,319</b>	<b>378,931</b>
<b>Source of Local Funds:</b>				
	Minnesota State Funds		32,698	
	Local Funds		58,622	
	<b>Funding Totals</b>		<b>91,320</b>	

## 2018 Local Share Amount

2018 LOCAL SHARE AMOUNT	
UNIT OF GOVERNMENT	LOCAL SHARE
Blue Earth County	\$ 15,436
Nicollet County	\$ 4,875
City of Mankato	\$ 15,030
City of North Mankato	\$ 5,281
Local Carry Over Assessments	\$ 18,000
<b>TOTAL - MAPO</b>	<b>\$ 58,622</b>

## Local Share Amount by Year

	2013	2014	2015	2016	2017	2018
<b>Blue Earth County</b>	Cover By City of Mankato	\$17,316	\$8,443	\$11,983	\$11,196	\$15,436
<b>Mankato</b>		\$16,824	\$8,207	\$11,668	\$10,901	\$15,030
<b>North Mankato</b>		\$5,715	\$2,787	\$4,098	\$3,830	\$5,281
<b>Nicollet County</b>		\$5,223	\$2,545	\$3,783	\$3,535	\$4,875

## 2018 Program Activity Details

2018 Planning Work Program Budget						
Account	Funding Source	Funds	Allocation of Funds			
			100	200	300	400
			Program Support	Long Range Planning	Short Range Planning	Program Development
	<b>MAPO Revenue</b>					
	Minnesota Federal Funds	\$ 287,611	55,874	6,855	190,533	23,893
		75.9%				
	Local Match - Minnesota Federal Funds	\$ 50,447	9,800	1,202	33,423	4,191
		13.3%				
	Minnesota State Funds	\$ 32,698	6,352	779	21,664	2,716
		8.6%				
	Local Match - Minnesota State Funds	\$ 8,175	1,588	195	5,416	679
		2.2%				
<b>Total Revenue</b>		<b>\$ 378,931</b>	<b>\$ 73,615</b>	<b>\$ 9,031</b>	<b>\$ 251,056</b>	<b>\$ 31,479</b>
<b>MAPO Expenses</b>						
	Program Support And Administration	\$ 73,615	\$ 73,615			
	Long Range Planning	\$ 9,031		\$ 9,031		
	Short Range Planning	\$ 42,851			\$ 42,851	
	Program Development	\$ 31,479				\$ 31,479
	Total Staff Salaries & Benefits	<b>\$ 156,976</b>				
<b>Commodities &amp; Other Services</b>						
	Legal and Publication	\$ 1,000	\$ 1,000			
	GIS Services (Transfer)	\$ 5,000	\$ 5,000			
	Telephone & Postage	\$ 500	\$ 500			
	Training, Travel & Conferences	\$ 3,000	\$ 3,000			
	Printing & Publishing	\$ 3,000	\$ 3,000			
	Office Supplies (Including Software)	\$ 750	\$ 750			
	Subscriptions and Memberships	\$ 500	\$ 500			
	Consultant Services	\$ 208,205			\$ 208,205	
<b>Total Expenses</b>		<b>\$ 378,931</b>	<b>\$ 87,365</b>	<b>\$ 9,031</b>	<b>\$ 251,056</b>	<b>\$ 31,479</b>
<b>% of Total Program</b>			23%	2%	66%	8%

## Draft 2019 Program Activity Details & Budget

Draft 2019 Program Activity Detail			
		Budget	Staff Hours
	<b>100 Program Support and Administration</b>		
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 Public Participation Plan		
	6. Prepare billing for local jurisdiction assessment		
	<b>Total Expense - Program Support</b>	<b>34,898</b>	<b>600</b>
Planning Work Program 100.2	1. Prepare UPWP and budget		
	2. Review with MnDOT and FHWA		
	3. Reporting to MnDOT & FHWA		
	<b>Total Expense - Planning Work Program</b>	<b>8,725</b>	<b>150</b>
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		
	<b>Total Expense - Training &amp; Travel</b>	<b>8,725</b>	<b>150</b>
Information Tech & Website 100.4	1. Maintenance of Website - Post minutes, agendas, meeting materials, information		
	Total Staff Expenses	6,325	125
	<b>Total Website Expenses</b>	<b>6,325</b>	
Program Expenses 100.5	1. Vacation, Sick and Holidays		
	<b>Total Expense - Program Expenses</b>	<b>16,795</b>	<b>325</b>
<b>Total Expenses - Program Support and Administration</b>		<b>75,467</b>	<b>1350</b>
	<b>200 Long-Range Planning</b>	<b>Budget \$</b>	
LRTP Development 200.1	1. Start LRTP process update including RFP		
	Total Expenses - LRTP Development	8,725	150
		<b>8,725</b>	
<b>Total Expenses - Long-Range Planning</b>		<b>8,725</b>	<b>150</b>
	<b>300 Short-Range Planning</b>	<b>Budget \$</b>	
	1. Pavement Management Plan	100,000	
	2. Continued ADA Transition Plan	20,000	
	3. Highway 169 / Highway 14 Area Study	80,000	
	4. Coordination and working with local Statewide Health Improvement Program		
	5. Distribute and share relevant transportation materials & information with area partners		
	Staff Expenses	33,626	500
	<b>Total Expenses - Short Range Planning - Local</b>	<b>233,626</b>	
State Planning Efforts 300.2	1. Participation in Statewide and District Planning Efforts		
	2. Coordination with MnDOT and local partners		
	Total Staffing Costs - Short Term Planning - Interagency	9,670	175
	<b>Total Expenses - Short Range Planning - Interagency</b>	<b>9,670</b>	
<b>Total Expenses - Short-Range Planning</b>		<b>243,296</b>	<b>675</b>
	<b>400 Program Development</b>	<b>Budget \$</b>	
Inter Agency - State 400.1	1. TAP LOI Review		
	2. Coordination and review with MnDOT and Transit for STIP		
	Total Staffing Costs - Program Development		
	<b>Total Expenses - Program Development - Interagency</b>	<b>8,725</b>	<b>150</b>
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
	<b>Total Expenses - Program Development - Interagency</b>	<b>24,174</b>	
<b>Total Expenses - Program Development</b>		<b>32,899</b>	<b>575</b>
	<b>Other Services &amp; Commodities</b>		
	3040 Legal & Advertising	1,000	
	7208 GIS Services (transfer)	5,000	
	3210 Telephone & Postage	500	
	3300 Training, Travel & Conferences	3,000	
	3410 Printing & Publishing	2,000	
	2010 Office Supplies (including software)	750	
	4330 Subscriptions & Memberships	500	
<b>Total Commodities &amp; Other Services</b>		<b>12,750</b>	
<b>Total Expenses and Staffing Hours for 2019</b>		<b>373,137</b>	<b>2750</b>

## Appendix B: MAPO Meeting Locations, Times & Contact information

### MAPO Meeting Locations and Times

- The 2017 MAPO Policy Board meetings are typically held every other month on the 1<sup>st</sup> Thursday of the month unless notified otherwise. Board meeting will be held in the Minnesota River Room, 1<sup>st</sup> Floor of the Intergovernmental Center at 6:00 pm, 10 Civic Center Plaza, Mankato, MN 56001.
- The MAPO Technical Advisory Committee meetings are typically held every other month on the 3<sup>rd</sup> Thursday of every month unless notified otherwise. TAC meeting will be held in the Minnesota River Room at 1:30 pm, 1<sup>st</sup> Floor of the Intergovernmental Center Mankato, Mankato, MN 56001.

### MAPO Contact information

Mailing Address:

Mankato/North Mankato Area Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001

Website: [www.mnmapo.org](http://www.mnmapo.org)

Fax: 507-388-7530

Executive Director: Paul Vogel

Direct: 507-387-8613

[pvogel@mankatomn.gov](mailto:pvogel@mankatomn.gov)

## Appendix C: Adopting Resolution

### **Resolution Adopting 2018 Unified Planning Work Program for the Mankato/North Mankato Area Planning Organization**

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 MAPO is recognized by the Governor of Minnesota as the transportation planning policy body for the Mankato/North Mankato urbanized area; and

WHEREAS, MAPO commits to providing the 20 percent local match for the federal and state funds.

NOW, THEREFORE, BE IT RESOLVED: that the Policy Board of the MAPO adopts the 2018 Unified Planning Work Program with potential minor amendments or amendments pending Mn/DOT and FHWA comments; and

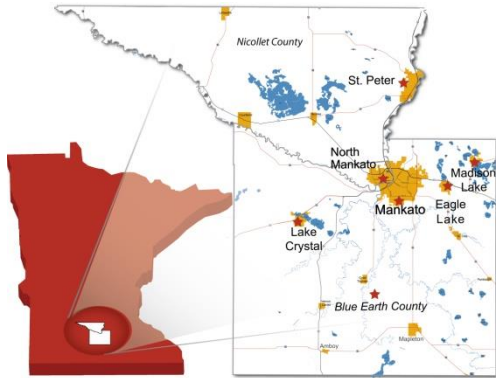
NOW, THEREFORE, BE IT FURTHER RESOLVED: that the Chairperson of the Policy Board and Executive Director are authorized to execute all State and Federal Grant agreements, contracts and amendments relating to the funding of the Unified Planning Work Program.

#### 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 7th day of Sept, as shown by the minutes of said meeting in my possession.

	<u>9/7/17</u>
Chair	Date
	<u>9/7/17</u>
Executive Director	Date



## AGENDA RECOMMENDATION

### **Agenda Heading: MAPO Letter of Support for Conversion of the Intersection of US Highway 169 and US Highway 14 to Full Interchange No: 5.5**

**Agenda Item:** MAPO Letter of Support for Conversion of the Intersection of US Highway 169 and US Highway 14 to Full Interchange

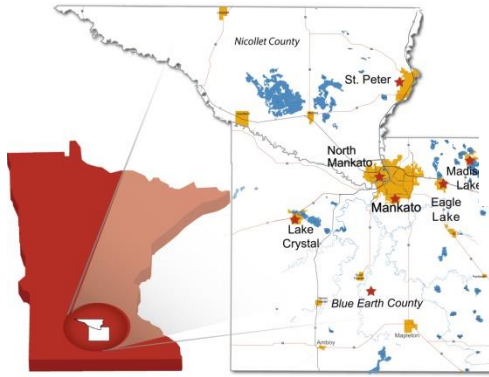
**Recommendation Action(s):** Approve Letter of Support from the MAPO supporting Corridors of Commerce funding for the Intersection of US Highway 169 and US Highway 14

**Summary:**

On February 21, 2018, the MAPO received a request from MnDOT's Office of Transportation System Management for letters of support for all supportable Corridors of Commerce projects within the MAPO area. This includes the intersection of US Highway 169 and Highway 14. The project is described as a conversion of the intersection to a full interchange with a ramp design, rather than the current right-angle signalization. The letter of support will allow the project to score 45 points higher in the "Community Consensus" category. The letter of support is silent on the proposed project to eliminate signalized intersections at Lind Street and Webster Avenue on US Highway 169, as there is not yet full municipal consent. Letters of support are due to MnDOT by April 16, 2018.

**Attachments:**

Letter of Support  
MnDOT letter



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Mankato/North Mankato Area Planning Organization

10 Civic Center Plaza, Mankato, MN 56001

Phone: (507) 387-8613

3/1/2018

Patrick Weidemann  
Transportation Program Director  
MnDOT Office of Transportation System Management  
395 John Ireland Blvd  
St. Paul, MN 55155-1800

Re: Letter of Support: Intersection of US Highway 169 and Highway 14

Dear Mr. Weidemann,

The Mankato/North Mankato Area Planning Organization (MAPO) is a 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.

The MAPO is pleased to write in support of the project to convert the intersection of US Highway 169 and US Highway 14 to a full interchange. The project is part of an interregional corridor network and will increase the regional freight system capacity, and thus is an appropriate use of State of Minnesota Corridors of Commerce funding

This Letter of Support was reviewed and approved by the Policy Board of the Mankato/North Mankato Area Planning Organization at their regularly scheduled meeting Thursday, March 1<sup>st</sup>, 2018.

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Chair

Date

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Executive Director

Date

---

Date: February 21, 2018

Mankato/North Mankato Area Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001

Attention Mankato/North Mankato Area Planning Organization:

Recently the Minnesota Department of Transportation received recommendations from stakeholders and the public for projects to be considered for its 2018 Corridors of Commerce program. From among those recommended projects, MnDOT will award \$400 million to selected projects across the State. As a part of the scoring criteria for the Corridors of Commerce program, MnDOT is requesting a letter of support from all metropolitan planning organizations and/or regional development commissioner touched by the suggested project. The letter of support is worth 45points in the "Community Consensus" scoring category and without it the project will not receive the points. Projects which do not receive a letter of support are not disqualified from the program, but they will be at a distinct disadvantage in the scoring without it.

Enclosed with this letter is a list of projects that have been identified to be within your planning area and needing a letter of support. The letter can be very simple, as MnDOT would like to minimize the amount of administrative effort on your part. You are welcome to combine multiple projects you wish to support into one letter or you can do individual letters for each project, we will leave that up to you. MnDOT will need to receive the letter by April 16, 2018 in order for the project to be eligible to receive the 45-points. Once you have completed the letter/s for the projects, you can either send it or e-mail it to me at one of the addresses below;

Patrick Weidemann  
MnDOT Office of Transportation System Management  
395 John Ireland Blvd.  
St. Paul, MN 55155

Or

E-mail: [pat.weidemann@state.mn.us](mailto:pat.weidemann@state.mn.us)



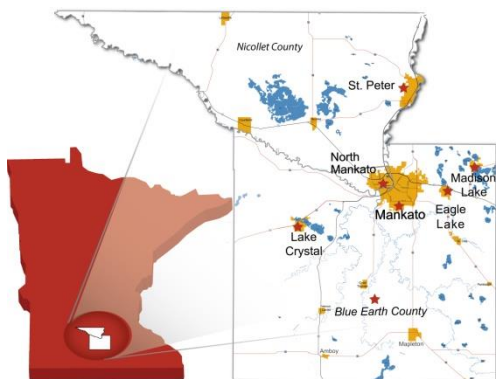
You are welcome to submit the letters at any time, but it must be in our office by the 4:30 p.m. on April 16 for it to count towards receiving the 45-points. If you have already submitted your letter/s of support for the project/s, you can disregard this letter. If you choose to not support a project/s on the list, you do not need to take any action on that project/s, as not receiving a letter by the deadline will result in 0 points for that component.

MnDOT appreciates your assistance with this process. If you have any questions or concerns, please do not hesitate to give me a call.

Sincerely,

Patrick J. Weidemann  
Director of Capital Planning and Programming  
MnDOT Office of Transportation System Management  
(651) 366-3758  
[pat.weidemann@state.mn.us](mailto:pat.weidemann@state.mn.us)

7	Shane	Zahrt	14	Nicollet to East of Courtland.	Expand the roadway from two lanes to four lanes.
7	Joseph	Reichert	60	windom	Convert a section of roadway into freeway design with interchange accesses (instead of signals or stop signs).
7	Patrick	Baker	169	Eliminate current signalized intersections at Lind St. and Webster Ave. on US Hwy 169 in Mankato	Convert a section of roadway into freeway design with interchange accesses (instead of signals or stop signs).
7	Patrick	Baker	169	US Hwy 169 south of St. Peter to US Hwy 169 North of St. Peter.	Other: Construct a bypass of the city of St. Peter on US 169
7	Patrick	Baker	169/14	Convert the intersection of US Hwy 169 and US Hwy 14 in Mankato to a full interchange with a ramp design, rather than current right-angle signalization.	Add a new interchange to the roadway.
7	Birch	Hodkova	60	Faribault toward Mankato to where 60 becomes a 4-lane near Eagle Lake.	Expand the roadway from two lanes to four lanes.



## AGENDA RECOMMENDATION

### Agenda Heading: Transit Development Plan Update No: 6.1

**Agenda Item:** Transit Development Plan Update

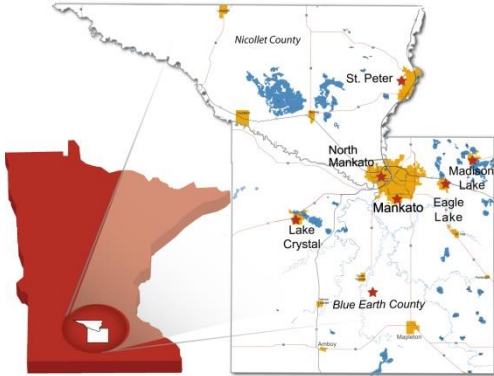
**Recommendation Action(s):** Informational and discussion

**Summary:**

Mark Anderson, City of Mankato Superintendent of Transit, will deliver a brief update on the ongoing Transit Development Plan (TDP).

**Attachments:**

None



## AGENDA RECOMMENDATION

### Agenda Heading: Trunk Highway 22 Corridor Study Update No: 6.2

**Agenda Item:** Trunk Highway 22 Corridor Study Update

**Recommendation Action(s):** Informational and discussion

**Summary:**

An open house/public input meeting was held at MnDOT headquarters (2151 Basset Drive, Mankato) on January 18, 2018. Directly following the open house/public input meeting a pop-up event was held at the Hy-Vee grocery store along the corridor (2010 Adams Street).

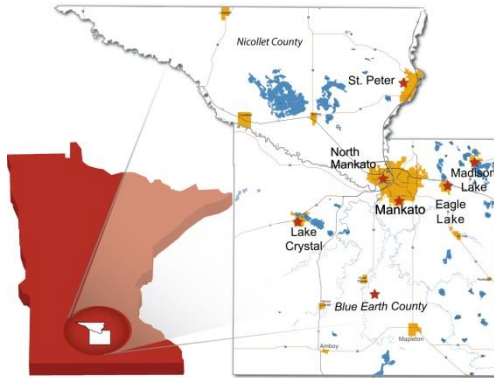
Attendees gave feedback and public input to MAPO, MnDOT, and consultant staff. Stakeholders were also educated on the scope, background, and intent of the project. Citizens also received information on other methods of providing continual feedback.

Audio recaps of the display boards presented at the events are available at:  
<https://th22corridorstudy.com/study-library/>.

Project work in the near-term will focus on development of segment-specific purpose and needs statements, corridor alternatives, analysis, and screening/evaluation of alternatives.

**Attachments:**

None



## AGENDA RECOMMENDATION

### Agenda Heading: Americans with Disabilities Act (ADA) Transition Plan Update No: 6.3

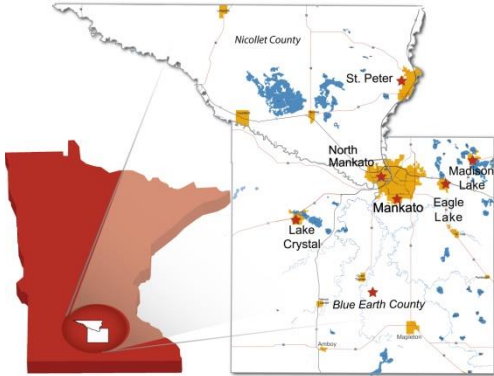
**Agenda Item:** Americans with Disabilities Act (ADA) Transition Plan Update

**Recommendation Action(s):** Informational and discussion

**Summary:** On January 31, 2018 the MAPO and consultant hosted the project's first open house at the Mankato Intergovernmental Center. Attendees to the meeting were educated on the scope, background, and intent of the project. Stakeholders gave feedback on locations of ADA deficiencies in the MAPO area. The meeting also educated citizens on ADA law, Self-Evaluation policies, practices, and infrastructure and the Transition Plan schedule for removing barriers to ADA compliance. Citizens also received information on other methods of providing continual feedback.

Inventory collection has stopped for the winter. A kickoff meeting is scheduled March 20, 2018 when inventory collection will resume (weather permitting).

**Attachments:**  
None



## AGENDA RECOMMENDATION

### Agenda Heading: MAPO Quarterly Report: Quarter 4, 2017 Update No: 6.4

**Agenda Item:** MAPO Quarterly Report: Quarter 4, 2017

**Recommendation Action(s):** Informational and discussion

**Summary:** On February 16, 2018 the MAPO submitted the 2017 Quarter 4 Report for Certified Planning Grant (CPG) Agreement #1027034 to the Minnesota Department of Transportation (MnDOT). This reporting included the 2017 Planning Work Program Project Quarterly and Year End Report for October 1, 2017 to December 31, 2017, as well as a 10% payment request for MnDOT State Agreement #1026523.

The report described some of the work activities undertaken by the MAPO during the fourth quarter of 2017 and presented an overview of the MAPO's four major work areas; 1) Program Support and Administration, 2) Long Range Planning, 3) Short Range Planning, and 4) Program Development.

**Attachments:**

MAPO Q4 2017 Report



Mankato/North Mankato Area Planning Organization

10 Civic Center Plaza, Mankato, MN 56001

Phone: (507) 387-8613

February 16, 2018

Bobbi Retzlaff, AICP  
Planning Program Coordinator  
Minnesota Department of Transportation  
<Email Delivery>

Re: CPG Agreement #1027034 & MNDOT State Agreement #1026523

Dear Ms. Retzlaff:

Enclosed you will find the 2017 quarter 4 reporting for CPG Agreement #1027034 and the 10% payment request for MNDOT State Agreement #1026523. Please review and submit the enclosed requests to the appropriate individuals.

If you have any questions, please feel free to contact me.

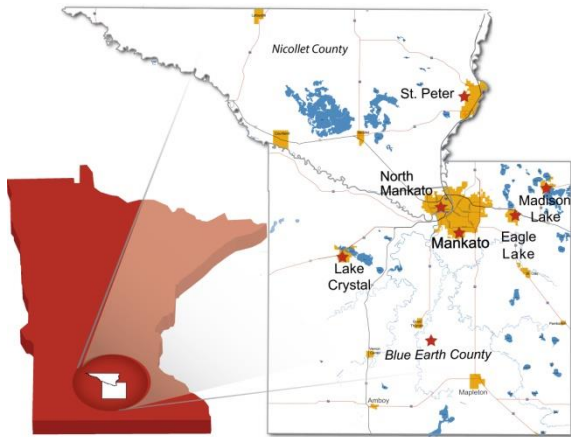
Thank you for your assistance,

A handwritten signature in black ink, appearing to read "Paul Vogel".

Paul Vogel  
Executive Director  
507-387-8613

Enclosures

# MANKATO/NORTH MANKATO AREA PLANNING ORGANIZATION



*Paul Vogel, Executive Director*  
*Telephone: 507-387-8613*

*Charles Androsky, Transportation Planner*  
*Telephone: 507-387-8389*

*10 Civic Center Plaza*  
*Mankato, MN 56001*  
*Fax: 507-387-7530*

## **2017 Planning Work Program Project Quarterly and Year End Report (October 1, 2017 – December 31, 2017)**

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MAPO meets and maintains a continuing, cooperative and comprehensive metropolitan transportation planning process to provide maximum service to citizens since roads and other transportation systems don't start and stop at jurisdictional lines. In other words, the federal government wishes to see federal transportation funds spent in a manner that has a basis in metropolitan region-wide plans developed through intergovernmental collaboration, rational analysis, and consensus-based decision making.

This summary report describes some of the Mankato/North Mankato Area Planning Organization projects and specific work activities during the months of October, November, and December of 2017. The summary highlights four areas:

1. Program Support and Administration
2. Long Range Planning
3. Short Range Planning
4. Program Development

If you wish to receive additional information please contact MAPO staff or visit our website at [www.mnmapo.org](http://www.mnmapo.org)



## **100                    Program Support and Administration**

- There were no Technical Advisory Panel and Policy Board meetings held in the period.
- Staff assembled Quarter 3 - 2017 reporting and invoicing
- Staff attended MPO Directors Meeting on November 7, 2017 in Arden Hills.
- Staff attended ATP 7 meeting on December 1, 2017
- Staff reviewed web-site materials on bi-weekly basis and updated web-site as needed. Staff also met with Public Information, City of Mankato, to review website and links into the City host website
- Staff coordinated with Human Resources, City of Mankato, in recruitment of Transit Planner Position (replacement position) and successfully filled the position on October 23, 2017
- Staff posted public input opportunity announcements and other relevant information to the web-site
- Staff responded to various inquiries from the public regarding transportation issues and also provided data to MAPO partners as requested
- Staff attended a variety of web-based and classroom training sessions delivered by State and Federal agencies

## **200                    Long Range Planning**

- Staff coordinated and worked with the Mankato Transit Agency and consultant by serving on Project Management Team for the Transit Development Plan, which met on December 6, 2017. Staff also participated in weekly check-in meetings with consultant and reviewed and commented on material submitted.

## **300                    Short Range Planning and Technical Assistance**

### **Local**

- Staff coordinated and attended public stakeholder meeting during the afternoon of November 9, 2017 as part of the ADA Transition Plan
- On December 15, 2017 staff participated in quarterly conference call for updates and status on the ADA Transition Plan. During the quarter, field inventories were completed for the cities of Eagle Lake, Skyline, part of North Mankato, and parts of Blue Earth County.

-Staff worked with jurisdictions and consultant to finalize and distribute the three intersection control evaluations undertaken by MAPO.

### **State Planning Efforts**

- On October 13, 2017 Staff participated in meeting and planning session with MnDOT District 7 staff and Region 9 staff for the development of the district bicycle plan

-Staff participated in bi-weekly conference calls with consultant and District 7 staff regarding the Highway 22 Corridor Study

-Staff reviewed consultant generated material regarding the Highway 22 Corridor Study

-On December 7, 2017 staff attended the Highway 22 Corridor Study TAC meeting at District 7 offices

### **400 Program Development**

#### **Interagency State**

-Staff reviewed the 3 letters of interest for Transportation Alternatives Program Funding and completed the review of the letters of interest. Staff met with the applicants during the review to discuss project details. Staff served an advisory role and offered guidance to applicants.

-Staff informed local jurisdictions of the ATP-7 solicitation of projects.

#### **Interagency Local**

-Staff continued coordination with MnDOT District 7 by sharing information and providing updates as needed. Staff also coordinated with District staff on meeting and general coordination of transportation planning activities

-Staff served on the Technical Advisory Committee for the Region Nine Development Commission

-Staff served on the Technical Advisory Committee for the VINE True Transit regional transit service

**Budget Breakdown October 1, 2017 – December 31, 2017 is below**

<b>FY 2017 Quarter 4 - Federal Funds and Local Match</b>				
<b>UPWP Category</b>	<b>Project Title</b>	<b>Total Amount</b>	<b>Local Funding Amount 20%</b>	<b>Total Federal Amount</b>
100	Program Support	\$19,617.57	\$3,923.51	\$15,694.06
200	Long Range Planning	\$2,588.74	\$517.75	\$2,070.99
300	Short Range Planning	\$129,102.67	\$25,820.53	\$103,282.14
400	Program Development	\$1,532.00	\$306.40	\$1,225.60
		<b>\$ 152,840.98</b>	<b>\$30,568.20</b>	<b>\$122,272.78</b>
<b>Other Charges</b>				
Legal & Advertising		\$0.00	\$0.00	\$0.00
GIS Services (Transfer)		\$0.00	\$0.00	\$0.00
Telephone & Postage		\$68.95	\$13.79	\$55.16
Training, Travel & Conferences		\$1,768.10	\$353.62	\$1,414.48
Printing & Publishing		\$30.73	\$6.15	\$24.58
Office Supplies (including software)		\$570.00	\$114.00	\$456.00
Subscriptions & Memberships		\$0.00	\$0.00	\$0.00
<b>Totals</b>		<b>\$2,437.78</b>	<b>\$487.56</b>	<b>\$1,950.22</b>

<b>Grand Totals</b>	<b>\$155,278.76</b>	<b>\$31,055.76</b>	<b>\$124,223.00</b>
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2017 Program Activity Detail																		
	100 Program Support and Administration	Budget (amended)	Staff Hours	January 1 - March 31, 2017 (Audited)			April 1 - June 30, 2017 (Reported)			July 1 - September 30, 2017			October 1 - December 31, 2017			End of Year Totals		
				Total Hours	Total Dollars	% of Budget To Date	Total Hours	Total Dollars	% of Budget To Date	Total Hours	Total Dollars	% of Budget To Date	Total Hours	Total Dollars	% of Budget To Date	Total Hours	Total Dollars	% of Budget To Date
Program Support 100.1 (51001)	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																	
	<b>Total Expense - Program Support</b>	<b>\$34,898</b>	<b>600</b>	170.5	\$8,644.55	24.77%	165	\$9,626.89	52.36%	129	\$7,762.44	74.60%	233.32	\$10,830.28	105.63%	697.82	\$36,864.16	105.63%
Planning Work Program 100.2 (51002)	1. Prepare draft 2018-2019 UPWP and budget																	
	2. Review with MnDOT and FHWA																	
	3. Reporting to MnDOT & FHWA																	
	<b>Total Expense - Planning Work Program</b>	<b>\$8,725</b>	<b>150</b>	24	\$1,134.00	13.00%	54.5	\$3,032.79	47.76%	82	\$4,201.40	95.92%	23	\$1,014.58	107.55%	183.5	\$9,382.77	107.55%
Training and Travel 100.3 (51003)	1. Travel to MPO Directors meetings MN MPO workshop																	
	2. Travel to workshops																	
	3. Attend other meeting related to transportation																	
	<b>Total Expense - Training &amp; Travel</b>	<b>\$8,725</b>	<b>150</b>	26	\$1,555.40	17.83%	46	\$2,631.16	47.99%	47	\$2,547.65	77.19%	59.68	\$2,742.90	108.63%	178.68	\$9,477.11	108.63%
Information Tech & Website 100.4 (51004)	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	8	\$378.00	5.98%	6	\$479.64	13.56%	13	\$777.70	25.85%	16.5	\$689.69	36.76%	43.5	\$2,325.03	36.76%
	<b>Total Website Expenses</b>	<b>\$6,325</b>																
Program Expenses 100.5 (51005)	1. Vacation, Sick and Holidays																	
	<b>Total Expense - Program Expenses</b>	<b>\$16,795</b>	<b>300</b>	64	\$3,024.00	18.01%	104.5	\$5,689.50	51.88%	108.25	\$5,646.03	85.50%	70	\$4,340.12	111.34%	346.75	\$18,699.65	111.34%
<b>Total Expenses - Program Support and Administration</b>		<b>\$75,467</b>	<b>1,325.00</b>	<b>292.5</b>	<b>\$14,735.95</b>	<b>19.53%</b>	<b>376</b>	<b>\$21,459.97</b>	<b>47.96%</b>	<b>379.25</b>	<b>\$20,935.22</b>	<b>75.70%</b>	<b>402.5</b>	<b>\$19,617.57</b>	<b>101.70%</b>	<b>1450.25</b>	<b>\$76,748.71</b>	<b>101.70%</b>
	200 Long-Range Planning	Budget \$		Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget
Transit Development Plan 200.1 (52001)	1. Coordinate & participation Mankato Transit Development Plan																	
	Total Staff Costs - Transit Development Plan	\$8,725	150	28	\$1,715.28	19.66%	34	\$2,064.16	43.32%	45	\$2,551.22	53.50%	53	\$2,588.74	102.23%	160	\$8,919.40	102.23%
	<b>Total Expenses - Transit Development</b>	<b>\$8,725</b>																
<b>Total Expenses - Long-Range Planning</b>		<b>\$8,725</b>	<b>150.00</b>	<b>28</b>	<b>\$1,715.28</b>	<b>19.66%</b>	<b>34</b>	<b>\$2,064.16</b>	<b>43.32%</b>	<b>45</b>	<b>\$2,551.22</b>	<b>53.50%</b>	<b>53</b>	<b>\$2,588.74</b>	<b>102.23%</b>	<b>160</b>	<b>\$8,919.40</b>	<b>102.23%</b>
	300 Short-Range Planning	Budget \$	Staff Hours	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget
Local Planning Efforts 300.1 (53001)	1. Continued Riverfront Drive Corridor ContractFrom 2016 Contract with Bolton & Menk	\$70,000			\$38,154.37	54.51%		\$21,897.10	85.79%			85.79%			85.79%		\$60,051.47	85.79%
	2. Continued Belgrade Ave Corridor Contract From 2016 Contract with Bolton & Menk	\$15,500			\$6,664.91	43.00%		\$4,677.94	73.18%			73.13%			73.13%		\$11,342.85	73.13%
	3. Work with consultant on 3 ICE Studies for at key intersections as identified in LRTP	\$25,000						\$9,228.34	36.91%		\$13,412.84	90.56%		\$1,488.86	96.52%		\$24,130.01	95.65%
	4. Contract for ADA Plan	\$77,500												\$72,730.96	93.85%		\$72,730.96	93.85%
	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	136	\$7,210.56	21.44%	142.5	\$7,877.28	44.87%	77	\$4,586.26	37.26%	21	\$1,109.76	61.81%	376.50	\$20,783.86	61.81%
<b>Total Expenses - Short Range Planning - Local</b>		<b>\$221,626</b>																
State Planning Efforts 300.2 (53002)	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	\$96,007									\$4,485.97	4.67%		\$51,566.71	58.38%		\$56,052.68	58.38%
	Total Staffing Costs - Short Term Planning - Interagency	\$9,670	170	32	\$1,512.00	15.64%	14	\$1,119.16	27.21%	21	\$1,384.53	41.53%	33	\$2,206.38	64.35%	100	\$6,222.07	64.35%
	<b>Total Expenses - Short Range Planning - Interagency</b>	<b>\$105,677</b>																
<b>Total Expenses - Short-Range Planning</b>		<b>\$327,303</b>	<b>795.00</b>	<b>168</b>	<b>\$53,541.84</b>	<b>16.36%</b>	<b>156.5</b>	<b>\$44,799.82</b>	<b>30.05%</b>	<b>98</b>	<b>\$23,869.57</b>	<b>37.34%</b>	<b>54</b>	<b>\$129,102.67</b>	<b>76.78%</b>	<b>476.5</b>	<b>\$251,313.90</b>	<b>76.72%</b>
	400 Program Development	Budget \$	Staff Hours	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget	Total Hours	Total Dollars	% of Budget	Total Hours	Total Hours	% of Budget	Total Hours	Total Hours	% of Budget
Inter Agency - State 400.1 (54002)	1. TAP LOI Review																	
	2. Coordination and review with MnDOT and Transit for STIP																	
	Total Staffing Costs - Program Development																	
	<b>Total Expenses - Program Development - Interagency</b>	<b>\$8,725</b>	<b>150</b>	32	\$2,296.56	26.32%	22	\$1,497.16	43.48%	30	\$1,875.16	64.98%	16.5	\$867.75	74.92%	100.5	\$6,536.63	74.92%
Inter Agency Local 400.2 (54003)	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	88	\$4,419.52	18.28%	125	\$7,050.40	47.45%	36	\$2,616.32	58.27%	11.5	\$664.25	61.02%	260.5	\$14,750.49	61.02%
<b>Total Expenses - Program Development</b>		<b>\$32,899</b>	<b>575.00</b>	<b>120</b>	<b>\$6,716.08</b>	<b>20.41%</b>	<b>147</b>	<b>\$8,547.56</b>	<b>46.40%</b>	<b>66</b>	<b>\$4,491.48</b>	<b>60.05%</b>	<b>28</b>	<b>\$1,532.00</b>	<b>64.70%</b>	<b>361</b>	<b>\$21,287.12</b>	<b>64.70%</b>
<b>Other Services &amp; Commodities</b>																		
	3040 Legal & Advertising	\$1,000			\$400.38	40.04%		\$276.77	67.72%		\$163.91	84.11%		\$0.00	84.11%		\$841.06	84.11%
	7208 GIS Services (transfer)	\$5,000			\$547.20	10.94%		\$711.36	25.17%		\$0.00	25.17%		\$0.00	25.17%		\$1,258.56	25.17%
	3210 Telephone & Postage	\$500			\$147.32	29.46%		\$109.70	51.40%		\$56.00	62.60%		\$68.95	76.39%		\$381.97	76.39%
	3300 Training, Travel & Conferences	\$3,000			\$95.23	3.17%		\$126.26	7.38%		\$773.00	33.15%		\$1,768.10	92.09%		\$2,762.59	92.09%
	3410 Printing & Publishing	\$3,000			\$361.04	12.03%		\$736.71	36.59%		\$524.46	54.07%		\$30.73	55.10%		\$1,652.94	55.10%
	2010 Office Supplies (including software)	\$750			\$0.00	0.00%		\$0.00	0.00%		\$0.00	0.00%		\$570.00	76.00%		\$570.00	76.00%
	4330 Subscriptions & Memberships	\$500			\$349.59	69.92%		\$0.00	69.92%		\$0.00	69.92%		\$0.00	69.92%		\$349.59	69.92%
<b>Total Commodities &amp; Other Services</b>		<b>\$13,750</b>			<b>\$1,900.76</b>	<b>13.82%</b>		<b>\$1,960.80</b>	<b>28.08%</b>		<b>\$1,517.37</b>	<b>39.12%</b>		<b>\$2,437.78</b>	<b>56.85%</b>		<b>\$7,816.71</b>	<b>56.85%</b>
<b>Total Expenses and Staffing Hours for 2017</b>		<b>\$458,143</b>	<b>2845</b>	<b>608.5</b>	<b>\$78,609.91</b>	<b>17.16%</b>	<b>713.5</b>	<b>\$78,832.31</b>	<b>34.37%</b>	<b>588.25</b>	<b>\$53,364.86</b>	<b>46.01%</b>	<b>537.5</b>	<b>\$155,278.76</b>	<b>79.91%</b>	<b>2,447.75</b>	<b>\$366,085.83</b>	<b>79.91%</b>

Note, for Q3 grant reimbursement the total amount for the quarter used will be \$52,373.77, which is less \$773 for MPO Conference held in Mankato

Note, this amount changed as invoice 10279.00-3 (\$3031,77) was reported in Q2 and again in Q3. Invoice 10279.00-6 (\$3,249.86) should be substituted in Q3. Q3 ICE invoices revised from 13,194.72. See attached invoice copy by Q

# 2017 Unified Planning Work Program

## Third Party Contract Tracking Sheet

Instructions: Update and submit this worksheet with your progress report and Request for Federal Funds. Continue to report closed contracts until the start of the new annual work program.

MPO: Mankato/North Mankato Area Planning Organization

Date: 12/31/2017 (period 4th quarter 2017)

UPWP Task #	Work Product/Contract Name/Contract #	Contract Price	Total Paid to Date	Date Contract Executed	Expected Completion Date	Date Contract Closed	Percent Complete	Comments
Short Range Planning 300.1	Belgrade Ave Corridor Study (Bolton & Menk)	\$55,062.82	\$55,062.82	5/18/2016	6/30/2017	8/31/2017	100%	
Short Range Planning 300.1	Riverfront Drive Corridor Study (Bolton & Menk)	\$140,121.64	\$140,121.64	5/18/2016	6/30/2017	8/18/2017	100%	
Short Range Planning 300.1	2017 ICE Studies (SRF)	\$24,130.01	\$24,130.01	4/3/2017	2/5/2018		100%	
Short Range Planning 300.1	TH22 Corridor Study (SRF)	\$137,571.00	\$56,052.68	6/1/2017	6/30/2018		40.74%	
Short Range Planning 300.1	ADA Transition Plan (Bolton & Menk)	\$175,316.73	\$72,730.96	9/7/2017	9/7/2017		41.49%	

24650 14  
503 124



SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 150  
Minneapolis, MN 55447-4443

P. 763.475.0010  
F. 1.866.440.6364

# INVOICE

Invoice Date: August 31, 2017  
Invoice No: 10481.00 - 2

P.V.  
9/29/2017

Reg # 1711304 (10/3)  
PO # 1710613

Mr. Paul Vogel  
Executive Director  
Mankato/North Mankato Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001

Re: TH 22 Corridor Study - Segment 2  
Expiration Date: 12/01/2018

**Professional Services for period ending August 31, 2017**  
**Professional Personnel**

	Hours	Amount
Principal/Engineer	2.00	112.08
Associate	.50	17.78
Sr. Engineer	8.50	298.95
Planner/Analyst	.20	5.30
System Analyst	.40	11.92
Sr. Graphics Tech	1.00	25.90
Editor	2.70	85.51
<b>Totals</b>	<b>15.30</b>	<b>557.44</b>
<b>Overhead 160.00%</b>		<b>891.90</b>
<b>Fee 11%</b>		<b>159.43</b>
<b>Total Labor</b>		<b>1,508.77</b>

Budget Status	Budget	Current	Prior	To-Date
Labor	88,743.29	1,608.77	4,451.19	6,059.96
Consultants	43,394.04	0.00	0.00	0.00
Expenses	5,434.05	0.00	34.78	34.78
Total Billings	137,571.38	1,608.77	4,485.97	6,094.74
Remaining				131,476.64

**Total Amount Due this Invoice** **\$1,608.77**

I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

Name: Paul Vogel  
Title: Chief Financial Officer Date: 9/20/17



**Professional Personnel**

			Hours	Amount	
Principal/Engineer					
0337	Vaughn, Craig	8/7/2017	.50	56.04	28.02
0337	Vaughn, Craig	8/21/2017	1.00	56.04	56.04
0337	Vaughn, Craig	8/30/2017	.50	56.04	28.02
Associate					
0482	Wagoner, Lowell	8/28/2017	.50	35.55	17.78
Sr. Engineer					
1228	Stewart, Molly	8/2/2017	2.00	35.17	70.34
1228	Stewart, Molly	8/2/2017	.50	35.17	17.59
1228	Stewart, Molly	8/3/2017	.50	35.17	17.59
1228	Stewart, Molly	8/7/2017	1.00	35.17	35.17
1228	Stewart, Molly	8/17/2017	1.00	35.17	35.15
1228	Stewart, Molly	8/21/2017	1.00	35.17	35.17
1228	Stewart, Molly	8/24/2017	1.00	35.17	35.17
1228	Stewart, Molly	8/28/2017	.50	35.17	17.59
1228	Stewart, Molly	8/28/2017	.50	35.17	17.59
1228	Stewart, Molly	8/30/2017	.50	35.17	17.59
Planner/Analyst					
1233	Markman, Samantha	8/25/2017	.20	26.49	5.30
System Analyst					
1239	Lashinski, Nicholas	8/9/2017	.30	29.81	8.94
1239	Lashinski, Nicholas	8/10/2017	.10	29.81	2.98
Sr. Graphics Tech					
0723	Kennedy, John	8/28/2017	1.00	25.90	25.90
Editor					
1162	Quayle, Jennifer	8/9/2017	.50	31.67	15.84
1162	Quayle, Jennifer	8/10/2017	.50	31.67	15.84
1162	Quayle, Jennifer	8/24/2017	.50	31.67	15.83
1162	Quayle, Jennifer	8/28/2017	1.20	31.67	38.00
Totals			15.30		557.44
Overhead 160.00%					891.90
Fee 11%					159.43
Total Labor					1,608.77
Total this Project					\$1,608.77
Total this Report					\$1,608.77

Reg# 1712153 (10/25)  
PO# 1711533

2465014-503124



SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 150  
Minneapolis, MN 55447-4443

P. 763.475.0010  
F. 1.866.440.6364

# INVOICE

Invoice Date: September 30, 2017

Invoice No: 10481.00 - 3

Mr. Paul Vogel  
Executive Director  
Mankato/North Mankato Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001

10/23/2017

P.V.

Re: TH 22 Corridor Study - Segment 2  
Expiration Date: 12/01/2018

## Professional Services for period ending September 30, 2017

### Professional Personnel

	Hours	Amount	
Principal/Engineer	1.50	84.06	
Sr. Engineer	4.50	158.27	
Sr. Planner/Analyst	5.50	167.53	
Engineer	3.50	98.46	
Editor	.30	9.50	
Totals	15.30	517.82	
Overhead 160.00%		828.51	
Fee 11%		148.10	
Total Labor			1,494.43

### Consultants

Kadmas, Lee & Jackson, Inc.	861.63	
Total Consultants	861.63	861.63

### Reimbursable Expenses

Meals	29.43	
Other Services	54.50	
Total Reimbursables	83.93	83.93

Budget Status	Budget	Current	Prior	To-Date
Labor	88,743.29	1,494.43	6,059.96	7,554.39
Consultants	43,394.04	861.63	0.00	861.63
Expenses	5,434.05	83.93	34.78	118.71
Total Billings	137,571.38	2,439.99	6,094.74	8,534.73
Remaining				129,036.65

Total Amount Due this Invoice **\$2,439.99**



Inv# 10481 00-3 \$2439.99  
SRF Consulting Group, Inc.  
09/30/2017 # Pages 9 FP9 DOC30S1750  
PO# 1711533



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Project	10481.00	MAPO TH 22 Corridor Study Segment 2	Invoice	3
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I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

Name:



Title: Chief Financial Officer

Date:

10/17/18

## Billing Backup

Thursday, October 12, 2017

SRF Consulting Group, Inc.

Invoice 3 Dated 9/30/2017

5:15:10 PM

### Professional Personnel

			Hours	Amount	
Principal/Engineer					
0337	Vaughn, Craig	9/17/2017	.50	56.04	28.02
0337	Vaughn, Craig	9/25/2017	.50	56.04	28.02
0337	Vaughn, Craig	9/29/2017	.50	56.04	28.02
Sr. Engineer					
1228	Stewart, Molly	9/1/2017	.50	35.17	17.59
1228	Stewart, Molly	9/15/2017	.50	35.17	17.57
1228	Stewart, Molly	9/18/2017	1.00	35.17	35.17
1228	Stewart, Molly	9/19/2017	.50	35.17	17.59
1228	Stewart, Molly	9/26/2017	.50	35.17	17.59
1228	Stewart, Molly	9/27/2017	1.00	35.17	35.17
1228	Stewart, Molly	9/29/2017	.50	35.17	17.59
Sr. Planner/Analyst					
1215	Sejkora, Erin	9/20/2017	.50	30.46	15.23
1215	Sejkora, Erin	9/21/2017	3.00	30.46	91.38
1215	Sejkora, Erin	9/26/2017	2.00	30.46	60.92
Engineer					
1287	Nault-Maurer, Benjamin	9/29/2017	3.50	28.13	98.46
Editor					
1162	Quayle, Jennifer	9/22/2017	.30	31.67	9.50
Totals			15.30		517.82
Overhead 160.00%					828.51
Fee 11%					148.10
Total Labor					1,494.43

### Consultants

Kadmas, Lee & Jackson, Inc.						
AP 94459	9/19/2017	Kadmas, Lee & Jackson, Inc. / 6.50 Hours			861.63	
	<b>Total Consultants</b>				861.63	861.63

### Reimbursable Expenses

Meals				
AP 94472	9/21/2017	Cardmember Service / Craig Vaughn; Meals - 2 People	21.91	
AP 94472	9/21/2017	Cardmember Service / Craig Vaughn; Meals - 2 People	7.52	
Other Services				
AP 94494	9/21/2017	ipHouse / Misc. Services-Website	54.50	
Total Reimbursables			83.93	83.93

Total this Project \$2,439.99

**Total this Report \$2,439.99**



# Invoice

10481.0260  
Invoice Number: 10089933  
Invoice Date: 09/12/2017  
Invoice Terms: NET 30

Page 1 of 2

To: SRF CONSULTING GRP, INC  
ONE CARLSON PKWY N  
STE 150  
MINNEAPOLIS, MN US 55447-4443

**Please Remit To**  
Kadmas, Lee & Jackson, Inc  
PO Box 4130  
Bismarck, ND 58502  
Phone: 701.355.8400

Project: 18417107  
Manager: BITTNER, MICHAEL H  
Professional Services for the Period Ending 09/02/2017

Mankatoa TH 22 Corridor Study

Task: 2 Minnesota Trunk Highway 22 Corridor Study - Segment 2 SFR NO  
10481.00

Contract Maximum: \$43,394.04 ✓  
Previous Billings Against Maximum: \$0.00 ✓  
Current Billings Against Maximum: \$861.63 ✓  
Budget Remaining After Invoice: \$42,532.41 ✓

## Professional Services

Name	Classification	Date	Cost Rate	Total Bill Hours	Charge + OH Rate (11.0%)
MICHAEL BITTNER	Engineer.IV	07/26/2017	58.61	3.5	\$533.35
KEVIN MACKEY	Engineer.II	08/30/2017	31.14	3.0	\$242.89
<b>Total:</b>					<b>\$776.24 ✓</b>

Task: PF-2 Profit Fee Task 2

Total Profit Fee	\$4,198.34 ✓
Percent Profit Complete	2.03%
Total Profit Fee Billed	\$85.39 ✓
Fee Previously Billed	\$0.00 ✓
Current Profit Fee Billing	\$85.39

Project Subtotal: \$776.24  
Billing Total: \$861.63

\*\*\*Current Invoice Amount\*\*\*

\$861.63



## Invoice

Invoice Number: 10089933

Invoice Date: 09/12/2017

Invoice Terms: NET 30

Page 2 of 2

I certify to the best of my knowledge the belief that this request for payment is true, complete, and accurate, and the expenditures are for the purposes and objectives set forth in the project contract. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may be subject to me and my employer to criminal or civil penalties for fraud, false statements, false claims, or otherwise.

A handwritten signature in black ink, appearing to read 'M. B...', followed by a horizontal line.

A late charge will be added to any unpaid invoice balance according to contract terms, with a minimum charge of \$10.00.

Visit us at [www.kljenq.com](http://www.kljenq.com)

10481.0

Lunch

Molly Stewart  
C. Vaughn

Panera Bread  
Cafe 3467  
Mankato, MN 56001  
Phone: 5073877694

Accuracy matters. If your order is not  
right, please let a manager know.

7/27/2017 12:50:41 PM  
Check Number: 318042 Cashier: MELISSA

1 You Pick 1

1 1/2 BLT RstTky Avc S	5.39
1 Sourdough Slice	
1 Mayo	
1 Lettuce	
1 Tomato	
1 Avocado	
1 Salt & Pepper	
1 Roasted Turkey	
1 Sliced Bacon	
1 Cup Sumr Corn Chwdr	3.79
1 Md Water	
1 Soft Dinner Roll	

1 You Pick 2

1 1/2 BLT RstTky Avc S	5.39
1 Sourdough Slice	
1 Mayo	
1 Lettuce	
1 Tomato	
1 Avocado	
1 Salt & Pepper	
1 Roasted Turkey	
1 Sliced Bacon	
1 1/2 Goddess Cobb Chx	5.69
1 Greens Blend	
1 Green Goddess Drs	
1 Wedge Tomato	
1 Pickled Red Onion	
1 Chicken	
1 Md Water	
1 French Baguette	

SubTotal	20.26
Tax	1.65
Total	21.91
Visa	21.91
Acct:XXXXXXXX8956	
AuthCode:217205	
Trans#:524	
Visa	21.91

Sign up for emails to get bonus rewards.  
Log in at PaneraBread.com.  
You received a reward  
Received 1 Free Cookie

MyPanera Member: xxxxxxxxxxxx90644  
MyPanera Offers Earned:  
Free Cookie: 1 (Exp Date: 09/25/17)  
Visits to Next Reward: 8

10481.0

Holiday Stationstores  
Shop the difference!

Store # 11  
1901 Adams St.  
Mankato, MN 56001  
507-387-5711

Dinner  
m Stewart  
C Vaughn

7/27/2017 4:49:45 PM

CREDIT CARD SALE

Holiday

Store#: 0011

Terminal#: 0003

1901 Adams St

Mankato

MN

VC XXXXXXXXXXXX0956

VAUGHN/CRAIG S

Register: 2

Trans Seq #: 1299315

Store # 11

Andrew

2 SMART WATER 700ML

\$3.96

2 STARBUCK FRAP VAN 13.7OZ

\$6.38

Get 2nd Starbucks for ONLY \$

-\$2.19

SMART WATER 700ML 2 FOR

-\$0.65

Sub. total:

\$7.52

Tax:

\$0.00

Total:

\$7.52

Discount Total:

-\$2.84

Visa:

\$7.52

Change

\$0.00

INV#: 114943116

APPROVAL: 07294

Thank You  
Please Come Again Soon  
Visit us at  
[www.holidaystationstores.com](http://www.holidaystationstores.com)

# Detailed Account Statement

DTL#37193 --WebSite #1956..th22corridorstudy.com  
 SVC#276 9/1/2017 to 10/1/2017 -- Business Web Hosting ~~\$30.00~~ 1 \$30.00  
 DTL#37196 --Domain #4696..moorheadada.com  
 DTL#37196 --WebSite #1957..www.moorheadada.com

Subtotal	Total Taxes	Total	Paid	Due
\$60.00	\$0.00	\$60.00	\$0.00	\$60.00

Invoice	738993	Date	9/8/2017	Invoice Name	SRF Consulting	PO Number:
Item	Description	Price	Qty	Extended Price		
SVC#276	10/1/2017 to 11/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00		
DTL#37193	--Domain #4695..th22corridorstudy.com					
DTL#37193	--WebSite #1956..th22corridorstudy.com					
SVC#276	10/1/2017 to 11/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00		
DTL#37196	--Domain #4696..moorheadada.com					
DTL#37196	--WebSite #1957..www.moorheadada.com					
Subtotal	Total Taxes	Total	Paid	Due		
\$60.00	\$0.00	\$60.00	\$0.00	\$60.00		

Vendor ID # IPH010

Job	0001	Task	0001	Amount	918.75 A/C	704
Job	✓8232	Task	0020	Amount	✓25.00 A/C	548.15
Job	✓8418	Task	0020	Amount	✓10.00 A/C	548.15
Job	✓9271	Task	0260	Amount	✓10.00 A/C	548.15
Job	✓10284	Task	D0060	Amount	✓10.00 A/C	548.15
Job	✓10360	Task	0003A	Amount	✓10.00 A/C	548.15
Job	✓10237	Task	0003B	Amount	✓30.00 A/C	548.15
Job	✓10454	Task	0026B	Amount	✓30.00 A/C	548.15
Job	10481	Task	0260	Amount	✓54.50 A/C	548.15
Job	10481.01	Task	0260	Amount	✓54.50 A/C	548.15
Job	✓10557	Task	0250	Amount	✓139.00 A/C	548.15
				1,291.75		

All services are subject to ipHouse Acceptable Use Policy

Effective January 1st 2013 all unpaid invoices over 50 days old

will be subject to a late payment fee of 1.5% (minimum \$5).

Due Date: 9/29/2017

Please Pay this Amount: \$1,291.75

0-30 Days	30-60 Days	60-90 Days	Over 90 Days
\$1,291.75			

# Detailed Account Statement

DTL#34257	--Block of 5 emails #261..minotafbjlus.com - Project 8457			
DTL#34257	--Miscellaneous #2341..Project 8457: \$10 web hosting for MinotAFBJLUS.com			
SVC#212	10/1/2017 to 11/1/2017 -- Domain Name registration and hosting	\$5.00	1	\$5.00
DTL#34503	--Domain #4165..Longmeadowlakebridge.com			
SVC#276	10/1/2017 to 11/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00
DTL#34559	--Domain #4229..srfconsulting.com			
DTL#34559	--WebSite #1637..temp.srfconsulting.com			
SVC#270	10/1/2017 to 11/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#35563	--Domain #4415..us12downtownlitchfield.com			
DTL#35563	--WebSite #1775..us12downtownlitchfield.com			
DTL#35563	--Block of 5 emails #262..us12downtownlitchfield.com - Project 9027			
DTL#35563	--Miscellaneous #2731..Project 9027			
SVC#270	10/1/2017 to 11/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#35853	--Domain #4453..www.42corridorplan.com			
DTL#35853	--WebSite #1807..www.42corridorplan.com			
DTL#35853	--Block of 5 emails #223..42corridorplan.com - Project 9040			
DTL#35853	--Miscellaneous #2732..Project 9040			
SVC#270	10/1/2017 to 11/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#35947	--Domain #4432..planmckenzie.com			
DTL#35947	--WebSite #1789..planmckenzie.com			
DTL#35947	--Block of 5 emails #218..planmckenzie.com - Project 9031			
DTL#35947	--Miscellaneous #2733..Project 9031			
SVC#270	10/1/2017 to 11/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#35950	--Domain #4470..mortonfuturelanduse.com			
DTL#35950	--WebSite #1821..mortonfuturelanduse.com			
DTL#35950	--Block of 5 emails #226..mortonfuturelanduse.com - Project 9126			
DTL#35950	--Miscellaneous #2734..Project 9126			
SVC#270	10/1/2017 to 11/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#36288	--Domain #4542..us59worthingtoncorridor.com			
DTL#36288	--WebSite #1873..us59worthingtoncorridor.com			
DTL#36288	--Block of 5 emails #263..us59worthingtoncorridor.com - Project 9271			
DTL#36288	--Miscellaneous #2735..Project 9271			
SVC#270	10/1/2017 to 11/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#36990	--Domain #4663..csah38.com			
DTL#36990	--WebSite #1939..csah38.com			
DTL#36990	--Block of 5 emails #255..csah38.com - Project 10284			
DTL#36990	--Miscellaneous #2727..job 10284.00			
SVC#270	10/1/2017 to 11/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#36994	--Domain #4667..planslcmn.com			
DTL#36994	--WebSite #1941..planslcmn.com			
DTL#36994	--Block of 5 emails #258..planslcmn.com - Project 10360			
DTL#36994	--Miscellaneous #2728..job 10360.00			
SVC#276	10/1/2017 to 11/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00
DTL#37000	--Domain #4650..imagineapplevalley2040.com			
DTL#37000	--Block of 10 emails #1260..imagineapplevalley2040.com - Project 10237			
DTL#37000	--WebSite #1931..imagineapplevalley2040.com			
SVC#276	10/1/2017 to 11/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00
DTL#37080	--Domain #4674..i29corridorstudy.com			
DTL#37080	--Block of 10 emails #1261..Project 10454			
DTL#37080	--WebSite #1946..i29corridorstudy.com			
SVC#276	8/8/2017 to 9/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00
DTL#37193	--Domain #4695..th22corridorstudy.com			
DTL#37193	--WebSite #1956..th22corridorstudy.com			
SVC#533	8/1/2017 to 8/1/2018 -- SSL Certificate Registration	\$49.00	1	\$49.00
DTL#37194	--Miscellaneous #2748..www.th22corridorstudy.com			
SVC#276	8/9/2017 to 9/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00
DTL#37196	--Domain #4696..moorheadada.com			
DTL#37196	--WebSite #1957..www.moorheadada.com			
SVC#533	8/1/2017 to 8/1/2018 -- SSL Certificate Registration	\$49.00	1	\$49.00
DTL#37197	--Miscellaneous #2749..MoorheadADA.com			

Subtotal	Total Taxes	Total	Paid	Due
\$1,136.75	\$0.00	\$1,136.75	\$0.00	\$1,136.75

Invoice	738989	Date	9/8/2017	Invoice Name	SRF Consulting	PO Number:	
Item	Description	Price	Qty	Extended Price			
SVC#276	9/1/2017 to 10/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00			
DTL#37193	--Domain #4695..th22corridorstudy.com						



Reg# 1713208 (11/22)  
PO# 1712530

246 5014  
503124



SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 150  
Minneapolis, MN 55447-4443

P. 763.475.0010  
F. 1.866.440.6364

# INVOICE

Invoice Date: October 31, 2017  
Invoice No: 10481.00 - 4

Mr. Paul Vogel  
Executive Director  
Mankato/North Mankato Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001

11/21/17  
P.V.

Re: TH 22 Corridor Study - Segment 2  
Expiration Date: 12/01/2018

Professional Services for period ending October 31, 2017

**Professional Personnel**

	Hours	Amount	
Principal/Engineer	7.50	420.30	
Sr. Assoc./Engr.	2.00	97.36	
Sr. Assoc./L. Arch.	2.00	76.72	
Associate/Engineer	2.00	83.20	
Sr. Engineer	70.50	2,479.49	
Sr. Landscape Arch.	2.30	70.86	
Sr. Planner/Analyst	64.00	1,979.46	
Engineer	14.50	470.42	
Sr. Graphics Tech	1.00	25.90	
Editor	28.50	902.60	
Admin. Assistant	1.50	51.90	
<b>Totals</b>	<b>195.80</b>	<b>6,658.21</b>	
<b>Overhead 160.00%</b>		<b>10,653.14</b>	
<b>Fee 11%</b>		<b>1,904.25</b>	
<b>Total Labor</b>			<b>19,215.60</b>

**Consultants**

Kadmas, Lee & Jackson, Inc.	2,139.28	
<b>Total Consultants</b>	<b>2,139.28</b>	<b>2,139.28</b>

**Reimbursable Expenses**

Postage	13.26	
Color Copies	8.15	
Project Supplies	9.68	
Other Services	30.00	
<b>Total Reimbursables</b>	<b>61.09</b>	<b>61.09</b>

Budget Status	Budget	Current	Prior	To-Date
Labor	88,743.29	19,215.60	7,554.39	26,769.99
Consultants	43,394.04	2,139.28	861.63	3,000.91
Expenses	5,434.05	61.09	118.71	179.80
Total Billings	137,571.38	21,415.97	8,534.73	29,950.70
				107,620.68



Amount Due this Invoice **\$21,415.97**

---

Project

10481.00

MAPO TH 22 Corridor Study Segment 2

Invoice

4

---

I declare under penalty of perjury that this account,  
claim, or demand is just and correct and that no  
part of it has been paid.

Name:



Title: Chief Financial Officer

Date:

4/12/17

# Billing Backup

SRF Consulting Group, Inc.

Invoice 4 Dated 10/31/2017

Monday, November 13, 2017

1:44:23 PM

## Professional Personnel

			Hours		Amount
Principal/Engineer					
0337	Vaughn, Craig	10/9/2017	1.00	56.04	56.04
0337	Vaughn, Craig	10/11/2017	1.00	56.04	56.04
0337	Vaughn, Craig	10/16/2017	1.00	56.04	56.04
0337	Vaughn, Craig	10/16/2017	2.00	56.04	112.08
0337	Vaughn, Craig	10/19/2017	.50	56.04	28.02
0337	Vaughn, Craig	10/23/2017	1.00	56.04	56.04
0337	Vaughn, Craig	10/25/2017	1.00	56.04	56.04
Sr. Assoc./Engr.					
0332	Leba, Robert	10/5/2017	1.00	48.68	48.68
0332	Leba, Robert	10/16/2017	1.00	48.68	48.68
Sr. Assoc./L. Arch.					
0670	Crosby, Stewart	10/25/2017	2.00	38.36	76.72
Associate/Engineer					
1225	Babich, Timothy	10/25/2017	1.00	47.06	47.06
0881	Hobert, Benjamin	10/25/2017	.50	36.14	18.07
0881	Hobert, Benjamin	10/30/2017	.50	36.14	18.07
Sr. Engineer					
1228	Stewart, Molly	10/2/2017	2.00	35.17	70.34
1228	Stewart, Molly	10/2/2017	2.00	35.17	70.34
1228	Stewart, Molly	10/3/2017	3.00	35.17	105.51
1228	Stewart, Molly	10/3/2017	3.00	35.17	105.51
1228	Stewart, Molly	10/4/2017	2.00	35.17	70.34
1228	Stewart, Molly	10/4/2017	2.00	35.17	70.34
1228	Stewart, Molly	10/5/2017	.50	35.17	17.59
1228	Stewart, Molly	10/5/2017	.50	35.17	17.59
1228	Stewart, Molly	10/5/2017	.50	35.17	17.59
1228	Stewart, Molly	10/5/2017	.50	35.17	17.59
1228	Stewart, Molly	10/6/2017	.50	35.17	17.59
1228	Stewart, Molly	10/6/2017	.50	35.17	17.59
1228	Stewart, Molly	10/9/2017	2.00	35.17	70.29
1228	Stewart, Molly	10/9/2017	1.00	35.17	35.17
1228	Stewart, Molly	10/13/2017	1.00	35.17	35.17
1228	Stewart, Molly	10/16/2017	1.00	35.17	35.17
1228	Stewart, Molly	10/16/2017	2.00	35.17	70.34
1228	Stewart, Molly	10/16/2017	1.00	35.17	35.17
1228	Stewart, Molly	10/17/2017	.50	35.17	17.59
1228	Stewart, Molly	10/17/2017	1.50	35.17	52.76
1228	Stewart, Molly	10/17/2017	.50	35.17	17.59
1228	Stewart, Molly	10/18/2017	2.00	35.17	70.34
1228	Stewart, Molly	10/18/2017	2.00	35.17	70.34
1228	Stewart, Molly	10/18/2017	1.00	35.17	35.17
1228	Stewart, Molly	10/19/2017	.50	35.17	17.59
1228	Stewart, Molly	10/19/2017	2.00	35.17	70.34
1228	Stewart, Molly	10/23/2017	3.00	35.17	105.51
1228	Stewart, Molly	10/24/2017	5.00	35.17	175.85
1228	Stewart, Molly	10/25/2017	7.00	35.17	246.19
1228	Stewart, Molly	10/25/2017	1.00	35.17	35.17
1228	Stewart, Molly	10/26/2017	5.00	35.17	175.85
1228	Stewart, Molly	10/26/2017	1.00	35.17	35.17

Project	10481.00	MAPO TH 22 Corridor Study Segment 2			Invoice	4
1228	Stewart, Molly	10/27/2017	4.00	35.17	140.68	
1228	Stewart, Molly	10/30/2017	2.00	35.17	70.34	
1228	Stewart, Molly	10/30/2017	3.00	35.17	105.51	
1228	Stewart, Molly	10/31/2017	1.00	35.17	35.17	
1228	Stewart, Molly	10/31/2017	2.00	35.17	70.34	
1228	Stewart, Molly	10/31/2017	1.50	35.17	52.76	
Sr. Landscape Arch.						
1085	Elias, Amy	10/25/2017	1.00	30.81	30.81	
1085	Elias, Amy	10/30/2017	1.30	30.81	40.05	
Sr. Planner/Analyst						
1215	Sejkora, Erin	10/4/2017	2.50	30.46	76.15	
1215	Sejkora, Erin	10/4/2017	2.50	30.46	76.15	
1215	Sejkora, Erin	10/5/2017	3.00	30.46	91.38	
1215	Sejkora, Erin	10/5/2017	3.50	30.46	106.61	
1215	Sejkora, Erin	10/6/2017	2.50	30.46	76.15	
1215	Sejkora, Erin	10/6/2017	2.50	30.46	76.15	
1215	Sejkora, Erin	10/10/2017	3.50	30.46	106.61	
1215	Sejkora, Erin	10/11/2017	4.00	30.46	121.84	
1215	Sejkora, Erin	10/12/2017	4.50	30.46	137.07	
1215	Sejkora, Erin	10/20/2017	4.00	30.46	121.84	
1215	Sejkora, Erin	10/23/2017	.50	30.46	15.23	
1215	Sejkora, Erin	10/24/2017	5.00	30.46	152.30	
1215	Sejkora, Erin	10/25/2017	3.00	30.46	91.38	
1215	Sejkora, Erin	10/26/2017	5.00	30.46	152.30	
1215	Sejkora, Erin	10/29/2017	1.00	30.46	30.46	
1215	Sejkora, Erin	10/30/2017	.50	30.46	15.23	
1215	Sejkora, Erin	10/31/2017	5.00	30.46	152.30	
0414	Tinklenberg, Dan	10/26/2017	2.00	33.07	66.14	
0414	Tinklenberg, Dan	10/27/2017	3.00	33.07	99.21	
0414	Tinklenberg, Dan	10/30/2017	2.50	33.07	82.68	
0414	Tinklenberg, Dan	10/31/2017	4.00	33.07	132.28	
Engineer						
1032	Anderson, Krista	10/2/2017	1.50	32.02	48.03	
1207	Kulis, Philip	10/3/2017	.50	33.06	16.53	
1207	Kulis, Philip	10/5/2017	1.00	33.06	33.06	
1207	Kulis, Philip	10/25/2017	4.50	33.06	148.77	
1207	Kulis, Philip	10/26/2017	3.50	33.06	115.71	
1207	Kulis, Philip	10/31/2017	2.00	33.06	66.12	
1287	Nault-Maurer, Benjamin	10/2/2017	1.50	28.13	42.20	
Sr. Graphics Tech						
0723	Kennedy, John	10/4/2017	1.00	25.90	25.90	
Editor						
1162	Quayle, Jennifer	10/2/2017	.50	31.67	15.84	
1162	Quayle, Jennifer	10/5/2017	.50	31.67	15.84	
1162	Quayle, Jennifer	10/6/2017	.50	31.67	15.84	
1162	Quayle, Jennifer	10/9/2017	1.00	31.67	31.67	
1162	Quayle, Jennifer	10/10/2017	1.00	31.67	31.67	
1162	Quayle, Jennifer	10/11/2017	1.50	31.67	47.51	
1162	Quayle, Jennifer	10/12/2017	.50	31.67	15.84	
1162	Quayle, Jennifer	10/16/2017	2.00	31.67	63.34	
1162	Quayle, Jennifer	10/17/2017	1.00	31.67	31.67	
1162	Quayle, Jennifer	10/18/2017	1.00	31.67	31.67	
1162	Quayle, Jennifer	10/19/2017	.50	31.67	15.84	
1162	Quayle, Jennifer	10/23/2017	2.00	31.67	63.34	
1162	Quayle, Jennifer	10/25/2017	3.00	31.67	95.01	
1162	Quayle, Jennifer	10/26/2017	7.00	31.67	221.89	
1162	Quayle, Jennifer	10/27/2017	.50	31.67	15.84	

Project	10481.00	MAPO TH 22 Corridor Study Segment 2			Invoice	4
1162	Quayle, Jennifer	10/30/2017	3.00	31.67	95.01	
1162	Quayle, Jennifer	10/31/2017	3.00	31.67	95.01	
Admin. Assistant						
0028	Luberda, Julie	10/17/2017	1.00	34.60	34.60	
0028	Luberda, Julie	10/18/2017	.50	34.60	17.30	
Totals			195.80		6,658.21	
Overhead 160.00%					10,653.14	
Fee 11%					1,904.25	
Total Labor						19,215.60
Consultants						
Kadmas, Lee & Jackson, Inc.						
AP 94843	10/20/2017	Kadmas, Lee & Jackson, Inc. / 21.50 Hours			2,139.28	
Total Consultants					2,139.28	2,139.28
Reimbursable Expenses						
Postage						
AP 94932	10/31/2017	Postage			13.26	
Color Copies						
AP 94933	10/31/2017	Metro Sales, Inc. / Colored Copies			8.15	
Project Supplies						
EX 0014795	10/26/2017	Quayle, Jennifer / Candy for engagement event			9.68	
Other Services						
AP 94791	10/19/2017	ipHouse / Misc. Services-Website			30.00	
Total Reimbursables					61.09	61.09
Total this Project						\$21,415.97
Total this Report						\$21,415.97



# Invoice

Invoice Number: 10091127  
Invoice Date: 10/10/2017  
Invoice Terms: NET 30

Page 1 of 2

To: SRF CONSULTING GRP, INC  
ONE CARLSON PKWY N  
STE 150  
MINNEAPOLIS, MN US 55447-4443

**Please Remit To**  
Kadmas, Lee & Jackson, Inc  
PO Box 4130  
Bismarck, ND 58502  
Phone: 701.355.8400

Project: 18417107  
Manager: BITTNER, MICHAEL H  
Professional Services for the Period Ending 09/30/2017

Mankato TH 22 Corridor Study

Task: 2 Minnesota Trunk Highway 22 Corridor Study - Segment 2 SFR NO  
10481.00

Contract Maximum: \$43,394.04 ✓  
Previous Billings Against Maximum: \$861.63 ✓  
Current Billings Against Maximum: \$2,139.28 ✓  
Budget Remaining After Invoice: \$40,393.13 ✓

## Professional Services

Name	Classification	Date	Cost Rate	Total Bill Hours	Charge + OH Rate (100%)
JOSEPH DEVORE	Engineer.II	09/12/2017	36.06	3.0	\$281.27
JOSEPH DEVORE	Engineer.II	09/13/2017	36.06	2.0	\$187.51
MICHAEL BITTNER	Engineer.IV	09/15/2017	58.61	1.0	\$152.39
KEVIN MACKEY	Engineer.II	09/20/2017	31.14	4.0	\$323.86
KEVIN MACKEY	Engineer.II	09/21/2017	31.14	2.0	\$161.93
KEVIN MACKEY	Engineer.II	09/22/2017	31.14	1.0	\$80.96
KEVIN MACKEY	Engineer.II	09/25/2017	31.14	2.0	\$161.93
JOSEPH DEVORE	Engineer.II	09/26/2017	36.06	2.0	\$187.51
KEVIN MACKEY	Engineer.II	09/26/2017	31.14	2.5	\$202.41
JOSEPH DEVORE	Engineer.II	09/27/2017	36.06	2.0	\$187.51
<b>Total:</b>					<b>\$1,927.28 ✓</b>

Total Profit Fee	\$4,198.34 ✓
Percent Profit Complete	7.09%
Total Profit Fee Billed	\$297.39
Fee Previously Billed	\$85.39
Current Profit Fee Billing	\$212.00 ✓

Fees: \$212.00  
Project Subtotal: \$1,927.28  
Billing Total: \$2,139.28



## Invoice

Invoice Number: 10091127

Invoice Date: 10/10/2017

Invoice Terms: NET 30

Page 2 of 2

\*\*\*Current Invoice Amount\*\*\*

\$2,139.28

I certify to the best of my knowledge the belief that this request for payment is true, complete, and accurate, and the expenditures are for the purposes and objectives set forth in the project contract. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may be subject to me and my employer to criminal or civil penalties for fraud, false statements, false claims, or otherwise.

A handwritten signature in black ink, appearing to be 'Mi R'.

A late charge will be added to any unpaid invoice balance according to contract terms, with a minimum charge of \$10.00.

Visit us at [www.kliang.com](http://www.kliang.com)





Metro Sales Inc.  
1640 E. 78th Street  
Minneapolis, MN 55423

# PaperCut™

Invoice Date : Wednesday, November 1, 2017

Invoice for  
1s-ricoh-c651ex-  
big-color-production

SRF Project # and Name: 10481.00 - MAPO TH 22 Corridor Study Segment 2

Task: 00260 - Transportation Planning

Date:	Size:	Type:	Total Pages:	Total Color:	Total:	Tax:	SubTotal:
10/17/2017	A6	PRINT	36	36	7.20	0.524	7.724
10/17/2017	CUSTOM	PRINT	2	2	0.40	0.029	0.429
Task Total					7.60	0.55	8.15
Project Total					7.60	0.55	8.15
					Invoice Amount: \$8.15		



PLYMOUTH - 763-553-0302  
10/26/2017 11:53 AM EXPIRES 01/24/18



GROCERY  
055004129 MARS FT \$9.00 #  
SUBTOTAL \$9.00  
T = MN TAX 7.5250% on \$9.00 \$0.68  
TOTAL \$9.68  
\*1269 VISA CHARGE \$9.68  
AID: A0000000031010  
VISA CREDIT

# INDICATES SAVINGS

-----  
TOTAL SAVINGS THIS TRIP  
\$0.99  
-----

REC#2-7299-0664-0174-4427-8 VCD#754-259-359



Help make your Target Run better.  
Take a 2 minute survey about today's trip:

informtarget.com  
User ID: 7270 0933 6982  
Password: 555 722

CUÉNTENOS EN ESPAÑOL

Please take this survey within 7 days.

# Detailed Account Statement

Vendor ID #	IPH010				
Job	0001	Task	0001	Amount	848.75 A/C 730.3
Job	8232	Task	0020	Amount	25.00 A/C 548.15
Job	8418	Task	0020	Amount	10.00 A/C 548.15
Job	8418.01	Task	0110	Amount	10.00 A/C 548.15
Job	9271	Task	0260	Amount	10.00 A/C 548.15
Job	10284	Task	D0060	Amount	10.00 A/C 548.15
Job	10360	Task	0003A	Amount	10.00 A/C 548.15
Job	10237	Task	0003B	Amount	30.00 A/C 548.15
Job	10454	Task	0026B	Amount	30.00 A/C 548.15
Job	10481	Task	0260	Amount	30.00 A/C 548.15
Job	10557	Task	0250	Amount	30.00 A/C 548.15
				1,043.75	

All services are subject to ipHouse Acceptable Use Policy  
 Effective January 1st 2013 all unpaid invoices over 50 days old  
 will be subject to a late payment fee of 1.5% (minimum \$5).

**Due Date:** 10/24/2017  
**Please Pay this Amount:** \$1,043.75

0-30 Days	30-60 Days	60-90 Days	Over 90 Days
\$1,043.75			

# Detailed Account Statement

SVC#270	11/1/2017 to 12/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#35853	--Domain #4453..www.42corridorplan.com			
DTL#35853	--WebSite #1807..www.42corridorplan.com			
DTL#35853	--Block of 5 emails #223..42corridorplan.com - Project 9040			
DTL#35853	--Miscellaneous #2732..Project 9040			
SVC#270	11/1/2017 to 12/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#35947	--Domain #4432..planmckenzie.com			
DTL#35947	--WebSite #1789..planmckenzie.com			
DTL#35947	--Block of 5 emails #218..planmckenzie.com - Project 9031			
DTL#35947	--Miscellaneous #2733..Project 9031			
SVC#270	11/1/2017 to 12/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#35950	--Domain #4470..mortonfuturelanduse.com			
DTL#35950	--WebSite #1821..mortonfuturelanduse.com			
DTL#35950	--Block of 5 emails #226..mortonfuturelanduse.com - Project 9126			
DTL#35950	--Miscellaneous #2734..Project 9126			
SVC#270	11/1/2017 to 12/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#36288	--Domain #4542..us59worthingtoncorridor.com			
DTL#36288	--WebSite #1873..us59worthingtoncorridor.com			
DTL#36288	--Block of 5 emails #263..us59worthingtoncorridor.com - Project 9271			
DTL#36288	--Miscellaneous #2735..Project 9271			
SVC#270	11/1/2017 to 12/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#36990	--Domain #4663..csah38.com			
DTL#36990	--WebSite #1939..csah38.com			
DTL#36990	--Block of 5 emails #255..csah38.com - Project 10284			
DTL#36990	--Miscellaneous #2727..job 10284.00			
SVC#270	11/1/2017 to 12/1/2017 -- Blog hosting	\$10.00	1	\$10.00
DTL#36994	--Domain #4667..planslcmn.com			
DTL#36994	--WebSite #1941..planslcmn.com			
DTL#36994	--Block of 5 emails #256..planslcmn.com - Project 10360			
DTL#36994	--Miscellaneous #2728..job 10360.00			
SVC#276	11/1/2017 to 12/1/2017 -- Business Web Hosting	<del>\$30.00</del>	1	\$30.00
DTL#37000	--Domain #4650..imagineapplevalley2040.com			
DTL#37000	--Block of 10 emails #1260..imagineapplevalley2040.com - Project 10287			
DTL#37000	--WebSite #1931..imagineapplevalley2040.com			
SVC#276	11/1/2017 to 12/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00
DTL#37080	--Domain #4674..i29corridorstudy.com			
DTL#37080	--Block of 10 emails #1261..Project 10454			
DTL#37080	--WebSite #1946..i29corridorstudy.com			
SVC#276	11/1/2017 to 12/1/2017 -- Business Web Hosting (048)	\$30.00	1	\$30.00
DTL#37193	--Domain #4695..lh22corridorstudy.com			
DTL#37193	--WebSite #1956..lh22corridorstudy.com			
SVC#276	11/1/2017 to 12/1/2017 -- Business Web Hosting	\$30.00	1	\$30.00
DTL#37196	--Domain #4696..moorheadada.com			
DTL#37196	--WebSite #1957..www.moorheadada.com			

Subtotal	Total Taxes	Total	Paid	Due
\$1,038.75	\$0.00	\$1,038.75	\$0.00	\$1,038.75

R# 1714054  
PO# 1713202

2465014  
503124



SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 150  
Minneapolis, MN 55447-4443

P. 763.475.0010  
F. 1.866.440.6364

# INVOICE

Invoice Date: November 30, 2017  
Invoice No: 10481.00 - 5

12/14/2017  
p. v.

Mr. Paul Vogel  
Executive Director  
Mankato/North Mankato Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001

Re: TH 22 Corridor Study - Segment 2  
Expiration Date: 12/01/2018

Professional Services for period ending November 30, 2017  
Professional Personnel

	Hours	Amount	
Principal/Engineer	5.50	308.22	
Sr. Assoc./L. Arch.	3.00	115.08	
Associate/Engineer	.50	23.53	
Sr. Engineer	57.50	2,022.28	
Sr. Landscape Arch.	13.70	422.10	
Sr. Planner/Analyst	.50	18.54	
Engineer	12.00	389.61	
Planner/Analyst	12.00	317.88	
Editor	27.00	855.09	
<b>Totals</b>	<b>131.70</b>	<b>4,450.33</b>	
<b>Overhead 160.00%</b>		<b>7,120.53</b>	
<b>Fee 11%</b>		<b>1,272.79</b>	
<b>Total Labor</b>			<b>12,843.65</b>

**Consultants**

Kadmas, Lee & Jackson, Inc.	12,812.41	
<b>Total Consultants</b>	<b>12,812.41</b>	<b>12,812.41</b>

**Reimbursable Expenses**

Mileage	398.58	
Meals	17.34	
Other Services	30.00	
<b>Total Reimbursables</b>	<b>445.92</b>	<b>445.92</b>

Budget Status	Budget	Current	Prior	To-Date
Labor	88,743.29	12,843.65	26,769.99	39,613.64
Consultants	43,394.04	12,812.41	3,000.91	15,813.32
Expenses	5,434.05	445.92	179.80	825.72
Total Billings	137,571.38	26,101.98	29,950.70	56,052.68
Remaining				81,518.70


**Total Amount Due this Invoice** **\$26,101.98**



Inv# 10481 00-5 \$26101.98  
SRF Consulting Group, Inc.  
11/30/2017 # Pages 10 FP10 DOC3254898  
PO# 1713202

Project	10481.00	MAPO TH 22 Corridor Study Segment 2	Invoice	5
---------	----------	-------------------------------------	---------	---

I declare under penalty of perjury that this account,  
claim, or demand is just and correct and that no  
part of it has been paid.

Name: 

Title: Chief Financial Officer Date: 12/13/17

# Billing Backup

Wednesday, December 13, 2017

SRF Consulting Group, Inc.

Invoice 5 Dated 11/30/2017

4:27:44 PM

## Professional Personnel

			Hours	Amount	Amount
<b>Principal/Engineer</b>					
0337	Vaughn, Craig	11/6/2017	.50	58.04	28.02
0337	Vaughn, Craig	11/8/2017	1.00	56.04	56.04
0337	Vaughn, Craig	11/14/2017	1.00	56.04	56.04
0337	Vaughn, Craig	11/15/2017	1.50	56.04	84.06
0337	Vaughn, Craig	11/27/2017	1.50	56.04	84.06
<b>Sr. Assoc./L. Arch.</b>					
0670	Crosby, Stewart	11/1/2017	1.00	38.36	38.36
0670	Crosby, Stewart	11/27/2017	1.00	38.36	38.36
0670	Crosby, Stewart	11/28/2017	1.00	38.36	38.36
<b>Associate/Engineer</b>					
1225	Babich, Timothy	11/8/2017	.50	47.06	23.53
<b>Sr. Engineer</b>					
1228	Stewart, Molly	11/1/2017	8.00	35.17	211.02
1228	Stewart, Molly	11/2/2017	8.00	35.17	281.36
1228	Stewart, Molly	11/6/2017	3.00	35.17	105.51
1228	Stewart, Molly	11/7/2017	4.00	35.17	140.68
1228	Stewart, Molly	11/8/2017	1.00	35.17	35.17
1228	Stewart, Molly	11/8/2017	4.00	35.17	140.68
1228	Stewart, Molly	11/9/2017	1.00	35.17	35.17
1228	Stewart, Molly	11/9/2017	1.00	35.17	35.17
1228	Stewart, Molly	11/10/2017	1.00	35.17	35.17
1228	Stewart, Molly	11/13/2017	6.00	35.17	211.02
1228	Stewart, Molly	11/14/2017	1.00	35.17	35.17
1228	Stewart, Molly	11/14/2017	2.00	35.17	70.34
1228	Stewart, Molly	11/15/2017	4.00	35.17	140.68
1228	Stewart, Molly	11/16/2017	2.00	35.17	70.34
1228	Stewart, Molly	11/17/2017	5.00	35.17	175.85
1228	Stewart, Molly	11/20/2017	6.00	35.17	211.02
1228	Stewart, Molly	11/21/2017	.50	35.17	17.59
1228	Stewart, Molly	11/27/2017	1.00	35.17	35.17
1228	Stewart, Molly	11/27/2017	1.00	35.17	35.17
<b>Sr. Landscape Arch.</b>					
1085	Elias, Amy	11/15/2017	.50	30.81	15.41
1085	Elias, Amy	11/16/2017	2.80	30.81	86.27
1085	Elias, Amy	11/20/2017	2.30	30.81	70.85
1085	Elias, Amy	11/21/2017	2.50	30.81	77.03
1085	Elias, Amy	11/27/2017	.50	30.81	15.41
1085	Elias, Amy	11/28/2017	1.30	30.81	40.05
1085	Elias, Amy	11/29/2017	2.80	30.81	86.27
1085	Elias, Amy	11/30/2017	1.00	30.81	30.81
<b>Sr. Planner/Analyst</b>					
0414	Tinklenberg, Dan	11/1/2017	.50	33.07	16.54
<b>Engineer</b>					
1207	Kulis, Phillip	11/1/2017	1.00	33.06	33.06
1207	Kulis, Phillip	11/2/2017	2.00	33.06	66.12
1207	Kulis, Phillip	11/9/2017	.50	33.06	16.53
1207	Kulis, Phillip	11/10/2017	1.00	33.06	33.06
1207	Kulis, Phillip	11/14/2017	.50	33.06	16.53
1207	Kulis, Phillip	11/16/2017	1.50	33.06	49.59

Project	10481.00	MAPO TH 22 Corridor Study Segment 2			Invoice	5
1287	Nault-Maurer, Benjamin	11/7/2017	3.50	28.13	98.45	
1287	Nault-Maurer, Benjamin	11/8/2017	1.00	28.13	28.13	
1287	Nault-Maurer, Benjamin	11/15/2017	.50	28.13	14.07	
1287	Nault-Maurer, Benjamin	11/17/2017	.50	28.13	14.07	
Planner/Analyst						
1233	Markman, Samantha	11/8/2017	3.50	26.49	92.71	
1233	Markman, Samantha	11/9/2017	2.00	26.49	52.98	
1233	Markman, Samantha	11/13/2017	1.50	26.49	39.74	
1233	Markman, Samantha	11/16/2017	5.00	26.49	132.45	
Editor						
1162	Quayle, Jennifer	11/1/2017	8.00	31.67	253.35	
1162	Quayle, Jennifer	11/2/2017	9.00	31.67	285.03	
1162	Quayle, Jennifer	11/8/2017	1.00	31.67	31.67	
1162	Quayle, Jennifer	11/10/2017	.50	31.67	15.84	
1162	Quayle, Jennifer	11/13/2017	8.00	31.67	190.02	
1162	Quayle, Jennifer	11/14/2017	1.50	31.67	47.51	
1162	Quayle, Jennifer	11/15/2017	1.00	31.67	31.67	
	Totals		131.70		4,450.33	
	Overhead 160.00%				7,120.53	
	Fee 11%				1,272.79	
	Total Labor					12,843.65
Consultants						
Kadmas, Lee & Jackson, Inc.						
AP 95168	11/22/2017	Kadmas, Lee & Jackson, Inc. / 62 Hours			5,955.97	
AP 95352	11/30/2017	Kadmas, Lee & Jackson, Inc. / 71 Hours			6,858.44	
	Total Consultants				12,812.41	12,812.41
Reimbursable Expenses						
Mileage						
EX 0014969	10/26/2017	Stewart, Molly / focus group meeting / 160.00 miles @ 0.535			85.60	
EX 0014969	11/1/2017	Stewart, Molly / focus group meetings / 250.00 miles @ 0.535			133.75	
EX 0014969	11/2/2017	Stewart, Molly / focus group meetings / 175.00 miles @ 0.535			93.63	
EX 0014969	11/13/2017	Stewart, Molly / focus group meetings / 160.00 miles @ 0.535			85.60	
Meals						
EX 0014969	11/13/2017	Stewart, Molly / Focus Group meetings			17.34	
Other Services						
AP 95109	11/16/2017	IpHouse / Misc. Services-Website			30.00	
	Total Reimbursables				445.92	445.92
				Total this Project		\$26,101.98
				Total this Report		\$26,101.98





# Invoice

Invoice Number: 10092402

Invoice Date: 11/07/2017

Invoice Terms: NET 30

Page 1 of 2

To: SRF CONSULTING GRP, INC  
ONE CARLSON PKWY N  
STE 150  
MINNEAPOLIS, MN US 55447-4443

Please Remit To  
Kadmas, Lee & Jackson, Inc  
PO Box 4130  
Bismarck, ND 58502  
Phone: 701.355.8400

Mankatoa TH 22 Corridor Study

Project: 18417107  
Manager: BITTNER, MICHAEL H  
Professional Services for the Period Ending 10/28/2017

Task: 2 Minnesota Trunk Highway 22 Corridor Study - Segment 2 SFR NO  
10481.00

Contract Maximum: \$43,394.04 ✓  
Previous Billings Against Maximum: \$3,000.91 ✓  
Current Billings Against Maximum: \$5,955.97 ✓  
Budget Remaining After Invoice: \$34,437.16 ✓

Name	Classification	Date	Cost Rate	Total Bill Hours	Charge + OH Rate (110%)
KEVIN MACKEY	Engineer.II	10/03/2017	31.14	3.0	\$242.89
JOSEPH DEVORE	Engineer.II	10/04/2017	36.06	1.0	\$93.76
KEVIN MACKEY	Engineer.II	10/04/2017	31.14	4.0	\$323.86
JOSEPH DEVORE	Engineer.II	10/05/2017	36.06	1.0	\$93.76
KEVIN MACKEY	Engineer.II	10/05/2017	31.14	4.0	\$323.86
JOSEPH DEVORE	Engineer.II	10/06/2017	36.06	1.0	\$93.76
KEVIN MACKEY	Engineer.II	10/06/2017	31.14	1.5	\$121.45
KEVIN MACKEY	Engineer.II	10/07/2017	31.14	1.5	\$121.45
KEVIN MACKEY	Engineer.II	10/09/2017	31.14	4.0	\$323.86
KEVIN MACKEY	Engineer.II	10/10/2017	31.14	1.5	\$121.45
KEVIN MACKEY	Engineer.II	10/11/2017	31.14	1.5	\$121.45
KEVIN MACKEY	Engineer.II	10/12/2017	31.14	1.5	\$121.45
KEVIN MACKEY	Engineer.II	10/16/2017	31.14	1.5	\$121.45
JOSEPH DEVORE	Engineer.II	10/17/2017	36.06	1.5	\$140.63
KEVIN MACKEY	Engineer.II	10/17/2017	31.14	4.5	\$364.34
JOSEPH DEVORE	Engineer.II	10/18/2017	36.06	2.0	\$187.51
KEVIN MACKEY	Engineer.II	10/18/2017	31.14	4.0	\$323.86
JOSEPH DEVORE	Engineer.II	10/19/2017	36.06	1.0	\$93.76
KEVIN MACKEY	Engineer.II	10/19/2017	31.14	5.0	\$404.82
KEVIN MACKEY	Engineer.II	10/20/2017	31.14	5.0	\$404.82
MICHAEL BITTNER	Engineer.IV	10/20/2017	58.61	3.5	\$533.35
KEVIN MACKEY	Engineer.II	10/23/2017	31.14	2.5	\$202.41
KEVIN MACKEY	Engineer.II	10/24/2017	31.14	2.0	\$161.93
KEVIN MACKEY	Engineer.II	10/27/2017	31.14	4.0	\$323.86



# Invoice

Invoice Number: 10092402

Invoice Date: 11/07/2017

Invoice Terms: NET 30

Page 2 of 2

## Professional Services

Name	Classification	Date	Cost Rate	Total Bill Hours	Charge
Total:					\$5,365.74 ✓

Task: PF-2 Profit Fee Task 2

Total Profit Fee	\$4,198.34 ✓
Percent Profit Complete	21.14%
Total Profit Fee Billed	\$887.62
Fee Previously Billed	\$297.39 ✓
Current Profit Fee Billing	\$590.23 ✓

Project Subtotal: \$5,365.74  
Billing Total: \$5,955.97

\*\*\*Current Invoice Amount\*\*\*

\$5,955.97

I certify to the best of my knowledge the belief that this request for payment is true, complete, and accurate, and the expenditures are for the purposes and objectives set forth in the project contract. I am aware that any false, illicious, or fraudulent information, or the omission of any material fact, may be subject to me and my employer to criminal or civil penalties for fraud, false statements, false claims, or otherwise.

A late charge will be added to any unpaid invoice balance according to contract terms, with a minimum charge of \$10.00.

Visit us at [www.kljeng.com](http://www.kljeng.com)



# Invoice

Invoice Number: 10093853

Invoice Date: 12/06/2017

Invoice Terms: NET 30

Page 1 of 2

To: SRF CONSULTING GRP, INC  
ONE CARLSON PKWY N  
STE 150  
MINNEAPOLIS, MN US 55447-4443

Please Remit To  
Kadmas, Lee & Jackson, Inc  
PO Box 4130  
Bismarck, ND 58502  
Phone: 701.355.8400

Mankatoa TH 22 Corridor Study

Project: 18417107  
Manager: BITTNER, MICHAEL H  
Professional Services for the Period Ending 12/02/2017

Task: 2 Minnesota Trunk Highway 22 Corridor Study - Segment 2 SFR NO  
10481.00.

Contract Maximum: \$43,394.04 ✓

Previous Billings Against Maximum: \$8,956.88 ✓

Current Billings Against Maximum: ~~\$6,858.44~~ ✓

Budget Remaining After Invoice: \$27,580.72 ✓

## Professional Services

Name	Classification	Date	Cost Rate	Total Bill Hours	Charge + on Rate (11.0%)
KEVIN MACKEY	Engineer.II	11/06/2017	31.14	1.0	\$80.96
KEVIN MACKEY	Engineer.II	11/07/2017	31.14	8.0	\$647.71
MICHAEL BITTNER	Engineer.IV	11/07/2017	58.61	3.0	\$457.16
KEVIN MACKEY	Engineer.II	11/08/2017	31.14	7.0	\$566.75
KEVIN MACKEY	Engineer.II	11/09/2017	31.14	8.0	\$647.71
MICHAEL BITTNER	Engineer.IV	11/09/2017	58.61	1.0	\$152.39
KEVIN MACKEY	Engineer.II	11/10/2017	31.14	7.0	\$566.75
KEVIN MACKEY	Engineer.II	11/13/2017	31.14	8.0	\$647.71
KEVIN MACKEY	Engineer.II	11/14/2017	31.14	6.0	\$485.78
KEVIN MACKEY	Engineer.II	11/15/2017	31.14	7.0	\$566.75
KEVIN MACKEY	Engineer.II	11/16/2017	31.14	1.0	\$80.96
KEVIN MACKEY	Engineer.II	11/28/2017	31.14	8.0	\$647.71
KEVIN MACKEY	Engineer.II	11/29/2017	31.14	4.0	\$323.86
MICHAEL BITTNER	Engineer.IV	11/29/2017	58.61	2.0	\$304.77
				<u>Total:</u>	\$6,176.97 ✓

Task: PF-2 Profit Fee Task 2



# Invoice

Invoice Number: 10093853

Invoice Date: 12/06/2017

Invoice Terms: NET 30

Page 2 of 2

Total Profit Fee	\$4,198.34 ✓
Percent Profit Complete	37.33%
Total Profit Fee Billed	\$1,567.09
Fee Previously Billed	\$887.62 ✓
Current Profit Fee Billing	\$679.47

Project Subtotal:	\$6,176.97
Billing Total:	\$6,856.44

\*\*\*Current Invoice Amount\*\*\*

\$6,856.44

I certify to the best of my knowledge and belief that this request for payment is true, complete, and accurate, and the expenditures are for the purposes and objectives set forth in the project contract. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may be subject to me and my employer to criminal or civil penalties for fraud, false statements, false claims, or otherwise.

A late charge will be added to any unpaid invoice balance according to contract terms, with a minimum charge of \$10.00.

Visit us at [www.kljeng.com](http://www.kljeng.com)

#10481 M. Stewart

Starbucks Coffee #21372  
1872 Madison Ave  
Mankato, MN XXX-XXX-XXXX

CHK 713463  
11/13/2017 05:37 PM  
1988264 Drawer: 2 Reg: 1

Gr Latte	3.65
Whole Milk	
Salted Chips	1.75
Salami & Chs Tray	5.95
Vt Pink Drink	4.85
Visa	17.34
XXXXXXXXXXXX1848	

Subtotal	\$16.20
Tax 7.875%	\$1.14
Total	\$17.34
Change Due	\$0.00

----- Check Closed -----  
11/13/2017 05:37 PM

Merchandise, Packaged Coffee and  
Packaged Tea on this receipt may be  
returned or exchanged within 60 days  
of the transaction date printed  
above. All returns or exchanges must  
be accompanied with this original  
receipt. Refund method depends on  
form of payment. For questions call  
1-800-STARBUCK (1-800-782-7282)

Join our loyalty program  
Starbucks Rewards®  
Sign up for promotional emails  
Visit Starbucks.com/rewards  
Or download our app  
At participating stores  
Some restrictions apply

# Detailed Account Statement

SVC#276	--WebSite - imagineapplevalley2040.com 12/1/2017 to 1/1/2018 -- Business Web Hosting	<del>\$30.00</del>	1	\$30.00
	--Domain - i29corridorstudy.com			
	--Block of 10 emails <del>Project 1045417</del>			
	--WebSite - i29corridorstudy.com			
SVC#276	12/1/2017 to 1/1/2018 -- Business Web Hosting	<del>\$30.00</del>	1	\$30.00
	--Domain - th22corridorstudy.com <del>10481</del>			
	--WebSite - th22corridorstudy.com			
SVC#276	12/1/2017 to 1/1/2018 -- Business Web Hosting	<del>\$30.00</del>	1	\$30.00
	--Domain - moorheadada.com <del>10557</del>			
	--WebSite - www.moorheadada.com			

Subtotal	Total Taxes	Total	Paid	Due
\$1,038.75	\$0.00	\$1,038.75	\$0.00	\$1,038.75

Vendor ID #	IPH010
Job	0001 Task 0001 Amount 868.75 A/C 730.3
Job	8232 Task 0020 Amount 25.00 A/C 548.15
Job	8418 Task 0020 Amount 10.00 A/C 548.15
Job	9271 Task 0260 Amount 10.00 A/C 548.15
Job	10360 Task 0003A Amount 10.00 A/C 548.15
Job	10237 Task 0003B Amount 30.00 A/C 548.15
Job	10454 Task 0026B Amount 30.00 A/C 548.15
Job	<del>10481 Task 0260 Amount 30.00 A/C 548.15</del>
Job	10557 Task 0250 Amount 30.00 A/C 548.15
	1,043.75

All services are subject to ipHouse Acceptable Use Policy  
Effective January 1st 2013 all unpaid invoices over 50 days old  
will be subject to a late payment fee of 1.5% (minimum \$5).

Due Date: 11/28/2017  
Please Pay this Amount: \$1,043.75

0-30 Days	30-60 Days	60-90 Days	Over 90 Days
\$1,043.75			



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246 5014 - 503124  
 Reg # 1712955 (1117)  
 PO # 1712286

INVOICE

Please Remit To: Bolton & Menk, Inc.  
 1960 Premier Drive | Mankato, MN 56001-5900  
 507-625-4171 | 507-625-4177 (fax)  
 www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



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Mankato/NorthMankato Area Planning Organization  
 Charles Androsky, MAPO Transportation Planner  
 10 Civic Center Plaza  
 Mankato, MN 56001

October 24, 2017

Project No:

T42.114754

Invoice No:

0209684

J. V.  
 11/16/2017

### MAPO/ADA Transition Plan and Inventory

#### Project Management (001)

##### Professional Services

	Hours	Amount	
Project Manager	10.00	1,327.20	
Totals	10.00	1,327.20	
Total Labor			1,327.20
Total this Task			\$1,327.20

#### ADA Self-Evaluation Sidewalk & Curb Ramp (002)

##### Professional Services

	Hours	Amount	
Specialist	8.50	540.48	
Transportation Planner	34.50	2,758.62	
Project Manager	21.00	2,787.12	
Principal GIS Manager	14.00	2,081.94	
Totals	78.00	8,168.16	
Total Labor			8,168.16
Total this Task			\$8,168.16

#### ADA Self-Evaluation Policy Review (003)

##### Professional Services

	Hours	Amount	
Project Manager	1.50	199.08	
Totals	1.50	199.08	
Total Labor			199.08
Total this Task			\$199.08

#### ADA Transition Plan (004)

##### Professional Services

	Hours	Amount	
Transportation Planner	4.00	319.84	
	1.00	132.72	
	1.00	452.56	
Total Labor			452.56
Total this Task			\$452.56

Inv# 0209684

\$11810.05

Bolton & Menk, Inc

10/24/2017 # Pages 3

FP3 DOC31S3071

PO# 1712286

ontage of 18%) is charged on balances 30 days or over.

Public Involvement (006)

**Professional Services**

	Hours	Amount	
Specialist	7.00	582.05	
Transportation Planner	3.00	239.88	
Project Manager	2.00	265.44	
Senior Transportation Planner	4.00	575.68	
Totals	16.00	1,663.05	
Total Labor			1,663.05
Total this Task			\$1,663.05
Total this Invoice			\$11,810.05



**ADA Transition Plan and Inventory**  
**Mankato/North Mankato Area Planning Organization**

Date: October 24, 2017  
 Range of Billing: Charges through September 30, 2017  
 Invoice Number: 0209684  
 BMI Project Number: T42.114754



Task	Budget Amount	Billed This Period	Billed Prior	Total Billed to Date	% Billed	Remaining Budget	% Remaining	Notes
Task 1 - Project Management	\$8,481.52	\$1,327.20	\$0.00	\$1,327.20	15.6%	\$7,154.32	84.4%	
Task 2 - ADA Self Evaluation Sidewalk & Curb Ramp	\$110,800.25	\$8,168.16	\$0.00	\$8,168.16	7.4%	\$102,632.09	92.6%	
Task 3 - ADA Self Evaluation Policy Review	\$5,213.00	\$199.08	\$0.00	\$199.08	3.8%	\$5,013.92	96.2%	
Task 4 - ADA Transition Plan	\$25,327.83	\$452.56	\$0.00	\$452.56	1.8%	\$24,875.27	98.2%	
Task 5 - Management System	\$6,249.20	\$0.00	\$0.00	\$0.00	0.0%	\$6,249.20	100.0%	
Task 6 - Public Involvement	\$19,244.93	\$1,663.05	\$0.00	\$1,663.05	8.6%	\$17,581.88	91.4%	
MAPO Total	\$175,316.73	\$11,810.05	\$0.00	\$11,810.05	6.7%	\$163,506.68	93.3%	

REGIONS: A Timor charge of 1.5% per month (annual percentage of 18%) is charged on balances in ccy on 1/1/87.

Project	T42.114754	M4PQ/ADA Transition Plan and Inventory	Invoice	0210871
		Total this Task		\$1,727.78
		Total this Invoice		\$13,877.86

Note: A finance charge of 1.5% per month (equal percentage of 18%) is charged on balance at end of month.

**ADA Transition Plan and Inventory**  
**Manitowish/Manitowish Regional Planning Organization**

Date: November 27, 2017  
 Prepared by: Cheryl Hirsch, October 31, 2017  
 Project Number: 020564  
 RFP Project Number: 242-144724



Real Property Asset Solutions

Task	Budget Amount	Billed thru Period	Due Date	Total Billed to Date	% Billed	Remaining Budget	% Available	Notes
Task 1 - Project Management	\$4,541.57	\$779.04	\$1,277.22	\$1,277.22	28.6%	\$3,262.53	71.4%	
Task 2 - ADA Self-Evaluation Software & Core Rptg	\$1,049,924.00	\$6,934.37	\$4,144.15	\$10,078.68	10.2%	\$1,042,989.32	99.8%	
Task 3 - ADA Self-Evaluation Policy Review	\$5,713.00	\$0.00	\$100.00	\$100.00	3.8%	\$5,613.00	98.7%	
Task 4 - ADA Transition Plan	\$18,327.81	\$1,318.52	\$452.46	\$1,771.08	9.6%	\$16,556.73	91.0%	
Task 5 - Management System	\$6,100.00	\$0.00	\$0.00	\$0.00	0.0%	\$6,100.00	100.0%	
Task 6 - Public Involvement	\$19,344.91	\$1,777.66	\$1,865.00	\$3,642.66	19.0%	\$15,692.25	81.2%	
<b>Grand Total</b>	<b>\$1,100,000.00</b>	<b>\$11,871.67</b>	<b>\$11,871.67</b>	<b>\$11,871.67</b>	<b>1.7%</b>	<b>\$1,088,128.33</b>	<b>98.3%</b>	

Reg. 1714 159

2465014-503124

INVOICE

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& MENK**

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PO 1713297

12/14/17

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1980 Premier Drive | Mankato, MN 56001-5900  
507-626-4171 | 507-626-4177 (fax)  
www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



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\* T 4 2 - 1 1 4 7 5 4 \*

Mankato/NorthMankato Area Planning Organization  
Charles Androsky, MAPO Transportation Planner  
10 Civic Center Plaza  
Mankato, MN 56001December 12, 2017  
Project No: T42.114754  
Invoice No: 0211628**MAPO/ADA Transition Plan and Inventory**

Professional Services from November 1, 2017 through November 30, 2017:

**Project Management (001)****Professional Services**

	Hours	Amount	
Administrative Assistant	1.00	73.56	
Transportation Planner	1.00	79.96	
Project Manager	8.00	1,061.76	
Totals	10.00	1,215.28	
<b>Total Labor</b>			<b>1,215.28</b>
<b>Total this Task</b>			<b>\$1,215.28</b>

Inv# 0211628

\$22272.67

Bolton &amp; Menk, Inc

12/18/2017 # Pages 3

FP3 DOC32S5276

PO# 1713297

**ADA Self-Evaluation Sidewalk & Curb Ramp (002)****Professional Services**

	Hours	Amount	
Specialist	35.50	1,622.08	
Technician	83.60	4,272.70	
Transportation Planner	40.50	3,238.38	
Project Manager	22.00	2,919.84	
Principal GIS Manager	12.00	1,784.52	
Totals	193.50	13,837.52	
<b>Total Labor</b>			<b>13,837.52</b>
<b>Total this Task</b>			<b>\$13,837.52</b>

**ADA Transition Plan (004)****Professional Services**

	Hours	Amount	
Transportation Planner	6.00	479.76	
Project Manager	4.50	597.24	
Totals	10.50	1,077.00	
<b>Total Labor</b>			<b>1,077.00</b>
<b>Total this Task</b>			<b>\$1,077.00</b>

**Public Involvement (006)****Professional Services**

	Hours	Amount
Specialist	13.00	1,080.95

Notice: A finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

Project	T42.114754	MAPO/ADA Transition Plan and Inventory	Invoice	0211628
Transportation Planner		18.50	1,479.28	
Project Manager		17.00	2,256.24	
Senior Transportation Planner		2.50	359.80	
Principal GIS Manager		6.50	966.82	
Totals		57.50	6,142.87	
Total Labor				6,142.87

Total this Task \$6,142.87

Total this Invoice \$22,272.67

**Billings to Date**

	Current	Prior	Total
Labor	22,272.67	25,687.91	47,960.58
Totals	22,272.67	25,687.91	47,960.58

**ADA Transition Plan and Inventory**  
**Mankato/North Mankato Area Planning Organization**



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Date: December 12, 2017

Range of Billing: Charges through November 30, 2017

Invoice Number: 0211628

BPM Project Number: T42.114754

Task	Budget Amount	Billed This Period	Billed Prior	Total Billed to Date	% Billed	Remaining Budget	% Remaining	Notes
Task 1 - Project Management	\$8,481.52	\$1,215.28	\$2,256.24	\$3,471.52	40.9%	\$5,010.00	59.1%	
Task 2 - ADA Self Evaluation Sidewalk & Curb Ramp	\$110,800.25	\$13,837.52	\$18,070.68	\$31,908.20	28.8%	\$78,892.05	71.2%	
Task 3 - ADA Self Evaluation Policy Review	\$5,213.00	\$0.00	\$199.08	\$199.08	3.8%	\$5,013.92	96.2%	
Task 4 - ADA Transition Plan	\$25,327.83	\$1,077.00	\$1,771.08	\$2,848.08	11.2%	\$21,479.75	88.8%	
Task 5 - Management System	\$6,249.20	\$0.00	\$0.00	\$0.00	0.0%	\$6,249.20	100.0%	
Task 6 - Public Involvement	\$19,244.93	\$6,142.87	\$3,390.83	\$9,533.70	49.5%	\$9,711.23	50.5%	
MAPO Total	\$175,316.73	\$22,272.67	\$25,687.91	\$47,960.58	27.4%	\$127,356.15	72.6%	

Reg 1714163

INVOICE



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& MENK**

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80713295

2465014. 503 124

Please Remit To: Bolton & Menk, Inc.  
1980 Premier Drive | Mankato, MN 56001-5900  
607-825-4171 | 507-825-4177 (fax)  
www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



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Mankato/NorthMankato Area Planning Organization  
Charles Androsky, MAPO Transportation Planner  
10 Civic Center Plaza  
Mankato, MN 56001

December 14, 2017  
Project No: T42.114754  
Invoice No: 0211679

15/2017  
N/V



**MAPO/ADA Transition Plan and Inventory**

Professional Services from December 1, 2017 through December 31, 2017:

Project Management (001)  
Professional Services

Inv# 0211679 \$24770.38  
Bolton & Menk, Inc  
12/18/2017 # Pages 3 FP3 DOC32S5285  
PO# 1713295

	Hours	Amount	
Project Manager	7.50	995.40	
Totals	7.50	995.40	
Total Labor			995.40
Total this Task			\$995.40

**ADA Self-Evaluation Sidewalk & Curb Ramp (002)  
Professional Services**

	Hours	Amount	
Specialist	4.50	187.07	
Technician	11.50	588.48	
Transportation Planner	15.00	1,199.40	
Project Manager	8.00	1,081.76	
Principal GIS Manager	13.00	1,933.23	
Totals	52.00	4,989.92	
Total Labor			4,989.92
Total this Task			\$4,989.92

**ADA Self-Evaluation Policy Review (003)  
Professional Services**

	Hours	Amount	
Transportation Planner	10.00	799.60	
Totals	10.00	799.60	
Total Labor			799.60
Total this Task			\$799.60

**ADA Transition Plan (004)  
Professional Services**

	Hours	Amount	
Specialist	40.00	1,662.80	
Transportation Planner	21.50	1,719.14	
Project Manager	37.00	4,910.64	
Senior Transportation Planner	4.00	575.68	

Notice: A finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.



Project	T42.114754	MAPO/ADA Transition Plan and Inventory	Invoice	0211679
---------	------------	--	---------	---------

Principal GIS Manager	10.00	1,487.10	
Totals	112.50	10,355.36	
Total Labor			10,355.36
Total this Task			\$10,355.36

Management System (005)

Professional Services

	Hours	Amount	
Transportation Planner	10.00	799.60	
Principal GIS Manager	5.00	743.55	
Totals	15.00	1,543.15	
Total Labor			1,543.15
Total this Task			\$1,543.15

Public Involvement (006)

Professional Services

	Hours	Amount	
Specialist	9.60	789.93	
Transportation Planner	22.50	1,799.10	
Project Manager	20.00	2,654.40	
Senior Transportation Planner	6.00	863.52	
Totals	58.00	6,106.95	
Total Labor			6,106.95

Total this Task      \$6,106.95

Total this Invoice      **\$24,770.38**

Billings to Date

	Current	Prior	Total
Labor	24,770.38	47,960.58	72,730.96
Totals	24,770.38	47,960.58	72,730.96

**ADA Transition Plan and Inventory**  
**Mankato/North Mankato Area Planning Organization**



**BOLTON  
& MENK**

Date: December 14, 2017  
 Range of Billing: Charges through December 31, 2017  
 Invoice Number: 0211679  
 BMI Project Number: T42.114754

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Task	Budget Amount	Billed This Period	Billed Prior	Total Billed to Date	% Billed	Remaining Budget	% Remaining	Notes
Task 1 - Project Management	\$8,481.52	\$995.40	\$3,471.52	\$4,466.92	52.7%	\$4,014.60	47.3%	
Task 2 - ADA Self Evaluation Sidewalk & Curb Ramp	\$110,800.25	\$4,969.92	\$31,908.20	\$36,878.12	33.3%	\$73,922.13	66.7%	
Task 3 - ADA Self Evaluation Policy Review	\$5,213.00	\$799.60	\$199.08	\$998.68	19.2%	\$4,214.32	80.8%	
Task 4 - ADA Transition Plan	\$25,327.83	\$10,355.36	\$2,848.08	\$13,203.44	52.1%	\$12,124.39	47.9%	
Task 5 - Management System	\$6,249.20	\$1,543.15	\$0.00	\$1,543.15	24.7%	\$4,706.05	75.3%	
Task 6 - Public Involvement	\$19,244.93	\$6,106.95	\$9,533.70	\$15,640.65	81.3%	\$3,604.28	18.7%	
MAPO Total	\$175,316.73	\$24,770.38	\$47,960.58	\$72,730.96	41.5%	\$102,585.77	58.5%	

Reg# 1713851 12/11

2465014 Final Invoice

503124



SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 150  
Minneapolis, MN 55447-4443

P. 763.475.0010  
F. 1.866.440.6364

## INVOICE

PO# 1713470

Invoice Date: November 30, 2017

Invoice No: 10279.00 - 7

Mr. Paul Vogel  
Executive Director  
Mankato/North Mankato Planning Organization  
10 Civic Center Plaza  
Mankato, MN 56001

Email: [pvogel@mankatomn.gov](mailto:pvogel@mankatomn.gov)

Re: 2017 MAPO Intersection Control Evaluation (ICE) Studies  
Expiration Date: 02/05/2018

**Professional Services for period ending November 30, 2017****Professional Personnel**

	Hours	Amount	
Sr. Assoc./Engr.	7.70	379.07	
Engineer	1.00	31.15	
Admin. Assistant	1.50	41.08	
<b>Totals</b>	<b>10.20</b>	<b>451.30</b>	
<b>Overhead 166.55%</b>		<b>751.64</b>	
<b>Fee 12%</b>		<b>144.35</b>	
<b>Total Labor</b>			<b>1,347.29</b>

**Reimbursable Expenses**

Postage	7.60	
Color Copies	151.52	
<b>Total Reimbursables</b>	<b>159.12</b>	<b>159.12</b>

Budget Status	Budget	Current	Prior	To-Date
Total Billings	24,130.01	1,506.41	22,641.15	24,147.56
Adjustment				-17.55

**Total Amount Due this Invoice** **\$1,488.86**



Inv# 10279.00-7

\$1488.86

SRF Consulting Group, Inc

11/30/2017 # Pages 2

FP2 DOC32S6629

PO# 1713470

# Billing Backup

Thursday, December 7, 2017

SRF Consulting Group, Inc.

Invoice 7 Dated 11/30/2017

12:36:10 PM

## Professional Personnel

			Hours		Amount
Sr. Assoc./Engr.					
0338	Potter, Adrian	11/13/2017	1.00	49.23	49.23
0338	Potter, Adrian	11/14/2017	1.00	49.23	49.23
0338	Potter, Adrian	11/27/2017	1.20	49.23	59.07
0338	Potter, Adrian	11/28/2017	3.00	49.23	147.69
0338	Potter, Adrian	11/30/2017	1.50	49.23	73.85
Engineer					
1086	James, Luke	11/21/2017	1.00	31.15	31.15
Admin. Assistant					
0028	Luberda, Julie	11/30/2017	.50	34.60	17.30
1188	Wood Murphy, Christy	11/22/2017	1.00	23.78	23.78
Totals			10.20		451.30
Overhead 166.55%					751.64
Fee 12%					144.35
Total Labor					1,347.29

## Reimbursable Expenses

Postage						
AP 95304	11/30/2017	Postage			7.60	
Color Copies						
AP 95330	11/30/2017	Metro Sales, Inc. / Colored Copies			151.52	
<b>Total Reimbursables</b>					<b>159.12</b>	<b>159.12</b>

**Total this Project \$1,506.41**

**Total this Report \$1,506.41**

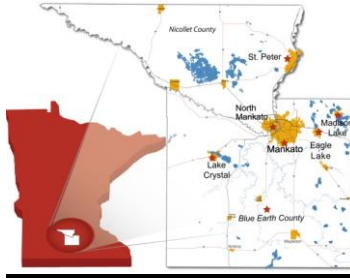
Report Date: 1/18/18  
Report Time: 2:58 AM  
Report Run By: Mark

### Job Costing Time Card Report

Job Costing Time Card Report  
Pay Period: BW: 10/1/2017 - 12/31/2017

Employee ID	Schedule		Location	Project	Status			Cost	
	Date	Time			Actual	Estimate	Variance	Forecast	
100001	2023-01-01	08:30	100	Project Alpha - Phase 1	Completed	100%	100%	\$50,000	\$50,000
100002	2023-01-02	09:00	100	Project Alpha - Phase 2	In Progress	75%	80%	\$50,000	\$50,000
100003	2023-01-03	09:30	100	Project Alpha - Phase 3	On Hold	50%	60%	\$50,000	\$50,000
100004	2023-01-04	10:00	100	Project Alpha - Phase 4	Completed	100%	100%	\$50,000	\$50,000
100005	2023-01-05	10:30	100	Project Alpha - Phase 5	In Progress	75%	80%	\$50,000	\$50,000
100006	2023-01-06	11:00	100	Project Alpha - Phase 6	On Hold	50%	60%	\$50,000	\$50,000
100007	2023-01-07	11:30	100	Project Alpha - Phase 7	Completed	100%	100%	\$50,000	\$50,000
100008	2023-01-08	12:00	100	Project Alpha - Phase 8	In Progress	75%	80%	\$50,000	\$50,000
100009	2023-01-09	12:30	100	Project Alpha - Phase 9	On Hold	50%	60%	\$50,000	\$50,000
100010	2023-01-10	13:00	100	Project Alpha - Phase 10	Completed	100%	100%	\$50,000	\$50,000
100011	2023-01-11	13:30	100	Project Alpha - Phase 11	In Progress	75%	80%	\$50,000	\$50,000
100012	2023-01-12	14:00	100	Project Alpha - Phase 12	On Hold	50%	60%	\$50,000	\$50,000
100013	2023-01-13	14:30	100	Project Alpha - Phase 13	Completed	100%	100%	\$50,000	\$50,000
100014	2023-01-14	15:00	100	Project Alpha - Phase 14	In Progress	75%	80%	\$50,000	\$50,000
100015	2023-01-15	15:30	100	Project Alpha - Phase 15	On Hold	50%	60%	\$50,000	\$50,000
100016	2023-01-16	16:00	100	Project Alpha - Phase 16	Completed	100%	100%	\$50,000	\$50,000
100017	2023-01-17	16:30	100	Project Alpha - Phase 17	In Progress	75%	80%	\$50,000	\$50,000
100018	2023-01-18	17:00	100	Project Alpha - Phase 18	On Hold	50%	60%	\$50,000	\$50,000
100019	2023-01-19	17:30	100	Project Alpha - Phase 19	Completed	100%	100%	\$50,000	\$50,000
100020	2023-01-20	18:00	100	Project Alpha - Phase 20	In Progress	75%	80%	\$50,000	\$50,000
100021	2023-01-21	18:30	100	Project Alpha - Phase 21	On Hold	50%	60%	\$50,000	\$50,000
100022	2023-01-22	19:00	100	Project Alpha - Phase 22	Completed	100%	100%	\$50,000	\$50,000
100023	2023-01-23	19:30	100	Project Alpha - Phase 23	In Progress	75%	80%	\$50,000	\$50,000
100024	2023-01-24	20:00	100	Project Alpha - Phase 24	On Hold	50%	60%	\$50,000	\$50,000
100025	2023-01-25	20:30	100	Project Alpha - Phase 25	Completed	100%	100%	\$50,000	\$50,000
100026	2023-01-26	21:00	100	Project Alpha - Phase 26	In Progress	75%	80%	\$50,000	\$50,000
100027	2023-01-27	21:30	100	Project Alpha - Phase 27	On Hold	50%	60%	\$50,000	\$50,000
100028	2023-01-28	22:00	100	Project Alpha - Phase 28	Completed	100%	100%	\$50,000	\$50,000
100029	2023-01-29	22:30	100	Project Alpha - Phase 29	In Progress	75%	80%	\$50,000	\$50,000
100030	2023-01-30	23:00	100	Project Alpha - Phase 30	On Hold	50%	60%	\$50,000	\$50,000
100031	2023-01-31	00:00	100	Project Alpha - Phase 31	Completed	100%	100%	\$50,000	\$50,000
100032	2023-02-01	00:30	100	Project Alpha - Phase 32	In Progress	75%	80%	\$50,000	\$50,000
100033	2023-02-02	01:00	100	Project Alpha - Phase 33	On Hold	50%	60%	\$50,000	\$50,000
100034	2023-02-03	01:30	100	Project Alpha - Phase 34	Completed	100%	100%	\$50,000	\$50,000
100035	2023-02-04	02:00	100	Project Alpha - Phase 35	In Progress	75%	80%	\$50,000	\$50,000
100036	2023-02-05	02:30	100	Project Alpha - Phase 36	On Hold	50%	60%	\$50,000	\$50,000
100037	2023-02-06	03:00	100	Project Alpha - Phase 37	Completed	100%	100%	\$50,000	\$50,000
100038	2023-02-07	03:30	100	Project Alpha - Phase 38	In Progress	75%	80%	\$50,000	\$50,000
100039	2023-02-08	04:00	100	Project Alpha - Phase 39	On Hold	50%	60%	\$50,000	\$50,000
100040	2023-02-09	04:30	100	Project Alpha - Phase 40	Completed	100%	100%	\$50,000	\$50,000
100041	2023-02-10	05:00	100	Project Alpha - Phase 41	In Progress	75%	80%	\$50,000	\$50,000
100042	2023-02-11	05:30	100	Project Alpha - Phase 42	On Hold	50%	60%	\$50,000	\$50,000
100043	2023-02-12	06:00	100	Project Alpha - Phase 43	Completed	100%	100%	\$50,000	\$50,000
100044	2023-02-13	06:30	100	Project Alpha - Phase 44	In Progress	75%	80%	\$50,000	\$50,000
100045	2023-02-14	07:00	100	Project Alpha - Phase 45	On Hold	50%	60%	\$50,000	\$50,000
100046	2023-02-15	07:30	100	Project Alpha - Phase 46	Completed	100%	100%	\$50,000	\$50,000
100047	2023-02-16	08:00	100	Project Alpha - Phase 47	In Progress	75%	80%	\$50,000	\$50,000
100048	2023-02-17	08:30	100	Project Alpha - Phase 48	On Hold	50%	60%	\$50,000	\$50,000
100049	2023-02-18	09:00	100	Project Alpha - Phase 49	Completed	100%	100%	\$50,000	\$50,000
100050	2023-02-19	09:30	100	Project Alpha - Phase 50	In Progress	75%	80%	\$50,000	\$50,000
100051	2023-02-20	10:00	100	Project Alpha - Phase 51	On Hold	50%	60%	\$50,000	\$50,000
100052	2023-02-21	10:30	100	Project Alpha - Phase 52	Completed	100%	100%	\$50,000	\$50,000
100053	2023-02-22	11:00	100	Project Alpha - Phase 53	In Progress	75%	80%	\$50,000	\$50,000
100054	2023-02-23	11:30	100	Project Alpha - Phase 54	On Hold	50%	60%	\$50,000	\$50,000
100055	2023-02-24	12:00	100	Project Alpha - Phase 55	Completed	100%	100%	\$50,000	\$50,000
100056	2023-02-25	12:30	100	Project Alpha - Phase 56	In Progress	75%	80%	\$50,000	\$50,000
100057	2023-02-26	13:00	100	Project Alpha - Phase 57	On Hold	50%	60%	\$50,000	\$50,000
100058	2023-02-27	13:30	100	Project Alpha - Phase 58	Completed	100%	100%	\$50,000	\$50,000
100059	2023-02-28	14:00	100	Project Alpha - Phase 59	In Progress	75%	80%	\$50,000	\$50,000
100060	2023-02-29	14:30	100	Project Alpha - Phase 60	On Hold	50%	60%	\$50,000	\$50,000
100061	2023-03-01	15:00	100	Project Alpha - Phase 61	Completed	100%	100%	\$50,000	\$50,000
100062	2023-03-02	15:30	100	Project Alpha - Phase 62	In Progress	75%	80%	\$50,000	\$50,000
100063	2023-03-03	16:00	100	Project Alpha - Phase 63	On Hold	50%	60%	\$50,000	\$50,000
100064	2023-03-04	16:30	100	Project Alpha - Phase 64	Completed	100%	100%	\$50,000	\$50,000
100065	2023-03-05	17:00	100	Project Alpha - Phase 65	In Progress	75%	80%	\$50,000	\$50,000
100066	2023-03-06	17:30	100	Project Alpha - Phase 66	On Hold	50%	60%	\$50,000	\$50,000
100067	2023-03-07	18:00	100	Project Alpha - Phase 67	Completed	100%	100%	\$50,000	\$50,000
100068	2023-03-08	18:30	100	Project Alpha - Phase 68	In Progress	75%	80%	\$50,000	\$50,000
100069	2023-03-09	19:00	100	Project Alpha - Phase 69	On Hold	50%	60%	\$50,000	\$50,000
100070	2023-03-10	19:30	100	Project Alpha - Phase 70	Completed	100%	100%	\$50,000	\$50,000
100071	2023-03-11	20:00	100	Project Alpha - Phase 71	In Progress	75%	80%	\$50,000	\$50,000
100072	2023-03-12	20:30	100	Project Alpha - Phase 72	On Hold	50%	60%	\$50,000	\$50,000
100073	2023-03-13	21:00	100	Project Alpha - Phase 73	Completed	100%	100%	\$50,000	\$50,000
100074	2023-03-14	21:30	100	Project Alpha - Phase 74	In Progress	75%	80%	\$50,000	\$50,000
100075	2023-03-15	22:00	100	Project Alpha - Phase 75	On Hold	50%	60%	\$50,000	\$50,000
100076	2023-03-16	22:30	100	Project Alpha - Phase 76	Completed	100%	100%	\$50,000	\$50,000
100077	2023-03-17	23:00	100	Project Alpha - Phase 77	In Progress	75%	80%	\$50,000	\$50,000
100078	2023-03-18	23:30	100	Project Alpha - Phase 78	On Hold	50%	60%	\$50,000	\$50,000
100079	2023-03-19	00:00	100	Project Alpha - Phase 79	Completed	100%	100%	\$50,000	\$50,000
100080	2023-03-20	00:30	100	Project Alpha - Phase 80	In Progress	75%	80%	\$50,000	\$50,000
100081	2023-03-21	01:00	100	Project Alpha - Phase 81	On Hold	50%	60%	\$50,000	\$50,000
100082	2023-03-22	01:30	100	Project Alpha - Phase 82	Completed	100%	100%	\$50,000	\$50,000
100083	2023-03-23	02:00	100	Project Alpha - Phase 83	In Progress	75%	80%	\$50,000	\$50,000
100084	2023-03-24	02:30	100	Project Alpha - Phase 84	On Hold	50%	60%	\$50,000	\$50,000
100085	2023-03-25	03:00	100	Project Alpha - Phase 85	Completed	100%	100%	\$50,000	\$50,000
100086	2023-03-26	03:30	100	Project Alpha - Phase 86	In Progress	75%	80%	\$50,000	\$50,000
100087	2023-03-27	04:00	100	Project Alpha - Phase 87	On Hold	50%	60%	\$50,000	\$50,000
100088	2023-03-28	04:30	100	Project Alpha - Phase 88	Completed	100%	100%	\$50,000	\$50,000
100089	2023-03-29	05:00	100	Project Alpha - Phase 89	In Progress	75%	80%	\$50,000	\$50,000
100090	2023-03-30	05:30	100	Project Alpha - Phase 90	On Hold	50%	60%	\$50,000	\$50,000
100091	2023-03-31	06:00	100	Project Alpha - Phase 91	Completed	100%	100%	\$50,000	\$50,000
100092	2023-04-01	06:30	100	Project Alpha - Phase 92	In Progress	75%	80%	\$50,000	\$50,000
100093	2023-04-02	07:00	100	Project Alpha - Phase 93	On Hold	50%	60%	\$50,000	\$50,000
100094	2023-04-03	07:30	100	Project Alpha - Phase 94	Completed	100%	100%	\$50,000	\$50,000
100095	2023-04-04	08:00	100	Project Alpha - Phase 95	In Progress	75%	80%	\$50,000	\$50,000
100096	2023-04-05	08:30	100	Project Alpha - Phase 96	On Hold	50%	60%	\$50,000	\$50,000
100097	2023-04-06	09:00	100	Project Alpha - Phase 97	Completed	100%	100%	\$50,000	\$50,000
100098	2023-04-07	09:30	100	Project Alpha - Phase 98	In Progress	75%	80%	\$50,000	\$50,000
100099	2023-04-08	10:00	100	Project Alpha - Phase 99	On Hold	50%	60%	\$50,000	\$50,000
100100	2023-04-09	10:30	100	Project Alpha - Phase 100	Completed	100%	100%	\$50,000	\$50,000

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## **SUMMARY OF MEETING**

### **Mankato/North Mankato Area Planning Organization Technical Advisory Committee Regular Meeting Thursday, February 15, 2018 – 1:30 p.m. Minnesota River Room, Intergovernmental Center, 10 Civic Center Plaza, Mankato, MN 56001**

A meeting of the Technical Advisory Committee (TAC) of the Mankato/North Mankato Area Planning Organization (MAPO) was held on February 15, 2018 at 1:30 p.m. in the Minnesota River Room of the Intergovernmental Center. Present, Paul Vogel – MAPO Executive Director, Charles Androsky – MAPO Transportation Planner, Michael Fischer – City of North Mankato, Dan Sarff – City of North Mankato, Lisa Bigham – District 7 Minnesota Department of Transportation, Joey Penkert (for Mark Anderson) – City of Mankato Transit, Stephen Gantert (for Ryan Thilges) – Blue Earth County, Seth Greenwood – Nicollet County, Jennifer Bromeland, Eagle Lake City Administrator, Jeff Johnson – Public Works Director City of Mankato, Karl Friedrichs – Lime Township, Scott Hogen – Mankato Public Schools, Sam Parker – Region Nine Development Commission, David Cowan – Minnesota State University-Mankato.

Others present: Zachary Tess – District 7 Minnesota Department of Transportation, Shauna McIntire – District 7 Minnesota Department of Transportation

#### **I. Call to Order**

Mr. Fischer called the meeting to order at 1:35 p.m.

#### **III. Approval of Agenda**

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

#### **IV. Approval of Minutes, January 11, 2018**

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

## **V. New Business**

### **1. Review of Draft 2019-2022 Transportation Improvement Program (TIP)**

Staff presented the draft 2019-2022 TIP and clarified that several sections will be updated after other scheduled decision-making takes place. Sections of the draft TIP subject to change included selected projects of ongoing solicitations, such as those submitted for the Surface Transportation Program - Small Urban (STP-SU) solicitation and the Transportation Alternatives Program (TAP) solicitation. Staff explained that several sections of the draft TIP were dependent upon the release of the draft 2019-2022 Area Transportation Improvement Plan (ATIP) and draft 2019-2022 State Transportation Improvement Plan (STIP). Sections of the TIP such as selected projects, annual cost sum totals, project mapping, and descriptions of project impact will be updated as information is released.

Staff also explained that the 2019-2021 TIP included a new section on Performance Measurement. This section was added under the guidance of the Federal Highway Administration (FHWA) and MnDOT, as directed by the Moving Ahead for Progress in the 21st Century (MAP-21) Act.

Staff explained that the TIP included a new section on Regional Significance. The MAPO will assess whether projects outside the MAPO area qualify as “regionally significant” on a case-by-case basis. Staff recommendations for the designation of “regionally significant” included the Trunk Highway 14 Corridor Expansion project and Segment Four of the Minnesota River State Trail, St. Peter to Mankato.

Mr. Tess delivered a presentation on the Highway 14 Corridor Expansion project. Phased component projects are in various stages of completion. Mr. Tess stated that MnDOT’s Corridors of Commerce program was a potential funding source and that a letter of support from the MAPO would be helpful in attaining funding.

Mr. Fischer inquired if MAPO staff could generate and send out for review a draft resolution of support which would be passed by the MAPO Policy Board. Staff replied that the draft letter would be sent out in the coming days.

Mr. Fischer inquired if there were further questions on the draft 2019-2022 TIP. Being there were none, Mr. Greenwood made a motion to approve. Mr. Parker seconded. Motion carried.

**2. Amendment to 2018-2021 Transportation Improvement Program (TIP) Supporting Performance Measures & Targets**

Staff explained that in February 2018 MnDOT and Minnesota's Metropolitan Planning Organizations (MPOs) were advised by the Federal Highway Administration (FHWA) to amend their existing 2018-2021 TIP documents to include language supporting MAP-21's Performance Measurement goals. This would allow the MAPO flexibility to amend the 2018-2021 TIP document after May 27, 2018, should the need arise.

Mr. Friedrichs inquired if the recommended amendment would change the priorities, ranking, or schedule of projects previously included in the 2018-2021 TIP. Staff clarified that the 2018-2021 TIP was guided by the MAPO's Long Range Transportation Plan (LRTP). Because the LRTP had been designed around MAP-21, the Performance Measures had already been integrated into the MAPO project selection process. As such, the project selection process and the goals of the Performance Measures overlapped and complimented one another. No changes would be made to the current project schedule.

With no other questions, Mr. Friedrichs made a motion to approve the Amendment to the 2018-2021 TIP. Mr. Hogen seconded. Motion carried.

**3. Request for Proposed Planning Studies for Inclusion in 2019-2020 Unified Planning Work Program (UPWP)**

Staff explained that in preparation for the 2019-2020 Unified Planning Work Program (UPWP), the MAPO must prioritize planning studies and work activities to take place over the years 2019 and 2020. Staff advised the TAC members to meet with their respective member jurisdictions to reevaluate planning studies and discuss projects to be prioritized. Staff offered an overview of the 2018-2020 activities, as outlined by the 2018-2019 UPWP. This included initiation of the LRTP update, among other projects. Staff communicated that of an estimated \$200,000 in funding available, the next Long Range Transportation Plan (LRTP), was estimated to cost between \$150,000 and \$250,000.

Mr. Fischer inquired about a timeline for the project selection process. Staff advised the TAC to meet with member-jurisdictions over the next two months for discussions in April.



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

### **1. Transit Development Plan Update**

Mr. Penkert provided an update on the progress of the TDP. City of Mankato Transit and MAPO staff are meeting regularly with the consultant in production and review of draft existing conditions, routing, and recommendations.

### **2. Trunk Highway 22 Corridor Study Update**

Staff updated the TAC on the TH 22 Corridor Study. Project work in the near-term will focus on development of segment-specific purpose and needs statements, corridor alternatives, analysis, and screening / evaluation of alternatives.

### **3. Americans with Disabilities Act (ADA) Transition Plan Update**

Staff offered a brief update on the ADA Transition Plan and then initiated a conference call with the consultant. The consultant updated the TAC on project status and provided a stakeholder meeting summary. Inventory collection has stopped for the winter. A kickoff meeting is scheduled March 20, 2018. At the meeting, a training session will be held by MnDOT for collecting ADA compliance inventory. MAPO staff emphasized that all MAPO member-jurisdictions were invited to attend and send staff to the training.

## **VII. TAC Comments**

Mr. Fischer inquired if there were any TAC comments. There were none.

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

Mr. Fischer inquired if there were any public comments. There were none.

## **IX. Adjournment**

At approximately 2:20 p.m. Mr. Johnson moved and Mr. Greenwood seconded a motion to adjourn the meeting. With all voting in favor, the motion carried unanimously.

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Chair, Mr. Fischer