

# Area Transportation Partnership 7 (ATP 7)

Minutes of October 25, 2013 Meeting – MnDOT, Mankato

## **Members Present:**

Mark Anderson, Bob Apitz, Annette Bair, (alt.), Lisa Bigham, Terry Genelin, David Henkels, Steve Koehler, Jack Kolars, Greg Ous, and Stephen Schnieder

**Members Absent:** Chad Fowlds, Alan Oberloh, Kevin Peyman, Gordy Regenscheid, and Matt Widboom

**Others Present:** Ronda Allis, Rebecca Arndt, Jake Huebsch, Jeff Johnson, Shaun Morrell, Josh Pearson, Paul Vogel, and Debra Yates

## **The attendees introduced themselves.**

**The minutes of September 13, 2013 were reviewed.** There was a suggestion to include first and last names when referencing a person (not just first name and first initial of last name). With this change, the minutes were approved.

## **STIP status – FY2014 – FY2017**

Lisa Bigham informed the group that the 2014-2017 STIP is expected to be printed by MnDOT soon, and then sent to the FHWA for approval. In the meantime, if there are any FY 2014 projects that were not included in the last STIP (FY 2013 – 2016), and need to be authorized prior to FHWA approval, they will need a STIP amendment. Lisa noted that there were a couple of transit changes for FY 15, 16, and 17 that will not require a STIP amendment, but will be revised in the new 2015-2018 STIP.

## **ATP Process**

### **Flowchart/TAP solicitation timeline**

ATP members reviewed two flowcharts in their handouts. The first flowchart provided an overview of the ATP solicitation process and the second flowchart was specific to the Transportation Alternatives Program (TAP) solicitation. Both flowcharts can be found on the ATP-7 website.

### **Website update**

Ronda Allis and Lisa Bigham provided a demonstration of the updated ATP-7 [website](#). The site now includes the documents for the TAP Letter of Intent solicitation. Other documents are “under construction” and will be updated as they become available (when STIP funding guidance from MnDOT Central Office is received).

### **TPIC handout**

Lisa Bigham walked the ATP members through a handout from a Transportation Program Investment Committee (TPIC) meeting. The handout covered items such as the distribution of federal funds, program flexibility, and program processes such as how the small urban and rural STP funds will be allocated to ATPs. More detailed information such as dollar amounts, will be available when the STIP funding guidance is received in November.

## **Update from Subcommittees**

At the September 13, 2013 ATP meeting, each subcommittee was charged with reviewing current committee membership, discussing project minimum and maximums for funding, and reviewing (and modifying as needed) their application/ranking criteria, in preparation for the upcoming FY 18 solicitation. Below is a summary of the subcommittee work.

	<b>Committee membership</b>	<b>\$minimum and \$maximum</b>	<b>Application/Ranking criteria changes</b>
<b>City (Steve Koehler)</b>	Addition of newly appointed City Engineer	No project minimum or maximum	Changes made to application/ranking form. Major changes include addition of categories "Multi-modal/Complete Streets" and "Identified in a local, regional or state plan". Added criteria to "Economic Development" category. Added screening questions to address project slippage.
<b>County (Steve Schneider)</b>	No changes	No project minimum or maximum	Minor changes made to the application/ranking form. Changes include renaming Equity Formula to Regional Needs Formula and Intermodal Significance to Complete Streets Features. Added screening questions to address project slippage.
<b>TAP (Ronda Allis)</b>	Addition of MPO representative; addition of alternates for existing subcommittee members	\$50,000 minimum - \$400,000 maximum	Application process completely changed due to MAP-21 (changed Transportation Enhancements to Transportation Alternatives Program). All new forms developed.
<b>Safety (Lisa Bigham)</b>	No changes	Local HSIP is solicited and approved from Central Office.  MnDOT HSIP is approved by Central Office.  Rail Safety is programmed by Central Office.	Subcommittee is determining the role they should play now that projects are solicited/approved/programmed from Central Office.  Local input and local control is desired.
<b>Transit (Bob Apitz)</b>	No changes	No project minimum or maximum	Updated the format of the application. Added a couple of new categories including the class of the vehicle being requested and the seating capacity of the vehicle being replaced. The biggest change was the addition of step-by-step instructions.

### **Adoption of subcommittee recommendations**

Through consensus the ATP members approved the subcommittee membership changes, project minimums and

maximums, and application/ranking changes noted in the table above.

### **ATP membership**

#### **MPO representative**

ATP-7 members felt it was important to have a representative from the newly formed MPO. An official letter will be sent to the Mankato/North Mankato Area Planning Organization (MAPO) inviting them to appoint a member to sit on the ATP committee. The MAPO Policy Board meets on December 5<sup>th</sup> and they will appoint a member, as well as an alternate, at the December 5<sup>th</sup> meeting.

#### **TAP membership – alternates**

The TAP subcommittee would also like to have a MAPO representative and alternate on the subcommittee. There was also a request to have alternates appointed in case a TAP subcommittee member was unable to attend.

#### **Appointment of a second City Engineer**

There was a request by Jeff Johnson, Mankato City Engineer, to consider appointing a second City Engineer to the ATP. The County Engineers have two representatives and Jeff felt that it would be helpful to have two City Engineers. Gordy Regenscheid will reach out to the State Aid City Engineers and see who would be interested in serving as a second City Engineer on the ATP. The newly appointed City Engineer would also serve on the City Subcommittee.

ATP members, through consensus, agreed with the above ATP membership recommendations.

### **Next proposed meeting date**

Friday, December 13, 2013 - 9:30 a.m. – 12:00 p.m.

There will likely be a January 2014 meeting with area Legislators to discuss area transportation issues.