



Mankato/North Mankato Area Planning Organization

Policy Board

June 4, 2026 – 6:00 p.m.

Intergovernmental Center

Council Chamber

10 Civic Center Plaza, Mankato, MN 56001

If an American Sign Language, foreign language interpreter, or other reasonable accommodation or documents in alternative format (braille or large print) are needed, please contact staff at (507) 387-8389.

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes – February 5, 2026
- IV. New Business
 1. Motion to elect MAPO Policy Board Chair and Vice Chair
 2. Motion to release draft 2027-2030 Transportation Improvement Program for 30-day public comment period
- V. Other Business, Discussion & Updates
 1. Informational: Upcoming Solicitation for studies to include in the 2027 Unified Planning Work Program
 2. Informational: Update on 2026 Statewide Metropolitan Planning Organizations Annual Conference
 3. Informational: ADA Transition Plan Update
 4. Informational: Administrative Modifications to the 2026-2029 Transportation Improvement Program
 5. Informational: Fourth Quarter 2025 and First Quarter 2026 Report
- VI. Unapproved May 21, 2026 MAPO Technical Advisory Committee meeting minutes (informational)
- VII. Policy Board Comments
- VIII. Adjournment
 1. Next meeting scheduled for September 3, 2026

Policy Board Meeting Minutes



February 5, 2026 6:00 p.m.	Council Chambers	Intergovernmental Center 10 Civic Center Plaza Mankato, MN 56001
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A regular meeting of the Mankato/North Mankato Area Planning Organization Policy Board was held on Thursday, February 5, 2026, at 6:00 pm., in the Council Chambers of the Intergovernmental Center.

A quorum existed with the following members present: John Whittington – City of Eagle Lake, James Whitlock – City of North Mankato, Vance Stuehrenberg – Blue Earth County, Dennis Dieken – City of Mankato, Jack Kolars – Nicollet County (Acting Chair)

Others Present: Mark Konz (Executive Director) Shawn Schloesser (Associate Director Transportation Planning Services), Chris Talamantez (Transportation Planner), and Paul Morris of SRF Consulting.

I. Call to Order

Acting Chair Jack Kolars called the meeting to order at 6:00 p.m.

Vance Stuehrenberg moved to approve Jack Kolars as Chair of the meeting in the absence of Chair and Vice Chair. Motion was adopted after debate.

Jack Kolars moved to approve Dennis Dieken as Vice Chair of the meeting in the absence of Vice Chair. Motion was adopted after debate.

II. Approval of Agenda

Vance Stuehrenberg moved to approve the agenda with the modification removing item 1 Motion to elect Policy Board Chair and Vice Chair. Motion was adopted after debate.

III. Approval of Minutes November 6, 2025

The minutes of the November 6, 2025, meeting were approved as read.

IV. New Business

4.1. Resolution to proceed with recommended consultants for studies contained in the 2026 Unified Planning Work Plan.

Chris Talamantez introduced the studies and provided the scoring committee's recommendations.

Vance Stuehrenberg moved to approve the resolution to proceed with the recommended

consultants for studies contained in the UPWP. Motion was adopted after debate.

4.2. Resolution to adopt Safety Performance Measure Targets (PM1).

Chris Talamantez provided a summary and discussion of the PM1 targets.

Dennis Dieken moved to approve the resolution adopting the Safety Performance Measure Targets PM1. Motion was adopted after debate.

4.3. Resolution to adopt resolution supporting Mankato Transit's updated Public Transit Agency Safety Plan 2026 targets.

Shawn Schloesser provided a summary of the Transit Safety Plan and 2026 Targets.

John Whittington moved to adopt the Transit Safety Plan and 2026 targets. Motion was adopted after debate.

4.4. Resolution to adopt resolution supporting Mankato Transit's Asset Management Plan.

Shawn Schloesser provided a summary of the Transit Asset Management Plan update for 2026.

Dennis Dieken moved to adopt the resolution supporting the Transit Asset Management Plan. Motion was adopted after debate.

4.5. Motion to approve the Surface Transportation Program (STP) Rankings.

Chris Talamantez provided a summary and discussion of the STP program rankings.

Vance Stuehrenberg moved to approve of the Surface Transportation Program Rankings. Motion was adopted after debate.

4.6. Recommendation to approve amendments to the MAPO 2026-2029 TIP.

Chris Talamantez provided a summary of the proposed TIP amendments.

John Whittington moved to approve the amendments for the TIP. Motion was adopted after debate.

4.7. Recommendation to approve Functional Classification Update.

Chris Talamantez provided a summary of the update of Functional Classifications for the MAPO area with a correction of Madison Avenue to a minor arterial.

John Whittington moved to approve the updates for the Functional Classification. Motion was adopted after debate.

4.8. Resolution approving MPO Conference Contract Agreements.

Mark Konz provided a summary of the annual conference discussion amongst the Minnesota Metropolitan Planning Organizations with Mankato hosting the 50 expected attendees.

James Whitlock moved to approve the resolution. Motion was adopted after debate.

Chair Kolars pass the meeting gavel to Dennis Dieken as Chair.

V. Other Business, Discussion & Updates

5.1. Presentation: Greenhouse Gas Emission Modeling.

Paul Morris of SRF presented the modeling material and usage as one of many tools to support decision making. MAPO staff look forward to future training.

Chair Dieken passed the meeting gavel to Jack Kolars as Chair.

5.2. Greenhouse Gas Emission Modeling Grant Amendment.

The MnDOT led Travel Demand Model for MAPO has an extended timeline to June 2026.

5.3. 2025 Study final reports available

<https://mnmapo.org/planning-documents/>

5.4. Modification to the 2026 Unified Planning Work Program

A required adjustment by the Complete Streets Program with minimal effect on the UPWP.

5.5. Carbon Reduction Program Timeline.

Application deadline January 30, 2026.

5.6. Complete Streets plan update

MAPO Staff will lead the decade old plan update for interested cities.

VI. Policy Board Comments

Vance Stuehrenberg discussed recent planning, developments, and signaling for Adams Street and Victory Drive

VII. Adjournment

The meeting adjourned at 7:02 p.m.

Chair Jack Kolars



AGENDA RECOMMENDATION
Agenda Heading: Motion to elect MAPO
Policy Board Chair and Vice Chair.
No: 4.1

Agenda Item: Motion to elect MAPO Policy Board Chair and Vice Chair

Recommendation Action(s): Motion to elect MAPO Policy Board Chair and Vice Chair

Summary: The MAPO Policy Board bylaws state: “The officers of MAPO shall be a Chair and Vice Chair. The officers, who shall be elected by the General Membership, shall take office upon election on a biennial basis during the fall Policy Board meeting in the appropriate year.” (Article VI. Sec. 1)

The MAPO Policy Board’s current Chair is Mr. Mike Laven and the Vice Chair is Mr. Mark Piepho. The Policy Board’s last election was held May 4, 2023.

Staff recommends a motion to elect a MAPO Policy Board Chair and Vice Chair.

Attachments:

[MAPO Policy Board bylaws](#)



AGENDA RECOMMENDATION
Agenda Heading: Motion to release draft
2027-2030 Transportation Improvement
Program (TIP) for 30-day public comment
period
No: 4.2

Agenda Item: Motion to release the draft 2027-2030 Transportation Improvement Program for 30-day public comment period

Recommendation Action(s): At their May 21, 2026 meeting the Technical Advisory Committee recommended the MAPO Policy Board release the draft 2027-2030 Transportation Improvement Program for 30-day public comment period.

Summary: MAPO staff have coordinated with agencies including MnDOT District 7, MnDOT Office of Transportation System Management, the Federal Highway Administration (FHWA), the Federal Transit Administration, and Mankato Transit System to develop a draft 2027-2030 Transportation Improvement Program.

The TIP 30-day public comment period is scheduled for July 7, 2026 to August 7, 2026. Public engagement efforts will include:

- Email to MAPO stakeholder email list
- Perform news release in coordination with City of Mankato Public Information and Community Engagement
- Place announcement in Mankato Free Press
- Announce and make available on MAPO website
- Announce and link on MAPO Twitter (X)
- Hold in-person open house (July 21, 2026 4-6pm, Mankato Council Chamber)

This item was reviewed by the MAPO Technical Advisory Committee at their May 21, 2026 meeting and recommended the MAPO Policy Board release the draft 2027-2030 TIP for 30-day public comment.

Attachments:

1. [Draft 2027-2030 MAPO Transportation Improvement Program](#)
2. 2027-2030 TIP Project Map

MAPO TIP 2027-2030

Legend

Construction Year

2027

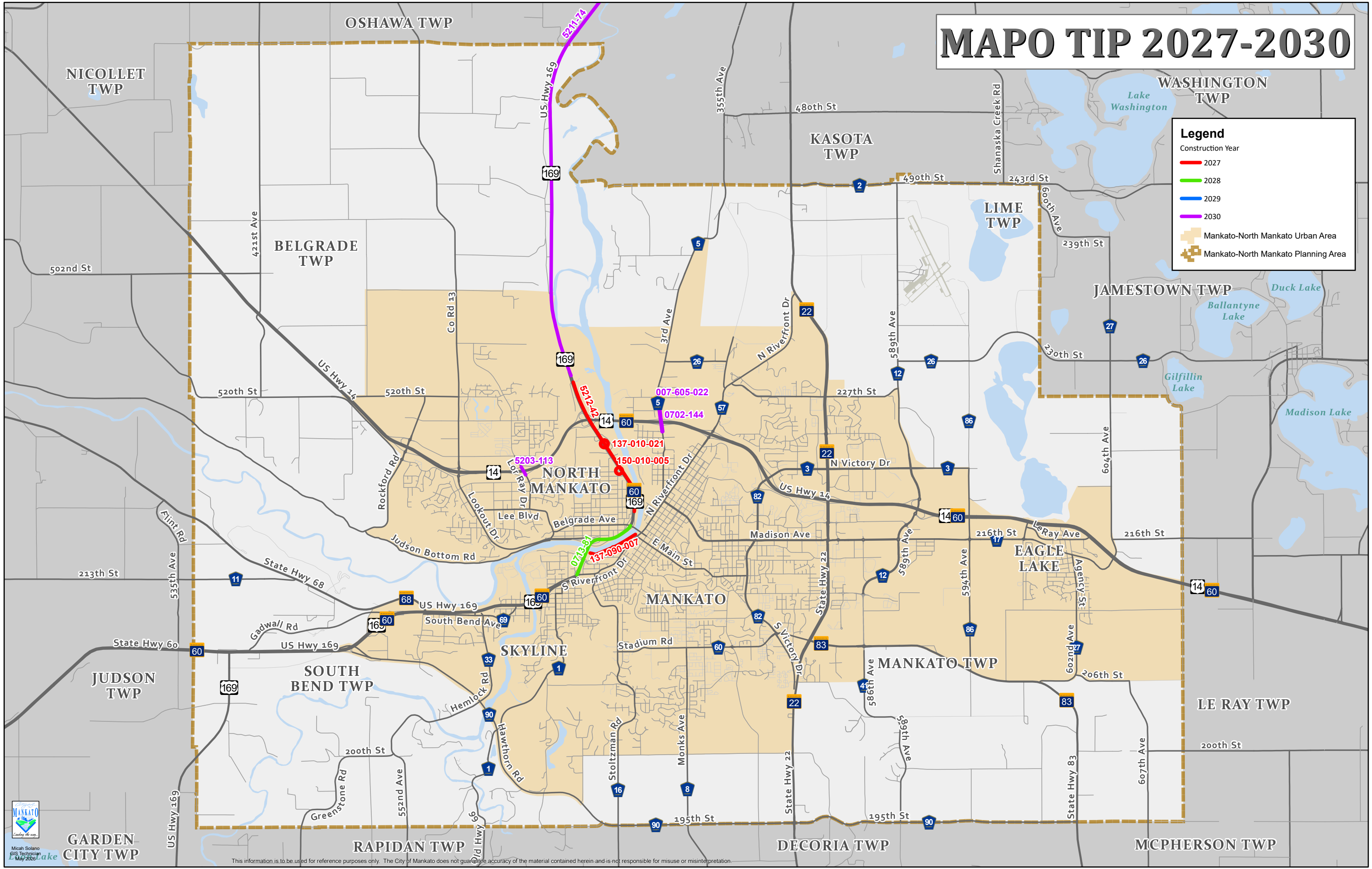
2028

2029

2030

Mankato-North Mankato Urban Area

Mankato-North Mankato Planning Area





AGENDA RECOMMENDATION
Agenda Heading: UPWP budget and solicitation for 2027
No: 5.1

Agenda Item: UPWP budget and solicitation for 2027

Recommendation Action(s): Informational

Summary: MAPO staff is in the process of developing the 2027-2028 UPWP. On May 11, 2026 staff sent solicitation for applications to program projects within the 2026-2027 UPWP. Funds for projects to include in the 2027 work program are limited due to continuation of the Highway 14 corridor study (\$100,000) and a scheduled update to the Americans with Disabilities Act transition plan update (\$100,000). MAPO has an estimated \$100,000 available for additional programming into the 2027 Unified Planning Work Program.

Anticipated schedule for the 2027-2028 UPWP project solicitation:
5-11-2026: Release application.
7-17-2026: Application deadline
7-24-2026: Finalize review and scoring by TAC committee
8-20-2026: TAC recommendation on UPWP
9-3-2026: Policy Board resolution adopting UPWP

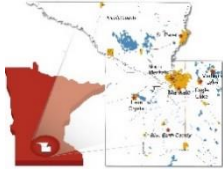
MAPO has an anticipated total budget of \$563,739 for the 2027 calendar year. Based on the local share split defined in the joint power agreement, the initial local match for the 2027 UPWP are calculated below. Amounts are subject to change following selection of projects to include in the 2027 work program based on the total budget used and the complete streets waiver. MAPO is sharing these amounts at this time for the purposes of allowing the local partners to budget. Staff will provide an update to the partners if adjustments are made.

2027 Budget	
FHWA	\$ 341,501.00
FTA	\$ 101,120.00
Fed match	\$ 110,655.25
State	\$ 41,850.00
State match	\$ 10,462.50
	\$ 563,739

Total local share	\$ 79,267.75
Complete Streets	\$ -
Blue Earth County	\$ 24,422.07
City of Mankato	\$ 23,778.74
Nicollet County	\$ 7,711.80
North Mankato	\$ 8,355.13
MnDOT D7	\$ 15,000.00

MAPO staff requested volunteers from the Technical Advisory Committee to serve on the UPWP application scoring subcommittee

- Attachments:**
1. 2027 UPWP Project Application



MANKATO/NORTH MANKATO AREA PLANNING ORGANIZATION (MAPO)

2027 Unified Planning Work Program (UPWP) Project Application

Purpose

- Form intent is to provide MAPO suggested plans and studies for its Unified Planning Work Program.
- All project submission information will be considered public.
- Projects must advance the goals of the MAPO Metropolitan Transportation Plan. Review the MTP at www.mnmapo.org.
- Applications must include a resolution of support from the highest governing body (i.e. City Council or County Board).
- The UPWP is fiscally constrained and funds are limited. Application does not guarantee selection.
- Selected applicants will be expected to work with MAPO staff through development including providing staff time, staff expertise, and planning-related data as available.
- Submit completed applications by **July 17, 2026** to Chris Talamantez via email at Ctalamantez@mankatomn.gov or in person/U.S. mail at 10 Civic Center Plaza in Mankato.

Applicant Information

Name:	Title/Position:
Agency:	
Phone:	Email:
Has MAPO performed a plan or study within the agency's boundaries in the past three years?	

Project Information

Project title:
Project location/boundaries/termini <i>(as detailed as possible)</i> :
Project map: <i>Include with form a simple map outlining submission's approximate geography</i>
Estimated length of time to complete:
Estimated project budget:
Description of project: <i>(brief description of work to be undertaken, major project elements, and deliverables)</i> :

Project Scoring

100 points possible. Scores will be considered when UPWP is developed. High scores do not guarantee inclusion in the UPWP.

- | | |
|------------------------|-----------|
| • MTP Goal Advancement | 20 points |
| • Plan Identification | 20 points |
| • Project Need: | 40 points |
| • Application Clarity: | 20 points |

MTP Goal Advancement (20 points)

Per the MTP, MAPO work products must address the Federal Highway Administration's Metropolitan Planning Factors. From the list below: **1)** identify applicable Metropolitan Planning Factors addressed by the project and **2)** provide a brief description linking the project to identified goals. Higher-ranking projects will address multiple goals. Leave blank if a project does not advance a factor.

- Economic Vitality.** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productive, and efficiency.

- Safety.** Increase the safety of the transportation system for motorized and non-motorized users.

- Security.** Increase the security of the transportation system for motorized and non-motorized users.

- Accessibility.** Increase the accessibility and mobility of people and for freight.

- Environment.** 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.

- Connectivity.** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.

- System Management.** Promote efficient system management and operation.

Preservation. Emphasize the preservation of the existing transportation system.

Reliability. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.

Tourism. Enhance travel and tourism.

Plan Coordination (20 points): *Is the project identified in, or does it contribute toward, other existing adopted plans? If so, include the linked document(s) or include with form submission:*

Project Need (40 points): *Describe why this project is necessary. What issues will the project help to address? What are the consequences of inaction?*

Contact MAPO Transportation Planner Chris Talamantez with questions or comments (507) 387-8389 or Ctalamantez@mankatomn.gov



AGENDA RECOMMENDATION
Agenda Heading: Informational: Update on
2026 Statewide Metropolitan Planning
Organizations Annual Conference
No: 5.2

Agenda Item: Informational: Update on 2026 Statewide Metropolitan Planning Organizations Annual Conference

Recommendation Action(s): Informational

Summary: MPO directors meet four times a year - February, May, August and November to discuss MPO and state transportation planning and programming work.

At the January 15 TAC meeting, MAPO staff informed the TAC that due to circumstances with the other Minnesota Metropolitan Planning Organizations (MPO), MAPO has agreed to host the 2026 Statewide MPO Annual Conference.

Staff has contracted with the Mayo Clinic Health System Event Center to reserve the Ellerbe Room July 29-30, 2026 to host the event. A room block at the Hilton Garden Inn has been reserved for those travelling for the event. Staff is working on filling out the agenda with presentations and updates from Congressional Staff, Greater Mankato Growth, The Minnesota Transportation Alliance, and more.

Attachments:



AGENDA RECOMMENDATION
Agenda Heading: Informational: Americans
With Disabilities Transition Plan Update
No: 5.3

Agenda Item: Informational: ADA Transition Plan Update

Recommendation Action(s): Informational

Summary: MAPO member jurisdictions are Federally required to have an Americans with Disabilities (ADA) Transition Plan. MAPO worked with local partners to coordinate the creation of the ADA transition plan in 2016, with updates to the plan in 2019, and 2023. Preparing for an update in 2027, MAPO will set aside funds in the 2027 UPWP for a consultant to perform the update, and include a bid alternate for the remainder of Blue Earth and Nicollet counties, outside of the MAPO area.

Attachments:

1. [2023 ADA Transition Plan update](#)



AGENDA RECOMMENDATION
Agenda Heading: Administrative
Modifications to the 2026-2029
Transportation Improvement Program
No: 5.4

Agenda Item: Administrative Modifications to the 2026-2029 Transportation Improvement Program (TIP)

Recommendation Action(s): Informational

Summary: MnDOT District 7 and Mankato Transit notified MAPO of updates to projects within the urbanized area. To facilitate the updates, the changes must be reflected in the MAPO 2026-2029 Transportation Improvement Program (TIP). Updates are identified below:

TRF-0028-26L: ARMER Radio purchase. Cost reduction

8827-441: District wide intersection and interchange lighting. Cost reduction

8827-414: Replace road closed systems. Change in project limits. No longer in MAPO area

MAPO staff followed the MAPO Public Participation Plan to determine the changes consist of an Administrative Modifications to the existing TIP. This process includes staff modifying the TIP projects and announcing at ensuing TAC and Policy Board meetings.

Attachments:

1. Administrative modification memos



10 Civic Center Plaza
Mankato, MN 56001
Phone: (507) 387-8611
mnmapo.org

March 9, 2026

To: Deb Yates, MnDOT District 7
From: Mark Konz, Executive Director, MAPO
RE: MAPO 2026-2029 TIP Administrative Modifications

This memorandum serves as notification of an update made to the MAPO 2026-2029 Transportation Improvement Program (TIP). Appendix A of this document includes the full details of the project indicated below, which received minor modifications.

TRF-0028-26L: Cost reduction

Updates to the TIP are guided by MAPO's Public Participation Plan, which in turn is based on requirements issued by the Federal Highway Administration. The Administrative Modification was processed and approved March 9, 2026.

Please do not hesitate to contact Chris Talamantez at (507) 387-8389 if clarification is needed.

Mark Konz
Executive Director
Mankato/North Mankato Area Planning Organization (MAPO)
10 Civic Center Plaza
Mankato, MN 56001

Attachment: Appendix A

Appendix A

ROUTE SYSTEM	PROJECT NUMBER	YEAR	AGENCY	DESCRIPTION	MILES	PROGRAM	WORK TYPE	FUND TYPE	STIP TOTAL	FHWA	AC LOCAL	AC PAYBACK	FTA	TH	STATE	LOCAL SHARE
TRANSIT	TRF-0028-26L	2026	MANKATO	SECT 5307: CITY OF MANKATO; ARMER HANDHELD RADIO REPLACEMENT		URBANIZED AREA FORMULA - SECT 5307	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	92,250 56,000	0	0	0	73,800 44,800	0	0	18,450 11,200



10 Civic Center Plaza
Mankato, MN 56001
Phone: (507) 387-8611
mnmapo.org

April 9, 2026

To: Deb Yates, MnDOT District 7
From: Mark Konz, Executive Director, MAPO
RE: MAPO 2026-2029 TIP Administrative Modifications

This memorandum serves as notification of an update made to the MAPO 2026-2029 Transportation Improvement Program (TIP). Appendix A of this document includes the full details of the project indicated below, which received minor modifications.

8827-441: Cost reduction

Updates to the TIP are guided by MAPO's Public Participation Plan, which in turn is based on requirements issued by the Federal Highway Administration. The Administrative Modification was processed and approved April 9, 2026.

Please do not hesitate to contact Chris Talamantez at (507) 387-8389 if clarification is needed.

Mark Konz
Executive Director
Mankato/North Mankato Area Planning Organization (MAPO)
10 Civic Center Plaza
Mankato, MN 56001

Attachment: Appendix A

Appendix A

ROUTE SYSTEM	PROJECT NUMBER	YEAR	AGENCY	DESCRIPTION	MILES	PROGRAM	WORK TYPE	FUND TYPE	STIP TOTAL	FHWA	AC LOCAL	AC PAYBACK	FTA	TH	STATE	LOCAL SHARE
999	8827-441	2027	MNDOT	**ELLE** DISTRICTWIDE INTERSECTION AND INTERCHANGE LIGHTING		SAFETY CAPACITY	LIGHTING	STBGP	1,200,000 900,000	977,049 730,400	0	0	0	222,960 169,600	0	0



10 Civic Center Plaza
Mankato, MN 56001
Phone: (507) 387-8611
mnmapo.org

April 27, 2026

To: Deb Yates, MnDOT District 7
From: Mark Konz, Executive Director, MAPO
RE: MAPO 2026-2029 TIP Administrative Modifications

This memorandum serves as notification of an update made to the MAPO 2026-2029 Transportation Improvement Program (TIP). Appendix A of this document includes the full details of the project indicated below, which received minor modifications.

8827-414: Change in project limits. No longer in MAPO area

Updates to the TIP are guided by MAPO's Public Participation Plan, which in turn is based on requirements issued by the Federal Highway Administration. The Administrative Modification was processed and approved April 27, 2026.

Please do not hesitate to contact Chris Talamantez at (507) 387-8389 if clarification is needed.

Mark Konz
Executive Director
Mankato/North Mankato Area Planning Organization (MAPO)
10 Civic Center Plaza
Mankato, MN 56001

Attachment: Appendix A

Appendix A

ROUTE SYSTEM	PROJECT NUMBER	YEAR	AGENCY	DESCRIPTION	MILES	PROGRAM	WORK TYPE	FUND TYPE	STIP TOTAL	FHWA	AC LOCAL	AC PAYBACK	FTA	TH	STATE	LOCAL SHARE
MN 60	8827-414	2027	MNDOT	**ITS**DISTRICTWIDE (MN 60) WORTHINGTON TO ST JAMES TO MANKATO, REPLACE ROAD CLOSED SYSTEMS	0	SAFETY CAPACITY	OTHER	STBG	750,000	610,650	0	0	0	139,350	0	0



AGENDA RECOMMENDATION
Agenda Heading: Informational: 2025 Fourth
Quarter and 2026 First Quarter reports
No: 5.5

Agenda Item: Informational: 2025 Fourth Quarter and 2026 First Quarter reports.

Recommendation Action(s): Informational

Summary: Per the host agency agreement, the policy board is presented with a quarterly report including staff activities, projects status, and budget status. The 2025 Fourth Quarter Report was not ready to share at the February 5 Policy Board meeting, so is being shared now, along with the 2026 First Quarter Report.

Attachments:

1. 2025 Fourth Quarter Report
2. 2026 First Quarter Report



10 Civic Center Plaza
PO Box 3368
Mankato, MN 56002-3368

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mkonz@mankatomn.gov

Shawn Schloesser, Transportation Services
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Chris Talamantez, Transportation Planner
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ctalamantez@mankatomn.gov

**2025 Planning Work Program Project Quarterly Report
(October - December 31, 2025)**

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 MAPO projects and specific work activities during the referenced quarter. 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.

100 Program Support and Administration

- Staff assembled Quarter 3 - 2025 reporting and invoicing.
- Staff contributed directly to projects and managed consultants for studies included in 2025 UPWP including consultation with partner agencies and local stakeholders.
- Prepare, assemble, and distribute meeting materials, develop and distribute public notices, set meeting room IT and logistical needs, and confirm quorum attendance for MAPO Technical Advisory Committee and MAPO Policy Board meetings.
- MAPO Technical Advisory Committee (TAC) meeting on October 16, 2025. Packet can be found [here](#).
- MAPO Policy Board meeting on November 6, 2025. Packet can be found [here](#).
 - Staff reviewed website materials on biweekly basis and updated website as needed. Staff coordinated as needed with Public Information Department of City of Mankato to post MAPO content via City media. Staff communicated with City staff regarding MAPO web presence.
- Staff posted public input opportunity announcements and other relevant information to the website and “X” (Twitter).
- Staff prepared amendment the 2026 Unified Planning Work Program (UPWP)
- Staff coordinated with MnDOT and local partners in creating the request for proposal for the projects selected for inclusion in the 2026 UPWP.
- Staff responded to various inquiries from the public regarding transportation issues and provided data to MAPO partners as requested.
- Staff facilitated communication between member jurisdictions related to use of the StreetLight application and provided results/data.
- Staff attended MPO director’s meeting November 24, 2025.

200 Long Range Planning

- Staff maintained Long Range Transportation Plan Update and answered related questions as needed.
- Conducted Bi-monthly MAPO Metropolitan Transportation Plan Project Management Team meetings ending on Thursday, November 6, 2025.
- Staff reviewed Metropolitan Transportation Plan maps for updates.
- Staff closed the 30-day public comment period on October 22, 2025.

-Staff participated in a public open house at the Mankato Council Chamber on October 2, 2025.

-Staff reviewed the Metropolitan Transportation Plan draft.

-Staff coordinated contract extension for the GHG modeling project.

-Staff participated in GHG Modeling Project Management Team meeting on November 20, 2025.

300 Short Range Planning and Technical Assistance

Local

- Highway 14 Corridor Study
 - Staff received final report.
 - Staff received final invoicing.
- Balcerzak Drive Corridor Study
 - Staff attended bi-weekly check-in meetings with the consultant.
 - Staff and PMT members participated in monthly PMT meetings on October 28, 2025.
 - Staff attended Mankato Council meeting on October 27, 2025.
 - Staff coordinated and participated in stakeholder meeting with Mankato Transit on October 15, 2025.
 - Staff along with the PMT prepared and distributed public engagement materials.
 - Staff reviewed feedback from the open house.
 - Staff closed the public survey period on October 14, 2025.
 - Staff reviewed Balcerzak Drive Concepts memo.
- Lee Boulevard Corridor Study
 - Staff participated in bi-weekly check-in calls with the consultant.
 - Staff and PMT members participated in monthly Project Management Team meetings on October 9, 2025.
 - Staff reviewed and provided comments on the draft final report.
 - Staff attended the North Mankato Council work session on October 23, 2025.

State Planning Efforts

- Staff met with MnDOT staff on questions related to the Carbon Reduction Program.
- Staff reviewed updated Carbon Reduction Program materials and responded to questions from local partners.
- Staff participated in Minnesota Climate Action Framework Clean Transportation Sector-Based Conversation on October 23, 2025.
- Staff participated in the MnDOT Corridor Planning Prioritization Technical Advisory Committee.
- Staff reviewed MnDOT complete street handbook in preparation for updating local partner plans in 2026.

400 Program Development

Interagency State

- Staff continued coordination with MnDOT District 7 by sharing information and providing updates as needed. Staff also coordinated with District staff on meetings and general coordination of transportation planning activities.
- Staff coordinated with MnDOT District 7 on amendments to the 2026-2029 STIP.

Interagency Local

- Staff attended the Region Nine Development Commission TAC in Mankato on November 7, 2025.
- Staff attended the South Central ATP meeting on October 17, 2025.

Budget Summary Quarter 4, 2025 is below

Q4 Third Party Contract Tracking

2025 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.

UPWP Task #	Mankato/North Mankato Area Planning Organization					Date range: [date]			
	Work Product/Contract Name	2025 Contract amount	Paid 2025	Date Contract Executed	2024 Contract paid	Expected Completion Date	Date Contract Closed	Percent Complete	Comments
Long Range Planning 52001	Update to Metropolitan Plan (2024 & 2025 Project)	\$164,995.90	\$164,990.36	2/21/2024	\$ 124,987.10	11/1/2025		100.00%	Complete Streets
Short Range Planning 53001	Highway 14 Corridor Study (2024 & 2025 Project)	\$90,000.00	\$89,929.34	2/14/2024	\$ 149,934.49	12/31/2025		99.92%	
Short Range Planning 53001	Lee Boulevard Corridor Study	\$59,041.60	\$59,041.60	3/4/2025	N/A	12/31/2025		100.00%	
Short Range Planning 53001	Balcerzak Drive Corridor Study	\$64,991.93	\$64,991.93	2/25/2025	N/A	12/31/2025		100.00%	Complete Streets

Budget Reporting Tables

100 Program Support and Administration		Budget	Staff Hours	Q1 Hours	Q1 Dollars	YTD % of Budget	Q2 Hours	Q2 Dollars	YTD % of Budget	Q3 Hours	Q3 Dollars	YTD % of Budget	Q4 Hours	Q4 Dollars	YTD % of Budget	Total Hours	Total Dollars	% of Budget
Program Support 51001	\$41,640	575	214.0	\$ 14,812.79	36%	130.5	\$ 9,389.80	58%	145.0	\$ 10,482.25	83%	176.5	\$ 15,930.05	122%	666.0	\$ 50,614.88	122%	
Planning Work Program 51002	\$7,097	105	0.0	\$ -	0%	5.0	\$ 379.06	5%	61.0	\$ 3,804.01	59%	16.0	\$ 5,153.95	73%	82.0	\$ 5,153.95	73%	
Training and Travel 51003	\$3,699	45	16.0	\$ 1,305.88	35%	5.0	\$ 429.50	47%	20.5	\$ 1,986.37	101%	0.0	\$ -	101%	41.5	\$ 3,721.75	101%	
GIS System Support	\$2,500			\$ 620.34	25%		\$ 859.30			\$ 547.56								
Information Tech, GIS, & Website 51004	\$6,478	90	8.0	\$ 485.44	7%	0.0	\$ -	7%	15.0	\$ 910.20	22%	56.0	\$ 3,484.00	75%	79.0	\$ 4,879.64	75%	
Program Expenses 51005	\$16,660	240	46.5	\$ 3,610.35	22%	41.0	\$ 2,639.20	38%	89.0	\$ 5,485.75	70%	112.0	\$ 8,407.91	121%	288.5	\$ 20,143.21	121%	
Total Expenses - Program Support and Administration	\$78,074	1,055	284.5	\$ 20,834.80	27%	181.5	\$ 13,696.86	44%	330.5	\$ 23,216.14	74%	360.5	\$ 29,218.72	111%	1,157.0	\$ 86,966.51	111%	
200 Long-Range Planning*		Budget	Staff Hours															
Consultant Cost - Metropolitan Transportation Plan	\$85,000			\$ 7,972.59	9%		\$ 5,556.86	16%		\$ 21,455.62	41%		\$ 40,736.17	89%		\$ 75,771.24	89%	
- WTP Complete Streets activities	\$80,000			\$ 16,524.00	21%		\$ 15,300.18	40%		\$ 57,447.94	112%		\$ -	112%		\$ 89,269.12	112%	
52001 Long-Range Planning Staff Expenses	\$50,704	750	177.0	\$ 10,933.08	22%	150.0	\$ 9,558.58	49%	132.5	\$ 8,633.02	57%	216.5	\$ 14,105.34	85%	676.0	\$ 43,230.02	85%	
Total Expenses - Long Range Planning	\$215,704	750	177.0	\$ 35,426.67	16%	150.0	\$ 30,415.62	31%	132.5	\$ 87,536.58	71%	216.5	\$ 54,841.51	97%	676.0	\$ 209,220.38	97%	
300 Short-Range Planning		Budget	Staff Hours															
Consultant Cost - Lee Boulevard Corridor Study	\$60,000			\$ -	0%		\$ 23,405.41	39%		\$ 27,138.66	84%		\$ 8,497.53	98%		\$ 59,041.60	98%	
Consultant Cost - Bakerzak Drive Corridor Study	\$42,000			\$ -	0%		\$ 19,917.71	47%		\$ 15,346.92	84%		\$ 15,996.42	122%		\$ 51,261.05	122%	
- Bakerzak Drive Complete Streets activities	\$23,000			\$ -	0%		\$ -	0%		\$ 8,611.95	37%		\$ 5,118.93	60%		\$ 13,730.88	60%	
Consultant cost - Highway 14 Corridor Study	\$90,000			\$ 35,533.21	39%		\$ 39,393.46	83%		\$ 11,561.79	96%		\$ 3,440.88	100%		\$ 89,939.34	100%	
Cost - Aerial photography /flyover services	\$12,600			\$ -	0%		\$ 12,600.00	100%		\$ -	100%		\$ -	100%		\$ 12,600.00	100%	
53001 Short-Range Local Planning Assistance - Staff expenses	\$49,359	700	171.5	\$ 10,959.09	22%	216.5	\$ 13,934.71	50%	167.0	\$ 11,926.61	75%	84.0	\$ 5,720.95	86%	639.0	\$ 42,591.35	86%	
State Planning Efforts 53002	\$8,023	120	4.5	\$ 344.20	4%	6.5	\$ 520.05	11%	15.5	\$ 1,162.27	25%	90.0	\$ 6,258.64	103%	116.5	\$ 8,285.15	103%	
Total Expenses - Short-Range Planning	\$284,982	820	176.0	\$ 46,836.50	16%	223.0	\$ 109,771.33	55%	182.5	\$ 75,748.19	82%	174.0	\$ 45,033.35	97%	755.5	\$ 277,389.37	97%	
400 Program Development		Budget	Staff Hours															
Inter Agency - State 54002	\$5,684	75	2.0	\$ 171.80	3%	13.5	\$ 858.61	18%	8.0	\$ 712.72	31%	26.0	\$ 1,694.76	60%	49.5	\$ 3,437.89	60%	
Inter Agency Local 54003	\$10,491	155	12.0	\$ 861.40	8%	80.0	\$ 5,091.48	57%	45.0	\$ 2,804.72	83%	5.5	\$ 426.39	88%	142.5	\$ 9,183.99	88%	
Total Expenses - Program Development	\$16,175	230	14.0	\$ 1,033.20	6%	93.5	\$ 5,950.09	43%	53.0	\$ 3,517.44	65%	31.5	\$ 2,121.15	78%	192.0	\$ 12,621.88	78%	
Other Services & Commodities		Budget	Staff Hours															
3040 Legal, Publication, & Advertising	\$950			\$ 84.67	9%		\$ 119.00	21%		\$ 193.67	42%		\$ 353.34	79%		\$ 750.68	79%	
3210 Telephone & Postage	\$500			\$ 73.29	15%		\$ 64.30	28%		\$ 63.77	40%		\$ 51.09	50%		\$ 252.45	50%	
3300 Training, Travel & Conferences (costs associated with travel expenses less staff time)	\$4,200			\$ 450.61	11%		\$ 870.29	31%		\$ 450.00	42%		\$ -	42%		\$ 1,770.90	42%	
3410 Printing & Publishing	\$1,550			\$ -	0%		\$ 65.35	28%		\$ 146.53	84%		\$ -	84%		\$ 1,448.45	74%	
2010 Office Supplies	\$4,100			\$ 36.62	1%		\$ 3,945.08	97%		\$ 20.43	98%		\$ -	99%		\$ 4,042.12	99%	
4330 Subscriptions & Memberships (including \$1000 AMPO membership and \$6,555 Streetlight license fee paid Oct. 2025)	\$7,600			\$ -	0%		\$ -	0%		\$ -	0%		\$ 1,030.00	14%		\$ 1,030.00	14%	
Total Other Services & Commodities	\$18,900			\$ 645.19	3%		\$ 5,064.02	30%		\$ 874.40	35%		\$ 2,410.99	48%		\$ 8,994.60	48%	
Total Expenses and Staffing Hours for 2025	\$613,833	2,855		\$104,776.36	17%		\$164,897.91	44%		\$190,892.75	75%		\$133,625.71	97%		\$594,192.73	97%	

Timesheet Details

Shawn Schloesser, Associate Director Transportation Planning

Start date	Daily total	Activity/Reason	PL account	Fully Loaded	Cost
10/2/2025	3.00	D330-52001 (MPO METRO TRANS PLANNING)		89.09	267.27
10/3/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
10/9/2025	1.00	D330-53001 (MPO LOCAL PLANNING)		89.09	89.09
10/10/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
10/14/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
10/15/2025	1.00	D330-53001 (MPO LOCAL PLANNING)		89.09	89.09
10/16/2025	2.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	178.18
10/17/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
10/20/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
10/22/2025	1.00	D330-53001 (MPO LOCAL PLANNING)		89.09	89.09
10/23/2025	2.00	D330-53002 (MPO STATE PLANNING)		89.09	178.18
10/24/2025	1.00	D330-53001 (MPO LOCAL PLANNING)		89.09	89.09
10/24/2025	2.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
10/27/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
10/31/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
11/3/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
11/5/2025	1.00	D330-53001 (MPO LOCAL PLANNING)		89.09	89.09
11/6/2025	3.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	267.27
11/7/2025	3.00	D330-51005 (MPO PROGRAM EXPENSE)		89.09	267.27
11/14/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
11/20/2025	1.00	D330-51001 (MPO PROGRAM SUPPORT)		89.09	89.09
11/24/2025	5.00	D330-53002 (MPO STATE PLANNING)		89.09	445.45
11/25/2025	1.00	D330-52001 (MPO METRO TRANS PLANNING)		89.09	89.09
11/26/2025	1.50	D330-52001 (MPO METRO TRANS PLANNING)		89.09	133.635
11/27/2025	3.00	D330-51005 (MPO PROGRAM EXPENSE)		89.09	267.27
11/28/2025	3.00	D330-51005 (MPO PROGRAM EXPENSE)		89.09	267.27
12/1/2025	1.00	D330-52001 (MPO METRO TRANS PLANNING)		89.09	89.09
12/4/2025	5.00	D330-53002 (MPO STATE PLANNING)		89.09	445.45
12/5/2025	1.00	D330-52001 (MPO METRO TRANS PLANNING)		89.09	89.09
12/8/2025	1.00	D330-52001 (MPO METRO TRANS PLANNING)		89.09	89.09
12/10/2025	3.00	D330-52001 (MPO METRO TRANS PLANNING)		89.09	267.27
12/12/2025	1.00	D330-52001 (MPO METRO TRANS PLANNING)		89.09	89.09
12/15/2025	1.00	D330-52001 (MPO METRO TRANS PLANNING)		89.09	89.09
12/17/2025	1.50	D330-52001 (MPO METRO TRANS PLANNING)		89.09	133.635
12/22/2025	1.00	D330-52001 (MPO METRO TRANS PLANNING)		93.7	93.7
12/24/2025	3.00	D330-51005 (MPO PROGRAM EXPENSE)		93.7	281.1
12/25/2025	3.00	D330-51005 (MPO PROGRAM EXPENSE)		93.7	281.1
12/26/2025	3.00	D330-51005 (MPO PROGRAM EXPENSE)		93.7	281.1
12/29/2025	1.00	D330-52001 (MPO METRO TRANS PLANNING)		93.7	93.7

Timesheet Details

Micah Solano

Start date	Daily total	Activity/Reason	PL account	Fully Loaded	Cost
10/29/2025	1.00	51004 -Salary - - (51004-MPO - Information	51004-Salary-- (MPO I.T / Website Salaries)	60.84	60.84
12/8/2025	1.00	51004 -Salary - - (51004-MPO - Information	51004-Salary-- (MPO I.T / Website Salaries)	60.84	60.84
12/9/2025	1.00	51004 -Salary - - (51004-MPO - Information	51004-Salary-- (MPO I.T / Website Salaries)	60.84	60.84
12/17/2025	2.00	51004 -Salary - - (51004-MPO - Information	51004-Salary-- (MPO I.T / Website Salaries)	60.84	121.68
12/19/2025	2.00	51004 -Salary - - (51004-MPO - Information	51004-Salary-- (MPO I.T / Website Salaries)	60.84	121.68

Timesheet Details
 Mark Konz, Executive Director

Start date	Daily total	Activity/Reason	PL account	Fully Loaded	Cost
10/2/2025	4.00		52001-Salary- - (MPO - Transit Dev Pla Salaries)	97.74	390.96
10/6/2025	1.00		51001-Salary- - (MPO Program Support Salaries)	97.74	97.74
10/8/2025	1.00		53001-Salary- - (MPO - Local Planning Salaries)	97.74	97.74
10/9/2025	1.00		53001-Salary- - (MPO - Local Planning Salaries)	97.74	97.74
10/14/2025	1.50		51001-Salary- - (MPO Program Support Salaries)	97.74	146.61
10/16/2025	3.00		51001-Salary- - (MPO Program Support Salaries)	97.74	293.22
10/17/2025	2.50		54003-Salary- - (MPO - Inter Agency Lolal Salar)	97.74	244.35
10/20/2025	1.50		51001-Salary- - (MPO Program Support Salaries)	97.74	146.61
10/20/2025	4.00		53001-Salary- - (MPO - Local Planning Salaries)	97.74	244.35
10/21/2025	0.50		53001-Salary- - (MPO - Local Planning Salaries)	97.74	48.87
10/22/2025	1.00		53001-Salary- - (MPO - Local Planning Salaries)	97.74	97.74
10/23/2025	2.00		53002-Salary- - (MPO - State Planning Salaries)	97.74	195.48
10/27/2025	2.00		51001-Salary- - (MPO Program Support Salaries)	97.74	195.48
10/28/2025	1.00		53001-Salary- - (MPO - Local Planning Salaries)	97.74	97.74
11/3/2025	2.00		51001-Salary- - (MPO Program Support Salaries)	97.74	195.48
11/5/2025	1.00		51001-Salary- - (MPO Program Support Salaries)	97.74	97.74
11/5/2025	2.00		53001-Salary- - (MPO - Local Planning Salaries)	97.74	97.74
11/6/2025	5.00		51001-Salary- - (MPO Program Support Salaries)	97.74	488.7
11/10/2025	1.00		51001-Salary- - (MPO Program Support Salaries)	97.74	97.74
11/12/2025	1.00		53001-Salary- - (MPO - Local Planning Salaries)	97.74	97.74
11/14/2025	1.00		51001-Salary- - (MPO Program Support Salaries)	97.74	97.74
11/17/2025	1.50		51001-Salary- - (MPO Program Support Salaries)	97.74	146.61
11/18/2025	1.00		51001-Salary- - (MPO Program Support Salaries)	97.74	97.74
11/20/2025	1.50		51001-Salary- - (MPO Program Support Salaries)	97.74	146.61
11/24/2025	8.00		51001-Salary- - (MPO Program Support Salaries)	97.74	781.92
11/25/2025	1.00		51001-Salary- - (MPO Program Support Salaries)	97.74	97.74
11/26/2025	2.00		51001-Salary- - (MPO Program Support Salaries)	97.74	195.48
11/28/2025	8.00		51005-Salary- - (MPO - Program Expense)	97.74	781.92
12/1/2025	4.00		51001-Salary- - (MPO Program Support Salaries)	97.74	390.96
12/2/2025	4.00		53001-Salary- - (MPO - Local Planning Salaries)	97.74	390.96
12/3/2025	4.00		51001-Salary- - (MPO Program Support Salaries)	97.74	390.96
12/4/2025	4.00		51001-Salary- - (MPO Program Support Salaries)	97.74	390.96
12/5/2025	8.00		51005-Salary- - (MPO - Program Expense)	97.74	781.92
12/8/2025	3.00		51001-Salary- - (MPO Program Support Salaries)	97.74	293.22
12/9/2025	8.00		53002-Salary- - (MPO - State Planning Salaries)	97.74	781.92
12/10/2025	2.00		54002-Salary- - (MPO - Inter Agen Stat Salaries)	97.74	195.48
12/11/2025	8.00		51001-Salary- - (MPO Program Support Salaries)	97.74	781.92
12/12/2025	5.00		51001-Salary- - (MPO Program Support Salaries)	97.74	488.7
12/15/2025	6.00		51001-Salary- - (MPO Program Support Salaries)	97.74	586.44
12/16/2025	4.00		51001-Salary- - (MPO Program Support Salaries)	97.74	390.96
12/18/2025	6.00		51001-Salary- - (MPO Program Support Salaries)	97.74	586.44
12/19/2025	6.00		52001-Salary- - (MPO - Transit Dev Pla Salaries)	97.74	586.44
12/22/2025	6.00		51001-Salary- - (MPO Program Support Salaries)	102.81	616.86
12/23/2025	5.00		51001-Salary- - (MPO Program Support Salaries)	102.81	514.05
12/23/2025	6.50		52001-Salary- - (MPO - Transit Dev Pla Salaries)	102.81	154.215
12/24/2025	8.00		51001-Salary- - (MPO Program Support Salaries)	102.81	822.48
12/25/2025	8.00		51005-Salary- - (MPO - Program Expense)	102.81	822.48
12/26/2025	7.00		51001-Salary- - (MPO Program Support Salaries)	102.81	719.67
12/29/2025	6.00		51001-Salary- - (MPO Program Support Salaries)	102.81	616.86
12/30/2025	6.50		51001-Salary- - (MPO Program Support Salaries)	102.81	668.265
12/30/2025	7.50		52001-Salary- - (MPO - Transit Dev Pla Salaries)	102.81	102.81
12/31/2025	6.00		51001-Salary- - (MPO Program Support Salaries)	102.81	616.86



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**2026 Planning Work Program Project Quarterly Report
(January – March, 2026)**

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 MAPO projects and specific work activities during the referenced quarter. 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.

100 Program Support and Administration

- Staff assembled Quarter 4 - 2025 reporting and invoicing.
- Staff contributed directly to projects and managed consultants for studies included in 2026 UPWP including consultation with partner agencies and local stakeholders.
- Prepare, assemble, and distribute meeting materials, develop and distribute public notices, set meeting room IT and logistical needs, and confirm quorum attendance for MAPO Technical Advisory Committee and MAPO Policy Board meetings.
- MAPO Technical Advisory Committee (TAC) meeting on January 15, 2026. Packet can be found [here](#).
- MAPO Policy Board meeting on February 5, 2026. Packet can be found [here](#).
 - Staff reviewed website materials on biweekly basis and updated website as needed. Staff coordinated as needed with Public Information Department of City of Mankato to post MAPO content via City media. Staff communicated with City staff regarding MAPO web presence.
- Staff posted public input opportunity announcements and other relevant information to the website and “X” (Twitter).
- Staff began work on the 2027 Unified Planning Work Program (UPWP)
- Staff began the process of updating the Public Participation Plan
- Staff began the process of updating the MAPO Procurement Policy
- Staff attended MPO director’s meeting February 24, 2026.
- Staff participated in the MnDOT Capital Program training on February 26, 2026.
- Staff attended the Minnesota Transportation Conference and Expo March 18-19, 2026.

200 Long Range Planning

- Staff maintained Long Range Transportation Plan Update and answered related questions as needed.
- Staff reviewed Metropolitan Transportation Plan maps for updates.
- Staff coordinated contract language modifications for the GHG modeling project.
- Staff reviewed the GHG modeling project materials.
- Staff coordinated presentation of the GHG modeling project at the TAC meeting on January 15, 2026 and Policy Board meeting on February 5, 2026.

-Staff participated in GHG Modeling Project Management Team meeting on February 25, 2026

300 Short Range Planning and Technical Assistance

Local

- Highway 14 Corridor Study
 - Staff, along with a subcommittee of members of the TAC reviewed proposals for the Highway 14 corridor Study. The recommended consultant proposal was forwarded to the full TAC for review and recommendation to the Policy Board
 - Contract was developed and executed with consultant for the Study.
 - Staff scheduled bi-weekly check-in meetings with the project managers.
- CSAH 16 Corridor Study
 - Staff attended bi-weekly check-in meetings with the consultant beginning on March 25, 2026.
 - Staff, along with a subcommittee of members of the TAC reviewed proposals for the CSAH 16 Study. The recommended consultant proposal was forwarded to the full TAC for review and recommendation to the Policy Board
 - Contract was developed and executed with consultant for the Study.
 - Initial project kick-off meeting with project management team was held on March 27, 2026.
 - Staff reviewed and provided input on the draft public involvement plan for the study.

State Planning Efforts

- Staff met with MnDOT staff on questions related to the Carbon Reduction Program.

-Staff reviewed updated Carbon Reduction Program materials and responded to questions from local partners.

-Staff participated in the MnDOT Bike+ plan meeting on March 10, 2026.

400 Program Development

Interagency State

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

-Staff coordinated with MnDOT District 7 on modifications and amendments to the 2026-2029 STIP.

Interagency Local

-Staff attended the South Central ATP meetings on January 9 and March 13, 2026.

-Staff coordinated with local partners on their Complete Streets plan and policies.

Budget Summary Quarter 1, 2026 is below

Q1 Third Party Contract Tracking

2026 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.

Mankato/North Mankato Area Planning Organization					Date range: Q1 2026			
UPWP Task #	Work Product/Contract Name	2026 Contract amount	Paid 2026	Date Contract Executed	Expected Completion Date	Date Contract Closed	Percent Complete	Comments
Short Range Planning 53001	Highway 14 Corridor Study (2026 & 2027 Project)	\$250,000.00	\$0.00				0.00%	Complete Streets
Short Range Planning 53001	Balcerzak Drive Corridor Study	\$74,902.00	\$0.00				0.00%	Complete Streets

Budget Reporting Tables

100 Program Support and Administration	Budget	Staff Hours	Q1 Hours	Q1 Dollars	YTD % of Budget
Program Support 51001	\$52,931	745	260.0	\$ 19,601.86	37%
Planning Work Program 51002	\$7,210	105	2.0	\$ 205.62	3%
Training and Travel 51003	\$9,086	130	15.5	\$ 1,224.93	13%
GIS System Support	\$2,500			\$ 255.76	10%
Information Tech, GIS, & Website 51004	\$9,086	130	24.0	\$ 1,581.60	17%
Program Expenses 51005	\$17,315	264	95.0	\$ 7,009.22	40%
Total Expenses - Program Support and Administration	\$98,128	1,374	396.5	\$29,878.98	30%
200 Long-Range Planning*	Budget	Staff Hours			
52001 Long-Range Planning Staff expenses	\$1,898	27	5.5	\$ 445.62	23%
Total Expenses - Long Range Planning	\$1,898	27	5.5	\$ 445.62	23%
300 Short-Range Planning	Budget	Staff Hours			
Consultant Cost - Highway 14 Corridor Study - CSAH 12 to Lookout Drive	\$200,000			\$ -	0%
-Highway 14 Complete Streets activities	\$50,000			\$ -	0%
Consultant cost - CSAH 16 Corridor Study	\$45,000			\$ -	0%
-CSAH 16 Complete Streets activities	\$30,000			\$ -	
53001 Short-Range Local Planning Assistance - Staff expenses	\$59,529	850	200.5	\$ 13,392.95	22%
State Planning Efforts 53002	\$8,152	120	10.5	\$ 931.87	11%
Total Expenses - Short-Range Planning	\$392,681	970	211.0	\$14,324.81	4%
400 Program Development	Budget	Staff Hours			
Inter Agency - State 54002	\$5,762	75	8.0	\$ 564.11	10%
Inter Agency Local 54003	\$15,370	230	17.0	\$ 1,258.83	8%
Total Expenses - Program Development	\$21,132	305	25.0	\$ 1,822.94	9%
Other Services & Commodities	Budget	Staff Hours			
3040 Legal, Publication, & Advertising	\$600			\$ 79.08	13%
3210 Telephone & Postage	\$500			\$ 65.70	13%
3300 Training, Travel & Conferences (costs associated with travel expenses less staff time)	\$4,000			\$ -	0%
3410 Printing & Publishing	\$2,000			\$ -	0%
2010 Office Supplies	\$2,100			\$ -	0%
4330 Subscriptions & Memberships (including \$1000 AMPO membership and \$6,555 StreetLight license fee paid Oct. 2025)	\$8,000			\$ -	0%
Total Other Services & Commodities	\$17,200			\$ 144.78	1%
Total Expenses and Staffing Hours for 2025	\$531,039	2,676		\$46,617.13	9%

Timesheet Details

Shawn Schloesser, Associate Director Transportation Planning

Start date	Daily total	Activity/Reason	Fully Loaded Hourly Rate	Cost
1/1/2026	3.00	D330-51005 (MPO PROGRAM EXPENSE)	93.7	281.1
1/2/2026	1.00	D330-52001 (MPO METRO TRANS PLANNING)	93.7	93.7
1/5/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
1/8/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
1/9/2026	1.00	D330-54003 (MPO INTER AGENCY LOCAL)	93.7	93.7
1/12/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
1/12/2026	1.50	D330-53001 (MPO LOCAL PLANNING)	93.7	46.85
1/15/2026	4.50	D330-51001 (MPO PROGRAM SUPPORT)	93.7	421.65
1/16/2026	2.00	D330-51005 (MPO PROGRAM EXPENSE)	93.7	187.4
1/19/2026	3.00	D330-51005 (MPO PROGRAM EXPENSE)	93.7	281.1
1/23/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
1/26/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
1/30/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
2/2/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
2/5/2026	2.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	187.4
2/6/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
2/9/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
2/13/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
2/17/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
2/20/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
2/23/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
2/24/2026	3.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	281.1
3/2/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
3/6/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
3/9/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
3/12/2026	3.00	D330-51005 (MPO PROGRAM EXPENSE)	93.7	281.1
3/16/2026	1.50	D330-51001 (MPO PROGRAM SUPPORT)	93.7	140.55
3/18/2026	2.00	D330-51003 (MPO TRAINING/TRAVEL)	93.7	187.4
3/18/2026	5.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	281.1
3/19/2026	2.00	D330-51003 (MPO TRAINING/TRAVEL)	93.7	187.4
3/19/2026	5.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	281.1
3/23/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7
3/27/2026	1.00	D330-51001 (MPO PROGRAM SUPPORT)	93.7	93.7

Timesheet Details

Micah Solano

Start date	Daily total	PL account	Fully Loaded Hourly Rate	Cost
2/10/2026	1.00	51004-Salary- - (MPO I.T / Website Salaries)	63.94	63.94
2/25/2026	1.00	51004-Salary- - (MPO I.T / Website Salaries)	63.94	63.94
3/3/2026	1.00	51004-Salary- - (MPO I.T / Website Salaries)	63.94	63.94
3/26/2026	1.00	51004-Salary- - (MPO I.T / Website Salaries)	63.94	63.94

Timesheet Details

Mark Konz, Executive Director

Start date	Daily total	PL account	Fully Loaded Hourly Rate	Cost
1/5/2026	1.50	51001-Salary- - (MPO Program Support Salaries)	102.81	154.215
1/6/2026	2.00	53001-Salary- - (MPO - Local Planning Salaries)	102.81	205.62
1/8/2026	1.00	54002-Salary- - (MPO - Inter Agen Stat Salaries)	102.81	102.81
1/9/2026	3.00	53002-Salary- - (MPO - State Planning Salaries)	102.81	308.43
1/12/2026	1.50	51001-Salary- - (MPO Program Support Salaries)	102.81	154.215
1/13/2026	1.00	51001-Salary- - (MPO Program Support Salaries)	102.81	102.81
1/14/2026	4.00	51001-Salary- - (MPO Program Support Salaries)	102.81	411.24
1/15/2026	1.50	51001-Salary- - (MPO Program Support Salaries)	102.81	154.215
1/16/2026	8.00	51005-Salary- - (MPO - Program Expense Salaries)	102.81	822.48
1/19/2026	4.00	51005-Salary- - (MPO - Program Expense Salaries)	102.81	411.24
1/22/2026	1.00	51001-Salary- - (MPO Program Support Salaries)	102.81	102.81
1/26/2026	2.00	51001-Salary- - (MPO Program Support Salaries)	102.81	205.62
1/29/2026	0.50	51001-Salary- - (MPO Program Support Salaries)	102.81	51.405
1/30/2026	1.00	51002-Salary- - (MPO Planning Work Prog Salary)	102.81	102.81
2/2/2026	1.50	51001-Salary- - (MPO Program Support Salaries)	102.81	154.215
2/3/2026	1.50	52001-Salary- - (MPO - Transit Dev Pla Salaries)	102.81	154.215
2/4/2026	1.00	51002-Salary- - (MPO Planning Work Prog Salary)	102.81	102.81
2/5/2026	4.00	51001-Salary- - (MPO Program Support Salaries)	102.81	411.24
2/6/2026	1.00	51001-Salary- - (MPO Program Support Salaries)	102.81	102.81
2/9/2026	2.00	51001-Salary- - (MPO Program Support Salaries)	102.81	205.62
2/10/2026	1.50	51001-Salary- - (MPO Program Support Salaries)	102.81	154.215
2/11/2026	1.00	51001-Salary- - (MPO Program Support Salaries)	102.81	102.81
2/12/2026	2.00	51001-Salary- - (MPO Program Support Salaries)	102.81	205.62
2/13/2026	2.00	51001-Salary- - (MPO Program Support Salaries)	102.81	205.62
2/17/2026	1.50	51001-Salary- - (MPO Program Support Salaries)	102.81	154.215
2/19/2026	0.50	51001-Salary- - (MPO Program Support Salaries)	102.81	51.405
2/23/2026	1.50	51001-Salary- - (MPO Program Support Salaries)	102.81	154.215
2/24/2026	2.50	51003-Salary- - (MPO Training/Travel Salaries)	102.81	257.025
2/25/2026	0.50	53001-Salary- - (MPO - Local Planning Salaries)	102.81	51.405
2/25/2026	1.50	54003-Salary- - (MPO - Inter Agency Lolal Salar)	102.81	102.81
3/2/2026	1.00	51001-Salary- - (MPO Program Support Salaries)	102.81	102.81
3/4/2026	1.50	51001-Salary- - (MPO Program Support Salaries)	102.81	154.215
3/9/2026	1.00	51001-Salary- - (MPO Program Support Salaries)	102.81	102.81
3/10/2026	1.50	53002-Salary- - (MPO - State Planning Salaries)	102.81	154.215
3/13/2026	2.00	54003-Salary- - (MPO - Inter Agency Lolal Salar)	102.81	205.62
3/13/2026	3.00	51001-Salary- - (MPO Program Support Salaries)	102.81	102.81
3/16/2026	2.00	51001-Salary- - (MPO Program Support Salaries)	102.81	205.62
3/17/2026	2.00	53002-Salary- - (MPO - State Planning Salaries)	102.81	205.62
3/23/2026	2.00	17111-Salary- - (CDBG Administration - Staff)	102.81	205.62
3/26/2026	0.50	51001-Salary- - (MPO Program Support Salaries)	102.81	51.405
3/27/2026	2.00	53001-Salary- - (MPO - Local Planning Salaries)	102.81	205.62
3/30/2026	2.00	51001-Salary- - (MPO Program Support Salaries)	102.81	205.62