

**SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD MEETING**  
**Thursday, June 11, 2020 @ 4:30 p.m.**

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, June 11 at 4:30 p.m. APO Chair Rick Miller presided with the following members participating via the Zoom app or telephone access:

Mayor Rick Miller	Waite Park
Commissioner Raeanne Danielowski	Sherburne County
Commissioner Jake Bauerly	Benton County
Supervisor Jeff Westerlund	LeSauk Township
Ryan Daniel	CEO, Metro Bus
Council member Paul Brandmire	Saint Cloud
Mayor Rick Schultz	Saint Joe
Mayor Dave Kleis	Saint Cloud
Commissioner Joe Perske	Stearns County
Steve Aune	Your CFO, Inc/Accountant
Stacey Morse	Congressman Emmer's Office
Kim Pettman	Community Member
Brian Gibson	Exec Director, APO
Vicki Johnson	Sr. Planner, APO
Alex McKenzie	Planning Technician, APO
Fred Sandal	Assoc Planner, APO
Amber Blattner	Admin Specialist, APO
Dorothy Sweet	Admin Asst, APO

**INTRODUCTIONS/ROLL CALL:** Introductions were made and Roll Call was taken.

**APPROVAL OF AGENDA:**

***Mayor Kleis motioned to approve the agenda, and Supervisor Westerlund seconded the motion. Motion carried. Roll Call Vote: Miller-yes; Danielowski-yes; Bauerly-yes; Westerlund-yes; Daniel-yes; Brandmire-yes; Schultz-yes; Kleis-yes; Perske-yes).***

**PUBLIC COMMENT PERIOD:**

Community member Kim Pettman said there is never enough time during the Public Comment period to talk about everything. She invited all members to contact her so she can tell them about the many opportunities for improvement. She will complete ADA Coordinator training by the end of July and will be available to assist people. She acknowledged that the COVID-19 Preparedness Plan addresses the office, she felt that a COVID-19 Transportation Plan was lacking for the region. She stated she would like to speak to Stearns County people because by not having a RTCC, it hurts things that we do. She commented that Rochester is the only other area that does not have an RTCC. She requested that we get things going on having the RTCC in the area. We cannot leave our area without good transportation. She said that those she has reached out to are ignoring her, and that is not a good idea. She said there are many people available to help, and that it would be a good idea to have an inclusion plan. She will figure out how to get her contact information to everyone. Many people are hurting with the COVID-19.

**CONSIDERATION OF CONSENT AGENDA ITEMS: (Approval of Policy Board Mtg Minutes of May 14, 2020, Bills List for May and Projected Bills for June & July, Draft COVID-19 Preparedness Plan, 2020 Budget Adjustment, Resolution 2020-08 Authorizing the**

**Execution of a MnDOT Project Grant Agreement for the Mississippi River Bridge Planning Update; and Receive Reports of Jan-April Budget vs. Actual Expenditures, Staff Report on Tech Adv Committee, Active Transportation Plan, FY 2019 Year-End Financial Report)**

***Mayor Schultz motioned to approve the Consent Agenda Items, and Mr. Daniel seconded the motion. Motion carried. Roll Call Vote: Miller-yes; Danielowski-yes; Bauerly-yes; Westerlund-yes; Daniel-yes; Brandmire-yes; Schultz-yes; Kleis-yes; Perske-yes).***

**CONSIDER DRAFT 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM (TIP):**

Senior Planner Vicki Johnson reviewed the Draft 2021-2024 TIP document which is updated annually and spans four years. The document focuses on projects receiving federal funding. Several new projects have been identified/awarded through:

- Surface Transportation Block Grant Program (STBGP) (Benton Co: CSAH 1 Reclamation-2024, and Stearns Co: CSAH 133 Expansion-2024)
- Transportation Alternatives: (Sauk Rapids/Mayhew Lake Rd shared use path-2024, Saint Cloud: CR 136/Oak Grove Rd sidewalk/shoulder widening project-2024)
- Highway Safety Improvement Program (HSIP) (Stearns Co: CSAH 4/133 roundabout-2023)
- MnDOT Projects: (Additional funding sources for MN 23/US 10 interchange 2023-2024, I-94 flyover bridge overlay at CSAH 75-2023, and US 10 guardrails from Saint Cloud to Clear Lake-2023)
- Metro Bus Projects: (Operating assistance, Facility Improvements and acquisitions, Long Range Transit Plan, Replacement vehicles, Maintenance tools and equipment, and office equipment, IT and communications projects.
- Other Changes: Some projects were advance constructed, Project pages will continue to be updated until projects fall off the TIP, and Waite Park's Financial Plan and Fiscal Constraint have been included.

Comments have been solicited and incorporated from MnDOT Dist 3, Office of Transportation System Mgmt, Fed Highway and Fed Transit Admin. The TAC recommended Policy Board approval to release the Draft document for 30 days public comment period.

***Commissioner Bauerly motioned to approve, and Mayor Kleis seconded the motion to approve the Draft TIP for 30 days public comment. Motion carried. Roll Call Vote: Miller-yes; Danielowski-yes; Bauerly-yes; Westerlund-yes; Daniel-yes; Brandmire-yes; Schultz-yes; Kleis-yes; Perske-yes).***

**CONSIDER DRAFT 2021-2022 UNIFIED PLANNING WORK PROGRAM (UPWP):**

Mr. Gibson presented the draft 2021-2022 of the UPWP, which is the APO's annual budget for staff and operations and a transportation planning work plan for the region. This UPWP supports the Metropolitan Transportation Plan by completing the planning studies necessary to help the region attain its transportation goals. He reviewed that in 2017 the APO had to do an amendment to the budget to remove money because MnDOT switched program management from FTA to FHWA, which resulted in less funds available to us. After the completion of the MnDOT audit, those funds became available. Mr. Gibson reviewed past budgets, expenditures, and jurisdictional assessments. Mr. Gibson presented proposals to spend down those funds over the next few years. His proposal included increasing jurisdiction assessments for the next four years, drawing down \$55,000 from investments in 2021, and several options for studies. He reviewed how various studies would affect the budget. In a 5 to 2 vote, TAC felt a beltline study is a priority because they are receiving development pressure and because they do not know

what land they need to preserve. Mr. Gibson presented and reviewed three variations for consideration: 1) Substitute a study of worst Critical Crash Rate Intersections for Southwest Beltline Corridor and 2) Cut the Southwest Beltline Corridor Study (which would reduce match from \$106,021 to \$90,000, still spend \$44,000 from cash reserves instead of \$55,000, still spend about \$105,000 from carryover balance instead of \$224,000 and 3) Have only the cities of Waite Park and Saint Joe pay the local match for the Southwest Beltline study.

Mr. Gibson explained the need for the Travel Demand Survey, which would give us with critical data.

After much discussion, members agreed that a) this is a tough budget time for all jurisdictions, b) no one wanted their assessments increased, c) the jurisdictions have talked about the beltline study for 20 years and we either go ahead with the Beltline study now or officially drop it, d) everyone should share in the beltline study, e) Right of Way in Waite Park and Saint Joe needs to be preserved soon in order for development to go forward in those two cities.

Members discussed options for keeping assessment the same, but still funding the Beltline study. ***Mayor Kleis motioned to approve the 2021-2022 UPWP but that we should keep the assessments at their current rate, and provide whatever additional local match is necessary from the APO's reserves or investments. Commissioner Danielowski seconded the motion. Motion carried. Roll Call Vote: Miller-yes; Danielowski-yes; Bauerly-yes; Westerlund-yes; Daniel-yes; Brandmire-yes; Schultz-yes; Kleis-yes; Perske-yes).***

#### **OTHER BUSINESS & ANNOUNCEMENTS:**

Mr. Westerlund asked if the annual Washington DC trip would be rescheduled. Mr. Gibson responded that he and Chair Miller felt it was not worth making the trip this year given the COVID-19 pandemic. Mr. Westerlund asked if we still had to pay our lobbyist contract even though they would not be coordinating the DC trip this year. Mr. Gibson responded that we will have to pay because we have a contract.

#### **ADJOURNMENT:**

The meeting adjourned at 5:23 p.m.