

**Minutes**  
**Region 7W Transportation Policy Board (TPB)**  
**Minnesota Department of Transportation (MnDOT)**  
**District 3 B Headquarters Building, St. Cloud, Minnesota**  
**Room – Lewis North**  
**September 20, 2019**

**VOTING MEMBERS PRESENT**

A. Jake Bauerly..... Benton Co.	Joe Perske ..... Stearns County
Brian Bloch for Dale Graunke ..... Wright Co. Cities	Mike Potter .....Wright Co.
Jack Brosh ..... Benton Co. Cities	Jim Rothstein (Chair)..... Stearns Co. Cities
Raeanne Danielowski.....Sherburne Co.	Nick Stay..... Sherburne Co. Cities
John Dietz ..... Sherburne Co. Cities	

**VOTING MEMBERS ABSENT**

Rob Olson..... Wright Co. Cities

**VISITORS PRESENT**

Tom Nixon.....MnDOT D3 TZD

**NON-VOTING MEMBERS PRESENT**

Jon Mason..... MnDOT D3	Mary Nieken..... MnDOT D3
Nate McDonald..... MnDOT D3	Steve Voss ..... MnDOT D3

**CALL TO ORDER AND INTRODUCTIONS**

- Meeting was called to order by Chair Rothstein and introductions were made.

**APPROVAL OF THE JUNE 14, 2019 MEETING MINUTES**

- Motion by Mr. Potter, second by Ms. Danielowski to approve the June 14, 2019 meeting minutes with no changes or corrections.

**FY 2020-2023 LOCAL FEDERAL PROJECT UPDATE**

*Federal Local Projects / Highway Safety Improvement Program (HSIP)*

- Mr. Voss reviewed the Region 7W FY 2020 projects on the lists.

## **FY 2020-2023 DRAFT STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) UPDATE**

### *Draft STIP*

- The public review period for the Draft FY 2020-2023 State Transportation Improvement Program (STIP) has ended. The final draft of the document is being finalized at MnDOT's Central Office and is expected to be sent to the Federal Highway Administration (FHWA) and Federal Transit Authority (FTA) for approval sometime during the second week of October. It is anticipated the FHWA and FTA review will take between three and four weeks.
- Staff will mail a printed copy of District 3's pages from the STIP to TPB members. An online version of the STIP will be posted on MnDOT's website and staff will provide TPB members with the website location.

## **ATP-3 FY 2021-2024 STIP DEVELOPMENT GUIDANCE**

- STIP Development Schedule
  - Review of FY 2021-2024 STIP Development Schedule, which was approved by ATP-3 in June.
  - Solicitation and application submittal dates for Transportation Alternatives program solicitation are subject to change based on finalized solicitation schedule by MnDOT's Central Office.
  - For FY 2024, it is anticipated transit projects will be identified in November and funded centrally once again.
  - Funding guidance is expected to be received by the Districts in December. The funding guidance will be reviewed by ATP-3 at their January 2020 meeting. Regional meetings will be held in February.
  - Discussion on Highway 169 Elk River Corridor of Commerce project. The layout alignment hasn't been released; however, some homes have been sold and removed. It was thought the action was taken to address storm water issues, which will require a holding pond on the corridor to address the issue.
  - If a project that received Surface Transportation Block Grant funding is delayed or there are savings on a project, it may allow for a project to be advanced. This would usually take place in April.
  - The Office of Traffic Engineering is soliciting for HSIP funding for the years 2021 through 2024. The deadline for applications is November 27, 2019. If ATP-3 does not use their HSIP funds, the funds would be transferred to another ATPs. If a Local has a project that could be advanced, contact Mr. Howieson after bids have been received on the project.
- FY 2024 ATP-3 ATP Managed Program Federal Funding Project Solicitation
  - The Local Surface Transportation Block Grant Program (STBGP) guidance and application to be used for soliciting local candidate projects for the ATP-3 Draft FY 2021–2024 Area Transportation Improvement Program (ATIP) were reviewed. It was noted that Mr. Lenz will be replacing Mr. Mason as Region 7W's contact.
  - ATP-3 will meet on October 10 to review the FY 2021–2024 application materials. The FY 2024 Local Surface Transportation Block Grant Program (STBGP) solicitation process will begin following the ATP-3's approval of the solicitation materials on October 10.

- FY 2024 ATP-3 Transportation Alternatives (TA) Program Solicitation
  - Currently waiting to receive finalized FY 2024 TA solicitation information and application materials documents from MnDOT's Central Office.

## **TOWARD ZERO DEATHS (TZD) PRESENTATION**

- Tom Nixon, East Central Minnesota TZD Coordinator, updated TPB members on the program.

## **DISTRICT 3 FREIGHT PLAN AND MANUFACTURERS' PERSPECTIVE STUDY**

- Stephanie Castellanos updated TPB members on District 3's Freight Plan and Manufacturer's Perspectives Study.
  - Freight Plan
    - The District is undergoing a freight plan update over the next year. While there will be some overlap with the manufacturer's perspectives study, the freight study will focus more on the carrier side. Work on the finalized plan should take place next summer.
    - The scope of work includes: Stakeholder Engagement; Data Analysis by Cambridge Systematics; Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis; Implementation Plan (identify potential freight investments); Project Feasibility and Draft and Final District Freight Plan.
    - A Freight Advisory Committee has been formed that will meet four times to help MnDOT better understand the needs of Central Minnesota's freight transportation system.
    - Discussion on Highway 23 and what freight is being carried through the region. Carriers can be reluctant to share information on what is being shipped.
  - Manufacturer's Perspective Study
    - Meeting face-to-face with approximately 150 key manufacturers and shippers in District 3. Interviews will take approximately 8 to 12 weeks to finish. If interested in seeing which organizations are being interviewed, contact Ms. Castellanos. The study will be a hybrid version, with two areas of focus: Urban (southern portion of District) and Rural (northern portion of District).
    - Consultants will be doing the study. Interview teams will be asking targeted questions. Information will be confidential and compiled into a report identifying ways to improve transportation.

## **REGION 7W LONG-RANGE TRANSPORTATION PLAN**

- Region 7W's Long-Range Transportation Plan – It has been 15 years since this plan was last published. The intent is to incorporate elements of Sherburne and Wright Counties current plans along with Benton and Stearns Counties. Staff will be forming work group(s) and will be reaching out to TPB and TAC members. Discussion on District 3 funding levels.
  - Mr. Mason led a discussion on the planned update to Region 7W's Long-Range Transportation Plan. A similar exercise was done with Region 7W's Transportation Advisory Committee members at their September 11<sup>th</sup> meeting.

- The 2005-2030 Plan (2005) was reviewed. The update will be for the 2020-2040 Plan. Discussion on how the Plan is currently being used.
- The four counties' (Benton, Sherburne, Stearns and Wright) long-range transportation/comprehensive plans will be reviewed as it relates to the 2020-2040 Plan. The intent is to incorporate elements of current plans.
- TPB members participated in review of the vision statement and a Strengths/Weaknesses/Opportunities/Threats (SWOT) analysis on the Goals, Objectives and Evaluation Criteria. It was noted the evaluation criteria will likely change as a result of performance measures changing.
- Staff will compile information received from the TAC and TPB meetings and is expected to meet with the TAC again later this year to continue the plan's development. A status report will be presented at the February TPB meeting.

**NEXT MEETING**

- February 21, 2020 – 9:30 a.m. – 12 Noon – MnDOT District 3B Headquarters Building, 3725-12<sup>th</sup> Street North, St. Cloud.

**ROUND ROBIN**

- Ms. Danielowski – Discussed the importance of the upcoming 2020 census.
- Mr. Potter – Will be traveling to Washington, D.C. and discussing Interstate 94. Hoping to have U.S. Transportation Secretary Elaine Chao visit Minnesota in October or November to view Interstate 94/Highway 610.
  - Wright County has taken possession of the former Trailblazer Transit building at a cost of \$26,000 to the taxpayers. The expansion of the business has been done by issuing of bonds. Ridership has increased.

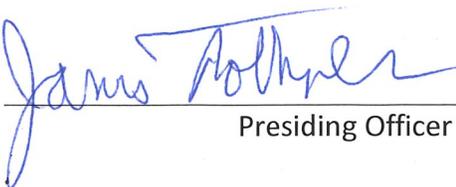
**OTHER BUSINESS**

- None.

**ADJOURNMENT**

Motion by Ms. Danielowski, second by Mr. Bauerly to adjourn the meeting. Motion carried.

Attested by:

  
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 Presiding Officer

2-21-20  
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 Date