SAINT CLOUD | AREA PLANNING ORGANIZATION

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

T. 320.252.7568 *F.* 320.252.6557

AGENDA

APO POLICY BOARD MEETING

THURSDAY, MAY 13, 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 – D)*
   a. Approve Minutes of April 8, 2021 Policy Board Meeting *(Attachment A)*
   b. Approve Bills Lists *(Attachments B1 – B2)*
   c. Receive Staff Report of April 29th Meeting of Technical Advisory Committee (TAC) *(Attachment C)*
   d. Receive Staff Report for Area Transportation Partnership Meeting April 8th Meeting *(Attachment D)*
5. Consider 2019 Transportation Performance Monitoring Report *(Attachments E1 & E2) Brian Gibson, Executive Director*
   a. **Suggested Action:** Approve
6. Consider FY 2020 Work Program Annual Report *(Attachments F1 & F2) Brian Gibson, Executive Director*
   a. **Suggested Action:** Approve
7. Discuss Regional Transportation Priorities *(Attachment G) Brian Gibson, Executive Director*
   a. **Suggested Action:** None, discussion only
8. Other Business & Announcements
9. Adjournment

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

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

April 26, 2021

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, May 13, 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, April 8, 2021 – 4:30 p.m.

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, April 8th at 4:30 p.m. APO Chair Joe Perske presided with the following members participating via the Zoom app or telephone access:

Commissioner Joe Perske	Stearns County
Mayor Rick Miller	City of Waite Park
Commissioner Raeanne Danielowski	Sherburne County
Ryan Daniel, CEO	Metro Bus
Jeff Goerger	City of Saint Cloud
Commissioner Beth Schlangen	Benton County
Mayor Rick Schultz	City of Saint Joseph
Mayor Ryan Fitzthum	City of Sartell
Dottie Seamans	City of Sauk Rapids
Jared Gapinski	Benton County

Also in attendance were:

Kevin Kluesner	City of Saint Joseph
John Pederson	TCC Materials
Kari Steinbeissner	CDS
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

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

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

CONSIDERATION OF CONSENT AGENDA ITEMS:

a. Approve Minutes of March 11, 2021 Policy Board Meeting *(Attachment A)*
b. Approve Actual and Anticipated April/May Bills Lists *(Attachments B1 – B2)*
c. Approve Contract for Southwest Beltline Corridor Study *(Attachment C)*
d. Receive Staff Report f or Technical Advisory Committee March Meeting *(Attachment D)*

Mr. Miller motioned to approve consent agenda items, and Mr. Schultz seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schultz – yes; Perske-yes; Fitzthum – yes; Seamans – yes; Gapinski - yes; Motion Passed.

Consider APO FY2020 Financial Audit

Ms. Steinbeisser presented on the St. Cloud Area Planning Organization audit report for 2020. Ms. Steinbeisser summarized the Independent Auditor's Report. Ms. Steinbeisser reported the Statement of Net Position (balance sheet), revenue, and expenses comparing 2019 and 2020. Cash and investment balances decreased in 2020 due to the timing of when the project reimbursements came in. Mr. Kluesner asked why member assessments decreased, and if this is something APO can expect going forward. Mr. Gibson replied member assessments are a function of the size of the APO's federal grant because for every 80 cents the federal government gives us, APO needs 20 cents of local dollars to leverage that. Mr. Perske asked if anything impacted was COVID related other than travel expenses. Ms. Steinbeisser said that travel was impacted the most and office supplies were also slightly impacted. Mr. Gibson said next month he will be presenting a budget versus annual, and this will highlight the impact COVID has made. Ms. Steinbeisser summarized compliance items and required communications.

Mr. Miller motioned to approve the audit, and Mr. Georger seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schultz – yes; Perske-yes; Fitzthum – yes; Seamans – yes; Gapinski - yes; Goerger – yes; Motion Passed.

Consider Resolution Endorsing Minnesota Senate File 2314

Mr. Gibson summarized that a senate file was introduced by Senator Putnam last month. If the bill is approved, it would provide money to MnDOT to do a safety study on Highway 10 and it would provide money to the APO to fund transportation projects in the area. Mr. Pederson gave an executive summary of the bill and asked for resolution support of this bill because it is important for a bill to have support on the local level before going to the state legislature. Mr. Schultz asked if this is a MnDOT study versus an APO study. Mr. Gibson said the $400,000 would go to MnDOT District 3 and the APO would assist MnDOT if needed. The $600,000 would be used to fund different projects as the board sees fit in the APO area. Ms. Schlangen asked if this was associated with the Highway 23 bypass for the South side of the city and if this resolution would need to be amended. Mr. Gibson said that MnDOT would like to wait for the bridge study to get done and this resolution would not need to be amended to include that.

Mr. Georger motioned to approve the Resolution endorsing MN Senate File 2314, and Mr. Schultz seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schultz – yes; Perske-yes; Fitzthum – yes; Seamans – yes; Gapinski - yes; Goerger – yes; Schlangen – yes; Motion Passed.

Ms. Danielowski asked Mr. Pederson if it would be helpful to get letters of support from other government organizations in this area. Mr. Pederson said any additional letters from the counties or cities would be very helpful. Mr. Gapinski asked if it would be beneficial if there was one letter that everyone could sign. Mr. Gibson said he would draft a letter.

Consider Transportation Improvement Program (TIP) Amendment
Ms. Johnson said APO is looking at two proposals to amend the 2021-2024 TIP. Both proposals are from the City of St. Cloud. The projects were originally $2.4 million and are now estimated to be $3.7 million. The increased cost will be covered by the City of St Cloud. Since there was an increase, an amendment had to be initiated. The TAC has recommended Policy Board approval and Ms. Johnson requested Policy Board approval.

Mr. Miller motioned to approve the TIP Amendment, and Mr. Schultz seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schultz – yes; Perske-yes; Fitzthum – yes; Seamans – yes; Gapinski - yes; Goerger – yes; Schlangen – yes; Motion Passed.

OTHER BUSINESS & ANNOUNCEMENTS:
Ms. Johnson noted the Central Minnesota Area Transportation Partnership met this morning and Sartell received transportation alternatives funding for their trail and sidewalk project. Sherburne County also received funding through the ATP. Mr. Gibson noted that starting April 12 Division Street in Waite Park will be narrowed throughout the summer. Mr. Gibson also noted he will send out a poll to Policy Board members to get a sense of regional priority projects. Mr. Perske mentioned the Northstar rail and asked Mr. Goerger if he knew more on where the project stood. Mr. Georger did not know any details. Ms. Danielowski added that there is concern on where the funds will go due to the pandemic.

ADJOURNMENT:
The meeting was adjourned at 5:22 p.m.

ST. CLOUD AREA PLANNING ORGANIZATION
Approved Disbursements - Transaction List by Vendor
April 2021

Date	Transaction Type	Num	Vendor Name	Accounting Description	Amount
			Adobe Creative Cloud		
04/08/2021	Credit Card Charge	1383416383		6609 · IT Support & Software	57.03
04/13/2021	Credit Card Charge	3227		6609 · IT Support & Software	57.03
04/19/2021	Credit Card Charge	9581		6609 · IT Support & Software	16.13
04/19/2021	Credit Card Charge	6975		6609 · IT Support & Software	16.13
			BCBS of MN		
04/01/2021	Bill Payment - Check	210302413373		6600.5 · Health/Dental/Life Insurar	4,819.18
			CDW Government, Inc.		
04/23/2021	Credit Card Charge	MCCT073		6609 · IT Support & Software	740.10
			Cloudnet		
04/12/2021	Bill Payment (Check)	LBTCK8LC		6603.1 · Telephone	10.00
			David Turch & Associates		
04/12/2021	Bill Payment (Check)	PBEC88LC		Lobbying	8,000.00
			Delta Dental		
04/05/2021	Bill Payment (Check)	xx		6600.5 · Health/Dental/Life Insurar	356.75
			El-Jay Mechanical		
04/13/2021	Bill Payment (Check)	SBHCX8WC		6606.2 · Maintenance	1,199.00
			Facebook		
04/01/2021	Credit Card Charge			Advertising	99.97
			Google Inc.		
04/01/2021	Credit Card Charge			6609 · IT Support & Software	48.00
			KLJ Engineering LLC		
04/12/2021	Bill Payment (Check)	3B1CP8LC		CPG Passthrough TH15 Operational Improvemt	5,827.78
			Loffler Companies		
04/07/2021	Bill Payment (Check)	DB5C5ICW		6608 · Multifunction Copier	135.81
			Mailchimp.com		
04/02/2021	Credit Card Charge	Order MC11956497		6609 · IT Support & Software	14.99
			Metro Analytics		

ST. CLOUD AREA PLANNING ORGANIZATION
Approved Disbursements - Transaction List by Vendor
April 2021

Date	Transaction Type	Num	Vendor Name	Accounting Description	Amount
04/28/2021	Bill Payment (Check)	NBHCH8E5		6622.22 CPG Passthrough Expense:Travel Demand Model Updates	12,346.24
			Net V Pro		
04/12/2021	Bill Payment (Check)	1BVC28XC		6609 · IT Support & Software	642.00
			Principal Mutual Life Insurance		
04/12/2021	Bill Payment (Check)	RBCC68XC		6600.5 · Health/Dental/Life Insurar	349.90
			Schroden's Inc.		
04/12/2021	Bill Payment (Check)	MBUCD8MC		6606.2 · Maintenance	380.00
			Spectrum Business (Charter)		
04/12/2021	Bill Payment (Check)	SBUC18MC		Internet and Telephone	414.94
			Stantec Consulting Services Inc		
04/12/2021	Bill Payment (Check)	3BCCH8WC		CPG Passthrough Mississippi River Bridge Plan20	6,458.64
			Weisman Cleaning Inc		
04/12/2021	Bill Payment (Check)	RBMCI8MC		6606.2 · Maintenance	150.68
			West Central Sanitation, Inc		
04/12/2021	Bill Payment (Check)	3BOCF8XC		6606.1 · Utilities	41.69
			Xcel Energy		
04/02/2021	Bill Payment (Check)	xx		6606.1 · Utilities	220.63
			Your CFO Inc		
04/01/2021	Bill Payment (Check)	4BQCYIAW		6602.2 · Accounting Services	1,519.00
			Zoom Video Communications Inc		
04/01/2021	Credit Card Charge		53778841	VISA 2733	482.80
					29,133.07

LIBERTY BANK DEPOSITS

	Deposit Date	Amount
Bank interest earned	4/30/2021	5.73

PROPOSED May 2021 and June 2021 DISBURSEMENTS
prepared 05/2/2021

Method Of Payment	To Whom Paid	What Check is for	Account	Amount
Direct Dep.	Net Payroll (including insurance reimbursement)	5/14/2021 Payroll Paid	Payroll	$ 8,044.02
Electronic	Expense Reimbursemt - Employee mileage	5/14/2021 Payroll Paid	Payroll	$ -
Electronic	Social Security, Medicare & Federal Tax PAID	5/14/2021 Payroll Paid	Payroll	$ 3,600.37
Electronic	MN Department of Revenue-Withholding PAID	5/14/2021 Payroll Paid	Payroll	$ 577.00
Electronic	PERA	5/14/2021 Payroll Paid	Payroll	$ 1,715.95
Electronic	Great West Annuity	5/14/2021 Payroll Paid	Payroll	$ 10.00
Electronic	Minnesota State Retirement System	5/14/2021 Payroll Paid	Payroll	$ 90.93
Electronic	Select Account (H.S.A.)	5/14/2021 Payroll Paid	Payroll	$ 157.70
Direct Dep.	Net Payroll (including insurance reimbursement)	5/28/2021 Payroll Paid	Payroll	$ 8,044.02
Electronic	Expense Reimbursemt - Employee mileage	5/28/2021 Payroll Paid	Payroll	$ -
Electronic	Social Security, Medicare & Federal Tax PAID	5/28/2021 Payroll Paid	Payroll	$ 3,600.37
Electronic	MN Department of Revenue-Withholding PAID	5/28/2021 Payroll Paid	Payroll	$ 577.00
Electronic	PERA	5/28/2021 Payroll Paid	Payroll	$ 1,715.95
Electronic	Great West Annuity	5/28/2021 Payroll Paid	Payroll	$ 10.00
Electronic	Minnesota State Retirement System	5/28/2021 Payroll Paid	Payroll	$ 90.93
Electronic	Select Account (H.S.A.)	5/28/2021 Payroll Paid	Payroll	$ 157.70
Direct Dep.	Net Payroll (including insurance reimbursement)	6/11/2021 Payroll Paid	Payroll	$ 8,044.02
Electronic	Expense Reimbursemt - Employee mileage	6/11/2021 Payroll Paid	Payroll	$ -
Electronic	Social Security, Medicare & Federal Tax PAID	6/11/2021 Payroll Paid	Payroll	$ 3,600.37
Electronic	MN Department of Revenue-Withholding PAID	6/11/2021 Payroll Paid	Payroll	$ 577.00
Electronic	PERA	6/11/2021 Payroll Paid	Payroll	$ 1,715.95
Electronic	Great West Annuity	6/11/2021 Payroll Paid	Payroll	$ 10.00
Electronic	Minnesota State Retirement System	6/11/2021 Payroll Paid	Payroll	$ 90.93
Electronic	Select Account (H.S.A.)	6/11/2021 Payroll Paid	Payroll	$ 157.70
Direct Dep.	Net Payroll (including insurance reimbursement)	6/25/2021 Payroll Paid	Payroll	$ 8,044.02
Electronic	Expense Reimbursemt - TRB conference	6/25/2021 Payroll Paid	Payroll	$ -
Electronic	Social Security, Medicare & Federal Tax PAID	6/25/2021 Payroll Paid	Payroll	$ 3,600.37
Electronic	MN Department of Revenue-Withholding PAID	6/25/2021 Payroll Paid	Payroll	$ 577.00
Electronic	PERA	6/25/2021 Payroll Paid	Payroll	$ 1,715.95
Electronic	Great West Annuity	6/25/2021 Payroll Paid	Payroll	$ 10.00
Electronic	Minnesota State Retirement System	6/25/2021 Payroll Paid	Payroll	$ 90.93
Electronic	Select Account (H.S.A.)	6/25/2021 Payroll Paid	Payroll	$ 157.70
Credit Card	Adobe Creative Cloud - May 2021	Subscription service to PDF software	IT Support & Software	$ 95.75
Credit Card	Adobe Creative Cloud - June 2021	Subscription service to PDF software	IT Support & Software	$ 95.75
Check	AFLAC - May 2021	Enployee Addtl Insurance	Payroll	$ 993.90
Check	AFLAC - June 2021	Enployee Addtl Insurance	Payroll	$ 993.90
Electronic	BCBS of MN - May 2021	Employee Health Insurance	Payroll	$ 4,819.18
Electronic	BCBS of MN - June 2021	Employee Health Insurance	Payroll	$ 4,819.18
Credit Card	CDW Government Inc	Sophos Central Intercept Software Renewal	IT Support & Software	$ 740.10
Check	City of St Cloud - Water/Sewer - May 2021	Utilities - water / sewer	Utilities	$ 15.00
Check	City of St Cloud - Water/Sewer - June 2021	Utilities - water / sewer	Utilities	$ 15.00
Check	Cloudnet - May 2021	Internet Service	Utilities	$ 10.00
Check	Cloudnet - June 2021	Internet Service	Utilities	$ 10.00
Check	CDS CPAs	Year 2020 Financial Audit	Audit	$ 6,610.00
Check	David Turch & Associates - estimate - May 2021	Lobbyist Services	Lobbying	$ 4,000.00
Check	David Turch & Associates - estimate - June 2021	Lobbyist Services	Lobbying	$ 4,000.00
Check	Delta Dental - estimate - May 2021	Employee dental insurance	Payroll	$ 356.75
Check	Delta Dental - estimate - June 2021	Employee dental insurance	Payroll	$ 356.75
Check	Eco-Counter Inc	Mobile multi Ped/Cycle Counter	Miscellaneous Expense	$ 5,475.00
Check	Emerald Companies Inc	monthly lawn service	Maintenance	$ 346.71
Check	Emerald Companies Inc	monthly lawn service	Maintenance	$ 346.71
Credit Card	Facebook	Advertising	Advertising	$ 99.97
Credit Card	Google Inc - May 2021	G Suite Basic - Commitment	Utilities	$ 48.00

PROPOSED May 2021 and June 2021 DISBURSEMENTS
prepared 05/2/2021

Method Of Payment	To Whom Paid	What Check is for	Account	Amount
Credit Card	Google Inc - June 2021	G Suite Basic - Commitment	Utilities	$ 48.00
Check	Loffler Companies - May 2021	Copier Supplies	Copy Machine	$ 98.61
Check	Loffler Companies - estimate - June 2021	Copier Supplies	Copy Machine	$ 150.00
Credit Card	Microsoft	Office 365	IT Support & Software	$ 745.84
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 - May 2021	Monthly IT Support	IT Support & Software	$ 321.00
Check	Net V Pro - June 2021	Monthly IT Support	IT Support & Software	$ 321.00
Check	Premium Water Inc - estimate - May 2021	office drinking water	Utilities	$ 30.00
Check	Premium Water Inc - estimate - June 2021	office drinking water	Utilities	$ 30.00
Check	Principal Financial - May 2021	Emloyee disability insurance	Payroll	$ 349.90
Check	Principal Financial - June 2021	Emloyee disability insurance	Payroll	$ 349.90
Credit Card	Postmaster	Postage	Postage	$ 3.60
Check	SFM	Employee worker's compensation	Insurance - work comp	$ 852.00
Check	Spectrum Business (Charter) - estimate - May 2021	Internet Service	Utilities	$ 414.94
Check	Spectrum Business (Charter) - estimate - June 2021	Internet Service	Utilities	$ 414.94
Check	Stantec Consulting Services Inc	Mississippi River Bridge Plan20 - through 4/9/21	6622.25 CPG Passthrough Expense:Mississippi River Bridge Plan20	$ 3,130.38
Electronic	Stearns Electric Association - estimate - May 2021	Utilities - electric	Utilities	$ 250.00
Electronic	Stearns Electric Association - estimate - June 2021	Utilities - electric	Utilities	$ 250.00
Check	SC Times - estimate - estimate - May 2021	Public Postings	Printing/Publishing	$ 200.00
Check	SC Times - estimate - estimate - June 2021	Public Postings	Printing/Publishing	$ 200.00
Check	Traut Companies	Lawn sprinkler system install	Maintenance	$ 95.00
Check	Weisman Cleaning Inc - estimate - May 2021	Office Cleaning Services	Maintenance	$ 151.00
Check	Weisman Cleaning Inc - estimate - June 2021	Office Cleaning Services	Maintenance	$ 151.00
Check	West Central Sanitation Inc - estimate - May 2021	Utility - garbage	Utilities	$ 39.57
Check	West Central Sanitation Inc - estimate - June 2021	Utility - garbage	Utilities	$ 39.57
Electronic	Xcel Energy - estimate - May 2021	Utilities - gas	Utilities	$ 150.00
Electronic	Xcel Energy - estimate - June 2021	Utilities - gas	Utilities	$ 150.00
Check	Your CFO Inc	2021 accounting services - May	Accounting Services	$ 1,519.00
Check	Your CFO Inc	2021 accounting services - June	Accounting Services	$ 1,519.00
Credit Card	Zoom Video Communications	Virtual Meeting Software	IT Support & Software	$ 482.80
	TOTAL			$ 103,747.83

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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 on April 29, 2021, Technical Advisory Committee meetings
DATE: April 30, 2021

The Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) held a regular meeting on Thursday, April 30, 2021. At that meeting, the following topics were discussed:

- Public Comment
  - A member of the public addressed the TAC to inform TAC representatives of a YouTube video titled "The Ugly, Dangerous, and Inefficient Stroads found all over the US & Canada." He asked TAC members to avoid this type of design when proposing/constructing new roadways.
- 2019 Transportation Performance Monitoring Report
  - APO Transportation Planning Technician Alex McKenzie presented the APO's 2019 Transportation Performance Monitoring Report (TPMR). This report contains a set of Federally-required performance measures that are used to assist the APO in achieving progress toward its various transportation network goals. Mr. McKenzie highlighted the presentation through the use of a story map. TAC representatives recommended Policy Board approval of the 2019 TPMR.
- 2021-2025 Regional Infrastructure Investment Plan
  - APO Senior Transportation Planner Vicki Johnson presented on the draft 2021-2025 Regional Infrastructure Investment Plan (RIIP). This document is composed of approved jurisdictional CIPs and is used to provide a holistic view of transportation projects – regardless of funding source – that will be occurring within the planning area. Several TAC representatives were concerned that some of the approved CIPs were out of date and would not accurately portray construction projects occurring in years 2022-2025. The TAC recommended APO staff revise the RIIP and present just the current construction season (2021) at the next meeting. Once approved CIPs are completed, APO staff can move to redevelop those outer years of the RIIP.

Suggested Action: None, informational only.

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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 April 8, 2020 Central Minnesota Area Transportation Partnership Meeting
DATE: April 13, 2020

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

1. Transit Vehicle Funding Update and Other Transit Items
    a. MnDOT District 3 Planning Director Steve Voss provided an update on the transit vehicle funding process. Applications for facilities, large capital, and new service projects for fiscal years 2025-2026 will be made available this summer.
2. FY 2021-2024 Local Federal Project Update
    a. MnDOT District 3 State Aid Engineer Kelvin Howieson provided information on the districtwide projects slated to occur in fiscal year 2021. Three local projects (City of Saint Cloud's CR 136 reconstruction and multimodal project and City of Sauk Rapids's CSAH 1 trail) are on track to be completed this year.
3. Greater MN Highway Safety Improvement Program Funding Guidance
    a. Mr. Howieson discussed the Highway Safety Improvement Program (HSIP) projects that were selected this year. Fifteen projects from across the district were selected for funding. Two projects (both Sherburne County sponsored) will be occurring within the APO's planning area. The first project is for the installation of mumble stripes and intersection sign enhancements on various Sherburne County roads in 2023. The second project is for rural intersection street lighting on various Sherburne County roads in 2024.
    b. Mr. Voss also went over the MnDOT sponsored HSIP projects. Five MnDOT HSIP projects were selected in the district. None of these projects will be in the APO's planning area.
4. Review FY 2022-2025 State Transportation Improvement Program Funding Guidance
    a. Mr. Voss detailed the major sources of funding available to the Area Transportation Partnerships statewide. This includes: Surface Transportation Block Grant Program (STBGP), Transportation Alternatives (TA), Highway Safety Improvement Program (HSIP), and statewide performance funding (National Highway Freight Program or NHFP).
    b. Mr. Voss said funding targets for fiscal years 2022, 2023, and 2024 have remained the same as last year. He also revealed that projected available funding for FY 2025 will remain at the same level as 2024. This means the ATP has $10.4 million in STBGP funding and $1.6 million available in TA funding.

c. Out of the $10.4 million in STBGP funding available to ATP-3 in FY 2025, the Saint Cloud APO is expected to receive 20.35% based upon system size, population, and usage. This equates to $2,135,120.

d. Mr. Voss said there may be impacts to the development of the MnDOT District 3 Capital Highway Investment Plan due to anticipated funding levels for MnDOT's specific funding targets (separate from the ones used by the ATP) falling short of what was anticipated. Mr. Voss said MnDOT District 3 was planning on receiving around $140 million for its various programs, but funding targets from the state have FY 2025 sitting at approximately $114 million.

5. ATIP Development Committee Draft FY 2022-2025 Area Transportation Improvement Program (ATIP) Recommendations

   a. MnDOT District 3 Engineering Specialist/Program Coordinator Jeff Lenz discussed the fiscal year 2025 proposed projects to be funded using Surface Transportation Block Grant Program (STBGP) funding. A total of eight projects from across the district were recommended for funding including two in the APO (City of Sauk Rapids's Second Avenue S reconstruction and Sherburne County's CR 65 realignment). The ATP-3 Board approved these recommendations.

   b. Mr. Lenz also discussed the FY 2025 Transportation Alternatives solicitation. Sixteen applications were received from across the district to compete for the available $1.6 million in Federal funding. Four projects were recommended for funding including the City of Sartell's trail and sidewalk gap project. The ATP-3 Board approved these recommendations.

   c. Mr. Howieson discussed the two applications the district received for the Local Partnership Program (LPP). This funding source is used by local agencies to make improvements on trunk highways. The City of Otsego had applied for LPP funding to install flashing left turn arrows at three intersections with TH 101. Sherburne County had also applied for LPP funding for their realignment of the US 10/BNSF crossings at CR 65 and 45th Avenue. The Sherburne County project does fall within the APO's planning area. The ATP-3 Board approved these projects for inclusion in the State Transportation Improvement Program.

   d. Mr. Voss provided updates on the District's FY 2022-2025 Trunk Highway Construction Program. Some changes were made to the program during 2022-2024. In the APO, this includes the following:

      i. Project cost decrease in the US 10 box culvert project in 2022.

      ii. Switching the fiscal years for rehabilitation of MN 301's retaining wall from 2021 to 2022. This also includes increasing the project cost.

      iii. Project cost increase on the US 10/MN 23 interchange project in 2023.

      iv. Project cost decrease on the I-94 bridge replacements over the BNSF railroad in 2023.

      v. The addition of a bridge overlay project of CR 137 spanning MN 15 in 2025.

   e. The ATP-3 Board approved the MnDOT construction program.

6. MnDOT Cost Estimate Conversion Factor Table

   a. MnDOT's Office of Transportation System Management's Economic Policy Analyst John Wilson presented on how MnDOT calculates the cost estimate inflation conversion factor table. This table is primarily used by engineers to properly inflate their project costs to year of expenditure dollars.

7. FY 2023-2026 STIP Development Timeline

    a. Mr. Voss presented on the draft timeline to develop and complete the FY 2023-2026 STIP. This item is typically brought before the ATP in June, but if a June meeting was not needed, Mr. Voss recommended taking action on April 8 meeting. The ATP-3 Board approved the FY 2023-2026 development schedule.

Suggested Action: None, informational.

SAINT CLOUD | AREA PLANNING ORGANIZATION

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

T. 320.252.7568 *F.* 320.252.6557

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: Transportation Performance Monitoring Report
DATE: April 29, 2021

In order to inform the Policy Board's decision-making process, the APO collects a significant amount of transportation-related data, which we compile each year in the Transportation Performance Monitoring Report (TPMR).

The TPMR includes a set of performance measures that will track the regions progress towards achievement of the transportation goals set by the Policy Board.

Performance measures are designed to serve as a benchmark to evaluate and quantify progress.

This performance-based approach is meant to improve accountability of Federal transportation investments, assess risks related to different performance levels, and increase transparency.

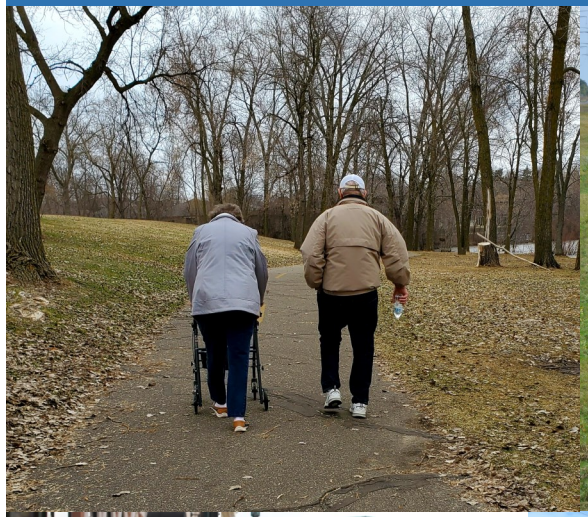
The report serves as an annual snapshot of the region to help the APO and its planning partners better understand current and anticipated performance of the transportation system and how well it is moving towards achieving the goals stated in the Metropolitan Transportation Plan.

Attached is the full 2019 Transportation Performance Monitoring Report

Requested Action: *Approve the 2019 Transportation Performance Monitoring Report.*

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

Saint Cloud Area Planning Organization
Transportation Performance Monitoring Report






2019

Photos courtesy of APO

DISCLAIMER AND TITLE VI ASSURANCE

DISCLAIMER

The preparation of this document was funded in part by the United States Department of Transportation with funding administered through the Minnesota Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration. Additional funding was provided locally by the member jurisdictions of the Saint Cloud Area Planning Organization: Benton County, Sherburne County, Stearns County, City of Sartell, City of Sauk Rapids, City of Saint Cloud, City of Saint Joseph, City of Waite Park, LeSauk Township, and Saint Cloud Metropolitan Transit Commission. The United States Government and the State of Minnesota assume no liability for the contents or use thereof.

This document does not constitute a standard, specification, or regulation. The United States Government, the State of Minnesota, and the Saint Cloud Area Planning Organization does not endorse products or manufacturers. Trade or manufacturers' names may appear therein only because they are considered essential to the objective of this document.

The contents of this document reflect the views of the authors, who are responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the policies of the State and Federal departments of transportation.

TITLE VI ASSURANCE

The Saint Cloud Area Planning Organization (APO) hereby gives public notice that it is the policy of the APO to fully comply with Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI assures that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity for which the APO receives Federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice by the APO has a right to file a formal complaint with the APO, MnDOT or the U.S. DOT. Any such complaint must be in writing and filed with the APO's Title VI Compliance Manager within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please see the Saint Cloud APO website (www.stcloudapo.org) or you can view a copy at our offices at 1040 County Road 4, Saint Cloud, MN 56303.

CIWAANKA VI EE XAQIIJINTA

Ururka Qorsheynta Deegaanka ee Cloud Cloud (APO) wuxuu halkan ku siinayaa ogeysiis dadweyne in ay tahay sharciga APO in ay si buuxda u hoggaansanto Cinwaanka VI ee Xuquuqda Madaniga ee 1964 iyo Sharciga Soo-celinta Xuquuqda Madaniga ee 1987, Amarka Fulinta 12898 ee ku saabsan Cadaaladda Deegaanka, Iyo qaynuunada iyo qawaaniinta la xiriira barnaamijyada iyo nashaadaadka. Cinwaanka VI wuxuu xaqiijinayaa in qofna, sabab asal, midab, ama asal qaran ah, laga reebi doonin kaqeybgalka, loo diidi doonin faa'iidooyinka, ama haddii kale lagula takoorin barnaamij kasta ama waxqabad ee APO ay ku hesho kaalmada maaliyadeed ee Federaalka . Qof kasta oo aaminsan inuu ka xanaaqay fal sharci darro ah oo takoor ay ku sameysay APO wuxuu xaq u leeyahay inuu dacwad rasmi ah u gudbiyo APO, MnDOT ama US DOT. Cabasho kasta oo kale waa inay ahaataa mid qoraal ah lagana xaraystaa maareeyaha u hoggaansamida cinwaankeeda ee 'APO' VI VI waa boqol iyo siddeetan (180) maalmood gudahood taarikhda dhacday markii la sheegay in ay dhacday midabtakoor. Macluumaad dheeri ah, ama si aad u hesho Foomka Cabashada Kala-Takoorida Cinwaan ee 'VI kalasooc Foom', fadlan ka eeg bogga internetka ee 'Cloud Cloud APO' (www.stcloudapo.org) ama waxaad ka arki kartaa nuqul xafiiskayaga 1040 County Road 4, Saint Cloud, MN 56303.

TITLE VI ASSURANCE AND TITLE II ASSURANCE

GARANTÍA DEL TÍTULO VI

La Organización de Planificación del Área de Saint Cloud (APO en inglés) da un aviso público con la presente de que es política de la APO el cumplir plenamente con el Título VI de la Ley de Derechos Civiles de 1964 y de la Ley de Restauración de Derechos Civiles de 1987, de la Orden Ejecutiva 12898 sobre la Justicia Ambiental, y los estatutos y reglamentos relacionados en todos los programas y actividades. El Título VI asegura que ninguna persona, por motivos de raza, color o nacionalidad, podrá quedar excluida de la participación en, se le podrán negar los beneficios de, o de algún modo podrá ser objeto de discriminación en virtud de cualquier programa o actividad por la cual la APO recibe asistencia financiera Federal. Cualquier persona que cree que ha sido perjudicada por una práctica discriminatoria ilegal por la APO 2 SAINT CLOUD AREA PLANNING ORGANIZATION TRANSPORTATION PERFORMANCE MONITORING REPORT 2019 tiene el derecho de presentar un reclamo formal con la APO MnDOT o U.S. DOT. Cualquiera de estos reclamos debe ser por escrito y debe ser presentado ante el Gerente de Cumplimiento del Título VI de la APO dentro de los ciento ochenta (180) días naturales siguientes a la fecha en que la presunta ocurrencia discriminatoria. Para obtener más información, o para obtener un Formulario de Reclamo por Discriminación del Título VI, por favor, dirígete al Sitio web de la APO de Saint Cloud (www.stcloudapo.org) o puedes ver una copia en nuestra oficina en 1040 County Road 4, Saint Cloud, MN 56303.

TITLE II ASSURANCE

The Saint Cloud Area Planning Organization (APO) herby gives public notice that it is the policy of the APO to fully comply with the Americans with Disabilities Act of 1990 (ADA) and the Rehabilitation Act of 1973 (Rehabilitation Act) and related statutes and regulations in all programs and activities. Title II of the Americans with Disabilities Act (ADA) requires all state and local government agencies to take appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others. Any person who believes they have been aggrieved by an unlawful discriminatory practice by the APO has a right to file a formal complaint with the APO, MnDOT, or the U.S. DOT. Any such complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant, and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available as a reasonable modification for persons with disabilities upon request. Complaints should be submitted by the complainant and/or his/her/their designee as soon as possible but no later than sixty (60) calendar days after the alleged discriminatory occurrence and should be filed with the APO's Executive Director. For more information, or to obtain a Discrimination Complaint Form, please see the Saint Cloud APO website (www.stcloudapo.org) or you can view a copy at our offices at 1040 County Road 4, Saint Cloud, MN 56303.

TITLE II ASSURANCE

CIWAANKA II EE XAQIIJINTA

Hay'adda Qorsheynta ee Saint Cloud Area Organisation (APO) waxay siisaa ogeysiis dadweyne inay tahay siyaasada APO inay si buuxda ugu hoggaansanto Sharciga Naafada Mareykanka ee 1990 (ADA) iyo Sharciga Baxnaaninta 1973 (Sharciga Baxnaaninta) iyo qawaaniinta iyo qawaaniinta la xiriira Dhammaan barnaamijyada iyo nashaadaadka. Qodobka II ee Sharciga Naafada Mareykanka (ADA) wuxuu u baahan yahay dhammaan hay'adaha gobolka iyo kuwa maxalliga ah inay qaadaan tillaabooyinka ku habboon si loo hubiyo in xiriirka lala yeesho codsadayaasha, ka qeybgalayaasha, iyo xubnaha bulshada naafada ah ay u la mid yihiin sida xiriirka lala yeesho kuwa kale. Qof kasta oo aaminsan inuu ka xanaaqay fal sharci darro ah oo takooris ah oo ay sameysay APO wuxuu xaq u leeyahay inuu dacwad rasmi ah u gudbiyo APO, MnDOT, ama US DOT. Cabasho kasta oo noocan oo kale ahi waa inay ahaataa mid qoraal ah oo ay kujirto macluumaad ku saabsan takoorida la soo sheegay sida magaca, cinwaanka, taleefan lambarka cabashada, iyo goobta, taariikhda, iyo faahfaahinta dhibaatada. Hab kale oo lagu xareeyo cabashada, sida wareysiyada shaqsiyeed ama cajalad duuban cabashada, ayaa loo heli doonaa sidii wax looga badali karo macquul ahaan dadka naafada ah markii la codsado. Ashtakooyinka waa in ay soo gudbiyaan cabashada iyo / ama wakiilkiisa / wakiilkiisa sida ugu dhakhsaha badan 3 SAINT CLOUD AREA PLANNING ORGANIZATION TRANSPORTATION PERFORMANCE MONITORING REPORT 2019 ee suurtogalka ah laakiin aan ka dambayn lixdan (60) maalmood taariikhi ah ka dib dhacdada la xiriirta midab kala sooca waana in lagu fayl gareeyaa Agaasimaha Fulinta APO. Macluumaad dheeri ah, ama si aad u hesho Foomka Cabashada Kala-Takoorida, fadlan eeg bogga internetka ee 'Cloud Cloud APO' (www.stcloudapo.org) ama waxaad ka arki kartaa nuqul xafiiskayaga 1040 County Road 4, Saint Cloud, MN 56303.

GARANTÍA DEL TÍTULO II

La Organización de Planificación del Área de Saint Cloud (APO en inglés) da un aviso público con la presente de que es política de la APO el cumplir plenamente con la Ley sobre los Estadounidenses con Discapacidad de 1990 (ADA en inglés) y con la Ley de Rehabilitación de 1973 (Ley de Rehabilitación) y con los estatutos y reglamentos en todos los programas y actividades. El Título II de la Ley sobre los Estadounidenses con Discapacidad de 1990 (ADA en inglés) requiere que todas las agencias de gobierno estatales y locales tomen las medidas adecuadas para asegurar que la comunicación con los aplicantes, participantes y miembros del público con discapacidades sea tan efectiva como la comunicación con otros. Cualquier persona que cree que Cualquier persona que cree que ha sido perjudicada por una práctica discriminatoria ilegal por la APO tiene el derecho de presentar un reclamo formal con la APO MnDOT o U.S. DOT. Cualquiera de estos reclamos debe ser por escrito y debe contener información sobre la presunta discriminación tales como el nombre, la dirección, el número de teléfono del denunciante, y la ubicación, la fecha y la descripción del problema. Los medios alternativos de presentar un reclamo, tales como una entrevista personal o una grabación de audio del reclamo, estarán disponibles como una modificación razonable para las personas con discapacidades a petición. Los reclamos deben ser presentados por el denunciante y/o su persona designada tan pronto como sea posible pero no más tarde de sesenta (60) días naturales después de la presunta ocurrencia discriminatoria y deben ser presentados ante el Director Ejecutivo de la APO. Para obtener más información, o para obtener un Formulario de Reclamo por Discriminación, por favor, dirígete al Sitio web de la APO de Saint Cloud (www.stcloudapo.org) o puedes ver una copia en nuestra oficina e 1040 County Road 4, Saint Cloud, MN 56303.

Table of Contents

Common Acronyms

ADT: Average Daily Traffic.

APO: Saint Cloud Area Planning Organization.

AQI: Air Quality Index.

ATAC: Active Transportation Advisory Committee.

CNG: Compressed Natural Gas.

DOT: Department of Transportation.

CR: County Road.

CSAH: County State-Aid Highway.

D3: Minnesota Department of Transportation District 3.

DAR: Dial-a-Ride.

DEED: Minnesota Department of Employment and Economic Development.

DIV: Digital Inspection Vehicle.

EDR: Economic Development Region.

FAST Act: Fixing America's Surface Transportation Act.

FHWA: Federal Highway Administration.

FR: Fixed Route.

FTA: Federal Transit Administration.

GPS: Global Positioning System.

HPMS: Highway Performance Monitoring System.

HSIP: Highway Safety Improvement Program.

IRI: International Roughness Index.

MAP-21: Moving Ahead for Progress in the 21st Century Act.

MN: Minnesota.

MnDOT: Minnesota Department of Transportation.

MPCA: Minnesota Pollution Control Agency.

MPO: Metropolitan Planning Organization.

MTC: Saint Cloud Metropolitan Transit Commission (Saint Cloud Metro Bus).

MTP: Metropolitan Transportation Plan.

NCB: Northstar Commuter Bus.

NHS: National Highway System.

NHTSA: National Highway Traffic Safety Administration.

NPMRDS: National Performance Management Research Data Set.

NTD: National Transit Database.

PBP: Performance-Based Planning.

SEP: Stakeholder Engagement Plan.

SGR: State of Good Repair.

SOV: Single-Occupancy Vehicle.

STC: Saint Cloud Regional Airport.

STIP: Statewide Transportation Improvement Program.

TAC: Saint Cloud APO's Technical Advisory Committee.

TERM: Transit Economic Requirements Model.

TH: Trunk Highway.

TIP: Transportation Improvement Program.

TPMR: Transportation Performance Management Report.

Tri-CAP: Tri-County Action Program.

TSM: Transportation System Management.

TTTR: Truck Travel Time Reliability.

VMT: Vehicle Miles Traveled.

Introduction

APO Planning Area

The Saint Cloud Area Planning Organization (APO) is an independent, regional body responsible for transportation planning for the Saint Cloud metropolitan area. The APO serves as the region's Metropolitan Planning Organization (MPO) - an organizational body created under the Federal Aid Highway Acts of 1962 and 1973 designed in part to coordinate transportation planning efforts for urban areas with a population of at least 50,000. MPOs, like the APO, assist local officials in collaboratively deciding how federal transportation funds will be allocated within the planning area.

The APO Urbanized Area is designated by the U.S. Census Bureau every census year. Criteria for defining this area includes population density and density of development. The APO approves a 20-year planning boundary that not only includes the Census-defined Urbanized Area, but also considers expected urbanized growth within that time period.

The APO is comprised of member jurisdictions: Stearns County, Benton County, Sherburne County, City of Saint Cloud, City of Sartell, City of Sauk Rapids, City of Waite Park, City of Saint Joseph, LeSauk Township, and Saint Cloud Metropolitan Transit Commission (MTC). The cities of Rockville, Saint Stephen, and Saint Augusta, along with Brockway Township, Haven Township, Minden Township, Sauk Rapids Township, Saint Wendel Township, Saint Joseph Township, and Watab Township are located within the designated APO planning boundary but are not formal member agencies. Instead they are represented through their respective counties. The APO works cooperatively with Minnesota Department of Transportation (MnDOT) in planning related activities in the region.

1966	137,093
Year the APO was incorporated.	Estimated population in the Saint Cloud APO planning area in 2019.

Data Source: U.S. Census Bureau, 2015-2019 American Community Survey 5-Year Estimates

Introduction

Performance Measures

The APO and Performance Measures

This Transportation Performance Monitoring Report (TPMR) includes a set of performance measures that will track the region's progress toward achievement of transportation goals as defined in the APO's Metropolitan Transportation Plan (MTP). Performance measures are designed to serve as a benchmark to evaluate and quantify progress. This performance-based approach is meant to improve accountability of Federal transportation investments, assess risks related to different performance levels, and increase transparency. This progress report serves as an annual snapshot of the region to help the APO and its planning partners better understand current and anticipated performance of the transportation system and how well it is moving towards achieving the goals stated in the APO's Metropolitan Transportation Plan (MTP).

The APO approved its 2045 MTP in October 2019. During that process, staff incorporated federally mandated performance measures into the MTP including but not limited to, those found within this report. In addition, APO staff have been working to develop a variety of other performance measures to assist in future planning and project implementation. The intent is to use the identified performance measures to further align current and future projects with the overall goals and objectives of the MTP.

Based on the Transportation Performance Management (TPM) assessment tool, the APO is currently working towards a maturity level two, the developing phase. Work is underway to strengthen transportation performance management in the APO. A transportation performance management framework is being defined to provide alignment across the organization and across different planning and programming functions. Modifications to data collection and management processes and analysis tools are being planned in order to better support the performance framework. Organizational roles are being defined and a strategy for training and workforce development in support of transportation performance management is being developed.

Strategic Direction

•The APO is developing a collaborative process to set goals and objectives with linkages between agency functions and broader societal concerns still being clarified.

Target Setting

•The APO is collaboratively developing a methodology to understand baselines and set targets within agreed-upon performance areas.

Performance-Based Planning

•The APO is defining a data-driven process for understanding current and future performance to identify and develop strategies.

Performance-Based Programming

•The APO is developing a performance-based programming methodology and process that will: enable project selection to reflect agency goals; determine priorities in planning documents; and identify funding constraints, risk factors, and relative needs across performance areas.

Monitoring and Adjustment

•The APO is developing a plan for system and program/ project monitoring tied to its strategic direction. This will include: a definition of output, outcome measures, frequency of data collection, external influencing factors and users.

Reporting and Communication

•The APO is defining requirements for internal reports to ensure consistency, alignment with strategic direction, and provision of actionable information.

Introduction

Performance Measures

What are Performance Measures?

Performance measures are indicators of progress toward attaining a goal, objective, or target (a desired level of future performance).

What is Transportation Performance Management?

Transportation Performance Management (TPM) is a strategic approach that uses system information such as performance measures to assist policy decisions in order to achieve performance goals.

What is Performance-Based Planning?

Performance-Based Planning (PBP) is the use of agency goals, objectives, and performance trends to drive the development of strategies and priorities in long-range planning documents like the MTP. The resulting documents such as the short-term transportation programming document, the Transportation Improvement Program (TIP) have become the blueprint for how an agency intends to achieve its desired performance outcomes.

How does the APO use performance measures?

Because the APO's transportation system improvement needs exceed available funding, resources are invested in the most strategic, effective, and efficient way possible. Performance measures provide useful "feedback" and are integrated into the APO's planning practice on three levels as indicated in the adjacent graphic.

Strategic Level

Performance measures help to establish and inform goals, objectives, and strategies as well as monitoring the APO's mission attainment. Performance measures also communicate progress toward achieving goals in transportation plans and programs such as the MTP and TIP.

Decision Making Level

Performance measures are used to inform and assess the financial policies for allocating funds among programs such as highway preservation, system expansion, public transportation, multimodal trails, etc. These programs are defined in the TIP. Decision makers also consider various trends impacting transportation system.

Project Delivery Level

After projects are selected, performance measures help to monitor the efficiency and effectiveness of projects and services. Performance measures also support organizational and operational improvements.

Introduction

Performance Measures

Why does the APO use Performance Measures?

- To assess how well the APO's multimodal transportation system is functioning—including feedback from and collaboration with key stakeholder organizations.
- To provide information to support and inform decision-making.
- To assess how effectively and efficiently transportation programs, projects, and services are being delivered.
- To demonstrate transparency and accountability to the APO's citizens and to foster collaboration between the transportation systems of APO member jurisdictions.

Why set targets?

Federal regulations require the APO to either 1) Support MnDOT's performance targets for each performance measure, or 2) Set its own regional target(s). The APO has decided to set its own targets for each of the performance measures.

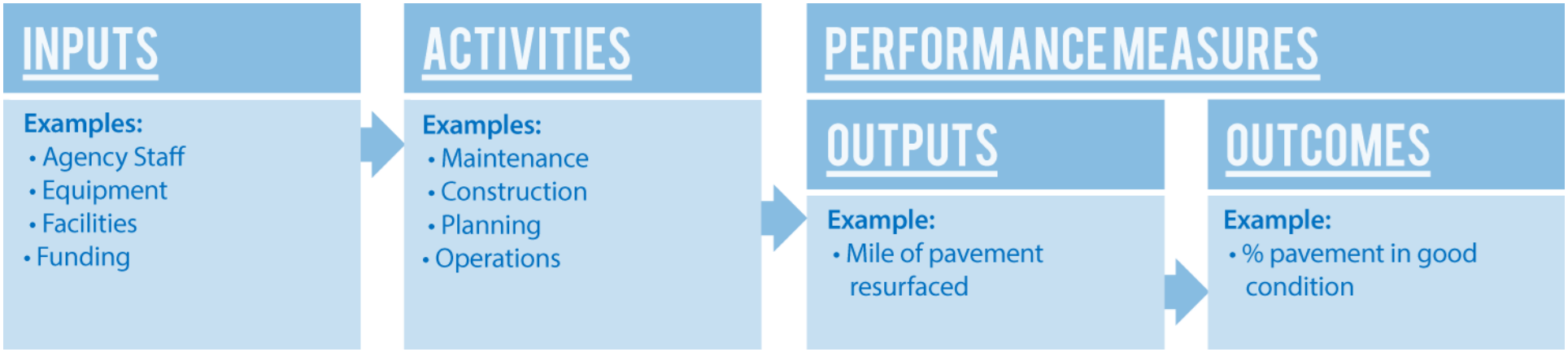
Overall, the targets established by MnDOT have been determined to be of limited value to the APO, especially when compared with the APO's existing conditions and priorities. By adopting its own targets, the APO can focus on localized issues and target funding that will work toward achieving the goals established in the MTP.

Who sets the targets?

APO staff, along with planning partners, the APO's Technical Advisory Committee (TAC), the APO's Policy Board and Metropolitan Transit Commission (MTC) have collaborated to establish these targets.

What are the desired characteristics of performance measures?

- *Measurable data*—Data is quantifiable and able to be tracked year after year.
- *Forecastable*—Enables data-driven target setting based on future conditions.
- *Clear to the public and policymakers*—Allows performance storytelling to citizens and policymakers.
- *Agency has influence over results*—Measure agency activities rather than impact of external factors.



Introduction

Performance Measures

Federal Performance Measures.

The Moving Ahead for Progress in the 21st Century Act (MAP-21), signed into law in 2012, included several provisions that collectively are transforming the Federal surface transportation program to be focused on the achievement of performance outcomes.

The Fixing America's Surface Transportation (FAST) Act, signed in 2015, built on the MAP-21 changes and provided long-term funding certainty for surface transportation infrastructure planning and investment.

The graphic below contains the list of Federally required performance measures:

The first federally required performance period began Jan. 1, 2018, and ends on Dec. 31, 2021. Exceptions to this time frame include roadway safety, transit management, and state of good repair which have an annual calendar year reporting period.

Targets established should be reasonable and based on the analysis of trends and projections of future efforts. These efforts include projects identified in the TIP, MTP, and general maintenance of existing infrastructure completed by the counties, municipalities, and townships in the APO planning area. Targets established in accordance with Federal Highway Administrations (FHWA's) performance measure rules should be considered as interim condition/performance levels that lead toward the accomplishment of longer-term performance expectations in transportation plans developed by state departments of transportation (DOTs) and MPOs.

Roadway Safety	Roadway Accessibility, Mobility, and Connectivity	Roadway Management and Preservation	Roadway Metropolitan Vitality and Economic Development
♦ Number of fatalities. ♦ Rate of fatalities. ♦ Number of serious injuries. ♦ Rate of serious injuries. ♦ Number of non-motorized fatalities and serious injuries. ♦ Transit Safety.	♦ Annual percent of person-miles traveled on the Interstate and non-Interstate National Highway System that are reliable. ♦ State of Good Repair for equipment, facilities, and rolling stock. ♦ Transit Economic Requirements Model (TERM) scale for transit.	♦ Interstate system pavement conditions. ♦ Non-Interstate NHS pavement conditions. ♦ Bridge conditions. ♦ Transit Mechanical Failures.	♦ Truck Travel Time Reliability Index.

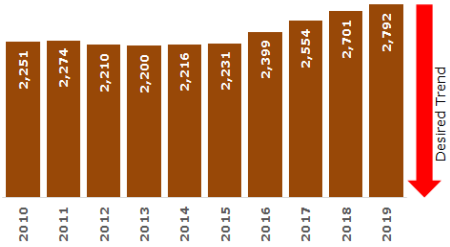
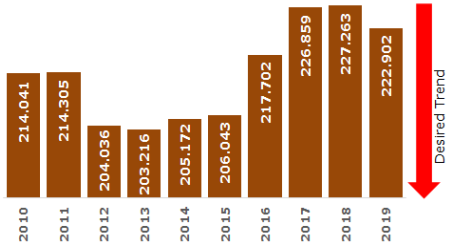
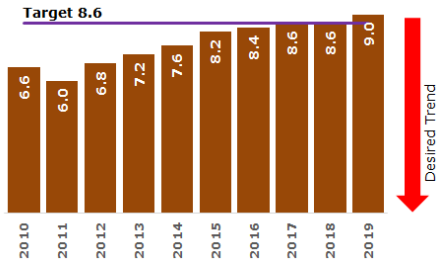
Goal 1: Maintain and Enhance Transportation Safety

Develop and maintain a transportation system that is safe for all users.

Photos courtesy of APO

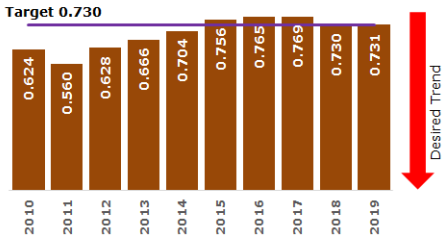
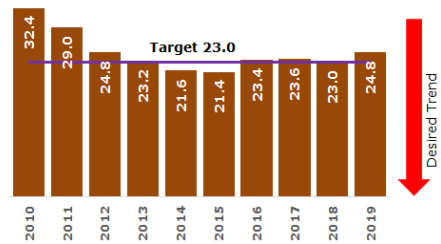
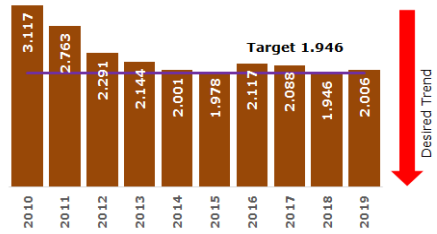
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Measure	2019 Target	2019 Result	Multi-Year Trend	Analysis
Number of Crashes Five Year Rolling Average: Number of crashes for five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the nearest whole number.	Performance Indicator	2,792		The 2019 five year rolling average for number of crashes was 2,792. This is a 3.4% increase from the 2018 five year rolling average of 2,701 and a 26.9% increase from the 10 year low from 2013. The APO desires the total number of crashes to decrease.
Rate of Crashes Five Year Rolling Average: Number of crashes per 100 million vehicle miles traveled (VMT) for five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the thousandth decimal place.	Performance Indicator	222.902		The five year rolling average for total crash rate in 2019 was at 222.902. This is a 1.9% decrease from the 10 year high of 227.263 in 2018. The APO desires the total crash rate to decrease.
Number of Fatalities Five Year Rolling Average: Number of fatalities for each of the most recent five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the tenth decimal place.	< 8.6	9.0		The five year rolling average for fatalities in 2019 was 9.0. This is a 50% increase from the 10 year low of 6.0 in 2011 and is a 10 year high. The APO had set a 2019 target of less than 8.6 fatalities.

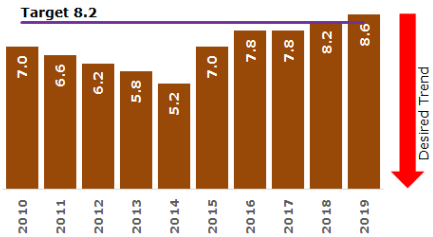
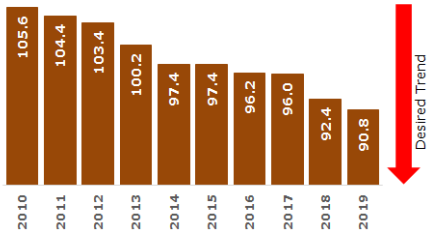
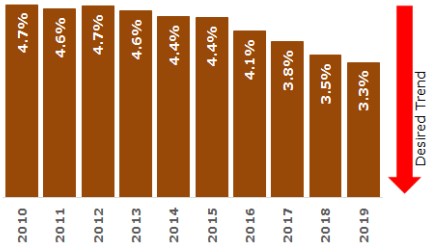
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Measure	2019 Target	2019 Result	Multi-Year Trend	Analysis
Rate of Fatalities Five Year Rolling Average: Calculation of the number of fatalities per 100 million VMT (100M VMT) for each of the most recent five consecutive years (i.e., 2015-2019), adding the results, dividing by five, and rounding to the thousandth decimal place.	< 0.730	0.731		The 2019 five year rolling average for fatality rate was 0.731. This is a 0.1% increase from the 2018 five year rolling average and a 30.5% increase from the 10 year low of 0.560 from 2011. The APO set a 2019 fatality rate target of less than 0.730.
Number of Suspected Serious Injuries Five Year Rolling Average: Addition of the number of suspected serious injuries for each of the most recent five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the tenth decimal place.	< 23.0	24.8		The five year rolling average for suspected serious injuries in 2019 was 24.8. This is a 7.8% increase from the five year rolling average of 23.0 in 2018. The 2019 five year rolling average still remains below the 10 year high of 32.4 reported in 2010. The APO had set a 2019 target of less than 23.0 serious injuries.
Rate of Suspected Serious Injuries Five Year Rolling Average: Calculation of the number of suspected serious injuries per 100 million VMT for each of the most recent five consecutive years (i.e., 2015-2019), adding the results, dividing by five, and rounding to the thousandth decimal place.	< 1.946	2.006		The five year rolling average for the suspected serious injury rate in 2019 was 2.006. While this is an increase from the 2018 five year rolling average, the 2019 numbers remain below the 10 year high of 3.117 reported in 2010. The APO had set a serious injury rate 2019 target less than 1.946.

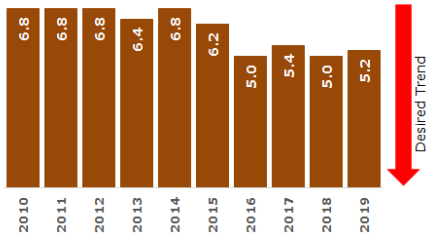
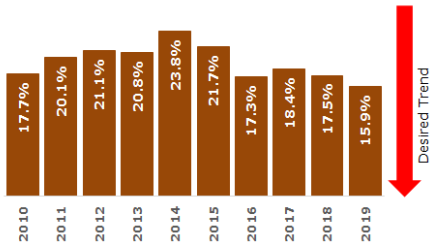
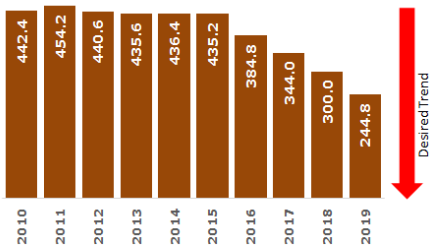
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Measure	2019 Target	2019 Result	Multi-Year Trend	Analysis
Number of Non-Motorized Fatalities and Suspected Serious Injuries Five Year Rolling Average: Addition of the number of non-motorized fatalities and suspected serious injuries for each of the most recent five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the tenth decimal place.	< 8.2	8.6		The five year rolling average for non-motorized fatalities and suspected serious injuries in 2019 was 8.6, a 10-year high. This is a 4.9% increase from the 2018 five year rolling average of 8.2. The APO had set a 2019 target of less than 8.2 fatalities and suspected serious injuries.
Number of Chemical Impairment Crashes Five Year Rolling Average: Addition of the number of crashes wherein the driver had been drinking or taking drugs for each of the most recent five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the tenth decimal place.	Performance Indicator	90.8		The five year average for number of chemical impairment crashes in 2019 was at 90.8 from the five year rolling average reported in 2010 of 105.6 (the 10 year high). The APO desires the number of chemical impairment crashes to decrease.
Percent of Chemical Impairment Crashes Five Year Rolling Average: Addition of the number of chemical impairment crashes divided by the total number of crashes for each of the most recent five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the tenth decimal place, expressed as a	Performance Indicator	3.3%		The percent of chemical impairment crashes for the five year period ending in 2019 was 3.3%. This is a 1.4 percentage point decrease from the 10 year high of 4.7% in 2010. The APO desires the percent of chemical impairment crashes to decrease.

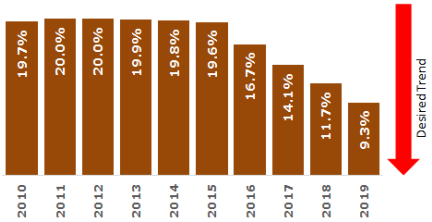
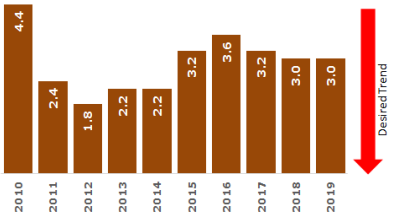
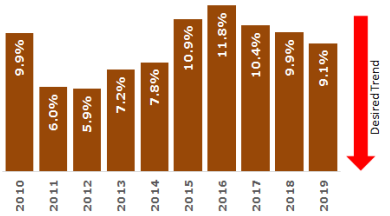
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Measure	2019 Target	2019 Result	Multi-Year Trend	Analysis
Number of Fatal and Suspected Serious Injury Chemical Impairment Crashes Five Year Rolling Average: Addition of the number of fatal and suspected serious injury crashes wherein the driver had been drinking or taking drugs for each of the most recent five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the tenth decimal place.	Performance Indicator	5.2		The five year average for number of fatal and suspected serious injury chemical impairment crashes in 2019 was 5.2. This is a 23.5% decrease from the five year rolling average of 6.8 reported in 2010, 2011, 2012, and 2014. The APO desires fatal and suspected serious injury chemical impairment crashes to decrease.
Percent of Fatal and Suspected Serious Injury Chemical Impairment Crashes Five Year Rolling Average: Addition of the number of fatal and suspected serious injury chemical impairment crashes divided by the total number of fatal and suspected serious injury crashes for each of the most recent five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the tenth decimal place, expressed as a percent.	Performance Indicator	15.9%		The percent of fatal and suspected serious injury chemical impairment crashes for the five year period ending in 2019 was 15.9%. This is a 7.9 percentage point decrease from the 10 year high of 23.8% in 2015. The APO desires the percent of fatal and suspected serious injury chemical impairment crashes to decrease.
Distracted Driving Crashes Five Year Rolling Average: Addition of the number of crashes of all types involving distracted driving for each of the most recent five consecutive years (i.e., 2015-2019), dividing by five, and rounding to the tenth decimal place. **Statewide definition of distracted driving was redefined in 2015*	Performance Indicator	244.8		The five year average for the number distracted driving crashes in 2019 was 244.8. This is a 46.1% decrease from the 10 year high of 454.2 reported for the 2011 five year rolling average. The APO desires the number of distracted driving crashes to decrease.

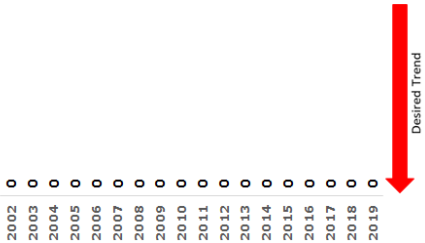
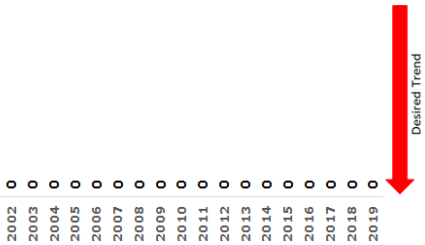
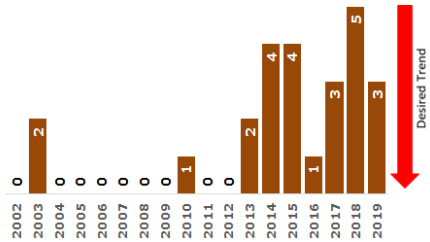
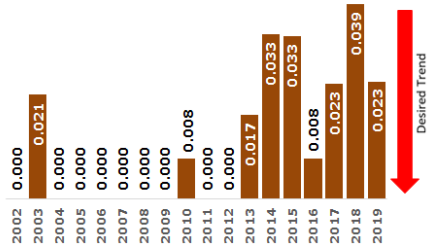
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Measure	2019 Target	2019 Result	Multi-Year Trend	Analysis
Percent of Distracted Driving Crashes Five Year Rolling Average: Addition of the number of crashes of all types involving distracted driving divided by the total number of crashes for each of the most recent five consecutive years (i.e., 2015-2019), and rounding to the tenth decimal place, expressed as a percent.	Performance Indicator	9.3%		The percent of distracted driving crashes for the five year period ending in 2019 was 9.3%. This is a 10.7 percentage point decrease from the 10 year high of 20.0% reported in both 2011 and 2012. The APO desires the percent of distracted driving crashes to decrease.
Number of Fatal and Suspected Serious Injury Distracted Driving Crashes Five Year Rolling Average: Addition of the number of fatal and suspected serious injury crashes of all types involving distracted driving for each of the most recent five consecutive years (i.e., 2015-2019), and rounding to the tenth decimal place.	Performance Indicator	3.0		The number of fatal and suspected serious injury distracted driving crashes for the five year period ending in 2019 was 3.0. This is a 31.8% decrease from the 10 year high of 4.4 reported for the five year period ending in 2010. The APO desires the number of fatal and suspected serious injury distracted driving crashes to decrease.
Percent of Fatal and Suspected Serious Injury Distracted Driving Crashes Five Year Rolling Average: Addition of the number of fatal and suspected serious injury distracted driving crashes divided by the total number of fatal and suspected serious injury crashes for each of the most recent five consecutive years (i.e., 2015-2019), and rounding to the tenth decimal place, expressed as a percent.	Performance Indicator	9.1%		The percent of fatal and suspected serious injury distracted driving crashes for the five year period ending in 2019 was 9.1%. This is a 2.7 percentage point decrease from the 10 year high of 11.8% in 2016. The APO desires the percent of fatal and suspected serious injury distracted crashes to decrease.

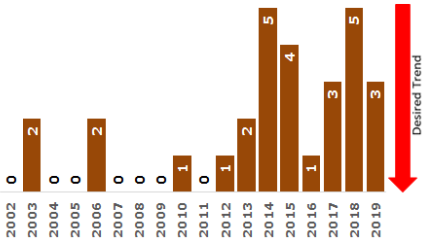
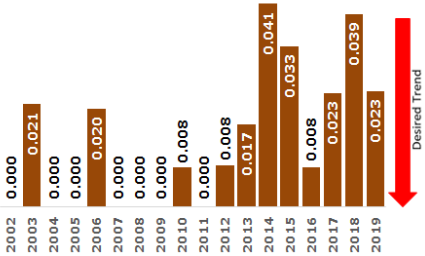
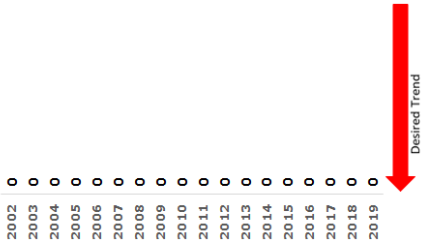
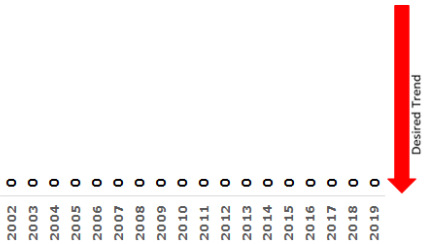
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Transit Measure	Target	2019 Result	Multi-Year Trend	Analysis
Number of Fixed Route (FR) Fatalities: Total number of reportable FR fatalities.	TBD in 2020	0		The total number of reportable FR fatalities since 2002 have been zero. The APO desires the number of FR fatalities to stay at zero.
Rate of Fatalities (FR): Number of fatalities divided by total vehicle revenue miles.	TBD in 2020	0		The FR fate of fatalities since 2002 have been zero. The APO desires the rate of FR fatalities to stay at zero.
Number of FR Injuries: Total number of reportable FR injuries.	TBD in 2020	3		A total of three reportable FR injuries occurred in 2019. This is a 40% decrease from the a 18 year high of five in 2018. The APO desires the number of FR injuries to decrease.
Rate of Injuries (FR): Number of injuries divided by total vehicle revenue miles. Numbers are in the ten thousandths place 0.023=0.0000023.	TBD in 2020	0.023		The rate of reportable FR injuries was 0.023 in 2019. This is a 41% decrease from 0.039 in 2018. The APO desires the rate of FR injuries to decrease.

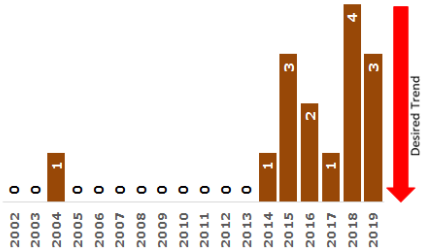
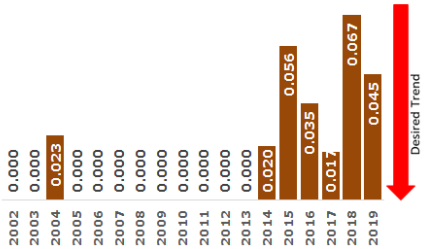
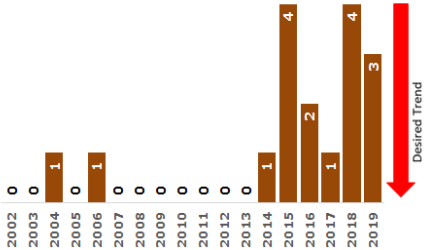
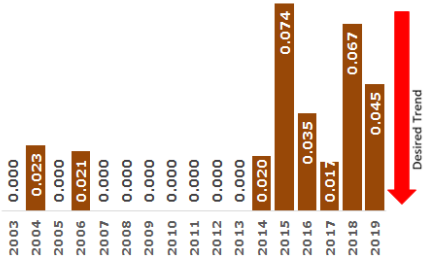
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Transit Measure	Target	2019 Result	Multi-Year Trend	Analysis
Number of FR Safety Events: Total number of reportable FR safety events.	TBD in 2020	3		Three safety events were reported in 2019. This is a 40% decrease from five safety events in 2018. The APO desires the number of FR safety events to decrease.
Safety Event Rate (FR): Rate of FR safety events divided by total vehicle revenue miles. Numbers are in the ten thousandths place 0.023=0.0000023.	TBD in 2020	0.023		The 2019 FR reportable safety event rate was 0.0023. This is a 41% decrease from 0.039 in 2018. The APO desires the rate of FR safety events to decrease.
Number of Dial-a-Ride (DAR) Fatalities: Total number of reportable DAR fatalities.	TBD in 2020	0		No DAR fatalities have been reported over the past 18 years. The APO desires the number of DAR fatalities to stay at zero.
Fatality Rate (DAR): Number of fatalities divided by total vehicle revenue miles.	TBD in 2020	0		The DAR fate of fatalities over the time frame have been zero. The APO desires the rate of DAR fatalities to stay at zero.

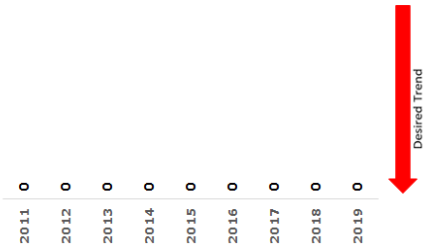
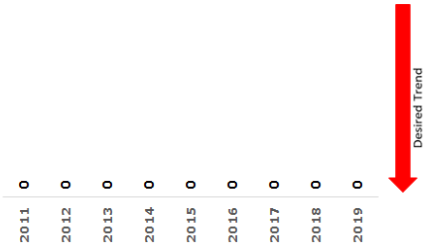
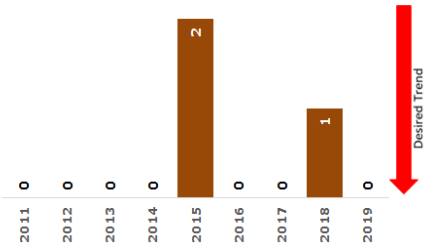
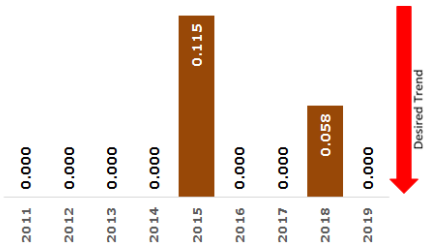
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Transit Measure	Target	2019 Result	Multi-Year Trend	Analysis
Number of DAR Injuries: Total number of reportable DAR injuries.	TBD in 2020	3		There were three reportable DAR injuries in 2019. This is a 25% decrease from four reported in 2018. The APO desires the number of DAR injuries to decrease.
Rate of Injury (DAR): Number of injuries divided by total vehicle revenue miles. Numbers are in the ten thousandths place 0.045=0.0000045.	TBD in 2020	0.045		The rate of reportable DAR injuries decreased 32.8% from 0.067 in 2018 to 0.045 in 2019. The APO desires the rate of DAR injuries to decrease.
Number of DAR Safety Events: Total number of reportable DAR safety events.	TBD in 2020	3		Three DAR safety events were reported in 2019. This is a 25% decrease from four in 2018. The APO desires the number of DAR safety events to decrease.
Safety Event Rate (DAR): Rate of DAR safety events divided by total vehicle revenue miles. Numbers are in the ten thousandths place 0.045=0.0000045.	TBD in 2020	0.045		The rate of reportable DAR safety events decreased 32.8% from 0.067 in 2018 to 0.045 in 2019. The APO desires the rate of DAR safety events to decrease.

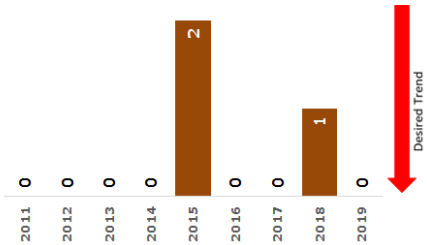
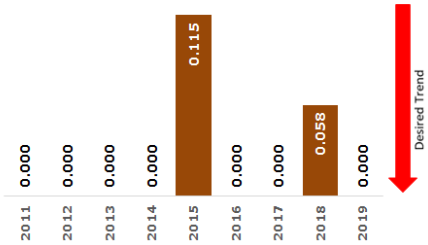
Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Transit Measure	Target	2019 Result	Multi-Year Trend	Analysis
Number of Northstar Commuter Bus (NCB) Fatalities: Total number of reportable NCB fatalities.	TBD in 2020	0		No fatalities have been reported since the NCB service began in 2011. The APO desires the number of NCB fatalities to stay at zero.
Rate of Fatalities (NCB): Number of fatalities divided by total vehicle revenue miles.	TBD in 2020	0		The NCB rate of fatalities since the service began in 2011 has been zero. The APO desires the NCB rate of fatalities to stay at zero.
Number of NCB Injuries: Total number of reportable NCB injuries.	TBD in 2020	0		No NCB injuries were reported in 2019. This is down from the one injury reported in 2018. The APO desires the number of NCB injuries to decrease.
Rate of Injuries (NCB): Number of injuries divided by total vehicle revenue miles. Numbers are in the ten thousandths place 0.058=0.0000058.	TBD in 2020	0.000		The rate of reportable NCB injuries was at 0.000 in 2019. This is down from the 0.058 injury rate reported in 2018. The APO desires the rate of NCB injury rate to decrease.

Goal 1: Maintain and Enhance Transportation Safety

Saint Cloud APO Transportation Results Scorecard

Transit Measure	Target	2019 Result	Multi-Year Trend	Analysis
Number of NCB Safety Events: Total number of reportable NCB safety events.	TBD in 2020	0		There were no reportable safety events in 2019. This was down from the one safety event reported in 2018. The APO desires the number of NCB safety events to decrease.
Safety Event Rate (NCB): Rate of NCB safety events divided by total vehicle revenue miles. Numbers are in the ten thousandths place 0.058=0.0000058.	TBD in 2020	0.000		The rate of reportable NCB safety events was at 0.000 in 2019. This was down from the 2018 rate of 0.058. The APO desires the NCB safety events to decrease.

Goal 1: Maintain and Enhance Transportation Safety

Fatality and Rate of Fatalities

Fatalities are calculated for the most recent five consecutive years. The rate of fatalities is the number of fatalities per 100 million VMT for each of the most recent five consecutive years.

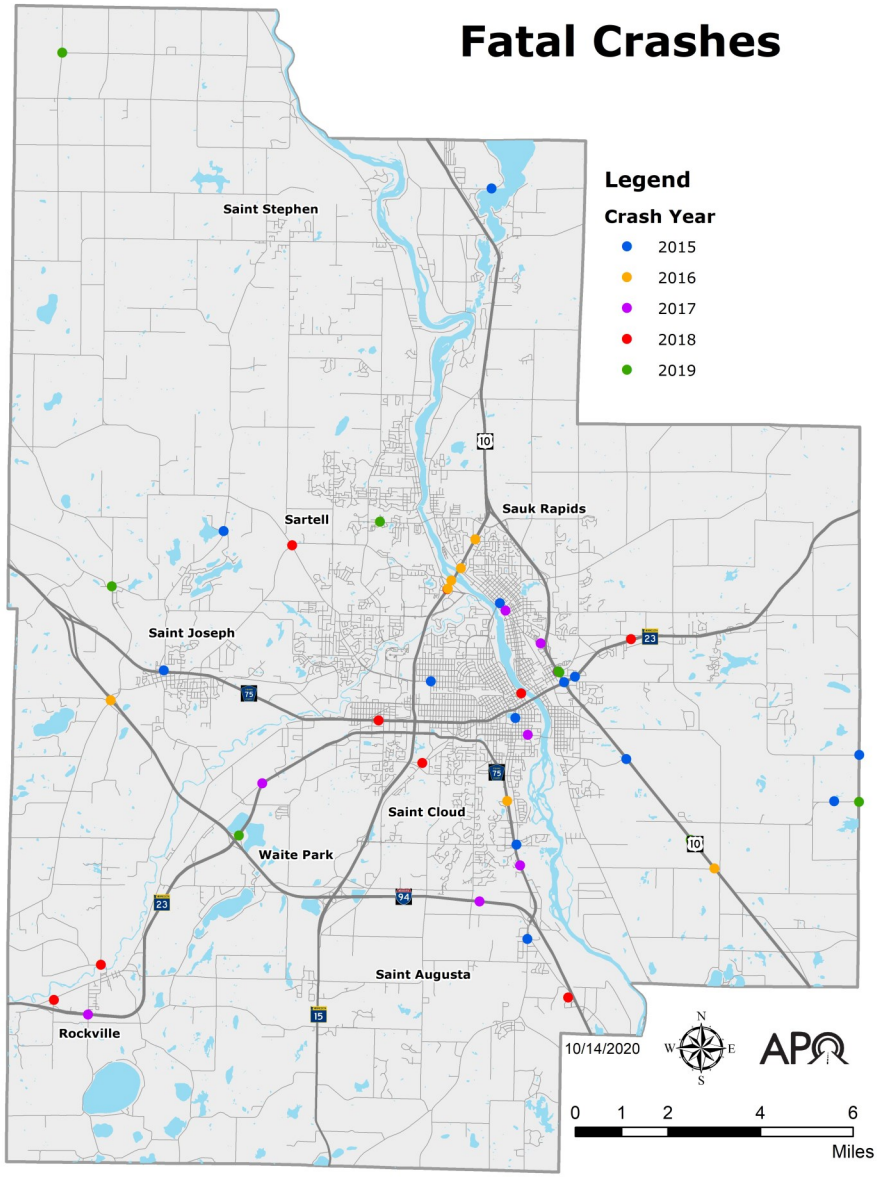


Figure 1.1-Fatal Crashes *Data Source: MnDOT.*

Fatal Crashes

Displayed in Figure 1.1 are traffic fatalities and their locations within the APO planning area from 2015 to 2019. The majority of these crashes occurred on the National Highway System (NHS), which typically has a higher annual average daily traffic (AADT) count. There are no high concentrations of fatalities at any one intersection, but a couple of areas contain crashes within close proximity. Around the US 10 and MN 23 interchange there have been three fatalities within a quarter mile and near the MN 15 bridge in Sartell/Sauk Rapids, there were four fatalities in 2016.

About one-third of all fatal crashes in the MPA involved either pedestrian or people who cycle. Just over half of all fatal crashes occurred at intersections (57.8%). And about a quarter of all fatal crashes within the MPA were angle crashes (22.2%). Even though majority of VMT occurs during daylight hours, about two out of every five fatal crashes (42.2%) take place at night. This could be explained because nearly 40% of fatal crashes occur when daylight hours are shorter in the late fall/winter months of October, November, December, and January.

Seriousness of Crash	
Fatal crash	Any crash in which a death has occurred as a result of the crash.
Suspected Serious Injury	Includes injuries serious enough to prevent normal activity for at least one day, such as massive blood loss, broken bones, etc.
Suspected Minor Injury	Injuries that are evident at the scene, but not serious enough to prevent normal activity, such as cuts, bruises, limping, etc.
Possible injury	Non-visible injuries but there are complaints of pain or momentary unconsciousness, such as headaches, etc.
Property Damage	No injuries as a result of the crash.

Goal 1: Maintain and Enhance Transportation Safety

Suspected Serious Injuries and Rate of Suspected Serious Injuries

Suspected serious injuries are calculated for the most recent five consecutive years. The rate of suspected serious injuries are the number of suspected serious injuries per 100 million VMT for each of the most recent five consecutive years.

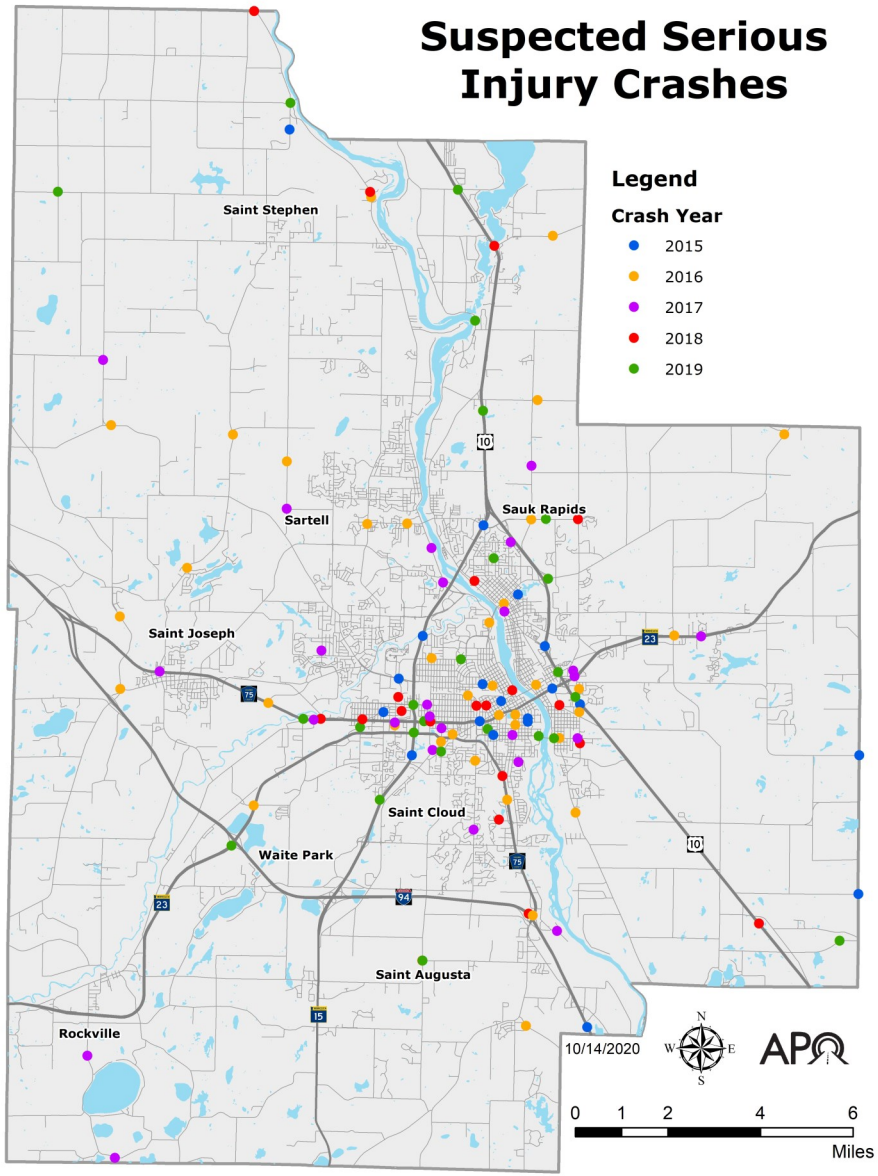


Figure 1.2-Suspected Serious Injury Crashes *Data Source: MnDOT.*

Suspected Serious Injury Crashes

Figure 1.2 illustrates suspected serious injury crashes and their locations within the APO planning area from 2015 to 2019. Nearly one-quarter of suspected serious injury crashes (23.4%) involve pedestrians or people who cycle. This is followed by single vehicle run off the road crashes (20.2%) and angle crashes (16.1%). Intersection related crashes accounted for nearly half of the crashes at 47.6%.

The average cost per crash was developed in 2018 by U.S. Department of Transportation on a per crash basis for use in calculating benefit/cost comparisons. The costs include economic cost factors and a measure of the value of lost quality of life that society is willing to pay to prevent deaths and injuries associated with motor vehicle crashes. For more information about the cost analysis visit the *Benefit-Cost Analysis Guidance for Discretionary Grant Programs* guide *(https://www.greenway.org/uploads/attachments/cjikc7sf12ofitnqiw9vgtdot-benefit-cost-analysis-guidance-2018.pdf).*

Average Cost Per Crash	(2018 Dollars)
Fatal	$9,600,000
Suspected Serious Injury	$459,100
Suspected Minor Injury	$125,000
Possible Injury	$63,900
Property Damage	$3,200

Goal 1: Maintain and Enhance Transportation Safety

Non-Motorized Fatalities and Suspected Serious Injuries

The number of non-motorized fatalities and non-motorized suspected serious injuries for each of the most recent five consecutive years

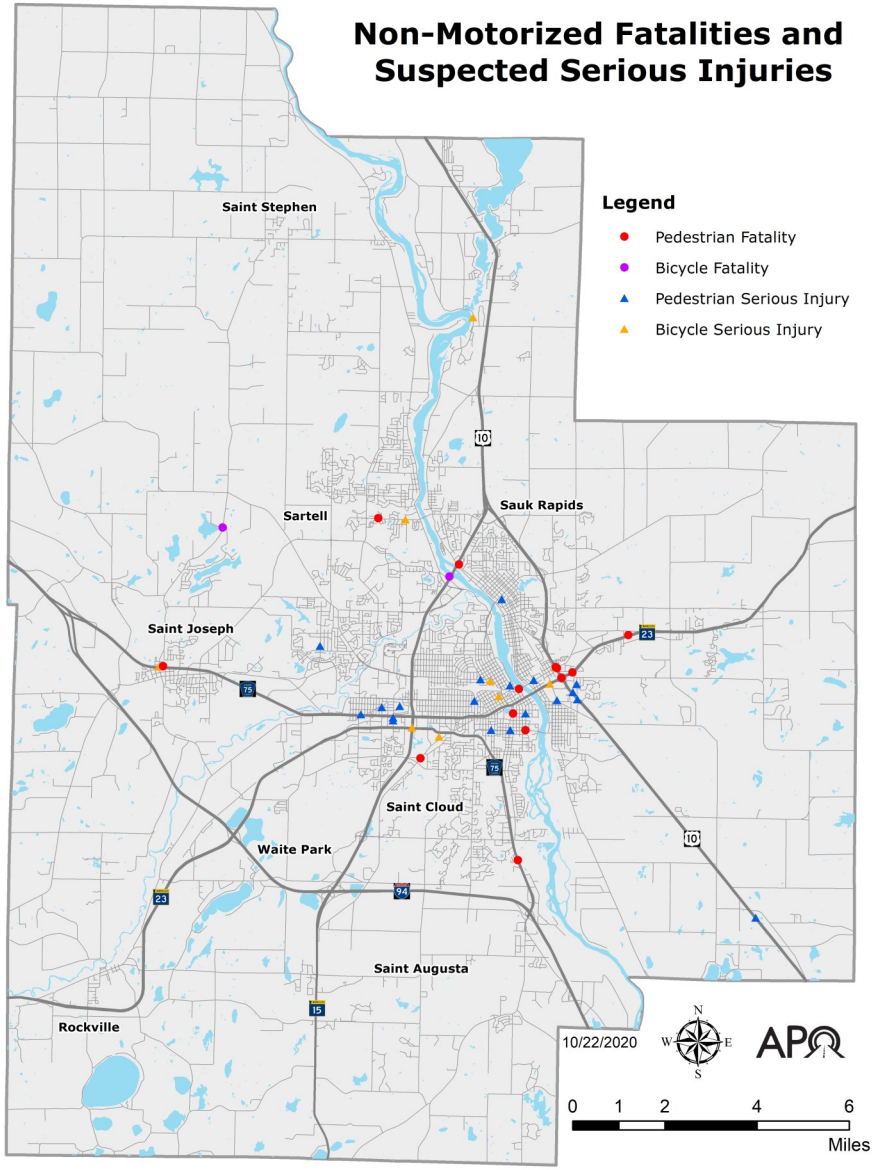


Figure 1.3-Non-Motorized Fatalities and Suspected Serious Injuries
Data Source: MnDOT

Non-Motorized Fatalities and Suspected Serious Injury Crashes

Figure 1.3 illustrates non-motorized fatalities and suspected serious injury crashes and their locations within the APO planning area from 2015 to 2019. The majority of the crashes occurred within the City of Saint due to its high population and large availability of active transportation infrastructure.

More than half of all fatal and serious injury non-motorized crashes (61.3%) occurred when it was dark. It is recommend to wear high-colored, high-visibility clothing, reflective clothing and have lights when walking or cycling when it is dark.

Non-motorized crashes happen for a variety of reasons, such as the motorized vehicle or pedestrian/bicyclist were inattentive/ distracted or there was alcohol involved. The design of our roadways are also a factor in the seriousness of crashes. In Addition, motor vehicle speed can play a major role in the seriousness of non-motorized crashes. Studies show (https:// www.ite.org/technical-resources/topics/speed-management-for-safety/speed-as-a-safety-problem/) that pedestrians hit by vehicles traveling 40 mph are given a 20% survival rate versus those struck by vehicles traveling at 20 mph who have a 90% survival rate.

Top Three Locations of Fatal and Suspected Serious Injury Non-Motorized Crashes in the MPA.

- **Not at Intersection: *43.2%.***
- **Four-Way Intersection: *36.4%.***
- **Intersection-Related: *9.1%.***

Goal 1: Maintain and Enhance Transportation Safety

Chemical Impairment Crashes

The number of crashes wherein the driver had been drinking or taking drugs.

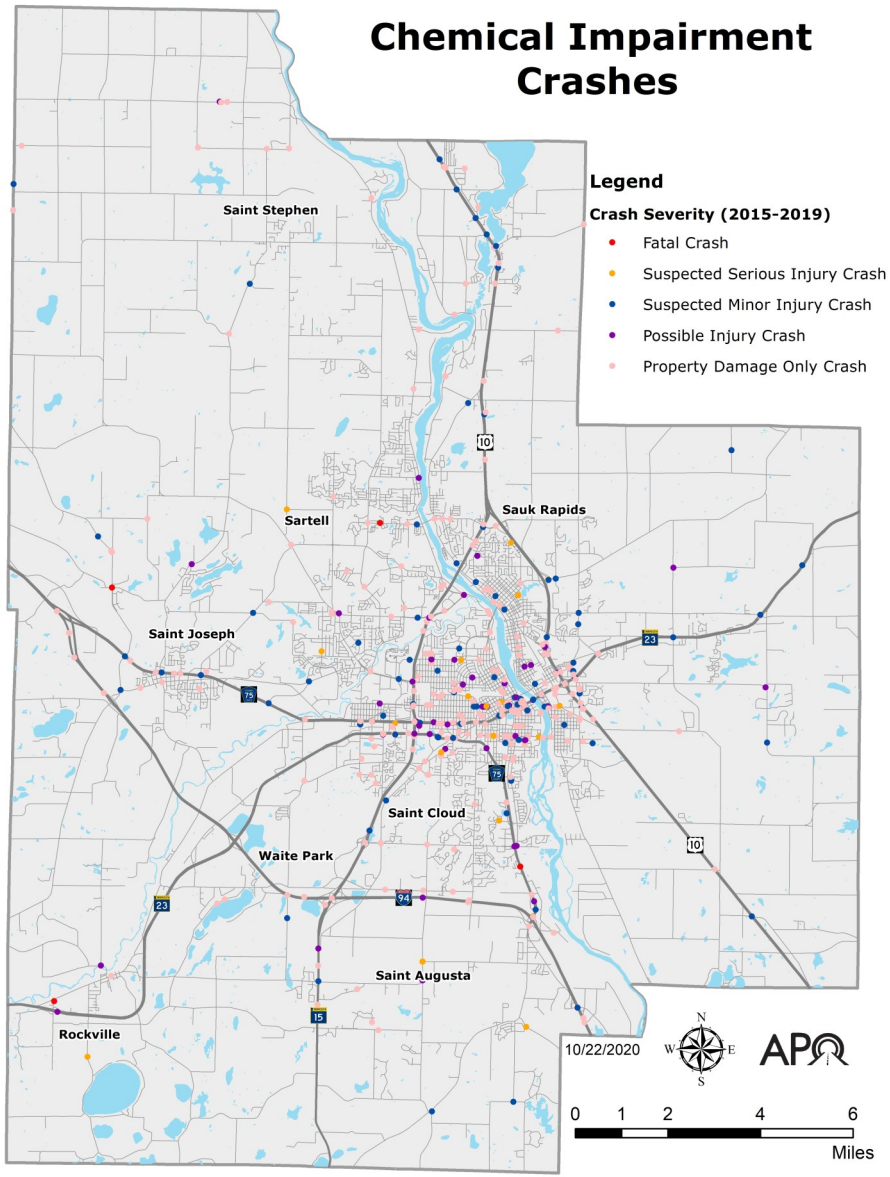


Figure 1.4-Chemical Impairment Crashes *Data Source: MnDOT.*

Chemical Impairment Crashes

Figure 1.4 displays the locations where chemical impairment crashes occurred in the Saint Cloud planning area from 2015 to 2019. In the five year time frame, there were 455 chemically impaired crashes, averaging 91 crashes per year. Chemical impairment crashes contributed to 21.9% of the total fatal and suspected serious injury crashes in 2019 and 2.9% of all crashes. There were many outliers but the majority of crashes are clustered in the Saint Cloud core metropolitan area.

Why Driving After Drinking is Dangerous.

"Driving after drinking is deadly. Yet it still continues to happen across the United States. If you drive while impaired, you could get arrested, or worse—be involved in a traffic crash that causes serious injury or death."

"Approximately one-third of all traffic crash fatalities in the United States involve drunk drivers (with blood alcohol concentrations [BACs] of .08 of higher). In 2016, there were 10,497 people killed in these preventable crashes. In fact, on average over the 11-year period from 2006-2016, more than 10,000 people died every year in drunk-driving crashes."

"In every state, it is illegal to drive with a BAC of .08 or higher, yet one person was killed in a drunk-driving crash every 50 minutes in the United States in 2016."

Data Source: National Highway Traffic Safety Administration (NHTSA).

Goal 1: Maintain and Enhance Transportation Safety

Distracted Crashes

Number of crashes involving distracted driving.

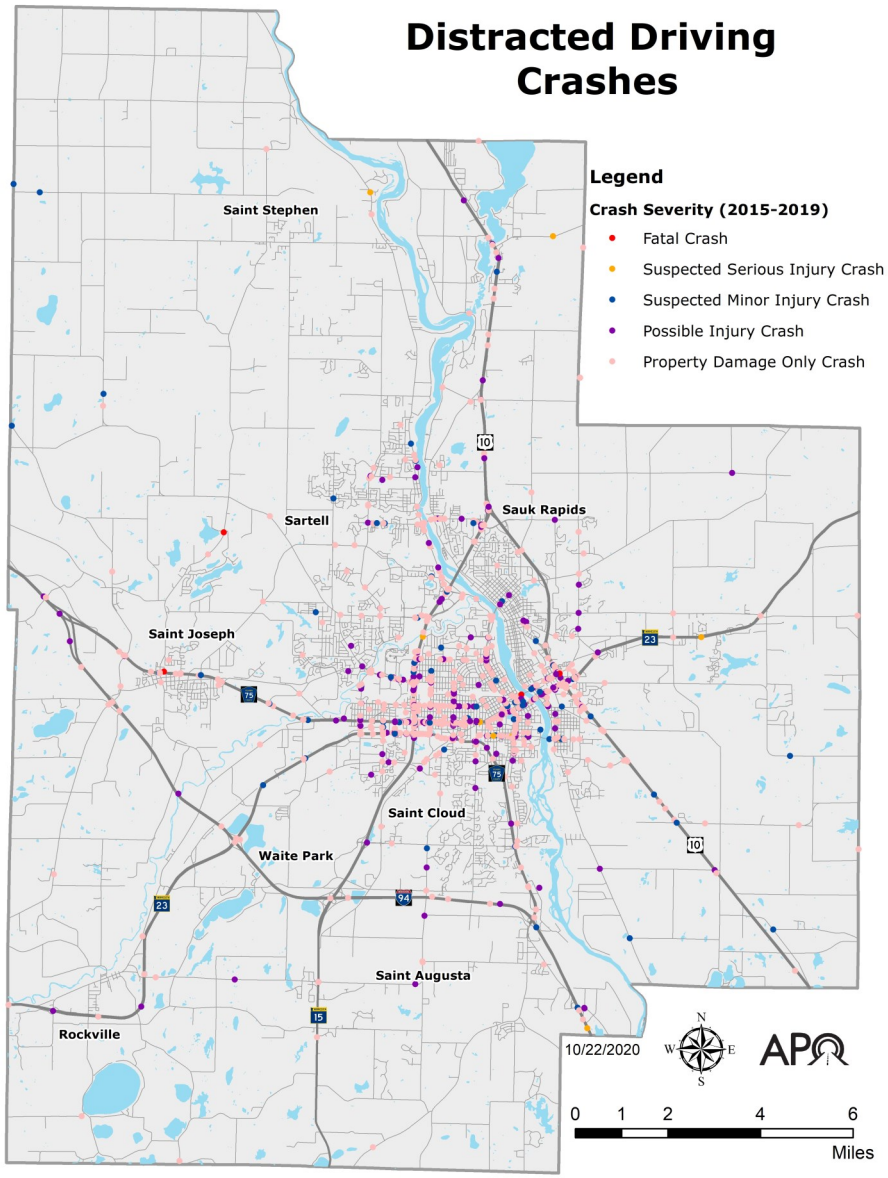


Figure 1.5-Distracted Driving Crashes *Data Source: MnDOT.*

Distracted Driving Crashes

Shown in Figure 1.5 there were 1,224 distracted driving crashes between 2015 and 2019 with a five year average of 244.8. The majority of crashes occurred in the core region of the metropolitan area. Though it is hard to design infrastructure which limits distracted driving, as of Aug. 1, 2019, Minnesota's "Hands-Free Law" law went into effect. In addition to banning texting and driving, it prohibits a driver from holding their phone in their hand while operating a motor vehicle. Voice commands for texting and making phone calls are still legal. For more information about "Hands-Free Law," visit the Office of Traffic Safety website (*https://dps.mn.gov/divisions/ots/hands-free/Pages/default.aspx).*

What Is Distracted Driving?

"Distracted driving is any activity that diverts attention from driving, including talking or texting on your phone, eating and drinking, talking to people in your vehicle, fiddling with the stereo, entertainment or navigation system—anything that takes your attention away from the task of safe driving."

"Texting is the most alarming distraction. Sending or reading a text takes your eyes off the road for five seconds. At 55 mph, that's like driving the length of an entire football field with your eyes closed."

"You cannot drive safely unless the task of driving has your full attention. Any non-driving activity you engage in is a potential distraction and increases your risk of crashing."

Data Source: NHTSA.

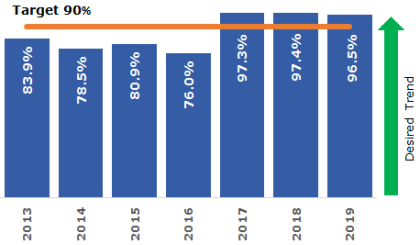
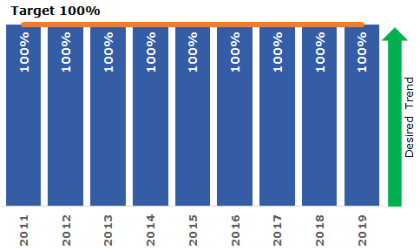
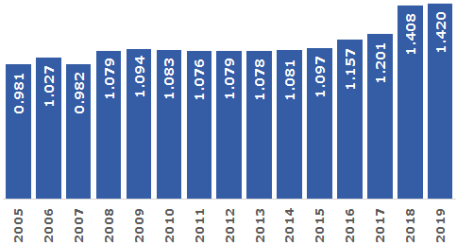
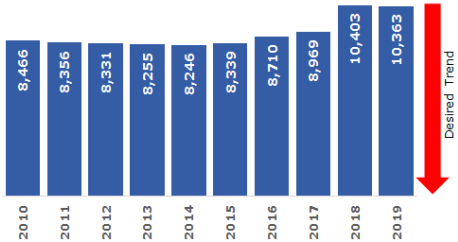
Goal 2: Increase System Accessibility, Mobility, and Connectivity

Increase the accessibility and mobility options for people and freight across and between all modes for all users

Photo courtesy of Saint Cloud APO.

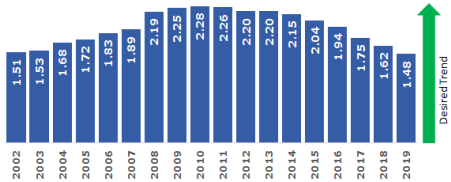
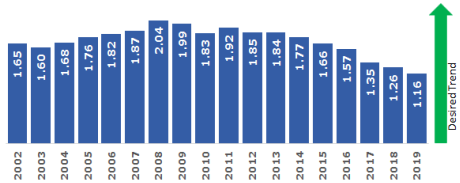
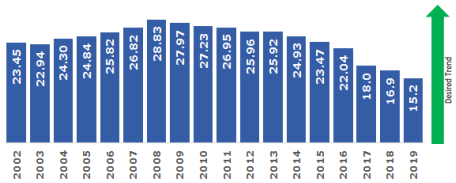
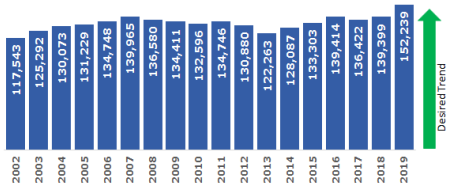
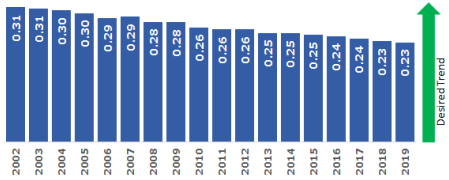
Goal 2: Increase System Accessibility, Mobility, and Connectivity

Saint Cloud APO Transportation Results Scorecard

Measure	2021 Target	2019 Result	Multi-Year Trend	Analysis
***Non-Interstate NHS Reliability*:** Annual percent of person-miles traveled that are reliable.	> 90%	96.5%		Non-Interstate NHS reliability has decreased by 0.9 percentage points, from the seven year high of 97.4% in 2018 to 96.5% in 2019. The APO has set a 2021 target of at least 90% reliability.
Interstate Reliability: Annual percent of person-miles traveled that are reliable.	> 100%	100%		The Interstate has maintained a 100% reliability rating since 2011. The APO has set a 2021 target of at least 100% reliability.
Vehicle Miles Traveled (VMT): Number of miles traveled by motor vehicle expressed in billions.	Performance Indicator	1.420 Billion		VMT has increased 44.8% from 0.981 million miles in 2005 to a 15 year high of 1.420 billion miles in 2019. The APO does not have a set target.
VMT Per Capita: Number of miles traveled by motor vehicle divided by population.	Performance Indicator	10,363		VMT per capita has increased 22.4% from 8,466 in 2010 to 10,363 in 2019. The APO does not have a set target but desires VMT per capita to decrease.

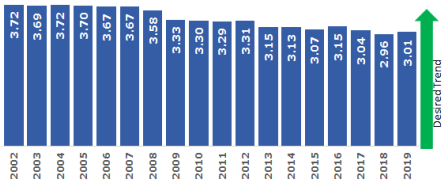
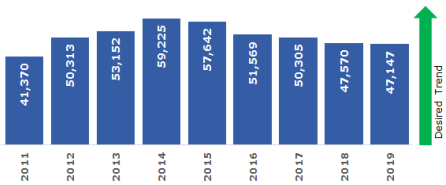
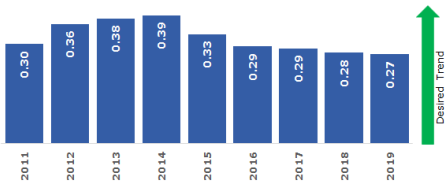
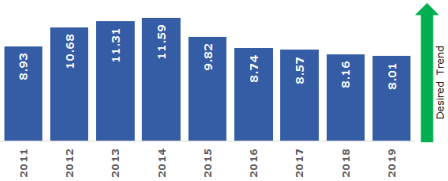
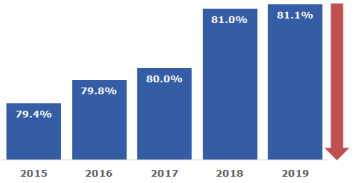
Goal 2: Increase System Accessibility, Mobility, and Connectivity

Saint Cloud APO Transportation Results Scorecard

Transit Measure	Target	2019 Results	Multi-Year Trend	Analysis
Number of Annual Fixed Route (FR) Transit Riders: Annual number of transit riders by FR.	Performance Indicator	1.48 Million		The number of annual FR transit riders has decreased by 35.1% from an 18 year high of 2.28 million in 2010 to 1.48 million riders in 2019. The APO desires the number of fixed route transit riders to increase.
Passengers Per Revenue Mile (FR): The number of passengers divided by the number of miles traveled by FR.	Performance Indicator	1.16		FR passengers per revenue mile has decreased by 43.1% from an 18 year high of 2.04 in 2008 to 1.16 in 2019. The APO desires FR passengers per revenue mile to increase.
Passengers Per Revenue Hour (FR): The number of passengers divided by the number of hours traveled by FR.	Performance Indicator	15.2		FR passengers per revenue hour has decreased by 47.3% from an 18 year high of 28.83 in 2008 to 15.2 in 2019. The APO desires FR passengers per revenue hour to increase.
Number of Annual Dial-a-Ride (DAR) Transit Riders: Annual number of transit riders by DAR.	Performance Indicator	152,239		The number of annual DAR transit riders has increased by 29.5% from 117,543 in 2002 to 152,239 in 2019. The APO desires the number of DAR transit riders to increase.
Passengers Per Revenue Mile (DAR): The number of passengers divided by the number of miles traveled by DAR.	Performance Indicator	0.23		DAR passengers per revenue mile has decreased by 34.8% from 0.31 in 2002 to 0.23 in 2019. The APO desires DAR passengers per revenue mile to increase.

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Saint Cloud APO Transportation Results Scorecard

Transit Measure	Target	2019 Results	Multi-Year Trend	Analysis
Passengers Per Revenue Hour (DAR): The number of passengers divided by the number of hours traveled by DAR.	Performance Indicator	3.01		DAR passengers per revenue hour increased 1.7% from 2.96 in 2018 to 3.01 in 2019. The APO desires DAR passengers per revenue hour to increase.
Number of Annual Northstar Commuter Bus (NCB) Transit Riders: Annual number of transit riders on NCB.	Performance Indicator	47,147		Annual NCB transit riders has decreased by 0.9% from 2018. This is a 20.4% decrease from the nine year high of 59,225 annul NCB transit riders in 2014.The APO desires the NCB transit ridership to increase.
Passengers Per Revenue Mile (NCB): The number of passengers divided by the number of miles traveled by NCB.	Performance Indicator	0.27		Passengers per revenue mile have decreased by 3.8% from 2018 to 0.27 passengers per revenue mile in 2019. The APO desires NCB passengers per revenue mile to increase.
Passengers Per Revenue Hour (NCB): The number of passengers divided by the number of hours traveled by NCB.	Performance Indicator	8.01		Passengers per revenue hour have decreased by 1.8% from 2018 to 8.01 passenger per revenue hour in 2019. The APO desires NCB passengers per revenue hour to increase.
Percent of Single Occupancy Vehicle (SOV) Travel: Percent of travel alone in a motorized vehicle.	Performance Indicator	81.1%		The percent of SOV travel in 2019 was 81.1%. This is 0.1 percentage point increase from 2018. The APO desires SOV travel to decrease.

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Level of Travel Time Reliability

Annual percent of person-miles traveled on the Interstate and non-Interstate National Highway System (NHS) that are reliable.

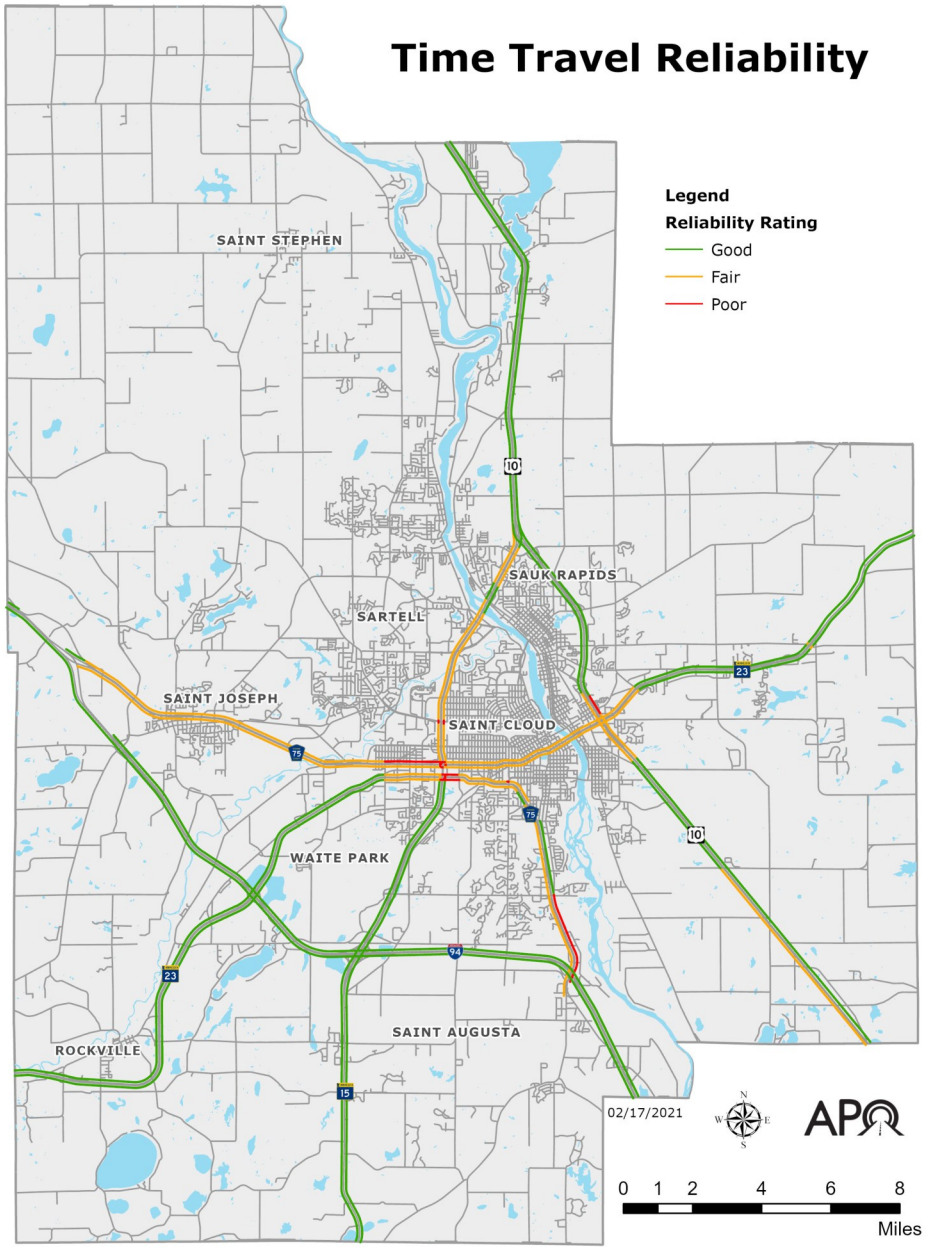


Figure 2.1-Time Travel Reliability *Data Source: NPMRDS.*

Level of Time Travel Reliability

Time travel reliability ratings consider the average amount of time it would take for a vehicle to travel at the 50th percentile speed or average on a stretch of roadway. For example, if a one mile stretch of roadway with a 60 mph average speed has a time travel reliability rating of 1.5 it would take the average vehicle 1 minute 30 seconds to travel that roadway when normally it would take 1 minute. A time travel reliability rating above 1.5 is deemed unreliable by Federal Highway Administration (FHWA) standards.

The areas within the APO planning boundaries which experience unreliable travel time above 1.5 are: the westbound lane of Division Street from MN 15 to 10th Avenue N in Waite Park; both lanes of Second Street S from MN 15 to 33rd Avenue S; northbound US 10 from the MN 23 exit north to the Benton Drive South exit; and the northbound lane on CSAH 75 (Roosevelt Road) from the I-94 exit to 33rd Street S.

⇒ **Level of Travel Time Reliability (LOTTR) is defined as the ratio of the 80th percentile travel time of a reporting segment to a "normal" travel time (50th percentile), using data from FHWA's National Performance Management Research Data Set (NPMRDS).**

⇒ **INRIX was selected by FHWA to collect Global Positioning System (GPS) probe data from a wide array of commercial vehicle fleets, connected cars, and mobile apps to produce the NPMRDS travel time data.**

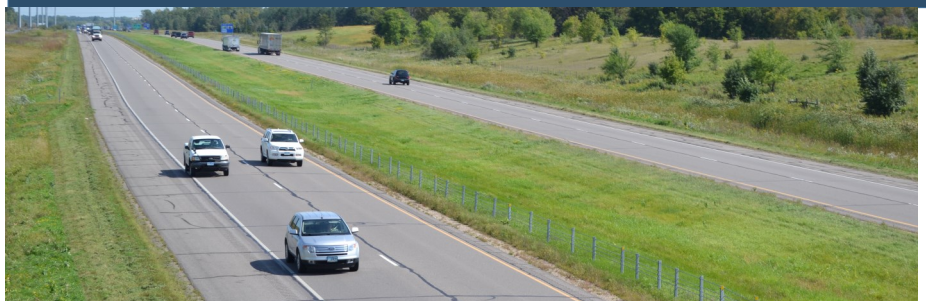
⇒ **Data is collected in 15-minute segments for the following time periods:**

- ◊ **6 - 10 a.m. weekdays**
- ◊ **10 a.m. - 4 p.m. weekdays**
- ◊ **4 - 8 p.m. weekdays**
- ◊ **6 a.m. - 8. p.m. weekends**

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Vehicle Miles Traveled

Vehicle Miles Traveled (VMT) is a measure of all miles driving within an area within a specific period.



Interstate 94 in Saint Cloud. Photo courtesy of the APO.

What is VMT?

VMT can be influenced by a multitude of factors including population growth, the health of the economy, fuel and parking costs, accessibility of public transit and other transportation alternatives, weather, mix of land uses, and more.

What Do Changes in VMT Mean?

VMT reflects the extent of motor vehicle operation on roadways. Increase in VMT typically correlates to a region's growth in population and economic development. However, increases in VMT also contribute to traffic congestion and air pollution. Since regional population is growing and the APO cannot feasibly reduce absolute VMT, it is important to target VMT by population (per capita VMT). Reductions in VMT per capita will improve air quality and congestion on the transportation system.

Municipality	Annual Vehicle Miles Traveled (2018)	Annual Vehicle Miles Traveled (2019)	Percent Change (2018-2019)
Saint Cloud	560,856,605	563,919,202	0.54%
Sartell	78,290,580	82,326,235	4.90%
Sauk Rapids	60,530,578	62,989,692	3.90%
Waite Park	83,768,888	84,173,029	0.48%
Saint Joseph	32,089,659	40,742,029	21.24%
Saint Augusta	63,736,717	63,461,391	-0.43%
Rockville	58,492,469	60,929,312	4.00%
Saint Stephen	3,789,150	3,831,863	1.11%
Total	**941,554,646**	**962,372,752**	**2.16%**

Data Source: MnDOT.

VMT Travel by Municipality

Saint Joseph had the largest growth in VMT compared to other municipalities. This is most likely due to the city partial annexation of Saint Joseph Township. In terms of residential growth, Sartell saw the largest share of population growth. Many other municipalities experienced VMT growth with the exception of Saint Augusta which saw a slight decline.

Strategies to Lower VMT:

- **Complete Streets.**
- **Encourage and promote biking and walking.**
- **Expand public transportation.**
- **High-occupancy vehicle lanes.**
- **Promote connectivity.**
- **Ride-sharing programs.**
- **Safe Routes to School.**
- **Traffic calming.**

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Average Work Trip Travel Time

Average travel time it takes an employee to travel between their residence and place of employment.

Travel Time to Work

Within the APO region, 82.4% of workers 16 years and older who did not work from home had a commute time of 30 minutes or less in 2019. According to Figure 2.2, about one in five workers travel between 15 and 19 minutes to work (22.9%). The travel time to work percent experiences a sharp decline at the 30 to 34 minute interval. Only 11.6% of workers have a travel time of 34 minutes or longer. Comparing travel time to work from 2010 to 2019 shows little change.

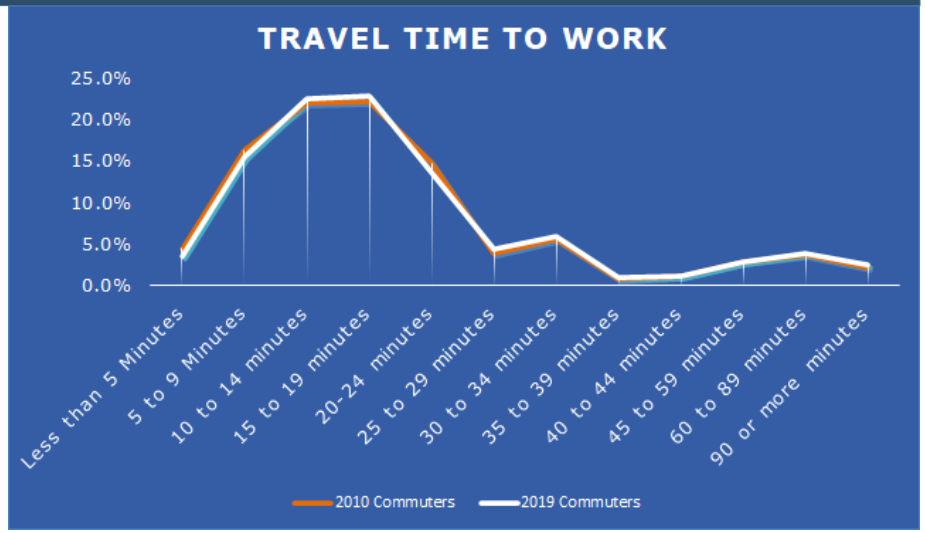


Figure 2.2-Travel Time to Wrok
Data Source: U.S. Census Bureau, 2010-2014 and 2015-2019 American Community Survey 5-Year Estimates

According to the Centers for Disease Control and Prevention (CDC), an estimated one in three adults and almost 17% of young people in this country are obese. Because the transportation system helps shape how communities are designed and operate, it can have a profound influence.

The benefits of physical activity are well known: Exercise, including "active transportation" activities like walking and bicycling, can help prevent weight gain and lower the risks of obesity, diabetes, and heart disease.

Transportation also is a source of pollution— generating air, soil, water, and noise pollutants. Pollutants include particulate matter, carbon monoxide, nitrogen oxide, and carcinogens. Reports by the American Public Health Association and others have linked air pollution to negative health outcomes including asthma, respiratory illness, heart disease, poor birth outcomes, cancer, and premature death.

Region's Top Employers and the Number of Employees

- Saint Cloud Hospital/CentraCare - **6,334**
- State of Minnesota* - **1,930**
- Saint Cloud VA Health Care System - **1,915**
- Saint Cloud Area School District 742 - **1,852**
- Coborn's Inc. - **1,384**
- Pilgrim's - **1,250**
- Stearns County - **955**
- College Saint Benedict/Saint John's University - **935**

**Includes Saint Cloud State University, Saint Cloud Technical and Community College, Saint Cloud Correctional Facility, and MnDOT.*

Data Source: Saint Cloud Area Chamber of Commerce.

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Means of Transportation to Work

Percent of single-occupancy vehicle (SOV) travel.

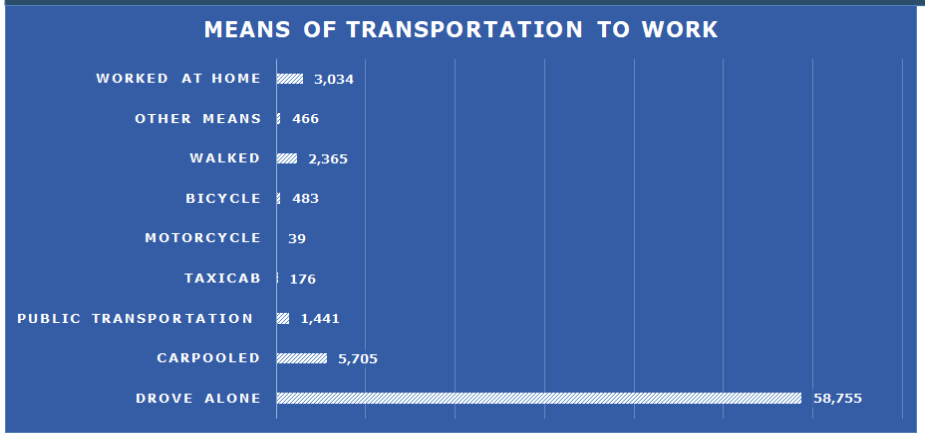


Figure 2.3-Means of Transportation to Work
Data Source: U.S. Census Bureau, 2015-2019 American Community Survey Five Year Estimates.

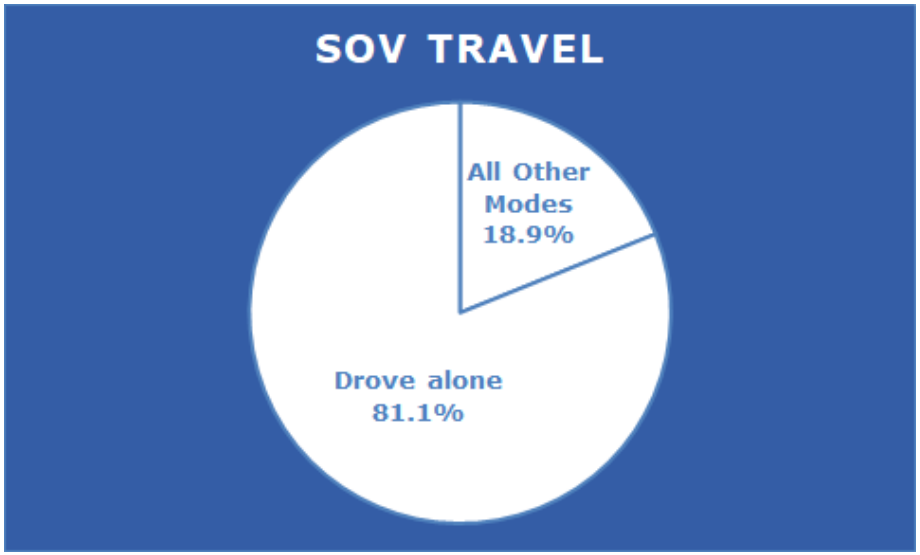
Means of Transportation to Work

Depicted in Figure 2.3, of workers 16 years and older 89% (64,460) used a car, truck, or van as their means of transportation to work. Of those 89%, only 7.9% or (5,705) carpooled.

The next most common forms of work commuting transportation include: working from home (4.2%), walking (3.3%), public transportation (2%). Bicycling, taxicab, motorcycle and other means are all below one percent.

Compared with 2010 census data, means of transportation to work by all modes have remained constant.

Figure 2.4-SOV Travel
Data Source: U.S. Census Bureau, 2015-2019 American Community Survey Five Year Estimates.



SOV Travel

Shown in Figure 2.4, 81.1% of commuters drove alone to their place of employment, while 18.9% used other modes. Encouraging alternative means of transportation will not only help the environment — by improving air quality, pollution, and congestion but could potentially be good for personal health by encouraging more walking and bicycling.

Single occupancy vehicle (SOV) vehicle trips are the total number of unique trips made by a single private vehicle, such as an automobile, van, pickup truck, or motorcycle carrying only one person.

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Saint Cloud Metropolitan Transit Commission (MTC)

The Saint Cloud Metropolitan Transit Commission (MTC) was created by the Minnesota Legislature in 1969 to operate as a transit commission. The MTC – more commonly known as Saint Cloud Metro Bus or simply "Metro Bus" – is responsible for the daily management, operation, and maintenance of Fixed Route (FR), Dial-a-Ride (DAR), and Northstar Commuter Bus (NCB) systems. The transit commission provides service for the communities of Saint Cloud, Sartell, Sauk Rapids, and Waite Park.

The Metro Bus FR service operates seven days a week and includes 16 regular public routes as well as three routes servicing Saint Cloud State University (SCSU). The system includes four transit hubs: the Downtown Saint Cloud Transit Center, Crossroads Center mall, the Miller Learning Resources Center at SCSU and Epic Shopping Center in Sartell.

Passengers Per Revenue Mile

* The number of passengers divided by the number of miles traveled by fixed route, demand response, and commuter bus.

Passengers Per Revenue Hour

* The number of passengers divided by the number of hours traveled by fixed route, demand response, and commuter bus.

Number of Annual Transit Riders

* Annual number of transit riders by fixed route, demand response, and commuter bus.

Total Revenue Hours and Revenue Miles

* Annual number of revenue hours and miles served by fixed route, demand response, and commuter bus.

Metro Bus by the numbers:

⇒ ***First in the nation to have all fixed bus routes have 100% transit signal priority coverage since 2004.***

⇒ ***First in the state to open a mobility training center in 2014.***

⇒ ***First in the state to operate a fleet of compressed natural gas (CNG) fueled buses since 2014.***

⇒ ***First in the state to operate a CNG fueling station with outside sales since 2014.***

⇒ ***First in the state to partner with a state university to subsidize bus rides for students.***

⇒ ***Seventy-seven percent of daily bus riders, ride five or more days a week.***

⇒ ***Thirty-one percent of riders have been riding for six or more years.***

⇒ ***Eighty-four percent of riders don't have a car available to them.***

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Fixed Route Buses

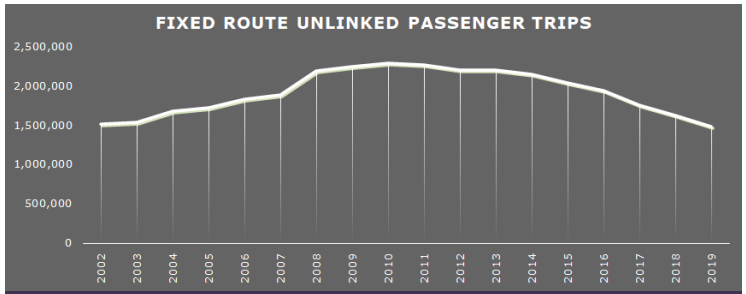
Photo courtesy of Saint Cloud MTC.

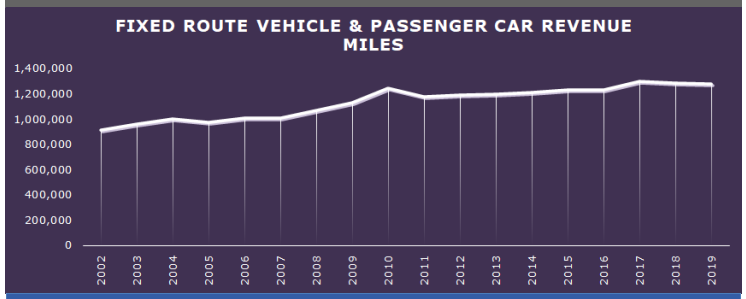
Fixed Route Buses

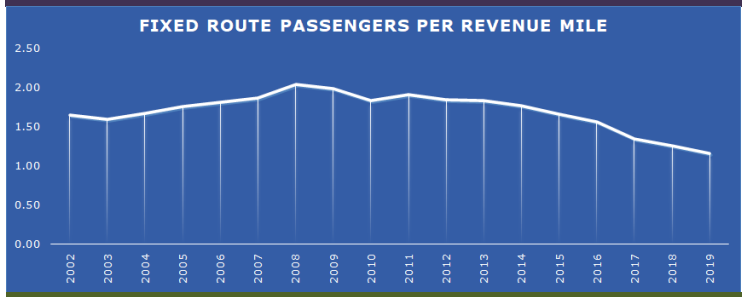
Fixed route passengers per revenue mile decreased 43.1% from a peak of 2.04 in 2008 to a low of 1.16 in 2019. In addition, passengers per revenue hour also experienced a decline — down 35.1% between 2002 and 2019. However, fixed route revenue mileage and revenue hours have steadily increased between 2002 and 2019— up 40.6% and 51.6% respectively.

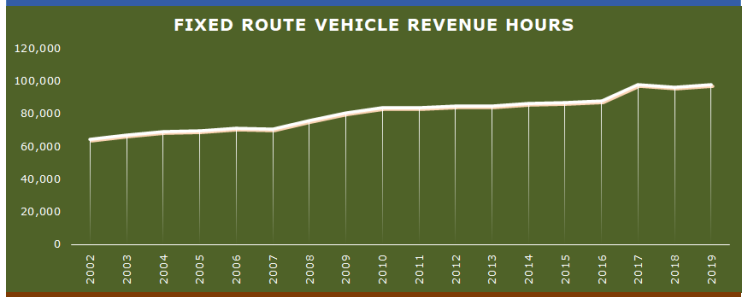
Despite the increase and expansion of routes, Metro Bus has not been able to acquire additional ridership. In fact, FR has experienced a decrease of 35.1% (800,602) passenger trips since its peak ridership numbers in 2010. In fact, Metro Bus has lost ridership since 2010. This could be due to many economic factors such as cheaper gas prices or the growth of on-demand shared transportation sources such as Uber and Lyft that have entered the market.

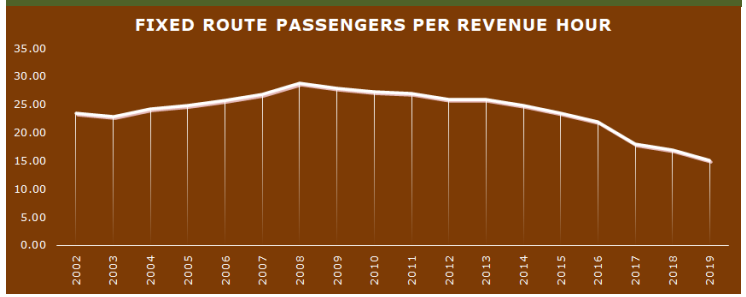
39	$6.85	5.6
Fixed route buses	Operating expense per vehicle revenue mile for fixed route buses	Average age of fixed route buses











Data Source: National Transit Database (NTD).

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Dial-a-Ride Buses

Photo courtesy of Saint Cloud MTC.

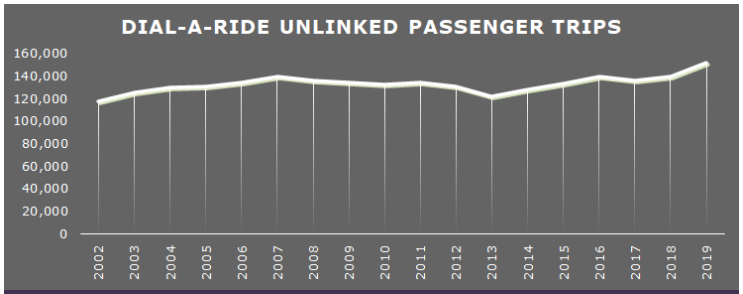
Dial-a-Ride Buses

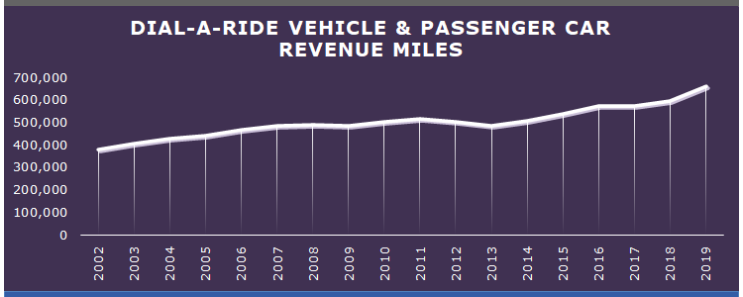
Metro Bus Dial-a-Ride (DAR) is a shared ride service for individuals with disabilities who are unable to ride fixed route buses and require door-to-door, driver-assisted service.

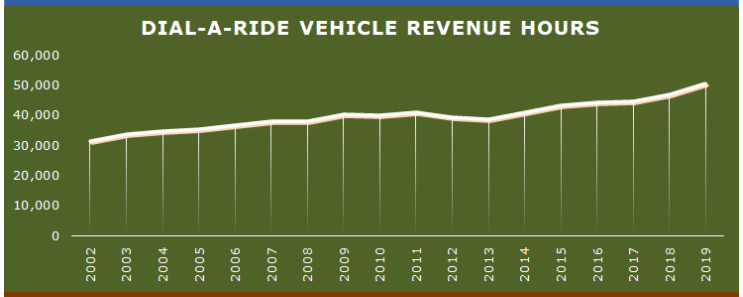
Similar to FR service, DAR passengers per revenue mile and passengers per revenue hour have decreased between 2002 and 2019 — down 25.8% and 9.1% respectively. However, during this time frame both DAR revenue miles and vehicle revenue hours have increased — up 75.1% and 60.1% respectively. Despite these similar tr3ends between DAR and FR, DAR ridership has instead by nearly 30% since 2002, adding an additional 34,696 trips.

One explanation of why revenue miles and hours are increasing while passenger per mile and hour is decreasing is based on the service type. As Metro Bus has expanded its service area to individuals living further out of the metropolitan area, passengers are traveling longer distances to get to their destinations. According to U.S. Census data, there is a large aging population in rural areas. This population is now relying on services such as DAR as their main source of transportation.

37	$6.72	$86.72
DAR buses	Operating expenses per passenger mile for DAR buses	Operating expenses per vehicle revenue hour for DAR buses







Data Source: NTD.

Goal 2: Increase System Accessibility, Mobility, and Connectivity

Northstar Commuter Buses

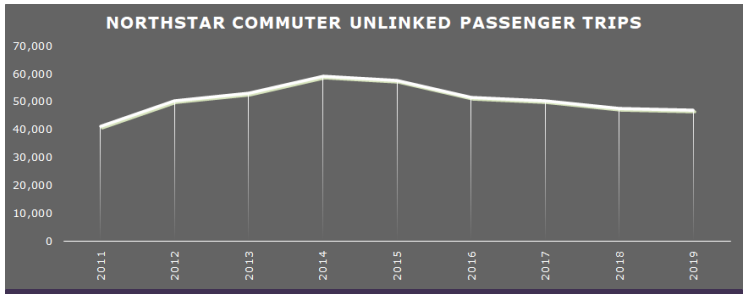
Photos courtesy of Saint Cloud MTC and MnDOT.

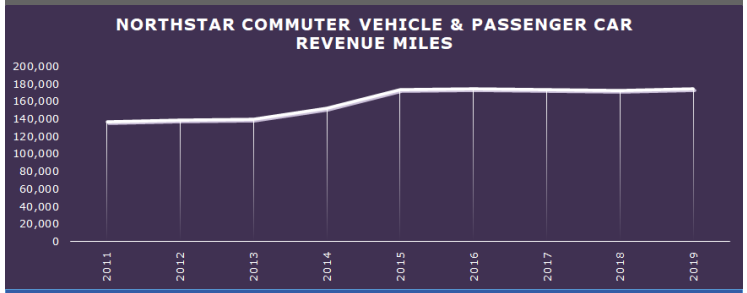
Northstar Commuter Bus

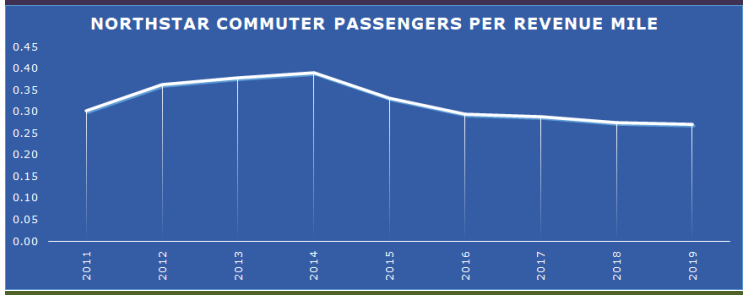
The Northstar Link provides bus service from the Downtown Transit Center in Saint Cloud, SCSU's Miller Center, and the east Saint Cloud park and ride direct to the Northstar Commuter Rail line station in Big Lake. From there, commuters can ride the rail from Big Lake to downtown Minneapolis. As part of the state's first commuter rail line, the Northstar Link and the Northstar Commuter Rail offer a fast, reliable, and safe alternative to workday commuters. Northstar Commuter Rail and Northstar Link are a service of the counties of Anoka, Hennepin, Sherburne, and Stearns in cooperation with the Metropolitan Council which operates Metro Transit. The bus service is operated by Saint Cloud MTC.

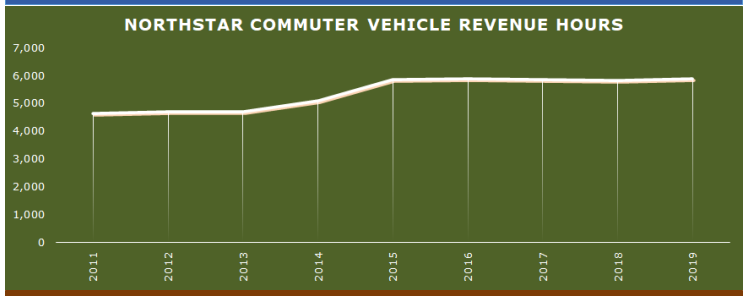
Northstar Commuter Bus (NCB) passengers per revenue mile decreased 30.8% from it's peak in 2014 to 2019, even though revenue miles went up 14.8% in that same time frame. Passengers per revenue hour decreased 30.9% from 2014 to 2019, while revenue hours increased 15.1% in that same time frame. Overall, NCB has experienced a 20.4% (12,078) decrease in passenger trips since its peak in 2014.

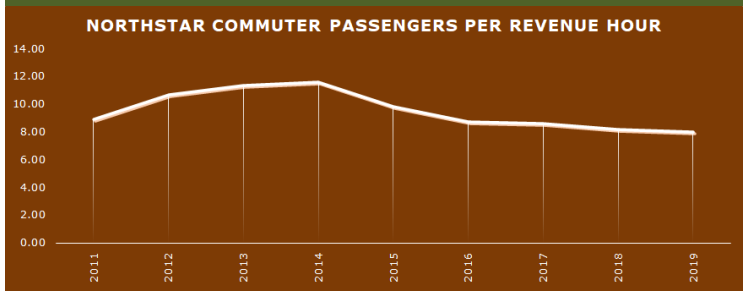
5	$164.87	97,821
Northstar Commuter Buses	Operating expense per vehicle revenues hour	Northstar Commuter Rail boarding's at Big Lake Station











Data Source: NTD.

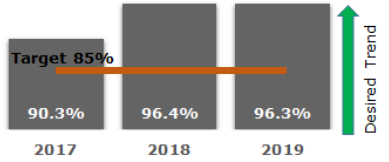
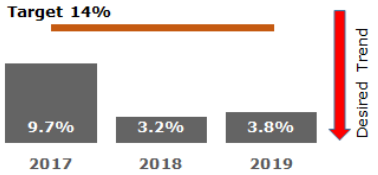
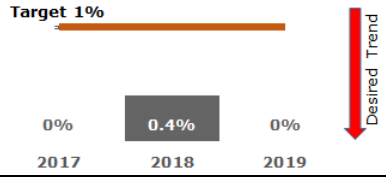
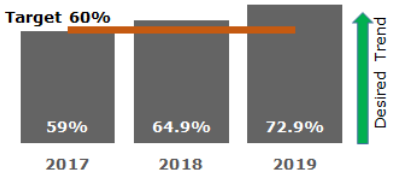
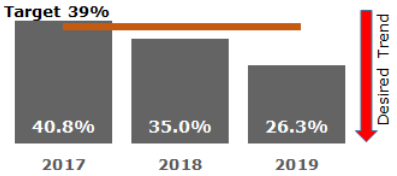
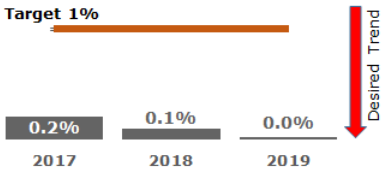
Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Develop a transportation system that is cost-feasible, maintains a state of good repair, and satisfies public transportation priorities.

Photos courtesy of MnDOT and APO

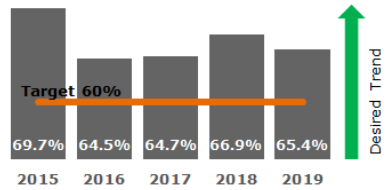
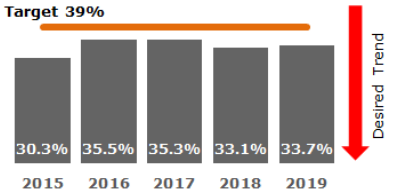
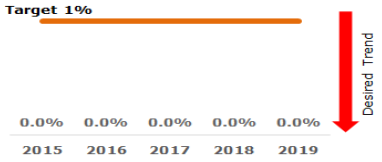
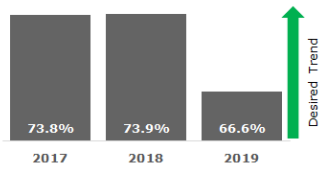
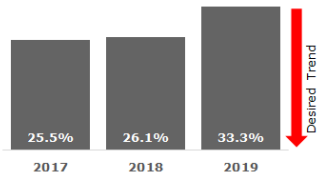
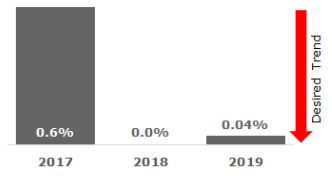
Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Saint Cloud APO Transportation Results Scorecard

Measure	2021 Target	2019 Result	Multi-Year Data	Analysis
Interstate Pavement Condition: Percent of total lane miles that are rated in good, fair, and poor condition.	Good > 85%	96.3%		In 2019, 96.3% of the Interstate's pavement was rated in good condition. This is a 0.1 percentage point decrease from 96.4% in 2018. The APO has set a 2021 Interstate pavement contion target of at least 85% in good condition.
	Fair < 14%	3.8%		In 2019, 3.8% of the Interstate's pavement was rated in fair condition. This is a 0.6 percentage point increase from 3.2% in 2018. The APO has set a 2021 Interstate pavement condition target of less than 14% in fair condition.
	Poor < 1%	0.0%		No Interstate pavement within the MPA was rated in poor condition in 2019. This is a 0.4 percentage point decrease from 0.4% in 2018. The APO has set a 2021 Interstate pavement condition target of less than 1% in poor condition.
Non-Interstate NHS Pavement Condition: Percent of total lane miles that are rated in good, fair, and poor condition.	Good > 60%	72.9%		Non-Interstate NHS pavement in 2019 was rated at 72.9% in good condition. This is an 8 percentage point increase from 64.9% in 2018. The APO has set a 2021 non-Interstate NHS pavement condition target of at least 60% in good condition.
	Fair < 39%	26.3%		Non-Interstate NHS pavement in 2019 was rated at 26.3% in fair condition. This is an 8.7 percentage point decrease from 35% in 2018. The APO has set a 2021 non-Interstate NHS pavement condition target of less than 39% in fair condition.
	Poor < 1%	0.0%		No non-Interstate pavement within the MPA was rated in poor condition in 2019. This is a 0.1 percentage point decrease from 0.1% in 2018. The APO has set a 2021 non-Interstate NHS pavement condition target of less than 1% in poor condition.

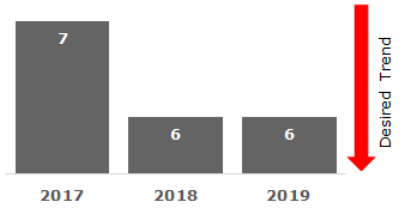
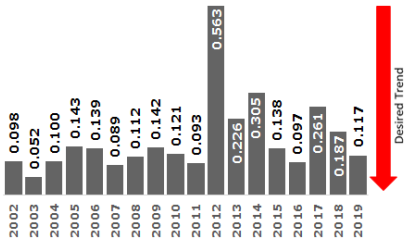
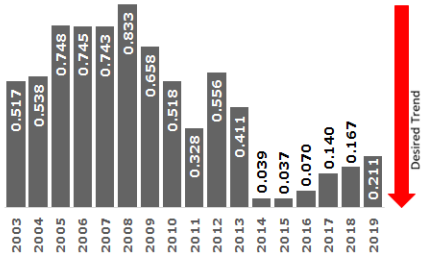
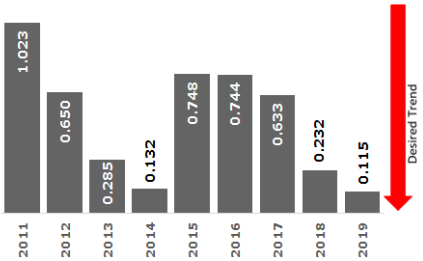
Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Saint Cloud APO Transportation Results Scorecard

Measure	2021 Target	2019 Result	Multi-Year Data	Analysis
National Highway System (NHS) Bridge Condition: Percent of bridges by deck area classified in good, fair, and poor condition.	Good > 60%	65.4%		In 2019, 65.4% of NHS bridges were in good condition. This is a 1.5 percentage point decrease from 66.9% in 2018. The APO has set a 2021 NHS bridge condition target of at least 60% in good condition.
	Fair < 39%	33.7%		In 2019, 33.7% of NHS bridges were in fair condition. This is a 0.6 percentage point increase from 33.1% in 2018. The APO has set a 2021 NHS bridge condition target of less than 39% in fair condition.
	Poor < 1%	0%		There were no NHS bridges rated in poor condition in any of the previous years. The APO has set a 2021 target of less than 1% in poor condition.
Condition of All Bridges: Percent of bridges, including NHS bridges by deck area classified in good, fair, and poor condition.	Good - Performance Indicator	66.6%		In 2019, 66.6% of all bridges in the MPA were rated in good condition. This is a 7.3 percentage point decrease from 73.9% in 2018. The APO does not have a set target.
	Fair - Performance Indicator	33.3%		In 2019, 33.3% of all bridges in the MPA were rated in fair condition. This is a 7.2 percentage point increase from 26.1% in 2018. The APO does not have a set target.
	Poor - Performance Indicator	0.04%		In 2019, 0.04% of all bridges in the MPA were rated in poor condition. This is a 0.04 percentage point increase from 0.0% in 2018. The APO does not have a set target.

Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Saint Cloud APO Transportation Results Scorecard

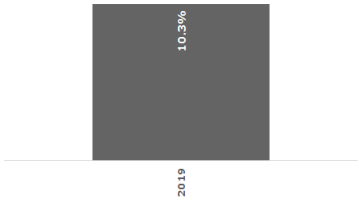
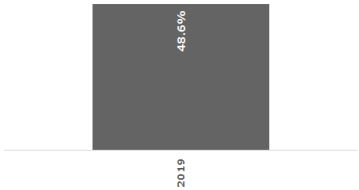
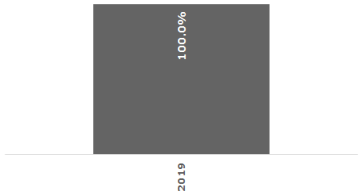
Transit Measure	Target	2019 Result	Multi-Year Data	Analysis
Bridge Weight Restrictions: Number and condition of bridges with a capacity rating posting.	Performance Indicator	6		There was a total of six bridges with weight restrictions in the APO planning area in 2019. One was rated in good condition, four in fair condition, and one in poor condition. The APO has not set target.
Major Mechanical Failures (FR): Mean distance between FR major mechanical failures. Numbers are in the ten thousandths place 0.117=0.0000117.	TBD in 2020	0.117		The mean distance between FR major mechanical failures in 2019 was 0.117. This is a 79.2% decrease from the high of 0.563 in 2012. The APO desires the number of FR mechanical failures to decrease.
Major Mechanical Failures (DAR): Mean distance between DAR major mechanical failures. Numbers are in the ten thousandths place 0.211=0.0000211.	TBD in 2020	0.211		The mean distance between DAR major mechanical failures in 2019 was 0.211, a 74.7% decrease from the high of 0.833 in 2008. The APO desires the number of DAR mechanical failures to decrease.
Major Mechanical Failures (NCB): Mean distance between NCB major mechanical failures. Numbers are in the ten thousandths place 0.115=0.0000115.	TBD in 2020	0.115		The mean distance between NCB major mechanical failures in 2019 was 0.115. This is a 88.7% decrease from the 1.023 in 2011. The APO desires the number of NCB mechanical failures to decrease.

Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Saint Cloud APO Transportation Results Scorecard

Transit State of Good Repair (SGR)

Saint Cloud Metropolitan Transit Commission (MTC) State of Good Repair (SGR): Measured by calculating the percentage of assets that have met or exceeded the useful life benchmark.

Asset	2019 Target	2019 Result	Multi-Year Data	Analysis
Fixed Route Buses	< 10%	10.3%		The percent of fixed route buses that have exceeded their useful life in 2019 was 10.3%. MTC set a 2020 target of less than 10% exceeding useful life.
Dial-a-Ride Buses	< 10%	48.6%		The percent of Dial-a-Ride buses that have exceeded their useful life in 2019 was 48.6%. MTC set a 2020 target of less than 10% exceeding useful life.
Northstar Commuter Buses	< 10%	0%		The percent of Northstar Commuter Buses that have exceeded their useful life in 2019 was 0%. MTC set a 2020 target of less than 10% exceeding useful life.
Service Automobiles	< 40%	100%		All Metro Bus service automobiles have exceeded their useful life in 2019. MTC set a 2020 target of less than 40% exceeding useful life.

Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Saint Cloud APO Transportation Results Scorecard

Transit State of Good Repair (SGR)

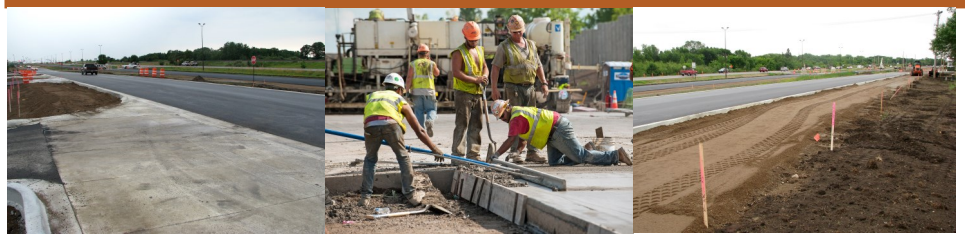
Saint Cloud Metropolitan Transit Commission (MTC) State of Good Repair (SGR): Measured by calculating the percentage of assets that have met or exceeded the useful life benchmark.

Asset	2019 Target	2019 Result	Data	Analysis
Trucks and Other Rubber Tire Vehicles	< 50%	33%		The percent of service trucks and other rubber tire vehicles that have exceeded their useful life in 2019 was 33%. MTC set a 2020 target of less than 50% exceeding useful life.
Administrative/ Maintenance Facilities	< 0%	33%		There are 33% of administrative/ maintenance facilities rated below three on the TERM scale. MTC set a 2019 target of 0% of facilities below three on the TERM scale.
Passenger/Parking Facilities	< 0%	0%		No Metro Bus passenger/parking facilities were rated below a three on the TERM scale in 2019. MTC set a 2019 target of 0% of facilities below three on the TERM scale.

Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Interstate and Non-Interstate National Highway System (NHS) Pavement Conditions

Interstate and non-Interstate NHS pavement condition is based on the percent of total lane miles that are rated in good, fair, and poor condition



Photos courtesy of MnDOT.

How is Pavement Condition Calculated?

* Pavement condition is calculated using the International Roughness Index (IRI). IRI is a statistic used to estimate the amount of roughness on a roadway.

* IRI uses three types of pavement distress as measurements:

    1. Cracking.
    2. Rutting.
    3. Faulting.

Data Collection Method

Pavement data is collected by MnDOT using a Digital Inspection Vehicle (DIV). The vehicle is driven over every mile of NHS annually, in both directions. This vehicle is equipped with two cameras to collect images for the video log. For pavement distress and rutting measurements, a scanning laser and a 3D laser/ camera system are used to produce images of the pavement surface, from which the type, severity, and amount of cracking can be determined. The vehicle is also equipped with laser height sensors that measure the longitudinal pavement profile from which pavement roughness is calculated.

Data Source: MnDOT.

Types of Distress	Example
Cracking – A visible line in the surface of the pavement due to a variety of environmental conditions and vehicle usage.	
Rutting - A surface depression located in the wheel path of the travel lane.	
Faulting – A difference in elevation between adjacent pavement due to environmental conditions and vehicle usage.	

Data and photos courtesy of MnDOT.

Equipment Used	Example
MnDOT currently collects pavement condition data using a Pathway Services, Inc. Digital Inspection Vehicle (DIV).	

Data and photo courtesy of MnDOT.

Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Pavement Conditions

Pavement condition is based on the percent of total lane miles that are rated in good, fair, and poor condition

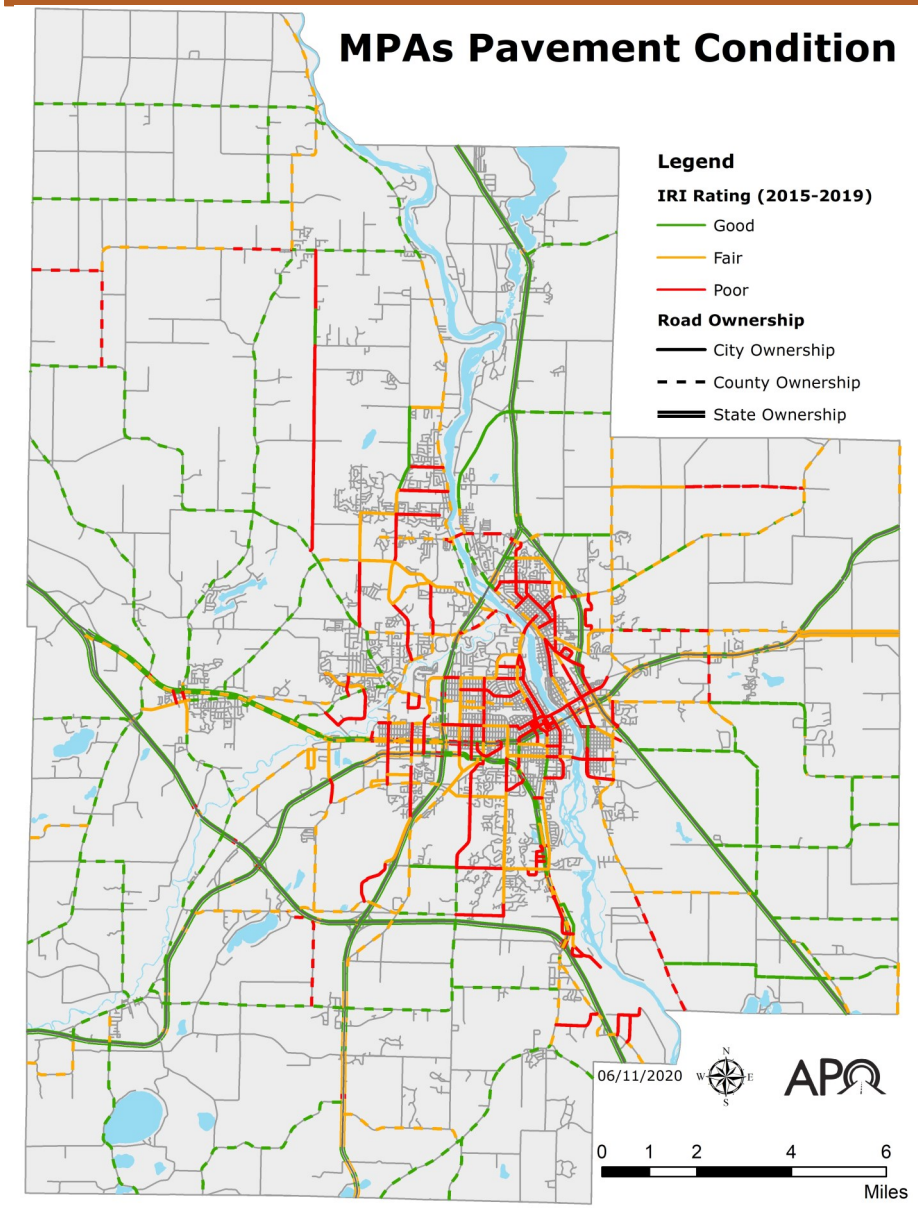


Figure 3.1-Pavement Condition Data Source: MnDOT and GoodPointe Technology.

Pavement Condition

In 2019, 50% of pavement within the APO planning area was in good condition, 31.1% in fair condition, and 18.9% in poor condition as displayed in Figure 3.1.

Pavement condition data is used to monitor the performance of the system, to aid in project selection, and to identify future pavement maintenance or rehabilitation needs. An effective pavement preservation program will address pavement while it is still in good condition and before serious damage occurs. By applying a cost-effective treatment at the right time, the pavement can be restored almost to its original condition: The right treatment to the right road at the right time.

International Roughness Index (IRI)

IRI is a mathematical simulation used to estimate the amount of vertical movement a standard vehicle would experience if driven down the road. In the past, MnDOT has taken a rating panel of 30 to 40 people into the field and driven them over hundreds of test sections to get their perception of the smoothness of various pavement sections. Following right behind them was the digital inspection vehicle. This provides MnDOT with a direct correlation between the IRI, as measured by the van, and the perceived roughness, as felt by the rating panel.

Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Bridge Condition

Percent of bridges by deck area classified in good, fair, and poor condition

Photos courtesy of MnDOT.

How is Bridge Condition Calculated?

Bridge condition is calculated using the National Bridge Inventory (NBI) ratings for deck, superstructure, substructure, and culvert that are in good, fair, and poor condition. The percentage of bridges in good or poor condition is based on the total deck area of the bridges, not the raw number of bridges in each category.

Routine Inspection

Regularly scheduled inspections of bridges occur every 24 months and consist of: observations and/or measurements to determine the condition of the bridge, identification of any changes from previously recorded conditions, and ensuring that the structure continues to satisfy service requirements.

Data Source: MnDOT.

Bridge Components	Example
Deck - The deck is designed to provide a smooth and safe riding surface for traffic utilizing the bridge.	
Superstructure - The superstructure supports the deck or riding surface of the bridge, as well as the load applied to the deck.	
Substructure - The substructure includes all the elements which support the superstructure.	
Culverts - Culverts transport water flow efficiently. Any culvert 20 feet or greater is defined as a bridge according to FHWA standards.	

Data and photos courtesy of MnDOT.

Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Bridge Condition

Percent of bridges by deck area classified in good, fair, and poor condition

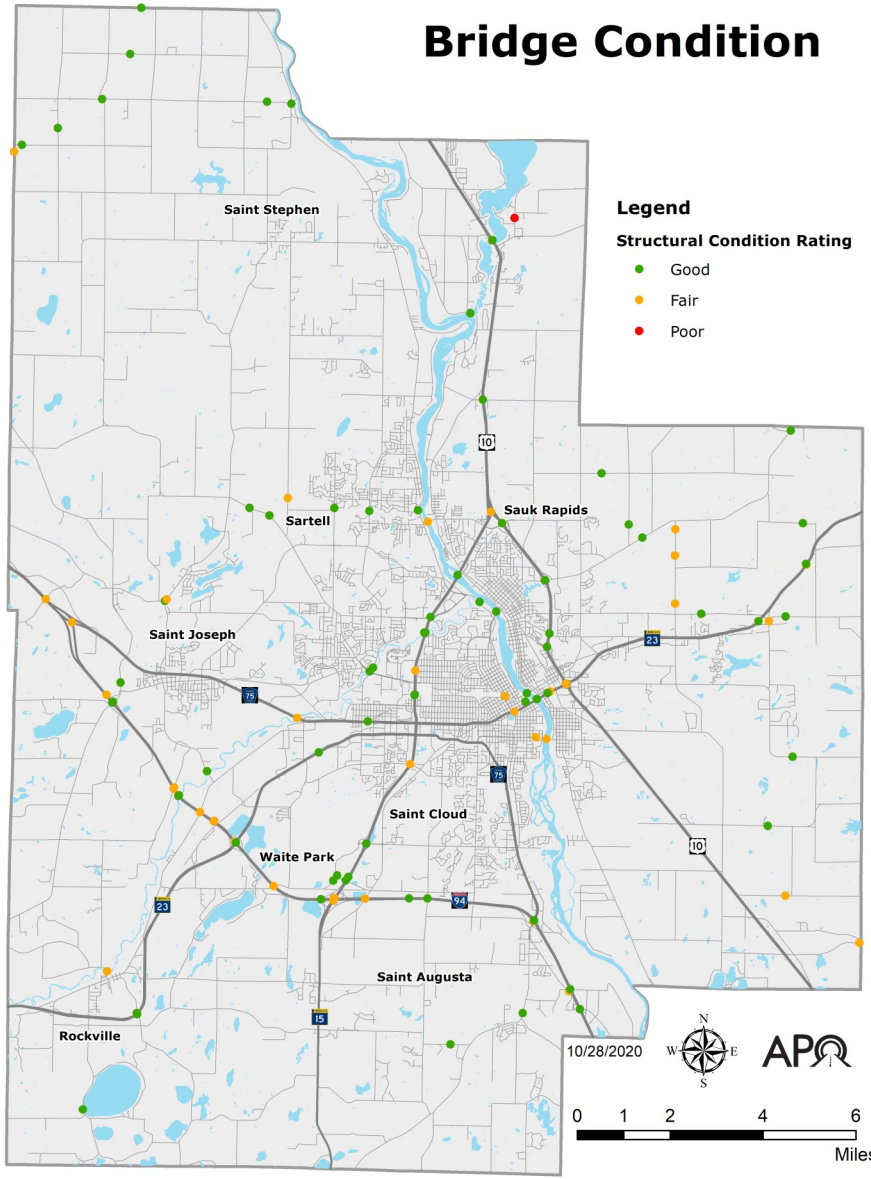


Figure 3.2-Bridge Condition *Data Source: MnDOT.*

Condition of All Bridges

Of the 112 bridges in the APO planning area, 70 are rated in good condition, 41 are in fair condition, and one is in poor condition as illustrated in Figure 3.2.

Bridge L9200 is a timber bridge spanning Sucker Creek and was rated in poor condition in 2019. The bridge is on Sucker Creek Road NW which is a local road with an estimated average daily traffic count of 28 in Watab Township.

Sartell bridge rated in fair condition. Photo courtesy of the APO.

Goal 3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Saint Cloud Metropolitan Transit Commission (MTC) state of good repair (SGR)

Facilities are measured on the Transit Economic Requirements Model (TERM) Scale

TERM Rating	Condition	Description
Excellent	4.8-5.0	No visible defects, near-new
Good	4.0-4.7	Some slightly defective or
Adequate	3.0-3.9	Moderately defective or deteriorated
Marginal	2.0-2.9	Defective or deteriorated components in need of replacement.
Poor	1.0-1.9	Seriously damaged components in need of immediate repair.

Factors involved with TERM Scale rating:

- Substructure.
- Shell.
- Interiors.
- Plumbing.
- HVAC.
- Fire Protection.
- Electrical.
- Equipment.
- Fare Collection.
- Site.
- Conveyance (Elevators and Escalators).

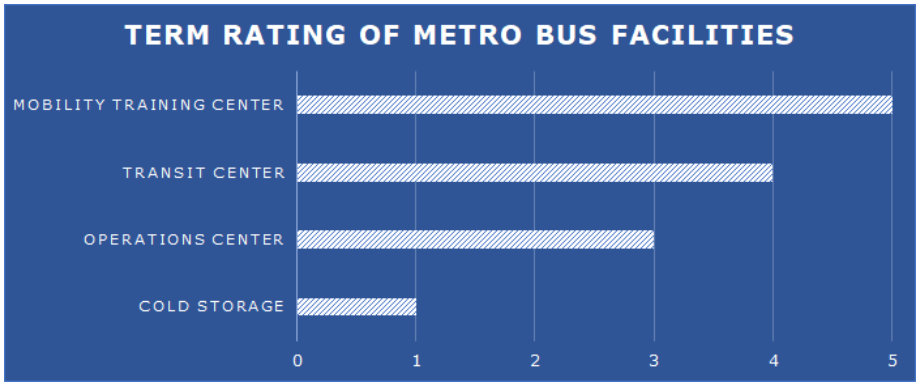


Figure 3.3 *Data Source: National Transit Database.*

Transit Economic Requirements Model (TERM) Rating

Operations Facility: This property houses the maintenance garage, employee break areas, paratransit call center, and administrative offices including finance, planning, procurement, information technology, marketing, operations and human resources.

Transit Center: This property serves as a hub for fixed route buses and the customer service center.

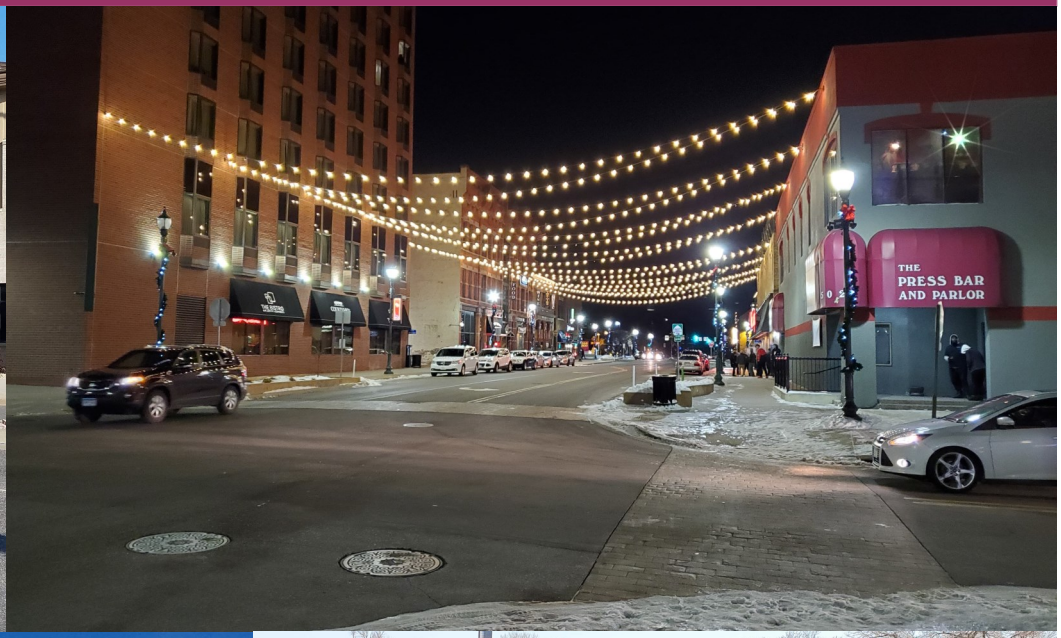
The Mobility Training Center: This property houses outreach, travel training, and the safety departments.

Cold Storage: This property was purchased for future expansion and is currently used for cold storage.

Photos courtesy of Saint Cloud MTC and APO.

Goal 4: Support Metropolitan Vitality and Economic Development

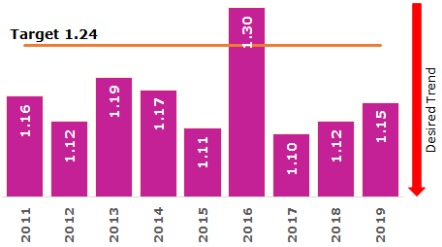
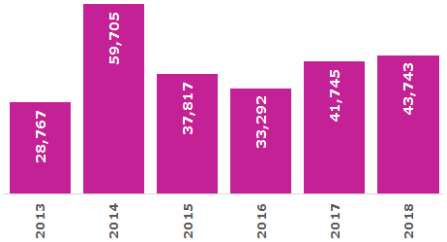
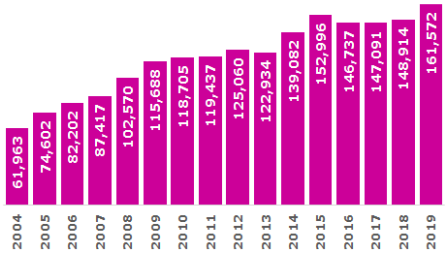
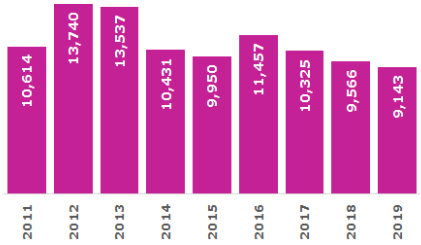
Support the economic vitality of the APO area by enabling global competitiveness, productivity, and efficiency while enhancing travel and tourism.



Photos courtesy of the APO.

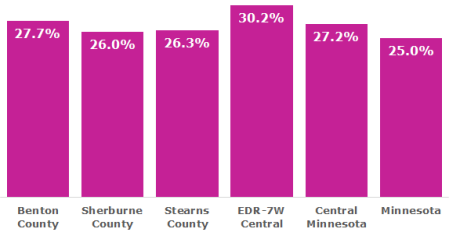
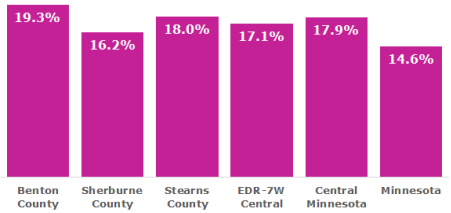
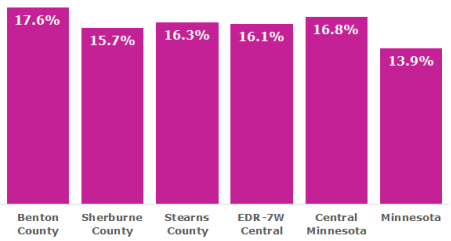
Goal 4: Support Metropolitan Vitality and Economic Development

Saint Cloud APO Transportation Results Scorecard

Measure	2021 Target	2019 Result	Multi-Year Trend	Analysis
Truck Travel Time Reliability (TTTR): Calculated by dividing the ratio of the 95th percentile time by the normal time (50th percentile).	< 1.24	1.15		Truck Travel Time Reliability (TTTR) index has increased by 2.7% from 1.12 in 2018 to 1.15 in 2019. The APO has set a 2021 target of less than 1.24.
Air Passengers at Saint Cloud Regional Airport (STC): Annual number of customers served.	Performance Indicator	43,743		Air passengers at the STC have increased 4.8% from 41,745 passengers in 2017 to 43,743 passengers in 2018. But the 2018 passenger count has decreased 26.7% from the six year high of 59,705 passengers in 2014. The APO does not have a set target.
Tri-CAP One-Way Transit Trips: Annual number of transit trips.	Performance Indicator	161,572		Tri-CAP one-way transit trips increased 8.5% from 148,914 trips in 2018 to 161,572 trips in 2019. This is a 16-year high and an increase of 160.9% trips from 2004. The APO does not have a set target.
Amtrak Ridership: Annual passengers using the Saint Cloud Amtrak station.	Performance Indicator	9,143		Amtrak annual ridership decreased 4.4% from 9,566 passengers in 2018 to 9,143 passengers in 2019. This is a decrease of 33.5% from the nine-year high of 13,740 passengers in 2012. The APO does not have a set target.

Goal 4: Support Metropolitan Vitality and Economic Development

Saint Cloud APO Transportation Results Scorecard

Measure	Target	2019 Result	Multi-Year Trend	Analysis
Percent of Monthly Household Budgets Spent on Transportation (One Working Adult, No Children): Average percent of monthly budget spent on transportation.	Performance Indicator	See Graph		In 2019, the percent of monthly household budgets spent on transportation for one adult and no children is highest in ERD-7W Central at 30.2% followed by Benton County at 27.7%, Central Minnesota at 27.2%, Stearns County at 26.3%, and Sherburne County at 26%. All are above the state's 25% of one adult, no children household budget spent on transportation.
Percent of Monthly Household Budgets Spent on Transportation (One Working Adult, One Child): Average percent of monthly budget spent on transportation.	Performance Indicator	See Graph		In 2019, the percent of monthly household budgets spent on transportation for one adult and one child is highest in Benton County at 19.3% followed by Stearns County at 18%, Central Minnesota at 17.9%, EDR-7W Central at 17.1%, and Sherburne County at 16.2%. All are above the state's 14.6% of one adult, one child household budget spent on transportation.
Percent of Monthly Household Budgets Spent on Transportation (Two Working Adults, One Child): Average percent of monthly budget spent on transportation.	Performance Indicator	See Graph		In 2019, the percent of monthly household budgets spent on transportation for two working adults and one child is highest in Benton County at 17.6% followed by Central Minnesota at 16.8%, Stearns County at 16.3%, EDR-7W Central at 16.1%, and Sherburne County at 15.7%. All are above the states 13.9% of two adults, one child household budget spent on transportation.

Goal 4: Support Metropolitan Vitality and Economic Development

Truck Travel Time Reliability (TTTR) Index

The TTTR Index is generated by dividing the ratio of the 95th percentile time by the normal time (50th percentile).

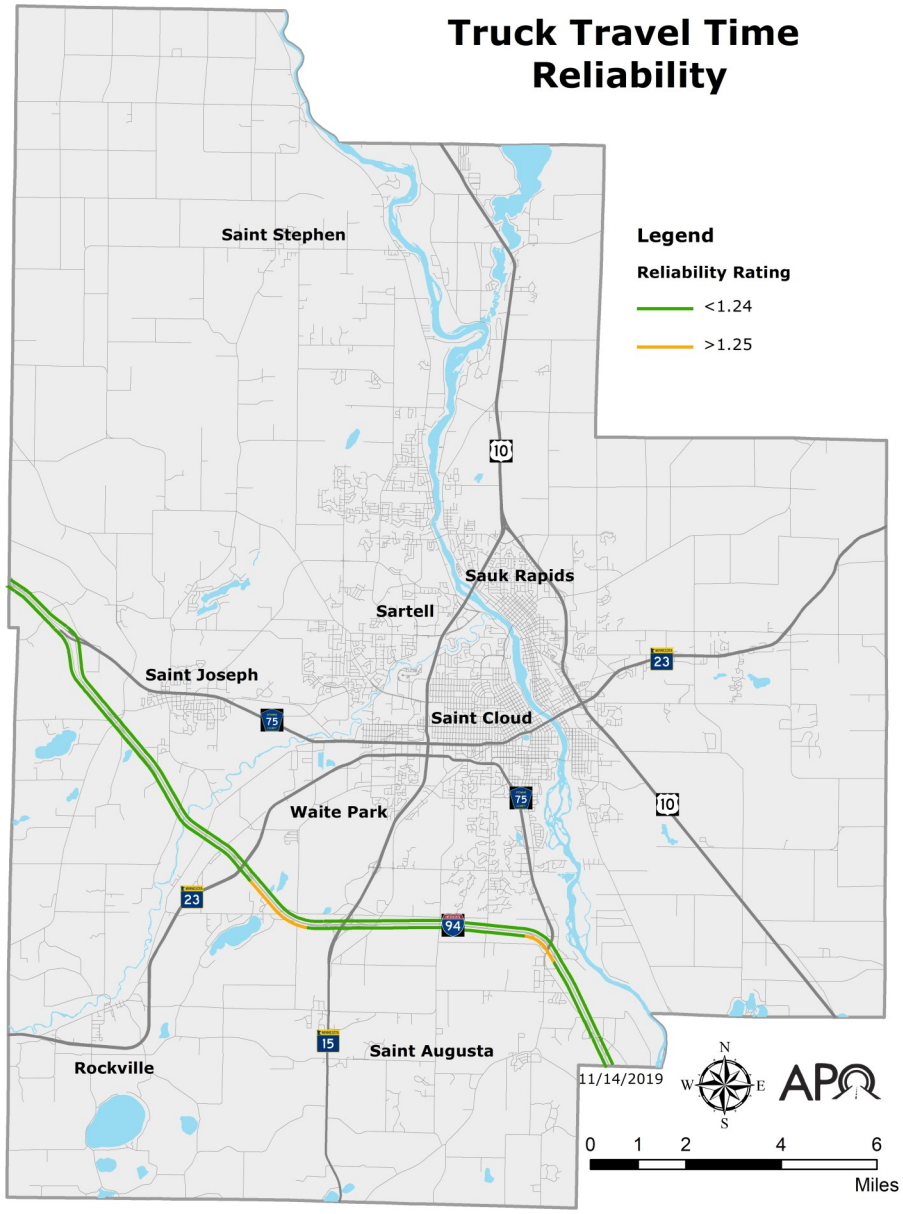


Figure 4.1-Truck Travel Time Reliability *Data Source: NPMRDS.*

Interstate Truck Travel Time Reliability

Truck travel time reliability ratings consider the average amount of time it would take for a truck to travel at an average speed (50th percentile) on a stretch of roadway. For example, if a one-mile stretch of roadway with a 60mph average speed has a time travel reliability rating of 1.5 it would take the average vehicle 1 minute 30 seconds to travel that roadway when normally it would take 1 minute. A time travel reliability rating above 1.5 is deemed unreliable by Federal Highway Administration (FHWA) standards.

The section of Interstate 94 that passes through the APO's MPA has a TTTR below the 1.5 threshold. This means the system is operating within normal capacity as shown in Figure 4.1. Currently data consisting of truck travel time reliability is only available for the Interstate.

How is TTTR Measured?

⇒ **Reporting of freight movement is divided into five periods:**

- ◊ ***Morning peak (6-10 a.m.)*** **weekdays.**
- ◊ ***Midday (10 a.m.-4 p.m.)*** **weekdays.**
- ◊ ***Afternoon peak (4-8 p.m.)*** **weekdays.**
- ◊ ***(6 a.m.-8 p.m.)*** **weekends.**
- ◊ ***(8 p.m.-6 a.m.)*** **Overnights for all days.**

- **The TTTR ratio is generated by dividing the 95th percentile time by the normal time (50th percentile) for each segment. Then, the TTTR Index will be generated by multiplying each segment's largest ratio of the five periods by its length, then dividing the sum of all length -weighted segments by the total length of Interstate.**

Goal 4: Support Metropolitan Vitality and Economic Development

Saint Cloud Regional Airport and Tri-County Action Program (Tri-CAP)

Annual number of customers served at the Saint Cloud Regional Airport and number of trips Tri-CAP provides annually

Photos courtesy of the APO.

Saint Cloud Regional Airport

The Saint Cloud Regional Airport (STC) was officially opened in 1970 at it current location 1550-45th Ave. SE in Saint Cloud. It is the only publicly operated air facility within the APO planning area. The City of Saint Cloud owns and operates the airport.

About 100 general aviation planes are based at STC. The airport owns 55 airplane hangars and contracts directly with plane owners.

Allegiant Airlines has a schedule of two destinations – Phoenix Mesa Gateway International Airport (IWA or AZA) and Punta Gorda, Florida (PGD) – which the airline flies to twice a week.

Sun Country Airlines charters two destinations - Laughlin, Nevada/Bullhead City, Arizona International Airport; and Don Laughlin's Riverside Resort Hotel and Casino in Nevada.

1,400	**$20 Million**
Number of acres the airport resides on.	Estimated annual impact on the local economy.

What is the Tri-County Action Program?

The Tri-County Action Program (Tri-CAP) is a non-profit organization based in Waite Park that provides a variety of services to "expand opportunities for the economic and social well-being of our residents and the development of our communities." Tri-CAP provides services under three different umbrellas: Basic Needs, Self-Sufficiency, and Building Stability. Tri-CAP also provides transportation services.

Tri-CAP Transit Connection hubs out of four locations within its service area: Little Falls, Elk River, Sauk Centre, and Waite Park. The majority of service provided by Tri-CAP for the Saint Cloud MPA is done out of the Waite Park hub. From this hub, residents living within a 15-mile radius of the Waite Park facility can receive transportation access to and from areas outside of the Saint Cloud Metro Bus service area.

Tri-CAP also provides a volunteer drivers program where drivers provide rides in their own vehicles to residents of Benton, Morrison, Mille Lacs, Sherburne, and Stearns counties. This service is externally funded and primarily used by health insurance providers to transport people to and from medical appointments.

Several of the Tri-CAP service counties will also utilize the volunteer driver service for Department of Human Services work primarily centered on foster care. That work is also funded externally. Drivers with this service are reimbursed the federal mileage rate and are provided a stipend for meals. They are initially given a $4 startup fee as well. As of November 2017, Tri-CAP estimated it has 36 volunteer drivers available.

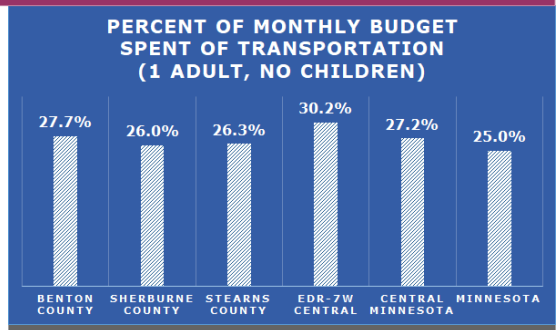
Goal 4: Support Metropolitan Vitality and Economic Development

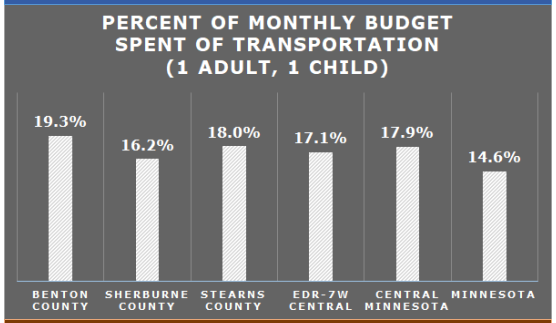
Transportation Costs

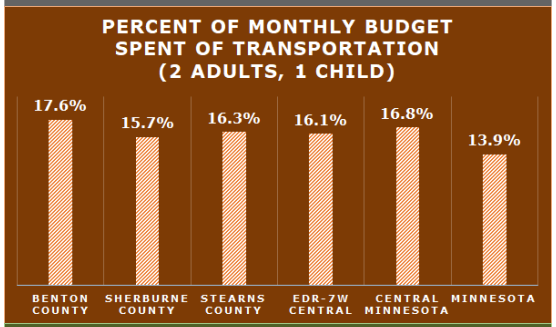
Percent of monthly household budgets spent on transportation.

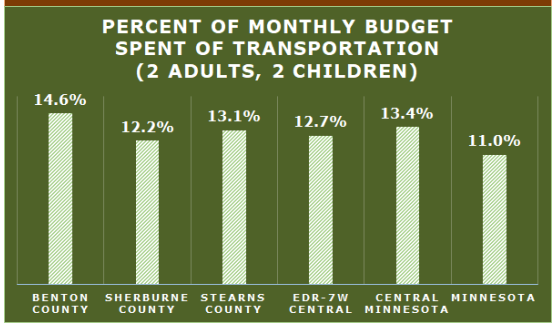
The percent of monthly household budgets spent on transportation in each chart assumes that the adult(s) are working full time. Average yearly costs of transportation is calculated as part of the Cost of Living data gathered by the Minnesota Department of Employment and Economic Development (DEED). The data is broken down by county; the economic development region (EDR) 7W Central (Benton Sherburne, Stearns, and Wright counties); Central Minnesota (Benton, Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Mille Lacs, Meeker, Pine, Renville, Sherburne, Stearns, and Wright counties); and the state.

Based on the four graphs on the right, the state as a whole has a lower percent of monthly household budgets spent on transportation than Central Minnesota, EDR 7W Central, Benton County, Sherburne County and Stearns County. In all the household sizes, the difference between Minnesota and the highest percent of monthly household budgets spent on transportation are within 5 percentage points of each other.









Methodology

The cost of living study provides a yearly estimate of the basic needs cost of living in Minnesota for both individuals and families. Results are broken down by county, region, and statewide. The study examines monthly living costs in seven cost categories: food, housing, health care, transportation, child care, other necessities, and net taxes. Total costs are presented as yearly and hourly dollar amounts.

The Cost of Living represents neither a poverty-level living nor a middle-class living but rather a living that meets basic needs for health and safety.

Transportation figures are derived from the basic costs of owning and operating a car. These basic costs include those for commuting to work, conducting necessary family and personal business, and getting to and from school and place of worship. Costs for social and recreational uses are not included. Public transportation cost estimates are not used in the computations.

Data Source: Minnesota Department Employment and Economic Development.

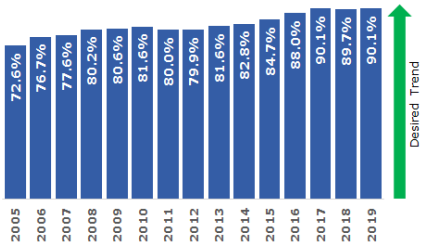
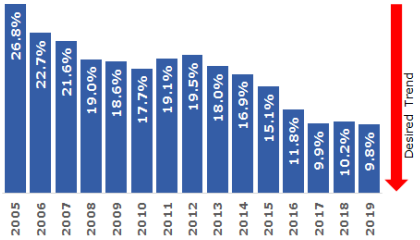
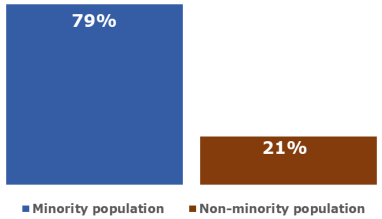
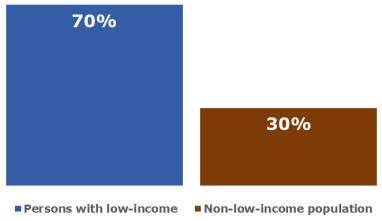
Goal 5: Promote Energy and Environmental Conservation

Support transportation improvements that promote energy conservation and improve public health and quality of life, while sustaining and improving the resiliency and reliability of the transportation system.

Photo courtesy of the APO.

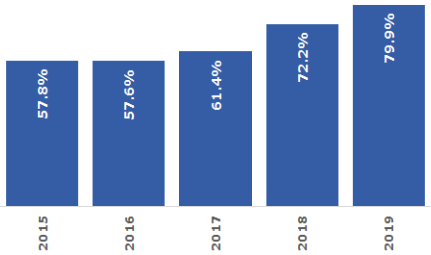
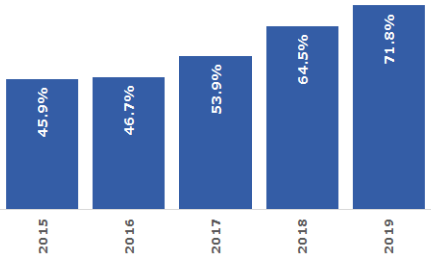
Goal 5: Promote Energy and Environmental Conservation

Saint Cloud APO Transportation Results Scorecard

Measure	Target	2019 Result	Multi-Year Trend	Analysis
Air Quality Five Year Rolling Average - Annual count of days in each Air Quality Index (AQI) category; good, moderate, unhealthy for sensitive groups, and unhealthy.	Good - Performance Indicator	90.1%		The five year rolling average percent of days with good air quality increased 17.5 percentage points since 2005, from 72.6% to 90.1% in 2019. The APO desires the air quality of improve.
	Moderate - Performance Indicator	9.8%		The five year rolling average percent of days with moderate air quality decreased 17 percentage points since 2005, from 26.8% to 9.8% in 2019. The APO desires the air quality of improve.
Annual Percentage of Transportation Investments in Minority Environmental Justice Census Blocks: The percentage of transportation investments in high minority population census blocks.	Performance Indicator	79%		Identified in the 2019-2023 Transportation Improvement Program (TIP), 79% of programmed projects intersect with census blocks with a high minority population.
Annual Percentage of Transportation Investments in Low-income Environmental Justice Census Blocks: The percentage of transportation investments in census blocks with high concentrations of persons with low-income.	Performance Indicator	70%		Identified in the 2019-2023 Transportation Improvement Program (TIP), 70% of programmed projects intersect with census blocks with a low -income population.

Goal 5: Promote Energy and Environmental Conservation

Saint Cloud APO Transportation Results Scorecard

Measure	Target	2019 Result	Multi-Year Trend	Analysis
Percent of Revenue Vehicles Using Compressed Natural Gas (CNG): Percent of CNG used by Metro Bus revenue vehicles versus all other fuel types.	Performance Indicator	79.9%		The percent of CNG has increased 22.1 percentage points since 2015, an additional 170,675 gallons.
Percent of VMT Using CNG by Revenue Vehicles: Percent of vehicle miles traveled using CNG by Metro Bus revenue vehicles versus all other fuel types.	Performance Indicator	71.8%		The percent of vehicle miles traveled using CNG has increased 25.9 percentage points since 2015 or an additional 700,749 vehicle miles traveled.
Number of Electric Vehicles Versus Number of Public Charging Station Outlets: Number of registered electric vehicles (EVs) divided by the number of public charging station outlets.	Performance Indicator	16		The number of EVs per number of public charging station outlets was 16 in 2019.
Number of Public Charging Stations Outlets Versus Number of Electric Vehicles: Number of public charging station outlets divided by the number of registered electric vehicles (EVs).	Performance Indicator	0.06		The number of public charging station outlets per number of EVs was 0.06 in 2019.

Goal 5: Promote Energy and Environmental Conservation

Air Quality

Annual count of days in each Air Quality Index (AQI) category; good, moderate, unhealthy for sensitive groups, and unhealthy.

Photos courtesy of the Saint Cloud APO.

Air Quality	
Good	Current air quality is considered satisfactory and poses little or no health risk.
Moderate	Air quality is acceptable; however individuals who are very sensitive to air pollution may experience adverse health effects.
Unhealthy for Sensitive Groups	People with lung or heart disease, older adults, children, and people participating in activities that require heavy or extended exertion may experience adverse health effects.
Unhealthy	Everyone may begin to experience adverse health effects and members of sensitive groups may experience more serious health effects.

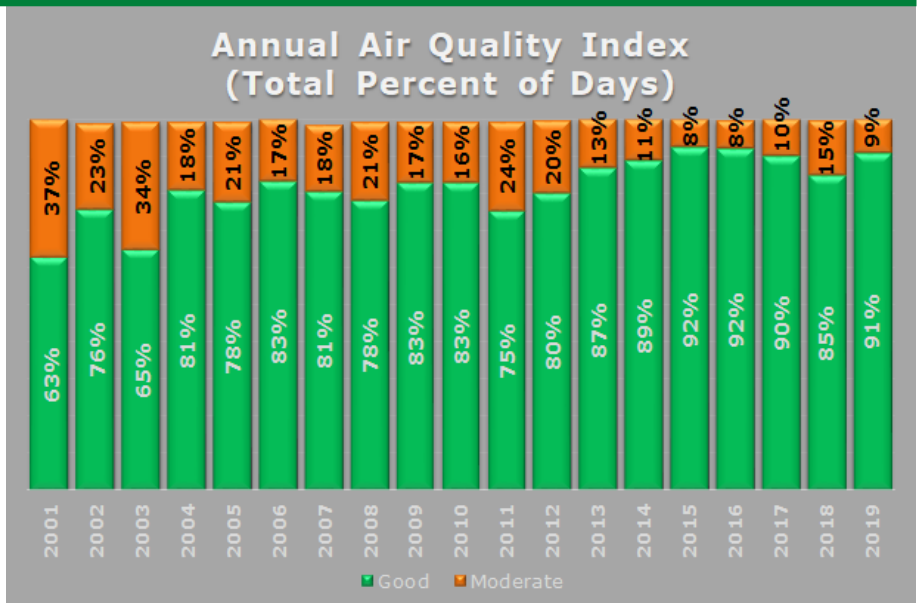


Figure 5.1-Annual Air Quality Index
Data Source: Minnesota Pollution Control Agency (MPCA)

Annual Air Quality Index (AQI)

The Saint Cloud area AQI has seen the share of good air quality days increase 28 percentage points to 91% compared to 63% in 2001 as shown in Figure 5.1. Moderate AQI days have also fallen significantly since 2001 — down to 9% as of 2019. There has been 23 days with an AQI that was unhealthy for sensitive groups and three days that was unhealthy in general since 2011. Changes in technology such as fuel efficient vehicles and manufacturing innovations have helped keep air quality in good condition.

24%	**20%**
Air pollution caused by on-road vehicles.	Air pollution caused by off-road vehicles (construction and agricultural).

Data Source: MPCA.

Goal 5: Promote Energy and Environmental Conservation

Water Quality

Number of bodies of water that have not meet water quality standards

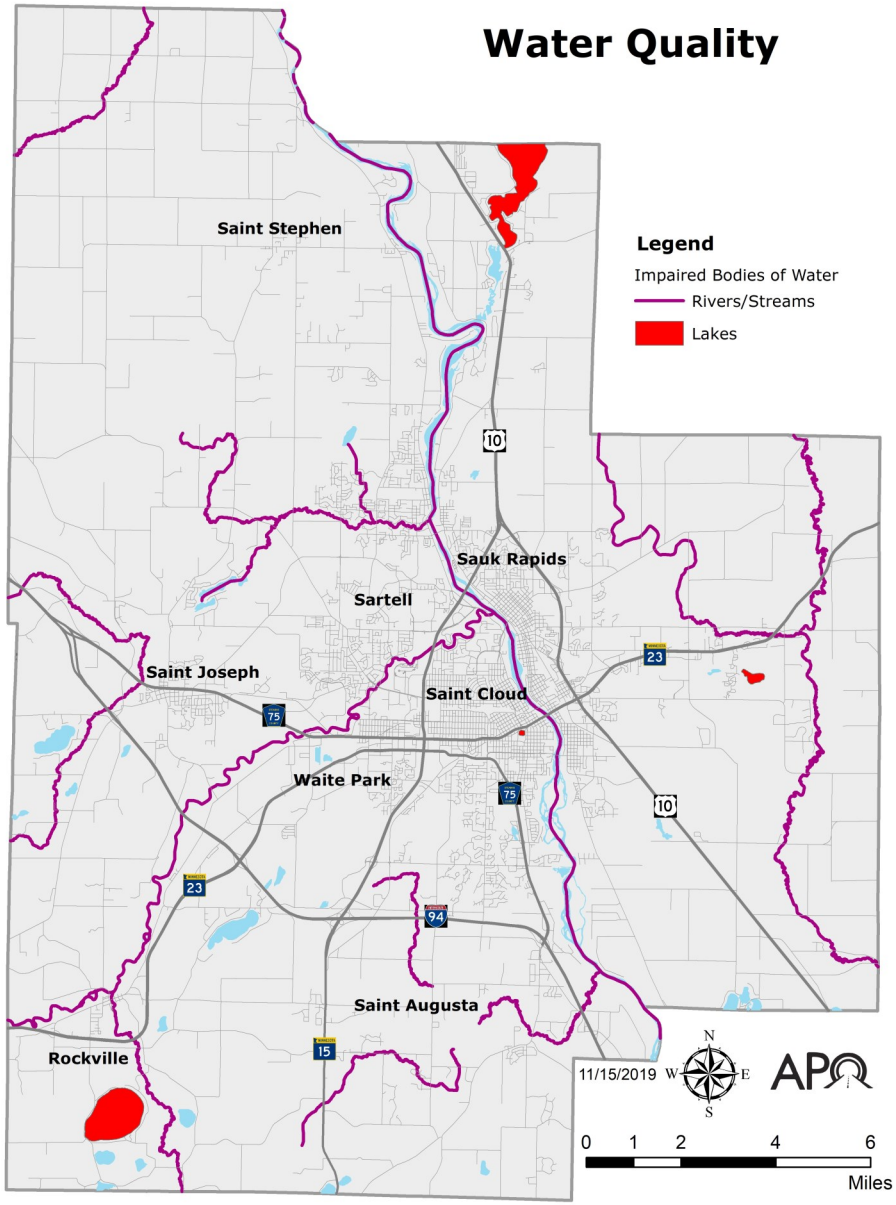


Figure 5.2-Water Quality *Data Source: MPCA.*

Water Quality

As displayed in Figure 5.2, there are a total of five lakes that are being monitored for pollution in the APO planning area: Donovan, Little Rock, Grand, Sagatagan, and Lake George.

There are a total of 13 rivers or streams being monitored for pollution within the APO planning area: Elk River, Mill Creek, Spunk Creek, Watab River (North and South Fork), County ditch 12 & 13, Mississippi River, Sauk River, Mayhew Creek, Luxemburg Creek, Johnson Creek (Meyer Creek), and Robinson Hill Creek.

The most common pollutants in the APO planning area are Escherichia Coli (E. Coli), mercury in fish tissue (Hg-F), and Fecal Coliform (FC).

Photo courtesy of the Saint Cloud APO.

Goal 5: Promote Energy and Environmental Conservation

Registered Electric Vehicles and Public Charging Stations

Percent of registered electric vehicles (EVs) divided by the number of public charging station outlets.
Number of public charging station outlets divided by the number of registered electric vehicles (EVs).

In 2020 there were 115 registered electric vehicles (EVs) in the Saint Cloud metro area compared to 96 in 2019. Of the 96 EVs 51 are in Saint Cloud, 21 in Sartell, 14 in Sauk Rapids, five in Saint Joseph, five in Saint Augusta, and zero is in Waite Park. Our region has a fraction of the 14,484 registered EVs across the State of Minnesota.

An increase in EVs will help our region and the State of Minnesota reduce greenhouse gas (GHG) emissions and provide an overall improvement in quality of life. MnDOT has designated I-94 as an alternative fuels corridor known as the Great Lakes Zero Emission Corridor. The goal of this type of alternative fuel corridor is to promote the electric vehicle charging infrastructure across Minnesota.

EV Registration by City	2019
Saint Cloud	51
Sartell	21
Sauk Rapids	14
Saint Joseph	5
Saint Augusta	5
Waite Park	0
Total	**96**

Figure 5.3 - EV Registration data comes from the Minnesota Pollution Control Agency, Minnesota Department of Public Safety, and Atlas Public Policy, 2019.

Charging Terminology

Level 1: Charging a vehicle at "Level 1" means plugging into a standard 120-volt supply. On average, a Level 1 supply provides 2 to 5 miles of vehicle range per hour the vehicle is connected. The best use cases for a Level 1 charger is workplaces and homes.

Level 2: Charging a vehicle at "Level 2" means plugging into a 240-volt supply. On average, Level 2 stations provide 10 to 20 miles of range per hour the vehicle is connected. Locations where owners will be staying for two hours or more are great use cases for Level 2 chargers.

Direct Current Fast Charging (DCFC): Is only really available as an option for public charging, and are often installed along transportation corridors. DC Fast Chargers can deliver 60-80 miles of charge in only 20 minutes of the vehicle being connected. Locations where owners will be staying for about 20 minutes are great use cases for DCFC.

There are currently six public EV charging station outlets in the Saint Cloud metro area: four being level 2 and two being a DCFC. Two of the four Level 2 chargers are located at Miller Nissan (2930 Second St. in Saint Cloud). The remaining two Level 2 chargers and the two DCFC chargers are located at 504 First St. N in Saint Cloud.

Data Source: MnDOT and Drive Electric Minnesota

65%	95%	39 Months	0.6%
Percent of greenhouse gas reduction by EVs in Minnesota.	Percent of charging of EVs which occur at home.	Months of consecutive growth in sales for EVs.	Percent of new car sales in Minnesota for 2017.

Data Source: Drive Electric Minnesota

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TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: 2020 Work Program Annual Report
DATE: April 29, 2021

Each year the Policy Board approves a budget for the APO. In order to provide accountability and transparency regarding how the funds were expended, APO staff compiles the attached report.

The report is meant to compare budgeted funding amounts by tasks and budget line-items with actual expenditures.

The report is also very helpful for me when I am developing the next APO budget proposal.

I will provide a brief summary of the attached document at the May 13th meeting, but the table on the following page provides a fair, high-level snap-shot of expenditures vs. budget.

Requested Action: *Approve the 2020 Work Program Annual Report.*

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

Work Activity Category	Total Budget	Total Expended*	% Expended	% Remaining
100 Administration & Overhead	$202,100	$194,006	96.0%	4.0%
200 Budget & UPWP	$9,000	$9,415	104.6%	0.0%
300 Transportation Improvement Program (TIP)	$31,450	$22,147	70.4%	29.6%
400 Transportation System Performance Monitoring (TSPM)	$24,000	$17,867	74.4%	25.6%
500 Transportation Project Development	$39,000	$25,656	65.8%	34.2%
600 Metropolitan Transportation Plan (MTP)	$36,500	$25,455	69.7%	30.3%
610 MTP – Active Transportation Planning	$51,350	$87,847	171.1%	0.0%
620 MTP – Transit Planning	$10,000	$2,122	21.2%	78.8%
630 MTP – Freight Planning, Economic Vitality & Tourism	$12,450	$1,622	13.0%	87.0%
640 MTP – Safety, Security & Environmental	$9,500	$8,912	93.8%	6.2%
700 Transportation Planning Coordination & Public Outreach	$70,000	$77,955	111.4%	0.0%
800 Transportation Modeling, Mapping & Technical Support	$30,000	$18,921	63.1%	36.9%
900 Locally Funded Activities	$19,700	$9,376	47.6%	52.4%
Sub-Total for APO Staff, Overhead, and Operations	**$545,050**	**$501,301**	**92.0%**	**8.0%**
Consultant Services: David Turch & Associates	$48,000	$48,000	100.0%	0.0%
Consultant Services: TH15 Operational Improvement Study	$250,000	$244,093	97.6%	2.3%
Consultant Services: Travel Demand Model Updates and Improvements	$50,000	$49,894	99.8%	0.2%
Consultant Services: Stearns CSAH 133 Alignment Planning	$85,000	$0	0.0%	100.0%
Consultant Services: Mississippi River Bridge Planning Update	$167,000	$49,994	30.0%	70.0%
Professional Services: Multi-Use Path Condition Assessment	$12,000	$11,936	99.5%	0.5%
Consultant Services: Benton County ADA Transition Plan	$0**	$7,179	N/A	N/A
Grand Total Budget	**$1,157,050**	**$912,397**	**78.9%**	**21.1%**

**Expenditures rounded to nearest dollar*

***Funds for Benton County ADA Transition Plan were budgeted in 2018, but weren't claimed until 2020.*

Unified Planning Work Program 2020 End-of-Year Report

For the Saint Cloud Area Planning Organization

Brian Gibson, PTP
Executive Director
1040 County Road 4
Saint Cloud, MN 56303-0643
320-252-7568
www.stcloudapo.org
Gibson@stcloudapo.org

Prepared for the Policy Board
March 2021

The work activities described herein are supported by funding from the Federal Highway Administration, the Federal Transit Administration, the Minnesota Department of Transportation, Saint Cloud Metro Bus, and the Saint Cloud Area Planning Organization.

Introduction

This report is a summary of the activities, expenditures, and achievements of the Saint Cloud Area Planning Organization (APO) for Fiscal Year (FY) 2020, which began on Jan. 1, 2020 and ended Dec. 31, 2020. The APO is a publicly funded joint-powers authority charged with coordinating and completing planning and programming of surface transportation projects within its planning area.

Figure 1. Saint Cloud APO Metropolitan Planning Area

Purpose and Need

The goals of this report are:

1. To provide a public record of the performance of the APO.
2. To provide a financial summary of budgets and expenditures for the purpose of financial transparency and future budgeting.
3. To provide a management tool for the development of subsequent work plans.

APO Staff Vision, Goal, and Core Values

The performance and behavior that is valued by APO staff is rooted in the internal vision, goal, and values of the organization.

Vision:

To provide high-quality, high-value public service to our members and the general public.

Goal:

The logical, informed investment of limited transportation funding.

Core Values:

- **Working Together** – APO staff shall bring all stakeholders to the table and shall hear and consider all voices in the completion of projects and discussion of future needs. This is true both internally (i.e., teamwork among APO staff members) and externally (i.e., cooperation between APO staff and the staff and elected leadership of the member jurisdictions and the general public). APO staff will do its best to provide meaningful assistance to the member jurisdictions and to create opportunities for cooperation between member jurisdictions. By working together, every APO staff member will be able to learn from others and apply that knowledge throughout their individual area of responsibility. It will also help make the best use of limited resources. APO staff will also work with the general public to provide time and opportunities for meaningful input into the planning process.
- **Integrity** – APO staff shall work openly and honestly with everyone to build trust and respect. They shall also develop and foster a reputation for the timely production of high-quality, accurate, and dependable work products. This will not only help produce trusted products, but by doing it right the first time, the need to redo work will be decreased.
- **Critical Thinking and Problem-Solving** – APO staff members shall develop and continuously sharpen their individual technical skills and shall provide objective, fact-based technical assistance to help individual member jurisdictions and the region as a whole solve problems and achieve their goals. New and creative ideas to solve problems will be sought-out and welcomed. All reasonable ideas will be evaluated.
- **Efficiency** – APO staff shall expend its limited resources as efficiently as possible to provide high-quality, low-cost public service to the individual jurisdictional members and to the residents of the entire region.
- **Positive Work Environment** – APO staff members shall develop and foster a positive, respectful, and supportive work environment in which all staff members

have the opportunity to grow professionally, improve their technical skills, and feel valued for their unique contributions to the team.

Organization

The APO is governed by a Policy Board of elected and appointed officials from the following jurisdictions:

- Stearns County, MN
- Benton County, MN
- Sherburne County, MN
- City of Saint Cloud, MN
- City of Sauk Rapids, MN
- City of Sartell, MN
- City of Waite Park, MN
- City of Saint Joseph, MN
- LeSauk Township in Stearns County, MN
- Saint Cloud Metropolitan Transit Commission (aka, Metro Bus)

Additionally, there are three incorporated cities of fewer than 5,000 individuals within the APO's planning area – Saint Augusta, Rockville, and Saint Stephen – who are represented on the APO Board by Stearns County.

The APO Board is supported by a staff of six approved positions (5.72 FTEs):

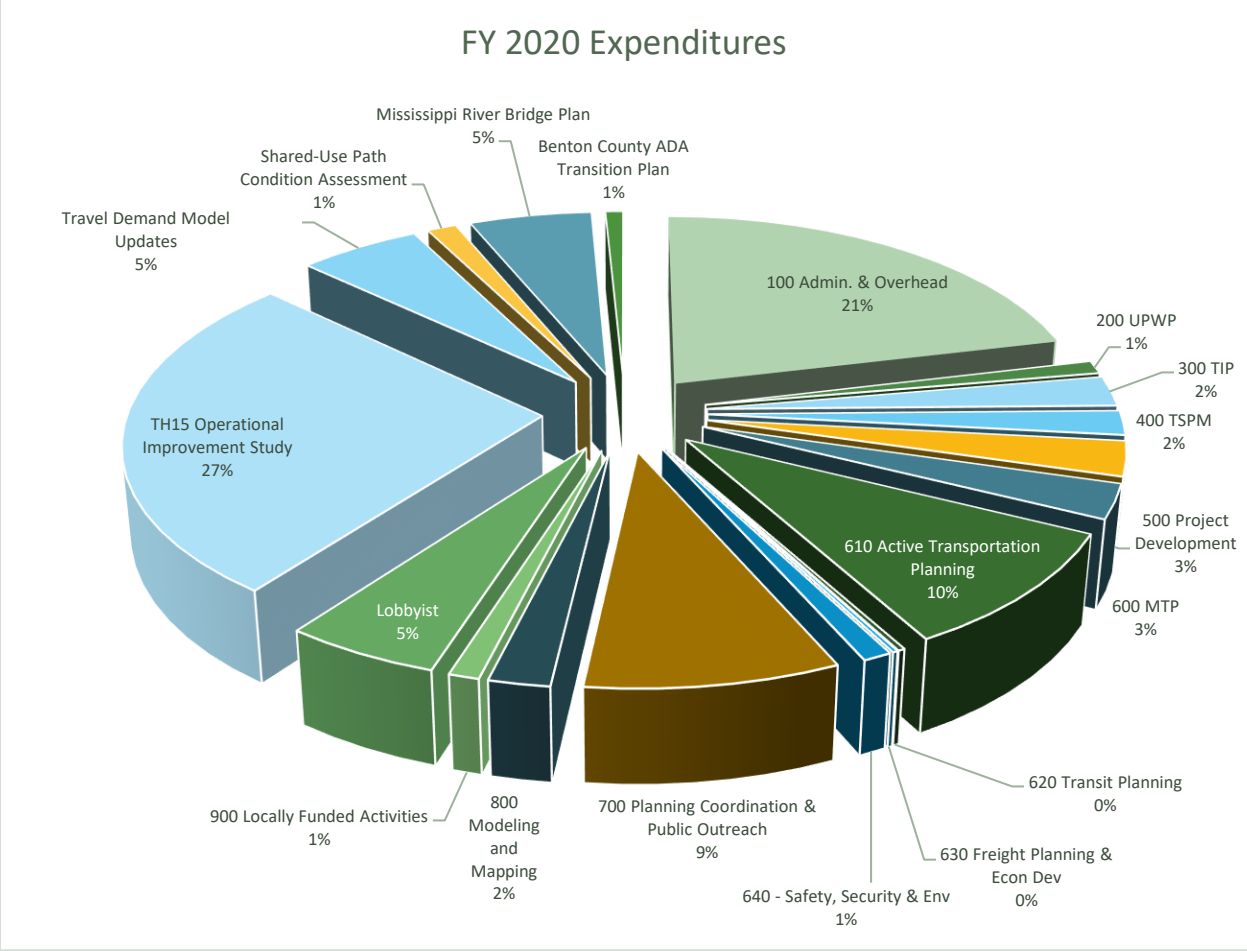
1. **Executive Director** – Responsible for the general supervision, management, and administration of the business and affairs of the APO including the development and keeping of the Unified Planning Work Program (UPWP); has the care and custody of all funds of the APO and has signatory authority for the disbursement of all monies under the direction of the Board; has signatory authority on all contracts, documents, and other official instruments of the APO; keeps the official records and financial accounts of the APO; APO procurement officer and project manager for planning projects completed by consultants; hires and supervises additional staff members for positions approved by the Board; is appointed by an affirmative vote by the majority of Board members.
2. **Planner III (Senior Planner)** – Responsible for the general supervision and direction of the Planner I and Planner II positions; in coordination with the Planner I and II positions is responsible for the timely development and keeping of the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP); chairs and is the primary support staff member for the Technical Advisory Committee (TAC); fills in for the Executive Director in her/his absence.
3. **Planner II (Associate Planner)** – Responsible for the development and keeping of the APO's Stakeholder Engagement Plan and Title VI Compliance document(s); is the APO's primary active-transportation planning specialist, including developing and maintaining the regional Active Transportation Plan, Safe Routes to School planning, and serving as the primary coordinator for the Active Transportation Advisory Committee (ATAC); and, as able, supports the Senior Transportation Planner by completing other specific tasks as directed.
4. **Planner I (Transportation Planner)** – *(This position was vacant for the entirety of 2020.)*
5. **Planning Technician** – Responsible for the development and keeping of the APO's transportation performance measures including collection, analysis, and annual

reporting of regional transportation performance data; responsible for the keeping and operation of the regional Travel Demand Model (TDM); provides ArcGIS mapping services and analysis to other planners and jurisdictional members; as able, may complete additional tasks as assigned by the Executive Director or Senior Transportation Planner.

6. **Administrative Specialist** – General support staff for all other positions; answers telephone, opens and distributes mail, copies and files documents as needed; writes minutes for all TAC and Board meetings; monitors and purchases office supplies as needed; works with Executive Director and Accountant on keeping timesheets and records of work effort; writes outgoing correspondence as directed, and assorted other duties; this is a 0.72 FTE position.

Overall Financial Performance

Figure 2. FY 2020 Expenditures



The FY 2020 UPWP was approved by the Board on Aug. 8, 2019. The document was amended twice during the fiscal year. The budget figures used below represent the approved budgets in the final UPWP after all amendments.

Figure 3. FY2020 Budget vs. Expenditures

Work Activity Category	Total Budget	Total Expended*	% Expended	% Remaining
100 Administration & Overhead	$202,100	$194,006	96.0%	4.0%
200 Budget & UPWP	$9,000	$9,415	104.6%	0.0%
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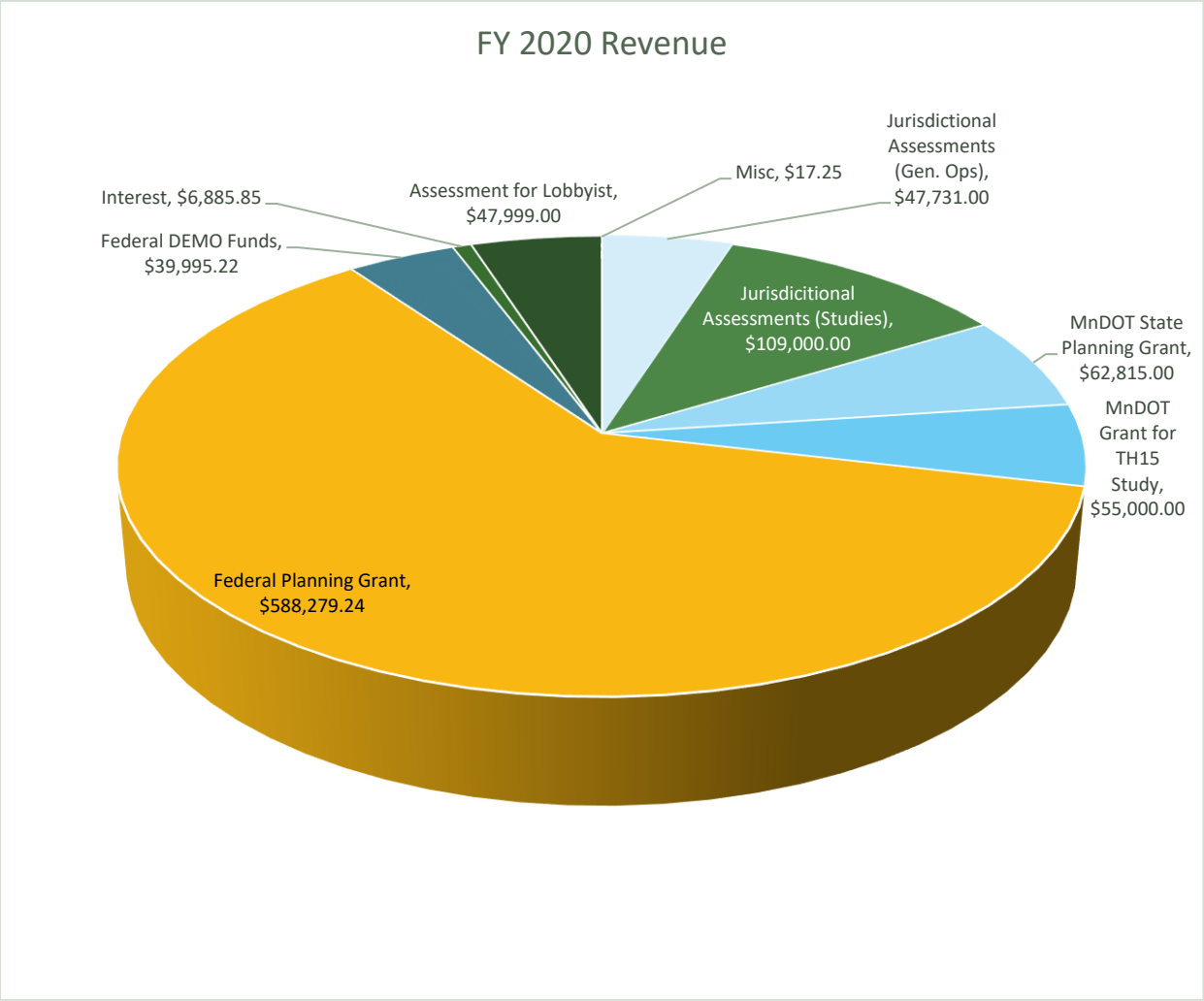
**Expenditures rounded to nearest dollar.*
***Funding for Benton County ADA Transition Plan was approved in 2018 but was not claimed until 2020.*

Figure 4. FY 2020 Revenue by Source

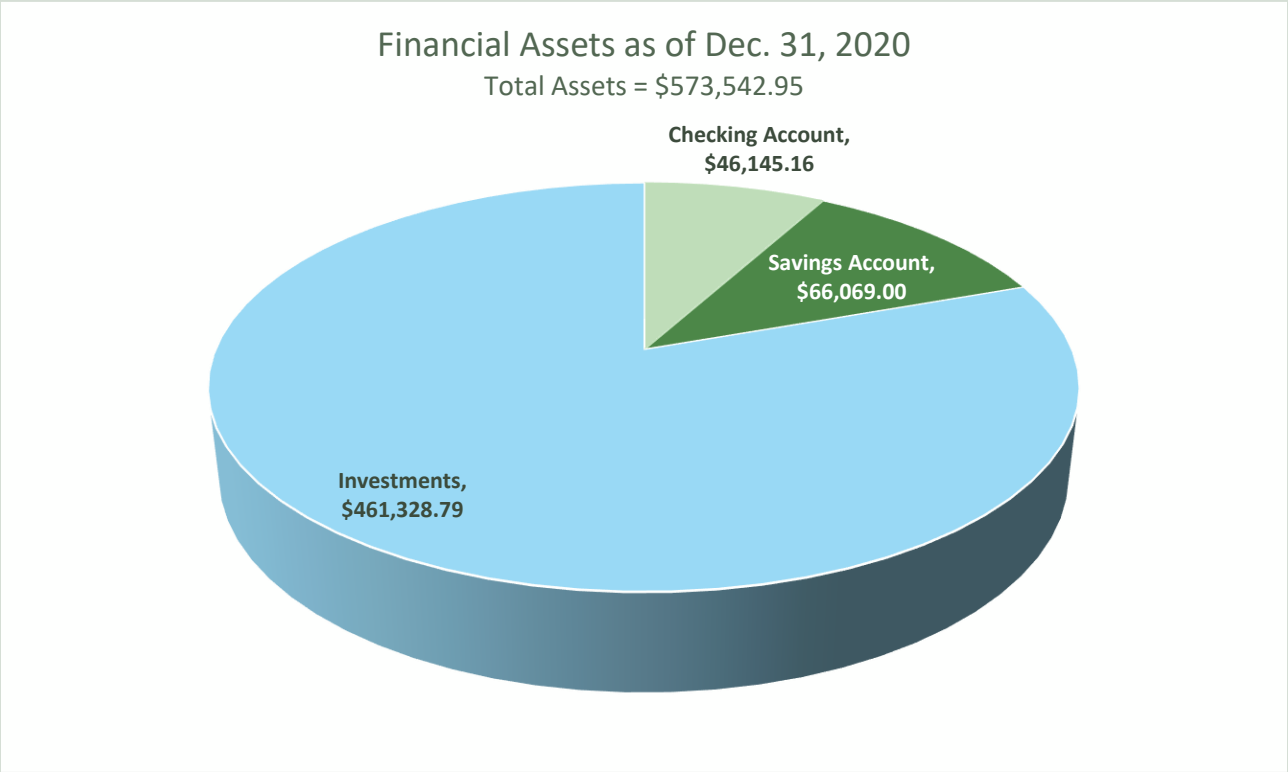


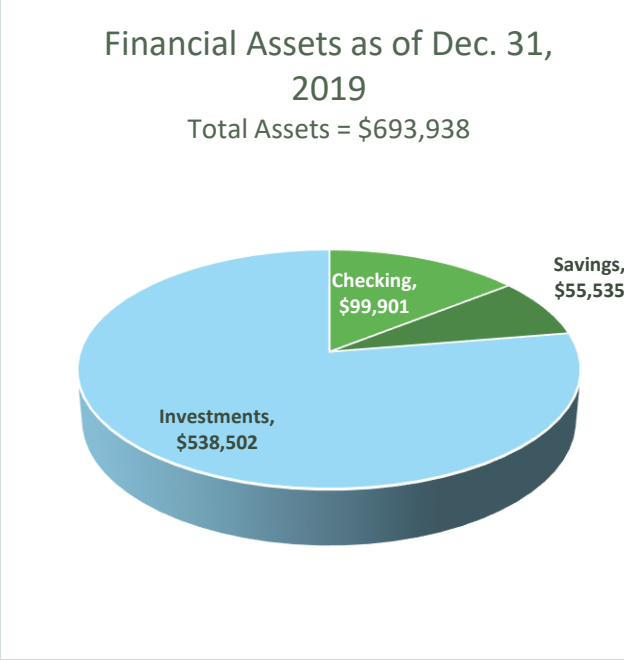
Total APO revenue for FY 2020 was $957,722.56.

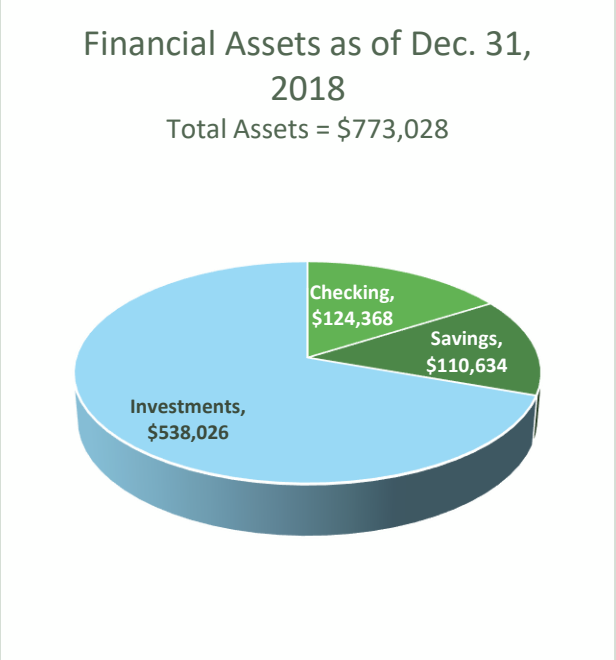
Return on Investment

APO member jurisdictions provided $156,731 to the APO through their annual assessments (excluding the Lobbyist Assessment). In return, the member jurisdictions were awarded $7,766,279 in Federal funds through the Transportation Improvement Program (TIP) in FY 2020 (i.e., $4,585,200 for transit operations and projects, $3,074,079 for roadway projects, and $107,000 for a planning study). That is a 4,955% return on investment.

Figures 5a, b, and c. Financial Assets by Source and Year







Financial assets have been decreasing over the past few years as part of an intentional effort to "right size" the financial reserves of the organization and expend resources to address the region's planning needs. The decrease in financial assets is likely to continue in 2021 as a result of the decrease in tax revenue to the APO's jurisdictional members caused by the COVID-19 pandemic and the need to dip into reserves to fully match the APO's

Federal grants. However, in 2022 the Executive Director intends to stop the slide and will begin holding financial reserves between $500,000 and $600,000.

Figure 6. FY 2020 Expenses by Selected Categories

	Budget	Expended	% Expended	% Remaining
MnDOT State Grant	$62,815.00	$62,815.00	100%	0%
Federal Planning Grant (CPG)	$552,431.00	$538,284.98	97.4%	2.6%
DEMO Federal Funds	$175,000.00	$49,994.02	28.6%	71.4%
Salaries	$309,418.98	$328,104.66	106.0%	0%
Payroll Expenses*	$23,670.55	$23,118.02	97.7%	2.3%
Employee Benefits	$62,994.10	$85,724.56	136.1%	0%

**Payroll expenses are Social Security and Medicare.*

Notes:

- This budget was developed in mid-2019 based on the costs of the APO staff at that time. Near the end of 2019 a more inexperienced staff member left the APO. In January 2020, they were replaced by a much more experienced planner for whom the salary and benefits costs were much higher. Thus, we slightly exceeded the salary budget for staff.
- In response to losing the staff member, the Policy Board voted to change policies such that the APO provided health care coverage to employees free of charge. APO benefit-eligible employees previously had paid 10% of their monthly insurance costs for single-coverage, and 25% of their monthly costs for family coverage. The departing employee had been the second employee in three years to leave the APO for another public agency in part because the other agency provided health care to their employees free of charge. The policy change played a role in the APO exceeding its previous budget for health care insurances (listed as part of "Employee Benefits" shown in Figure 6 above). The age of the new employee also played a role in exceeding the budget for insurances, as well as some employees switching from single- to family-coverage.

Work Elements

100 Administration and Overhead – ON-GOING

Figure 7. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
100 Administration & Overhead	$202,100	$194,006	96.0%	4.0%

Figure 8. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
101 – General	1,195	1,369.75	114.6%	0%
102 – Human Resources & Personnel	162	125.75	77.6%	22.4%
103 – Building Management & Maintenance	36	5	13.9%	86.1%
104 – Staff Development & Training	268	277.5	103.5%	0%
104 – Holiday	480	433	90.2%	9.8%
105 – Vacation	320	233.25	72.9%	27.1%
106 – Sick Leave	160	172.75	108.0%	0%
107 - Overhead	0	0	0%	N/A
Totals	**2,621**	**2,617**	**99.8%**	**0.2%**

Category 100 as shown above includes both staff time and overhead expenses such as office supplies, utilities, postage, etc. The budget for 2020 overhead expenses is shown below.

Figure 9. FY 2020 Overhead Expenses Budget Breakdown

Line Item	Budget	Expended*	% Expended	% Remaining
Liability Insurance & Workers Comp	$6,500	$5,305	81.6%	18.4%
Office Supplies	$2,750	$885	32.2%	67.8%
Accounting Services	$18,100	$17,874	98.8%	1.2%
Telephone/Postage/Internet	$5,000	$6,501	130.0%	0.0%
Travel	$4,500	$2,699	60.0%	40.0%
Professional Development	$4,000	$2,527	63.2%	36.8%
Printing/Publishing/ Advertising	$2,500	$1,985	79.4%	20.6%
Building Maintenance & Utilities	$12,000	$8,351	69.6%	30.4%
Legal Services	$2,000	$1,260	63.0%	37.0%
Multifunction Copier	$3,500	$2,022	57.8%	42.2%
Dues and Subscriptions	$3,500	$3,435	98.1%	18.6%
IT Support & Software	$15,000	$14,267	95.1%	4.9%
Equipment and Hardware	$4,500	$5,613	124.7%	0.0%
Miscellaneous	$5,000	$2,183	43.7%	56.3%
Bank Service Charge	$0	$140	N/A	N/A
Total	**$88,850**	**$75,047**	**84.5%**	**15.5%**

**Expenditures rounded to nearest dollar*

Key Activities, Accomplishments, and Notes

- The COVID-19 pandemic was a major challenge in terms of IT support, software, equipment, and hardware as employees shifted to working primarily from home. The APO purchased new laptops for most staff members, installed a VPN, and upgraded its internet plan to provide sufficient bandwidth so that employees could access the work server from home. These challenges contributed to budgets being exceeded for "Equipment and Hardware" and "Internet".
- The flip side of the pandemic and staff working from home was that significant budget savings were seen in "Office Supplies", "Travel", "Professional Development", and maintenance and supplies for the "Multifunction Copier".
- Hired and on-boarded a new Associate Transportation Planner.
- Hired and on-boarded a new Administrative Assistant.
- Staff participated in various webinars and virtual conferences.
- Completed COVID-19 Plan for the APO office.
- Staff attended annual Title VI and Title II training.

200 Budget and Unified Planning Work Program (UPWP) – ON-GOING

Figure 10. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
200 Budget and UPWP	$9,000	$9,415	104.6%	0.0%

Figure 11. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
201 – Prepare Budget and UPWP	137	147.5	107.7%	0%
Totals	**137**	**147.5**	**107.7%**	**0%**

Key Activities, Accomplishments, and Notes

- Prepared FY 2019 year-end report.
- Processed two amendments/modifications to the 2020 UPWP.
- Developed and gained approval for the 2021-2022 UPWP.

300 Transportation Improvement Program (TIP) – ON-GOING

Figure 12. FY2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
300 Transportation Improvement Program (TIP)	$31,450	$22,147	70.4%	29.6%

Figure 13. FY2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
301 – ATP Meetings/Subcommittees	26	28.5	109.6%	0%
302 – Annual TIP Development	226	291.25	128.9%	0%
303 – TIP Maintenance & Amendments	248	115	46.4%	53.6%
304 – TIP Project Monitoring & Annual Listing of Projects	223	97.75	43.8%	56.2%
Totals	**723**	**532.5**	**73.7%**	**26.3%**

Key Activities, Accomplishments, and Notes

- Staff solicited, reviewed, and ranked STBGP projects.
- Reviewed HSIP applications & scored transportation alternatives projects.

- Completed development and gained approval for the 2021-2024 TIP, including a public input process; coordinated with MnDOT's STIP development.
- Processed multiple amendments and revisions to the TIP, as necessary.
- Developed Annual Listing of Obligated Projects to update information on projects funded in previous years.
- Attended meetings of the MnDOT Area Transportation Partnership.
- Developed Regional Infrastructure Investment Plan based on the Capital Improvement Programs of the member jurisdictions.

400 Transportation System Management (TSM) – ON-GOING

Figure 14. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
400 Transportation System Management	$24,000	$17,867	74.4%	25.6%

Figure 15. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
401 – Performance Measures, Data Collection, Analysis, and Target Setting	352	324.75	92.3%	7.7%
402 – Transportation System Performance and Target Achievement Report	253	158.5	62.6%	37.4%
Totals	**605**	**483.25**	**79.9%**	**20.1%**

Key Activities, Accomplishments, and Notes

- Collected, analyzed, and managed transportation system performance data.
- Developed annual Transportation System Performance Report.
- Worked in coordination with MnDOT to develop regional performance targets for Federally-required transportation performance measures.

500 Transportation Project Development – ON-GOING

Figure 16. FY2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
500 Transportation Project Development	$39,000	$25,656	65.8%	34.2%

Figure 17. FY2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
501 – Planning Assistance for Members	240	82	34.2%	65.8%
502 – Consultant Procurement & Contracting	166	197.5	119.0%	0%
503 – Consultant Study Coordination	230	156.75	68.2%	31.8%
504 – Grant Writing & Assistance for Member Jurisdictions	48	4	8.3%	91.7%
Totals	**684**	**440.25**	**64.4%**	**35.6%**

Key Activities, Accomplishments, and Notes

- Responded to various requests for technical assistance from jurisdictions and key stakeholder agencies/organizations.
- Completed grant agreements with MnDOT for 1.) Demonstration funds, and 2.) for MnDOT's additional $55,000 contribution for the TH15 Study.
- Procured consultant for the TH15 Operations Improvement Study and supported the study's planning process through coordination with and direction of the consultant.
- Procured consultant for the Travel Demand Model Updates and Improvements effort; supported and provided direction to the consultant.
- Procured consultant for the Mississippi River Bridge Planning Update and supported study development.
- Procured vendor to complete the Multi-Use Path Condition Assessment and received final data resulting from that effort.
- Procured website host and signed a five-year contract.

600 Metropolitan Transportation Plan – ON-GOING

Figure 18. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
600 Metropolitan Transportation Plan	$36,500	$25,455	69.7%	30.3%

Figure 19. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
601 – MTP Development & Maintenance	742	516.75	69.6%	30.4%
Totals	**742**	**516.75**	**69.6%**	**30.4%**

Key Activities, Accomplishments, and Notes

- Assisted the Associate Planner in developing the Regional Active Transportation Plan (which will become the Active Transportation portion of the next MTP).
- Re-evaluated MTP visioning process/goals in light of COVID-19 pandemic.

610 Active Transportation Planning – ON-GOING

Figure 20. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
610 Active Transportation Planning	$51,350	$87,847	171.1%	0.0%

Figure 21. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
611 – Safe Routes to School and Active Transportation Planning Coordination and Technical Assistance	254	285.75	112.5%	0%
612 – Active Transportation Advisory Committee	61	112.25	184.0%	0%
613 – Regional Active Transportation Plan Development & Maintenance	746	1,603	214.9%	0%
Totals	**1,061**	**2,001**	**188.6%**	**0%**

Key Activities, Accomplishments, and Notes

- Associate Planner prepared for and supported two meetings of the Active Transportation Advisory Committee.
- Coordinated with MnDOT on their bicycle and pedestrian data collection efforts.
- The Planning Technician deployed the Bike/Ped traffic counter around the region to collect data.
- Staff continued working on development of the Regional Active Transportation Plan.

620 Transit Planning – ON-GOING

Figure 22. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
620 Transit Planning	$10,000	$2,122	21.2%	78.8%

Figure 23. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
621 – General Transit Planning, Coordination, and Technical Assistance	162	39.75	24.5%	75.5%
622 – Northstar Coordination	84	7.75	9.2%	90.85
Totals	**246**	**47.5**	**19.3%**	**80.7%**

Key Activities, Accomplishments, and Notes

- Created various maps at the request of Metro Bus.
- APO staff attended Metro Bus RAC meetings.
- Staff coordinated with the Policy Board and MnDOT regarding the Northstar Extension Feasibility Assessment.

630 Freight Planning & Economic Vitality – ON-GOING

Figure 24. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
630 Transit Planning	$12,450	$1,622	13.0%	87.0%

Figure 25. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
631 - Freight Planning, Coordination & Technical Assistance	100	3	3.0%	97.0%
632 - Transportation-Related Economic Development Planning, Coordination & Technical Assistance	104	22	21.2%	78.8%
Totals	**204**	**25**	**12.3%**	**87.7%**

Key Activities, Accomplishments, and Notes

- Staff supported development of MnDOT District 3's freight plan.
- Executive Director researched various relationships/indicators of transportation efficiency and economic development.

640 Safety, Security & Environmental – ON-GOING

Figure 26. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
640 Transit Planning	$9,500	$8,912	93.8%	6.2%

Figure 27. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
641 - Safety & Security Planning, Coordination & Technical Assistance	98	213.75	218.1%	0%
642 - Transportation Resiliency, Energy Conservation, Environmental Impacts & Mitigation Analysis	106	0	0%	100%
Totals	**204**	**213.75**	**104.8%**	**0%**

Key Activities, Accomplishments, and Notes

- Staff chaired and supported the regional Toward Zero Deaths Committee.
- At the request of TAC members, APO staff provided staff support for a speed limit working group resulting from a change in State law giving local jurisdictions more freedom to set speed limits on public streets.

700 Transportation Planning Coordination & Meetings – ON-GOING

Figure 28. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
700 Transportation Planning Coordination & Meetings	$70,000	$77,955	111.4%	0.0%

Figure 29. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
701 – General Meeting Coordination and Attendance	425	382	89.9%	10.1%
702 – APO Committee & Board Meetings	680	470.5	69.2%	30.8%
703 – Public Outreach, Engagement, Website & Social Media	256	404.25	157.9%	0%
704 – Evaluation and Coordination of Plans from Member Jurisdictions	44	31	70.5%	29.5%
705 – Develop & Maintain Stakeholder Engagement Plan & Title VI Compliance Plan	52	236	453.8%	0%
706 – Annual Report for SEP and Title VI Compliance/Effectiveness	92	201.5	219.0%	0%
Totals	**1,549**	**1,725.25**	**111.4%**	**0%**

Key Activities, Accomplishments, and Notes

- Held seven meetings of the Technical Advisory Committee (TAC).
- Held eight meetings of the Policy Board.
- Administrative Assistant prepared minutes of all meetings above.
- Held weekly APO staff coordination meetings.
- The Executive Director attended four Minnesota MPO Directors' meetings.
- Supported and updated website and social media accounts to keep public informed.
- Staff developed annual Stakeholder Engagement Plan compliance/effectiveness report.
- Staff completed an amendment/update of the Stakeholder Engagement Plan.
- Staff supported MnDOT by serving on various committees guiding development of plans.

800 Transportation Data – ON-GOING

Figure 30. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
800 Transportation Data	$30,000	$18,921	63.1%	36.9%

Figure 31. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
801 – Network & TAZ Data Collection & Analysis	304	156	51.3%	48.7%
802 – CUBE Travel Demand Model Development & Operations	200	143	71.5%	28.5%
803 – GIS Database Development & Mapping	240	217.5	90.6%	9.4%
Totals	**744**	**516.5**	**69.4%**	**30.6%**

Key Activities, Accomplishments, and Notes

- Created geo-database for 2020-2050 Travel Demand Model & integrated travel demand model into GIS.
- Working in coordination with a consultant, staff helped implement various changes and improvements to the regional Travel Demand Model.

900 Locally Funded Activities – ON-GOING

Figure 32. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
901 – Legislative Communications	$6,700	$401.34	6.0%	94.0%
902 – Travel for Legislative Communications	$5,000	$975.26	19.5%	80.5%
903 - Audit	$8,000	$8,000	100.0%	0.0%
Totals	**$19,700**	**$9,376.60**	**47.6%**	**52.4%**

- Figure 32 includes costs for staff time, non-reimbursable travel, and the annual audit.

Figure 33. FY 2020 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
901 – Legislative Communications	100	6	6.0%	94.0%
Totals	**100**	**6**	**6.0%**	**94.0%**

Key Activities, Accomplishments, and Notes

- Began development of briefing booklet of regional transportation priorities.
- Staff prepared for annual trip to Washington DC, but trip was later canceled due to COVID-19 pandemic.
- Staff supported the completion of our annual financial audit.

TH15 Corridor Operational Improvement Study - COMPLETED

Figure 34. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
TH15 Operational Improvement Study	$250,000	$244,093	97.6%	2.3%

Key Activities, Accomplishments, and Notes

- Held two robust public input events completely online due to the COVID-19 pandemic.
- Completed study on time and on budget.

Travel Demand Model Updates & Improvements - COMPLETED

Figure 35. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
Travel Demand Model Updates and Improvements	$50,000	$49,894	99.8%	0.2%

Key Activities, Accomplishments, and Notes

- Consultant completed tasks outlined in the scope-of-work, but we will not be able to fully implement their changes/updates to the model until the model is recalibrated to base year 2020.
- Recalibration is expected to occur in 2022.

Stearns CSAH 133 New Alignment Planning Study and Official Mapping – NOT INITIATED

Figure 36. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
Stearns CSAH 133 Alignment Planning	$85,000	$0	0%	100%

Key Activities, Accomplishments, and Notes

- Stearns County is implementing this study process; the APO is acting only as a pass-through agency for the funding.
- The County delayed initiating the study because of the COVID-19 pandemic. The County Engineer expects to initiate in 2021.
- The Federal funds are not CPG funds but Demonstration funds, so the funds did not expire on Dec. 31, 2020.

Mississippi River Bridge Planning – INCOMPLETE

Figure 37. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
Mississippi River Bridge Planning Update	$167,000	$49,994	30.0%	70.0%

Key Activities, Accomplishments, and Notes

- This is the second APO funded project that utilized Federal Demonstration funds instead of CPG funds.
- Consultant was procured in late summer 2020.

- Consultant completed background/existing conditions report in 2020 and met with some key stakeholders.

Multi-Use Path Condition Assessment – COMPLETED

Figure 38. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
Multi-Use Path Condition Assessment	$12,000	$11,936	99.5%	0.5%

Key Activities, Accomplishments, and Notes

- Procured the Parks & Trails Council of Minnesota to complete the condition assessment for all shared-use paths in the Metropolitan Planning Area.

Benton County ADA Transition Plan – COMPLETED

Figure 39. FY 2020 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
Benton County ADA Transition Plan	$0	$7,179	N/A	N/A

Key Activities, Accomplishments, and Notes

- Funding for this plan was 100% local funds from the APO.
- The funds were originally budgeted in 2018, but Benton County did not request reimbursement until 2020.

Summary and Conclusions

Overall, the APO continues to perform well and provides a remarkable value for its member jurisdictions who pay about 16% of the total cost of staff and operations. In return, those same member jurisdictions gain access to millions of Federal dollars for transit, roadway, and active transportation projects.

The largest expenditure was the TH15 Operational Improvement Study, which consumed 27% of the organization's budget. This study was very large and complex and it is a credit to the consultant and the project steering committee that the study was completed on-time and on-budget, especially during the time of a public health pandemic.

Administration and overhead costs accounted for about 21% of expenditures, which is close to ideal. A modest budget amendment was completed in June to shift some resources, but the costs of dealing with the COVID-19 pandemic were largely absorbed within the existing budget. Even after the pandemic has ended, it seems likely that staff will continue to work from home at least part-time. Staff reports that working from home provides a better work-life balance for them, and there has not been a noticeable reduction of work productivity as a result of working from home. Additionally, staff have heard from the general public that they really appreciate the greater effort we have been making to provide documents and

public feedback opportunities through virtual (i.e., Zoom) and social media platforms. We have received far more comments on draft plans and documents during the pandemic than we ever did when we held only in-person public meetings. Therefore, IT services, software, equipment, and internet service will continue to be important to the APO fulfilling its mission. Future budgets should take this into consideration. In contrast, budgets for office supplies, travel, and the copier could be slightly reduced to reflect the less frequent presence of staff in the APO office.

The next largest expenditure was Active Transportation Planning (10%), most of which went for the development of the Active Transportation Plan. This project continues to exceed expected budgets both in terms of dollars and hours. Both the Executive Director and Senior Planner have begun to take a more active role in managing the project, but an unfortunate side-effect of that strategy is that even more time is now being spent on the project. The 2022 budget should take into consideration the speed of past development and provide realistic resources to see the project through to completion.

Coordination, Meetings, and Public Outreach accounted for 9% of the budget, which makes sense given that the APO is, at its core, a forum for interjurisdictional planning coordination. As noted previously, going-forward public outreach will likely be a combination of in-person and online platforms and agency budgets should reflect that.

Beginning in FY 2022, the Executive Director will begin to budget to preserve the remaining financial assets (primarily investments) to support the APO in the event of a disruption of Federal funds or other unforeseen event that impacts the organizations finances.

Ignoring the lobbyist budget and the two projects funded with Demonstration funds, the APO expended about 95% of its budget in FY 2020. In other words, the organization almost exactly hit its target. However, in the future, slightly more cushion in staff salaries and benefits would help ensure that those budgets are not exceeded if younger staff leave the organization and are replaced by older employees who tend to both earn higher salaries and cost more in terms of health care insurance.

SAINT CLOUD | AREA PLANNING ORGANIZATION

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TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: Regional Transportation Priorities
DATE: April 30, 2021

Each year the Policy Board establishes regional transportation priorities which we then communicate to our members of Congress and legislators to consider for funding.

This year, additional funding for transportation has never seemed so likely. I developed a short three question survey to collect your thoughts on what our next regional priority(ies) should be.

I emailed the link to the survey directly to you. If you did not receive it or need me to send it again, please let me know.

If you have not already done so, please complete the survey by May 11th and I will provide the results at your May 13th meeting.

Requested Action: *None, discussion only*

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