

## AGENDA

### APO TECHNICAL ADVISORY COMMITTEE MEETING

THURSDAY, MARCH 28, 2024 – 10 A.M.  
STEARNS COUNTY HIGHWAY DEPARTMENT  
455-28<sup>TH</sup> AVE. S, WAITE PARK

**MS TEAMS OPTION AVAILABLE BY REQUEST**

1. Introductions
2. Public Comment Period
3. Consideration of Consent Agenda Items (*Attachments A-B*)
  - a. Approve minutes of the Feb. 29, 2024, TAC meeting (Attachment A)
  - b. Receive staff report of the March 14, 2024, Policy Board meeting (Attachment B)
4. Consideration of the 2024-2027 Transportation Improvement Program (TIP) amendments and administrative modifications (*Attachments C1 and C2*), *Vicki Johnson, Senior Transportation Planner*
  - a. **Suggested Action: Recommend Policy Board approval.**
5. Consideration of the FY 2025-2026 Carbon Reduction Program (CRP) Solicitation (*Attachment D*), *Vicki Johnson, Senior Transportation Planner*
  - a. **Suggested Action: Recommend Policy Board to award the APO's 2025 CRP funding of \$440,000 to Benton County's CSAH 29/CSAH 1 roundabout project.**
6. Other Business & Announcements
7. Adjournment

## English

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

## Somali

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

**SAINT CLOUD AREA PLANNING ORGANIZATION TECHNICAL ADVISORY  
COMMITTEE (TAC) MEETING  
Thursday, Feb. 29 @ 10 a.m.**

A meeting of the Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) was held at 10 a.m. Thursday, Feb. 29, 2024. Senior Transportation Planner Vicki Johnson presided with the following people in attendance:

Voting Members:

|                   |                       |
|-------------------|-----------------------|
| Matt Glaesman     | City of Saint Cloud   |
| Zac Borgerding    | City of Saint Cloud   |
| Michael Kedrowski | Saint Cloud Metro Bus |
| Chris Byrd        | Benton County         |
| Jodi Teich        | Stearns County        |
| Andrew Witter     | Sherburne County      |
| Kari Theisen      | City of Sartell       |
| Randy Sabart      | City of Saint Joseph  |
| Steve Voss        | MnDOT District 3      |
| Todd Schultz      | City of Sauk Rapids   |

Non-Member Attendees:

|               |                               |
|---------------|-------------------------------|
| Brian Gibson  | APO, Executive Director       |
| Vicki Johnson | APO, Senior Planner           |
| Alex McKenzie | APO, Associate Planner        |
| James Stapfer | APO, Planning Technician      |
| Trina Ness    | APO, Administrative Assistant |

Online Attendees:

|               |                                |
|---------------|--------------------------------|
| Erika Shepard | MnDOT MPO Coordinator          |
| Josh Pearson  | Federal Highway Administration |
| Jeff Lenz     | MnDOT District 3               |

Members of the Public:

Frank Kundrat

Introductions were made.

**PUBLIC COMMENT PERIOD**

Mr. Kundrat spoke regarding the issues and potential dangers he believes exist on 322<sup>nd</sup> Street in Saint Cloud.

**CONSIDERATION OF CONSENT AGENDA**

- a. Approve minutes of the Feb. 1, 2024, TAC meeting.

- b. Receive staff report of the Jan. 25, 2024, Central Minnesota Area Transportation Partnership (ATP-3) Meeting.
- c. Receive staff report of the Feb. 7, 2024, Policy Board meeting.
- d. Receive staff report of the Feb. 7, 2024, Urban Beltline workshop.

*Ms. Theisen made a motion to approve the Consent Agenda Items (a) through (c) but amend Item (d) the Staff Report on the Beltline Workshop, to add a bullet point stating, "All of these items will be further discussed with the Policy Board, who will make the final decisions." Mr. Glaesman seconded the motion. Motion carried. Mr. Schultz abstained.*

### **CONSIDERATION OF 2025 APO GREENHOUSE GAS (GHG) EMISSIONS TARGET**

Mr. Stapfer informed the TAC that the Minnesota Department of Transportation (MnDOT) has established an initial greenhouse gas (GHG) reduction target for the 2022-2025 performance period. The target represents a decrease in on-road tailpipe CO2 emissions on NHS facilities between CY 2022 and CY 2025.

According to Mr. Stapfer, MnDOT has established a GHG reduction target of a 22% decrease in CO2 emissions on the NHS facilities by 2025. This target is a policy-based target and was developed to align with the GHG emissions reduction target outlined in the Statewide Multimodal Transportation Plan (SMTP). MnDOT has stated they plan to revise this target by Oct. 1, 2024, to be more data driven versus policy driven.

The APO has 180 days from the adoption of the state GHG reduction target to either support the state target or develop our own target. If the state chooses to adopt a new target by the Oct. 1 deadline, the APO would again have 180 days from the adoption of the state's target to either support the state or develop our own.

TAC representatives voiced concerns about the target and the implications that supporting the state's target would have on the local system. APO staff indicated they are waiting on additional guidance from MnDOT in terms of data sources available at the MPO level if developing a GHG reduction target would be possible at the MPO level. Staff did state this target will essentially be a placeholder until MnDOT updates its target. We cannot wait until after Oct. 1 due to that being past the 180 days mark the APO has to adopt the state target or set its own.

*Ms. Teich made a Motion to recommend the Policy Board to support the State's 2025 greenhouse gas reduction target. Ms. Theisen seconded the Motion. Motion carried.*

### **CONSIDERATION OF THE 2023 STAKEHOLDER ENGAGEMENT PLAN (SEP) ANNUAL REPORT**

Mr. McKenzie presented the Stakeholder Engagement Plan Annual Report for 2023, which serves as our roadmap, guiding APO staff, advisory committees, and decision-makers on how to engage with the community. The Annual Report also measures the effectiveness of policies and practices around public involvement.

Mr. McKenzie reviewed the APO led public events, social media posts, the quarterly newsletter, and APO sponsored public events for the previous year.

*Ms. Teich made a Motion to recommend Policy Board approval of the 2023 Stakeholder Engagement Plan Annual Report. Mr. Schultz seconded the Motion. Motion carried.*

### **CONSIDERATION OF THE 2022 TRANSPORTATION PERFORMANCE MONITORING REPORT (TPMR)**

Mr. Stapfer presented the 2022 Transportation Performance Monitoring Report which includes a set of performance measures that will track the region's progress towards achievement of transportation goals. It also provides an annual look at various aspects of the transportation system, benchmarking to evaluate progress, and to evaluate how the network is operating. Its goal is to improve investment accountability and transparency and better inform transportation decisions.

Mr. Stapfer discussed various sections of the TPMP including providing an overview of safety data, pavement condition, travel time reliability, and transit information.

*Mr. Byrd made a Motion to recommend Policy Board approval of the 2022 Transportation Performance Monitoring Report. Mr. Voss seconded the Motion. Motion carried.*

### **CONSIDERATION OF THE 2024-2028 REGIONAL INFRASTRUCTURE INVESTMENT PLAN (RIIP)**

Ms. Johnson presented the 2024-2028 Regional Infrastructure Investment Plan (RIIP). The RIIP was developed to address the Federal requirements of including "regionally significant" projects within the APO's TIP. The RIIP identifies proposed improvement projects from across the MPA regardless of the funding source. The RIIP is composed of approved jurisdictional Capital Improvement Programs (CIPs). The purpose of the RIIP is to meet the transparency intent of Federal regulations surrounding regionally significant transportation projects, and to better facilitate interjurisdictional coordination of project development and construction.

*Mr. Schultz made a Motion to recommend Policy Board approval to publish the 2024-2028 Regional Infrastructure Investment Plan (RIIP). Mr. Byrd seconded the Motion. Motion carried.*

### **OTHER BUSINESS AND ANNOUNCEMENTS**

- Reminder has been sent for TIP financials and Annual Listing of Obligated Projects (ALOP).
- CRP solicitation will be released soon.

**ADJOURNMENT**

The meeting adjourned at 11:25 a.m.



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

T. 320.252.7568 F. 320.252.6557

**TO:** Saint Cloud Area Planning Organization Technical Advisory Committee  
**FROM:** Brian Gibson, Executive Director  
**RE:** Staff Report on Policy Board Meeting  
**DATE:** March 15, 2024

A Policy Board meeting was held on Thursday, March 14, 2024. The Board took the following actions:

1. The Board approved the publication of the Regional Infrastructure Investment Plan (RIIP).
2. The Board approved a minor administrative modification to the 2024-2027 Transportation Improvement Plan (TIP) removing the advanced construction payback for the reconstruction of 2<sup>nd</sup> Avenue South in Sauk Rapids from Benton Drive to 10<sup>th</sup> Street South. The State was able to complete a funding swap with another District 3 project that moved the effective year of funding up to 2024.
  - a. Normally, this item would have been considered by the TAC first. However, MnDOT stressed that there was a tight timeframe to complete the funding swap and get the project out to bid and it needed to be completed ASAP.
3. The Board approved a motion to fund the 2025 environmental review for the portion of the beltline from CSAH 75 in St. Cloud to US-10 in Sherburne County by: 1.) spending down APO financial reserves by \$100,000 and 2.) the City of St. Cloud providing another \$100,000.
  - a. Some Board members also stated that they would like to work on and complete a more long-term agreement regarding funding for beltline projects by the end of 2024, and
  - b. It was also discussed that the APO should increase annual dues to the jurisdictions to help replenish the financial reserves over time.

**Suggested Action:** None, informational.



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**TO:** Saint Cloud Area Planning Organization Technical Advisory Committee  
**FROM:** Vicki Johnson, Senior Transportation Planner  
**RE:** FY 2024-2027 Transportation Improvement Program Amendments  
**DATE:** March 15, 2024

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 Minnesota Department of Transportation (MnDOT) has requested a change to the APO's TIP.

#### Minnesota Department of Transportation

- 2025:
  - **7303-52.** MN 15, BR 73019 OVER MN 15 AT CSAH 137, -REOVERLAY. The anticipated project cost estimate has increased from \$921,000 to \$1,200,000. Proposed funding breakdown is as follows: STIP Total: \$1,200,000; Target FHWA: \$976,226; Total FHWA: \$976,226; State TH: \$223,774; Total TH: \$223,774; Project Total: \$1,200,000.

Fiscal constraint has been maintained.

The 30-day public comment period on these changes concluded on March 15, 2024.

APO staff have received 11 completed online surveys. Those comments can be found in Attachment C2.

It should be noted that in addition to this change, APO staff had been processing an administrative modification for the City of Sauk Rapids upon the request of MnDOT District 3 staff.

#### City of Sauk Rapids

- 2024:
  - **191-104-006.** **\*\*AC\*\*:** RECONSTRUCT 2<sup>ND</sup> AVE S FROM 110' SOUTH OF BENTON DR TO 10<sup>TH</sup> ST S, INCLUDING SIDEWALK, ADA, LIGHTING, DRAINAGE AND WATERMAIN IMPROVEMENTS IN THE CITY OF SAUK RAPIDS (PAYBACK IN 2025). MnDOT District 3 staff have initiated a funding swap between the City of Sauk Rapids and Sherburne County. Sauk Rapids will no longer be advance constructing this project and will instead receive the Federal funding in 2024. No advance construction needed. Updated project description: RECONSTRUCT 2<sup>ND</sup> AVE S FROM 110' SOUTH OF BENTON DR TO 10<sup>TH</sup> ST S, INCLUDING SIDEWALK, ADA, LIGHTING, DRAINAGE AND WATERMAIN IMPROVEMENTS IN THE CITY OF SAUK RAPIDS. Proposed funding breakdown is as follows: STIP Total: \$3,758,476; Target FHWA: \$1,135,120; Total FHWA: \$1,135,120; Other/Local: \$2,623,356; Project Total: \$3,758,476.

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- 2025
  - **191-104-006AC.** **\*\*AC\*\*:** RECONSTRUCT 2<sup>ND</sup> AVE S FROM 110' SOUTH OF BENTON DR TO 10<sup>TH</sup> ST S, INCLUDING SIDEWALK, ADA, LIGHTIN, DRAINAGE AND WATERMAIN IMPROVEMENTS IN THE CITY OF SAUK RAPIDS (PAYBACK 1 OF 1). Due to the proposed funding swap with Sherburne County, this project is no longer being advance constructed. This line item can be deleted from the TIP.

However, due to the immediacy of this request needing to be processed sooner than the timeline outlined as part of the adopted 2024-2027 TIP Amendment/Administrative Modification Schedule, this administrative modification was advanced and ultimately approved by the Policy Board at the March 14 Policy Board meeting.

**Suggested Action:** Recommend Policy Board approval of the MnDOT project amendment.



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## FY 2024-2027 Transportation Improvement Program Amendments

*Public Comments February – March 2024*

Two requests for changes to the Saint Cloud Area Planning Organization's (APO's) fiscal year 2024-2027 Transportation Improvement Program (TIP) have warranted a 30-day public comment period. During this period (Feb. 14, 2024 – March 15, 2024) the APO has received the following comments.

Online Survey:

| Agency/Jurisdiction        | Proposed Project Number                       | Comments  | Date       |
|----------------------------|---|---|------------|
| <b>MnDOT</b>               | 7303-52 (Bridge 73019 at CSAH 137 over MN 15) | Strongly agree (2)<br>Agree (4)<br>Neither agree nor disagree (4)<br>Disagree (1) | 03/15/2024 |
| <b>City of Sauk Rapids</b> | 191-104-006 (Second Avenue S reconstruction)  | Strongly agree (5)<br>Agree (4)<br>Neither agree nor disagree (2)                 | 03/15/2024 |



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

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**TO:** Saint Cloud Area Planning Organization Technical Advisory Committee  
**FROM:** Vicki Johnson, Senior Transportation Planner  
**RE:** FY 2025-2026 Carbon Reduction Program Urbanized Funding Solicitation  
**DATE:** March 18, 2024

The Infrastructure Investment and Jobs Act (IIJA) established the Carbon Reduction Program (CRP) which provides federal funds for projects designed to reduce carbon emissions from surface transportation.

The CRP provides Minnesota with approximately \$20.9 million annually over five years to fund projects that reduce carbon emissions from surface transportation. Program funding is distributed across the state with some funds allocated proportionally based on population. Minnesota Department of Transportation (MnDOT) Districts, Metropolitan Planning Organizations (MPOs) – like the Saint Cloud APO – and Area Transportation Partnerships (ATPs) will select projects to receive CRP funding.

This funding, like most federal funding programs, requires a minimum 20% match for federal funds requested.

Projects eligible for CRP funding are broken into three categories: Electrification, Travel Options, and Low Carbon Infrastructure and System Management.

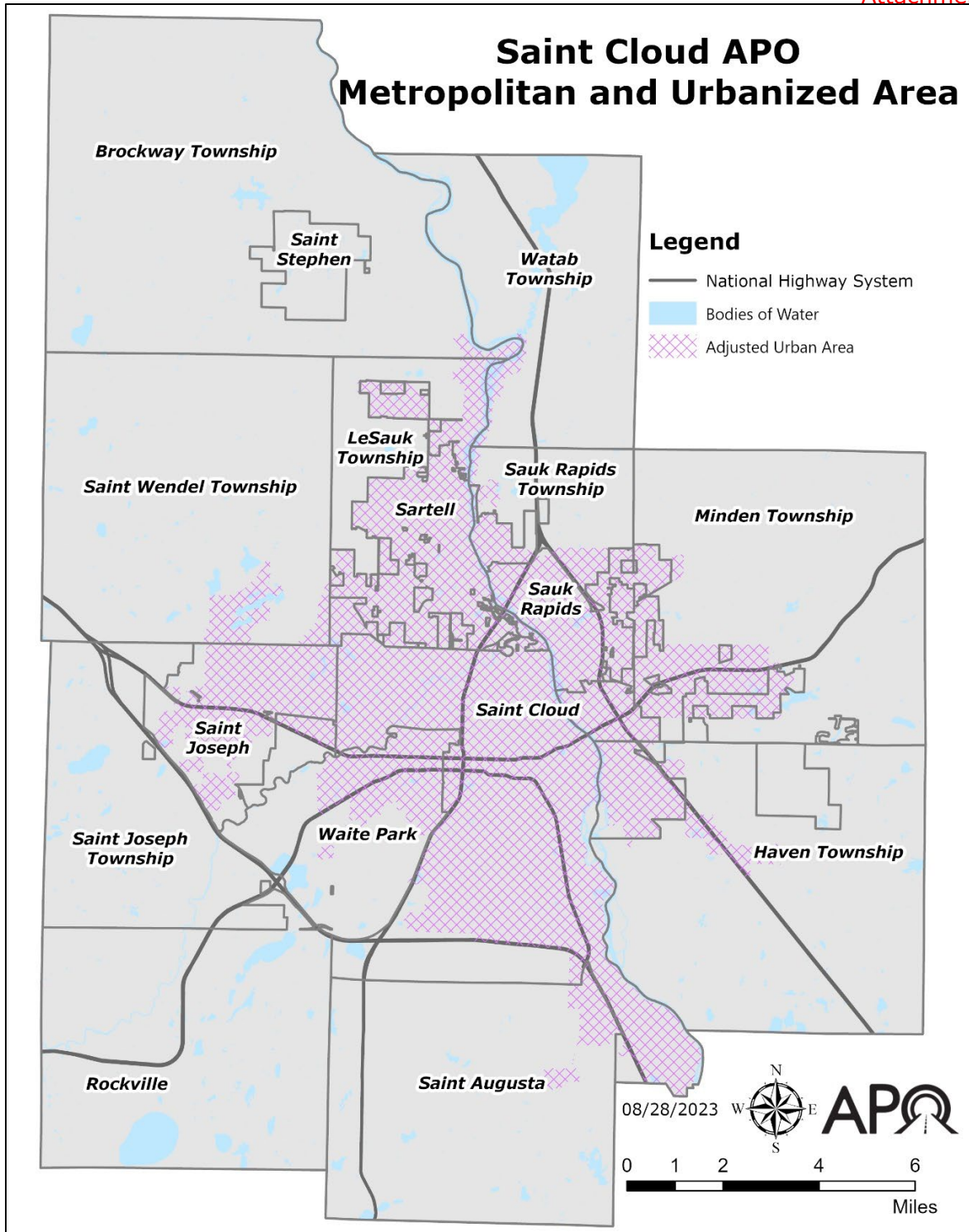
1. Electrification. Eligible projects to support the decarbonization of vehicle fleets in Minnesota include:
  - a. Install Electric Vehicle (EV) or Zero Emissions Vehicles (ZEV) charging infrastructure.
  - b. Purchase or lease EVs or ZEVs.
  - c. Support EV and ZEV adoption through outreach and education.
2. Travel Options. Eligible projects to support a reduction in per-capita vehicle miles traveled (VMT) include:
  - a. Install and maintain infrastructure network improvements for walking, rolling, and biking.
  - b. Plan, design, and engineer infrastructure network improvements for walking, rolling, and biking.
  - c. Implement context sensitive design for travel options.
  - d. Add high-capacity transit options.
  - e. Add intercity and regional public transit options.
  - f. Implement travel demand management.
3. Low Carbon Infrastructure and System Management. Eligible projects to support the reduction of carbon emissions throughout the entire transportation process (from construction and maintenance of infrastructure to vehicle operations) include:
  - a. Optimize transportation system management and operations.

- b. Utilize low carbon methods for construction and maintenance of transportation infrastructure.
- c. Support renewable energy generation.

A full list of eligible project types can be found in the CRP project solicitation email distributed to TAC reps on March 12 or on the APO's website (<https://tinyurl.com/2htbsmve>).

MPOs, like the Saint Cloud APO, are directly allocated federal CRP funding. This funding can only be spent within the **urbanized** area of the MPO. Areas that fall within the APO's **planning area, but outside of the urbanized area**, will be eligible to apply for CRP funding through the Central Minnesota Area Transportation Partnership (ATP-3) once that solicitation opens.

Below is an updated map of the APO's urbanized area boundaries as approved by Federal Highway Administration (FHWA) in concurrence with MnDOT.



Below is the anticipated federal funding available for both the Central Minnesota ATP-3 and the Saint Cloud APO.

| Year    | Central Minnesota ATP (RURAL FUNDS) | Saint Cloud APO (URBAN FUNDS) |
|---------|-------------------------------------|-------------------------------|
| FY 2025 | \$2,190,000                         | \$440,000                     |
| FY 2026 | \$2,230,000                         | \$440,000                     |

Per the instructions from MnDOT's Office of Sustainability and Public Health, APO staff have been instructed to launch a CRP solicitation this spring to allocate the CRP funding for both FY 2025 and 2026. Projects funded from this solicitation will be incorporated into the APO's 2025-2028 Transportation Improvement Program (TIP) – and subsequently the 2025-2028 State Transportation Improvement Program (STIP).

Funding for FY 2025 must be obligated no later than June 30, 2025. Funding for FY 2026 must be obligated no later than June 30, 2026.

On March 12, APO staff distributed the APO's CRP solicitation information to TAC representatives. CRP information can also be found on the APO's website (<https://tinyurl.com/2htbsmve>).

***The APO's CRP solicitation closes at 3 p.m. on Friday, May 10. Completed applications are due to Senior Transportation Planner Vicki Johnson ([ikeogu@stcloudapo.org](mailto:ikeogu@stcloudapo.org)).***

Given the tight time for the solicitation of the FY 2025 funding in particular, APO staff are recommending allocating the FY 2025 funding of \$440,000 to Benton County for the CSAH 29/CSAH 1 roundabout project. This project is currently programmed into the TIP/STIP but is underfunded (Federal share is less than 80% of the total eligible construction cost). ***The CSAH 29/CSAH 1 roundabout project is the only project currently programed within the APO's urban area that would meet the CRP guidelines.*** By providing the \$440,000 to Benton County, the APO would be able to spend the 2025 funds without risk of losing them.

If TAC recommends this scenario and Policy Board approves it, this spring CRP solicitation would just be for the \$440,000 of CRP funding available in FY 2026.

Similar to the APO-managed Surface Transportation Block Grant Program (STBGP) solicitation, APO staff will conduct the initial scoring of the CRP projects and present a draft prioritization to the TAC for their discussion. TAC representatives will then meet to discuss each CRP project and recommend a ranked and prioritized list for Policy Board approval.

In addition, due to the immediate need to conduct this solicitation and program projects into the 2025-2028 TIP, APO staff have launched the CRP solicitation utilizing the funding guidance and scoring rubric developed by MnDOT's Office of Sustainability and Public Health. Once this solicitation concludes, APO staff will be working with TAC representatives over the summer to identify regional priorities for CRP funding from the list of eligible funding opportunities identified by MnDOT. This revised solicitation program will ideally be completed in time for the second CRP solicitation to be launched this fall for FY 2027 and FY 2028 funds. It is anticipated the APO will have \$270,000 in federal CRP funding to allocate in both 2027 and 2028.

**Suggested Action:** Recommend Policy Board approval to award the APO's 2025 CRP funding of \$440,000 to Benton County's CSAH 29/CSAH 1 roundabout project.