Mankato/North Mankato Area Planning Organization
Policy Board Meeting
Thursday, October 1st, 2015 – 6:00PM
Intergovernmental Center,
Minnesota River Room
10 Civic Center Plaza, Mankato, MN 56001

I. Call to Order

II. Review of Agenda

III. July 2, 2015 Meeting Minutes

IV. New Business

1. Resolution Amending Existing Contract Date with SRF Consulting Group

2. Long Range Transportation Plan Update
   a. Draft Long Range Transportation Plan Outline
   b. Open House #3 - October 15, 2015
   c. Draft Open House Boards
   d. Project Timeline/Schedule
   e. Motion Approving the Release of Draft Long Range Transportation Plan for the 30 Day Public Comment Period.

3. Resolution Approving 2016 Unified Planning Work Program and Budget

4. Resolution Approving Minnesota Department of Transportation Planning Contract #1001558

V. TAC Comments
   (September 17, 2015 MAPO TAC Minutes Attached Informational)

VI. Policy Board Comments & Other Business

VII. Adjournment
A Regular meeting of the Mankato Area Planning Organization Policy Board was held on July 2, 2015, at 6:00 p.m. in the Minnesota River Room of the Intergovernmental Center. Present were Mankato Area Planning Organization members, Dan Rotchadl, Chris Frederick, Bob Freyberg, Jack Kolars and Mark Piepho.

Also present was MAPO Executive Director Paul Vogel, MAPO Transportation Planner Jake Huebsch, also in attendance were members from the Technical Advisory Committee (TAC) that included, Al Forsberg, Lisa Bigham and Mark Anderson.

Call to Order

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

Motion to Approve Agenda

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

Motion to Approve May 7th, 2015 Meeting Minutes

Mr. Freyberg moved to approve the work session meeting minutes, Mr. Rotchadl seconded the motion. The motion carried unanimously.

New Business

Agenda 4.1 MAPO Policy Board Bylaws Review and Update

The MAPO Policy Board reviewed the bylaws that were originally adopted on March 7, 2013. Staff recommended minor changes to the bylaws. Mr. Kolars motioned to approve the updated bylaws, Mr. Frederick seconded the motion. With all voting in favor the motion carried.

Agenda 4.2 Resolution Approving the STIP Amendment for Lifeworks and Mankato Rehabilitation Center Inc

Mark Anderson, Mankato Transit Superintendent presented to the Policy Board on two applications, one from Lifeworks Services, Inc. and one from Mankato Rehabilitation Center, Inc. requesting a STIP amendment. The applications are to receive FTA Section 5310 Grant funding to purchase buses to be used for the purpose of providing transportation service to seniors and people with disabilities in the Mankato area. These two applications have been approved by the Office of
Transit as they meet the criteria of the FTA Section 5310 Elderly and Persons with Disabilities Program. The Office of Transit requested that the application be submitted to the Mankato/North Mankato Area Planning Organization for approval. The timeline for project selection under the grant does not align with the Mankato/North Mankato Metropolitan Planning Organization TIP timeline and an amendment is needed in order for the recipients of the grant funding to purchase their vehicles. The MAPO TAC recommend approval at their June 18th TAC meeting. Mr. Rotchadl motioned to approve the attached resolution approving the STIP amendment, Mr. Frederick seconded the motion. With all voting in favor the motion carried.

**Agenda 4.3 Update of Long Range Transportation Plan**

Staff updated the Policy Board on the progress of the Long Range Transportation Plan. Updates included the summary of the May 14th Open House, handouts of the fiscal constraint by jurisdiction, summary of the range of alternatives project lists and the updated schedule. Staff notified the Policy Board that the schedule has been pushed out approximately four weeks with scheduled completion and adoption in November of 2015.

**Agenda 4.4 2016 MAPO Unified Planning Work Program**

MAPO provided an update on the Policy Board regarding the received input from area partners on specific local planning studies and opportunities for inclusion in MAPO 2016 & 2017 UPWP. Staff informed the Policy Board on the submitted local studies and projects for inclusion/discussion in the UPWP:

- MAPO Aerial Imagery
- ICE Study Howard/ Lor Ray Drive
- Warren Street Corridor Study
- Riverfront Drive Corridor Study
- Trunk Highway 22 Corridor Study
- Pavement Management Plan
- North Mankato Complete Streets Plan and Policy
- MAPO Area traffic Modeling
- MSU area from Warren Street / Balcerzak Drive study area

**Agenda 4.5 Functional Classification & MAPO Mid Year Review Update**

Staff updated the Policy Board on the midyear review that was held on June 29th with the MAPO, MnDOT & FHWA. Staff also updated on the Policy Board on the Functional Classification discussions that were held at the midyear review regarding Madison Avenue and Riverfront Drive. It was determined that MnDOT and the MAPO will each submit their recommended functional classification maps to FHWA for final review. FHWA will make the final decision on Madison Avenue and Riverfront Drive and if the roadways will be classified as Principal Arterial Other or Minor Arterials.
**TAC Comments**
The June 18\textsuperscript{th}, 2015 MAPO TAC Minutes were attached as informational.

**Policy Board Comments**
None

**Other Business**
None

**Adjournment**
With no further business, Mr. Frederick moved to adjourn the meeting, Mr. Rotchadl seconded the motion. With all voting in favor the meeting was adjourned at 6:50 p.m.

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Chair, Mr. Piepho
AGENDA RECOMMENDATION

Agenda Heading: Resolution Amending Existing Contract Date with SRF Consulting Group Item No: 4.1

Agenda Item: Resolution Amending Existing Contract Date with SRF Consulting Group

Recommendation Action(s): Approval of the Attached Resolution.

Summary: The Long Range Transportation Plan contract with SRF Consultant Group currently has a contact end date of October 31, 2015. MAPO staff and SRF wish to extend the completion date of the contract to December 31, 2015 instead of the previously agreed to contract date of October 31, 2015. The public comment period of the plan is scheduled to run from October 2, 2015 to November 3, 2015. After the public comment period, it is anticipated that the final document will be finalized in the month of November with the final plan being presented to the Policy Board for considered adoption in December of 2015 or January of 2016.

Attachments:
1) Resolution Amending Existing Contract Date with SRF Consulting Group.
RESOLUTION OF THE MANKATO /NORTH MANKATO AREA PLANNING ORGANIZATION AMENDING THE EXISTING CONTRACT DATE WITH SRF CONSULTING GROUP.

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 in agreement with SRF Consulting Group, Inc., wish to amend the existing contract terms; and

WHEREAS, The MAPO and SRF wish to extend the completion date of the contract to December 31, 2015 instead of the previously agreed to contract date of October 31, 2015;

NOW, THEREFORE BE IT RESOLVED; that the MAPO Policy Board approves amending the existing contract date for the Long Range Transportation Plan with SRF Consulting Group to December 31, 2015 instead of the previously agreed to contracted date of October 31, 2015.

CERTIFICATION

State of Minnesota

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

____________________________________  ____________________________________________
Chair  Date

____________________________________  ____________________________________________
Executive Director  Date
AGENDA RECOMMENDATION

Agenda Heading: Long Range Transportation Plan Update Item No: 4.2

Agenda Item: Long Range Transportation Plan Update

Recommendation Action(s): Motion to Approve Release of the Draft Long Range Transportation Plan and Begin the 30 Day Public Comment Period.

Summary: The draft version of the Long Range Transportation Plan has been completed. As per the MAPO's Public Participation Plan, the MAPO Policy Board must approve the release of the draft plan and provide a 30 day public comment. It is anticipated that the 30 day public comment period will be from October 2, 2015 to November 3, 2015. During the public comment period, MnDOT and FHWA will also be reviewing and commenting on the draft plan. It is anticipated that the final document will be finalized in the month of November with the final plan being presented to the Policy Board for considered adoption in December of 2015 or January of 2016. The MAPO TAC recommended the release of the draft Long Range Transportation Plan and to being the 30 day public comment period.

The MAPO and area partners have scheduled a Public Open House on October 15, 2015 from 5:00 – 7:00 (short welcome/instructions at 5:30) in the Mankato Room of the Intergovernmental Center, 10 Civic Center Plaza. The public will be able to learn and provide input about the Mankato/North Mankato Area Planning Organization's (MAPO) draft 2045 Long-Range Transportation Plan.

Attachments:
1) Long Range Transportation Plan Outline
2) Open House Boards
3) Schedule
1. Introduction
   - Plan Framework
   - MAP-21 Compliance

2. Public Engagement Process
   - MAPO Public Participation Plan
   - Stakeholder Guidance
   - Public Engagement Activities
   - Appendix 2-A: MAPO Regional Public Agency Meetings
   - Appendix 2-B: MAPO Open House #1 October 30, 2014
   - Appendix 2-C: MAPO Open House #2 May 14, 2015
   - Appendix 2-D MAPO Open House #3 October 15, 2015
   - Appendix 2-E MAPO Open House Comment Cards
   - Appendix 2-F MAPO MindMixer Engagement Topics and Results

3. Existing System Conditions
   - Demographics and Trends
   - Land Use
   - Environmental Features
   - Roadway System
   - Functional Classification
   - Roadway Operations
   - Existing Multi-modal System

4. Safety and Crash Assessment
   - Crash History
   - Crash Density
   - Crash Rates
   - Corridor Crash Analysis

5. Goals, Objectives and Performance Measures
   - Moving Ahead for Progress in the 21st Century (MAP-21)
   - Goals
   - Objectives
   - Performance Measures
6. **Future System Forecasts and Operations**
   - Traffic Forecasts
   - Interchange Deficiencies
   - Emergency and Disaster Response
   - Future Multimodal System Analysis & Considerations
   - Appendix 6-A: MAPO Year 2045 traffic forecast summary tables

7. **Range of Alternatives Analysis**
   - System Preservation Outline
   - Project Inventory and Scope
   - Environmental Constraints and Cultural Resources
   - Appendix 7-A: MAPO Environmental Constraints and Cultural Resources

8. **Financial / Revenue Forecast**
   - Transportation Funding
   - Funding Assumptions, Methodologies, and Estimates
   - Enhanced Funding Opportunities

9. **Implementation Plan**
   - Project Categories
   - Ranking Criteria
   - Investment Timeframes and Initial Project Ranking
   - Preservation Set-Aside
   - Year of Expenditure Analysis and Project List Revisions
   - Public Review
   - Discretionary Project Prioritization
   - Fiscal Constraint Program of Projects
   - Illustrative Project List
   - Aviation and Transit Program of Projects

10. **Recommended Future Network**
    - Future Functional Classification
    - Future Jurisdictional Alignment
11. **System Management**
   - Access Management
   - Traffic Control Device Spacing
   - Right-of-Way

12. **Next Steps**
   - Ongoing Activities
   - Planning Studies for Future Consideration
   - Supplemental Metro Planning Elements
Open House #3  
MAPO 2045 Transportation Plan  
October 15, 2015 from 5:00 p.m. to 7:00 p.m.

Board 1: Welcome

Board 2: MAPO Key Performance Goals and Objectives

Board 3: MAPO Other Consideration Goals and Objectives

Board 4: MAPO Existing Transit Routes (Map)

Board 5: MAPO Programmed Preservation Projects (Map)

Board 6: MAPO Major Rehab/Reconstruction Projects (Map)

Board 7: MAPO Corridors Capacity Projects (Map)

Board 8: MAPO Intersections Capacity Projects (Map)

Board 9: MAPO Bicycle and Pedestrian Projects (Map)

Board 10: MAPO Bicycle and Pedestrian Projects (Table)

Board 11: MAPO Bicycle and Pedestrian Projects (Table)

Board 12: MAPO Safety Projects (Map)

Board 13: MAPO Freight/Rail Projects (Map)

Board 14: Future Functional Classification

Board 15: Future Jurisdictional Alignment

Board 16: System Management (Access Management/Traffic Control/ROW)

Board 17: List of Planning Studies for Future Consideration

Board 18: MAPO Study Area (Map) – Ask public where they would like to see future studies considered (Draw on Map)

DRAFT MAPS SCROLLING ON SCREEN

Screen1:  
Existing Conditions Maps  
Safety Maps

Screen 2:  
MnDOT Fiscal Constraint  
Blue Earth County Fiscal Constraint  
Nicollet County Fiscal Constraint  
Mankato Fiscal Constraint  
North Mankato Fiscal Constraint  
Mankato Transit Fiscal Constraint
## Mankato/North Mankato MAPO 2045 Transportation Plan
### Schedule and Critical Path and Deliverables
#### Updated: September 22, 2015

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**Note the Public Participation elements for each month are approximations; tasks could take place at any point within the month.

**The plan adoption timeframe is expected to occur from December 2015 through March 2016. MAPO staff is tasked with completing this activity.
AGENDA RECOMMENDATION

Agenda Heading: Resolution Approving the 2016 Unified Planning Work Program (UPWP) Item No: 4.3

**Agenda Item**: Resolution Approving the 2016 Unified Planning Work Program (UPWP)

**Recommendation Action(s)**: Adoption of the Attached Resolution

**Summary**: The purpose of this work program is to provide a detailed description of all transportation related planning activities anticipated by the MAPO within the metropolitan planning area during 2016. In addition, the work program provides detailed work activities and budget information, including local, state and federal funding shares, to allow the state to document the requirements for planning grants distributed through the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA). The 2016 UPWP was been reviewed by the TAC and MnDOT.

Some of the major work items proposed in 2016 include: performing three intersection control evaluation studies. The proposed intersections are (Loy Ray / Howard, Pohl / Stadium, S. Riverfront / US169). Also, included are corridor studies for Belgrade Avenue and Riverfront Drive. MAPO staff will provide more details and answer questions about the proposed projects to be undertaken in 2016 and in future years.

**Attachments**:
1. 2016 UPWP (resolution on the last page of UPWP)
Mankato/North Mankato
Area Planning Organization (MAPO)
2016 Work Program & Budget

Technical Advisory Committee: September 17, 2015
Policy Board: October 1, 2015

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
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.

Prior to the establishment of the Mankato/North Mankato Area Planning Organization, the Mankato/North Mankato area has cooperatively and comprehensively worked on transportation planning by creating the Mankato Area Transportation and Planning Study (MATAPS). MATAPS was the result of an ongoing partnership between government and agencies in the Mankato/North Mankato area, each having influence over the region’s transportation system. The partnership was created to provide a forum to discuss and develop long-range regional transportation policies and objectives. Planning partners have implemented a number of previous MATAPS recommendations, which reflects the efforts made to encourage interagency and regional cooperation and coordination. The MATAPS partnership included: Minnesota Department of Transportation District 7, Region Nine Development Commission, cities of Mankato and North Mankato, Blue Earth, Nicollet and LeSueur counties and Minnesota State University, Mankato.

The Mankato Area Transportation and Planning Study (MATAPS), which was first drafted in 1970 and updated in 1996, 2003, 2006, and 2010, fostered a spirit of cooperation and provided a vehicle for dialogue that facilitated the smooth transition of the partners into a MPO. The partners previously agreed to a vision statement under the MATAPS partnership and this provides a foundation for moving forward under the MAPO partnership.

The Joint Powers Agreement was signed by the local units of Government in the fourth quarter of 2012. MAPO was officially designated as the metropolitan planning organization on January 11, 2013. The first Mankato/North Mankato MPO Policy Board Meeting was March 7, 2013 and the first MPO Technical Advisory Committee (TAC) meeting was held April 17, 2013.
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

Christopher Frederick, Vice Chair, City of Mankato

Robert Freyberg, City of North Mankato

Jack Kolars, Nicollet County Board of Commissioners

Daniel Rotchadl, Mankato Township

Ryan Short, 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
Ronald Fields, Assistant Vice President for Facilities Management, MSU - Mankato
Michael Fisher, Director of Community Development, City of North Mankato
Al Forsberg, 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
Dave Wentzel, Region 9 Development Commission
Brad Potter, 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 2016 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 2016.

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).

Scope of Work Program Planning Process

The 2016 work program is developed in accordance with Moving Ahead for Progress in the 21st Century (MAP-21), signed on Friday, July 6, 2012.

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 eight 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 eight 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 ensures 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 safety of the transportation system for motorized and non-motorized users.
   - 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.
   - MAPO will be working with area partners and a consultant to perform three Intersection Control Evaluation (ICE) Studies at key intersections as identified through the planning process of the LRTP.

3. 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.

4. 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.
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.
   - MAPO staff will assist in implementation of the Mankato’s Complete Streets Plan to promote non motorized usage and promotes the health initiatives of the Minnesota Statewide Health Improvement Program (SHIP).

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

7. 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.

8. 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.
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 City of Mankato website at http://www.mankatomn.gov/city-services-a-z/city-services-a-m/mankato-north-mankato-area-planning-organization-mapo

- 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 2016 Planning Work Program for the Mankato/North Mankato Area Planning Organization is organized into five chapters.

Chapter 1 is the Summary List of 2016 & 2017 Activities for the MAPO.

Chapters 2-5 detail the work activities that will be undertaken in 2016 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 2016 and 2017 Activities

2016 Activities

The main work activities for 2016 are:

- Finalize and present final 2045 long-range transportation plan to area partners.
- Development of Transportation Improvement Program (TIP).
- Provide staff administration to the MAPO TAC and Policy Board.
- Review Cost Allocation Plans if indirect costs accounting is necessary under financial oversight structure of the City of Mankato.
- Establish GIS base/data for MAPO Urban and Planning Area.
- Upkeep and maintenance of MAPO web-site and Social Media web-sites.
- Assist MnDOT District 7/Central Office in statewide and regional planning efforts.
  Note: the 2017 UPWP requires approval the 2018 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 Title VI, LEP and Public Participation Plan.
- Solicit RFP for Corridor Study and ICE Studies Corridor studies will include: Belgrade Avenue, Riverfront Drive. ICE studies will include Lor Ray/Howard, Pohl/Stadium, S. Riverfront/US 169.
- Work with Consultant on various studies.

2017 Activities

Main activities for 2017 may include:

- The development of a Pavement Management Plan
- Intelligent Transportation Systems (ITS) Study
- Corridor Studies
- Intersection Control Evaluation (ICE) Studies
- MAPO Area Bicycle Master Plan

MAPO Staff will work with area partners and the MAPO TAC and Policy Board to prioritize 2017 and future studies.
Chapter 2: Program Support and Administration

100 Program Support and Administration

2016 Staff Hours: 1,305  2016 Budget: $ 72,167.20

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 Title VI Plan Compliance.
  - 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 2017-2018 UPWP.
  - Annual and midyear review with MnDOT and FHWA.
  - Prepare budgets and quarterly progress reports for MnDOT and FHWA
  - Review 2016 UPWP with TAC, MnDOT and FHWA for work items to carry forward into 2017-2018UPWP.
  - Receive input from local TAC, MnDOT and FHWA on work items to include in 2017- 2018 UPWP.
  - Write draft 2017-2018 UPWP.
- Request Policy Board, MnDOT, FHWA, and FTA for approval of 2017-2018 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 updating of social media twitter, facebook and mind mixer.
  - Produce transportation project news releases and maintain social media contacts on an ongoing basis.
  - 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 establish GIS base for MAPO Area

- Program Expenses
  Program expenses are the costs included staff vacation, sick and holiday time.

Process and Timeline to Completion:
- The 2017-2018 unified planning work program will be drafted during 2015 and adopted by November of 2015
- Ongoing maintenance and coordination with City of Mankato Information Technology Department.
- The activities in this section will generally be completed in the 2016 Calendar year
Chapter 3: Long-Range Transportation Planning

200 Long-Range Transportation Planning

2016 Staff Hours: 350  2016 Budget: $18,689.75

Introduction

The MAPO’s Long Range Transportation Plan is expected to be adopted in late 2015 or early 2016. MAPO staff will coordinate with Federal, State and Local partners to ensure the plan meets all the requirements. The Mankato Transit Authority is expected to start their Transit Development Plan (TDP) in 2016. 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.

Long Range Transportation Plan Activities:

- Contract Administration
  - Contract management and oversight (review invoices, coding, payments)
- Plan Development
  - Work with partners to complete final plan if not completed in 2015
- Public Participation
  - Present final plan to area partners
- Public Adoption
  - Coordinate with local jurisdictions, Policy Board, MnDOT and FHWA on adoption of MAPO’s 2045 LRTP

Process and Timeline to Completion:

- Contract Administration through March 2016
- Plan development through 2015 early 2016 (adoption anticipated in early 2016)
Chapter 4: Short-Range Transportation Planning

300 Short-Range Transportation Planning

2015 Staff Hours: 720  
2015 Budget: $222,259.60

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 Evaluations (ICE) on.
  - Work with consultants and area partners on the following corridor studies: Belgrade Avenue and Riverfront Drive.
  - Work with consultants and area partners on the following Intersection Control Evaluation studies: Lor Ray/Howard, S. Riverfront Drive and US169, Pohl/Stadium.
  - 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 Mankato Multi Modal Committee and North Mankato Bicycle Commission in coordination and designation of on-street bicycle routes.
  - Continued involvement in Mankato’s Multi Modal Committee and North Mankato Bicycle Commission and be a resource to help support their goals and work plan.
  - Assist in implementation of Complete Streets plan and policy for Mankato.
  - Work with the City of North Mankato to develop and adopt a Complete Streets Policy.
  - Assist on general transportation topics that arise.
- 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.
  - Continued involvement in meetings related to MPO functions.
    o Local advocacy groups.
    o Transportation partnerships.

Process and Timeline to Completion:
- The above referenced planning efforts and activities are anticipated to occur within over the 2016 & 2017 calendar years.
Chapter 5: Program Development

400 Program Development & TIP Development

2016 Staff Hours: 575  2016 Budget: $31,055.50

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 2016-2019 and 2017-2020 TIPs 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. The 2016-2019 and 2017-2020 TIPs will be completed in 2016.
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 2016-2019.

<table>
<thead>
<tr>
<th>Major Program Actives</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
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<td>Belgrade Ave Corridor Study</td>
<td>X</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>ICE Study (Lor Ray/Howard, Pohl/Stadium, S. Riverfront/ US169)</td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Riverfront Drive Corridor Study</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transit Development Plan</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pavement Management Plan</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Highway 22 Corridor Study</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intelligent Trans Plan</td>
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<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Warren Street Corridor Study</td>
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<tr>
<td>Bike &amp; Pedestrian Plan</td>
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<tr>
<td>Public Participation Plan Update</td>
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<td>X</td>
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<tr>
<td>TIP Development / Management</td>
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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: 2016 UPWP Budget and Details

### 2016 Planning Work Program Budget

<table>
<thead>
<tr>
<th>Account</th>
<th>Funding Source</th>
<th>Funds</th>
<th>Allocation of Funds</th>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Program Support</td>
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<tr>
<td>MAPO Revenue</td>
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<tr>
<td>33900</td>
<td>Minnesota Federal Funds</td>
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<tr>
<td>33901</td>
<td>Local Match - Minnesota Federal Funds</td>
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<td>$5,717.22</td>
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<tr>
<td>33902</td>
<td>Minnesota State Funds</td>
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<td>$7,477.66</td>
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<tr>
<td>33903</td>
<td>Local Match - Minnesota State Funds</td>
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<tr>
<td>Total Revenue</td>
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<td>$352,738.00</td>
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<tr>
<td>MAPO Expenses</td>
<td></td>
<td></td>
<td>$72,167.20</td>
</tr>
<tr>
<td>Program Support &amp; Administration</td>
<td>$72,167.20</td>
<td>$72,167.20</td>
<td>$18,689.50</td>
</tr>
<tr>
<td>Long Range Planning</td>
<td>$18,689.50</td>
<td>$18,689.50</td>
<td></td>
</tr>
<tr>
<td>Short Range Planning</td>
<td>$222,259.60</td>
<td>$222,259.60</td>
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</tr>
<tr>
<td>Program Development</td>
<td>$31,055.50</td>
<td>$31,055.50</td>
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<tr>
<td>Total</td>
<td>$344,171.80</td>
<td>$344,171.80</td>
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### Description

<table>
<thead>
<tr>
<th>Description</th>
<th>Commodities</th>
<th>Other Services</th>
<th>Other Charges</th>
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<td>2010 Office Supplies</td>
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<td>2170 General Supplies</td>
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<tr>
<td>Commodities</td>
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<td>$750.00</td>
<td>$750.00</td>
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<td>$1,000.00</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
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<tr>
<td>7208 GIS Services (Transfer)</td>
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<td>$1,500.00</td>
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<td>3210 Telephone &amp; Postage</td>
<td>$500.00</td>
<td>$500.00</td>
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<tr>
<td>3300 Training</td>
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<td>$1,000.00</td>
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<td>3310 Travel</td>
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<td>$1,000.00</td>
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<td>3320 Conferences</td>
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<td>3410 Printing &amp; Publishing</td>
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<td>$1,250.00</td>
<td>$1,250.00</td>
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<tr>
<td>Other Services</td>
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<td>$7,250.00</td>
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<td>4330 Subscriptions and Memberships</td>
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<td>$500.00</td>
<td>$500.00</td>
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<td>$80,667.20</td>
<td>$18,689.50</td>
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<tr>
<td>% of Total Program</td>
<td>100%</td>
<td>23%</td>
<td>5%</td>
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### MAPO Funds Per Activity
- **Program Support & Administration**: $344,171.80
- **Long Range Planning**: $18,689.50
- **Short Range Planning**: $222,259.60
- **Program Development**: $31,055.50

### Funding Source
- **Minnesota Federal Funds**: $288,500.00
- **Local Match - Minnesota Federal Funds**: $25,000.00
- **Minnesota State Funds**: $32,698.00
- **Local Match - Minnesota State Funds**: $6,540.00
# 2016 Program Activity Details:

## 100 Program Support and Administration

<table>
<thead>
<tr>
<th>Budget</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>1. Prepare agendas and minutes for MAPO Meetings</td>
<td>32,976.00</td>
<td>200</td>
</tr>
<tr>
<td>2. Attending MnDOT and local agency meetings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Prepare and agendas and minutes for TAC meetings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Attend training, meetings, and conferences</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Review and Update Title VI Program/Limited English Proficiency Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Review and Update Public Participation Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Prepare billing for local jurisdiction assessment</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expense - Program Support</strong></td>
<td>32,976.00</td>
<td>200</td>
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## Planning Work Program 100.2

<table>
<thead>
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<th>Director (Hours)</th>
<th>Planner (Hours)</th>
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</thead>
<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>1. Prepare draft 2017-2018 UPWP and budget</td>
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<td>50</td>
</tr>
<tr>
<td>2. Review with MnDOT and FHWA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Reporting to MnDOT &amp; FHWA</td>
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<tr>
<td><strong>Total Expense - Planning Work Program</strong></td>
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## Training and Travel 100.3

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<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>1. Travel to MPO Directors meetings MN MPO workshop</td>
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<td>50</td>
</tr>
<tr>
<td>2. Travel to workshops</td>
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<tr>
<td>3. Attend other meeting related to transportation</td>
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<tr>
<td><strong>Total Expense - Training &amp; Travel</strong></td>
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## Information Tech & Website 100.4

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<th>Planner (Hours)</th>
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<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>1. Maintenance of Website - Post minutes, agendas, meeting materials, information</td>
<td>7,000.00</td>
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<tr>
<td>2. Development of stand alone Mankato/North Mankato Area Planning Organization Web-site</td>
<td>3,000.00</td>
<td></td>
</tr>
<tr>
<td>3. Work with Mankato, Blue Earth County, Nicollet County to establish GIS base for MAPO Area</td>
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<tr>
<td><strong>Total Staff Expenses</strong></td>
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<td><strong>Total Website Expenses</strong></td>
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## Expenses 100.5

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<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>4. Vacation, Sick and Holidays</td>
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<td>70</td>
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<tr>
<td><strong>Total Expense - Program Expenses</strong></td>
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## Total Expenses - Program Support and Administration

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<th>Budget</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
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<td>70</td>
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</table>

## 200 Long-Range Planning

<table>
<thead>
<tr>
<th>Budget</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>1. Coordinate &amp; participation Mankato Transit Development Plan</td>
<td>9,344.75</td>
<td>50</td>
</tr>
<tr>
<td><strong>Total Staff Costs - Transit Development Plan</strong></td>
<td>9,344.75</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses - Transit Development</strong></td>
<td>9,344.75</td>
<td></td>
</tr>
</tbody>
</table>

## Outreach and Finalize LRTP 200.2

<table>
<thead>
<tr>
<th>Budget</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>1. Finalize LRTP adoption</td>
<td>9,344.75</td>
<td>50</td>
</tr>
<tr>
<td>2. Outreach and presentation to local partners on LRTP</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses - Outreach and Finalization of Long Range Transportation Plan</strong></td>
<td>9,344.75</td>
<td>50</td>
</tr>
</tbody>
</table>

## Total Expenses - Long-Range Planning

<table>
<thead>
<tr>
<th>Budget</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Expenses</strong></td>
<td>18,689.50</td>
<td></td>
</tr>
</tbody>
</table>

## 300 Short-Range Planning

<table>
<thead>
<tr>
<th>Budget</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>1. Work with consultant one 3 ICE Studies for at key intersections as identified in LRTP</td>
<td>25,000.00</td>
<td></td>
</tr>
<tr>
<td>2. Work with consultant on Belgrade Ave Corridor &amp; Visioning Study</td>
<td>70,000.00</td>
<td></td>
</tr>
<tr>
<td>3. Work with consultant on Riverfront Drive Corridor Study - Additional</td>
<td>89,000.00</td>
<td></td>
</tr>
<tr>
<td>Riverfront Corridor Study is anticipated to cost $150K, 89K Budgeted in 2016 &amp; 61K Budgeted in 2017</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Assist local partners with localized transportation planning efforts as needed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Coordination and working with local Statewide Health Improvement Program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Distribute and share relevant transportation materials &amp; information with area partners</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Staff Expenses</strong></td>
<td>29,135.00</td>
<td>150</td>
</tr>
<tr>
<td><strong>Total Expenses - Short Range Planning - Local</strong></td>
<td>213,135.00</td>
<td></td>
</tr>
</tbody>
</table>

## State Planning Efforts 300.2

<table>
<thead>
<tr>
<th>Budget</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Director</td>
<td>Planner</td>
<td>(Hours)</td>
</tr>
<tr>
<td>1. Participation in Statewide and District Planning Efforts</td>
<td>9,124.60</td>
<td>50</td>
</tr>
<tr>
<td>2. Coordination with Mn DNR and local partners in Trail Planning</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Staffing Costs - Short Term Planning - Interagency</strong></td>
<td>9,124.60</td>
<td>50</td>
</tr>
</tbody>
</table>

## Total Expenses - Short-Range Planning

<table>
<thead>
<tr>
<th>Budget</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Expenses</strong></td>
<td>222,259.60</td>
<td></td>
</tr>
</tbody>
</table>
### 2016 Program Activity Details Continued:

<table>
<thead>
<tr>
<th>400 Program Development</th>
<th>Budget $</th>
<th>Director (Hours)</th>
<th>Planner (Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Inter Agency - State 400.1</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. TAP LOI Review</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Coordination and review with MnDOT and Transit for STIP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Staffing Costs - Program Development</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses - Program Development - Interagency</strong></td>
<td>8,244.00</td>
<td>50</td>
<td>100</td>
</tr>
<tr>
<td><strong>Inter Agency Local 400.2</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Public notice of Transportation Improvement Plan (TIP) preparation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Solicit projects from local partners</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Begin TIP environmental justice analysis</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Conduct consultation with the Greater Mankato Transit Authority</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Begin preparation draft of 4 year TIP document and financial plan</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Coordination with District 7 ATP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Work with Region 9 RDC &amp; Serve on their Transportation Committee TAC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Staffing Costs - Begin Preparation of TIP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses - Program Development - Interagency</strong></td>
<td>22,811.50</td>
<td>125</td>
<td>300</td>
</tr>
<tr>
<td><strong>Total Expenses - Program Development</strong></td>
<td>31,055.50</td>
<td></td>
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#### Commodities

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost $</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010 Office Supplies (including software)</td>
<td>500.00</td>
</tr>
<tr>
<td>2170 General Supplies</td>
<td>250.00</td>
</tr>
</tbody>
</table>

#### Other Services

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost $</th>
</tr>
</thead>
<tbody>
<tr>
<td>3040 Legal and Publication</td>
<td>1,000.00</td>
</tr>
<tr>
<td>7208 GIS Services (transfer)</td>
<td>1,500.00</td>
</tr>
<tr>
<td>3210 Telephone &amp; Postage</td>
<td>500.00</td>
</tr>
<tr>
<td>3300 Training</td>
<td>1,000.00</td>
</tr>
<tr>
<td>3310 Travel</td>
<td>1,000.00</td>
</tr>
<tr>
<td>3320 Conferences</td>
<td>1,000.00</td>
</tr>
<tr>
<td>3410 Printing &amp; Publishing</td>
<td>1,250.00</td>
</tr>
</tbody>
</table>

#### Other Charges

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost $</th>
</tr>
</thead>
<tbody>
<tr>
<td>4330 Subscriptions &amp; Memberships</td>
<td>500.00</td>
</tr>
</tbody>
</table>

**Total Commodities, Other Services, Other Charges.** 8,500.00

**Total Expenses and Staffing Hours for 2016** 352,671.80 820 2080
### 2016 Local Shares Due

<table>
<thead>
<tr>
<th>UNIT OF GOVERNMENT</th>
<th>LOCAL SHARE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue Earth County</td>
<td>$11,985.20</td>
</tr>
<tr>
<td>Nicollet County</td>
<td>$3,784.80</td>
</tr>
<tr>
<td>City of Mankato</td>
<td>$11,669.80</td>
</tr>
<tr>
<td>City of North Mankato</td>
<td>$4,100.20</td>
</tr>
<tr>
<td><strong>TOTAL - MAPO</strong></td>
<td><strong>$31,540.00</strong></td>
</tr>
</tbody>
</table>

### MAPO FY 2016 Unified Planning Work Program Budget - Federal Funds and Local Match

<table>
<thead>
<tr>
<th>UPWP Category</th>
<th>Project Title</th>
<th>Federal Funding Amount</th>
<th>Local Funding Amount</th>
<th>Total Funding Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Program Support</td>
<td>$65,614.70</td>
<td>$15,052.50</td>
<td>$80,667.20</td>
</tr>
<tr>
<td>200</td>
<td>Long Range Planning</td>
<td>$15,202.04</td>
<td>$3,487.46</td>
<td>$18,689.50</td>
</tr>
<tr>
<td>300</td>
<td>Short Range Planning</td>
<td>$177,807.68</td>
<td>$44,451.92</td>
<td>$222,259.60</td>
</tr>
<tr>
<td>400</td>
<td>Program Development</td>
<td>$25,260.54</td>
<td>$5,794.96</td>
<td>$31,055.50</td>
</tr>
<tr>
<td></td>
<td><strong>Funding Totals</strong></td>
<td><strong>$283,884.96</strong></td>
<td><strong>$68,786.84</strong></td>
<td><strong>$352,671.80</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Source of Local Funds:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue Earth County</td>
<td>$11,985.20</td>
</tr>
<tr>
<td>Nicollet County</td>
<td>$3,784.80</td>
</tr>
<tr>
<td>City of Mankato</td>
<td>$11,669.80</td>
</tr>
<tr>
<td>City of North Mankato</td>
<td>$4,100.20</td>
</tr>
<tr>
<td>Minnesota State Funds</td>
<td>$32,698.00</td>
</tr>
<tr>
<td><strong>Funding Totals</strong></td>
<td><strong>$64,238.00</strong></td>
</tr>
</tbody>
</table>
Appendix B: MAPO Meeting Locations, Times & Contact information:

MAPO Meeting Locations and Times

- The 2016 MAPO Policy Board meetings are held every other month on the 1st Thursday of the month unless notified otherwise. Board meeting will be held in the Mankato Room, 1st Floor of the Intergovernmental Center at 6:00 pm, 10 Civic Center Plaza, Mankato, MN 56001.

- The MAPO Technical Advisory Committee meetings are held every other month on the 3rd Thursday of every month unless notified otherwise. TAC meeting will be held in the Minnesota River Room at 1:30 pm, 1st 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: http://www.mankatomn.gov/city-services-a-z/city-services-a-m/mankato-north-mankato-area-planning-organization-mapo
Fax: 507-388-7530

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

Transportation Planner: Jake Huebsch
Direct: 507-387-8630
Email: jhuebsch@mankatomn.gov
Appendix C: Adopting Resolution

Resolution Adopting 2016 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.

NOW, THEREFORE, BE IT RESOLVED: that the Policy Board of the MAPO adopts the 2016 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 __________day of __________, as shown by the minutes of said meeting in my possession.

____________________________________
Chair 

____________________________________
Executive Director
AGENDA RECOMMENDATION

Agenda Heading: Resolution Approving Execution of State Contract #1001558
Item No: 4.4

Agenda Item: Resolution Approving Execution of State Contract #1001558

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

Summary: Minnesota State Contract #1001558 authorizes the execution of the 2016 State Planning Agreement. The State funds are used to perform activities and planning efforts outlined and contained in the 2016 UPWP. The resolution approving the state contract is an annual approval item for the Policy Board.

Attachments:
1. Copy of Mn/DOT Contract #1001558 and Resolution to Execution of State Contract #1001558
This Agreement is made and entered into by the State of Minnesota, acting through its Commissioner of Transportation (hereinafter “State”) and the Mankato-North Mankato Area Planning Organization (hereinafter “Grantee”).

WHEREAS, under Minnesota Statutes Section 174.01, the Minnesota Department of Transportation is the principal agency of the state for development, implementation, administration, consolidation, and coordination of state transportation policies, plans, and programs; and

WHEREAS, 23 U.S.C. §134 requires that a continuing, comprehensive, and cooperative (3-C) transportation planning process be carried out between state and local governments in urbanized areas; and

WHEREAS, the Grantee has been designated by Minnesota’s Governor as the Metropolitan Planning Organization responsible, together with the State, for carrying out the provisions of 23 U.S.C. § 134; and

WHEREAS, under Minnesota Statutes Section 174.03, subdivision 4, State may provide financial assistance to metropolitan planning organizations; and

WHEREAS, the Grantee is eligible to receive State assistance; and

NOW, THEREFORE, the parties to this Agreement mutually agree as follows:

1. Term of Grant Agreement

1.1. Effective date: This Agreement will be effective on January 1, 2016 or the date the State obtains all required signatures under Minnesota Statutes § 16C.05, subdivision 2, whichever is later, for work performed during calendar year 2016.

1.2. The Grantee must not begin work under this grant agreement until this agreement is fully executed and the Grantee has been notified by the State’s Authorized Representative to begin work.

1.3. This Agreement will remain in effect until December 31, 2016, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.4. Survival of Terms: All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement including, without limitation, the following clauses: 8. Indemnification; 10. State Audits; 11. Government Data Practices; 13. Publicity and Endorsement; 14. Governing Law, Jurisdiction, and Venue; and 16. Data Disclosure.
2. Duties

2.1. **Grantee’s Duties.** The Grantee, who is not a state employee, will:

   a) Perform, in a satisfactory and timely manner, the work activities defined in the January 1, 2016 through December 31, 2016 Transportation Planning Work Program as approved by State, which is on file at Grantee’s office and is incorporated herein by reference. The Transportation Planning Work Program defines the scope of work and particular tasks to be completed by the Grantee, and includes a minimum expenditure of $3,000.00 to provide for the MPO’s participation in meetings and workshops of the Minnesota MPO Directors and for other professional development and training of the MPO’s staff.

   b) Provide 20% local matching funds.

   c) Prepare and submit to State quarterly reports of expenditures and activity status as related to the MPO’s Calendar Year (C.Y.) 2016 Work Program.

   d) Prepare and submit to State for approval, a C.Y. 2017 Transportation Planning Work Program delineating the activities and expenditure of anticipated C.Y. 2017 state grant funds. The work program must include a minimum expenditure of $3,000.00 to provide for the MPO’s participation in meetings and workshops of the Minnesota MPO Directors and for other professional development and training of the MPO’s staff.

   e) Utilize the MnDOT Template when preparing the Transportation Improvement Program (TIP).

2.2. **State’s Duties.** The State will:

   a) Review and monitor progress of the work activities defined in the Grantee’s C.Y. 2016 Transportation Planning Work Program.

   b) Furnish the Grantee, at its request, all data that is in the State’s possession that is considered pertinent by the State to the work to be performed.

   c) Advise the Grantee of the anticipated availability of funds and assist in the development of the Grantee’s C.Y. 2017 Transportation Planning Work Program.

3. Time

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Consideration and Payment

4.1. **Consideration.** The State will pay for all services performed by the Grantee under this Grant Agreement as follows:

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

      • 50% upon execution of this Agreement;
      • 40% after July 1, 2016; and
• 10% upon acceptance by State’s Authorized Representative of Grantee’s final quarterly report documenting tasks completed under the Grantee’s C.Y. 2016 Transportation Planning Work Program.
• A portion of the final payment, up to 10%, may be withheld pending a final audit by the State.

4.1.2. **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this Grant Agreement will not exceed $32,698.

4.2. **Payment**

4.2.1. **Invoices.** The State will promptly pay the Grantee after the Grantee presents an invoice and the State’s Authorized Representative accepts the invoice. Invoices must be submitted according to the following schedule:

• 50% upon execution of this Agreement;
• 40% after July 1, 2016; and
• 10% upon acceptance by State’s Authorized Representative of Grantee’s final quarterly report documenting tasks completed under the Grantee’s C.Y. 2016 Transportation Planning Work Program.

5. **Conditions of Payment**

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

6. **Authorized Representatives**

6.1. **State’s Authorized Representative.** The State’s Authorized Representative is Bobbi Retzlaff, Planning Program Coordinator, 395 John Ireland Blvd MS 440, St. Paul, MN 55337, 651-366-3793, or his/her successor, and has the responsibility to monitor the Grantee’s performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State’s Authorized Representative will certify accept on each invoice submitted for payment.

6.2. **Grantee’s Authorized Representative.** The Grantee’s Authorized Representative is Paul Vogel, Executive Director, 10 Civic Center Plaza, Mankato, MN 56001, 507-387-8613. If the Grantee’s Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7. **Assignment, Amendments, Waiver, and Grant Agreement Complete**

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

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

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

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

8. **Indemnification**

In the performance of this Grant Agreement by Grantee, or Grantee’s agents or employees, the Grantee must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney’s fees incurred by the state, to the extent caused by Grantee’s:

1) Intentional, willful, or negligent acts or omissions; or
2) Actions that give rise to strict liability; or
3) Breach of contract or warranty

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

9. **Records and Documentation**

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

If Grantee engages any subcontractors for completion of any part of the MPO’s C.Y. 2016 Work Program, it must enter into a written agreement with the subcontractor. The written agreement must include a provision requiring the subcontractor to comply with articles 9 and 10 of this Agreement.

9.2. **Subcontracting by Grantee.** State reserves the right to review and approve, prior to their execution, the Grantee’s subcontracts with providers of services and goods for the MPO’s C.Y. 2016 Work Program. State may, in its sole discretion, approve or disapprove any such contracts. The use of subcontractors will not relieve Grantee of the primary responsibility for the work performed.
10. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Grantee’s books, records, documents, and accounting procedures and practices relevant to this Grant Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement.


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

12. Workers’ Compensation

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

13. Publicity and Endorsement

13.1. Publicity. Any publicity regarding the subject matter of this Grant Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State’s Authorized Representative or District Planner. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant agreement.

13.2. Endorsement. The Grantee must not claim that the State endorses its products or services.

14. Governing Law, Jurisdiction, and Venue

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

15. Termination; Suspension

15.1. Termination by the State. The State may cancel this Grant Agreement at any time, with or without cause, upon 30 days written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
15.2. **Termination for Insufficient Funding.** The State may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding sources; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State’s receiving that notice.

15.3. **Suspension.** The State may immediately suspend this Grant Agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

16. **Data Disclosure**

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

(The balance of this page has been intentionally left blank.)
STATE ENCUMBRANCE
VERIFICATION
Individual certifies that funds have been
cumbered as required by Minnesota Statutes
§ 16A.15 and 16C.05.

Signed: __________________________
Date: __________________________

SWIFT Contract # __________________________
SWIFT Purchase Order No. __________________________

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

By: __________________________
Title: __________________________
Date: __________________________

By: __________________________
Title: __________________________
Date: __________________________

DEPARTMENT OF TRANSPORTATION

By: __________________________
(With delegated authority)
Title: __________________________
Date: __________________________

MnDOT CONTRACT MANAGEMENT

By: __________________________
Date: __________________________
RESOLUTION

BE IT RESOLVED that the Mankato-North Mankato Area Planning Organization enters into an Agreement for Distribution of State Planning Funds, Agreement Number 1001558, with the State of Minnesota, Department of Transportation.

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

CERTIFICATION

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

________________________________________________
Chair      Date

________________________________________________
Executive Director    Date
SUMMARY OF MEETING
Mankato/North Mankato Area Planning Organization
Technical Advisory Committee Regular Meeting
Thursday, September 17, 2015 – 1:30 p.m.
Minnesota Valley River Room
Intergovernmental Center,
10 Civic Center Plaza,
Mankato, MN 56001

A meeting of the Technical Advisory Committee (TAC) of the Mankato Area Planning Organization was held on September 17, 2015, at 1:30 p.m. in the Minnesota Valley River Room of the Intergovernmental Center. Present were Michael Fischer – City of North Mankato Community Development, Jeff Johnson – City of Mankato Public Works Director, Paul Vogel – MAPO Executive Director, Lisa Bingham – District 7 Minnesota Department of Transportation, Jake Huebsch – MAPO Transportation Planner, Jerry Kolander for Shari Allen – ISD 77, Al Forsberg – Blue Earth County Engineer, Mark Anderson – City of Mankato Transit, Seth Greenwood – Nicollet County Engineer, Ron Fields – Minnesota State University, Mankato, Brad Potter – City of Eagle Lake, Karl Friedrichs – Lime Township, Mandy Landkamer – Nicollet County, Dan Sarff – North Mankato. Others present were: Craig Vaughn – SRF, Angie Bersaw – Bolton & Menk, Bobbi Retzlaff – Minnesota Department of Transportation.

I. Call to Order

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

II. Introductions

Introductions were made.

III. Approval of Agenda

Mr. Friedrichs moved and Mr. Vogel seconded a motion to approve the agenda. With all voting in favor, the agenda was approved.
IV. Approval of Minutes, June 18th, 2015

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

V. New Business

1. 2016 Unified Planning Work Program

MAPO staff presented the information that was received from the online survey from the TAC and Policy Board on planning studies and opportunities for inclusion in MAPO 2016 & 2017 UPWP.

Identification of Intersections:
Mr. Friedrichs moved and Mr. Kolander seconded a motion to recommend to the Policy Board that the intersections of Howard/Lor Ray, Stadium/Pohl and South Riverfront/Highway 169 be identified as the 3 key intersections to have ICE studies performed in 2016. With all voting in favor, the motion was approved.

MAPO staff will work with partners on drafting an RFP to solicit consultant services for the ICE studies.

Identification of Corridors:
After discussion among the TAC members it was recommended that Belgrade Corridor study begin at the beginning 2016 and the Riverfront Drive Corridor Study begin midyear of 2016 and most likely work will continue in 2017.

Mr. Johnson moved and Mr. Sarff seconded a motion to recommend to the Policy Board that Belgrade Avenue and Riverfront Drive be included the 2016 as the two corridors to perform 2016. With all voting in favor, the motion was approved.

MAPO staff will work with partners on drafting an RFP to solicit consultant services for the corridor studies.

Staff will work with MnDOT District 7 in 2016 on possibly planning a future Highway 22 Corridor study.

2016 UPWP Budget:
Mr. Forsberg moved and Mr. Johnson seconded a motion to recommend approval to the Policy Board of the 2016 UPWP with potential minor amendments/changes pending Mn/DOT and Policy Board comments. With all voting in favor, the motion carried unanimously.
MAPO TAC Meeting Summary

2. Long Range Transportation Plan (LRTP) Technical Advisory Committee Meeting #7 Facilitated by SRF

Staff and SRF presented an update on the Draft Long Range Transportation Plan and facilitated discussions / presented information on the upcoming public open house scheduled for October 15th from 5:00 – 7:00 p.m. TAC members provided input and comments on the draft plan. The plan is scheduled to be released on October 2nd for the 30 day public comment period. The public comment period will run from Oct 2, 2015 through November 3, 2015. Final adoption of the plan is anticipated for December 2015 or January 2016.

Mr. Friedrichs moved and Mr. Potter seconded a motion to recommend to the Policy Board release of the draft Long Range Transportation Plan and begin the 30 day public comment period. With all voting in favor, the motion carried unanimously.

VI. Other Business

Ms. Bigham brought up two items: the kick off to the Highway 169 transit study which includes a small portion of the MAPO planning area. A meeting of the 169 Corridor Collation which will be involved in the transit study is scheduled to meet at the Wal-Mart Distribution Center in Mankato on January 14, 2016 at 6:00pm. The second item was a meeting notice for November 5th regarding MnDOT’s 20-Year Statewide Highway Investment Plan update & the Statewide Multimodal Plan update. A stakeholder meeting is scheduled for November 5th, 2015 in the Mankato Room of the Intergovernmental Center; more details will be made available closer to the date.

VII. Adjournment

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

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Chair, Mr. Johnson
NOTICE IS HEREBY GIVEN that on the 1st day of October at 6:00 p.m. the Mankato/North Mankato Area Planning Organization (MAPO) Policy Board will hold their regularly scheduled meeting.

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

Copies of the agenda and materials will be available upon request by September 25, 2015 at the Intergovernmental Center, 10 Civic Center Plaza, Mankato, Minnesota, during regular business hours. To receive electronic copies please visit http://www.mankatomn.gov/city-services-a-z/city-services-a-m/mankato-north-mankato-area-planning-organization-mapo or call (507) 387-8630 for additional information.

Paul Vogel
Executive Director
Mankato/North Mankato Area Planning Organization