

AGENDA

APO POLICY BOARD MEETING

THURSDAY, JANUARY 14, 2021 - 4:30 P.M.

VIRTUAL MEETING VIA ZOOM



1. Introductions
2. Approval of Agenda
3. Public Comment Period
4. Consideration of Consent Agenda Items (*Attachments A - G*)
 - a. Approve Minutes of October 8, 2020 Policy Board Meeting (*Attachment A*)
 - b. Approve Actual Bills Lists for October, November, and December 2020 (*Attachments B1 - B3*)
 - c. Approve Anticipated Bills for January and February 2021 (*Attachment C*)
 - d. Approve Annual Resolutions (*Attachments D1 - D3*)
 - e. Receive Board Attendance Record for 2020 (*Attachment E*)
 - f. Receive Technical Advisory Committee Attendance Record for 2020 (*Attachment F*)
 - g. Receive Staff Report from Area Transportation Partnership (*Attachment G*)
5. Election of Board Officers for 2021 (*Attachment H*) *Rick Miller, Board Chair*
 - a. **Suggested Action:** Elect a Chair and Three Vice-Chairs for 2021
6. Consider Acceptance of Trunk Highway 15 Corridor Study (*Attachment I*) *Brian Gibson, Executive Director*
 - a. **Suggested Action:** Approve
7. Other Business & Announcements
8. Adjournment

English

The Saint Cloud Area Planning Organization (APO) fully complies with the Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act of 1990, Executive Order 12898, Executive Order 13116 and related statutes and regulations. The APO is accessible to all persons of all abilities. A person who requires a modification or accommodation, auxiliary aids, translation services, interpreter services, etc., in order to participate in a public meeting, including receiving this agenda and/or attachments in an alternative format, or language please contact the APO at 320-252-7568 or at admin@stcloudapo.org at least seven (7) days in advance of the meeting.

Somali

Ururka Qorsheynta Deegaanka ee Cloud Cloud (APO) wuxuu si buuxda u waafaqsanahay Cinwaanka VI ee Xuquuqda Xuquuqda Rayidka ee 1964, Cinwaanka II ee Sharciga Naafada Mareykanka ee 1990, Amarka Fulinta 12898, Amarka Fulinta 13116 iyo qawaaniinta iyo qawaaniinta la xiriira. APO waa u furan tahay dhammaan dadka awooda oo dhan. Qofka u baahan dib-u-habeyn ama dejin, caawimaad gargaar ah, adeegyo turjumaad, adeegyo turjubaan, iwm, si uu uga qeyb galo kulan dadweyne, oo ay ku jiraan helitaanka ajendahaan iyo / ama ku lifaaqan qaab kale, ama luqadda fadlan la xiriir APO. 320-252- 7568 ama at admin@stcloudapo.org ugu yaraan toddobo (7) maalmood kahor kulanka.

Spanish

La Organización de Planificación del Área de Saint Cloud (APO en inglés) cumple plenamente con el Título VI de la Ley de Derechos Civiles de 1964, con el Título II de la Ley sobre los Estadounidenses con Discapacidad de 1990), de la Orden Ejecutiva 12898, de la Orden Ejecutiva 13116 y los estatutos y reglamentos relacionados. La APO es accesible para todas las personas de todas las capacidades. Una persona que requiere una modificación o acomodación, ayudas auxiliares, servicios de traducción, servicios de interpretación, etc., para poder participar en una reunión pública, incluyendo recibir esta agenda y/o archivos adjuntos en un formato o idioma alternativo, por favor, contacta a la APO al número de teléfono 320-252-7568 o al admin@stcloudapo.org al menos siete (7) días antes de la reunión.

Saint Cloud Area Planning Organization Electronic Meeting Notification

December 30, 2020

The Executive Director has determined that an in-person meeting is not prudent and – under MN Statute 13D.021, subdivision 1 – believes that a conference with Policy Board members participating via video conference and/or conference call is warranted.

The following process for the Saint Cloud Area Planning Organization’s Policy Board meeting to be held on Thursday, January 14, 2021, at 4:30 p.m. will be done in accordance with State Law:

1. The Executive Director will be present at the Saint Cloud Area Planning Organization office. The meeting will be audio recorded.
2. All votes will be done by rollcall so there is a clear record of who is in favor or opposed to the subject vote.
3. We will ensure that all members are able to hear one another and all discussions and testimony.
4. Notice of the meeting will be sent to all persons who have requested notice along with area media outlets.
5. Any member of the public may contact the Executive Director if he or she desires to be connected electronically to the meeting to hear the content of the meeting. If there is an expense for such connection, the Executive Director shall inform the public of the charge for such connection in advance of the meeting.

Allowing the public to be present at this meeting has been determined to not be feasible due to the health pandemic and emergency declaration and is authorized by MN Statute 13D.021, subdivision 1.

SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD
Thursday, October 8, 2020 – 4:30 p.m.

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, October 8th 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
Ryan Daniel, CEO	Metro Bus
Mayor Rick Schultz	Saint Joseph
Mayor Dave Kleis	Saint Cloud
Council Member Dottie Seamans	Sauk Rapids
Commissioner Joe Perske	Stearns County
Jeff Goerger	Saint Cloud
Mayor Ryan Fitzthum	Sartell
Brian Gibson, Exec Director	Saint Cloud APO
Amber Blattner	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Fred Sandal	Saint Cloud APO

INTRODUCTIONS/ ROLL CALL: Introductions were made and roll call was taken

APPROVAL OF AGENDA:

Ms. Seamans motioned to approve the agenda, and Mr. Goerger seconded the motion. Motion carried. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Perske- yes; Goerger – yes; Fitzthum – yes; Seamans-yes. Motion Passed.

PUBLIC COMMENT PERIOD: No members of the public were in attendance.

CONSIDERATION OF CONSENT AGENDA ITEMS:

- a. Approve Minutes of September 10, 2020 Policy Board Meeting (Attachment A)
- b. Approve Actual Bills Lists for September and Anticipated Bills for October and November (Attachments B1 – B2)
- c. Approve Roadway Safety Targets for 2021 (Attachments C1 & C2)
- d. Approve Updated Stakeholder Engagement Plan (Attachments D1 & D2)
- e. Receive Progress Report for Active Transportation Plan (Attachment E)
- f. Receive Staff Report of Sept. 24, 2020 Meeting of the Technical Advisory Committee (Attachment F)

Ms. Danielowski motioned to approve the agenda, and Mr. Perske seconded the motion. Motion carried. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Perske- yes; Goerger – yes; Fitzthum – yes; Seamans-yes. Motion Passed.

Consider Updated Bylaws for the Technical Advisory Committee (Attachments G1 & G2)

Ms. Johnson provided an overview of the TAC Bylaw revisions. Ms. Johnson highlighted membership, voting representatives, attendance, and quorum. Current bylaws do not have a stipulation for quorum and after hearing thoughts from the Policy Board the TAC committee proposed revising the bylaws to include a 50% quorum. A video and teleconference provision has been added. This is due to the pandemic and the need for meetings to be virtual with it being noted that we strive for in person meetings when possible. Ms. Johnson summarized the timeline for the TAC Bylaws revision process and requested approval of revised TAC Bylaws. Ms. Danielowski asked for clarification on who would have the ability to decide on who sits on the TAC and asked if an organization can appoint a member. Ms. Johnson said that currently a mixture of engineers, planning directors, and community development directors sit on the TAC and under the proposed bylaws each organization would appoint whoever they feel is the best fit. Mr. Perske asked that the entities also select an alternate and supported the ability to take in the virtual attendance. Mr. Perske suggested they be able to take vote if the quorum is not present and note that there was not a quorum with the results of the vote. Ms. Johnson clarified that a member could designate an alternate of their choice and they should provide at least 24 hours advance notice to the APO staff of who the alternate representative is.

Mr. Goerger motioned to approve the agenda, and Mr. Fitzthum seconded the motion. Motion carried. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schultz-yes; Kleis-yes; Perske- yes; Goerger-yes; Fitzthum-yes; Seamans-yes. Motion Passed.

Consider Results of Stakeholder Engagement Self-Assessment for 2019

(Attachments H1 & H2)

Mr. Gibson summarized the APO report on stakeholder engagement. The 2020 SEP annual report measured progress toward achieving goals, evaluated effectiveness and engagement of activities, and recommended improvements for public engagement. Mr. Gibson summarized the assessment of the APO's response to recommendations from the 2019 report and included areas that have improved and areas that need improvement and noted that since COVID-19 comments from the public have increased. Mr. Gibson's recommendations for 2020-2021 included exploring hybrid in-person/virtual meetings, exploring targeted and more frequent outreach, soliciting mail addresses as part of online surveys, providing qualitative surveys more frequently, and exploring a more effective use of available social media. Mr. Perske asked if when gathering demographic information from people if they were willing to respond to those questions. Mr. Gibson said demographic information clearly states that it is optional, and most people are willing to provide those details. Mr. Schultz asked for clarification on responses being up. Mr. Gibson said the number of online comments has gone up substantially since COVID-19 even though no in person meetings were held. Mr. Schultz asked what the goal is; 10%, 20% increase, or to reach a certain demographic and how would you know you have reached the goal. Mr. Gibson said they do not have a specific target and it is an acknowledgement that online public input misses some people and APO staff need to reach out further in person.

Mr. Schultz motioned to approve the agenda, and Ms. Seamans seconded the motion. Motion carried. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schultz-yes; Kleis-yes; Perske- yes; Goerger-yes; Fitzthum-yes; Seamans-yes. Motion Passed.

Present Results of Roadway Pavement Condition Assessment (Attachments I1 & I2)

Mr. Gibson presented on Good Point Technologies and the pavement condition report they completed last summer. Mr. Gibson summarized the MPAs pavement conditions and noted that for jurisdictional analysis, the percentages do not include county roads, only city roads. Mr. Gibson also summarized that data was collected on bike route striping. Mr. Gibson asked if there were any questions. There were no questions.

Present Results of Shared-Use Path Condition Assessment (Attachments J1 & J2)

Mr. Gibson reported on the assessment done by the Parks and Trails Council of Minnesota. 210 miles of shared use paths were studied. Mr. Gibson asked if there were any questions. There were no questions.

Discuss Northstar Rail Extension Feasibility Assessment (Attachments K1 & K2)

Mr. Gibson summarized the four Northstar Alternatives that were discussed at the last Policy Board Meeting and the cost of each option.

1. Minimum Service Alternative – One morning peak-period train from St. Cloud to Minneapolis. One afternoon peak-period train from Minneapolis to St. Cloud.
2. Minimum Bi-Directional Service Alternative – The Minimum Bi-Directional Service Alternative provides a trip in each direction between Minneapolis and St. Cloud for both the morning and afternoon peak period.
3. Express Service Alternative – The Express Service Alternative would provide one train in each direction during both the morning and afternoon peak periods. These trains would bypass all intermediate stations to reduce travel time. (One hour and five minutes versus one hour and twenty minutes).
4. Bi-Directional Service Alternative - The Bi-Directional Service Alternative would provide the greatest amount of service of the four alternatives studied and would give St. Cloud residents more opportunities to return home. In the morning two existing Northstar trains would be rescheduled to begin in St. Cloud rather than Big Lake and one new Northstar train would be scheduled to begin at Minneapolis and travel to St. Cloud. In the afternoon three Northstar trains would operate from Minneapolis to St. Cloud and two new Northstar trains would operate from St. Cloud to Minneapolis. The project team also added one North bound trip in the late evening.

Ms. Danielowski asked if there are no stops along the route. Mr. Gibson clarified that is true only in option 3, the express service. Mr. Gibson reviewed the next steps for planning and implementation. Mr. Gibson asked the Policy Board if they wanted to pursue any of the four options and asked what they would like APO's next steps to be. Ms. Danielowski asked for clarification on who would be engaged moving on to the next steps and if all the counties are included on this. Mr. Gibson said that decision still needs to be made and mentioned a committee that there was in the past. Ms. Danielowki said the committee did recently meet to discuss costs and would probably be willing to meet on this topic again soon. Mr. Perske asked who will carry this project moving forward. Mr. Gibson did not think the APO, but APO would play a supporting role.

Mr. Perske's opinion was that it is up to Metro Transit and thought we should start this discussion next year to get momentum. Ms. Danielowski said at the last meeting with stakeholders a lot of things came up such a drop in 98% ridership due to COVID-19 and there will be tough decisions on how to proceed. Mr. Shultz thought the role of the APO would be to lobby for this jurisdiction to start the conversation. Mr. Perske said a large transportation bill may be forthcoming from Washington and we should have something in position. Ms. Danielowski would like to include all stakeholders in the conversations (all the counties). Mr. Daniel said in 2021 he can partner with Mr. Gibson starting the conversation of Northstar coming

to Saint Cloud. Ms. Danielowski would like to remind everyone to keep the big picture in mind, the future is not only traveling in cars.

OTHER BUSINESS & ANNOUNCEMENTS:

Ms. Johnson discussed Solicitations for Federally Funded Projects. Letters of intent for transportation alternatives are due October 30th and the full applications for those projects are due January 8, 2021. Mr. Fitzthum thanked Mr. McKenzie and Mr. Gibson for their assistance with the Sartell zoning project traffic study. Mr. Perske noted 77 bill grants were awarded and Minnesota received two for rural projects.

ADJOURNMENT:

The meeting was adjourned at 5:29 p.m.

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
October 2020

4:48 PM

11/10/2020

Type	Date	Num	Vendor Name	Accounting Description	Amount
			Adobe Creative Cloud		
Credit Card Charge	10/10/2020			6609 · IT Support & Software	57.03
			AFLAC		
Bill Pmt -Check	10/14/2020	xx		6560A · Wages and Benefits:6600 · Emplo	882.26
			Amazon Market Place		
Credit Card Charge	10/20/2020	7442660		6609.1 · Equipment & Hardware	349.75
			BCBS of MN		
Bill Pmt -Check	10/20/2020	xx		6600.5 · Health/Dental/Life Insurance	4,037.92
			Cloudnet		
Bill Pmt -Check	10/15/2020	Ck-UBZCGHE9		6603.1 · Telephone	10.00
			David Turch & Associates		
Bill Pmt -Check	10/28/2020	Ck-JBDCSH34		902.10 · Washington Lobbyist	4,000.00
			Delta Dental		
Check	10/01/2020	eft		6600.5 · Health/Dental/Life Insurance	813.45
			Google Inc.		
Credit Card Charge	10/31/2020	3809994996		6603.1 · Telephone	48.00
			ITE - Community of Trans Prof		
Credit Card Charge	10/02/2020	Brian Memb		6610 · Dues & Subscriptions	305.00
			KLJ Engineering LLC		
Bill Pmt -Check	10/13/2020	Ck-FB6CKHE9		Trunk Hwy 15 Opeartions Imprmt Study	11,098.43
			Liberty Savings Bank		
Check	10/13/2020	xx		VISA 2733	776.46
			Loffler Companies		
Bill Pmt -Check	10/06/2020	Ck-8B4CX6FV		6608 · Multifunction Copier	135.04
			Metro Analytics		
Bill Pmt -Check	10/20/2020	Ck-1BFCIHQR		MN Travel Demand Mod	3,382.83
			Net V Pro		
Bill Pmt -Check	10/06/2020	cK-VBFCM6FV		6609 · IT Support & Software	321.00
			Premium Waters, Inc.		
Bill Pmt -Check	10/27/2020	E-3BJCXHQR		6601 · Office Supplies	4.55
			Principal Mutual Life Insurance		
Bill Pmt -Check	10/13/2020	E-4BSCOHE9		6600.5 · Health/Dental/Life Insurance	349.90
			Spectrum Business (Charter)		
Bill Pmt -Check	10/14/2020	E-DBDCSHE9		Communications and Internet	414.94
			St. Cloud Postmaster		
Credit Card Charge	10/01/2020	postage		6603.2 · Postage	16.50
			Stearns Electric Association		
Bill Pmt -Check	10/25/2020	xx		Utilities - electric	133.71
			Traut Companies		
Bill Pmt -Check	10/13/2020	Ck-3BUC9H49		6606.2 · Maintenance	95.00
			WACOSA		
Bill Pmt -Check	10/20/2020	Ck-EBVCMHSR		6606.2 · Maintenance	194.43
			West Central Sanitation, Inc		

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
October 2020

4:48 PM
 11/10/2020

Type	Date	Num	Vendor Name	Accounting Description	Amount
Bill Pmt -Check	10/27/2020	E-MBLCNHSR		6606.2 · Maintenance	30.42
			Your CFO Inc		
Bill Pmt -Check	10/01/2020	Ck-SBSC56WN		6602.2 · Accounting Services	1,519.00
					28,975.62

LIBERTY BANK DEPOSITS

	Deposit Date	Amount
	10/5/2020	6,000.00
MN DOT - 6/30/2020 CPG Billing and 6/30 MN Gra	10/8/2020	62,573.40
MN DOT - 7/31/2020 CPG Billing	10/13/2020	48,068.59
Bank interest earned	10/31/2020	23.26
		116,665.25

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
November 2020

1:25 PM

12/23/2020

Type	Date	Num	Vendor Name	Accounting Description	Amount
Adobe Creative Cloud					
Credit Card Charge	11/10/2020	1291114672		6609 · IT Support & Software	57.03
AFLAC					
Bill Pmt -Check	11/13/2020	xx		6560A · Wages and Benefits:6600 · Employee B	882.26
American Planning Association					
Credit Card Charge	11/16/2020	3190170		6618 · Professional Development	109.00
ataglance.com					
Credit Card Charge	11/09/2020	o694957051		6601 · Office Supplies	47.70
BCBS of MN					
Bill Pmt -Check	11/20/2020	xx		6600.5 · Health/Dental/Life Insurance	4,037.92
City of St. Cloud - Water/Sewer					
Bill Pmt -Check	11/17/2020	Ck-3BZC2H3J		6606.1 · Utilities	197.44
Cloudnet					
Bill Pmt -Check	11/16/2020	Ck-CB5CLH38		6603.1 · Telephone	10.00
Delta Dental					
Check	11/05/2020	eft		6600.5 · Health/Dental/Life Insurance	327.15
Enom.com					
Credit Card Charge	11/17/2020	291114263		6618 · Professional Development	14.75
KLJ Engineering LLC					
Bill Pmt -Check	11/12/2020	Ck-ABACOHDJ		Trunk Hwy 15 Opeartions Imprmt Study	10,000.00
Bill Pmt -Check	11/13/2020	Ck-IBECUHDJ		Trunk Hwy 15 Opeartions Imprmt Study	10,000.00
Bill Pmt -Check	11/16/2020	Ck-CBHCPHDJ		Trunk Hwy 15 Opeartions Imprmt Study	12,699.08
Bill Pmt -Check	11/23/2020	Ck-WBECCHXJ		Trunk Hwy 15 Opeartions Imprmt Study	7,479.78
Bill Pmt -Check	11/24/2020	Ck-8B7CUHLJ		Trunk Hwy 15 Opeartions Imprmt Study	20,000.00
Bill Pmt -Check	11/25/2020	Ck-VBKCAHXJ		Trunk Hwy 15 Opeartions Imprmt Study	20,000.00
Bill Pmt -Check	11/27/2020	Ck-DBJC1HXJ		Trunk Hwy 15 Opeartions Imprmt Study	20,000.00
Loffler Companies					
Bill Pmt -Check	11/10/2020	Ck-MBGCWH38		6608 · Multifunction Copier	129.26
Net V Pro					
Bill Pmt -Check	11/10/2020	Ck-KBCCSH38		6609 · IT Support & Software	321.00
Parks & Trails Council of MN					
Bill Pmt -Check	11/17/2020	Ck-VB4CNHLJ		CPG Passthrough - Multi_use Path Condition	7,332.00
Premium Waters, Inc.					
Bill Pmt -Check	11/23/2020	E-SB3CFH3J		6601 · Office Supplies	12.00
Principal Mutual Life Insurance					
Bill Pmt -Check	11/10/2020	E-LBOCNH38		6600.5 · Health/Dental/Life Insurance	349.90
Rajkowski Hansmeier LTD					
Bill Pmt -Check	11/10/2020	Ck-IBMCTH38		6607 · Legal Services	202.50
Bill Pmt -Check	11/12/2020	Ck-ZB5CNHDJ		6607 · Legal Services	247.50
Schroden's Inc.					
Bill	11/11/2020	22068		6606.2 · Maintenance	70.00
Bill Pmt -Check	11/16/2020	Ck-WBACUH38		6606.2 · Maintenance	70.00

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
November 2020

1:25 PM

12/23/2020

Type	Date	Num	Vendor Name	Accounting Description	Amount
			Spectrum Business (Charter)		
Bill Pmt -Check	11/10/2020	E-WBICPH38		Communications and Internet	414.94
			Stearns Electric Association		
Bill Pmt -Check	11/18/2020	xx		6606.1 · Utilities	129.44
			Sunset Mowing, LLC		
Credit Card Charge	11/01/2020	4718		6606.2 · Maintenance	38.00
			WACOSA		
Bill Pmt -Check	11/12/2020	Ck-KBXCGRH3J		6606.2 · Maintenance	129.62
			West Central Sanitation, Inc		
Bill Pmt -Check	11/23/2020	E-VB9C7H3J		6606.2 · Maintenance	39.57
			Xcel Energy		
Bill Pmt -Check	11/02/2020	xx		6606.1 · Utilities	33.90
			Your CFO Inc		
Bill Pmt -Check	11/02/2020	Ck-WB2C9HE4		6602.2 · Accounting Services	1,519.00
			Zoom Video Communications Inc		
Credit Card Charge	11/23/2020	INV53705752		6609 · IT Support & Software	113.15
					117,013.89

LIBERTY BANK DEPOSITS

	Deposit Date	Amount
Investment account transfer	11/2/2020	7,000.00
St Cld Area Chamber - return double Pymt - (11/6/2020	505.00
MN DOT - 8/31 and 9/30/2020 CPG Billing	11/17/2020	84,669.53
MN DOT - 9/30 MN Grant	11/27/2020	15,703.75
Bank interest earned	11/30/2020	23.37
		107,901.65

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
December 2020

5:24 PM

01/04/2021

Type	Date	Num	Vendor Name	Accounting Description	Amount
Adobe Creative Cloud					
Credit Card Charge	12/01/2020	1309123771		6609 · IT Support & Software	16.13
Credit Card Charge	12/01/2020	1309123771		6609 · IT Support & Software	16.13
Credit Card Charge	12/10/2020	1309123771		6609 · IT Support & Software	57.03
ataglace.com					
Credit Card Credit	12/01/2020	o694957051		6601 · Office Supplies	-47.70
BCBS of MN					
Bill Pmt -Check	12/21/2020	xx		6600.5 · Health/Dental/Life Insurance	4,311.67
Cloudnet					
Bill Pmt -Check	12/17/2020	Ck-1B3CA7S1		6603.1 · Telephone	10.00
David Turch & Associates					
Bill Pmt -Check	12/17/2020	Ck-2BOCO7T1		Lobbying - consultant	4,000.00
Delta Dental					
Check	12/05/2020	eft		6600.5 · Health/Dental/Life Insurance	327.15
Enom.com					
Credit Card Charge	12/01/2020	291114263		6618 · Professional Development	8.00
Liberty Savings Bank					
Check	12/11/2020	xx		VISA 2733	656.79
Check	12/17/2020	xx		6601 · Office Supplies	35.00
Loffler Companies					
Bill Pmt -Check	12/17/2020	Ck-EBNCD7Q1		6608 · Multifunction Copier	49.85
Metro Analytics					
Bill Pmt -Check	12/18/2020	Ck-CBAC877R		MN Travel Demand Modeling	12,780.80
Net V Pro					
Bill Pmt -Check	12/29/2020	Ck-9B5CT7N4		6609 · IT Support & Software	321.00
Premium Waters, Inc.					
Bill Pmt -Check	12/24/2020	E-VBTCZ7S1		6601 · Office Supplies	20.55
Principal Mutual Life Insurance					
Bill Pmt -Check	12/17/2020	E-4B1CN7S1		6600.5 · Health/Dental/Life Insurance	349.90
Quill.com					
Credit Card Charge	12/01/2020	12630052		6601 · Office Supplies	20.06
Rajkowski Hansmeier LTD					
Bill Pmt -Check	12/17/2020	Ck-OBXCF7Q1		6607 · Legal Services	292.50
Schroden's Inc.					
Bill Pmt -Check	12/17/2020	Ck-FB2CS7S1		6606.2 · Maintenance	70.00
Spectrum Business (Charter)					
Bill Pmt -Check	12/17/2020	E-MB1CC7AR		Communications and Internet	414.94
Stearns Electric Association					
Bill Pmt -Check	12/24/2020	xx		6606.1 · Utilities	130.74
Target Store					
Credit Card Charge	12/09/2020	250351		6601 · Office Supplies	6.46
WACOSA					
Bill Pmt -Check	12/17/2020	Ck-5BQCF7AR		6606.2 · Maintenance	129.62

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
December 2020

5:24 PM

01/04/2021

Type	Date	Num	Vendor Name	Accounting Description	Amount
			West Central Sanitation, Inc		
Bill Pmt -Check	12/17/2020	E-SB3C67AR		6606.2 · Maintenance	39.63
			Xcel Energy		
Bill Pmt -Check	12/07/2020	xx		6606.1 · Utilities	93.95
			Your CFO Inc		
Bill Pmt -Check	12/02/2020	Ck-6BQCShSO		6602.2 · Accounting Services	1,519.00
					<u>25,629.20</u>

LIBERTY BANK DEPOSITS

	Deposit Date	Amount
Stearns electric Assn - Year 2020 Capital Credit	12/2/2020	17.25
Township of LeSauk - Year 2021 1st Half Assess	12/30/2020	618.50
City of Sartell - Year 2021 1st Half Assessment	12/30/2020	8,461.00
Bank interest earned	12/31/2020	12.22
		<u><u>9,108.97</u></u>

PROPOSED January 2021 and February 2021 DISBURSEMENTS
 prepared 01/04/2021

ATTACHMENT C
AGENDA ITEM 4c

Method Of Payment	To Whom Paid	What Check is for	Account	Amount
Direct Dep.	Net Payroll (including insurance reimbursement)	1/8/2021 Payroll Paid	Payroll	\$ 8,643.34
Electronic	Expense Reimbursemt - Employee mileage	1/8/2021 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	1/8/2021 Payroll Paid	Payroll	\$ 2,455.22
Electronic	MN Department of Revenue-Withholding PAID	1/8/2021 Payroll Paid	Payroll	\$ 580.00
Electronic	PERA	1/8/2021 Payroll Paid	Payroll	\$ 1,719.09
Electronic	Great West Annuity	1/8/2021 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	1/8/2021 Payroll Paid	Payroll	\$ 90.93
Electronic	Select Account (H.S.A.)	1/8/2021 Payroll Paid	Payroll	\$ 138.46
Direct Dep.	Net Payroll (including insurance reimbursement)	1/22/2021 Payroll Paid	Payroll	\$ 8,643.34
Electronic	Expense Reimbursemt - Employee mileage	1/22/2021 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	1/22/2021 Payroll Paid	Payroll	\$ 2,455.22
Electronic	MN Department of Revenue-Withholding PAID	1/22/2021 Payroll Paid	Payroll	\$ 580.00
Electronic	PERA	1/22/2021 Payroll Paid	Payroll	\$ 1,719.09
Electronic	Great West Annuity	1/22/2021 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	1/22/2021 Payroll Paid	Payroll	\$ 90.93
Electronic	Select Account (H.S.A.)	1/22/2021 Payroll Paid	Payroll	\$ 138.46
Direct Dep.	Net Payroll (including insurance reimbursement)	2/5/2021 Payroll Paid	Payroll	\$ 8,643.34
Electronic	Expense Reimbursemt - Employee mileage	2/5/2021 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	2/5/2021 Payroll Paid	Payroll	\$ 2,455.22
Electronic	MN Department of Revenue-Withholding PAID	2/5/2021 Payroll Paid	Payroll	\$ 580.00
Electronic	PERA	2/5/2021 Payroll Paid	Payroll	\$ 1,719.09
Electronic	Great West Annuity	2/5/2021 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	2/5/2021 Payroll Paid	Payroll	\$ 90.93
Electronic	Select Account (H.S.A.)	2/5/2021 Payroll Paid	Payroll	\$ 138.46
Direct Dep.	Net Payroll (including insurance reimbursement)	2/19/2021 Payroll Paid	Payroll	\$ 8,643.34
Electronic	Expense Reimbursemt - TRB conference	2/19/2021 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	2/19/2021 Payroll Paid	Payroll	\$ 2,455.22
Electronic	MN Department of Revenue-Withholding PAID	2/19/2021 Payroll Paid	Payroll	\$ 580.00
Electronic	PERA	2/19/2021 Payroll Paid	Payroll	\$ 1,719.09
Electronic	Great West Annuity	2/19/2021 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	2/19/2021 Payroll Paid	Payroll	\$ 90.93
Electronic	Select Account (H.S.A.)	2/19/2021 Payroll Paid	Payroll	\$ 138.46
Credit Card	Adobe Creative Cloud - January 2021	Subscription service to PDF software	IT Support & Software	\$ 89.29
Credit Card	Adobe Creative Cloud - February 2021	Subscription service to PDF software	IT Support & Software	\$ 89.29
Check	AFLAC - January 2021	Employee Addtl Insurance	Payroll	\$ 882.26
Check	AFLAC - February 2021	Employee Addtl Insurance	Payroll	\$ 882.26
Electronic	BCBS of MN - January 2021	Employee Health Insurance	Payroll	\$ 4,311.67
Electronic	BCBS of MN - February 2021	Employee Health Insurance	Payroll	\$ 4,311.67
Check	City of St Cloud - Water/Sewer - Janaury 2021	Utilities - water / sewer	Utilities	\$ 50.00
Check	City of St Cloud - Water/Sewer - February 2021	Utilities - water / sewer	Utilities	\$ 50.00
Check	Cloudnet - January 2021	Internet Service	Utilities	\$ 10.00
Check	Cloudnet - February 2021	Internet Service	Utilities	\$ 10.00
Check	David Turch & Associates - estimate - January 2021	Lobbyist Services	Lobbying	\$ 4,000.00
Check	David Turch & Associates - estimate - February 2021	Lobbyist Services	Lobbying	\$ 4,000.00
Check	Delta Dental - estimate - January 2021	Employee dental insurance	Payroll	\$ 327.15
Check	Delta Dental - estimate - February 2021	Employee dental insurance	Payroll	\$ 327.15
Credit Card	Enom.com - January 2021	subscription to "lookaahead2050.org"	Professional Development	\$ 8.00
Credit Card	Enom.com - February 2021	subscription to "lookaahead2050.org"	Professional Development	\$ 8.00
Credit Card	Google Inc - January 2021	G Suite Basic - Commitment	Utilities	\$ 48.00
Credit Card	Google Inc - February 2021	G Suite Basic - Commitment	Utilities	\$ 48.00
Check	Greater St Cloud Dev Corp	Annual Corp Investment - Advocate Level	Dues & Subscriptions	\$ 500.00
Credit Card	ITE - Community of Trans Prof	ITE Professional Membership - Brian Gibson	Dues & Subscriptions	\$ 305.00
Check	KLJ Engineering LLC	Trunk Hwy 15 Opeartions Imprmt Study	ces thru 12/12/20 - Trunk Hwy 15 Opeartions Imprmt	\$ 34,336.30

PROPOSED January 2021 and February 2021 DISBURSEMENTS
 prepared 01/04/2021

ATTACHMENT C
AGENDA ITEM 4c

Method Of Payment	To Whom Paid	What Check is for	Account	Amount
Check	Loffler Companies - estimate - January 2021	Copier Supplies	Copy Machine	\$ 64.29
Check	Loffler Companies - estimate - February 2021	Copier Supplies	Copy Machine	\$ 100.00
Check	Metro Analytics	St Cld Cube Model #5	CPG Passthrough Travel Demand Model Updates	\$ 10,514.73
Check	Metro Analytics	St Cld Cube Model #6	CPG Passthrough Travel Demand Model Updates	\$ 2,524.47
Credit Card	Neopost USA, Inc.	Postage Meter	Meter Lease	\$ 59.25
Credit Card	Neopost USA, Inc.	Postage Meter	Postage	\$ 200.00
Check	Net V Pro - January 2021	Monthly IT Support	IT Support & Software	\$ 321.00
Check	Net V Pro - February 2021	Monthly IT Support	IT Support & Software	\$ 321.00
Check	Parks Trails Council of MN	June July August data collections	CPG Passthrough Multi_use Path Condition	\$ 7,332.00
Check	Premium Water Inc - estimate - January 2021	office drinking water	Utilities	\$ 25.00
Check	Premium Water Inc - estimate - February 2021	office drinking water	Utilities	\$ 25.00
Check	Principal Financial - January 2021	Employee disability insurance	Payroll	\$ 349.90
Check	Principal Financial - February 2021	Employee disability insurance	Payroll	\$ 349.90
Credit Card	Quill.com	Office Supplies	Office Supplies	\$ 20.06
Check	Rajkowski Hansmeier Ltd	Attorney services	MN DOT - Stantec Contract	\$ 292.50
Check	Schroden's Inc	snow removal -November	Maintenance	\$ 70.00
Check	Schroden's Inc	snow removal - December - estimate	Maintenance	\$ 200.00
Check	Schroden's Inc	snow removal - January 2021 - estimate	Maintenance	\$ 200.00
Check	Schroden's Inc	snow removal - February 2021 - estimate	Maintenance	\$ 200.00
Check	Spectrum Business (Charter) - estimate - January 2021	Internet Service	Utilities	\$ 414.94
Check	Spectrum Business (Charter) - estimate - February 2021	Internet Service	Utilities	\$ 414.94
Check	Stantec Consulting Services Inc	Period Ended 11/6/20	CPG Passthrough Mississippi River Bridge Plan20	\$ 8,789.72
Electronic	Stearns Electric Association - estimate - January 2021	Utilities - electric	Utilities	\$ 200.00
Electronic	Stearns Electric Association - estimate - February 2021	Utilities - electric	Utilities	\$ 200.00
Check	SC Times - estimate - estimate - January 2021	Public Postings	Printing/Publishing	\$ 200.00
Check	SC Times - estimate - estimate - February 2021	Public Postings	Printing/Publishing	\$ 200.00
Credit Card	Target	Office Supplies	Office Supplies	\$ 6.46
Check	WACOSA - estimate - December	Office Cleaning Services	Maintenance	\$ 130.00
Check	Weisman Cleaning Inc - estimate - January 2021	Office Cleaning Services	Maintenance	\$ 150.00
Check	Weisman Cleaning Inc - estimate - February 2021	Office Cleaning Services	Maintenance	\$ 150.00
Check	West Central Sanitation Inc - estimate - January 2021	Utility - garbage	Utilities	\$ 39.57
Check	West Central Sanitation Inc - estimate - February 2021	Utility - garbage	Utilities	\$ 39.57
Electronic	Xcel Energy - estimate - January 2021	Utilities - gas	Utilities	\$ 200.00
Electronic	Xcel Energy - estimate - February 2021	Utilities - gas	Utilities	\$ 300.00
Check	Your CFO Inc	2021 accounting services - January	Accounting Services	\$ 1,519.00
Check	Your CFO Inc	2021 accounting services - February	Accounting Services	\$ 1,519.00
Credit Card	Zoom Video Communications Inc	Services - webinar 100 - Period 11/23/20 to 3/30/21	IT Support & Software	\$ 113.15
TOTAL				\$ 146,897.65



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**Establishment of CY 2021 Investment Procedures
Resolution #2021-01**

WHEREAS; the St. Cloud Area Planning Organization (APO) maintains a cash and investment pool; and

WHEREAS; in accordance with Minnesota Statutes the APO maintains deposits at financial institutions for the purpose of; funding long-term liabilities, interruptions in cash flow and increasing earning through investment; and

WHEREAS; Minnesota Statutes SS 118A.04 and 118.05 authorize various types of investments for local units of government; and

WHEREAS; of these authorized types, APO investments shall be further limited to those with at least a AA rating by Standard and Poor's to protect principal; and

WHEREAS; the APO shall diversify securities and minimize concentration of investments, with no more than 75% of the investment pool in one security or within one financial/brokerage firm; and

WHEREAS; to minimize interest rate losses the APO shall invest operation funds primarily in short-term securities; and

WHEREAS; the Executive Board shall authorize investment transactions greater than \$100,000, in any one transaction, prior to the Executive Director's execution of the transaction; and

WHEREAS; the Executive Board shall authorize preferred financial institutions and preferred brokerage firms that can be used for investing purposes by the Executive Director; and

WHEREAS; qualifications for a broker/dealer shall include an association or affiliation with a regional or nationally known brokerage firm and hold a valid National Association of Security Dealers (NASD) security license.

NOW, THEREFORE, BE IT RESOLVED, that the St. Cloud Area Planning Organization, hereby, identifies the following four financial institutions and three brokerage firms as the preferred investment businesses for APO transactions.

Financial Institutions

- Wells Fargo
- U. S. Bank
- Liberty Savings Bank Investments
- Bremer Bank

Brokerage Firms

- US Bancorp Investments
- Edward Jones
- RBC Dain Rausch

Adopted by the St. Cloud Area Planning Organization Executive Board January 14, 2021.

Resolution #2021-01

ATTEST:

Rick Miller
St. Cloud APO Chair

Brian Gibson, PTP
St. Cloud APO Executive Director

January 14, 2021
Date

January 14, 2021
Date



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**Delegation of Authority for Paying Certain Claims
Resolution #2021-02**

WHEREAS, Minnesota Statute 412.271; Subd. 8 states that "a city council [Elected Board], at its discretion, may delegate its authority to pay certain claims made against the city [Organization] to an administrative official"; and

WHEREAS, Elected Boards opting to delegate their authority to review claims before payment pursuant to this subdivision shall have internal accounting and administrative control procedures to ensure the proper disbursement of public funds; and

WHEREAS, The procedures shall include regular and frequent review of the administrative officials' actions by the Elected Board; and

WHEREAS, A list of all claims paid under the procedures established by the elected Board shall be presented to the Elected Board for informational purposes only at the next regularly scheduled meeting after payment of the claim; and

WHEREAS, An Elected Board that delegates its authority to pay certain claims made against the organization must adopt a resolution authorizing a specified administrative official to pay the claims that meet the standards and procedures established by the Elected Board; and

WHEREAS, the APO currently utilizes auto-pay prior to Elected Board approval for BlueCross Blue Shield, Delta Dental, Stearns Electric, Xcel Energy, Google, Quadiant, Premium Waters, West Central Sanitation, NetVPro, Spectrum, Emerald Company, Weisman Cleaning, Schroden's Inc., City of St. Cloud (for water and sewer service), and Loffler (for copier maintenance agreement) payments,;

THEREFORE, BE IT RESOLVED, that the APO authorizes the Executive Director to auto-pay the claims as identified above that meet the standards and procedures established by this resolution and established by the APO Procurement Policy.

ATTEST:

Rick Miller
St. Cloud APO Chair

Brian Gibson, PTP
St. Cloud APO Executive Director

January 14, 2021
Date

January 14, 2021
Date

E. admin@stcloudapo.org W. stcloudapo.org



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**Designation of Official Newspaper
Resolution #2021-03**

WHEREAS, Minnesota Statute 412.831 requires the annual designation of a legal newspaper of general circulation in the political subdivision as an official newspaper; and

WHEREAS, Matters as are required by law and other matters as deemed advisable and in the public interest are to be so published; and

WHEREAS, the St. Cloud Times is a qualified, legal newspaper with general circulation in the locality;

THEREFORE, BE IT RESOLVED, that the St. Cloud Area Planning Organization designates the St. Cloud Times as its official newspaper.

ATTEST:

Rick Miller
St. Cloud APO Chair

January 14, 2020

Date

Brian Gibson, PTP
St. Cloud APO Executive Director

January 14, 2020

Date



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Executive Board
FROM: Brian Gibson, Executive Director
RE: Board Attendance
DATE: December 31, 2020

Section 7 of the current APO bylaws states:

"There are no attendance requirements for individual representatives. However, attendance records of each Primary Voting Representative and Alternate Voting Representative will be kept and annually reported to member units to help ensure that each member unit is being represented to the extent that they so desire."

In calendar year 2020, there were eight APO Board meetings held. The attendance was:

Member	2020 Attendance
Jake Bauerly (or alternate)	5 of 8
Paul Brandmire (or alternate)	7 of 8
Ryan Daniel (or alternate)	8 of 8
Raeanne Danielowski (or alternate)	7 of 8
Ryan Fitzthum (or alternate)	6 of 8
Jeff Goerger (or alternate)	4 of 8
Dave Kleis (or alternate)	7 of 8
Rick Miller (or alternate)	8 of 8
Joe Perske (or alternate)	8 of 8
Dottie Seamans (or alternate)	6 of 8
Rick Schultz (or alternate)	6 of 8
Jeff Westerlund (or alternate)	5 of 8

Requested Action: None, informational only



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson, Senior Transportation Planner
RE: 2020 TAC Representative Attendance
DATE: Nov. 17, 2020

As stated in Section 3.5 of the Bylaws of the Saint Cloud Area Planning Organization’s (APO’s) Technical Advisory Committee (TAC):

“There is no attendance requirement for individual representatives. However, attendance records of each Primary Voting Representative and Alternate Voting Representative will be kept and annually reported to member units to help ensure that each member unit is being represented to the extent that they so desire.”

During calendar year 2020, there were seven TAC meetings. The attendance was:

Member Unit	2020 Attendance
Saint Cloud Metro Bus	4/7 (Primary attended 3 meetings)
Minnesota Department of Transportation	7/7 (Primary attended 5 meetings)
City of Saint Cloud (two representatives)	6/7 (Primary attended 6 meetings) 4/7 (Primary attended 4 meetings)
City of Saint Joseph	5/7 (Primary attended 4 meetings)
City of Sartell	7/7 (Primary attended 5 meetings)
City of Sauk Rapids	2/7 (Primary attended 2 meetings)
City of Waite Park	3/7 (Primary attended 3 meetings)
Benton County	4/7 (Primary attended 4 meetings)
Sherburne County	3/7 (Primary attended 3 meetings)
Stearns County	6/7 (Primary attended 5 meetings)
LeSauk Township	0/7 (TAC representation left vacant in 2020)

Suggested Action: None, informational.

E. admin@stcloudapo.org W. stcloudapo.org



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson, Senior Transportation Planner
RE: Staff report of Oct. 8, 2020 Central Minnesota Area Transportation Partnership Meeting
DATE: Oct. 13, 2020

The Central Minnesota Area Transportation Partnership (ATP-3) met via Zoom on Thursday, Oct. 8, 2020. At that meeting, the following occurred:

1. Local Program Update

- a. MnDOT District 3 State Aid Engineer Kelvin Howieson provided information on the districtwide projects slated to occur in fiscal year 2021. One project in the APO's planning area – the construction of phase 3 of the ROCORI Trail along the railroad corridor from Cold Spring to Rockville – is in jeopardy of being delayed. Howieson said there is an issue with the securement of the local match.
- b. Mr. Howieson also said the fiscal year 2025 solicitation for the local Highway Safety Improvement Program (HSIP) has begun with applications due by Nov. 25. Local Partnership Program (LPP) solicitation will be starting at the end of October with the application due by January 2021.

2. Federal Transportation Update

- a. Federal Affairs Manager with MnDOT's Office of Government Affairs Serge Phillips provided updates on Federal issues including the extension of the Fixing America's Surface Transportation (FAST) Act for one calendar year (expires Sept. 30, 2021). Mr. Phillips discussed the Heroes 2 Act and the potential for approximately \$2.2 trillion in COVID stimulus money. Mr. Phillips also discussed the work the Mid America Association of State Transportation Officials (MAASTO) is doing with the creation of a diversity inclusion committee and a connected and automated vehicle (CAV) committee.

3. FY 2021-2024 STIP Update

- a. MnDOT District 3 Planning Director Steve Voss stated the ATP-3's Area Transportation Improvement Program (ATIP) has been incorporated into the State Transportation Improvement Program (STIP). The STIP is in the process of being reviewed by Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) with an anticipated approval between October and November 2020.

4. ATP-3 FY 2022-2025 STIP Development Schedule

- a. Mr. Voss discussed changes to the FY 2022-2025 STIP Development Schedule – originally approved by the ATP-3 in April 2020. Changes include the deadline for letter of intent submittals for the Transportation Alternatives program (now due Oct. 30, 2020) and the application submittals (now due Jan. 8, 2021).

E. admin@stcloudapo.org W. stcloudapo.org

5. FY 2025 ATP-3 ATP Managed Program Federal Funding Project Solicitation
 - a. MnDOT District 3 Engineering Specialist and Program Coordinator Jeff Lenz provided an overview of the FY 2025 Surface Transportation Block Grant Program (STBGP) applications. Mr. Lenz reviewed the application guidance and how to complete the application. Applications are due by Jan. 4, 2021, to the respective planning agencies (Region 5, Region 7E, APO, Region 7W).
6. FY 2025 ATP-3 Transportation Alternative Program Project Solicitation
 - a. Mr. Lenz provided an overview of the FY 2025 Transportation Alternatives (TA) program. Mr. Lenz discussed the timeline for the Letter of Intent and application process. He also reviewed the solicitation guidebook and application. Applications are due to Jeff Lenz – 17 hard copies and one electronic copy – by Jan. 8, 2021.
7. Election of ATP-3 Vice Chairman
 - a. ATP-3 members voted to elect Sherburne County Commissioner and 7W representative Raeanne Danielowski to be vice chair.
8. Update of Minnesota Statewide Multimodal Improvement Program (SMTP)
 - a. MnDOT Policy Planning Director Hally Turner discussed the progress made to the Statewide Multimodal Transportation Plan (SMTP) including possible focus areas on climate change, equity, cyber/data security, and asset management. The public facing portion of the plan development launched in October 2020. Ms. Turner asked ATP-3 members to participate in outreach and share the information provided with their networks.
9. Support for MnDOT's Minnesota Highway Freight Program Application Seeking For Shoulder Widening/Paving on U.S. Highway 169 in Aitkin County
 - a. ATP-3 members took action to support a jointly sponsored application from MnDOT Districts 1 and 3 seeking funding from the Minnesota Highway Freight Program to widen and pave shoulders on a 23.6-mile section of U.S. Highway 169 from the Mississippi River Bridge north of the Aitkin to the junction of MN Highway 200 in Hill City.

Suggested Action: None, informational.



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Executive Board
FROM: Brian Gibson, Executive Director
RE: Election of Officers
DATE: December 31, 2020

The APO bylaws state, in part:

"The officers of APO shall be a Chair, a 1st Vice-Chair, a 2nd Vice-Chair, and a 3rd Vice Chair. The election of officers shall occur annually at the first Policy Board meeting following January 1st.

"The officers shall serve for a one-year term. No officer shall serve more than two consecutive terms in any one office."

The current APO officers, elected in 2020, are:

Office	Name
Chair	Rick Miller
1st Vice-Chair	Joe Perske
2nd Vice-Chair	Jeff Goerger
3rd Vice-Chair	Ryan Fitzthum

Mr. Goerger has served two consecutive terms as 2nd Vice-Chair and is no longer eligible for that position, though he could serve as on office in another position. All others have served only one term in their current position and are eligible to serve one more term.

The table on the following page shows a brief history of which jurisdictions have served as officers in the past.

<Cont.>

History of Jurisdictions Serving as APO Officers (2009-2020)

	St. Cloud	Sartell	Sauk Rapids	Waite Park	St. Joe	Stearns Co.	Sherburne Co	Benton Co	LeSauk Twn	St. Augusta
Chair	4		1	1	2		2		2	
Vice-Chair or 1st Vice-Chair	3		1	1	2	1	1	1	2	
Secretary or 2nd Vice-Chair	5	1	1		2	1		2		
Treasurer or 3rd Vice-Chair	2	1	2	2		2		2		1
Totals	14	2	5	4	6	4	3	5	4	1

Requested Action: Elect a Chair, 1st Vice-Chair, 2nd Vice-Chair, and 3rd Vice-Chair for calendar year 2021.



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Brian Gibson, Executive Director
RE: TH15 Corridor Study
DATE: December 31, 2020

Pursuant to the 2020 Work Program approved by the Policy Board, in 2020 APO staff hired a consultant and completed a planning study for the Trunk Highway (TH) 15 corridor from 2nd Street South to 12th Street North in Saint Cloud (part of the corridor near 3rd Street passes through Waite Park).

TH15 experiences both peak-hour congestion and a high number of crashes in 2020. Operational conditions are only expected to get worse in the future. The study explored and evaluated a number of potential solutions. Some of the options failed to demonstrate any significant operational value for the corridor, and so were dropped from further consideration. In the end, a range of possible alternative solutions remained with costs ranging from a few million dollars to more than \$100 million.

I will provide a summary of the study at your meeting on January 14th and ask for your acceptance of the document. You can review the full study document at: <https://bit.ly/3aWZv5P>. Acceptance of the document acknowledges that the work that you approved was completed, but it does not imply approval of the recommendations of the study.

Suggested Action: Accept the Trunk Highway 15 Corridor Study Report.