



Stakeholder Engagement Plan 2021 Annual Report

Prepared by the
Saint Cloud Area
Planning
Organization



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 (Saint Cloud Metro Bus). The United States Government and the State of Minnesota assume no liability for the contents or use thereof.

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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 taariikhda 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.

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 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

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TITLE II ASSURANCE

The Saint Cloud Area Planning Organization (APO) hereby 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](http://www.stcloudapo.org) (www.stcloudapo.org) or you can view a copy at our offices at 1040 County Road 4, Saint Cloud, MN 56303.

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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 codsabayaasha, 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 dhibaataada. 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 ee suurtoogalka 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 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](http://www.stcloudapo.org) (www.stcloudapo.org) o puedes ver una copia en nuestra oficina e 1040 County Road 4, Saint Cloud, MN 56303.

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Efforts to Expand Outreach and Public Participation

A Plain Language Summary of the APO's 2021 Stakeholder Engagement Plan Annual Report

The Saint Cloud Area Planning Organization (APO) is committed to coordinated planning – in a fair and mutually beneficial manner – on select issues transcending jurisdictional boundaries for the betterment of the entire Saint Cloud metropolitan planning area. To accomplish this mission, the APO relies heavily on ensuring that coordinated planning efforts involve meaningful public input and that input is a factor in the decision-making process behind the development of every plan and program the APO does.

The Stakeholder Engagement Plan – SEP – is the roadmap for APO staff, advisory committees, and decision-makers on how to engage and reach the community in a way that ensures all community members are given an equal and equitable opportunity to participate in the process.

The APO has developed three specific goals when it comes to getting the community involved in the regional transportation planning process:

1. **Opportunities for Involvement.** Provide early, accessible, and continuous opportunities for public involvement from a diversity of stakeholders and interested public.
2. **Access to Information.** Provide reasonable public access to technical and policy information used in the development of plans and projects.
3. **Review of Materials.** Provide a reasonable amount of time to review materials and comment prior to adoption of any plan or amendment.

To measure the APO's progress in achieving these goals, APO staff has committed to conducting an annual assessment to evaluate the effectiveness of its policies and practices around public involvement.

The 2021 SEP Annual Report is an evaluation of the APO's performance throughout the year (June 2020 to July 2021). The report details the activities in which public participation was sought, the methods used to involve the public in APO planning initiatives, and the amount of participation that was received. From the analysis of data collection and findings, the report provides a response to the recommendations from the 2020 SEP Annual Report and lists recommendations for improving current efforts in the year to come.

The contents of the APO SEP Annual Report are summarized as follows.

Chapter 1 gives a brief overview of the APO structure and its role in regional transportation planning and coordination.

In Chapter 2, the various goals and techniques used to reach out to the public are identified. This also includes how outreach efforts continued to be affected by restrictions related to the COVID-19 pandemic.

Chapter 3 of the report focuses on how APO staff interacted with the community over the past year. This includes the number of meetings, open houses, and other events. Mostly

these were virtual formats due to the ongoing restrictions on in-person meetings. Staff also reviewed the continuing efforts to expand the APO's presence on various social media platforms followed by a look at responses from the public to the many online surveys related to TIP development and consultant-led studies. A section detailing the response to demographic surveys indicates the segments of the area population reached through engagement.

Rounding out Chapter 3 are key takeaways from discussions APO staff had with representatives from stakeholder organizations, seeking their thoughts on how to improve outreach and participation to underserved groups.

Chapter 4 details the many strategies that APO's consultants used to obtain public participation in planning studies. Summaries of the type and amount of engagement received from the TH 15 Corridor Study and the Mississippi River Bridge Planning Study are provided.

Chapter 5 of the report identifies the response to surveys sent to participants following activities and studies to obtain feedback on their experience. These responses are helpful in identifying the success of engagement efforts and aspects of the public's experience that may need to be improved.

Chapter 6 identifies APO staff's efforts and performance at engaging people with limited English proficiency. As outlined in Federal regulations, the APO must have a Limited English Proficiency (LEP) plan that identifies reasonable steps staff can take to provide language assistance to those who do not speak English as their primary language and have limited ability to read, speak, write, or understand English. Following the LEP plan, the report includes staff's annual self-evaluation to ensure they are in line with goals.

Chapter 7 takes what was learned from the findings of this report to identify how public engagement can be improved. This first part of this chapter is a review and rating of how last year's recommendations were implemented. The second half of the chapter details suggested strategies to improve public involvement in the coming year.

Chapter 8 has concluding remarks about the APO's overall findings and performance with the hope that implementing the recommendations for 2022 will further expand and improve public participation.

1 - INTRODUCTION

The Code of Federal Regulations (23 CFR §450.316) requires all Metropolitan Planning Organizations (MPOs) to develop and use a documented public participation plan that defines a process for providing citizens, affected public agencies, and others with reasonable opportunities to be involved in the metropolitan transportation planning process.

As the MPO for the Saint Cloud metropolitan planning area (MPA), the Saint Cloud Area Planning Organization (APO) is responsible for complying with these regulations. The APO's [Stakeholder Engagement Plan](https://bit.ly/327W6vf) (https://bit.ly/327W6vf) – revised in October 2020 – fulfills those federal requirements and reinforces the APO's commitment to meaningful public involvement in its planning and programming efforts.

The APO's SEP provides detailed information regarding how the public can be involved in the APO's planning and programming processes, including: 1) the Metropolitan Transportation Plan (MTP); 2) the Transportation Improvement Program (TIP); and 3) the Unified Planning Work Program (UPWP). It also provides general guidance for all other planning products done by the APO, such as region-wide planning studies, corridor studies, and sub-area studies.

In addition to the public participation plan, the APO's SEP also contains the Title VI and Limited English Proficiency (LEP) plan.

In order to assess and evaluate the successes and shortcomings of the APO's public engagement strategies, the SEP outlines a process for staffers to compile pertinent data – both quantitative and qualitative – regarding public engagement. Per the expectations outlined in the APO's SEP, staff will conduct a review of all public outreach efforts on an annual basis and will use the information gathered to help modify any perceived deficiencies in public outreach strategies.

This document, thereby, fulfills this expectation as outlined in the APO's SEP.

Saint Cloud Area Planning Organization

The APO Urbanized Area is designated by the U.S. Census Bureau after every decennial census. Criteria for defining this area include population density and density of development. The APO, in conjunction with the Minnesota Department of Transportation (MnDOT), approves a 20-year planning boundary that includes not only the Census-defined Urbanized Area, but also considers expected urbanized growth within that period.

Member jurisdictions include Benton County, Sherburne County, Stearns County, City of Saint Cloud, City of Saint Joseph, City of Sartell, City of Sauk Rapids, City of Waite Park, and LeSauk Township. Saint Cloud Metropolitan Transit Commission (MTC) – more commonly referred to as Saint Cloud Metro Bus – is also a member.

The cities of Rockville, Saint Augusta, and Saint Stephen along with Brockway Township, Haven Township, Minden Township, Saint Joseph Township, Saint Wendel Township, Sauk Rapids Township, and Watab Township are located within the designated APO 20-year planning boundary but are not formal member jurisdictions. Instead, these jurisdictions are represented through their respective counties.

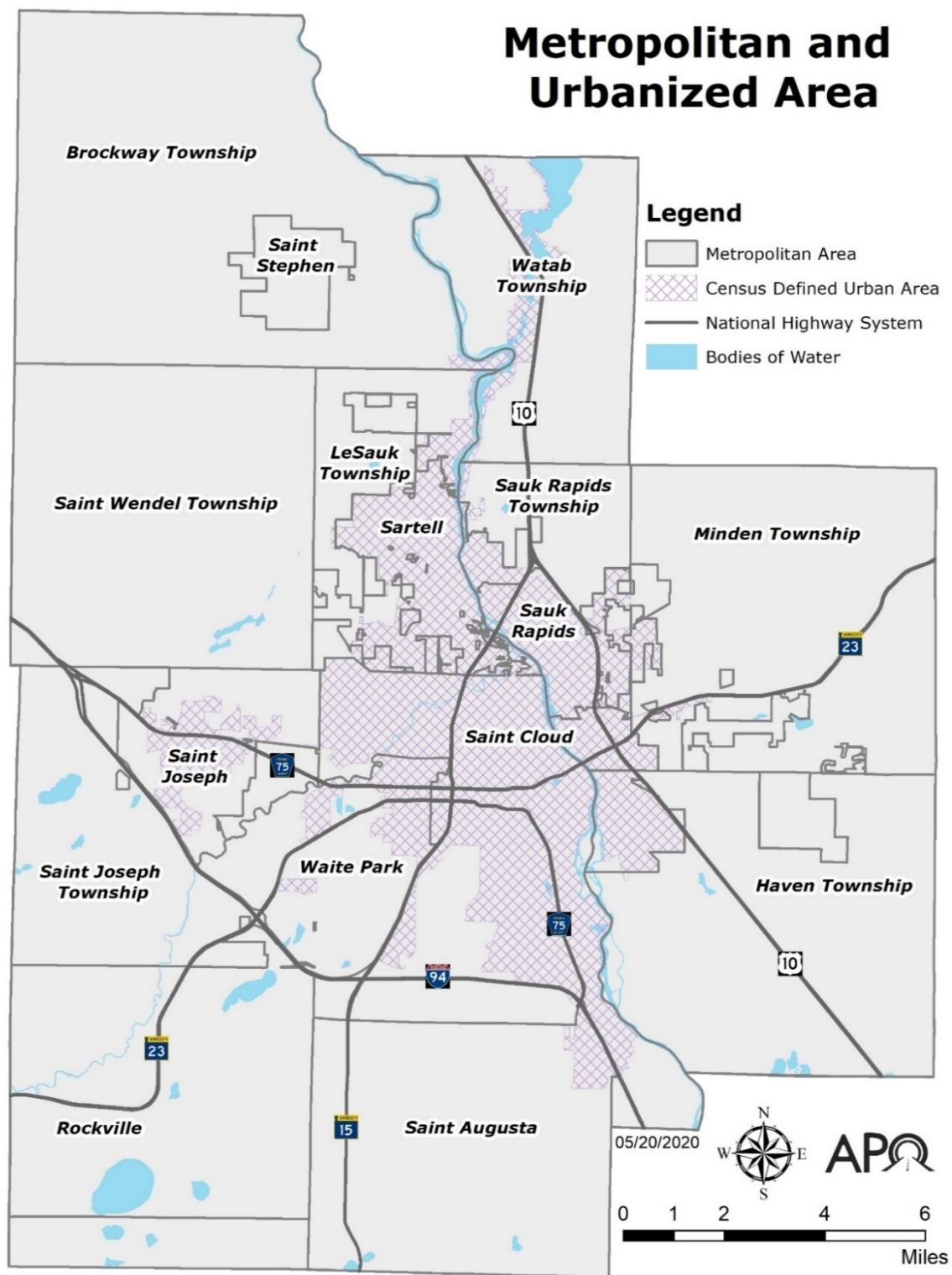


Figure 1: Map of the APO's planning area.

As a comprehensive, intergovernmental transportation planning agency for the Saint Cloud MPA, the APO receives local, state, and Federal funds to administer programs and transportation-related studies.

The APO Policy Board is made up of elected officials and a senior-level management position from Saint Cloud Metro Bus. The Policy Board is the decision-making body of the APO and provides guidance and direction to staff. The Policy Board is advised by a Technical Advisory Committee (TAC) and a TAC subcommittee for active transportation (i.e., non-motorized transportation such as biking and walking) issues known as the Active Transportation Advisory Committee (ATAC).

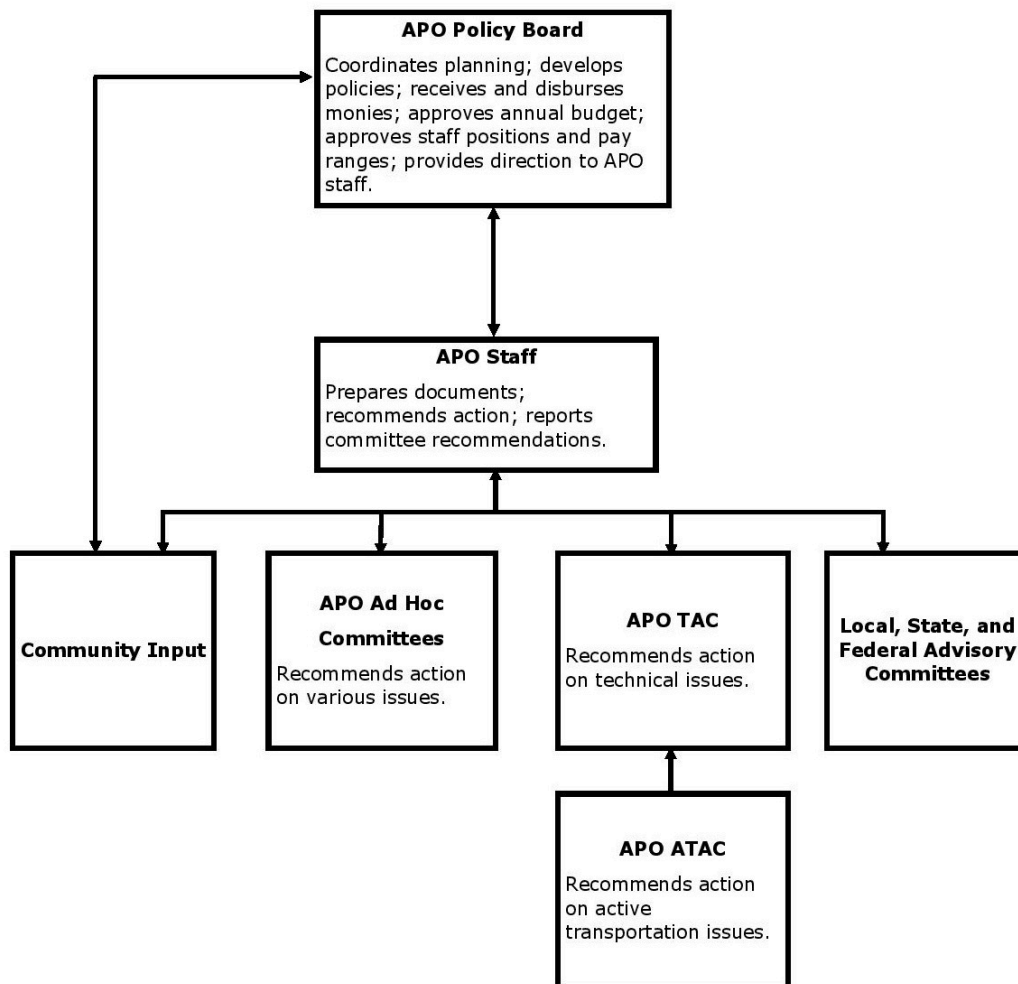


Figure 2: APO organizational chart.

The APO is committed to coordinated planning – in a fair and mutually beneficial manner – on select issues transcending jurisdictional boundaries for the betterment of the entire Saint Cloud MPA. This mission is accomplished through professional planning initiatives, the

provision of objective information, and building collaborative partnerships that foster consensus.

The APO strives to be:

- Public service-oriented by providing accountability to constituents and exhibiting the highest standards of ethical conduct.
- Creative problem solvers by anticipating potential challenges and developing creative solutions based on professional knowledge, public involvement, and collaboration with our partners.
- Continuous learners who constantly seek new information, knowledge, and skills to better serve the Saint Cloud MPA.

In the transportation planning process, the APO's role includes:

- Maintaining a certified "3-C" (comprehensive, cooperative, and continuing) transportation planning process.
- Coordinating the planning and implementation activities of local, regional, and state transportation agencies.
- Undertaking an effective stakeholder engagement process which ensures meaningful public input is part of the decision-making process behind plans and programs.
- Providing leadership both in setting transportation policy and in metropolitan system planning.
- Lending technical support in planning and operations to local governments.
- Planning for an intermodal transportation system that is economically efficient, environmentally sound, provides the foundation to compete in the global economy, and will move people and goods in an energy-efficient manner.



Figure 3: APO staff and members of the APO Policy Board attending a meeting virtually through Zoom.

2 - 2020-2021 PUBLIC OUTREACH

Goals

As identified in the APO's SEP, APO staffers strive to educate and engage the public in meaningful ways that allow for fully informed participation and engagement. The APO has created a list of goals and strategies to aid in the public development and implementation of the SEP.

The three goals of the SEP are:

1. Provide early, accessible, and continuous opportunities for public involvement from diverse stakeholders.
2. Provide reasonable public access to technical and policy information used in the development of plans and projects.
3. Provide a reasonable amount of time to review materials and comment prior to adoption of any plan or amendment.

Public Involvement Techniques

As outlined in the APO's SEP, APO staffers utilize a variety of techniques to engage and inform members of the public on regional transportation planning and programming processes. From July 2020 through June 2021, APO staff utilized the following strategies. A brief description of those strategies is also included below.

Public Meetings: These meetings generally function in coordination with transportation plan updates or planning studies with the overall intent of involving the public in the determination and consideration of identified issues and the development of project alternatives. All public meetings are announced to the public via social media and the APO's website.

Advertising of Public Meetings: Notice of public involvement opportunities may include posting of notices in public places and direct notification of stakeholders identified in the process. The APO utilizes legal notices in the local newspaper of record to advertise public input opportunities on the documents and planning studies in their draft form prior to formal completion and/or adoption by the APO's Policy Board.

News Media: The APO notifies news media through general purpose meeting notifications for the Policy Board and project specific press releases. The APO may also submit letters to the editor to the newspaper of record on current trends in transportation that would have implications on the APO planning area. The APO maintains a current list of media contacts.

APO Website: The [APO website](http://www.stcloudapo.org) (www.stcloudapo.org) is utilized to accommodate the timely delivery of information to the public. Information inclusive of meeting agendas, notices, announcements, draft/final plans, minutes, maps, and studies are located on the web in formats accessible to the public.

Social Media: The APO utilizes appropriate social media avenues to post pertinent information and notices on a frequent basis. Information available on social media also provides another opportunity for the public to provide input to the APO's on-going planning process. The APO's [Social Media Plan](#) can be found on the APO's website (<https://bit.ly/2V0G0Us>)

Citizen Surveys: On a project specific basis, citizen surveys will be used to collect data and other relevant information. These surveys will be available both online and in hard copy. This information is generally documented within the transportation plan or study and is posted on the APO's website.

Visualization Techniques: This content-focused technique utilizes graphics such as maps, charts, graphs, pictures, renderings, and PowerPoint presentations to communicate relationships, trends, performance thresholds, deficiencies, issues, recommendations, and considerations to the public.

Interested Persons List: The APO will maintain list of stakeholder contacts which includes citizens; affected public agencies; representatives of public transportation employees; freight shippers; providers of freight transportation services; private providers of transportation; representatives of users of public transportation; representatives of users of pedestrian walkways and bicycle transportation facilities; representatives of people with disabilities, people-of-color, persons of low income; and other interested parties. The list is used to notify stakeholder contacts of opportunities to be involved in the transportation planning process.

Speaking Engagements: APO staff members are available to provide general and project specific information as requested by interested community groups. Staff members also may perform public outreach to community and advocacy groups.

Ensuring Accessible Meetings: For meetings to be successful, everyone involved must have an equal opportunity to participate. Three components are key to presenting meetings that are accessible to people with disabilities: 1) where the meeting is held, 2) how the meeting room furniture is arranged, and 3) how the meeting information is communicated. APO staff shall use the guidance provided in [Accessible Information Exchange: Meeting on a Level Playing Field](https://www.ada.gov/business/accessiblemtg.htm) (<https://www.ada.gov/business/accessiblemtg.htm>). When preparing public meetings, APO staff shall make all reasonable good-faith efforts to provide auxiliary services if requested to do so.

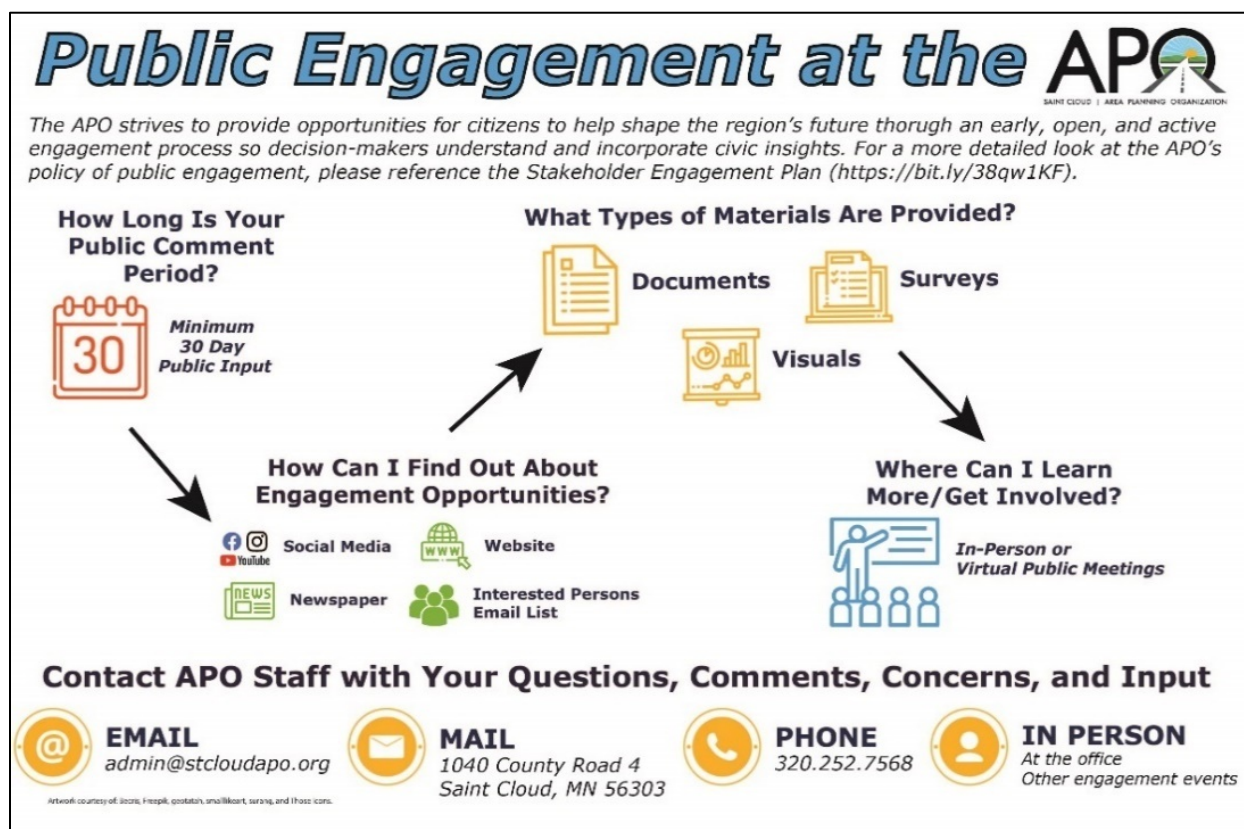


Figure 4: A simplified graphic of the APO's public engagement strategies. Artwork courtesy of Becris, Freepik, geotatah, smalllikeart, surang, and Those Icons.

Adapting to COVID-19 Restrictions

Restrictions imposed statewide in March 2020 due to the COVID-19 health emergency through executive orders from Minnesota Gov. Tim Walz continued through much of the year. These restrictions included public facilities typically used by the APO being closed to the public, in-person gatherings being discouraged, and social distancing guidelines were established to prevent the spread of this highly contagious disease. Circumstances created by this health crisis meant the APO was unable to use traditional face-to-face methods. Instead, like other public agencies, the APO relied almost exclusively on available online methods of public engagement. Frequent usage was made of the APO website and social media, especially Facebook. All meetings were conducted in a virtual format typically using the video conferencing platform, Zoom.

As documented in this report, the amount of public engagement received through online means continued to grow during this period. Of note, some sectors of the MPA population do not have access to online technology including those that are traditionally underserved. Attempts to reach these groups for their input on transportation planning products and processes continued. As part of the recommendations for public outreach – found in Chapter 6 – APO staff is committed to exploring avenues to ensure all who want to participate in the APO's planning process are able.

3 – QUANTITATIVE DATA FROM STAFF LED ACTIVITIES

Public Meetings

During the 12-month period from July 1, 2020, to June 30, 2021, APO staff conducted a combined total of 24 online meetings that were open to the public. Public meetings include those related to review and project development for Transportation Improvement Program (TIP), and public discussions to guide the development of the Active Transportation Plan.

Meetings of the APO's Active Transportation Advisory Committee (ATAC), the Active Transportation Plan Development Committee (ATP DC), the APO Technical Advisory Committee (TAC), and the APO Policy Board were scheduled events with notice provided to the public through the APO website.

For a full list of public meetings and input events with the comments received and their disposition please see Appendix A.

Of note, for purposes of this analysis, APO staff define a "member of the public" as: 1) someone who does not work for the APO or one of its member jurisdictions or agencies, and 2) an elected or appointed official who does not serve on the APO Policy Board.

TIP Virtual Open Houses

Due to the ongoing COVID-19 global pandemic, in-person open house activities were effectively suspended. Therefore, APO staff resorted to utilizing Facebook Live to conduct three virtual open house events. Between July 2020 and June 2021, APO staff hosted Facebook Live open house events to announce public input opportunities for the APO's TIP.

Open House Event	Date Held	Engagement	Reach	Average Watch Time
TIP	07-7-2020	5	145	0:16
TIP	01-12-2021	6	53	0:31
TIP	03-10-2021	5	88	0:16

Figure 5: A table of the Facebook Live TIP open house engagement dates with Facebook insight numbers for engagement, reach and average watch time.

Reach is defined by Facebook as the estimated number of people who had any posts from your page on their screen, broken down by total, organic, and promotions. Engagement is the number of times people have engaged with your posts through likes, comments, and shares, and more.

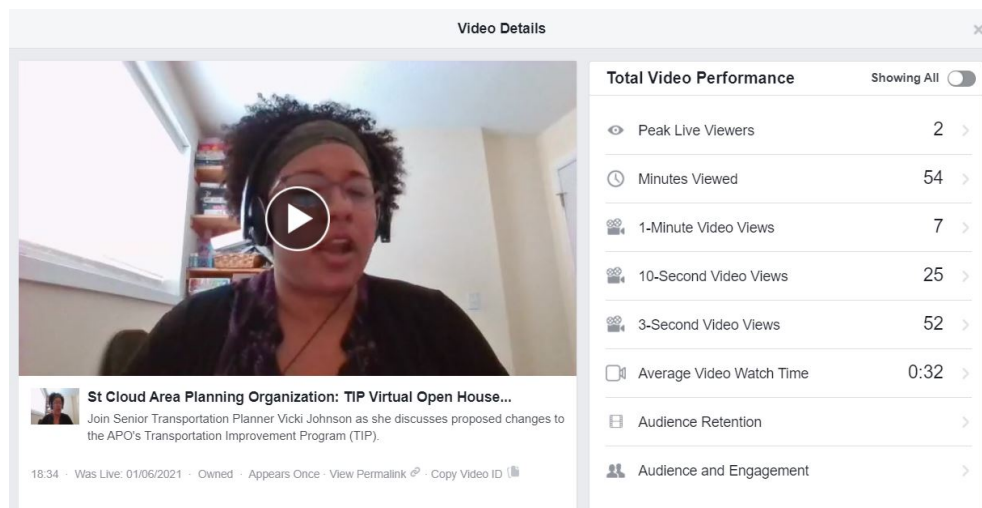


Figure 6: A screen shot of the APO's 2021-2024 Transportation Improvement Program Jan. 12, 2021, Facebook Live virtual open house.

All open houses were advertised to the public via legal notices found within the APO's newspaper of record (St. Cloud Times). The APO's Facebook page was also used to advertise notice of the TIP open house events through posts and Facebook Live videos.

The average reach for the three TIP open house events was 95 people. This compares an average of 211 from the previous year which had two Facebook Live events. From this, 16 directly engaged as a result which compares to 22 from the period between July 2019 and June 2020. No comments were received from the TIP events.

ATAC and DC Meetings

Between July 2020 and June 2021, APO staff hosted two meetings of the Active Transportation Plan Development Committee (ATP DC) and two ATAC meetings. All meetings were held via Zoom due to the ongoing COVID-19 pandemic. These meetings focused heavily on active transportation issues and the ongoing development of the regional Active Transportation Plan (ATP).

ATP DC and ATAC meetings and public participation are as follows:

Event	Date Held	Method	Public Participants
ATP DC	9-2-2020	Online (Zoom)	2
ATP DC	10-14-2020	Online (Zoom)	1
ATAC	11-2-2020	Online (Zoom)	9
ATAC	1-25-2021	Online (Zoom)	8

Figure 7: A table of the ATAC meeting dates, locations, and number of participants who attended between July 2020 and June 2021.

Notice of ATAC meetings was provided to the volunteer list of members and announced to the public on the APO website. Notice of ATP DC meetings was provided to the volunteer list of members. Due to limited participation, the ATP DC was dissolved after the October 2020 meeting and volunteers with the ATP DC were merged with the ATAC participants.

TAC Meetings

Between June 2020 and July 2021 APO staff hosted seven regular and one special meeting (June 8, 2021) of the TAC. All meetings were conducted online via Zoom. These meetings primarily focused on technical transportation issues. Voting membership on the TAC is comprised of planners and engineers from the agencies and jurisdictions of the APO.

Date Held	Public Participants
7-30-2020	0
9-24-2020	0
2-4-2021	0
2-25-2021	0
3-25-2021	0
4-29-2021	1
5-27-2021	0
6-8-2021	0

Figure 8: A table of the TAC meeting dates, locations, and number of public participants who attended between July 2020 and June 2021.

TAC meetings were advertised to members of the public on the homepage of the APO's website. One member of the public attended an APO TAC meeting (April 29, 2021).

Policy Board Meetings

Between July 2020 and June 2021, the APO hosted nine Policy Board meetings conducted via Zoom. Policy Board meeting dates and accompanying materials were made available on the APO's website. Some meeting notifications were also advertised on Facebook. Three Policy Board meetings (Feb. 11, March 11, and May 13) were recorded and streamed to the public on YouTube. More information on YouTube usage will be discussed later in this report.

Date Held	Public Participants
8-13-2020	0
9-10-2020	0
10-8-2020	0
1-14-2020	0
2-11-2021	0
3-11-2021	0
4-8-2021	0
5-13-2021	0
6-10-2021	0

Figure 9: A table of the TAC meeting dates, locations, and number of participants who attended between July 2020 and June 2021.

No one from the public participated in the APO Policy Board Zoom meetings.

Social Media

In addition to Facebook, the APO made use of new social media platforms - a YouTube account, an Instagram account, and a LinkedIn profile – established the previous reporting year (July 2019-June 2020). While Facebook was the platform most often used to engage the public, YouTube videos were also produced and posted, and APO staff posted on Instagram.

Facebook

The APO made frequent use of Facebook in the period from July 2020 through June 2021. APO staff utilized this platform to provide its Facebook followers with information about updates and opportunities for input on the transportation planning process. Facebook posts also provided notice of TAC meetings and other topics of importance to transportation planning.

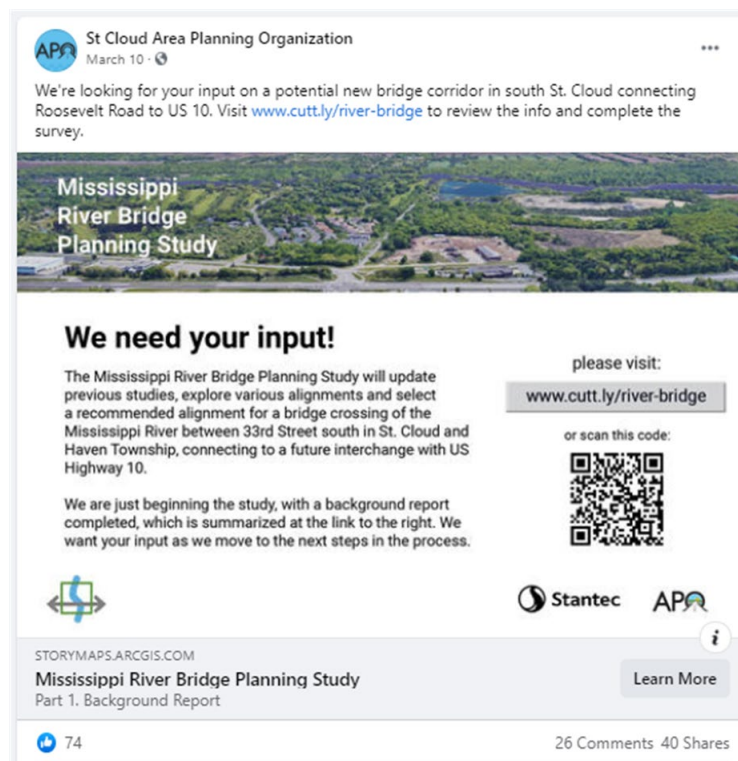


Figure 10: Facebook post from March 10, 2021, requesting public input on the Mississippi River Bridge Corridor Study.

During this one-year time frame, the number of followers to the APO's Facebook page progressively grew. As of July 1, 2021, the APO's Facebook page had 343 followers, a 26.1% increase in comparison to the 272 followers last July. During this time frame, there were 106 Facebook posts in total.

In terms of posts pertaining to the APO directly soliciting public input, from July 2020 through June 2021, the APO created 31 posts. Added as part of the current report are two June 2020 posts that relate to public comment on the 2021-2024 TIP which primarily occurred in July.

A June 2021 post relating to public comment on the Southwest Beltline Corridor Study will be included in next year's SEP annual report.

The topics receiving multiple posts included:

- TIP public comments: 12 posts.
- TH 15 Corridor Study: 7 posts.
- SEP Update: 2 posts.
- Mississippi River Bridge Study: 2 posts.
- APO Newsletter: 2 posts.
- APO Policy Board: 2 posts.

Other posts for the year include a link to APO stories and announcements on Instagram, informative YouTube videos, and items in the public interest.

APO staff used four styles of post types to engage members of the public. Those styles included events, photos, links, and Facebook Live videos.

During this time frame, APO staff paid for three posts to be boosted – a paid advertisement promoting an existing post. Two of these posts were for the APO's TH 15 Corridor Study (boosted on Aug. 6 and Dec. 2, 2020) and the Mississippi River Bridge Study (boosted on March 10, 2021).

By boosting a post, Facebook distributes said post to a wider range of people including those who do not follow the APO on other social media platforms.

As a result, significant reach and engagement was achieved as noted below.

Figure 11 describes the top 10 posts in terms of their reach. Reach, again, is the estimated number of people who had any posts from your page on their screen, broken down by total, organic, and promotions. The top performing posts were the three posts receiving Facebook boosts with the Mississippi River Bridge Study having the highest reach at 11,201. The next highest performing post was for a standard Facebook announcement (not a boost) on July 13 for a TIP public comment photo with a reach of 996.

Date	Purpose of Post	Post Type	Reach
03/10/2021	River Bridge Study	Link and Boost	11,201
08/06/2020	TH 15 Corridor Study	Photo and Boost	10,200
12/02/2020	TH 15 Corridor Study	Link and Boost	5,954
06/29/2020	TIP public comment	Photo	966
07/13/2020	TIP public comment	Link	334
07/07/2020	TIP public comment	Facebook Live	133
07/23/2020	TIP public comment	Link	124
09/02/2020	SEP Update	Facebook Live	92
07/15/2020	TIP public comment	Link	90
03/10/2021	ATAC meeting	Photo (Event)	88

Figure 11: The top ten APO Facebook posts by the number reached between for dates posted between July 2020 and June 2021. Data courtesy of Facebook.

Figure 12 describes the top posts in terms of their engagement – the number of times people have engaged with posts through likes, comments, shares, and more. The top three performing posts in terms of engagement were again the posts for the River Bridge Study

and the TH 15 Corridor Study that received boosts. The next highest engagement relates to public comment opportunities for the draft 2021-2024 TIP.

Date	Purpose of Post	Post Type	Engagement
03/10/2020	River Bridge Study	Link and Boost	2,556
08/06/2020	TH 15 Corridor Study	Photo and Boost	2,224
12/02/2020	TH 15 Corridor Study	Link and Boost	784
06/29/2020	TIP public comment	Photo	87
07/13/2020	TIP public comment	Link	20
03/22/2020	TIP public comment	Facebook Live	20

Figure 12: The top APO Facebook posts in terms of the number engaged for dates posted between July 2020 and June 2021. Data courtesy of Facebook.

A full list of Facebook posts during this time frame can be found in Appendix A.

Instagram

Twelve posts were made to the [Instagram account](https://bit.ly/3k9KzWj) (https://bit.ly/3k9KzWj) which included features of the APO's counting program, spotlights on APO staff, public safety tips for roadway users, and one request for volunteer participation with an APO committee. There are 152 followers on Instagram, more than double the amount since June 2020.

YouTube

Between July 2020 and June 2021, APO staff posted four videos to the [APO's YouTube Channel](https://bit.ly/3z5X09L) (https://bit.ly/3z5X09L).

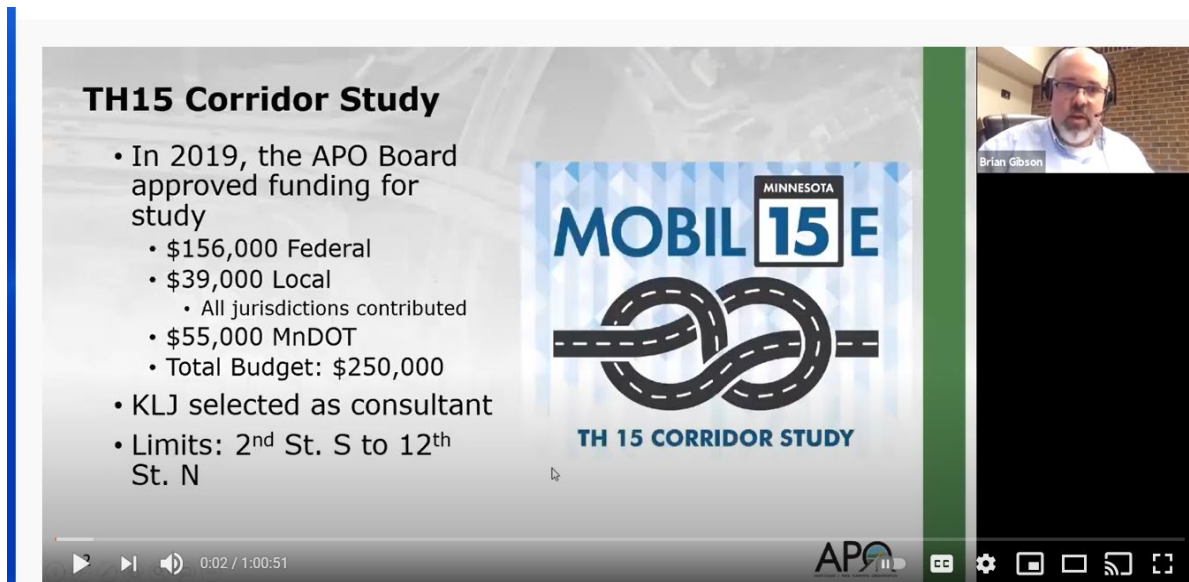


Figure 13: Screenshot of a YouTube Video Post from Jan. 22, 2021.

APO staff created a YouTube video posted in January 2021 summarizing the results from the TH 15 Corridor Study. This video was also cross posted to Facebook and was highlighted on the APO's website. This video had the most views of the four YouTube videos with 34 views and approximately 1.1 hours of watch time.

In 2021, three Policy Board meetings were recorded and posted on YouTube. Views and watch times for those videos can be found in Figure 14.

The APO's YouTube channel currently has two subscribers.

YouTube Video Post	When Posted	Views	Watch Time (total hours)
TH 15 Corridor Study Results	1-22-2021	34	1.1
February 2021 Policy Board Meeting	2-10-2021	15	3.8
March 2021 Policy Board Meeting	3-11-2021	3	0.9
May 2021 Policy Board Meeting	5-18-2021	2	0.3

Figure 14: YouTube video posts by date with the number of views and the total watch time for dates posted between July 2020 and June 2021. Data courtesy of YouTube.

LinkedIn

A LinkedIn page, created in 2020, includes a description of the APO organization and its purpose. There have been no new posts during the period. The LinkedIn site received an average of two to six views per month. There were no followers added and no engagement during this period.

Online Surveys

From July 2020 to June 2021, APO staff created 10 TIP related online surveys using the online survey development platform SurveyMonkey. Two surveys were prepared by KLJ to gather input for the TH 15 Corridor Study. One survey was prepared by Stantec to take input on the Mississippi River Bridge Study.

Survey announcements and the necessary links were made available on the APO website, Facebook, and were distributed via email to those interested in APO planning activities. In addition, mention of the availability of these surveys was made at the APO's Policy Board, TAC, and ATAC meetings.

A total of 688 individual responses were recorded from these surveys. Figure 15 provides a summary of APO surveys, when each survey was posted, how long the survey was open, and the number of responses received.

Survey Focus	When Posted	Days Active	Purpose of Survey	Total Responses
Benton County	6-24-2020	30	Comment on the draft TIP document and projects.	5
Stearns County	6-24-2020	30	Comment on the draft TIP document and projects.	30

Survey Focus	When Posted	Days Active	Purpose of Survey	Total Responses
City of Saint Cloud	6-24-2020	30	Comment on the draft TIP document and projects.	14
City of Sartell	6-24-2020	30	Comment on the draft TIP document and projects.	64
City of Sauk Rapids	6-24-2020	30	Comment on the draft TIP document and projects.	11
Saint Cloud Metro Bus	6-24-2020	30	Comment on the draft TIP document and projects.	5
MnDOT	6-24-2020	30	Comment on the draft TIP document and projects.	3
Full 2021-2024 TIP	6-24-2020	30	Comment on the draft TIP document and projects.	1
TH 15 Corridor Study	7-28-2020	20	Gather input regarding TH 15 issues.	19
TH 15 Corridor Study	12-2-2021	14	Public feedback on study alternatives.	39
2021-2024 TIP	12-30-2020	30	Comment on proposed TIP amendments.	11
2021-2024 TIP	2-24-2021	30	Comment on proposed TIP amendments.	16
River Bridge Study	3-21-2021	60	Gather input regarding proposed Mississippi River crossing.	470

Figure 15: A list of the online surveys with dates posted in chronological order and the number of survey responses.

After the surveys were closed, summary results, except for the results of the TH 15 Corridor Study which were documented in the final report, were made available on the APO website (<http://stcloudapo.org/get-involved/>).

Below is a more in-depth look at the types of surveys developed.

2021-2024 TIP Surveys

Following TAC and Policy Board review at open public meetings, the draft FY 2021-2024 TIP was available for a 30-day public comment period beginning on June 24, 2020. Eight online surveys via Survey Monkey were prepared to solicit public input. This included seven surveys pertaining to agencies and jurisdictions with one overall TIP survey. All of the surveys on proposed TIP projects were active for a period of 30 days from June 24 to July 24, 2020.

These surveys contained the following information:

1. Projects not yet constructed that were programmed in the 2021-2024 TIP. Participants were asked to rate the importance of the proposed transportation projects to themselves and to regional transportation.
2. Participants were asked to inform APO staff about another project that the respective agency/jurisdiction should consider for funding should sufficient funding be made available.
3. Participants were asked to rank 10 transportation issues in order of importance.
4. An open-ended question for additional comments on the overall draft TIP.
5. A standard set of demographic questions.

Surveys were sent to persons on the APO's interested persons and interested stakeholders lists and posted on the APO's Facebook page. Surveys were also advertised on the APO's website. Together the surveys received 133 responses from the public. Board adoption of the 2021-2024 TIP occurred on Aug. 13, 2020.

Two online surveys regarding proposed changes to the 2021-2024 TIP were developed and released to the public.

The January TIP survey discussed proposed changes to project funding and descriptions from MnDOT, Stearns County, the cities of Saint Cloud, Sauk Rapids, and Sartell and project additions from WACOSA and ConnectAbility of Minnesota, Inc. This survey was open from Dec. 30, 2020, to Jan. 26, 2021. Eleven responses to the survey were received. Following APO TAC and Policy Board consideration of the input from these surveys, the APO Policy Board acted on these proposed changes on Feb. 11.

The February/March TIP survey addressed changes proposed by Saint Cloud for a roadway reconstruction project. This survey was open from Feb. 25 to March 26, 2021. Sixteen responses were received. Following APO TAC and Policy Board consideration of the input from these surveys, the APO Policy Board acted on these proposed changes on March 11.

2020 Stakeholder Engagement Plan

The APO's Stakeholder Engagement Plan (SEP) was updated in 2020 to meet current federal requirements prohibiting discrimination in MPO programs and activities, to provide meaningful access to services for persons with limited English proficiency (LEP), and to document opportunities for public participation.

Notification of the 45-day open public comment period for the SEP was provided in the St. Cloud Times, the APO website, and the APO Facebook page. The SEP was released for public comment from August 19 to October 3, 2020. Copies were distributed to a list of area organizations that work closely environmental justice populations and to those on the interested persons list. The SEP was also reviewed by the members of the APO TAC and Policy Board, MnDOT, and Saint Cloud Metro Bus. One email comment from the public was received in response to the notice.

The SEP was approved by the APO Policy Board on Oct. 8, 2020 and updated with a minor modification on Feb. 11, 2021.

Demographic Questionnaire

All APO online surveys included nine demographic questions. Respondents were asked to provide information regarding their gender, city of residence, age, ethnicity, household size, household income, whether they have a physical disability, place of birth (inside or outside the U.S.), and their primary language spoken at home. Completion of these the demographic questions by survey participants was optional.

Responses to these demographic questions assists APO staff in identifying the various groups within the MPA that are being reached through surveys. The intent is to ensure all community members are afforded an equal and equitable opportunity to participate in the process. By understanding who is participating in APO outreach, staff can strategize various techniques to ensure all people – particularly traditionally underrepresented populations – are being reached.

The following is an in-depth analysis of the demographic make-up of survey participants by survey topic.

TIP Demographic Surveys

Since all APO TIP surveys included the demographic questions, significantly more data was obtained from the questionnaires. Out of approximately 160 individuals who participated in at least one of the 10 TIP related surveys between July 2020 and June 2021, 145 demographic responses were collected. Figure 16 summarizes the results received from responses to the 10 TIP-related surveys.

Category	Total Survey Participant Responses	% of Total Survey Participant Responses	% of MPA 2015-2019 ACS Five Year Population Estimates
Gender			
Male	57	41.0%	50.2%
Female	79	56.8%	49.8%
*Non-Binary	3	2.2%	0.0%
City of Residence			
Rockville	0	0.0%	1.2%
Saint Augusta	2	1.4%	2.7%
Saint Cloud	44	31.2%	49.6%
Saint Joseph	4	2.8%	5.1%
Saint Stephen	1	0.7%	0.7%
Sartell	74	52.5%	13.1%
Sauk Rapids	12	8.5%	10.0%
Waite Park	1	0.7%	5.6%
Other	3	2.1%	11.6%
Ethnicity			
White or Caucasian	134	95.7%	86.9%
Black or African American	1	0.7%	5.5%
Hispanic or Latino	2	1.4%	2.7%
Asian or Asian American	1	0.7%	2.4%

Category	Total Survey Participant Responses	% of Total Survey Participant Responses	% of MPA 2015-2019 ACS Five Year Population Estimates
American Indian or Alaska Native	0	0.0%	0.4%
Native Hawaiian or Other Pacific Islander	0	0.0%	0.0%
Other	2	1.4%	2.1%
*Number in Household			
1 person	6	4.3%	N/A
2 people	35	25.0%	N/A
3 people	26	18.6%	N/A
4 people	40	28.6%	N/A
5 people	27	19.3%	N/A
6 people	4	2.9%	N/A
7 or more people	2	1.4%	N/A
*Household Income			
Under \$10,000	1	0.8%	N/A
\$10,001 to \$25,000	1	0.8%	N/A
\$25,001 to \$50,000	6	5.0%	N/A
\$50,001 to \$75,000	36	30.0%	N/A
Over \$75,000	76	63.3%	N/A
*Age			
Under 16	1	2.1%	N/A
17-25	4	2.8%	N/A
26-62	110	76.9%	N/A
63+	26	18.2%	N/A
Physical Disability			
Yes	7	5.2%	11.3%
No	128	94.8%	88.7%
Where Were You Born			
In the U.S.	141	98.2%	91.6%
Outside the U.S.	1	1.8%	8.4%
Primary Language Spoken at Home			
English	139	98.6%	95.2%
Something Other than English	2	0.7%	4.8%

*The ACS Five-Year Estimates does not calculate this information in a way that allows for a direct comparison.

Figure 16: Results from the APO's demographic questionnaire TIP engagement compared to the population estimates of various demographics within the Saint Cloud MPA. Population data courtesy of 2015-2019 American Community Survey Five-Year Estimates.

The average participant responding to the APO demographic surveys of TIP participants during this reporting period:

- Is female (57% of total respondents).
- Lives in Sartell (52% of total respondents).
- Is white (96% of total respondents).
- Lives in a four-person household (30% of total respondents).
- Has a household income exceeding \$75,000 (63% of total respondents).
- Is between the ages of 26 and 62 (78% of total respondents).
- Does not have a physical disability (95% of total respondents).
- Was born in the United States (99% of total respondents).
- Speaks English as the primary language spoken at home (99% of total respondents).

Comparing responses received from these surveys with the surveys from previous years indicates that participation from many underrepresented populations has remained minimal and for some groups – people-of-color, low-income households, ages 25 and under, people with disabilities – has declined.

Additional Outreach

Between July 2020 and June 2021, APO staff utilized additional tactics to engage members of the public in the transportation planning process. Below is a short synopsis of additional public engagement strategies and techniques staff utilized.

Conversations with Stakeholder Organizations

Throughout the year, APO staff had conversations with various stakeholder organizations through Zoom, speaking to them about APO activities, and seeking their input on how APO staff can better reach and engage the clients they serve. Each nonprofit organization APO staff talked with has programs that serve traditionally underrepresented populations: low-income populations, older adults, persons with disabilities, people-of-color, and immigrant communities. Appendix B is a summary of the comments provided by these stakeholder organizations.

Through online discussions, staff spoke with and listened to representatives of WACOSA and Rise, Inc., both organizations that provide services for persons with disabilities. Each expressed a willingness to pursue partnering opportunities that would encourage their participation in APO activities.

Staff separately met with representatives of the Latino Economic Development Center (LEDC) and #UniteCloud, two nonprofit organizations providing services that assist people-of-color, particularly area Latino and Somali communities. LEDC assists small businesses. #UniteCloud provides programs and advocacy for equitable treatment and services to these groups. From these groups, APO staff was told that people within these communities will often not be reached by traditional means. Their suggestion for improving engagement is to invest in targeted outreach. These groups advise that better participation can be achieved by meeting in the places where the target population lives and work to establish a two-way relationship.

Conversations were held with a representative of the United Way of Central Minnesota and the Saint Cloud Human Services Council. These organizations partner in providing financial assistance and other programs to improve the lives of families in need. Information on APO

activities and opportunities for community involvement can be shared with the many organizations in their network and the people they serve.

These conversations helped staff consider how the APO can obtain better participation from often hard-to-reach and underrepresented groups.

MTP Visioning Outreach

As part of the process of reaching out to stakeholders to identify the vision and priorities for the 2050 MTP Update, APO staff met in person with representatives from Independent Lifestyles, a nonprofit agency providing programs that assist with independent living skills, in October 2020. Included in this discussion were questions that were asked in the conversations with stakeholder groups about how to improve participation from underrepresented segments of the area population.

Press Releases

The public was notified of the opportunity to participate in TH 15 Corridor Study planning process through a press release. The press release was distributed to the following area newspapers and radio outlets.

- AM 1240 WJON.
- 88.1 FM KVSC.
- AM 1450 KNSI.
- St. Joseph/Sartell Newsleaders.
- Sauk Rapids Herald.
- St. Cloud Times.

Newspaper Articles

Newspaper ads and articles also served to inform the public of opportunities to provide their input. The press release notification of public input opportunities for the TH 15 Corridor Study was published in the WJON newsletter on August 10, 2020. The Mississippi River Bridge Planning Study was publicized with newspaper articles published in the Star Tribune on April 13, 2021, and the St. Cloud Times on April 22, 2021.

LOCAL

St. Cloud revives plan for new Mississippi crossing, highway around city

Planning agencies are studying a beltline around city to reduce congestion.

By Jenny Berg Star Tribune | APRIL 13, 2021 — 8:12PM



JENNY BERG • JENNY.BERG@STARTRIBUNE.COM

Figure 17: Heading and photo from a published article in the Star Tribune, April 13, 2021, concerning the Mississippi River Bridge Planning Study.

Interested Persons/Stakeholders Email List

APO staff have developed and maintained two email lists pertaining to public engagement. One list is developed specifically for individuals who have expressed an interest in APO planning activities and would like to be kept informed of possible public outreach opportunities. The second is a list of organizations that work closely with traditionally underrepresented populations – people-of-color, people with disabilities, low-income populations, and older adults.

These lists are continually updated with emails voluntarily provided from those who participate in public input activities and events.

During public engagement opportunities throughout the year, APO staff sent out email notifications to individuals and/or organizations identified on these lists.

Website

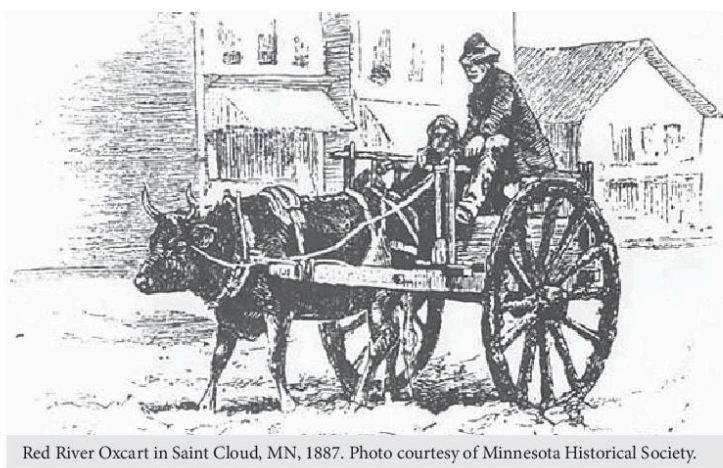
APO staff also provide members of the public with the opportunity to reach staff via the [APO's website](http://www.stcloudapo.org) (www.stcloudapo.org). The APO's home page is the first landing site on searches and received over 70% of views. Web pages with information on active APO plans and studies are the next most often visited sites. The "Get Involved" pages with links to surveys and public input opportunities receives views from about 2% of all who visit the website. Between July 2020 and June 2021 APO staff received no emails that were generated from the APO's website.

"The Oxcart"

In response to recommendations made in previous SEP Annual Reports, an informational online newsletter, "The Oxcart," was prepared and made available to those on the APO's email lists.



Welcome to The Oxcart



Red River Oxcart in Saint Cloud, MN, 1887. Photo courtesy of Minnesota Historical Society.



JURISDICTIONS WE SERVE

Benton County
Sherburne County
Stearns County
LeSauk Township
City of Saint Cloud
City of Saint Joseph
City of Sartell
City of Sauk Rapids
City of Waite Park
Saint Cloud Metro Bus

Figure 18: Portion of the online APO newsletter, "The Oxcart," from October 2020.

Three issues were released, two of which were announced on the APO's Facebook page. The first issue was distributed in October 2020 and included an article informing the public on the preparation of the Active Transportation Plan. The next newsletter was sent in March 2021 and featured the TH 15 Corridor Study and the Mississippi River Bridge Corridor Study. The third, sent in June 2021, provided information about the development of the 2022-2025 TIP and the forthcoming MTP update.

Periodically APO staff will hire outside consultants to conduct corridor or other planning studies as needed. Depending on the nature of these studies, public engagement is often a key and necessary component. The role APO staff members play in the public engagement process for consultant-led studies varies, but at a minimum, APO staff oversee the engagement tactics utilized by these consultants.

APO planning studies, focused on how to address growing regional needs for transportation mobility and safety were performed during the year. Each of these studies relied on perspectives from members of the affected public to identify current issues and alternative projects to address them.

Survey Focus	When Posted	Days Active	Purpose of Survey	Total Responses
TH 15 Corridor Study	7-28-2020	20	Gather input regarding TH 15 issues.	19
TH 15 Corridor Study	12-2-2021	14	Public feedback on study alternatives.	39
River Bridge Study	3-21-2021	60	Gather input regarding proposed Mississippi River crossing.	470

Figure 19: Surveys led by consultants for APO studies, when posted and the number of responses.

TH 15 Corridor Study

The TH 15 Corridor Study, led by a consultant KLJ, analyzed operational, safety, and multimodal needs on MN Highway 15. Listening sessions were held with key stakeholders from the business community, emergency services, and local elected officials. This was later followed with two separate rounds of surveys and other input opportunities for the general public.

The first round of public engagement included a virtual open house from Aug. 10 through Aug. 31, 2020, in response to materials and videos provided on the project website, www.mobilize15.com. Four posts were made to Facebook announcing input opportunities through the project website. From the website, members of the public were able to review information about the study, watch a pre-recorded video summary of the key issues, and comment through an interactive online issues map. In addition to virtual formats, KLJ also set up passive stations with information that the public could view on site. The public was encouraged to comment on issues and opportunities and share their priorities for improving Highway 15. Those wishing to comment could also provide written statements.

Across all platforms, some form of engagement was received from 980 members of the public. Approximately 500 visitors participated in the online mapping exercise, with 43 providing comments on their priorities and concerns for Highway 15 usage. The interactive map received 88 comments and 19 survey responses. Fourteen written comments were submitted during the first round of public input and each received a written response from KLJ as to how their comments were considered in the study process.

The project website also provided information to the public concerning the second round of public input opportunities. This second round of engagement again included an online survey and a virtual open house between Dec. 2 and Dec. 15, 2020. A live online question and answer session was conducted on Dec. 10. The opportunity to view and comment on

various alternative concepts was announced through a box ad printed in the St. Cloud Times, a project newsletter which was sent to everyone on the APO's interested persons list, and through announcements on the APO Facebook page. Postcards announcing the open house opportunity went to property owners of more than 3,100 parcels within a half-mile of the Highway 15 corridor.

The videos provided on the website received a total of 218 views. A total of 39 responses to the second survey including one received as a paper copy. Four email responses were received to the invitation to comment from the second open house. Thirty-two Facebook comments were received. Three people attended the live Q&A activity.

The results of all input opportunities were incorporated into the study analysis. The final report, completed Dec. 30, 2020, was submitted to the APO's Policy Board representatives for their consideration. The TH 15 Corridor Study was accepted by the APO Policy Board on Jan. 14, 2021.

TH 15 Corridor Study Surveys

As part of a virtual open house during the second phase of public engagement, KLJ developed an online survey to obtain views from the public concerning potential future project alternatives for the Highway 15 corridor. The survey was open from Dec. 2 to Dec. 15, 2020. Survey participants were asked about how they use Highway 15, to rank project options, and whether they felt the alternatives presented would address issues. There were 39 total responses. All were completed online except one that was submitted on a paper form provided by KLJ. This survey that are discussed in a later section of this report.

TH 15 Corridor Study Demographic Survey

The survey to obtain input from the public on alternatives for the TH 15 Corridor Study also included a set of demographic questions. From the 39 survey responses, 32 voluntarily provided demographic data. This survey, which was conducted by KLJ, asked four questions designed to obtain information from respondents about their gender, race, age group, and the language most often spoken in the home.

Category	Total Survey Participant Responses	% of Total Survey Participant Responses	% of MPA 2015-2019 ACS Five Year Population Estimates
Gender			
Male	17	53.1%	50.2%
Female	14	43.8%	49.8%
*Non-Binary	1	31.2%	0.0%
Ethnicity			
White or Caucasian	30	96.8%	86.9%
Black or African American	0	0.0%	5.5%
Hispanic or Latino	0	0.0%	2.7%
Asian or Asian American	0	0.0%	2.4%
American Indian or Alaska Native	0	0.0%	0.4%

Category	Total Survey Participant Responses	% of Total Survey Participant Responses	% of MPA 2015-2019 ACS Five Year Population Estimates
Native Hawaiian or Other Pacific Islander	0	0.0%	0.0%
Other	1	3.2%	2.1%
*Age			
Under 25	0	0.0%	N/A
25-34	10	31.3%	N/A
35-44	7	21.9%	N/A
45-54	5	15.6%	N/A
55-64	3	9.4%	N/A
65+	7	21.9%	N/A
Primary Language Spoken at Home			
English	29	96.7%	95.2%
Something Other than English	1	3.3%	4.8%

*The ACS Five-Year Estimates do not calculate this information in a way that allows for a direct comparison.

Figure 20: Results from the TH 15 Corridor Study demographic questionnaire engagement compared to the population estimates of various demographics within the Saint Cloud MPA. Population data courtesy of 2015-2019 American Community Survey Five-Year Estimates.

About 55% of the participants from the TH 15 Survey were male. All participants in this survey with one exception identified themselves as White/Caucasian, giving English as the primary language spoken at home. About 78% were between the ages of 25 and 64 and the remaining 22% were 65 or older. None were below the age of 25.

Mississippi River Bridge Planning Study

A consultant study for the APO led by Stantec was launched to review and analyze the potential for a future bridge connecting 33rd Street S in Saint Cloud with US 10 in Sherburne County. The Mississippi River Bridge Planning Study project [website](https://bit.ly/3EIXdCP) (<https://bit.ly/3EIXdCP>), linked from the APO website, described the purpose and the context of the study.

The Mississippi River Bridge Planning Study remains ongoing and will tentatively conclude on June 30, 2022.

Mississippi River Bridge Planning Study Survey

Comments from the public on issues and potential bridge options were collected early in the study culminating with a background report and story maps. People were invited to review Stantec's background report and participate in an online survey announced on Facebook with posts on March 10, 2021, and March 22, 2021. Newspaper articles published in the Star Tribune and the St. Cloud Times in April included links to the story maps and the survey.

The online survey developed by Stantec to receive public comments on project opportunities for a new Mississippi River bridge was open from March 20, 2021, to June 1, 2021. The survey sought opinions from the public concerning a potential bridge project, how they

foresee using it, and their views as to its impact on the region. The survey received 470 total responses, averaging 6-10 responses per day.

Survey respondents were given the option to offer their email address to receive updates and further developments with the study. Over 150 emails were voluntarily provided.

Stantec prepared a summary of the survey responses and comments provided including those received on Facebook which was posted to a page on the [APO website](https://stcloudapo.org/get-involved/) (<https://stcloudapo.org/get-involved/>).

Mississippi River Bridge Study Demographic Survey

The survey seeking opinions from members of the public regarding a future Mississippi River bridge asked two optional questions about the respondent's age and their race or ethnicity. Of the 470 surveys received, 458 provided information about their age and 401 identified their race or ethnicity. This survey also asked respondents to describe their affiliation to the area – whether they live or work in the area, are a property owner, business owner, student, visitor or other.

Category	Total Survey Participant Responses	% of Total Survey Participant Responses	% of MPA 2015-2019 ACS Five Year Population Estimates
Ethnicity			
White or Caucasian	379	94.5%	86.9%
Black or African American	1	0.2%	5.5%
Hispanic or Latino	4	1.0%	2.7%
Asian or Pacific Islander	3	0.7%	0.0%
Native American or Alaskan Native	1	0.2%	0.4%
Multiracial or Biracial	4	1.0%	2.1%
Other	9	2.2%	0.0%
*Age			
Under 18	0	0.0%	N/A
18-24	13	2.8%	N/A
25-44	160	34.9%	N/A
45-64	196	42.8%	N/A
65+	89	19.4%	N/A

**The ACS Five-Year Estimates does not calculate this information in a way that allows for a direct comparison.*

Figure 21: Results from the Mississippi River Bridge Study demographic questionnaire engagement compared to the population estimates of various demographics within the Saint Cloud MPA. Population data courtesy of 2015-2019 American Community Survey Five-Year Estimates.

Approximately 78% of those who responded to the age question were between the ages of 25 and 64 with 19% aged 65 or more. Three percent were between the ages of 18 and 24. None were below the age of 18.

From the question asking about the respondent's race or ethnicity, less than 6 percent identified themselves as other than white or Caucasian which compares to 10.7 percent who

comprise the MPA area, according to Census estimates. The responses within each ethnicity category are shown in Figure 21.

In addition to these demographics, Stantec noted about 81% of those who responded are area residents and 44% own property or work in the area.

5 - QUALITATIVE DATA

While the number of public engagement events held, how APO staff notified/provided the public opportunities for input, and the demographic make-up of those participants are important; APO staff felt it necessary to survey participants on their experience to determine what APO staff are doing well and what areas are in need of improvement.

Online Survey

APO staff survey those who have interacted with the APO about their experience, the usefulness of information provided, and their view of the staff response to their comments and feedback. Upon recommendations from the last SEP annual report, staff have opted to send participants qualitative surveys after each public input event rather than one end-of-the-year survey.

During the period between July 1, 2020, and June 30, 2021, three online qualitative surveys were created through SurveyMonkey to seek input on the quality of the engagement process from participants in the TH 15 Corridor Study and those who commented on proposed changes to the 2021-2024 TIP. Eleven people responded to these surveys. Five heard about the APO engagement activity by email, three from Facebook, one by word of mouth, and one from a mailing. One did not give a response.

Participants were given a series of statements relating to their experience before, during and after the event and asked whether they agree or disagree. The survey then asked whether they were likely to participate in future events or encourage others to do. Figures 22 through 25 show the survey response to these statements. Some statements did not receive a response.

Before the event ...	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
The notice or invitation to participate was clear and welcoming?	4	4	2	0
Information about the event topic helped prepare me to participate more effectively.	2	8	0	1
The purpose of the event was clearly defined.	4	6	0	1
I believed that any views offered would be taken seriously by APO staff.	4	5	0	2

Figure 22: A list of responses about people's experiences providing public input before an APO event as part of the APO's public engagement qualitative survey.

During the event ...	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
There was sufficient opportunity for me to express my views about	7	3	1	0

what I thought was important.				
APO staff provided a safe, fair, and well-managed environment for participants.	5	4	2	0
APO staff heard my opinions on the topic(s) presented.	3	6	0	1

Figure 23: A list of responses about people's experiences providing public input during an APO event as part of the APO's public engagement qualitative survey.

After the event ...	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
I believed that the event would result in better decisions on the topic(s) discussed.	1	7	3	0
I believe that any views offered would be taken seriously by APO staff.	0	8	3	0

Figure 24: A list of responses about people's experiences providing public input after an APO event as part of the APO's public engagement qualitative survey.

Regarding future engagement opportunities ...	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
Given the chance, I would participate in	10	1	0	0

Regarding future engagement opportunities	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
...				
an APO outreach activity again.				
I would encourage other residents to participate in similar APO events on this or other appropriate topics.	6	5	0	0

Figure 25: A list of responses from the APO's public engagement qualitative survey inquiring about their willingness to participate in future APO-sponsored outreach events.

Of note, a qualitative survey was not sent out to participants in the Mississippi River Bridge Planning Study.

Overall, the responses regarding the quality of the engagement process were favorable. However, some individuals identified in their response concern for whether public participation would result in better decisions (27%) and staff taking feedback seriously (27%).

APO staff also asked survey participants to provide suggestions for how they can improve upon public engagement events. Four people responded with the following comments:

- Meet with the local biking clubs. We are people who commute by other means are the ones using the crosswalks.
- Would be easier in a pandemic situation.
- Have people who are neutral about the subject.
- Bring back the in-person "open house" type events. I also feel that there had to be some other positive comments, but truthfully, as with most of these surveys, they end up being a "feel good" exercise for organizations like the APO. ("Everyone thinks it's a good idea and the group is exactly on target" type of results) But that is just my opinion.

Responses to the qualitative surveys indicate that the public has different preferences for how to participate and they like having options. Six of 11 responses indicated a preference for public meetings, in-person events, and online surveys. One specifically commented that there should be multiple opportunities to engage.

Social media ranked fairly low in terms of preference. One respondent specified a preference for Zoom or Google Meet virtual platforms and expressed dislike for Facebook. One said their preference was "snail mail."

Comments and feedback obtained in relation to the experience of attendees at various APO-sponsored meetings and/or events have been factored in as part of the recommendations staff have proposed. More information on those recommendations can be found in Chapter 7.

6 - LIMITED ENGLISH PROFICIENCY (LEP) MONITORING

As part of the APO's SEP, staff have developed a Limited English Proficiency (LEP) plan to identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided. Defined in Executive Order 13166, persons with limited English language proficiency are those who do not speak English as their primary language and have limited ability to read, speak, write, or understand English.

Per Federal regulations, APO staff will review its LEP Plan on an annual basis. As part of that review, staff will include the following:

- The number of documented persons with limited English language proficiency contacts encountered.
- How the needs of persons with limited English language proficiency have been addressed.
- Determination of the current LEP population in the service area.
- Determination of whether the need for translation services has changed.
- Determination of whether local language assistance programs have been effective and sufficient to meet the need.
- Determination of whether the APO's financial resources are sufficient to fund language assistance resources needed.
- Determination of whether the APO fully complies with the goals of the LEP plan.
- Determination of whether complaints have been received concerning the agency's failure to meet the needs of individuals with limited English language proficiency.
- Maintain a Title VI complaint log which includes LEP to determine issues and basis of complaints.

Below is the APO's 2020-2021 LEP self-evaluation.

Number of documented persons with limited English language proficiency contacts encountered.

Between July 2020 and June 2021, the APO had no requests for interpreters and no requests for translated documents. The APO's Board, committees, staff, contractors, and sub-recipients have not knowingly had any contact with persons with limited English language proficiency. There were no encounters from those with limited English language proficiency at any APO meetings, events, or activities.

How the needs of persons with limited English language proficiency have been addressed.

A person who does not speak English as their primary language and who has a limited ability to read, write, speak, or understand English may be identified as a person with limited English language proficiency and may be entitled to language assistance with respect to the APO's programs and services. Language assistance can include interpretation, which means oral or spoken transfer of a message from one language into another language, and/or translation, which means the written transfer of a message from one language into another language.

APO staff may notify and identify a person with limited English language proficiency who needs language assistance by:

- Posting notice in a conspicuous and accessible place in the APO office of the LEP plan and the availability of interpretation or translation services free of charge in languages persons with limited English language proficiency would understand.
- Posting the APO's LEP plan on the APO website.
- Greeting visitors and participants as they arrive at the APO office or APO-sponsored meetings or events. By informally engaging participants in conversation or by using language identification cards, it is possible to gauge each attendee's ability to speak and understand English. Although translation may not be available at the time, it will help identify future needs.
- Providing "I Speak" cards to assist in identifying the language interpretation needed if the occasion arises.
- APO staff will be surveyed annually as part of the annual monitoring process.
- Publishing advanced public notice of the event including information on procuring a translator or interpreter.

Regarding meeting the needs of persons with limited English language proficiency, the APO strives to:

1. Take reasonable steps to provide the opportunity for meaningful access to clients who have difficulty communicating in English.
2. Provide the following resources to clients who have difficulty communicating in English:
 - a. Interpretive services for public meetings, if advance notice is provided to the APO and such services are available.
 - b. Translated versions (or provide for interpretation of relevant sections) of all documents/publications upon request, within a reasonable time frame and if resources permit.

Additionally, the APO includes the following paragraph – which is translated into both Somali and Spanish in accordance with the Safe Harbor Provision – at the bottom of every agenda distributed to the public by the APO; on the APO's website under the [Get Involved](https://stcloudapo.org/get-involved/) (<https://stcloudapo.org/get-involved/>) dropdown; displayed at the APO office near the desk of the administrative assistant and within the APO's conference room; and displayed near the sign-in form at all in-person meetings and in-person engagement events:

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 Translation:

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 xiriiira. 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 Translation:

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.

During this time frame APO staff did not provide any public outreach materials in languages other than English.

LEP Population in the MPA

The most current data set available to APO staff that provided the most complete breakdown of languages by individual jurisdiction within the MPA was the 2011-2015 ACS Five Year Estimates.

According to 2011-2015 ACS Five Year Estimates approximately 91.5% of the Saint Cloud MPA population over the age of 5 speaks only English. About 8.5% of the people within the MPA over age 5 speak a language other than English at home. Of this, 3.2% speak English less than “very well”. This is below both the state’s (4.4%) and nation’s (8.6%) thresholds for people who speak English less than “very well.” The most common languages according to the ACS data are African languages (1,501 people or 1.2%); Spanish or Spanish Creole (880 people or 0.7%); and Vietnamese (439 people or 0.4%).

Geographic Area	2011-2015 ACS Population Estimates	2011-2015 ACS Population (5+) Who Speak English Less Than "Very Well"	Percent of Total Population
United States	269,603,003	25,410,766	8.6%
Minnesota	5,069,910	224,803	4.4%
Saint Cloud MPA	122,849	3,922	3.2%

Figure 26: A geographic breakdown of the 2011-2015 population estimates of people over age 5 who speak English less than "very well." Data courtesy of the 2011-2015 American Community Survey Five Year Estimates.

U.S. DOT has adopted the Safe Harbor Provision which outlines circumstances that can provide a "safe harbor" for recipients regarding translation of written materials for LEP populations. The Safe Harbor Provision applies to eligible LEP language groups that constitute 5% or 1,000 persons, whichever is less of the total population of persons eligible to be served or likely to be affected or encountered. Based this rule, African languages falls under the Safe Harbor Provision. Somali was determined to be the African language most common to the MPA and the language that would be made available in accordance with the Safe Harbor Provision.

Determination of whether the need for translation services has changed.

The need for interpretation and translation services and the APO commitment to respond to those needs has remained consistent.

Determination of whether local language assistance programs have been effective and sufficient to meet the need.

APO staff can respond to requests for language assistance utilizing a list of interpreter and translation services that can be made available. As stated earlier, the APO has had no documented encounters with LEP individuals. However, staff feel they are prepared to appropriately accommodate individuals with limited English proficiency.

Determination of whether the APO's financial resources are sufficient to fund language assistance resources needed.

Given its limited financial resources, the APO is likely unable to provide full multi-language translations of large planning documents or agenda packets. Given the limited LEP population it is unlikely this would be warranted. However, the APO will consider any such requests and its ability to satisfy them on a case-by-case basis as they arise.

Determination of whether the APO fully complies with the goals of the LEP plan.

While involvement in APO planning activities by citizens is voluntary and not considered a vital, immediate, or an emergency direct service, the APO is committed to ensuring all persons interested in APO activities have equal and equitable access to do so.

The APO's goals for public involvement include early, accessible, and continuous opportunities for public involvement; reasonable public access to technical and policy information used in the development of plans and projects; and a reasonable amount of time to review materials and comment prior to adoption of any plan or amendment.

In pursuit of these goals, the APO is committed to ensuring materials are accessible to those whose who speak English "less than very well." As identified in the SEP, the APO provides notice to the public of how translation and/or interpretive services can be provided to review APO documents (including agendas) and participate in APO planning activities.

Sufficient Staff Training

The APO recognizes the significance of staff with appropriate training and resources available to assist LEP individuals. The following training will be provided to all staff on an annual basis and upon new hire employee orientation:

- Information on the Title VI Policy and LEP responsibilities.
- Description of language assistance services available and offered to the public.
- Use of the "I Speak" cards.
- Documentation of language assistance requests.
- How to handle a potential Title VI/LEP complaint.

During this reporting period, APO staff did not complete LEP training. However, APO staff attended a one-hour Title VI training session on Dec. 3, 2020, and a one-hour Title II training session on Nov. 20, 2020.

In calendar year 2021, APO staff attended a one-hour session regarding the response to equity as it pertains to Title II and Title VI requirements on Feb. 9, 2021.

Certificates of staff completion of training can be found in Appendix C.

Title VI/LEP Complaints

The APO assures that no person, shall on the grounds of race, color, or national origin as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259) be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under an agency-sponsored program or activity.

In the event an individual (or his/her/their representative) believes that he/she/they have been subject to discrimination prohibited by Title VI and other nondiscrimination provisions they have the right to file a complaint. This includes LEP individuals.

In addition to responding to the complaint, the APO Title VI Coordinator, Brian Gibson, must maintain a log of all Title VI complaints filed against the APO.

As of July 2021, the APO has had no formal Title VI complaints filed against the organization.

7 - RECOMMENDATIONS

Response to 2020 Recommendations

During the development of the 2020 SEP Annual Report, APO staff made a number of recommendations for improving public engagement, some relating to recommendations from the previous year's report. The following is a summary of those recommendations including a performance rating and a brief description of what was (or was not) done over the past year. Concluding each section – in bold italics – is the 2021 APO staff evaluation of each of the strategies and recommendations on their continued usage over the next year.

Hybrid In-Person/Virtual Meetings

APO staff felt a transition to in-person meetings from virtual formats to be likely once public health guidelines allow for them. However, members of the public may feel more comfortable attending and participating in meetings and/or events virtually. To offer greater transparency and participation, APO staff's 2020 recommendations were to:

1. Investigate the technology, costs, and practicality of methods that would permit members of the public to view, listen, or join meetings and events virtually.
2. Consider posting audio recordings of meetings on the APO website.

Year End Assessment

Explore hybrid in-person/virtual meetings. APO Response: Good.

APO staff investigated the feasibility of hybrid meetings, considering available technology, costs, and the meeting opportunities the APO provides. The two primary locations APO staff conduct public meetings are at the Saint Cloud library and the Stearns County Highway Department building. Some meeting spaces, such as the county's facility, have the technology in place that would allow for hybrid meetings. Other traditionally used spaces such as the Saint Cloud library may be challenging as they provide the same public Wi-Fi to all customers and may not have the needed bandwidth for online participants.

APO staff recommends the use of hybrid formats in the meeting spaces that are technologically equipped to allow it. APO staff will research potential meeting locations and keep a record of those which are both physically accessible and have the technological infrastructure to permit hybrid meetings.

Year End Assessment

Post recordings of APO meetings. APO Response: Fair.

The response to this recommendation was inconsistent as only three meetings of the APO Policy Board were recorded and made available on YouTube for public viewing. The first recording that was posted on YouTube received 15 views. YouTube videos from the other two meetings only had a few viewings.

APO staff recommends continuing to record and post APO meetings on YouTube (as possible) until June 2022. However, given the technology and staff time necessary to do this, staff will re-evaluate the impact and effectiveness of this strategy in July 2022 and decide if it is worth continuing at that time.

Targeted and More Frequent Engagement

APO staff have relied on their interested stakeholder email list to reach traditionally underrepresented populations (i.e., people-of-color, low-income, people with disabilities, those with limited English proficiency, older adults, and young people). Despite this, the response from these demographic groups was minimal. Several comments received from the SEP survey suggest that strategies currently in use by the APO fall short in achieving meaningful participation. In response to these findings, APO staff recommended as follows:

1. APO staff will explore opportunities to reach and engage with potentially underrepresented stakeholders on a more frequent basis and in alternative forums. APO staff will be mindful of the available staff time and financial resources needed to accomplish this task.

Year End Assessment

*Explore targeted and more frequent engagement. **APO Response: Good.***

APO staff reviewed outreach formats other than those currently provided that could potentially better reach underserved populations. Staff contacted representatives from current stakeholders to receive their input regarding strategies that would be most effective among their own clientele. Among the alternatives reviewed and the conclusions that were drawn after conversations with stakeholders and analysis of their effectiveness are as follows:

- a. Provide more surveys, meetings, and opportunities to engage the public and hear their feedback (i.e., Use current engagement strategies more frequently). Though this would involve minimal effort in comparison with other alternatives it may not be effective.
- b. Use contacts from the list of stakeholders as a means to reach the targeted populations. Many expressed a willingness to share APO material as provided with the clients they serve.
- c. Form a citizen's advisory committee (CAC). While this is a form of providing input among some MPOs, there is often substantial effort needed to establish and provide administrative support for a CAC.
- d. Utilize community liaisons to reach underrepresented groups. Several of the stakeholder group representatives said that this may be the only effective means of obtaining meaning engagement from hard to reach and underrepresented groups.
- e. Meet with the targeted populations in the places where they live. In other public settings, this has proven to be highly effective in achieving meaningful engagement.

APO staff recommended a pilot project to test whether in-person communication with underrepresented groups using a paid community liaison will result in more effective engagement. In 2022, the APO work plan includes a budget for a liaison to coordinate and meet with members of these populations.

Soliciting Email Addresses

For in-person meetings and engagement events, APO staff utilize a sign-in sheet which allows individuals the option to provide their email address to stay informed about APO

planning activities. Participants that provide their email address are able to receive the APO's newsletter and emails regarding public input opportunities. Email addresses also allow APO staff to more readily conduct qualitative assessments on public engagement. However, with the transition to online engagement, providing the public with a means to stay connected to planning activities has not been consistent. To remedy this, APO staff's 2020 recommendation was as follows:

1. As part of online surveys, APO staff will include the option for individuals to provide their email address.

Year End Assessment

Solicit email addresses as part of online survey. APO Response: Good.

The opportunity for members of the public to add their email address and be regularly informed of APO activities and opportunities for input was included with every online survey.

APO staff recommends continuing this effort.

More Frequent Qualitative Surveys

The annual qualitative survey for those who have participated in outreach activities allows participants to provide their feedback on their experience in dealing with APO staff. However, significant time may have passed between the initial public engagement opportunity and when staff are inquiring about participant experience. APO staff believed inviting feedback closer to the time frame for the product or event in which people were engaged will improve their recall of the activity and likelihood to participate in the survey.

The 2020 recommendation was:

1. APO staff will distribute public engagement qualitative assessment surveys to individuals immediately following the close of public comment periods. For plans that will be developed over multiple years like the MTP, APO staff will identify appropriate opportunities to receive feedback from participants on the quality of public engagement. At a minimum, these qualitative assessment surveys will be conducted on an annual basis.

Year End Assessment

Provide qualitative surveys more frequently. APO Response: Fair.

APO staff sent qualitative surveys to participants right after the public comment period for TIP events and following the public survey engagement from the TH 15 Corridor Study. This was not, however, offered to participants in the Mississippi River Bridge Study. There were 11 responses to the surveys intended to suggest how the APO can improve future engagement from a total of 218 participants.

While the response rate to this survey was small, the number of responses relative to participants in engagement events (5%) is comparable to the 6% response from the previous year (June 2019 – July 2020) when only one qualitative year-end survey was sent. During the reporting period of June 2018 through July 2019, there were only four responses to the qualitative survey.

Sending out surveys after each event involves minimal staff effort and has the advantage of staff knowing what the activity was that is being commented upon.

APO staff recommends continuing this process. The APO will monitor the response rate and further evaluate the effectiveness of this strategy over the next year.

Better Use of Social Media

In the last reporting period, social media accounts for Instagram, YouTube, and LinkedIn were created, though at the time there had been little use of these platforms for planning related announcements or public engagement. More effective use of Facebook did result in increased engagement and public participation. In consideration of this, APO staff's 2020 recommendation was as follows:

1. APO staff will explore opportunities to make improved use of Instagram, YouTube, and LinkedIn for informational purposes and other announcements.

Year End Assessment

Explore more effective usage of available social media. APO Response: Good.

The APO greatly increased its usage of social media with posts to Facebook and Instagram. The APO also created and posted videos on YouTube.

Through Facebook and Facebook Live, APO staff provided many opportunities for the public to comment on the TIP and the SEP. Twelve posts were made on Instagram related to APO activities. YouTube videos provided the public with the opportunity to view APO Policy Board meetings and to be informed on the results of the TH 15 Corridor Study. Data analytics from these social media outlets indicates that they are being viewed by the public.

The APO's LinkedIn profile was actively available to the public, providing information on the APO and its services, though it was not used as a means of engaging the public on specific activities. The LinkedIn site received very few views. LinkedIn is believed useful in informing the public about job opportunities but does not appear to offer a viable means of engaging the public.

APO staff recommends continued frequent use of Facebook, YouTube, and Instagram posts announcing opportunities to provide input and provide information of interest related to transportation. Staff recommends monitoring the reach and impact of the various social media platforms and evaluating new social media platforms as they become available. Staff should try to find the best mix of a limited number of social media platforms – given the constraints of time and budget – that result in the widest and most effective distribution of information and public engagement.

APO Newsletter

The development and distribution of an APO newsletter to the public was a recommendation from the 2019 SEP Annual Report. This recommendation had not yet been implemented as of June 2020 and was again recommended in the 2020 Annual Report. The newsletter would provide a method for follow up with participants in APO public input events and as means of providing important information about APO activities.

Year End Assessment

Prepare and distribute e-newsletter. APO Response: Good.

Three issues of the APO newsletter, "The Oxcart," were prepared and made available to members of the public. A link to the newsletter was posted on the APO website, sent to APO contacts including everyone on the interested persons and stakeholders list. Two of these issues were announced on Facebook.

APO staff recommends the newsletter continue to be provided to the public on a regularly scheduled quarterly basis through at least second quarter 2022. APO staff will explore potential ways to measure the impact and reach of the newsletter and, if possible, re-evaluate the effectiveness of the newsletter relative to the resources required to produce and disseminate it.

Recommendations for 2021-2022 Public Engagement

In addition to the self-evaluations listed above, APO staff recommend the following strategies be implemented in the coming year. These recommendations are listed in no particular order.

Explore Innovative Engagement Tools

In 2020, the APO received 27 comments from the public by using an interactive online tool, Wikimap, to obtain comments from the public relevant to active transportation needs. Besides Wikimap, there are a variety of other interactive two-way information sharing tools with brands such as Mentimeter, Video Ask, etc. that may be helpful in obtaining public input.

In addition, other innovative passive tools such as sidewalk clings placed along shared use paths and/or sidewalks could also be used to boost public involvement.

APO staff will further explore a variety of public engagement tools and determine if they are practical to implement including weighing the costs to use these methods.

Respond to Comments and How Considered

This recommendation is based on responses to the qualitative surveys received in 2020 and 2021. In 2020, three of 17 respondents "disagreed" when asked if they believed their views would be taken seriously after the event. In 2021, three of 11 respondents said they somewhat disagreed with that statement. Three of the respondents to the 2021 surveys disagreed when asked if they believe that any views offered would be taken seriously by APO staff. While this is a minority viewpoint among the survey responses, there is a perception among some that the APO is not adequately responding to their input.

As a standard practice, all comments on APO planning documents are recorded and responded to as part of their respective document. However, this is often not easily or readily accessible to members of the public.

How staff responds to those who provide their input has varied. Those commenting on the TIP, for example, are informed that their comments are recorded and that they have been received and presented (or will be presented) to members of the TAC and Policy Board. Plans and studies prepared by consultants typically record public comments, however, consultants may not necessarily respond directly to participants regarding how their comments were considered.

The recommendation is to provide the comment disposition matrix to participants after the process of public engagement has concluded for that activity. If the person who provided

the input is known, this may also include directly responding to the individual and – if relevant – how it influenced the outcome of the plan or study.

Provide Standard Demographic Survey Questions

The APO surveys from last year created from SurveyMonkey include nine optional questions that ask for demographic information, specifically in response to gender, city of residence, ethnicity, household size, household income, age, disability, place of birth, and the primary language spoken in the home.

The two consultant led surveys asked a different set of questions to obtain demographic data. The TH 15 Corridor Alternatives Survey asked about gender, race, age, and language only. The Mississippi River Bridge Study only asked survey respondents to identify their age, race, and affiliation with the area.

The staff recommendation is that consultants be required at a minimum to provide the same set of demographic questions with their survey engagement as are asked in other APO surveys. This would enable the APO to obtain more complete information on demographic characteristics needed to track progress toward equity in participation.

8 - CONCLUSION

During the period from July 1, 2020 to June 30, 2021, many outreach efforts were performed by APO staff and consultants to provide the public with an opportunity to be involved in the transportation planning process. While the public response to surveys and virtual open house events through the use of websites and social media platforms achieved a growing response rate, many segments of the area population continue to be underrepresented.

By implementing the staff recommendations for the coming year to improve current processes, it is the hope that the desired outcome will assist APO staff in achieving greater and more equitable public participation in APO activities.

APPENDIX A

Public Comments

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Public Engagement Calendar of Events							
Month	Date	Location	Purpose of Event	Number of Public Participants	Number of Comments Received	Comments Received	Comment Disposition
July	7/30/2020	Online Only -- Zoom	TAC meeting	0	0	0	N/A
August	8/13/2020	Online Only -- Zoom	Policy Board meeting	0	0	0	N/A
	8/24/2920	Online Only -- Zoom	TAC meeting	0	0	0	N/A
September	9/2/2020	Online Only -- Zoom	AT Development Committee	2	Several	See ATP Development Committee Minutes.	N/A
	9/10/2020	Online Only -- Zoom	Policy Board meeting	0	0	0	N/A
	9/24/2020	Online Only -- Zoom	TAC meeting	0	0	0	N/A
	9/29/2020	Online Only -- Zoom	Stakeholder engagement (WACOSA)	1	Several	See Appendix	APO Staff followed up by email on how comments on improving public engagement are being considered.
	9/29/2020	Online Only -- Zoom	Stakeholder engagement (Rise, Inc.)	1	Several	See Appendix	APO Staff followed up by email on how comments on improving public engagement are being considered.
	9/29/2020	Online Only -- Zoom	Stakeholder engagement (Latino Economic Development Center)	1	Several	See Appendix	APO Staff followed up by email on how comments on improving public engagement are being considered.
October	10/6/2020	Online Only -- Zoom	Stakeholder engagement (#UniteCloud)	1	Several	See Appendix	APO Staff followed up by email on how comments on improving public engagement are being considered.
	10/6/2020	Online Only -- Zoom	Stakeholder engagement (Central Minnesota Council on Aging)	2	Several	See Appendix	APO Staff followed up by email on how comments on improving public engagement are being considered.
	10/6/2020	Online Only -- Zoom	Stakeholder engagement (United Way)	1	Several	See Appendix	APO Staff followed up by email on how comments on improving public engagement are being considered.
	10/7/2020	Online Only -- Zoom	Stakeholder engagement/ MTP Visioning (Independent Lifestyles)	5	Several	Comments	APO Staff followed up by email on how comments on improving public engagement are being considered.
	10/8/2020	Online Only -- Zoom	Policy Board meeting	0	0	0	N/A
	10/9/2020	Online Only -- Zoom	Stakeholder engagement (Salvation Army)	1	Several	See Appendix	APO Staff followed up by email on how comments on improving public engagement are being considered.
	10/12/2020	Online Only -- Zoom	Stakeholder engagement (Whitney Senior Center)	4	Several	See Appendix	APO Staff followed up by email on how comments on improving public engagement are being considered.
	10/14/2020	Online Only -- Zoom	AT Development Committee	1	Several	See ATP Development Committee Minutes	N/A

Public Engagement Calendar of Events							
Month	Date	Location	Purpose of Event	Number of Public Participants	Number of Comments Received	Comments Received	Comment Disposition
November	11/2/2020	Online Only -- Zoom	ATAC meeting	9	Several	See ATAC Meeting Minutes	N/A
Jan. 2021	1/14/2021	Online Only -- Zoom	Policy Board meeting	0	0	0	N/A
	1/25/2021	Online Only -- Zoom	ATAC meeting	8	Several	See ATAC Meeting Minutes	N/A
February	2/4/2021	Online Only -- Zoom	TAC meeting	0	0	0	N/A
	2/11/2021	Online Only -- Zoom	Policy Board meeting	0	0	0	N/A
	2/25/2021	Online Only -- Zoom	TAC meeting	0	0	0	N/A
	3/11/2021	Online Only -- Zoom	Policy Board meeting	0	0	0	N/A
March	3/25/2021	Online Only -- Zoom	TAC Meeting	0	0	0	N/A
April	4/8/2021	Online Only -- Zoom	Policy Board meeting	0	0	0	N/A
	4/29/2021	Online Only -- Zoom	TAC Meeting	1	1	Asked to introduce the concept of Stroads and discuss a YouTube video on the subject.	Link to the suggested YouTube video was offered to TAC members to view.
May	5/13/2021	Online Only -- Zoom	Policy Board meeting	0	0	0	N/A
	5/27/2021	Online Only -- Zoom	TAC Meeting	0	0	0	N/A
June	6/8/2021	Online Only -- Zoom	TAC Meeting	0	0	0	N/A
	6/10/2021	Online Only -- Zoom	Policy Board meeting	2	0	0	N/A

Facebook Public Engagement								
Month	Date	Purpose of Post	Post (Including post type)	Engagement (30 days after posted)	Reach	Comments Received	Comment Disposition	Responses
June	6/29/2020	2021-2024 TIP	Post Type: Photo The Saint Cloud APO is asking for your opinion on proposed Federally-funded transportation projects occurring within the area over the next four years. The 2021-2024 Transportation Improvement Program (TIP) is open for public comment through July 24. For more information on the document and how you can provide your comments check out our website: https://stcloudapo.org/tip-public-comment-period-now-open/	87	966	0	N/A	N/A
	6/30/2020	2021-2024 TIP	Post Type: Photo Join APO Senior Transportation Planner Vicki Johnson for a conversation about the fiscal years 2021-2024 Transportation Improvement Program (TIP). Learn more about the proposed Federally-funded transportation projects occurring within the area and provide your comments.	7	108	0	N/A	N/A
July	7/7/2020	2021-2024 TIP	Post Type: Facebook Live Video Join APO Senior Transportation Planner Vicki Johnson for a conversation about the fiscal years 2021-2024 Transportation Improvement Program (TIP). Learn more about the proposed Federally-funded transportation projects occurring within the area and provide your comments.	5	133	0	N/A	N/A
	7/9/2020	2021-2024 TIP	Post Type: Link Have an opinion on transportation projects? Live and/or work in the City of Sauk Rapids? Then check out the Saint Cloud APO's draft 2021-2024 Transportation Improvement Program (TIP).	4	60	0	N/A	N/A
	7/13/2020	2021-2024 TIP	Post Type: Link The APO's 2021-2024 Transportation Improvement Program (TIP). This document provides information on the Federally-funded transportation projects Metro Bus is considering between 2021 and 2024. Check out our website stcloudapo.org for details on how you can provide your input. Or take the Metro Bus TIP survey here: https://www.surveymonkey.com/r/63NFQX6	20	334	0	N/A	N/A
	7/15/2020	2021-2024 TIP	Post Type: Link Time's running out to participate in the APO's 2021-2024 Transportation Improvement Program (TIP) public comment period. The TIP is a document that provides information on the Federally-funded transportation projects within St. Cloud the Saint Cloud metro.	6	90	0	N/A	N/A
	7/23/2020	2021-2024 TIP	Post Type: Link Time's running out to participate in the APO's 2021-2024 Transportation Improvement Program (TIP) public comment period. The TIP is a document that provides information on the Federally-funded transportation projects within St. Cloud the Saint Cloud metro.	14	124	0	N/A	N/A
August	8/6/2020	APO Policy Board	Post Type: Photo Online event	1	31	0	N/A	N/A

Facebook Public Engagement								
Month	Date	Purpose of Post	Post (Including post type)	Engagement (30 days after posted)	Reach	Comments Received	Comment Disposition	Responses
	8/6/2020	TH 15 Corridor Study	Post Type: Photo (Boosted) We heard you loud and clear! During the development of the most recent Metropolitan Transportation Plan, we heard how the community is unhappy with how #TH15 currently operates. We're studying ways to improve operations on TH 15 that will increase safety, mobility, and improve traffic flow, both now and in the future. Check out the project website for more information. www.mobilize15.com	2,224	10,200	27	Public comments and their disposition were documented in the TH 15 Corridor Study Final Report.	N/A
	8/27/2020	TH 15 Corridor Study	Post Type: Photo (Event) Last Chance! The virtual open house closes August 31st. Let us know your experiences on TH 15 to help us increase safety, mobility and improve traffic flow now and in the future!	3	44	0	N/A	N/A
September	9/2/2020	SEP Update	Post Type: Facebook Live Video The APO's Stakeholder Engagement Plan is open for public comment through Oct. 3. Check out our website (stcloudapo.org) for details on how you can provide your input!	4	92	0	N/A	N/A
	9/30/2020	SEP Update	Post Type: Status The public comment period for the Stakeholder Engagement Plan (SEP) will be ending soon. Don't forget to send your comments by October 3rd!	1	26	0	N/A	N/A
October	10/26/2020	APO Newsletter	Post Type: Link The St. Cloud Area Planning Organization has released the first issue of their newsletter, the Oxcart. View the newsletter, check our website.	8	37	0	N/A	N/A
December	12/2/2020	TH 15 Corridor Study	Post Type: Link (Boosted) Back in August, we got great feedback from the community on the safety and mobility issues that surround the TH 15 corridor. We've been working hard to incorporate your feedback into our alternatives development and analysis process. We hope you'll check out the www.mobilize15.com to see our progress!	784	5,954	7	Public comments and their disposition were documented in the TH 15 Corridor Study Final Report.	N/A
	12/4/2020	TH 15 Corridor Study	Post Type: Photo (Event) We've looked at a lot of ways we can make the TH 15 corridor safer and more reliable. Let us know what you think! The virtual open house is live now through December 15th at www.mobilize15.com . You can watch videos, take a survey, and leave comments. Hope to see you, virtually!	4	41	0	N/A	N/A
	12/9/2020	TH 15 Corridor Study	Post Type: Photo (Event) Tomorrow is our live Q&A on the TH 15 improvements. Email admin@stcloudapo.org for the link to participate. If you can't make it, we'll record it and post it to the website. You can also check out www.mobilize15.com for the virtual open house, videos, and survey.	2	49	0	N/A	N/A
	12/14/2020	TH 15 Corridor Study	Post Type: Photo (Event) The virtual open house closes December 15th. Let us know how you would improve TH 15!	2	41	0	N/A	N/A
	1/12/2021	TIP Amendment	Post Type: Facebook Live Video Join APO Senior Transportation Planner Vicki Johnson as she discussed proposed changes to the APO's fiscal years 2021-2024 Transportation Improvement Program (TIP).	6	53	0	N/A	N/A

Facebook Public Engagement								
Month	Date	Purpose of Post	Post (Including post type)	Engagement (30 days after posted)	Reach	Comments Received	Comment Disposition	Responses
	1/20/2021	TIP Amendment	Post Type: Link The public comment period regarding the Transportation Improvement Program (TIP) amendments ends January 29th and we want your input! Take our survey https://www.surveymonkey.com/r/ZR8J7XX Visit our website for more info: https://stcloudapo.org/tip/	1	35	0	N/A	N/A
	1/22/2021	TH 15 Corridor Study	Post Type: Video In this video Brian Gibson, Executive Director of the St. Cloud APO, summarizes the TH15 Corridor Study to the St. Cloud APO Policy Board members. This study was overseen by an interjurisdictional team comprised of staff from: APO, St. Cloud, Waite Park, Stearns County, and MnDOT. Mr. Gibson summarized the purpose and need of the study including safety and operations. For more information on this study visit the St. Cloud APO website at https://stcloudapo.org/documents-reso..	7	39	0	N/A	N/A
February	2/10/2021	APO Policy Board	Post Type: Link Check out the St. Cloud APO YouTube Channel. We will begin live streaming our Policy Board meetings starting February 11th at 4:30PM. https://www.youtube.com/channel/UCYHV6toNKhTYN9hrkhhMAoA	1	35	0	N/A	N/A
	2/24/2021	TIP Amendment	Post Type: Video Public comment is open now through Friday, March 26, 2021 for the Transportation Improvement Program (TIP) Amendments. To learn more about changes to the TIP visit our website: https://stcloudapo.org/changes-to-the-tip-need-your-feedback/ To take the Transportation Improvement Program February-March 2021 Amendment Survey click on this link: https://www.surveymonkey.com/r/7VCQ6HK	7	39	0	N/A	N/A
March	3/10/2021	TIP Amendment	Post Type: Facebook Live Video Join APO Senior Transportation Planner Vicki Johnson as she discussed proposed changes to the APO's fiscal years 2021-2024 Transportation Improvement Program (TIP).	5	88	0	N/A	N/A
	3/10/2021	Mississippi River Bridge Study	Post Type: Link (Boosted) We're looking for your input on a potential new bridge corridor in south St. Cloud connecting Roosevelt Road to US 10. Visit www.cutt.ly/river-bridge to review the info and complete the survey.	2,556	11,201	18	Public comments and their disposition were documented in the Survey Summary Report for the Mississippi River Bridge Planning Study	N/A
	3/22/2021	Mississippi River Bridge Study	Post Type: Link Planners want public input on the bridge corridor between now and April 16.	20	82	0	N/A	N/A
June	6/16/2021	APO Newsletter	Post Type: Link Learn how to subscribe to the APO quarterly newsletter!	5	52	0	N/A	N/A
	6/24/2021	Instagram	Post Type: Link Check out the APO on Instagram!	4	58	0	N/A	N/A

APPENDIX B

Comments from Stakeholder Representatives

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Comments from Stakeholder Representatives on Improving APO Public Engagement						
Stakeholder Organization	When Contacted	Clientele Served, Services Provided	Comments on Improving Engagement	Will Clients Review Online Material?	Are You Supportive of a Citizens Advisory Committee?	Other Thoughts
WACOSA	9/29/2020	People with disabilities. (Programs for adults with disabilities.)	Pursue partnering opportunities. Provide listening sessions with our constituency (WACOSA willing to be the host of these events). There are voices within this community that should be heard.	With assistance, clientele are able to review and respond to online material.	Yes - willing to suggest representation	Important to understand the different aspects of people with disabilities – developmental, mental health, physical, etc.
Rise, Inc.	9/29/2020	People with disabilities. (Employment and programs.)	If you provide surveys and other material requesting public response, we will pass it along to our clientele.	People with disabilities have limited ability to review and respond to material.	Yes - will help to find appropriate volunteers	People need to have a stake in the issue before they will engage.
Latino Economic Development Center	9/29/2020	People-of-Color, Latino, Somali. (Assists small businesses.)	Invest in outreach. Hire staff or a consultant to meet with business owners and other members of the target community. Hire someone who speaks Spanish.	If you don't reach these groups where they live, they won't respond.	Yes - but find people other than the usual volunteers, people who will be invested in your work.	Look to leaders in the community (business owners, teachers, clergy) to communicate your message.
#UniteCloud	10/6/2020	People-of-Color, Somalis, African Americans (Advocacy and services.)	Partnering and regular communication needed. Get to the know people from these communities on a personal basis. If needed, we are willing to provide introductions.	Online methods may not reach many from these groups. Some struggle with literacy.	Yes – but suggests there be nominal compensation for committee members	Those who participate in their programs value and advocate for a level of personal independence.
Central Minnesota Council on Aging	10/6/2020	Older adults (Providing services, programs and activities. Network with other area nonprofit agencies.)	From our network of provider organizations, we are willing to share notices of public input opportunities, share materials, and facilitate discussions. We are able to target specific areas and groups.	Many older adults have online access, but some may struggle with the technology.	Yes - look to the agencies within our network for appropriate representation.	Older adults seek a level of independence, whether living at home or in a housing facility.
United Way of Central Minnesota	10/6/2020	Low-income families, youth (Partners with the St. Cloud Area Human Service Council in community service.)	We are willing to help you reach those that are served by United Way's assistance programs, also spread messaging to the network of nonprofit organizations that participate in the St. Cloud Human Service Council.	Suggest using a variety of means to reach those you are targeting.	Yes – expect participation from within the Council network.	We can facilitate presentations or host listening sessions, as needed.
Independent Lifestyles	10/7/2020	People with disabilities (Programs and services.)	Advocates want to watch meetings (cable access/livestream/Facebook Live). Publish meeting information on websites. We are willing to continue to meet and coordinate.	Online surveys do not work with this group. Paper surveys work best.	Yes - receptive	Members of the advocacy committee want to be involved.
Salvation Army	10/9/2020	Low income, others in need (Financial assistance and other services.)	The Salvation Army is willing to get review material to the people they work with. We have connections with apartment dwellers, low income populations, have an understanding of their needs and are able to reach them.	Many have limited or no access to online material.	Yes - willing to help	Schedule activities and events that the affected population is able to attend.
Whitney Senior Center	10/12/2020	Older adults (activities and assistance for area residents aged 55+)	Whitney offers a number of print and online materials that may have space for meeting announcements or other information.	Yes - most are connecting through zoom, and other online means.	Yes - suggest finding participants to serve from RSVP volunteers	APO staff invited to join forums provided at the Whitney Center.


APPENDIX C
Staff Training Certifications
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Title II

2020 Annual Training Certification

The undersigned attended a one-hour training session regarding the Americans with Disabilities Act and its applicability to the Area Planning Organization.

The training occurred on November 20, 2020 and consisted of watching **INTRO TO ADA: TITLE II**¹ by Miranda Levy and discussing it within the context of the APO's processes.


Brian Gibson


Vicki Johnson


Fred Sandal


Alex McKenzie


Amber Blattner

¹ <https://www.youtube.com/watch?v=ajZRwrStHzU>

Title VI

2020 Annual Training Certification

The undersigned attended a one-hour training session regarding Title VI of the Civil Rights Act and its applicability to the Area Planning Organization.

The training occurred on December 3, 2020 and consisted of watching **Understanding and Abiding by Title VI of the Civil Rights Act of 1964**¹ by the U.S. Department of Justice and discussing it within the context of the APO's processes.



Brian Gibson

Vicki Johnson

Alex McKenzie

Fred Sandal

Amber Blattner

¹<https://www.youtube.com/watch?v=lw0mefqIZSY>

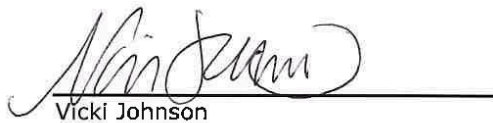
Equity Training

2021 Annual Training Certification

The undersigned attended a one-hour training session regarding equity, by Gina Kundan from MnDOT's Office of Equity on February 9, 2021. The training covered aspect of both Title II and Title VI issues.



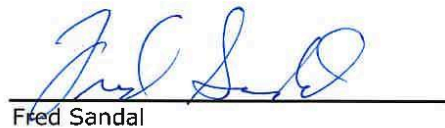
Brian Gibson



Vicki Johnson



Alex McKenzie



Fred Sandal



Amber Blattner