

AGENDA

APO POLICY BOARD MEETING

THURSDAY, SEPT. 21, 2023 - 4:30 P.M.

GREAT RIVER REGIONAL LIBRARY, MISSISSIPPI ROOM
1300 W ST GERMAIN ST, ST CLOUD, MN 56301

1. Pledge of Allegiance
2. Introductions
3. Approval of Agenda
4. Public Comment Period
5. Approve Consent Agenda Items (*Attachments A – C*)
 - a. Approve Minutes of August 10, 2023 Policy Board Meeting (*Attachment A*)
 - b. Approve Bills Lists (*Attachments B1 – B3*)
 - c. Receive Staff Report on Aug. 31, 2023 Meeting of the Technical Advisory Committee (*Attachment C*)
6. Consider 2024-2027 Transportation Improvement Program (TIP) (*Attachments D1 & D2*), Vicki Johnson, Senior Transportation Planner
 - a. **Suggested Action: Approve 2024-2027 TIP**
7. Consider Looking Ahead 2050 Existing Conditions Chapter (*Attachment E*), Vicki Johnson, Senior Transportation Planner
 - a. **Suggested Action: Approve Existing Conditions Chapter**
8. Consider Looking Ahead 2050 Environmental Chapter (*Attachment F*), Alex McKenzie, Associate Planner
 - a. **Suggested Action: Approve Environmental Chapter**
9. Consider Personnel Policy Changes (*Attachment G*), Brian Gibson
 - a. **Suggested Action: Approve Changes to Personnel Policies**
10. Consider Changes to Urban Area Boundary (*Attachment H*), James Stapfer, Planning Technician
 - a. **Suggested Action: Approve Changes to the Urban Area Boundary**
11. Other Business & Announcements
 - a. *Reminder: The Policy Board will be meeting on October 12th & November 9th*
12. Adjournment

English

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Somali

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

Spanish

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

**SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD
Thursday, August 10th, 2023 – 4:30 PM**

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, August 10, 2023, at 4:30 PM APO Chair Raeanne Danielowski presided with the following members:

Raeanne Danielowski	County of Sherburne
Tim Elness	City of Sartell
Jared Gapinski	County of Benton
Joe Perske	Stearns County
Rick Schultz	City of St. Joseph
Rick Miller	City of Waite Park
Ryan Daniel	Metro Bus
Jake Anderson	City of Saint Cloud
Dottie Seamans	City of Sauk Rapids

Also in attendance were:

Brian Gibson	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Trina Ness	Saint Cloud APO

Absent:

Jeff Westerlund	Town of LeSauk
Mayor Dave Kleis	City of St. Cloud
Jeff Goerger	City of St. Cloud

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA:

Mayor Schultz motioned to approve the agenda and Mayor Miller seconded the motion. Motion carried.

PUBLIC COMMENT PERIOD: No members of the public were in attendance, however, Mr. Gibson brought forth a comment he received regarding making sure to be mindful of people with mobility issues when planning for future transportation improvements. Chairperson Danielowski stated it’s a good reminder and duly noted.

CONSIDERATION OF CONSENT AGENDA ITEMS:

- a. Approve Minutes of June 8, 2023 Policy Board Meeting
- b. Approve Bills Lists
- c. Receive Report on June 15th Area Transportation Partnership Meeting
- d. Receive Staff report on July 27th meeting of the Active Transportation Advisory Committee

Mayor Schultz motioned to approve the consent agenda items and Mayor Miller seconded the motion. Motion carried.

Consider Draft 2024-2025 Unified Planning Work (UPWP)

After Mr. Gibson's presentation of the draft UPWP, there was much discussion regarding the increased assessment amount. The following are some bullet points from the discussion:

- Take a year to dig a little deeper. River crossings are important, without them everything is going to somewhat stagnate.
- This is a big picture thing obviously and it's a big number. Maybe we just need to look at it in a way to have everybody be a part of it in a way that they can accept the funding.
- At some point there's going to be some federal funding for the bridge, but we will not achieve that without the study.
- Perhaps a cost and benefit analysis of what the functionality of this beltline is would be useful.
- In the future, APO staff need to bring budgeting to the Board in the spring so jurisdictions can budget for it.
- APO members need to make sure this is a policy that stays steadfast all the way through.
- APO members need to figure out, is the beltline still a priority? Are they going to cost share on that? Is it just the planning that they're going to cost share on, or are they going to cost share on the construction too? The APO members need to take a year and have that discussion before we go forward.
- Ms. Danielowski summarized, "For clarification we're not going to give the money back. We're going to keep moving forward. A bridge should be accomplished, we just need to figure out how sharing the cost will be done."
- It will establish some level of precedence as we move forward. The goal is regional cooperation, not to establish a bad precedent.

Mayor Miller suggested that there be a meeting of all involved jurisdictions in January-February 2024 to discuss the Mississippi Bridge Environmental Study and funding for it.

Mr. Gapinski motioned to approve the 2024-2025 Unified Planning Work Program Budget (UPWP), with the exception of the Mississippi River Bridge Environmental Study, Ms. Seamans seconded the motion. Motion carried.

Consider Regional Transportation Vision for 2050 Metropolitan Transportation Plan (MTP)

A regional transportation visioning question was asked as part of the 2021 Household Travel Survey. APO staff received 2,000 public comments. Comments were reviewed and sorted into 6 primary themes:

- System and Environmental Stewardship
 - Protect and preserve our current environment
 - Fix the roads
- Multimodal Connections
 - Affordability
 - Safe biking and walking infrastructure
- Congestion Management
 - Fix signal timing
- Transportation Safety (Toward Zero Deaths)
 - Reduce fatalities & serious injuries
- Interregional Connections
 - NorthStar
 - U.S. Highway 10
 - Interstate 94
- Technological Advancements
 - Electric vehicles are here
 - Automated vehicles are on their way

The Technical Advisory Committee (TAC) recommended Policy Board approval at their July 27, 2023 meeting.

Mr. Gapinski asked, "Were there any themes in the surveys that were more common or obvious?"

Ms. Johnson responded, "Fix the roads and also bike paths. Congestion was number three."

Mayor Schultz motioned to approve the regional transportation vision for 2050 Metropolitan Transportation Plan. Mayor Miller seconded. Motion carried.

Consider Regional Transportation Priorities

Mr. Gibson reported that he had discussions with the TAC regarding what the regional transportation priorities should be when he and Chair Danielowski travel to Washington D.C. in October. The TAC's recommendations were:

- U.S. Highway 10 improvements
- Benton County extension for 29
- MN Highway 15 and 23

Mr. Perske suggested adding a thank you to Klobuchar and Smith for the congressionally directed funding for the improvements at the airport, and also for the bridge study.

Mr. Ellness noted that during the last capitol session, Blaine got \$165 million to redo Highway 65. They approached the state capitol and had their projects defined. He asked if APO staff have ever approached the state for funding. Should St. Cloud or Waite Park put in a bonding bill at the state level to request money for everything? We've done enough studies to justify the need.

Mr. Gibson noted that he typically does go to the state capitol with the St. Cloud Chamber of Commerce, meets with legislators, and presents the projects that are presented in Washington D.C.

Ms. Dottie Seamans motioned to approve 2024 Regional Transportation Priorities as recommended by the TAC. Mr. Jared Gapinski seconded the motion. Motion carried.

Review Draft Project List for 2050 Metropolitan Transportation Plan (MTP)

Ms. Johnson presented the current draft list of projects being considered for inclusion in the 2050 MTP. She stated that the long-range transportation plan is important because it needs to identify future projects. The Board just approved our regional vision. Now we need to start doing our goals and objectives and strategies that will ultimately help us realize that vision. Once the projects are incorporated into the approved MTP, then they are eligible for federal funding.

To be eligible for inclusion in the MTP the roadway needs to be functionally classified, meaning it has to be an arterial or a collector. We can't put local roads into the MTP. The other key piece is that the MTP must be fiscally constrained. There needs to be a reasonable expectation that funding will be available for the projects.

Ms. Johnson explained that APO staff worked with jurisdictional staff to identify this draft list of projects. Staff also looked at previous MTP and what was still waiting to be done and verified if those projects were still needed. She also reviewed comprehensive plans, growth areas, and areas of potential need for a new alignment or looking at pavement quality for major reconstruction. She asked the Board members to review the list and let APO staff know if we're missing anything.

Ms. Johnson also worked on revenue forecasting with jurisdictional staff as well - what the jurisdiction can reasonably expect to for transportation funds between now and 2050.

Ms. Johnson explained that for purposes of the MTP, projects are divided into two types: 1) Capacity expansion Projects - building new roads or adding lanes to an existing roadway, and 2) Reconstruction/System Preservation Projects - which is a catchall for maintenance-type projects that would likely be considered for federal funding, such as reconstructions, reclamations, mill and overlays.

Ms. Johnson explained that the project list was submitted to our consultant in June so that they could do a model run. Initial model runs were presented to the TAC, and they wanted to tweak a few projects. She noted that some of the jurisdictions

have additional financial capacity in the fiscal constraint analysis for additional projects.

Ms. Johson noted that today's ask was, "Are the projects listed the priorities for your jurisdiction? Or did we miss something?" We need to be advised of what project you want. If we can get it fiscally constrained, we will add it to the list. No formal action was needed at this time, but we are asking that you take the project list back to your respective jurisdiction and confirm that we have the project list correct.

Consider Draft Saint Cloud Urban Area Boundary Adjustments

Mr. Gibson noted that this item is for informational purposes only and that the TAC is still wrestling with this. They have yet to make a recommendation.

The U.S. Census defines urban areas based largely on population density, but that method does not necessarily capture the true urban area. We have the opportunity to adjust the urban area to include growth areas, industrial parks, schools, airports, etc. and make them more realistic. He noted that the Board is not the final decision-maker on this. The Board will make a recommendation that will go to the state then the federal government and they will make the final determination as to the adjusted urban boundaries.

Mr. Gibson noted that in the Opportunity Drive industrial park, Anderson Trucking has a facility that is not in the APO Planning area – it is in Lynden Township. He noted that if we include part of Lynden Township in our urban area, we may also have to include Lynden Township in our planning area by default. He just wanted the Board to be aware of this at this time.

OTHER BUSINESS & ANNOUNCEMENTS:

Trina Ness was introduced as the new administrative assistant.

Mr. Joe Perske brought up a presentation by Chris Byrd and Jodi Teich about an additional layer of environmental study that will be needed if we have a new improvement to a roadway. He asked Board members if we want to try to repeal that. He said that if it's going to add 10% of the cost to every project this could be wasteful spending in the rural areas. He said that he would bring this back with more information, and that the jurisdictions should look at getting this repealed.

ADJOURNMENT:

Mayor Miller motioned to adjourn the meeting. Mayor Schultz seconded the motion. Motion carried.

The meeting was adjourned at 5:56 PM.

ST. CLOUD AREA PLANNING ORGANIZATION
Actual Disbursements by Vendor
July 1 - July 31 2023

	Vendor name	Transaction date	Transaction type	Transaction number	Posting	Memo	Account	Amount
Delta Dental	Delta Dental	07/05/2023	Bill Payment (Check)	xx	Yes	--	Liberty Checking account	-\$ 236.65
Total for Delta Dental								-\$ 236.65
EFTPS	EFTPS	07/05/2023	Check	--	Yes	--	Liberty Checking account	-\$ 4,652.12
	EFTPS	07/20/2023	Check	--	Yes	--	Liberty Checking account	-\$ 4,652.15
Total for EFTPS								-\$ 9,304.27
Xcel Energy	Xcel Energy	07/06/2023	Bill Payment (Check)	xx	Yes	--	Liberty Checking account	-\$ 68.77
Total for Xcel Energy								-\$ 68.77
Metro Sales Inc	Metro Sales Inc	07/10/2023	Bill Payment (Check)	GBLCCQR8	Yes	SC156	Liberty Checking account	-\$ 1,078.15
Total for Metro Sales Inc								-\$ 1,078.15
Weisman Cleaning Inc	Weisman Cleaning Inc	07/10/2023	Bill Payment (Check)	2B5CDQR8	Yes	--	Liberty Checking account	-\$ 140.00
Total for Weisman Cleaning Inc								-\$ 140.00
Liberty Savings Bank	Liberty Savings Bank	07/11/2023	Check	--	Yes	--	Liberty Checking account	-\$ 3,105.59
Total for Liberty Savings Bank								-\$ 3,105.59
MN PERA	MN PERA	07/11/2023	Check	--	Yes	--	Liberty Checking account	-\$ 2,107.26
	MN PERA	07/20/2023	Check	--	Yes	--	Liberty Checking account	-\$ 2,107.26
Total for MN PERA								-\$ 4,214.52
Loffler Companies	Loffler Companies	07/12/2023	Bill Payment (Check)	YB2C9QR8	Yes	--	Liberty Checking account	-\$ 30.83
	Loffler Companies	07/21/2023	Journal Entry	201	Yes	--	Multifunction Copier	--
Total for Loffler Companies								-\$ 30.83
Premium Waters, Inc.	Premium Waters, Inc.	07/12/2023	Bill Payment (Check)	HBLC1QR8	Yes	--	Liberty Checking account	-\$ 14.00
Total for Premium Waters, Inc.								-\$ 14.00
West Central Sanitation, Inc	West Central Sanitation, Inc	07/12/2023	Bill Payment (Check)	RB6C3QR8	Yes	--	Liberty Checking account	-\$ 49.23
Total for West Central Sanitation, Inc								-\$ 49.23
MSRS ROTH - State of MN	MSRS ROTH - State of MN	07/20/2023	Check	--	Yes	--	Liberty Checking account	-\$ 10.00
	MSRS ROTH - State of MN	07/21/2023	Check	--	Yes	--	Liberty Checking account	-\$ 10.00
Total for MSRS ROTH - State of MN								-\$ 20.00
MSRS HSCP - State of MN	MSRS HSCP - State of MN	07/20/2023	Check	--	Yes	--	Liberty Checking account	-\$ 150.52
	MSRS HSCP - State of MN	07/21/2023	Check	--	Yes	--	Liberty Checking account	-\$ 150.52
Total for MSRS HSCP - State of MN								-\$ 301.04
BCBS of MN	BCBS of MN	07/21/2023	Bill Payment (Check)	xx	Yes	--	Liberty Checking account	-\$ 4,024.08
Total for BCBS of MN								-\$ 4,024.08
Further (SelectAccount)	Further (SelectAccount)	07/21/2023	Check	--	Yes	--	Liberty Checking account	-\$ 846.68
Total for Further (SelectAccount)								-\$ 846.68
Stearns Electric Association	Stearns Electric Association	07/21/2023	Bill Payment (Check)	UBHCSQR9	Yes	--	Liberty Checking account	-\$ 203.96
Total for Stearns Electric Association								-\$ 203.96
Total for Brian A Gibson	Brian A Gibson	07/14/2023	Check		10063	Yes	Payback of Short Term Loan Liberty Checking account	-\$ 3,000.00
								-\$ 3,000.00
							Total Disbursements	(26,637.77)

ST. CLOUD AREA PLANNING ORGANIZATION
Actual Disbursements by Vendor
August 1 - August 31, 2023

	Vendor name	Transaction date	Transaction type	Transaction number	Posting	Memo	Account	Amount
Spectrum Business (Charter)	Spectrum Business (Charter)	08/15/2023	Bill Payment (Check)	10076	Yes	--	Liberty Checking account	-\$ 839.88
Total for Spectrum Business (Charter)								-\$ 839.88
Loffler Companies	Loffler Companies	08/15/2023	Bill Payment (Check)	10077	Yes	--	Liberty Checking account	-\$ 90.85
Total for Loffler Companies								-\$ 90.85
David Turch & Associates	David Turch & Associates	08/15/2023	Bill Payment (Check)	10078	Yes	--	Liberty Checking account	-\$ 8,000.00
Total for David Turch & Associates								-\$ 8,000.00
Transportation Collaborative & Consultants LLC	Transportation Collaborative & Consultants LLC	08/15/2023	Bill Payment (Check)	10079	Yes	SW Beltline	Liberty Checking account	-\$ 30,729.00
Total for Transportation Collaborative & Consultants LLC								-\$ 30,729.00
Weisman Cleaning Inc	Weisman Cleaning Inc	08/15/2023	Bill Payment (Check)	10080	Yes	--	Liberty Checking account	-\$ 140.00
Total for Weisman Cleaning Inc								-\$ 140.00
KLJ Engineering LLC	KLJ Engineering LLC	08/15/2023	Bill Payment (Check)	10081	Yes	--	Liberty Checking account	-\$ 11,401.48
Total for KLJ Engineering LLC								-\$ 11,401.48
Alex Mckenzie	Alex Mckenzie	08/15/2023	Bill Payment (Check)	10082	Yes	--	Liberty Checking account	-\$ 204.69
Total for Alex Mckenzie								-\$ 204.69
Google Inc.	Google Inc.	08/15/2023	Bill Payment (Check)	10083	Yes	--	Liberty Checking account	-\$ 48.00
Total for Google Inc.								-\$ 48.00
Premium Waters, Inc.	Premium Waters, Inc.	08/15/2023	Bill Payment (Check)	10084	Yes	--	Liberty Checking account	-\$ 41.98
Total for Premium Waters, Inc.								-\$ 41.98
Abdo Financial Solutions	Abdo Financial Solutions	08/15/2023	Bill Payment (Check)	10085	Yes	--	Liberty Checking account	-\$ 4,642.16
Total for Abdo Financial Solutions								-\$ 4,642.16
West Central Sanitation, Inc	West Central Sanitation, Inc	08/15/2023	Bill Payment (Check)	10086	Yes	--	Liberty Checking account	-\$ 99.01
Total for West Central Sanitation, Inc								-\$ 99.01
City of St. Cloud - Water/Sewer	City of St. Cloud - Water/Sewer	08/15/2023	Bill Payment (Check)	10087	Yes	--	Liberty Checking account	-\$ 103.04
Total for City of St. Cloud - Water/Sewer								-\$ 103.04
Xcel Energy	Xcel Energy	08/15/2023	Bill Payment (Check)	10088	Yes	--	Liberty Checking account	-\$ 131.32
Total for Xcel Energy								-\$ 131.32
Bitly Europe GmbH	Bitly Europe GmbH	08/15/2023	Bill Payment (Check)	10089	Yes	--	Liberty Checking account	-\$ 191.88
Total for Bitly Europe GmbH								-\$ 191.88
Principal Mutual Life Insurance	Principal Mutual Life Insurance	08/15/2023	Bill Payment (Check)	10090	Yes	--	Liberty Checking account	-\$ 543.12
Total for Principal Mutual Life Insurance								-\$ 543.12
Mohamed A Olad	Mohamed A Olad	08/15/2023	Check	10091	Yes	--	Liberty Checking account	-\$ 156.89
Total for Mohamed A Olad								-\$ 156.89
Metro Sales Inc	Metro Sales Inc	08/28/2023	Bill Payment (Check)	10096	Yes	SC156	Liberty Checking account	-\$ 2,156.30
Total for Metro Sales Inc								-\$ 2,156.30
							Total Disbursements	(59,519.60)

PROPOSED SEPTEMBER 2023 AND OCTOBER 2023 DISBURSEMENTS
 prepared 09/01/2023

Method Of Payment	To Whom Paid	What Check is for	Account	Amount
Direct Dep.	Net Payroll (including insurance reimbursement)	9/5/2023 Payroll Paid	Payroll	\$ 10,533.16
Electronic	Expense Reimbursemt - Employee mileage	9/5/2023 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	9/5/2023 Payroll Paid	Payroll	\$ 4,744.75
Electronic	MN Department of Revenue-Withholding PAID	9/5/2023 Payroll Paid	Payroll	\$ 1,534.75
Electronic	PERA	9/5/2023 Payroll Paid	Payroll	\$ 2,107.30
Electronic	Great West Annuity	9/5/2023 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	9/5/2023 Payroll Paid	Payroll	\$ 150.52
Electronic	Select Account (H.S.A.)	9/5/2023 Payroll Paid	Payroll	\$ 423.34
Direct Dep.	Net Payroll (including insurance reimbursement)	9/20/2023 Payroll Paid	Payroll	\$ 10,533.16
Electronic	Expense Reimbursemt - Employee mileage	9/20/2023 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	9/20/2023 Payroll Paid	Payroll	\$ 4,744.75
Electronic	MN Department of Revenue-Withholding PAID	9/20/2023 Payroll Paid	Payroll	\$ 1,534.75
Electronic	PERA	9/20/2023 Payroll Paid	Payroll	\$ 2,107.30
Electronic	Great West Annuity	9/20/2023 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	9/20/2023 Payroll Paid	Payroll	\$ 150.52
Electronic	Select Account (H.S.A.)	9/20/2023 Payroll Paid	Payroll	\$ 423.34
Direct Dep.	Net Payroll (including insurance reimbursement)	10/5/2023 Payroll Paid	Payroll	\$ 10,533.16
Electronic	Expense Reimbursemt - Employee mileage	10/5/2023 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	10/5/2023 Payroll Paid	Payroll	\$ 4,744.75
Electronic	MN Department of Revenue-Withholding PAID	10/5/2023 Payroll Paid	Payroll	\$ 1,534.75
Electronic	PERA	10/5/2023 Payroll Paid	Payroll	\$ 2,107.30
Electronic	Great West Annuity	10/5/2023 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	10/5/2023 Payroll Paid	Payroll	\$ 150.52
Electronic	Select Account (H.S.A.)	10/5/2023 Payroll Paid	Payroll	\$ 423.34
Direct Dep.	Net Payroll (including insurance reimbursement)	10/20/2023 Payroll Paid	Payroll	\$ 10,533.16
Electronic	Expense Reimbursemt - Employee mileage	10/20/2023 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	10/20/2023 Payroll Paid	Payroll	\$ 4,744.75
Electronic	MN Department of Revenue-Withholding PAID	10/20/2023 Payroll Paid	Payroll	\$ 1,534.75
Electronic	PERA	10/20/2023 Payroll Paid	Payroll	\$ 2,107.30
Electronic	Great West Annuity	10/20/2023 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	10/20/2023 Payroll Paid	Payroll	\$ 150.52
Electronic	Select Account (H.S.A.)	10/20/2023 Payroll Paid	Payroll	\$ 423.34
Credit Card	Adobe Creative Cloud - September 2023	Subscription service to PDF software	IT Support & Software	\$ 146.32
Credit Card	Adobe Creative Cloud - October 2023	Subscription service to PDF software	IT Support & Software	\$ 146.32
Check	AFLAC - September 2023	Employee Addtl Insurance	Payroll	\$ 735.38
Check	AFLAC - October 2023	Employee Addtl Insurance	Payroll	\$ 735.38
Check	Alex Mckenzie mileage reimbmt - September estimate	Mileage Reimbursement	Travel	\$ 200.00
Check	Alex Mckenzie mileage reimbmt - October estimate	Mileage Reimbursement	Travel	\$ 200.00
Electronic	BCBS of MN - September 2023	Employee Health Insurance	Payroll	\$ 4,024.08
Electronic	BCBS of MN - October 2023	Employee Health Insurance	Payroll	\$ 4,024.08
Check	City of St Cloud - Water/Sewer - September 2023	Utilities - water / sewer	Utilities	\$ 50.00
Check	City of St Cloud - Water/Sewer - October 2023	Utilities - water / sewer	Utilities	\$ 50.00
Check	Cloudnet - September 2023	Internet Service	Utilities	\$ 10.00
Check	Cloudnet - October 2023	Internet Service	Utilities	\$ 10.00
Check	David Turch & Associates- September 2023	Lobbyist Services	Lobbying	\$ 4,000.00
Check	David Turch & Associates- October 2023	Lobbyist Services	Lobbying	\$ 4,000.00
Check	Delta Dental - September 2023	Employee dental insurance	Payroll	\$ 236.65
Check	Delta Dental - October 2023	Employee dental insurance	Payroll	\$ 236.65
Check	ESRI Inc	IT Support - ArcGIS Desktop Basic Single User	IT Support & Software	\$ 1,106.10
Credit Card	Google Inc - estimate - September 2023	G Suite Basic - Commitment	Utilities	\$ 48.00
Credit Card	Google Inc - estimate - October 2023	G Suite Basic - Commitment	Utilities	\$ 48.00
Check	Transportation Collaborative & Consultants	CPG Passthrough Expense	CPG Passthrough Expenses	\$ 13,771.87
Check	KLJ Engineering LLC - Estimate	St Cloud APO 2050 Metropolitan Transportation Plan Support	CPG Passthrough Expenses	\$ 5,950.00

PROPOSED SEPTEMBER 2023 AND OCTOBER 2023 DISBURSEMENTS

prepared 09/01/2023

Method Of Payment	To Whom Paid	What Check is for	Account	Amount
		St Cloud APO 2050 Metropolitan Transportation Plan CPG Passthrough Expenses		
Check	KLJ Engineering LLC - Estimate	Support		\$ 5,950.00
Check	Loffler Companies - estimate - September 2023	Copier Supplies	Copy Machine	\$ 137.19
Check	Loffler Companies - estimate - October 2023	Copier Supplies	Copy Machine	\$ 137.19
Credit Card	Mailchimp.com - estimate - September 2023	Monthly IT Support	IT Support & Software	\$ 20.00
Credit Card	Mailchimp.com - estimate - October 2023	Monthly IT Support	IT Support & Software	\$ 20.00
Check	Metro Sales Inc - September 2023	Monthly IT Support	IT Support & Software	\$ 1,079.00
Check	Metro Sales Inc - October 2023	Monthly IT Support	IT Support & Software	\$ 1,079.00
Check	Premium Water Inc - estimate - September 2023	office drinking water	Utilities	\$ 65.00
Check	Premium Water Inc - estimate - October 2023	office drinking water	Utilities	\$ 65.00
Check	Principal Financial - September 2023	Employee disability insurance	Payroll	\$ 272.00
Check	Principal Financial - October 2023	Employee disability insurance	Payroll	\$ 272.00
Credit Card	Quill.com September 2023	Office Supplies	office Supplies	\$ 137.12
Credit Card	Quill.com - estimate - October 2023	Office Supplies	office Supplies	\$ 50.00
Check	Spectrum Business (Charter) - September 2023	Internet Service	Utilities	\$ 420.00
Check	Spectrum Business (Charter) - October 2023	Internet Service	Utilities	\$ 420.00
Electronic	Stearns Electric Association - September 2023	Utilities - electric	Utilities	\$ 203.96
Electronic	Stearns Electric Association - October 2023 (estimate)	Utilities - electric	Utilities	\$ 208.00
Credit Card	SC Times - estimate - estimate - September 2023	Public Postings	Printing/Publishing	\$ 349.00
Credit Card	SC Times - estimate - estimate - October 2023	Public Postings	Printing/Publishing	\$ 200.00
Check	St Cloud Chamber	Educational Meeting	Dues & Subscriptions	\$ 594.00
Check	The MN Transportation Alliance Inc	Membership Dues	Dues & Subscriptions	\$ 90.00
Check	Vicki Johnson	Mileage Reimbursement	Travel	\$ 68.50
Check	Weisman Cleaning Inc - estimate - September 2023	Office Cleaning Services	Maintenance	\$ 150.00
Check	Weisman Cleaning Inc - estimate - October 2023	Office Cleaning Services	Maintenance	\$ 150.00
Check	West Central Sanitation Inc - estimate - September 2023	Utility - garbage	Utilities	\$ 55.00
Check	West Central Sanitation Inc - estimate - October 2023	Utility - garbage	Utilities	\$ 55.00
Electronic	Xcel Energy - estimate - September 2023	Utilities - gas	Utilities	\$ 485.00
Electronic	Xcel Energy - estimate - October 2023	Utilities - gas	Utilities	\$ 485.00
Check	Abdo Financial Solutions	Accounting services - September 2023	Accounting Services	\$ 4,642.16
Check	Abdo Financial Solutions	Accounting services - October 2023	Accounting Services	\$ 4,642.16
	TOTAL			\$ 140,245.39



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson, Senior Transportation Planner
RE: Staff Report on the Aug. 31, 2023, Technical Advisory Committee meeting
DATE: Sept. 5, 2023

The Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) held a regular meeting on Thursday, Aug. 31, 2023. At that meeting, the following topics were discussed:

1. Consideration of the 2024-2027 Transportation Improvement Program (TIP)
 - a. Senior Transportation Planner Vicki Johnson provided a recap of the public comment period for the draft 2024-2027 TIP. This included information on the open houses (both in-person and virtual) as well as the various techniques APO staff utilized to reach out to the community regarding the draft TIP. TAC representatives recommended Policy Board approval of the 2024-2027 TIP.
2. Consideration of the draft Looking Ahead 2050 Existing Conditions
 - a. Senior Transportation Planner Vicki Johnson presented a summary of the Existing Conditions for the 2050 Metropolitan Transportation Plan (MTP) – Looking Ahead 2050. This included information regarding demographics, travel time patterns, roadways, transit, active transportation, freight, and a section on the link between transportation and the economy. TAC representatives recommended Policy Board approval of the draft Existing Conditions.
3. Consideration of the draft Looking Ahead 2050 Environmental Section
 - a. Associate Transportation Planner Alex McKenzie presented a summary of the Environmental Section for the 2050 Metropolitan Transportation Plan (MTP) – Looking Ahead 2050. This included information on air quality, water quality, wildlife and habitats, soil quality, cultural and historic properties, as well as a section on climate change and resiliency. TAC representatives recommended Policy Board approval pending the inclusion of locally sensitive environmental sites to be provided by member jurisdictions.
4. Consideration of the draft Saint Cloud APO Urbanized Area Boundary
 - a. Transportation Planning Technician James Stapfer presented an updated urbanized boundary map. Last month TAC representatives had asked to include some changes to the urbanized area boundary. Mr. Stapfer made those changes and presented the final map for consideration. TAC representatives recommended Policy Board approval of the updated urbanized area boundary.

Suggested Action: None, informational only.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson, Senior Transportation Planner
RE: Final Draft FY 2024-2027 Transportation Improvement Program
DATE: Sept. 5, 2023

One of the responsibilities of the Saint Cloud Area Planning Organization (APO), as outlined by the Federal Government, is to develop and maintain a Transportation Improvement Program (TIP). The TIP is the document that programs federal funds for transportation improvements in the APO's Metropolitan Planning Area (MPA). Decisions about transportation investments require collaboration and cooperation between different levels of government and neighboring agencies and jurisdictions. As a document, the TIP reports how the various agencies and jurisdictions within the MPA have prioritized their use of limited Federal highway and transit funding.

The projects included in each year's TIP ultimately are derived from the APO's Metropolitan Transportation Plan (MTP) and are aimed at meeting the long-range needs of the area's transportation system. In addition, all projects programmed into the TIP must comply with regulations issued by Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

The TIP spans a period of four fiscal years and is updated on an annual basis.

For the past several months APO staff have been cooperatively working with local jurisdictions, Saint Cloud Metropolitan Transit Commission (more commonly known as Saint Cloud Metro Bus), and Minnesota Department of Transportation (MnDOT) District 3 staff to produce the yearly update to the APO's TIP.

This update will span the four fiscal year period of 2024 through 2027.

At the June 8, 2023, APO Policy Board meeting, Policy Board members – upon the recommendation of the APO's Technical Advisory Committee (TAC) – voted to release the draft FY 2024-2027 TIP out for a 30-day public comment period.

APO staff released the document on July 12, 2023. Public comment concluded on Aug. 11, 2023.

As part of the public period, APO staff have done the following in accordance with the APO's Stakeholder Engagement Plan (SEP):

- Published a legal notice in the St. Cloud Times.
- Contacted those individuals who have expressed interest in APO planning activities via email.
- Contacted those organizations that work closely with traditionally underrepresented populations.
- Developed 12 online surveys pertaining to the projects listed in the TIP that have yet to be constructed. These surveys did not contain advance construction projects listed in the TIP that are only awaiting Federal reimbursement.
- Posted information about how to provide public comment on the draft 2023-2026 TIP on the APO website, the APO's Facebook page, the APO's Instagram account,

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

and the APO's TikTok account.

- Hosted an in-person open house at the Saint Cloud branch of the Great River Regional Library on Wednesday, July 26, and a virtual open house via Facebook Live on Tuesday, July 25.
- Shared social media information with social media accounts connected to local agencies and jurisdictions.

APO staff received one comment from the in-person engagement event. This can be found in Chapter 5 of the 2024-2027 TIP. APO staff received 22 responses to the 12 online surveys. A complete list of those comments can be found in Appendix C of the draft.

Comments specific to each jurisdiction/agency will be compiled and distributed to each jurisdiction for their individual review.

To view the final draft of the 2024-2027 TIP, please follow this link: <http://tinyurl.com/87rznpx7>. Attached to this memo is a copy of all the projects to be included in the APO's 2024-2027 TIP.

Members of the APO's Technical Advisory Committee (TAC) met on Aug. 31 to discuss the proposed final draft of the 2024-2027 TIP. TAC representatives voted to recommend Policy Board approval of the draft.

Once approved, APO staff will submit the final version to MnDOT to be incorporated into the State Transportation Improvement Program (STIP). From there, the STIP will need to be approved by Federal Highway and Federal Transit Administrations.

Suggested Action: Approval of the final draft of the APO's 2024-2027 TIP.

Saint Cloud Area Planning Organization FY 2024-2027 Project Table									Running STIP Total	FHWA Earmark	Running FHWA				Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total		
									\$181,317,148	\$1,250,000	\$29,163,801				\$33,801,951			\$3,696,006	\$9,917,600	\$3,476,344			\$0	\$104,957,452	\$151,211,203		
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	FHWA Earmark	Other FHWA	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total		
TRANSIT	TRF-0048-24H	2024	SAINT CLOUD	SECT 5307: ST. CLOUD MTC; OPERATING ASSISTANCE	0	B9	TRANSIT OPERATIONS	FTA	11,550,000										1,500,000						10,050,000	11,550,000	
TRANSIT	TRF-0048-24I	2024	SAINT CLOUD	ST CLOUD MTC -- PARATRANSIT OPERATING	0	TR	TRANSIT OPERATIONS	LF	5,775,000																5,775,000	5,775,000	
TRANSIT	TRF-0048-24J	2024	SAINT CLOUD	ST CLOUD MTC -- NORTHSTAR COMMUTER OPERATING	0	TR	TRANSIT OPERATIONS	LF	1,450,000																1,450,000	1,450,000	
TRANSIT	TRF-0048-24E	2024	SAINT CLOUD	SECT 5307: ST. CLOUD MTC; OFFICE EQUIP, IT & COMMUNICATION PROJECTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	80,000										64,000						16,000	80,000	
TRANSIT	TRS-0048-24F	2024	SAINT CLOUD	ST. CLOUD MTC; PURCHASE EIGHT (8) CLASS 400LF CNG REPLACEMENT BUSES	0	TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	3,080,000				2,464,000	2,464,000											616,000	3,080,000	
TRANSIT	TRF-0048-24G	2024	SAINT CLOUD	SECT 5307: ST. CLOUD MTC; MAINTENANCE TOOLS & EQUIPMENT	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	105,000										84,000						21,000	105,000	
TRANSIT	TRF-0048-24K	2024	SAINT CLOUD	SECT5307: ST CLOUD MTC; FACILITY IMPROVEMENTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	1,810,000										1,448,000						362,000	1,810,000	
TRANSIT	TRF-9503-24	2024	MNDOT	SECTION 5310: WACOSA, INC.; PURCHASE ONE (1) REPLACEMENT <30' (CLASS 400) BUS	0	NB	TRANSIT VEHICLE PURCHASE	FTA	197,000										157,600						39,400	197,000	
LOCAL STREETS	071-070-042AC	2024	SHERBURNE COUNTY	**AC**INSTALL INTERSECTION STREET LIGHTING ON VARIOUS SHERBURNE COUNTY ROADS (PAYBACK 1 OF 1)	0	SH	LIGHTING	HSIP	331,200						331,200		331,200										
LOCAL STREETS	071-070-044	2024	SHERBURNE COUNTY	INSTALL INTERSECTION LIGHTING ON VARIOUS SHERBURNE COUNTY ROADS	0	SH	LIGHTING	HSIP	524,000			471,600		471,600											52,400	524,000	
LOCAL STREETS	071-070-045	2024	SHERBURNE COUNTY	INSTALL SINUSOIDAL RUMBLE STRIPS ON VARIOUS SHERBURNE COUNTY ROADS	0	SH	OTHER	HSIP	180,000			162,000		162,000											18,000	180,000	
LOCAL STREETS	071-596-008	2024	SHERBURNE COUNTY	**AC**SHERBURNE CR 65 & 45TH AVE, REALIGNMENT AND ACCESS CONSOLIDATION WITH US 10 & BNSF RR XING (PAYBACK IN 2025)	0.1	LP	NEW PAVEMENT - BIT	STBGP<5K	1,500,000									1,000,000		1,200,000		1,200,000		300,000	2,500,000		
HIGHWAY CSAH 75	073-675-041AC1	2024	STEARNS COUNTY	**AC**: STEARNS CSAH 75, FROM TH 15 TO COOPER AVE FULL DEPTH RESURFACING AND ADA IMPROVEMENTS (PAYBACK 1 OF 2).	1	RS	MILL AND BIT OVERLAY	NHPP	615,055						615,055		615,055										
HIGHWAY CSAH 133	073-733-006	2024	STEARNS COUNTY	STEARNS CSAH 133 FROM STEARNS CSAH 75 TO 15TH AVE IN ST JOSEPH; EXPAND TO 4 LANE, INTERSECTION IMPROVEMENTS AT ELM	0.5	MC	NEW PAVEMENT - BIT	STBGP 5K-200K	2,500,000			1,458,355		1,458,355											1,041,645	2,500,000	

Saint Cloud Area Planning Organization FY 2024-2027 Project Table									Running STIP Total	FHWA Earmark	Running FHWA			Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total	
									\$181,317,148	\$1,250,000	\$29,163,801			\$33,801,951			\$3,696,006	\$9,917,600	\$3,476,344			\$0	\$104,957,452	\$151,211,203	
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	FHWA Earmark	Other FHWA	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
				CONSTRUCT 4TH ST BRIDGE OVER US 10. (PAYBACK 2 OF 2)																					
TRANSIT	TRF-0048-26A	2026	SAINT CLOUD	SECT5307: ST CLOUD MTC; OPERATING ASSISTANCE	0	B9	TRANSIT OPERATIONS	FTA	12,430,600										1,500,000					10,930,600	12,430,600
TRANSIT	TRF-0048-26B	2026	SAINT CLOUD	ST CLOUD MTC; PARATRANSIT OPERATING	0	TR	TRANSIT OPERATIONS	LF	6,215,000															6,215,000	6,215,000
TRANSIT	TRF-0048-26C	2026	SAINT CLOUD	ST CLOUD MTC; NORTHSTAR COMMUTER OPERATING	0	TR	TRANSIT OPERATIONS	LF	1,516,000															1,516,000	1,516,000
TRANSIT	TRS-0048-26A	2026	SAINT CLOUD	ST CLOUD MTC; PURCHASE FIVE (5) CLASS 400LF CNG REPLACEMENT BUSES.	0	TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	2,120,000				1,696,000	1,696,000										424,000	2,120,000
TRANSIT	TRF-0048-26D	2026	SAINT CLOUD	SECT5307: ST CLOUD MTC; MAINTENANCE TOOLS & EQUIPMENT	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	15,000										12,000					3,000	15,000
TRANSIT	TRF-0048-26E	2026	SAINT CLOUD	SECT5307: ST CLOUD MTC; FOUR (4) REPLACEMENT OPERATIONS VEHICLES	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	160,000										128,000					32,000	160,000
TRANSIT	TRF-0048-26F	2026	SAINT CLOUD	SECT5307: ST CLOUD MTC; OFFICE EQUIP, IT, & COMMUNICATION PROJECTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	250,000										200,000					50,000	250,000
TRANSIT	TRF-0048-26G	2026	SAINT CLOUD	SECT5307: ST CLOUD MTC; SHELTERS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	25,000										20,000					5,000	25,000
TRANSIT	TRF-0048-26I	2026	SAINT CLOUD	ST. CLOUD MTC; PURCHASE TWENTY-THREE (23) CLASS 700 REPLACEMENT CNG BUSES	0	TR	TRANSIT VEHICLE PURCHASE	LF	15,295,000															15,295,000	15,295,000
LOCAL STREETS	162-153-003	2026	SAINT CLOUD	**AC**22ND ST S FROM OAK GROVE RD/CR 136 TO COOPER AVE S, RECONSTRUCT RURAL ROUTE INTO 36' MULTIMODAL URBAN SECTION IN THE CITY OF ST CLOUD(PAYBACK IN 2027)	0.8	RC	NEW PAVEMENT - BIT	STBGP 5K-200K	1,481,114			239,114		239,114				1,560,886						1,242,000	3,042,000
LOCAL STREETS	220-070-001	2026	SARTELL	PINECONE ROAD/7TH ST NORTH INTERSECTION, INSTALL SIGNAL SYSTEM	0	SH	TRAFFIC SIGNAL INSTALL	HSIP	550,000			400,000		400,000										150,000	550,000
LOCAL STREETS	220-090-005	2026	SARTELL	CONSTRUCT HERITAGE DRIVE TRAIL BETWEEN AMBER AVE AND CSAH 1 AND SIDEWALKS NEAR RIVERVIEW INTERMEDIATE SCHOOL IN THE CITY OF SARTELL	0	BT	NEW TRAIL	STBGTAP 5K-200K	486,450			389,160		389,160										97,290	486,450

Saint Cloud Area Planning Organization FY 2024-2027 Project Table									Running STIP Total	FHWA Earmark	Running FHWA				Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total	
									\$181,317,148	\$1,250,000	\$29,163,801				\$33,801,951			\$3,696,006	\$9,917,600	\$3,476,344			\$0	\$104,957,452	\$151,211,203	
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	FHWA Earmark	Other FHWA	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total	
LOCAL STREETS	191-104-008	2026	SAUK RAPIDS	2ND AVE S(MSAS 104) FROM 10TH ST. S TO SOUTH CITY LIMITS, RECONSTRUCT INCLUDING SIDEWALK, ADA, LIGHTING, DRAINAGE, SANITARY SEWER AND WATERMAIN IMPROVEMENTS IN THE CITY OF SAUK RAPIDS (ASSOCIATED SAP 191-118-001)	0.4	RC	NEW PAVEMENT - BIT	STBGP 5K-200K	4,350,000			1,400,000		1,400,000											2,950,000	4,350,000
HIGHWAY MN 15	0509-37	2026	MNDOT	**BFP**MN 15 BR 05003 EB OVER US 10 N OF SAUK RAPIDS, REPLACE	0	BR	BRIDGE REPLACEMENT	BFP	7,600,000		6,000,000			6,000,000						1,600,000		1,600,000				7,600,000
LOCAL STREETS	05-00128	2026	MNDOT	BNSF RR, REPLACE EXISTING SIGNAL SYSTEM AT M343, 4 1/2 ST NE, ST CLOUD, BENTON COUNTY	0	SR	R.R X-ING IMPROVEMENTS	RRS	350,000				175,000	175,000											175,000	350,000
TRANSIT	TRF-0048-27A	2027	SAINT CLOUD	SECT5307: ST CLOUD MTC; OPERATING ASSISTANCE	0	B9	TRANSIT OPERATIONS	FTA	12,679,200										1,600,000						11,079,200	12,679,200
TRANSIT	TRF-0048-27B	2027	SAINT CLOUD	ST CLOUD MTC; PARATRANSIT OPERATING	0	TR	TRANSIT OPERATIONS	LF	6,339,300																6,339,300	6,339,300
TRANSIT	TRF-0048-27C	2027	SAINT CLOUD	ST CLOUD MTC; NORTHSTAR COMMUTER OPERATING	0	TR	TRANSIT OPERATIONS	LF	1,546,300																1,546,300	1,546,300
TRANSIT	TRS-0048-27A	2027	SAINT CLOUD	ST CLOUD MTC; PURCHASE SIX (6) CLASS 400LF CNG REPLACEMENT BUSES.	0	TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	2,670,000				2,136,000	2,136,000											534,000	2,670,000
TRANSIT	TRF-0048-27D	2027	SAINT CLOUD	SECT5307: ST CLOUD MTC; MAINTENANCE TOOLS & EQUIPMENT	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	74,000											59,200					14,800	74,000
TRANSIT	TRF-0048-27E	2027	SAINT CLOUD	SECT5307: ST CLOUD MTC; OFFICE EQUIP, IT & COMMUNICATION PROJECTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	122,000											97,600					24,400	122,000
TRANSIT	TRF-0048-27F	2027	SAINT CLOUD	SECT5307: ST CLOUD MTC; FACILITY IMPROVEMENTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	417,000											333,600					83,400	417,000
LOCAL STREETS	162-153-003AC	2027	SAINT CLOUD	**AC**22ND ST S FROM OAK GROVE RD/CR 136 TO COOPER AVE S, RECONSTRUCT RURAL ROUTE INTO 36' MULTIMODAL URBAN SECTION IN THE CITY OF ST CLOUD(PAYBACK 1 OF 1)	0.8	RC	NEW PAVEMENT - BIT	STBGP 5K-200K	1,560,886						1,560,886		1,560,886									
LOCAL STREETS	220-080-006	2027	SARTELL	15TH ST NORTH CORRIDOR EXTENSION FROM PINECONE RD TO 19TH AVE N, RIGHT OF	0	PL	RIGHT OF WAY PURCHASE	STBGP 5K-200K	3,050,400			943,774		943,774											2,106,626	3,050,400

Saint Cloud Area Planning Organization FY 2024-2027 Project Table									Running STIP Total	FHWA Earmark	Running FHWA				Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total
									\$181,317,148	\$1,250,000	\$29,163,801				\$33,801,951			\$3,696,006	\$9,917,600	\$3,476,344			\$0	\$104,957,452	\$151,211,203
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	FHWA Earmark	Other FHWA	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
				WAY ACQUISITION IN CITY OF SARTELL																					
HIGHWAY MN 23	7305-132	2027	MNDOT	MN 23/STEARNS CSAH 8 IN ROCKVILLE, CONSTRUCT J-TURN	0	SH	CHANNELIZATION	HSIP	1,200,000			1,080,000		1,080,000						120,000		120,000			1,200,000
HIGHWAY I 94	7380-269	2027	MNDOT	I-94 BR 73877 (WB), BR 73878 (EB) OVER TR 477 IN ST JOE TWP, OVERLAY	0	BI	BRIDGE DECK OVERLAY	NHPP	3,000,000			2,700,000		2,700,000						300,000		300,000			3,000,000



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson, Senior Transportation Planner
RE: Looking Ahead 2050 Existing Conditions
DATE: Sept. 5, 2023

A Metropolitan Transportation Plan (MTP) is a long-range, multimodal, regional surface transportation plan that identifies a regional vision for transportation and the steps toward achieving that vision.

MTPs are a joint product of all individual jurisdictions within a metropolitan planning area (MPA) and represent a singular, agreed upon vision for the future of transportation within that region.

By Federal regulation, MTPs must have a planning horizon of at least 20 years and must be updated no less than every five years (or every four years if the region does not meet certain air quality standards).

Contained within the MTP are regional goals, objectives, and implementing strategies which assist MPA planners, engineers, and elected officials in achieving the region's vision.

Developing, maintaining, and updating a region's MTP is the primary responsibility of a Metropolitan Planning Organization (MPO). The Saint Cloud Area Planning Organization (APO) serves as the MPO for the urbanized area of Saint Cloud, Minnesota.

The APO's last MTP – [Metropolitan Planning and Programming: An Innovative Network Guide for 2045 \(MAPPING 2045\)](https://bit.ly/3DPUckt) (https://bit.ly/3DPUckt) – was adopted by the APO's Policy Board in October 2019.

One of the key components in the development of the MTP – or in any planning process really – is to understand the existing conditions. Over the past two years, APO staff have worked to update the region's existing conditions from our previous planning base year 2015 (for MAPPING 2045) to base year 2020.

The existing conditions section provides a comprehensive overview of the region. Included in this are the following:

- **Demographics.** This section includes population trends and various population characteristics such as Black, Indigenous, and People of Color (BIPOC); foreign born individuals; limited English speakers; people with disabilities; income; home ownership; zero vehicle households; broadband access; educational attainment; and labor force participation.
- **Land Use.** This information is based on the 2020 socioeconomic information provided during the 2022 model calibration.
- **Commuting/Travel.** This includes information based on work and work commute trips as well as information about travel destinations as determined during the 2021 regional household travel survey.
- **Time of Day.** While the APO's Travel Demand Model does not provide a time of day discernment, APO staff were able to extract some preliminary data from the regional household travel survey to help inform peak travel periods. In addition, this section

also looks at seasonal (summer) travel impacts on the National Highway System (NHS).

- Existing Infrastructure. This section is further divided into roadways, urban transit, active transportation, other transportation options, and freight.
 - Roadways. This section includes information on functional classification, vehicle miles traveled, average annual daily traffic, and the Federally required performance measures (safety, pavement condition, bridge condition, and travel time reliability). There is also a brief discussion of the overall network's Level of Service based upon the 2023 Travel Demand Model calculations.
 - Urban Transit. This section includes information about the Saint Cloud Metro Bus system. APO staff dived into ridership, revenue hours/miles, vehicle fleet characteristics, and transit performance measures. This includes a discussion about the impacts of COVID-19 on the transit system.
 - Active Transportation. This component of the existing infrastructure section details the active transportation network – the on-road and off-road system. APO staff also provided information on pavement condition and system usage.
 - Other Transportation Options. This includes a discussion on intraregional connections such as Uber/Lyft; taxi and limousine services; medical transportation service providers; and school bus transportation. Also discussed were the interregional connections including Tri-CAP, Saint Cloud Regional Airport Authority, Amtrak, Jefferson Lines, Northstar (both bus and rail), and Groome Transportation.
 - Freight. This provided an overview of the Tier 1 (National Highway), Tier 2 (Minnesota Principal), and Tier 3 (Regional) Freight Networks as well as a brief discussion on rail and air freight transportation.
- Transportation and Economic Development. As part of this plan, APO staff hosted discussions with local and regional economic development experts on the significance of the surface transportation network. Experts provided insight into the benefits of transportation in attracting businesses and talent to the region as well as the impacts on the tourism aspect. These experts also provided a brief discussion on the shortcomings/struggles our existing network has when it comes to ensuring the continued growth of our regional economy.

This [link](http://tinyurl.com/5n72djvn) (<http://tinyurl.com/5n72djvn>) contains the full existing conditions section for your review and consideration. Note that there are some incomplete figure captions and appendices. Those will be completed once the final location of the Existing Conditions chapter is determined (figure captions) and prior to the release of the draft for public comment (appendices).

As one of the most in-depth and data heavy components of the Looking Ahead 2050 MTP, we are asking for your review and comment on this prior to the Policy Board meeting on Sept. 14.

At the Aug. 31 Technical Advisory Committee (TAC) meeting, TAC representatives heard a presentation on the existing conditions section and recommended Policy Board approval of the draft.

Suggested Action: Approval of the draft Looking Ahead 2050 Existing Conditions Chapter.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Alex McKenzie, Associate Transportation Planner
RE: Draft Existing Condition – Environmental Chapter
DATE: Aug. 31, 2023

As part of the Metropolitan Transportation Plan (MTP), per federal regulations, the APO is required to:

- "Protect and enhance the environment, promote energy conservation, improve quality of life...."
- "Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation."
- "Discuss the types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the metropolitan transportation plan. The discussion may focus on the policies, programs, or strategies, rather than at the project level."
- "Compare transportation plans with state conservation plans or maps; OR compare transportation plans to inventories of natural and historic resources."

To accomplish these tasks, the APO writes an environmental chapter. In this section it lays out the role the transportation sector plays in greenhouse gas (GHG) emissions – which have been known to cause detrimental effects on air quality and human health – to the indirect connections it has on the deterioration of water quality and wildlife habitats, the relationship between transportation and the environment is one transportation planners must be mindful of when considering future infrastructure needs.

This chapter aims to investigate the relationship between the existing environment and transportation within the Saint Cloud MPA. Through the review of air quality, water quality, wildlife and habitat, and soil health within the MPA, we have a baseline understanding of the existing conditions of the natural environment. From there, we are able to look directly at the impact transportation has had on the natural environment.

Coupled with the natural environment, this chapter also contains a look at the cultural and historic properties found within the planning area. Like the natural environment, transportation planners must be mindful to minimize adverse effects infrastructure might have on cultural and/or historically significant areas.

Lastly, this section examines the projected impacts of climate change in the Saint Cloud region, including warmer temperatures, increased precipitation, challenges to the transportation network, and environmental consequences such as air and water pollution.

The next step will be meeting with our environmental stakeholders and discussing mitigation efforts regarding the proposed MTP projects.

The entire environmental chapter for your review can be found at this link - <https://bit.ly/3P2ESZO>.

Suggested Action: Approval of the Environmental Chapter.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, Executive Director
RE: Personnel Policies Updates
DATE: September 6, 2023

Several recent changes in state law require the APO to update its personnel policies. The significant proposed changes include:

- Adding Juneteenth (June 19th) as an official holiday
- Updating our sick leave policies to conform with the Earned Sick and Safe Leave law

In addition, I am proposing updates to the employee salary ranges based on market research that I recently conducted looking at similar positions at other Metropolitan Planning Organizations across the country.

I have also updated the language to be gender-neutral, updated language about the number of pay periods per year (24 instead of 26), updated language to reflect the possibility of staff working from home, and made various other minor corrections or clarifications.

You can review a full, red-lined version of the proposed changes at:
<https://bit.ly/3PubKLI>.

Suggested Action: Approve the proposed changes to the personnel policies.



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TO: Saint Cloud Area Planning Organization Policy Board
FROM: James Stapfer, Planning Technician
RE: Consideration of the Adjusted Urbanized Area Boundary
DATE: September 1, 2023

This topic was introduced at the previous Policy Board meeting. Following suggestions from jurisdictions, further adjustments were made. Some key implications of these boundaries are related to how MnDOT reports data to Federal Highway Administration and which roadways are eligible for federal funding. Urban roads classified as minor collectors or above are eligible for federal funding. Rural roads classified as major collectors or above are eligible for federal funding. Additionally, urban area boundaries affect which bucket of STBG funding can be used where. More info can be found [here](https://www.fhwa.dot.gov/planning/census_issues/urbanized_areas_and_mpo_tma/faq/page07.cfm) (https://www.fhwa.dot.gov/planning/census_issues/urbanized_areas_and_mpo_tma/faq/page07.cfm).

Previous memo:

We are looking for you to review and provide feedback on our suggested changes to the Census-defined Urban Area located at

<https://apo.maps.arcgis.com/apps/dashboards/30f775598ba042ee8f7c4d3917b63c23>

Suggestions can be as simple as a picture of a map from something like google maps with the suggested area boundary drawn on it.

The Census-defined Urban Area is, as the name suggests, the area considered urban as designated by the Census Bureau. The Census Bureau creates the Census-defined Urban Area primarily by looking at housing/population density by block groups (the smallest geographic extent used in the census). The remaining area is considered rural. Many funding sources are related to the urban population.

Key programs impacted by the urban boundary designations include:

- Surface Transportation Block Grant Program (STBG)
- Local Agency Programs (LAP)
- Federal Transit Administration Apportionments (FTA)
- Federal Transportation System Designations
- Designation of Transportation management Areas (TMAs)
- Designation of Metropolitan Planning Organizations (MPOs)

Additionally, these boundaries have implications for existing data and systems such as Vehicle Miles Traveled Estimates and Functional Classification designations.

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Adjustments can and often should be made to adjust these boundaries to better fit transportation relevant locations that may not be included in the Census-defined Urban Area.

Changes are made based upon the following criteria:

- The urban area should be expanded to match municipal boundaries where appropriate.
- The urban area must include the entire roadway right-of-way (e.g., roadway, major intersection) in between and through discontinuous urban areas.
- A roadway in an urban area must be entirely in the urban area until there is another logical feature for the urban boundary to end (i.e., a road should not weave in and out of the urban area boundary).
- Within reason, the urban area's boundaries should be drawn along physical features (e.g., lakes, rivers, earth formations).
- The urban area should include significant traffic generators (e.g., universities, airports, government buildings, other public institutions).
- Locations expecting significant urban development in the next 20 years should be considered
- Unconnected sections of the urban area must be connected to the central area

FHWA and the Census Bureau differ in defining and describing urban and rural areas. The Census Bureau defines urban areas solely for the purpose of tabulating and presenting Census Bureau statistical data. A number of Federal agency programs use the Census definitions as the starting point (if not the basis) for implementing and determining eligibility for a variety of funding programs. (<https://safety.fhwa.dot.gov/hsip/spm/fhwasa15067/chap3.cfm>)

Federal transportation legislation allows for the outward adjustment of Census Bureau defined urban boundaries (of population 5,000 and above) as the basis for development of adjusted urban area boundaries for transportation planning purposes. By Federal rule, these adjusted urban area boundaries must encompass the entire Census-designated urban area (of population 5,000 and above) and are subject to approval by the Secretary of Transportation (23 USC 101(a) (36)-(37) and 49 USC 5302(a) (16)-(17)). (<https://safety.fhwa.dot.gov/hsip/spm/fhwasa15067/chap3.cfm>)

Again, this draft urban area boundary can be found online at <https://apo.maps.arcgis.com/apps/dashboards/30f775598ba042ee8f7c4d3917b63c23> for review prior to the meeting. It has been put online because of the granularity of the boundary and for precision.

Suggested Action: Approve the Adjusted Urbanized Area Boundary.

