

## AGENDA

### APO POLICY BOARD MEETING

THURSDAY, JUNE 13, 2024 - 4:30 P.M.

**GREAT RIVER REGIONAL LIBRARY, BREMER 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 – F*)
  - a. Approve Minutes of April 11, 2024 Policy Board Meeting (*Attachment A*)
  - b. Approve Bills Lists for April and May (*Attachments B1 & B2*)
  - c. Approve 2024-2027 Transportation Improvement Program (TIP) Amendment (*Attachments C1 & C2*)
  - d. Receive Report on 2023 UPWP Budget vs. Actual (*Attachment D*)
  - e. Receive Staff Reports on Technical Advisory Committee Meeting (*Attachments E1 & E2*)
  - f. Receive Staff Report on Central Minnesota Area Transportation Partnership (ATP-3) Meeting (*Attachment F*)
6. Consider FY 2026 Carbon Reduction Program (CRP) Funding Award (*Attachment G*), Vicki Johnson, Senior Transportation Planner
  - a. **Suggested Action: Award 2026 CRP Funds**
7. Consider Publishing Draft 2025-2028 Transportation Improvement Program (TIP) for Public Comment (*Attachments H1 & H2*), Vicki Johnson, Senior Transportation Planner
  - a. **Suggested Action: Approve Publishing the Draft TIP for Public Review and Comment**
8. Consider 2025-2026 Unified Planning Work Program (UPWP) (*Attachment I*), Brian Gibson, Executive Director
  - a. **Suggested Action: Approve 2025-2026 UPWP**
9. Discuss Area Transportation Partnership (ATP) Funding Formula (*Attachment J*), Vicki Johnson, Senior Transportation Planner
  - a. **Suggested Action: Provide Direction to APO Staff**
10. Other Business & Announcements

## 11. 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 POLICY BOARD  
Thursday, April 11, 2024 – 4:30 PM**

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, April 11, 2024, at 4:30 PM APO Chair Raeanne Danielowski presided with the following members:

Jake Anderson	City of Saint Cloud
Jeff Goerger	City of Saint Cloud
Mike Conway	City of Saint Cloud (Alternate for Mayor Kleis)
Nick Sauer	City of Sauk Rapids (Alternate for Dottie Seamans)
Frank Theisen	City of Waite Park
Jeff Westerlund	LeSauk Township
Mike Kedrowski	Metro Bus (Alternate for Ryan Daniel)
Steve Heinen	Benton County (Alternate for Jared Gapinski)
Joe Perske	Stearns County

Also in attendance were:

Brian Gibson	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Trina Ness	Saint Cloud APO
Janel Bitzan	Bergan KDV
Anne Buckvold	Citizen

Absent:

Tim Elness	City of Sartell
Rick Schultz	City of St. Joseph

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA:**

*Mr. Heinen motioned to approve the amended agenda. Mr. Goerger seconded the motion. Motion carried.*

**PUBLIC COMMENT PERIOD:** No members of the public came forth.

**CONSIDERATION OF CONSENT AGENDA ITEMS:**

- a. Approve Minutes of March 14, 2024, Policy Board Meeting
- b. Approve Bills Lists
- c. Receive 2024 Q1 Financial Report
- d. Approve Publication of the Stakeholder Engagement Plan Annual Report

- e. Approve Amendments and Administrative Modifications to the 2024-2027 Transportation Improvement Program (TIP)
- f. Receive Staff Report on Technical Advisory Committee Meeting

*Mr. Goerger motioned to approve the consent agenda items. Mr. Sauer seconded the motion. Motion carried.*

## **6. RECEIVE 2023 FINANCIAL AUDIT REPORT**

Ms. Bitzan, with Bergan KDV, presented information on the 2023 Financial Audit.

Following the presentation Mr. Goerger asked if it was a state statute that the auditors have to do a presentation. Mr. Gibson responded stating there's no legal reason for the presentation. Ms. Danielowski stated that sometimes people may have questions for the auditor, so it may be helpful.

## **7. CONSIDER APPROVAL FOR 2025 CARBON REDUCTION PROGRAM (CRP) FUNDS**

Ms. Johnson presented the FY 2025-2026 Carbon Reduction Program (CRP) Solicitation. The Carbon Reduction Program was created under the Infrastructure Investment and Jobs Act (IIJA). It is a federal program designed to fund projects that reduce carbon emissions from surface transportation. To utilize CRP funding, MnDOT was required to develop a Carbon Reduction Strategy, which is a plan that outlines priorities to advance transportation investments in carbon emissions reduction. Projects in Minnesota using CRP funding must align with the policy and investment direction outlined in the CRS.

Kick off for the FY 2025-2026 APO solicitation was March 12, 2024, with applications being due by 3 p.m. on May 10, 2024. We need to allocate the FY 2025 funding as soon as possible, or risk losing it. Funds for FY 2025 must be obligated no later than June 30, 2025.

2026 Solicitation awards will be released April 4, 2024. Ms. Johnson encouraged everyone to apply for CRP funding. She gave an example of a shared use path and the options it could utilize in the Carbon Reduction Tool such as using a bike/pedestrian component and if using recycled pavement for the project that could also be included.

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.

At the regularly scheduled meeting, TAC representatives discussed the FY 2025-2026 CRP solicitation and recommended Policy Board approval to award the APO's 2025 CRP funding of \$440,000 to Benton County's CSAH 29/CSAH 1 roundabout project. This would mean the APO would only be accepting CRP applications for the FY 2026 solicitation.

Mr. Goerger asked if the same project could use both years' funds. Ms. Johnson stated it is possible but would not be practical.

Mr. Anderson asked if in the future we could plan to use two years' worth of funding for a project if everything aligned correctly. Ms. Johnson stated that it is possible.

Mr. Perske asked if the \$440,000 would complete the project. Mr. Heinen responded, no, there is still one million that Benton County will need to utilize of its own money.

Joe Perske asked if, regarding future funding, could the Beaver Island Trail be a candidate to complete the gap in St. Cloud.

Ms. Johnson responded yes, the Beaver Island Trail could be considered an eligible project.

Ms. Danielowski suggested members get back to their city or county engineers and ask them where they could use \$440,000 in 2026.

***Mr. Sauer motioned to award the APO's 2025 CRP funding of \$440,000 to Benton County's CSAH 29/CSAH 1 roundabout project. Mr. Theisen seconded the motion. Motion carried.***

## **8. CONSIDER PUBLICATION OF THE ANNUAL TRANSPORTATION PERFORMANCE MONITORING REPORT (TPMR)**

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

Mr. Anderson stated that he would think that the weight of today's vehicles, along with having better vehicle safety features must affect crashes and their statistics.

Mr. Anderson expressed concern that MnDOT is finishing a large project at Hwy 10 and Hwy 23, but it doesn't include the intersection of Hwy 10 and East St. Germain.

Mr. Gibson stated MnDOT is looking for money to fund a study for Highway 10 starting at East St. Germain going to Royalton, which would include that intersection.

## **9. OTHER BUSINESS & ANNOUNCEMENTS**

- Ms. Danielowski stated the 2024 MN Transportation Annual Publication is available to you.
- Ms. Danielowski announced that Ms. Johnson has been elected Vice Chair of the ATP-3 Committee.
- Mr. Anderson stated that the City Council in St. Cloud recently approved a new development off 322nd street to the west, and there is another development pending in the south. Most of the residents that testified could care less about the development, they care about the corridor.
- Mr. Perske stated he gets so many calls on 322nd street, and it is not in our jurisdiction. Also, there was a bad accident on 322nd last night as well.
- Mr. Westerland stated that 322nd, is owned by the City of St. Cloud, St. Wendel, and LeSauk Townships. He thought that they were working with St. Cloud to get it repaved. Mr. Anderson responded that the road is too narrow, that it is a hazardous road, and needs to be rebuilt.
- Mr. Gibson stated that the APO is doing a regional review of roadway functional classification. 322<sup>nd</sup> Street is classified as a local street, which makes it ineligible for federal funds. However, if it is being used as a major collector, we could apply to change the classification. MnDOT must approve the decision to increase the classification.

## **11. ADJOURNMENT:**

*Mr. Goerger motioned to adjourn the meeting. Mr. Theisen seconded the motion. Motion carried.*

The meeting was adjourned at 5:30 PM.

## ST. CLOUD AREA PLANNING ORGANIZATION

## Transaction List by Vendor

April 2024

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Abdo Financial Solutions						
04/01/2024	Bill	486515	Yes		2000 Accounts Payable	4,642.16
04/22/2024	Bill	487896	Yes		2000 Accounts Payable	1,195.00
Adobe Creative Cloud						
04/08/2024	Bill	3731366222	Yes		2000 Accounts Payable	59.99
04/11/2024	Bill	2733959877	Yes		2000 Accounts Payable	59.99
04/17/2024	Bill	2739149727	Yes		2000 Accounts Payable	21.51
04/21/2024	Bill	2742526499	Yes		2000 Accounts Payable	21.51
AFLAC						
04/05/2024	Bill	501616	Yes		2000 Accounts Payable	1,098.42
BCBS of MN						
04/02/2024	Bill	240402264420	Yes		2000 Accounts Payable	4,195.43
Bolton & Menk, Inc.						
04/24/2024	Bill	0334569	Yes		2000 Accounts Payable	2,168.97
Delta Dental						
04/16/2024	Bill	RIS0005684959	Yes		2000 Accounts Payable	299.62
Gannett Minnesota LocalIQ						
04/01/2024	Bill	0006383185	Yes		2000 Accounts Payable	130.66
Google Inc.						
04/30/2024	Bill	4966113073	Yes		2000 Accounts Payable	48.00
Imprint Apparel						
04/05/2024	Bill	#1336	Yes		2000 Accounts Payable	83.92
League of MN Cities Insur Trust P&C						
04/09/2024	Bill	10028008	Yes		2000 Accounts Payable	6,195.00
Loffler Companies						
04/18/2024	Bill	4672911	Yes		2000 Accounts Payable	119.93
Mailchimp.com						
04/02/2024	Bill	MC19240973	Yes		2000 Accounts Payable	20.00
Metro Sales Inc						
04/04/2024	Bill	CW2355	Yes		2000 Accounts Payable	1,078.15

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April 2024

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
04/04/2024	Bill	CW2355KT	Yes		2000 Accounts Payable	1,078.15
Precise						
04/29/2024	Bill	SD3912	Yes		2000 Accounts Payable	135.00
Premium Waters, Inc.						
04/30/2024	Bill	616090-04-24	Yes		2000 Accounts Payable	46.96
Principal Mutual Life Insurance						
04/01/2024	Bill	1098241-10001	Yes		2000 Accounts Payable	294.89
Quill.com						
04/08/2024	Bill	110365456	Yes		2000 Accounts Payable	94.50
SFM						
04/09/2024	Bill	3273482	Yes		2000 Accounts Payable	776.00
Shutterstock.com						
04/09/2024	Bill		Yes		2000 Accounts Payable	29.00
Spectrum Business (Charter)						
04/17/2024	Bill	41924	Yes		2000 Accounts Payable	419.94
SRF Consulting Group, Inc.						
04/08/2024	Bill	482024	Yes		2000 Accounts Payable	1,401.54
04/30/2024	Bill	1733100	Yes		2000 Accounts Payable	222.21
Stearns Electric Association						
04/03/2024	Bill	1763	Yes		2000 Accounts Payable	176.90
Weisman Cleaning Inc						
04/24/2024	Bill	6872	Yes		2000 Accounts Payable	150.00
West Central Sanitation, Inc						
04/01/2024	Bill	13076315	Yes		2000 Accounts Payable	54.38
Xcel Energy						
04/09/2024	Bill	872558762	Yes		2000 Accounts Payable	140.60



## ST. CLOUD AREA PLANNING ORGANIZATION

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May 2024

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Abdo Financial Solutions						
05/01/2024	Bill	488351	Yes		2000 Accounts Payable	4,642.16
Adobe Creative Cloud						
05/08/2024	Bill	2758452138	Yes		2000 Accounts Payable	59.99
05/11/2024	Bill	2761139779	Yes		2000 Accounts Payable	59.99
05/17/2024	Bill	2766382081	Yes		2000 Accounts Payable	21.51
05/21/2024	Bill	2769317535	Yes		2000 Accounts Payable	21.51
AFLAC						
05/06/2024	Bill	878083	Yes		2000 Accounts Payable	1,098.42
Avallo Web Development						
05/30/2024	Bill	15555	Yes		2000 Accounts Payable	2,336.00
BCBS of MN						
05/02/2024	Bill	240502060777	Yes		2000 Accounts Payable	4,195.43
City of St. Cloud - Water/Sewer						
05/02/2024	Bill	05302024	Yes		2000 Accounts Payable	51.82
Coborns						
05/03/2024	Bill	2584945	Yes		2000 Accounts Payable	68.00
David Turch & Associates						
05/09/2024	Bill	April 2024	Yes		2000 Accounts Payable	4,000.00
Delta Dental						
05/14/2024	Bill	RIS0005734577	Yes		2000 Accounts Payable	299.62
Eco-Counter Inc						
05/06/2024	Bill	150466	Yes		2000 Accounts Payable	210.00
05/16/2024	Bill	150507	Yes		2000 Accounts Payable	203.70
Emerald Companies Inc						
05/10/2024	Bill	61514	Yes		2000 Accounts Payable	404.49
05/24/2024	Bill	61558	Yes		2000 Accounts Payable	404.49
Loffler Companies						
05/20/2024	Bill	4701133	Yes		2000 Accounts Payable	66.68
Mailchimp.com						

## ST. CLOUD AREA PLANNING ORGANIZATION

## Transaction List by Vendor

May 2024

DATE	TRANSACTION TYPE	NUM	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
05/02/2024	Bill	MC19410290	Yes		2000 Accounts Payable	20.00
Menards						
05/20/2024	Bill	20240520	Yes		2000 Accounts Payable	67.82
Metro Sales Inc						
05/03/2024	Bill	CW2432	Yes		2000 Accounts Payable	1,078.15
05/03/2024	Bill	CW2432KT	Yes		2000 Accounts Payable	1,078.15
Principal Mutual Life Insurance						
05/01/2024	Bill	051524	Yes		2000 Accounts Payable	294.89
Quill.com						
05/14/2024	Bill	110771705	Yes		2000 Accounts Payable	90.57
05/28/2024	Bill	282024	Yes		2000 Accounts Payable	65.37
Shutterstock.com						
05/09/2024	Bill		Yes		2000 Accounts Payable	29.00
Spectrum Business (Charter)						
05/17/2024	Bill	05192024	Yes		2000 Accounts Payable	419.94
Stearns Electric Association						
05/03/2024	Bill	1763	Yes		2000 Accounts Payable	176.80
Traut Companies						
05/13/2024	Bill	368913	Yes		2000 Accounts Payable	318.00
05/13/2024	Bill	369032	Yes		2000 Accounts Payable	130.00
West Central Sanitation, Inc						
05/01/2024	Bill	13102235	Yes		2000 Accounts Payable	54.38
Xcel Energy						
05/07/2024	Bill	876463628	Yes		2000 Accounts Payable	96.92



SAINT CLOUD | AREA PLANNING ORGANIZATION

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

T. 320.252.7568 F. 320.252.6557

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Vicki Johnson, Senior Transportation Planner  
**RE:** FY 2024-2027 Transportation Improvement Program Amendments  
**DATE:** May 30, 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 add a project to the APO's TIP.

#### Minnesota Department of Transportation

- 2024:
  - **8823-435. \*\*NEVI\*\* I-94, WITHIN 1 MILE FROM EXIT 164A, 167A, 167B, 171, OR 173, INSTALL NEVI CHARGING STATION.** Per the MnDOT Office of Sustainability and Public Health, this project will need to be added to the TIP. Proposed funding breakdown is as follows: STIP Total: \$762,000; Dist C FHWA: \$533,400; Total FHWA: \$533,400; Other/Local: \$228,600; Project Total: \$762,000.

Fiscal constraint has been maintained.

The 30-day public comment period on these changes concluded on May 17, 2024.

APO staff have received eight completed online surveys, two emails, and two people who attended the in-person open house. Those comments can be found attached to this memo.

It should be noted that an exact location has not been publicly identified by the MnDOT Office of Sustainability and Public Health. Per conversations with MnDOT staff, the exact location of the proposed EV charging station within the APO's planning area will not be made public until July/August due to details of the exact addresses of the EV charging stations installed with NEVI dollars are confidential per data practices laws until a contract is signed. Once a final location has been determined, APO staff will need to process an administrative modification to the TIP to account for project description change.

At the May 30, 2024, TAC meeting, TAC representatives voted to recommend Policy Board approval of this amendment.

**Suggested Action:** Approval.



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

T. 320.252.7568 F. 320.252.6557

## FY 2024-2027 Transportation Improvement Program Amendments

*Public Comments April-May 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 (April 17, 2024 – May 17, 2024) the APO has received the following comments.

Online Survey:

Agency/Jurisdiction	Proposed Project Number	Comments	Date
MnDOT	8823-435 (EV Charging Station)	Strongly agree (1) Agree (2) Strongly disagree (1)	05/20/2024
MnDOT	8823-435 (EV Charging Station)	"Strongly agree. When choosing a location, keep in mind that people may need the restroom and food and drink or services, a place for a dog to stretch. The only reason people use EV charging is that they are on a road trip and have probably been driving for a couple of hours previously."	04/22/2024
MnDOT	8823-435 (EV Charging Station)	"If it is going to be done, would suggest exit 164A or 171."	04/19/2024
MnDOT	8823-435 (EV Charging Station)	"This money should be spent elsewhere. The number of EV's on the road versus gas vehicles is minimal. The	04/18/2024

Agency/Jurisdiction	Proposed Project Number	Comments	Date
		money should be spent on the roads used by all the vehicles – not just for one group.”	
<b>MnDOT</b>	8823-435 (EV Charging Station)	“Strongly Agree. I would recommend exit 164A off Hwy 23 – the others either have no amenities at the exit or it is already fairly congested (171).”	04/17/2024

Email:

Agency/Jurisdiction	Proposed Project Number	Comments	Date
<b>MnDOT</b>	8823-435 (EV Charging Station)	“Thank you for reaching out about this. Yes, I have been hearing a bit about this. It’s doubtful that I will live long enough to ever purchase (at will) an electric vehicle. However, that being said, it seems only logical that charging stations would be placed at the very least, modestly trafficked and easy access locations. I suppose the Opportunity Drive exit will need charging stations eventually for e-v trucks, but is it really necessary to put charging stations for cars at that site now? I encourage you to strongly consider exit 171 at the McStop, at the very least. Thank you for being so inclusive in this arrangement.	04/17/2024
<b>MnDOT</b>	8823-435 (EV Charging Station)	“Is there a reason for government to meddle in an opportunity for private enterprise? Why should this be publicly funded or included as part of a public project?”	04/23/2024

In-Person Open House:

Agency/Jurisdiction	Proposed Project Number	Comments	Date
<b>MnDOT</b>	8823-435 (EV Charging	Don’t select a location at	04/29/2024

Agency/Jurisdiction	Proposed Project Number	Comments	Date
	Station)	MN 15 because there is nothing there within the one-mile distance. Also, the EV charging corridors should extend at least to Brainerd on US 10/MN 371.	
<b>MnDOT</b>	8823-435 (EV Charging Station)	A good location for the EV charging station would be down at the Saint Augusta exit (McStop) or near Clearwater. The other option would be at the Loves Travel station near Rockville.	04/29/2024



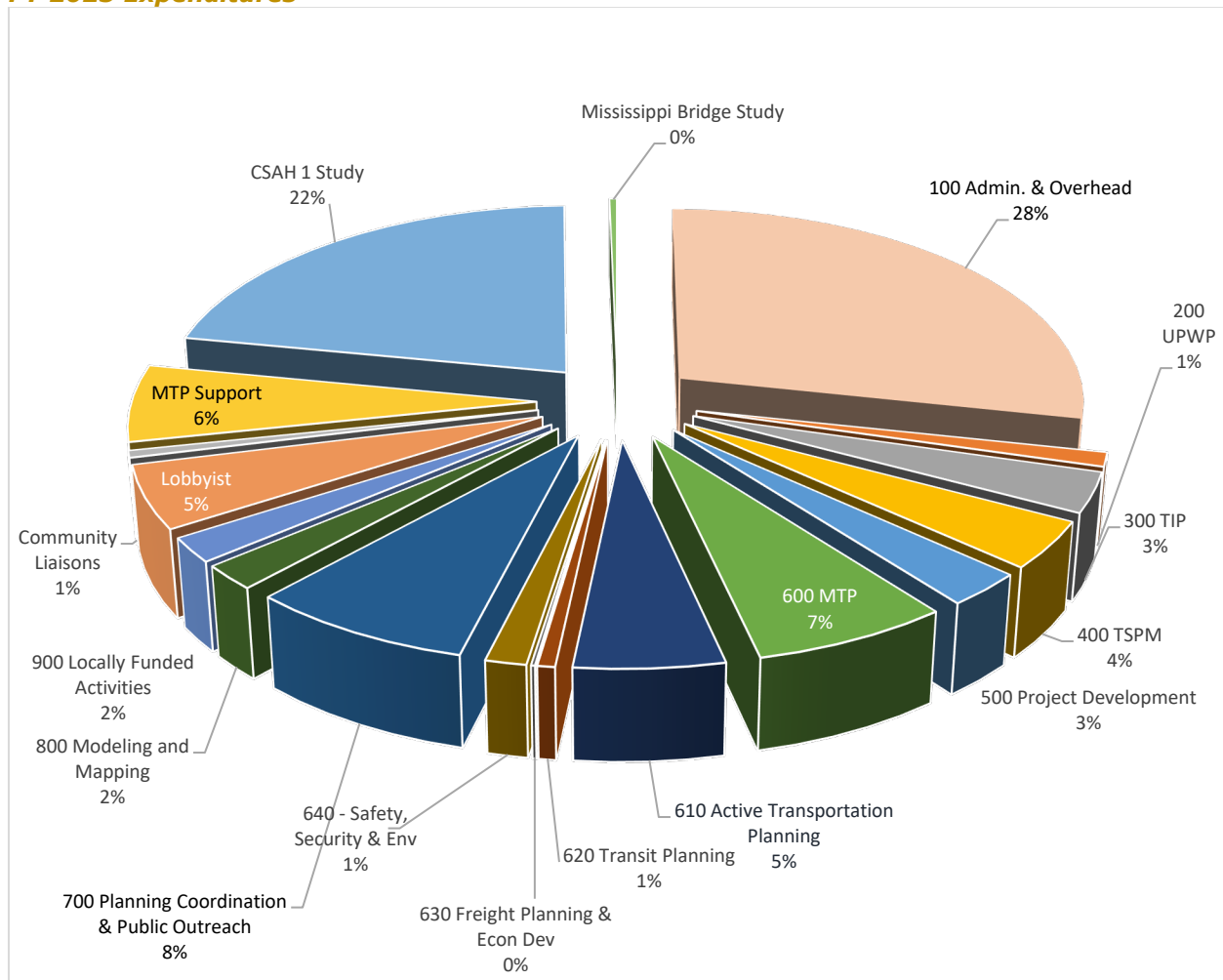
1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**TO:** Saint Cloud APO Policy Board  
**FROM:** Brian Gibson, Executive Director  
**RE:** 2023 UPWP Budget vs. Actual  
**DATE:** June 4, 2024

Each year, I prepare a report showing how the APO performed financially the previous year. Unlike our financial audit – which groups all Federal dollars together into one category – my review looks at the budgetary performance for each task and project. Performing this review helps me budget for future years.

**FY 2023 Expenditures**



Work Activity Category	Total Budget	Total Expended*	% Expended	% Remaining
100 Administration & Overhead	\$256,500	\$260,878	101.7%	-1.7%
200 Budget & UPWP	\$13,250	\$10,429	78.7%	21.3%
300 Transportation Improvement Program (TIP)	\$47,000	\$30,264	64.4%	35.6%
400 Transportation System Performance Monitoring (TSPM)	\$34,500	\$36,101	104.6%	-4.6%
500 Transportation Project Development	\$35,000	\$25,792	73.7%	26.3%
600 Metropolitan Transportation Plan (MTP)	\$87,750	\$63,919	72.8%	27.2%
610 MTP – Active Transportation Planning	\$26,750	\$48,334	180.7%	-80.7%
620 MTP – Transit Planning	\$9,750	\$5,656	58.0%	42.0%
630 MTP – Freight Planning, Economic Vitality & Tourism	\$3,250	\$1,261	38.8%	61.2%
640 MTP – Safety, Security & Environmental	\$8,250	\$13,266	160.8%	-60.8%
700 Transportation Planning Coordination & Public Outreach	\$89,750	\$72,996	81.3%	18.7%
800 Transportation Modeling, Mapping & Technical Support	\$20,000	\$18,788	93.9%	6.1%
900 Locally Funded Activities	\$25,000	\$18,691	74.8%	25.2%
<b>Sub-Total for APO Staff, Overhead, and Operations</b>	<b>\$656,750</b>	<b>\$606,375</b>	<b>92.3%</b>	<b>7.7%</b>
Consultant Services: David Turch & Associates	\$48,000	\$48,000	100.0%	0.0%
Consultant Services: Stearns CSAH 1 Corridor Study	\$200,000	\$198,790	99.4%	0.6%
Consultant Services: MTP Support	\$58,500	\$58,429	99.9%	0.1%
Community Liaisons for Hard-to-Reach Populations	\$5,000	\$5,150	103.0%	-3.0%
<b>Grand Total Budget</b>	<b>\$968,250</b>	<b>\$916,744</b>	<b>94.7%</b>	<b>5.3%</b>

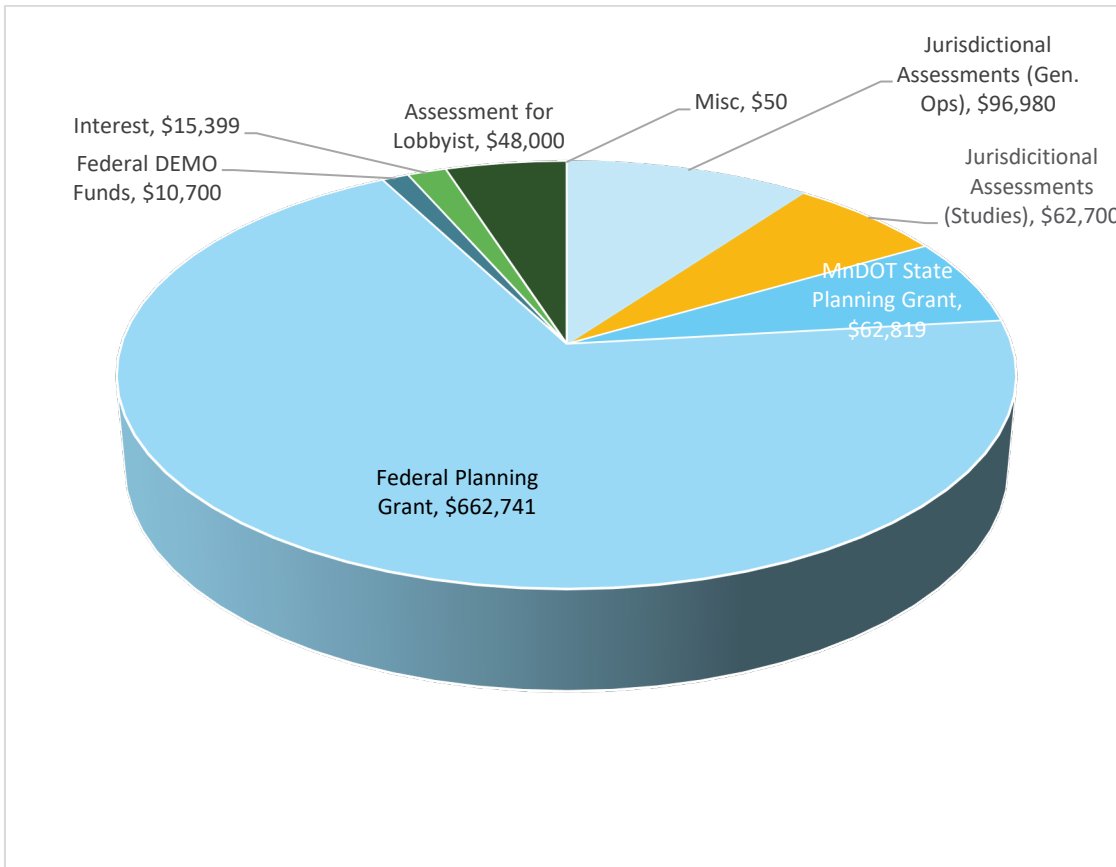
Overall, in 2023, we expended 94.7% of our budget. The only areas of concern were:

- 1.) 610 – Active Transportation Planning where I appeared to under-budget for capturing our bicycle-pedestrian counts on the shared-use paths around the region, and



2.) 640 MTP Safety, Security & Environmental where I did not budget sufficiently for our environmental review process for the MTP.

FY 2023 Revenue by Source



Once again, our federal planning grant accounted for the great majority of our expenditures.

If you would like to read the entire report, you can download it at the following link:

<http://stcloudapo.org/wp-content/uploads/2024/06/2023-Performance-Report.pdf>

**Suggested Action: Receive the Report.**



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

*T. 320.252.7568 F. 320.252.6557*

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Vicki Johnson, Senior Transportation Planner  
**RE:** Staff report of the April 25, 2024, Technical Advisory Committee Meeting  
**DATE:** April 26, 2024

The Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) held a regular meeting on Thursday, April 25, 2024. At that meeting, the following topics were discussed:

1. Future Regional Arterials and Collectors Project Management Team coordination discussion
  - a. Consulting firm Bolton & Menk's Angie Stenson (Senior Transportation Planner) and Robin Caufman (Senior Planner) kicked off the first of several PMT meetings with APO TAC representatives. The purpose of this study is to establish regional future functional classification designations for the federal aid highway system. Through the course of this study, Bolton & Menk will be working with the TAC to not only identify future roadway corridors but will also work to develop system level policy guidance on access management and right-of-way dedication to be used by the APO's jurisdictions for future planning efforts. During this presentation, Ms. Stenson outlined the scope of work and anticipated tasks to be completed. Ms. Caufman provided a discussion on the community engagement strategies to be used toward the end of the process.
2. Discussion on formula funding distribution for the Central Minnesota Area Transportation Partnership (ATP-3) Managed Surface Transportation Block Grant Program (STBGP)
  - a. Based on discussions by TAC representatives at the March meeting, APO Senior Transportation Planner Vicki Johnson provided an overview of the ATP-3 Managed STBGP funding distribution process. This included a historical discussion of the development of the funding formula used by the ATP to distribute STBGP funds to each of the four planning regions (Region 5, Region 7E, Region 7W, and Saint Cloud APO). Ms. Johnson also provided information about the failed attempt to adjust the funding formula distribution that was initiated by Sherburne County in 2017. Ms. Johnson asked for TAC recommendations on how to proceed with this request. TAC representatives instructed APO staff to work to update the data used as part of the current formula including updating the population to the 2022 state demographers' data. APO staff will work closely with MnDOT District 3 staff to update this information and present it to the TAC at the May meeting.

**Suggested Action:** None, informational.



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

*T. 320.252.7568 F. 320.252.6557*

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Vicki Johnson, Senior Transportation Planner  
**RE:** Staff report of the May 30, 2024, Technical Advisory Committee Meeting  
**DATE:** May 31, 2024

The Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) held a regular meeting on Thursday, May 30, 2024. At that meeting, the following topics were discussed:

1. Future Regional Arterials and Collectors Project Management Team coordination discussion
  - a. Consulting firm Bolton & Menk's Angie Stenson (Senior Transportation Planner) and Robin Caufman (Senior Planner) provided an update to TAC representatives on the ongoing work with the future regional arterials and collectors study. Ms. Stenson presented results from the peer review study as well as the findings from APO agency/jurisdictional future functional classifications. TAC representatives provided guidance to Ms. Stenson regarding the approach to developing access spacing guidance best practices as well as right-of-way preservation guidance. Finally, Ms. Stenson asked TAC reps to review the existing federal aid system as well as provide the consulting team with new/future roadway alignments that should be taken into consideration.
2. Consideration of the FY 2024-2027 Transportation Improvement Program Amendment
  - a. APO Senior Transportation Planner Vicki Johnson provided TAC representatives with information about a proposed addition to the APO's 2024-2027 TIP on behalf of MnDOT. MnDOT is seeking to add a 2024 project to the TIP for the installation of an electric vehicle (EV) charging station along I-94. An exact location for this has not been finalized. Ms. Johnson provided an overview of the public comments received during the public engagement phase. TAC representatives recommended Policy Board approval of the proposed amendment.
3. Consideration of the FY 2026 Carbon Reduction Program (CRP) Scoring and Preliminary Ranking
  - a. Ms. Johnson provided an overview of the Carbon Reduction Program and the FY 2026 APO solicitation. APO staff received three applications, one each from the cities of Sartell, Sauk Rapids, and Saint Cloud. Ms. Johnson and the respecting jurisdictional staffers provided information on each of their projects. Because the total requested CRP funds (\$454,000) was \$14,000 more than the APO was allocated, TAC representatives recommended the following ranking and CRP funding award to be considered by the Policy Board:

- i. #1: City of Sauk Rapids: \$179,334 in CRP funds.
    - ii. #2: City of Saint Cloud: \$95,333 in CRP funds.
    - iii. #3: City of Sartell: \$165,333 in CRP funds.
4. Consideration of the FY 2025-2028 Draft Transportation Improvement Program (TIP)
  - a. Ms. Johnson updated TAC representatives on the development of the 2025-2028 Transportation Improvement Program (TIP). She reviewed the new projects that were added to the TIP as a result of various funding sources including the Surface Transportation Block Grant Program (STBGP), the Transportation Alternatives (TA) program, and projects receiving Congressionally Directed Spending. She said APO staffers have temporarily frozen the TIP to send a preliminary draft to Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and MnDOT for their review and comment. Ms. Johnson said the draft will be finalized in the next few weeks to account for some additional projects being added (the 2026 CRP funded projects) as well as minor adjustments to currently programmed projects. TAC representatives recommended Policy Board approval to release the draft TIP out for a 30-day public comment period no later than July 17.
5. Consideration of the FY 2025 Unified Planning Work Program (UPWP)
  - a. APO Executive Director Brian Gibson presented the draft 2025-2026 Unified Planning Work Program (UPWP). The UPWP serves as both the APO's budget and work plan. Mr. Gibson stated APO's Consolidated Planning Grant (CPG) – the grant monies from both FHWA and FTA – for FY 2025 will be \$677,620 which means the APO will need to come up with a local match to fully leverage those funds. In addition, the FY 2025 UPWP accounts for the leveraging of the \$800,000 awarded in Congressionally Directed Spending to complete the environmental documentation for the Mississippi River bridge project. The \$200,000 in local match used to leverage those funds – per the direction of the Policy Board – will be split between the City of Saint Cloud (\$100,000) and the APO's financial reserves (\$100,000). Per the Policy Board meeting in March, annual dues will be increased slightly to pay back the \$100,000 to the APO's financial reserves. Mr. Gibson provided an overview of the proposed jurisdictional assessments for FY 2025.
  - b. A discussion surrounding the securement of the \$200,000 local match for the Mississippi River Bridge environmental study ensued. The following comments were made:
    - i. City of Saint Cloud Community Development Director Matt Glaseman stated that by accepting this proposal he was under the impression that this would establish a precedent in which the jurisdiction/agency of any respective quadrant in which a new beltline component would be proposed would then be responsible for the lion's share of that work. Meaning if this scenario happens again in another area (outside of the City of Saint Cloud), those corresponding agencies/jurisdictions would be responsible for a majority of the local match and other APO member jurisdictions/agencies would be able to rely on the reserve draw down (and subsequent increase in dues over time) to come up with the remaining local match needed to leverage those federal dollars. Thereby, for purposes of the beltline, local match would not be solely funded by jurisdictions with the largest population. Since dues to the APO are based on population, the City of Saint Cloud would disproportionately be paying the majority of any work on the

beltline (even outside of the municipal boundary) **IF** dues payment by population was the way beltline components would be handled going forward. Mr. Glaseman said **IF** the City of Saint Cloud were to support this UPWP, then it would be the City's position that this would be the start of a precedent stating that jurisdiction(s) in which a new component of the beltline would be located would be responsible for paying the lion's share of that work with other APO member units being allowed to draw down from the APO's reserves (and subsequently increase dues over time) to assist in securing that local match.

- c. City of Sartell Project Manager Kari Haakonson asked if the Policy Board determined how the APO would handle future environmental studies related to the beltline in terms of cost share among APO member units. Ms. Haakonson stated her concern and that of the Sartell City Council in supporting the draft UPWP would be how the remaining \$100,000 used to fund the local match of this environmental study would be obtained. She stated the Sartell City Council would not be in favor of supporting this.
- d. Benton County Engineer Chris Byrd said Benton County would have a hard time supporting this measure. Mr. Byrd said years ago, the County had received federal earmark funding for its portion of the beltline and the county came up with 100% of the local match needed to leverage those funds. Most recently, the County was a recipient of Congressionally Directed Spending dollars to construct the CSAH 29 extension. With this project as well, the County is having to pay the entire local match component for this piece of the beltline. Mr. Byrd said we can't use past practices when it comes to the beltline because past practices would dictate each jurisdiction would need to come up with their own funding.

A roll-call vote was conducted. Those who voted in favor of recommending Policy Board approval of the UPWP as presented:

- Jodi Teich, Stearns County.
- Randy Sabart, City of Saint Joseph.
- Dave Blommel, City of Waite Park.
- Andrew Witter, Sherburne County.
- Michael Kedrowski, Metro Bus.
- Zac Borgerding, City of Saint Cloud.
- Matt Glaesman, City of Saint Cloud.

Those who voted down the motion:

- Todd Schultz, City of Sauk Rapids.
- Chris Byrd, Benton County.
- Kari Haakonson, City of Sartell.

Based on the vote, the TAC ultimately recommended Policy Board approval of the draft 2025-2026 UPWP as presented (7-3-0).

**Suggested Action:** None, informational.



SAINT CLOUD | AREA PLANNING ORGANIZATION

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

*T. 320.252.7568 F. 320.252.6557*

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Vicki Johnson, Senior Transportation Planner  
**RE:** Staff report of the Central Minnesota Area Transportation Partnership (ATP-3) meeting  
**DATE:** April 11, 2024

The Central Minnesota Area Transportation Partnership (ATP-3) held its regularly scheduled quarterly meeting on Thursday, April 4, 2024. At that meeting the following items were discussed.

1. **FY 2024-2027 Local Federal Projects Update.** MnDOT District 3 State Aid Engineer Angie Tomovic provided a status update on the 2024 locally-led federal projects. As of March 25, 2024, most of the projects were not "ready to go." This included the following projects within the APO's planning area:
  - a. Sherburne County's CR 65 and 45<sup>th</sup> Avenue realignment.
  - b. Stearns County's CR 120 resurfacing and roundabout reconstruction.
  - c. Stearns County's CSAH 133 expansion in Saint Joseph.
  - d. City of Saint Cloud's EV charging station project.
  - e. City of Sartell's bikeway planning and engineering study.

Ms. Tomovic ensured ATP members that this was a snapshot in time and she anticipates the status of many of these projects to change within the next few weeks.

2. **Greater MN Highway Safety Improvement Program (HSIP) Fall 2023 Solicitation Announcements.** Ms. Tomovic provided information regarding the successful applicants for the 2025-2028 HSIP solicitation. Thirteen projects were selected from across the ATP with one project within the APO's planning area (Sherburne County's transverse rumble strips along various county roads) in FY 2026.

MnDOT District 3 Planning Director Steve Voss provided information on the MnDOT District 3 HSIP awards. The District had applied for four projects and were awarded funding for two projects – one for a J-turn at the intersection of MN 371 and CSAH 29 and the other in the APO's planning area at the intersection of MN 23 and Bel Clare Drive. Mr. Voss pointed out the MN 23 project was also the recipient of Congressionally Directed Spending funding for the exact same amount (\$1,080,000). He said it is unclear if the HSIP funding will be used for that project or if it will instead be funded using CDS dollars. The other two projects not funded within the district were located near St. Francis and Bradford.

3. **Updated FY 2025-2028 State Transportation Improvement Program Funding Guidance.** Mr. Voss stated a recent change was made to the MnDOT formula distribution used to allocate funding for the Surface Transportation Block

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Grant Program (STBGP) and the Transportation Alternatives (TA) program to the ATPs. The formula Central Office uses to distribute STBGP and TA dollars to the ATPs is based on population (50%) and county/state aid needs (50%). Central Office recently updated the data used to calculate these changes – including using the 2020 Census data as opposed to the 2010 Census. This resulted in a decrease in the funding allocation for ATP-3. Based on the new formula distribution, this has resulted in ATP-3 receiving 9.7% of the state’s STBGP and TA allocations to be distributed to the ATPs. This is down from the 10.1% that was originally used. As a result, the FY 2028 STBGP target has dropped by \$500,000 (from \$12.2 million to \$11.7 million) and the FY 2028 TA target has dropped by \$100,000 (from \$2.5 million to \$2.4 million). No changes were made to the 2025-2027 program. This change also did not impact MnDOT District 3’s funding levels.

To address the shortfall, it was recommended to distribute the cut of \$500,000 to each of the regions based upon the funding distribution formula used by the ATP. This resulted in the APO’s FY 2028 STBGP allocation to be cut by \$102,650 (20.53% of \$500,000). The APO’s new funding target is \$2,402,010.

4. **ATIP Development Committee Draft FY 2025-2028 Area Transportation Improvement Program (ATIP) Recommendations.** MnDOT District 3 Senior Engineering Specialist/Program Coordinator Jeff Lenz updated the ATP on the funding awards for STBGP by region. Two APO projects were listed as receiving funding: Stearns County’s CSAH 1 reconstruction (from CSAH 17 to northern Stearns County line) and Benton County’s CSAH 3 reclamation (from CSAH 1 to CR 44). This included a discussion of the cuts made as a result of the funding formula revision. ATP-3 members approved this item as presented.

Mr. Lenz also provided an overview of the TA solicitation and the recommendations provided by the ATIP Development Committee for funding. Prior to the \$100,000 cut to the TA program, six projects were slated to receive funding including three projects within the APO’s planning area: City of Saint Cloud’s 13<sup>th</sup> Street S improvements, City of Sauk Rapids’s Second Avenue S railroad crossing, and City of Sauk Rapids’s CSAH 3 pedestrian improvements (funded at \$216,551 – less than the \$242,000 requested). Because this program received a funding cut of \$100,000, it was recommended to make the Sauk Rapids’s Second Avenue S project whole (increase the federal funding to \$590,267 – up from the \$562,834 originally requested) and then carry forward the remaining \$89,118 to the FY 2029 solicitation. This would result in five projects being funded and the City of Sauk Rapids’s CSAH 3 project not receiving funding. ATP members approved this item as presented.

Ms. Tomovic provided an update on the Local Partnership Program (LPP). At the January ATP meeting, she stated seven applications were received by the district for this program. No projects were in the APO’s planning area. The ATIP Development Committee met in March and had some additional questions that needed to be answered prior to recommending projects to be funded. Ms. Tomovic said she will be bringing this back to the ATIP Development Committee in May/June to receive their recommendation prior to the June 20 ATP meeting.

Mr. Voss presented on the MnDOT District 3 construction program for FY 2025-2028. Several new projects have been identified in the APO’s planning area including a project at US 10/Sherburne CR 61 in 2025, resurfacing of MN 23 through Waite Park in 2028, the MN 23 J-turn at Bel Clare Drive in 2028, and some ITS projects along I-94.

5. **Carbon Reduction/PROTECT Program Update.** Mr. Lenz stated the ATP’s



Carbon Reduction Program solicitation for FY 2025 and FY 2026 is currently available. Applicants will need to turn in their applications by no later than 5 p.m. on Friday, May 10. Mr. Lenz also stated solicitation for the FY 2026 PROTECT funds is also open as well.

6. **2024 Minnesota Highway Freight Program Award Selections.** Mr. Voss stated several projects within MnDOT District 3 were awarded funding through the Minnesota Highway Freight Program. No projects were awarded within the APO's planning area. Projects funded included:
  - a. Truck parking expansion at the I-94 Enfield Rest Area.
  - b. Truck parking expansion at the I-94 Big Spunk Lake rest area.
  - c. Sherburne County US 169 and CR 4 rural safety and mobility project.
  - d. City of Clearwater's I-94 and MN 24 improvements.
7. **Corridors of Commerce Program Changes/Update.** MnDOT's Office of Transportation Systems Management Capital Planning Director Nicole Westadt provided an overview of changes to the CoC program. Some of the main changes include:
  - a. Eliminating the regional balance. Instead, projects are allocated in three areas: Metro Projects (within the 494/694 ring); Metro Connector Projects (counties that are adjacent to the Metro – including Sherburne County); and Regional Center Projects (Greater Minnesota).
  - b. Funding will be split between the three areas as follows
    - i. Metro: 25-27.5%
    - ii. Metro Connector: 35-37.5%
    - iii. Regional Center: 35-40%
  - c. 10% of funds for the CoC will be reserved for readiness advancement. This will help advance some projects (additional study/engineering) to ensure they will be competitive in future solicitations.
  - d. CoC projects can now occur on the National Highway System (NHS). Previously they were only allowed on the Interregional Corridor System.
  - e. Projects will be screened based on the following:
    - i. Each ATP will be able to recommend three projects.
    - ii. Metro Connector Counties (Sherburne County) will be able to recommend two projects each.
    - iii. Met Council will be able to recommend four projects.
  - f. The project readiness component to the CoC will be further developed with an anticipated solicitation to occur in November/December 2024.
8. **Election of ATP-3 Vice Chair.** APO Senior Transportation Planner Vicki Johnson was elected as the ATP-3 Vice Chair.

**Suggested Action:** None, informational.





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

*T. 320.252.7568 F. 320.252.6557*

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Vicki Johnson, Senior Transportation Planner  
**RE:** FY 2026 Carbon Reduction Program Urbanized Funding Solicitation  
**DATE:** May 30, 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.

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**, are eligible to apply for CRP funding through the Central Minnesota Area Transportation Partnership (ATP-3).

At the April Policy Board meeting, Board members recommended allocating the APO's FY 2025 CRP funds (\$440,000) to Benton County for the 2025 construction of the CSAH 29/CSAH 1 roundabout project. As a result, the APO's spring 2024 CRP solicitation was for funding available in FY 2026 (\$440,000).

During this solicitation, APO staffers received three applications for CRP funds for projects within the urbanized area. These projects have requested a total of \$454,000 in CRP funds.

Jurisdiction	Project Description	Requested CRP Funds
<b>City of Sartell</b>	Purchase four EV police squad cars	\$170,000
<b>City of Sauk Rapids</b>	Install an EV charging station near Second Avenue N	\$184,000
<b>City of Saint Cloud</b>	Construct sidewalk along Lincoln Avenue from 4 <sup>th</sup> Street SE to 7 <sup>th</sup> Street SE	\$100,000
<b>Total</b>		<b>\$454,000</b>

Similar to the APO-managed Surface Transportation Block Grant Program (STBGP) solicitation, APO staff conducted the initial scoring and preliminary prioritization of the CRP projects based on the scoring rubric guidance provided by MnDOT's Office of Sustainability Public Health. This was used as a discussion starter for TAC representatives.

The following is a summary of each of the applications received.

## City of Sartell

The City of Sartell is proposing to add four electric vehicles to its police vehicle fleet. Per the City's application, it is the hope that by purchasing EVs, Sartell Police will be able to assist in providing positive public relations and optics regarding the adoption of EVs not only in the community but among other police agencies in the area.

City of Sartell Police EV	Amount	% of Total
<b>Federal Funds Requested (Maximum 80% / Minimum 30%)</b>	\$170,000	78%
<b>Local Matching Funds (Minimum 20%)</b>	\$46,780	22%

<b>Total Eligible Costs</b>	\$216,780	100%
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As part of the CRP application process, applicants must also complete a cost-effectiveness analysis. Using the [Carbon Emissions Tool \(CET\)](https://tinyurl.com/2s2j2e99) (<https://tinyurl.com/2s2j2e99>) developed by MnDOT's Office of Sustainability and Public Health, applicants must input the necessary data on their project into a spreadsheet. That spreadsheet will then calculate three different metrics:

- Year 1 emissions reduction (reflected as metric tons of CO<sub>2</sub> emissions reduced per year).
- Cumulative emissions reductions (reflected as metric tons of CO<sub>2</sub> emissions reduced over the lifecycle of the project).
- Cost Effectiveness (the ratio of how many dollars this project would spend to reduce CO<sub>2</sub> emissions by 1 metric ton).

Carbon Emissions Tool Measure	Results
<b>Year 1 Emissions Reduction</b>	11.46 metric tons of CO <sub>2</sub>
<b>Cumulative Emissions Reduction</b>	91.70 metric tons of CO <sub>2</sub>
<b>Cost Effectiveness</b>	\$2,364 spent per 1 metric ton of CO <sub>2</sub> reduction

Per the scoring guidance developed by MnDOT and used during this funding cycle, 50% of an applicant's score is based on the project's cost-effectiveness. The remaining 50% of the application is evaluated based on four co-benefits: Equity, Safety, Access, and Health. These four co-benefits are scored on a five-point scale.

## City of Sauk Rapids

The City of Sauk Rapids is proposing to install two electric vehicle charging stations in a public parking lot in the city's downtown commercial area. These two EV charging stations will be located at 7 Second Avenue N. As stated in the application, the City of Sauk Rapids does not have any public charging infrastructure within its city boundaries. The city hopes that by providing EV charging infrastructure downtown visitors/employees to Sauk Rapids will be able to take advantage of the public infrastructure while accessing various businesses.

City of Sauk Rapids EV Charging Stations	Amount	% of Total
<b>Federal Funds Requested (Maximum 80% / Minimum 30%)</b>	\$184,000	80%
<b>Local Matching Funds (Minimum 20%)</b>	\$46,000	20%
<b>Total Eligible Costs</b>	\$230,000	100%

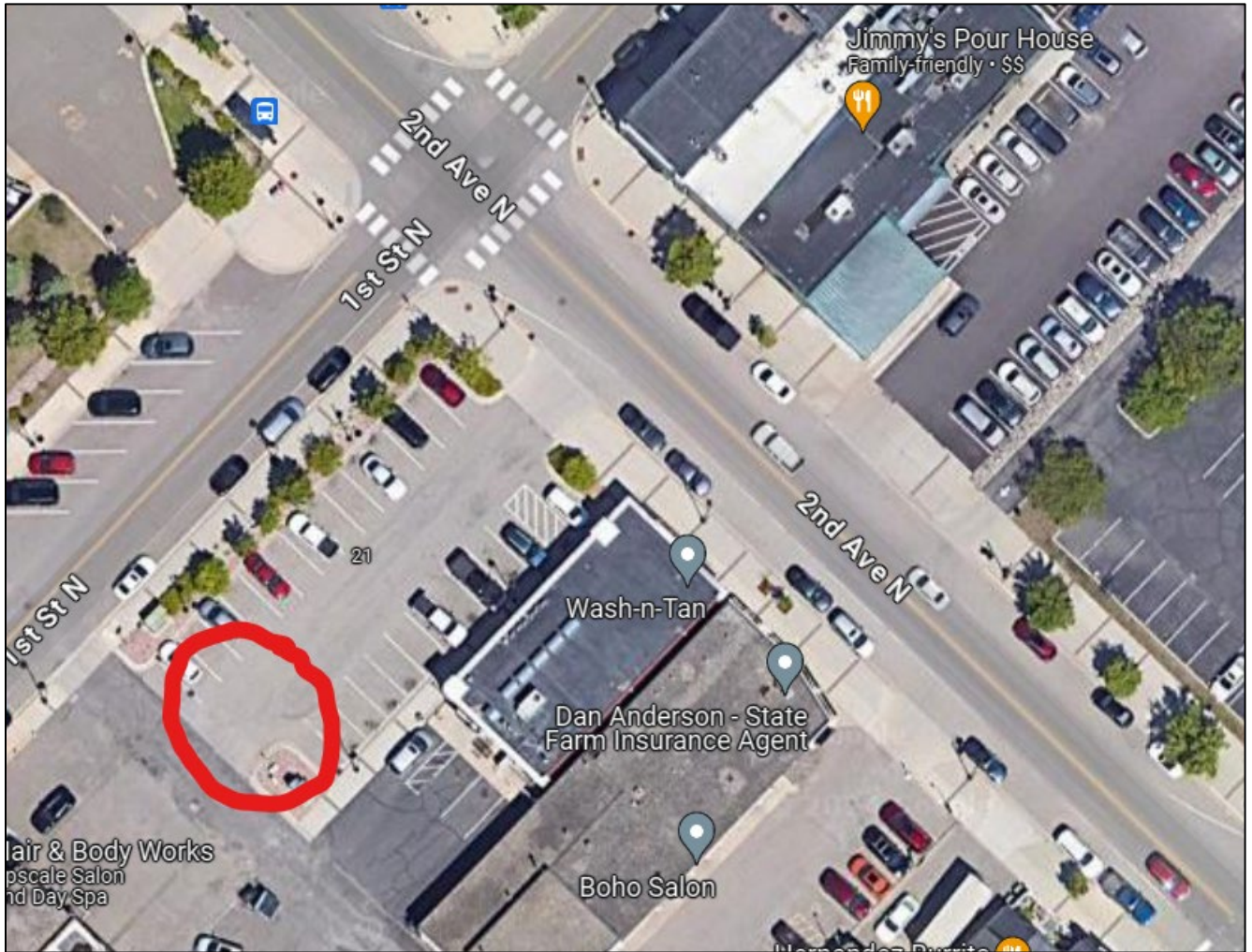
As part of the CRP application process, applicants must also complete a cost-effectiveness analysis. Using the [Carbon Emissions Tool \(CET\)](https://tinyurl.com/2s2j2e99) (<https://tinyurl.com/2s2j2e99>) developed

by MnDOT's Office of Sustainability and Public Health, applicants must input the necessary data on their project into a spreadsheet. That spreadsheet will then calculate three different metrics:

- Year 1 emissions reduction (reflected as metric tons of CO<sub>2</sub> emissions reduced per year).
- Cumulative emissions reductions (reflected as metric tons of CO<sub>2</sub> emissions reduced over the lifecycle of the project).
- Cost Effectiveness (the ratio of how many dollars this project would spend to reduce CO<sub>2</sub> emissions by 1 metric ton).

Carbon Emissions Tool Measure	Results
<b>Year 1 Emissions Reduction</b>	317.96 metric tons of CO <sub>2</sub>
<b>Cumulative Emissions Reduction</b>	2,762.69 metric tons of CO <sub>2</sub>
<b>Cost Effectiveness</b>	\$83 spent per 1 metric ton of CO <sub>2</sub> reduction

Per the scoring guidance developed by MnDOT and used during this funding cycle, 50% of an applicant's score is based on the project's cost-effectiveness. The remaining 50% of the application is evaluated based on four co-benefits: Equity, Safety, Access, and Health. These four co-benefits are scored on a five-point scale.



## City of Saint Cloud

The City of Saint Cloud is proposing to fill in a sidewalk gap along Lincoln Avenue SE from Fourth Street SE to Seventh Street SE. With the construction of the Fourth Street SE bridge across US 10 (which will include multimodal facilities), completing this project would allow for a continuous sidewalk connection along Lincoln Avenue SE from the intersection with MN 23 to the Northstar Park & Ride Lot. This sidewalk construction component will ideally coincide with a proposed resurfacing project of Lincoln Avenue between Seventh Street SE and MN 23 to be completed after the US 10/MN 23 interchange project has finished.

City of Saint Cloud Lincoln Avenue SE Sidewalk	Amount	% of Total
<b>Federal Funds Requested (Maximum 80% / Minimum 30%)</b>	\$100,000	80%
<b>Local Matching Funds (Minimum 20%)</b>	\$25,000	20%
<b>Total Eligible Costs</b>	\$125,000	100%

As part of the CRP application process, applicants must also complete a cost-effectiveness analysis. Using the [Carbon Emissions Tool \(CET\)](https://tinyurl.com/2s2j2e99) (<https://tinyurl.com/2s2j2e99>) developed by MnDOT's Office of Sustainability and Public Health, applicants must input the necessary data on their project into a spreadsheet. That spreadsheet will then calculate three different metrics:

- Year 1 emissions reduction (reflected as metric tons of CO<sub>2</sub> emissions reduced per year).
- Cumulative emissions reductions (reflected as metric tons of CO<sub>2</sub> emissions reduced over the lifecycle of the project).
- Cost Effectiveness (the ratio of how many dollars this project would spend to reduce CO<sub>2</sub> emissions by 1 metric ton).

Carbon Emissions Tool Measure	Results
<b>Year 1 Emissions Reduction</b>	6.04 metric tons of CO <sub>2</sub>
<b>Cumulative Emissions Reduction</b>	92.90 metric tons of CO <sub>2</sub>
<b>Cost Effectiveness</b>	\$1,346 spent per 1 metric ton of CO <sub>2</sub> reduction

Per the scoring guidance developed by MnDOT and used during this funding cycle, 50% of an applicant's score is based on the project's cost-effectiveness. The remaining 50% of the application is evaluated based on four co-benefits: Equity, Safety, Access, and Health. These four co-benefits are scored on a five-point scale.





At the May 30, 2024, Technical Advisory Committee meeting, TAC representatives recommended that because APO's funding allocation of \$440,000 is \$14,000 shy of fully funding each project, the applicants would split the \$14,000 deficient among the three projects. This would mean each project would be receiving approximately \$4,670 less than requested in Federal funding.

The recommended funding breakdown and prioritization by the TAC is as follows:

Applicant	Project Description	TAC Ranking	Funding Level Proposed by TAC Reps
<b>City of Sartell</b>	Purchase four EV police squad cars	3	\$165,333
<b>City of Sauk Rapids</b>	Installation of EV charging stations in public parking lot near Second Avenue N	1	\$179,334
<b>City of Saint Cloud</b>	Construct sidewalk along Lincoln Avenue from 4 <sup>th</sup> St SE to 7 <sup>th</sup> St SE	2	\$95,333

It should be noted that 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:** Approve a final prioritization/ranking of CRP funds for the FY 2026 solicitation.





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:** Draft FY 2025-2028 Transportation Improvement Program  
**DATE:** May 31, 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 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. This update will span the four fiscal year period of 2025 through 2028.

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. The draft 2025-2028 TIP table can be found attached to this memo. To view the draft 2025-2028 TIP document in full please follow this link: <https://tinyurl.com/ywdu72nd>. It should be noted that slight changes may still occur to the document/project table including adding the FY 2026 Carbon Reduction Program (CRP) awarded projects.

APO staff are in the final stages of preparing the FY 2025-2028 TIP for final approval and incorporation into the Minnesota State Transportation Improvement Program (STIP). To do this, APO staff will need to release the FY 2025-2028 TIP for a 30-day public comment period. Per the TIP development schedule, public comment on the draft TIP will need to begin no later than July 17, 2024.

Before being released for public comment, APO staff need to seek approval from the APO's Policy Board. At the May 30 Technical Advisory Committee (TAC) meeting, TAC representatives recommended Policy Board approval to release the draft for the 30-day public comment period to begin no later than July 17.

Final approval of the document is anticipated in September 2024.

**Suggested Action:** Approval to release the draft document for 30-day public comment period.

Saint Cloud Area Planning Organization FY 2025-2028 Project Table									Running STIP Total	FHWA Earmark	Running FHWA				Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Other (Local)	Running Project Total
									\$182,447,629	\$9,200,000	\$44,886,442				\$9,162,146			\$4,689,600	\$9,491,310	\$5,966,078			\$112,941,652	\$177,935,083
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	Other (Local)	Project Total
TRANSIT	TRF-0048-25A	2025	SAINT CLOUD	SECT5307: ST CLOUD MTC; OPERATING ASSISTANCE	0	B9	TRANSIT OPERATIONS	FTA	12,127,500										1,500,000				10,627,500	12,127,500
TRANSIT	TRF-0048-25B	2025	SAINT CLOUD	ST CLOUD MTC; PARATRANSIT OPERATING	0	TR	TRANSIT OPERATIONS	LF	6,063,750														6,063,750	6,063,750
TRANSIT	TRF-0048-25C	2025	SAINT CLOUD	ST CLOUD MTC; NORTHSTAR COMMUTER OPERATING	0	TR	TRANSIT OPERATIONS	LF	1,486,250														1,486,250	1,486,250
TRANSIT	TRF-0048-25D	2025	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-0048-25E	2025	SAINT CLOUD	SECT5307: ST CLOUD MTC; THREE (3) REPLACEMENT OPERATIONS VEHICLES	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	120,000										96,000				24,000	120,000
TRANSIT	TRF-0048-25F	2025	SAINT CLOUD	SECT5307: ST CLOUD MTC; OFFICE EQUIP, IT & COMMUNICATION PROJECTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	535,000										428,000				107,000	535,000
TRANSIT	TRF-0048-25G	2025	SAINT CLOUD	SECT5307: ST CLOUD MTC; FACILITY IMPROVEMENTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	650,000										520,000				130,000	650,000
TRANSIT	TRS-0048-25B	2025	SAINT CLOUD	ST. CLOUD MTC; PURCHASE ONE (1) CLASS 700 REPLACEMENT CNG BUS	0	TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	729,000				583,200	583,200									145,800	729,000
TRANSIT	TRF-0048-25H	2025	SAINT CLOUD	SECTION 5339: ST CLOUD MTC; PURCHASE ONE (1) CLASS 400LF CNG REPLACEMENT BUS	0	TR	TRANSIT VEHICLE PURCHASE	FTA	367,000										311,950				55,050	367,000
TRANSIT	TRS-0048-25C	2025	SAINT CLOUD	ST CLOUD MTC; PURCHASE FIVE (5) CLASS 400LF CNG REPLACEMENT BUSES.	0	TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	1,835,000				1,468,000	1,468,000									367,000	1,835,000
TRANSIT	TRF-9503-25	2025	MNDOT	SECTION 5310: WACOSA, INC.; PURCHASE ONE (1) REPLACEMENT <30' (CLASS 400) BUS	0	NB	TRANSIT VEHICLE PURCHASE	FTA	197,200										157,760				39,440	197,200
HIGHWAY CSAH 1	005-070-014	2025	BENTON COUNTY	BENTON COUNTY CSAH1/CSAH 29 INTERSECTION, CONSTRUCT ROUND-A-BOUT	0	SH	ROUNDABOUT	HSIP	2,450,000			750,000		750,000									1,700,000	2,450,000
HIGHWAY CSAH 1	005-070-014CRP	2025	BENTON COUNTY	**CRP**BENTON COUNTY CSAH1/CSAH 29 INTERSECTION, CONSTRUCT ROUND-A-BOUT	0	SH	ROUNDABOUT	CRP	550,000			440,000		440,000									110,000	550,000
LOCAL STREETS	071-596-008	2025	SHERBURNE COUNTY	SHERBURNE CR 65 & 45TH AVE, REALIGNMENT AND ACCESS CONSOLIDATION WITH US 10 & BNSF RR XING	0.1	LP	NEW PAVEMENT -BIT	STBGP<5K	1,300,000			1,000,000		1,000,000									300,000	1,300,000
LOCAL STREETS	071-596-008	2025	SHERBURNE COUNTY	SHERBURNE CR 65 & 45TH AVE, REALIGNMENT AND ACCESS CONSOLIDATION WITH US 10 & BNSF RR XING	0.1	LP	NEW PAVEMENT -BIT	STBGP<5K	1,200,000											1,200,000		1,200,000		1,200,000
HIGHWAY US 10	7103-67	2025	SHERBURNE COUNTY	SHERBURNE CR 61, REALIGNMENT WITH US 10	0	MA	NEW PAVEMENT -BIT	STBGP<5K	600,000			488,520		488,520						111,480		111,480		600,000

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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	Other (Local)	Project Total	
HIGHWAY US 10	7103-67	2025	SHERBURNE COUNTY	**CHAP 5**SHERBURNE CR 61, REALIGNMENT WITH US 10	0	MA	NEW PAVEMENT - BIT	DEMO	1,000,000														1,000,000	1,000,000	
HIGHWAY CSAH 2	073-070-028	2025	STEARNS COUNTY	CSAH 2, CONSTRUCT ROUND-A-BOUT AT MINNESOTA ST IN ST JOSEPH	0.5	SH	ROUNDAABOUT	HSIP	1,100,000			500,000		500,000									600,000	1,100,000	
HIGHWAY CSAH 75	073-675-041AC2	2025	STEARNS COUNTY	**AC**: STEARNS CSAH 75, FROM TH 15 TO COOPER AVE FULL DEPTH RESURFACING AND ADA IMPROVEMENTS (PAYBACK 2 OF 2).	1	RS	MILL AND BIT OVERLAY	NHPP	774,944						774,944		774,944								
HIGHWAY CSAH 75	073-675-042AC2	2025	STEARNS COUNTY	**AC**MN270**: CSAH 75, REPLACE BRIDGE 6819 OVER SAUK RIVER (PAYBACK 2 OF 2)	0.2	BR	BRIDGE REPLACEMENT	STBGP 5K-200K	741,128						741,128		741,128								
LOCAL STREETS	221-090-001	2025	WAITE PARK	CONSTRUCT TRAIL, ALONG CSAH 81/15TH AVE FROM 830' N OF CSAH 75 TO 355' W OF 10TH AVE IN THE CITY OF WAITE PARK	0.4	BT	NEW TRAIL	STBGTAP 5K-200K	603,177			482,542		482,542									120,635	603,177	
LOCAL STREETS	091-070-028	2025	ST. CLOUD APO	**MN296**ENVIRONMENTAL DOCUMENTATION, FROM INTERSECTION OF 33RD ST S & CSAH 75 TO US 10 IN THE CITY OF ST CLOUD.	0	PL	EDUCATION AND SAFETY	DEMO	1,000,000	800,000				800,000									200,000	1,000,000	
HIGHWAY MN 15	7303-52	2025	MNDOT	MN 15, BR 73019 OVER MN 15 AT CSAH 137, - REOVERLAY	0	BI	BRIDGE DECK OVERLAY	STBGP 5K-200K	1,200,000			976,226		976,226						223,774		223,774		1,200,000	
HIGHWAY I 94, MN 24	8823-375	2025	MNDOT	**ITS**I-94, DMS, CAMERAS AND FIBER FROM US 71 IN SAUK CENTRE TO MN 24 IN CLEARWATER AND MN 24 FROM I-94 TO STEARNS CO. CSAH 75 IN CLEARWATER	52.2	TM	OTHER	NHPP	530,000				400,000	400,000						30,000	100,000	130,000		530,000	
HIGHWAY MN 23, US 10	0503-91AC2	2025	MNDOT	**PRS**AC**: MN 23, AT US 10 INTERCHANGE IN ST. CLOUD, RECONSTRUCT MN 23 FROM .1 MI W OF LINCOLN AVE TO .1 MI W OF CR 1; RECONSTRUCT US 10 FROM .2 MI W OF ST. GERMAIN TO .1 MI N OF 15TH AVE SE; REPLACE BRIDGES OVER US 10, BR# 9021 WITH BR#05019 AND BR#9022 WITH BR# 05018; INCLUDES MULTIMODAL IMPROVEMENTS (GREATER MN RELIABILITY). CONSTRUCT 4TH ST BRIDGE OVER US 10. (PAYBACK 2 OF 2)	2.3	MC	BRIDGE NEW	NHPP	2,956,474						2,956,474		2,956,474								
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	

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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	Other (Local)	Project Total
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	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; THREE (3) REPLACEMENT OPERATIONS VEHICLES	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	120,000										96,000				24,000	120,000
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
HIGHWAY CSAH 29	005-596-006	2026	BENTON COUNTY	**MN309**BENTON CSAH 29 CORRIDOR EXTENSION FROM CSAH 1 TO CSAH 3 IN THE CITY OF SAUK RAPIDS	0	MC	MAJOR CONSTRUCTION - BIT	DEMO	6,250,000	5,000,000				5,000,000									1,250,000	6,250,000
HIGHWAY CSAH 3	005-603-035	2026	BENTON COUNTY	**AC**BENTON CSAH 3, FROM CSAH 1 TO CR 44(55TH ST NE), FULL DEPTH RECLAIM (PAYBACK IN 2028)	0	RD	BITUMINOUS RECLAMATION	STBGP<5K	1,768,425								953,335						1,768,425	2,721,760
LOCAL STREETS	071-070-050	2026	SHERBURNE COUNTY	VARIOUS SHERBURNE COUNTY ROADS/INTERSECTIONS, INSTALL RUMBLE STRIPS AND 6" GROUND IN WET REFLECTIVE PAVEMENT MARKINGS	66	SH	STRIPING	HSIP	675,000			607,500		607,500									67,500	675,000
HIGHWAY CSAH 75	073-675-043	2026	STEARNS COUNTY	**AC**STEARNS CSAH 75, FROM CSAH 2 TO WASHINGTON MEMORIAL DRIVE IN THE CITIES OF ST CLOUD AND ST JOSEPH, REPLACE SIGNAL SYSTEMS (PAYBACK IN 2027 & 2028)	0	N/A	TRAFFIC SIGNAL REVISION	NHPP	1,454,888			792,556		792,555				1,585,112					662,332	3,000,000
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	4,039,114			239,114		239,114				1,560,886					3,800,000	5,600,000
LOCAL STREETS	220-070-001	2026	SARTELL	PINECONE ROAD/7TH ST NORTH INTERSECTION, INSTALL SIGNAL SYSTEM	0.1	SH	TRAFFIC SIGNAL INSTALL	HSIP	550,000			400,000		400,000									150,000	550,000

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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	Other (Local)	Project Total
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	0.5	BT	NEW TRAIL	STBG TAP 5K-200K	486,450			389,160		389,160									97,290	486,450
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
LOCAL STREETS	191-090-003	2026	SAUK RAPIDS	**AC**2ND AVE S, FROM BENTON DRIVE TO 6TH ST S., CONSTRUCT SIDEWALK IN THE CITY OF SAUK RAPIDS (PAYBACK IN 2028)	0	RT	NEW TRAIL	STBG TAP 5K-200K	147,567								590,267						147,567	737,834
HIGHWAY MN 15	0509-37	2026	MNDOT	**BFP**MN 15 BR 05003 EB OVER US 10 N OF SAUK RAPIDS, REPLACE	0	BI	BRIDGE REPLACEMENT	BFP	7,700,000		6,000,000			6,000,000						1,700,000		1,700,000		7,700,000
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	400,000				200,000	200,000									200,000	400,000
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 FIVE(5) CLASS 400LF CNG REPLACEMENT BUSES.	0	TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	2,160,000				1,728,000	1,728,000									432,000	2,160,000
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	410,000										328,000				82,000	410,000

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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	Other (Local)	Project Total	
HIGHWAY CSAH 75	073-675-043AC1	2027	STEARNS COUNTY	**AC**STEARNS CSAH 75, FROM CSAH 2 TO WASHINGTON MEMORIAL DRIVE IN THE CITIES OF ST CLOUD AND ST JOSEPH, REPLACE SIGNAL SYSTEMS (PAYBACK 1 OF 2)	0	N/A	TRAFFIC SIGNAL REVISION	NHPP	792,556						792,556		792,556								
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	**MN307**15TH ST NORTH CORRIDOR EXTENSION FROM PINECONE RD TO 19TH AVE N, RIGHT OF WAY ACQUISITION IN CITY OF SARTELL	0	PL	RIGHT OF WAY PURCHASE	STBGP 5K-200K DEMO	3,930,000	2,200,000		943,774		3,143,774									786,226	3,930,000	
	8803-CRPL-27	2027	ST. CLOUD APO	ST CLOUD APO SETASIDE -- CRP PROGRAM -- 2027	N/A	CA	MISCELLANEOUS AGREEMENT	CRP	337,500			270,000		270,000									67,500	337,500	
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	3,100,000			2,790,000		2,790,000						310,000		310,000		3,100,000	
TRANSIT	TRF-0048-28A	2028	SAINT CLOUD	SECT5307: ST CLOUD MTC; OPERATING ASSISTANCE	0	B9	TRANSIT OPERATIONS	FTA	13,343,952										1,600,000				11,743,952	13,343,952	
TRANSIT	TRF-0048-28B	2028	SAINT CLOUD	ST CLOUD MTC; PARATRANSIT OPERATING	0	TR	TRANSIT OPERATIONS	LF	6,719,658														6,719,658	6,719,658	
TRANSIT	TRF-0048-28C	2028	SAINT CLOUD	ST CLOUD MTC; NORTHSTAR COMMUTER OPERATING	0	TR	TRANSIT OPERATIONS	LF	1,608,152														1,608,152	1,608,152	
TRANSIT	TRF-0048-28D	2028	SAINT CLOUD	SECT5307: ST CLOUD MTC; MAINTENANCE TOOLS & EQUIPMENT	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	59,000										47,200				11,800	59,000	
TRANSIT	TRF-0048-28E	2028	SAINT CLOUD	SECT5307: ST CLOUD MTC; THREE (3) REPLACEMENT OPERATIONS VEHICLES	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	135,000										108,000				27,000	135,000	
TRANSIT	TRF-0048-28F	2028	SAINT CLOUD	SECT5307: ST CLOUD MTC; OFFICE EQUIP, IT, & COMMUNICATION PROJECTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	372,000										297,600				74,400	372,000	
TRANSIT	TRF-0048-28G	2028	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-0048-28H	2028	SAINT CLOUD	SECT5307: ST CLOUD MTC; FACILITY IMPROVEMENTS	0	B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	600,000										480,000				120,000	600,000	



Saint Cloud Area Planning Organization FY 2025-2028 Project Table									Running STIP Total	FHWA Earmark	Running FHWA				Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Other (Local)	Running Project Total	
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	Other (Local)	Project Total	
									\$182,447,629	\$9,200,000	\$44,886,442				\$9,162,146			\$4,689,600	\$9,491,310	\$5,966,078			\$112,941,652	\$177,935,083	
TRANSIT	TRF-0048-281	2028	SAINT CLOUD	ST CLOUD MTC; PURCHASE NINE(9) CLASS 400LF CNG REPLACEMENT BUSES.	0	TR	TRANSIT VEHICLE PURCHASE	LF	2,565,000														2,565,000	2,565,000	
HIGHWAY CSAH 3	005-603-035AC	2028	BENTON COUNTY	<b>**AC**BENTON CSAH 3, FROM CSAH 1 TO CR 44(55TH ST NE), FULL DEPTH RECLAIM (PAYBACK 1 OF 1)</b>	0	RD	BITUMINOUS RECLAMATION	STBGP<5K	953,335						953,335		953,335								
HIGHWAY CSAH 1	073-601-055	2028	STEARNS COUNTY	CSAH 1, FROM CSAH 17 TO N STEARNS COUNTY LINE, RECONSTRUCT	0	RC	MAJOR CONSTRUCTION - BIT	STBGP<5K	2,500,000			1,448,675		1,448,675									1,051,325	2,500,000	
<b>HIGHWAY CSAH 75</b>	<b>073-675-043AC2</b>	<b>2028</b>	<b>STEARNS COUNTY</b>	<b>**AC**STEARNS CSAH 75, FROM CSAH 2 TO WASHINGTON MEMORIAL DRIVE IN THE CITIES OF ST CLOUD AND ST JOSEPH, REPLACE SIGNAL SYSTEMS (PAYBACK 2 OF 2)</b>	<b>0</b>	<b>N/A</b>	TRAFFIC SIGNAL REVISION	NHPP	792,556						792,556		792,556								
LOCAL STREETS	<b>162-090-009</b>	2028	SAINT CLOUD	13TH ST, CONSTRUCT SIDEWALK AND INSTALL PEDESTRIAN ACTIVATED CROSSING AT 9TH AVE IN THE CITY OF ST CLOUD	0	RT	NEW TRAIL	STBGTAP 5K-200K	225,000			180,000		180,000									45,000	225,000	
LOCAL STREETS	<b>191-090-003AC</b>	<b>2028</b>	<b>SAUK RAPIDS</b>	<b>**AC**2ND AVE S, FROM BENTON DRIVE TO 6TH ST S., CONSTRUCT SIDEWALK IN THE CITY OF SAUK RAPIDS (PAYBACK 1 OF 1)</b>	0	RT	NEW TRAIL	STBGTAP 5K-200K	590,267						590,267		590,267								
	8803-CRPL-28	2028	ST. CLOUD APO	ST CLOUD APO SETASIDE -- CRP PROGRAM -- 2028	0	CA	MISCELLANEOUS AGREEMENT	CRP	337,500			270,000		270,000									67,500	337,500	
HIGHWAY MN 23	7305-131	2028	MNDOT	MN 23, FROM 0.455 MI E OF 93RD AVE TO MN 15 IN WAITE PARK, MILL AND OVERLAY	5.5	RS	MILL AND BIT OVERLAY	NHPP	11,600,000			9,184,176		9,184,176						2,095,824		2,095,824	320,000	11,600,000	
HIGHWAY MN 23	7305-133	2028	MNDOT	**MN308**MN 23, CONSTRUCT J-TURN AT BEL CLARE DRIVE	1	SH	CHANNELIZATION	DEMO	1,200,000	1,200,000				1,200,000										1,200,000	
<b>HIGHWAY I 94</b>	7380-275	2028	MNDOT	I-94, FROM STEARNS CSAH 75/ROOSEVELT ROAD TO STEARNS CSAH 2, FIBER OPTIC CABLE, CAMERAS AND NID'S	13	TM	OTHER	NHPP	750,000				675,000	675,000								75,000	75,000	750,000	



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

*T. 320.252.7568 F. 320.252.6557*

**TO:** Saint Cloud APO Technical Advisory Committee  
**FROM:** Brian Gibson, Executive Director  
**RE:** Draft 2025-2026 Unified Planning Work Program  
**DATE:** June 4, 2024

The Unified Planning Work Program (UPWP) is both our budget and our work plan. It identifies funding sources, revenues, expenditures, and the tasks we expect to accomplish each calendar year. I need to provide the approved UPWP to MnDOT by September 1<sup>st</sup> each year to ensure our funding is properly obligated prior to January 1<sup>st</sup> of the following year.

For 2025, we are expecting \$677,620 from our USDOT planning grant, also called our Consolidated Planning Grant (CPG). These are formula funds and require a 20% local match.

We were also awarded \$800,000 in Congressionally Directed Spending to complete the environmental assessment for a potential new bridge crossing of the Mississippi River at 33<sup>rd</sup> Street South in St. Cloud. These funds also require a 20% local match. After discussion, the Policy Board decided to provide matching funds in this way:

- 1) the City of St. Cloud would provide \$100,000; and
- 2) the APO would use \$100,000 from its financial reserves, but then we would raise our local assessments slightly to replenish the financial reserves over time.

You will see the details of this a little later in this memo.

Other consultant-lead projects proposed for 2024 include:

- Continuing our Community Liaisons program to better reach and include people who have been traditionally underserved in the planning process. In 2023 we worked with community organizations Independent Lifestyles and CAIRO to reach the clients that they serve. (\$5,000)
- Updating our pavement condition data for both roadways and shared-use paths. (\$112,000)



## Draft 2025 Unified Planning Work Program

Work Activity Category	Federal Funding (CPG 1)	Federal Funding (CPG 2)	Federal Funding (CDS)	State Funding	Local Match - State Grant	Other Local Funds	Total Funding
100 Administration & Overhead	\$252,845	\$0	\$0	\$25,824	\$6,457	\$37,375	<b>\$322,500</b>
200 Budget & UPWP	\$9,800	\$0	\$0	\$1,001	\$250	\$1,449	<b>\$12,500</b>
300 Transportation Improvement Program (TIP)	\$42,335	\$0	\$0	\$4,323	\$1,081	\$6,261	<b>\$54,000</b>
400 Transportation System Performance Monitoring (TSPM)	\$34,299	\$0	\$0	\$3,503	\$876	\$5,072	<b>\$43,750</b>
500 Planning Project Development	\$37,632	\$0	\$0	\$3,843	\$960	\$5,565	<b>\$48,000</b>
600 Metropolitan Transportation Plan (MTP)	\$46,647	\$0	\$0	\$4,764	\$1,191	\$6,898	<b>\$59,500</b>
610 MTP – Active Transportation Planning	\$32,412	\$12,275	\$0	\$4,563	\$1,141	\$6,609	<b>\$57,000</b>
620 MTP - Transit Planning	\$8,036	\$0	\$0	\$821	\$205	\$1,188	<b>\$10,250</b>
630 MTP - Freight, Economic Vitality & Tourism	\$4,116	\$0	\$0	\$420	\$105	\$609	<b>\$5,250</b>
640 MTP - Safety, Security & Environmental Planning	\$12,348	\$0	\$0	\$1,261	\$315	\$1,826	<b>\$15,750</b>
700 Transportation Planning Coordination & Public Outreach	\$76,438	\$0	\$0	\$7,806	\$1,952	\$11,304	<b>\$97,500</b>
800 Transportation Modeling, Mapping & Technical Support	\$17,444	\$0	\$0	\$1,781	\$445	\$2,580	<b>\$22,250</b>
900 Locally Funded Activities	\$0	\$0	\$0	\$0	\$0	\$27,000	<b>\$27,000</b>
<b>Sub-Total for APO Staff and Operations</b>	<b>\$574,352</b>	<b>\$12,275</b>	<b>\$0</b>	<b>\$59,910</b>	<b>\$14,978</b>	<b>\$113,736</b>	<b>\$775,250</b>
Contract Services: David Turch & Associates	\$0	\$0	\$0	\$0	\$0	\$48,000	<b>\$48,000</b>
Contract Services: Community Liaisons for Hard-to-Reach Populations	\$4,000	\$0	\$0	\$0	\$0	\$1,000	<b>\$5,000</b>
Contract Services: Pavement Condition Update	\$86,993	\$0	\$0	\$0	\$0	\$25,007	<b>\$112,000</b>
Contract Services: Mississippi Bridge Corridor Environmental Review	\$0	\$0	\$800,000	\$0	\$0	\$200,000	<b>\$1,000,000</b>
<b>Grand Total Expenses</b>	<b>\$665,345</b>	<b>\$12,275</b>	<b>\$800,000</b>	<b>\$59,910</b>	<b>\$14,978</b>	<b>\$387,743</b>	<b>\$1,940,250</b>

### APO BUDGET HISTORY 2020 – 2025

Line Item	2020	2021	2022	2023	2024	2025
Staff Salaries and Benefits	\$436,500	\$463,750	\$470,500	\$512,000	\$552,004	\$596,750
Overhead	\$88,850	\$96,360	\$92,000	\$119,750	\$150,746	\$151,500
Consultant Studies	\$497,000	\$445,000	\$325,000	\$263,500	\$303,000	\$1,117,000
<b>Sub-Total for CPG Eligible Expenses</b>	<b>\$1,022,350</b>	<b>\$1,005,110</b>	<b>\$887,500</b>	<b>\$895,250</b>	<b>\$1,005,750</b>	<b>\$1,871,750</b>
Turch & Associates	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000
Staff Time for Legislative Communications	\$6,700	\$4,250	\$4,500	\$6,000	\$6,500	\$6,500
Audit	\$8,000	\$8,250	\$8,500	\$14,000	\$15,000	\$15,000
Legislative Comm. Travel	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
MN Transportation Alliance						\$500
<b>Sub-Total for Other</b>	<b>\$67,700</b>	<b>\$65,500</b>	<b>\$66,000</b>	<b>\$73,000</b>	<b>\$74,500</b>	<b>\$75,000</b>
<b>Grand Total</b>	<b>\$1,090,050</b>	<b>\$1,070,610</b>	<b>\$953,500</b>	<b>\$968,250</b>	<b>\$1,080,250</b>	<b>\$1,940,250</b>

### JURISDICTIONAL ASSESSMENTS HISTORY 2020 – 2025

Jurisdiction	2020	2021	2022	2023	2024	2025
St. Cloud	\$122,218	\$62,037	\$107,149	\$67,687	\$102,405	\$197,272
St. Joseph	\$6,290	\$6,361	\$7,149	\$7,011	\$10,468	\$9,575
Sartell	\$16,721	\$16,922	\$18,974	\$19,446	\$29,332	\$27,111
Sauk Rapids	\$12,477	\$12,581	\$13,883	\$13,485	\$20,480	\$18,623
Waite Park	\$7,643	\$7,582	\$8,166	\$8,720	\$12,775	\$11,872
LeSauk Township	\$1,237	\$1,237	\$1,385	\$1,133	\$1,851	\$1,687
Benton County	\$6,787	\$6,792	\$27,348	\$7,237	\$10,321	\$9,215
Sherburne County	\$2,271	\$2,251	\$2,414	\$2,936	\$4,385	\$4,051
Stearns County	\$37,786	\$20,752	\$21,552	\$71,726	\$29,426	\$30,608
Metro Bus	\$8,300	\$8,300	\$8,300	\$8,300	\$4,211	\$3,500
<b>Total</b>	<b>\$221,730</b>	<b>\$144,815</b>	<b>\$216,320</b>	<b>\$207,681</b>	<b>\$225,653</b>	<b>\$313,514</b>
% Change Year Over Year		-34.69%	+49.38%	-3.99%	+8.65%	+38.9%

Overall local assessments would be about 39% higher than in 2024, but if you look closely, the full burden of the increase is born by the City of St. Cloud. For most of the rest of the jurisdictions, local assessments are down slightly from 2024. (Stearns County increases slightly because part of Lynden Township is now in both our urban area and our planning area.)

## 2025 Local Match Assessments

	APO 2024 Operations Assessment	Pavement Condition Update	Environmental Work for Bridge	Community Liaison	David Turch Contract	Total Assessments	1st Half Assessment	2nd Half Assessment
St. Cloud	\$67,141.00	\$12,035.00	\$100,000.00	\$481.00	\$17,615.00	<b>\$197,272.00</b>	\$98,636.00	\$98,636.00
Sauk Rapids	\$12,800.00	\$2,294.00		\$92.00	\$3,437.00	<b>\$18,623.00</b>	\$9,311.50	\$9,311.50
Sartell	\$18,508.00	\$3,318.00		\$133.00	\$5,152.00	<b>\$27,111.00</b>	\$13,555.50	\$13,555.50
Waite Park	\$7,971.00	\$1,429.00		\$57.00	\$2,415.00	<b>\$11,872.00</b>	\$5,936.00	\$5,936.00
St. Joseph	\$6,719.00	\$1,204.00		\$48.00	\$1,604.00	<b>\$9,575.00</b>	\$4,787.50	\$4,787.50
LeSauk Twn	\$1,422.00	\$255.00		\$10.00	\$0.00	<b>\$1,687.00</b>	\$843.50	\$843.50
Stearns Co	\$14,719.00	\$2,638.00		\$106.00	\$13,145.00	<b>\$30,608.00</b>	\$15,304.00	\$15,304.00
Benton Co	\$4,807.00	\$861.00		\$34.00	\$3,513.00	<b>\$9,215.00</b>	\$4,607.50	\$4,607.50
Sherburne Co	\$2,471.00	\$443.00		\$18.00	\$1,119.00	<b>\$4,051.00</b>	\$2,025.50	\$2,025.50
Metro Bus	\$2,950.00	\$529.00		\$21.00	\$0.00	<b>\$3,500.00</b>	\$1,750.00	\$1,750.00
<b>Total</b>	<b>\$139,508.00</b>	<b>\$25,006.00</b>	<b>\$100,000.00</b>	<b>\$1,000.00</b>	<b>\$48,000.00</b>	<b>\$313,514.00</b>	\$156,757.00	\$156,757.00

## DIFFERENCE BETWEEN REVENUE AND EXPENSES

Revenue Less Expenses	2025 Difference	2026 Difference
Local		
Local Match for CPG, State Grant & Category 900 <i>(Negative numbers represent spending down savings or other financial reserves)</i>	\$10,793	\$10,379
Local Match for Congressionally Directed Spending	-\$100,000	\$0
Lobbyist Fees	\$0	\$0
<b>Total Local</b>	<b>-\$89,207</b>	<b>\$10,379</b>
Federal		
Annual Federal CPG	\$0	\$0
Carry Forward Federal CPG from Prior Years	\$0	\$0
Congressionally Directed Spending	\$0	\$0
<b>Total Federal</b>	<b>\$0</b>	<b>\$0</b>
Other		
State of Minnesota Planning Grant	\$0	\$0
Miscellaneous & Interest Income	\$5,000	\$5,000
<b>Total Other</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>Total Expenses</b>	<b>-\$84,207</b>	<b>\$15,379</b>

In the table above you can see that we are requesting about \$10,790 more in local assessments that we actually need in order to match our grants. This additional \$10,000 would go into rebuilding our financial reserves. Going forward, each year I will attempt to budget for about \$10,000 more than needed until we have recouped the \$100,000 outlay for the bridge environmental review. If you need more details, the entire draft UPWP can be reviewed here: <http://stcloudapo.org/wp-content/uploads/2024/05/2025-26-UPWP-DRAFT.pdf>.

The TAC did consider this draft UPWP at their May 30<sup>th</sup> meeting. By a vote of 7-3, they did recommend approval of the UPWP.

**Suggested Action: Approve the 2025-2026 UPWP**



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:** Central Minnesota Area Transportation Partnership (ATP-3) Formula Distribution  
**DATE:** May 31, 2024

At the March 28 Technical Advisory Committee (TAC) meeting, several TAC representatives expressed concerns regarding the Central Minnesota Area Transportation Partnership's (ATP-3's) funding distribution formula used for the ATP Managed Surface Transportation Block Grant Program (STBGP) funds.

TAC representatives intended to prepare a recommendation to the ATP at an upcoming meeting to consider revising the current formula distribution.

## Background

ATP-3 is comprised of four planning regions:

1. Region 5 Development Commission.
2. East Central Regional Development Commission (Region 7E).
3. Region 7W.
4. Saint Cloud Area Planning Organization.

When it comes to the distribution of the ATP-3's STBGP funds, funds are currently allocated as follows:

Region	Raw Formula Calculation	Region 7W/Saint Cloud APO Split	Percentage of STBGP Funds Allocated
<b>Region 5</b>	32.65%	-	32.65%
<b>Region 7E</b>	13.82%	-	13.82%
<b>Region 7W</b>	53.53%	61.65%	33.0%
<b>Saint Cloud APO</b>	-	38.35%	20.53%

The determination of this funding allocation distribution was developed in 1999 (taking effect in 2003) when the ATP-3 approved a methodology for sub-targeting the local share of STBGP funds to each of the four regions. Prior to the sub-targeting, the ATP conducted an ATP-wide solicitation for STBGP funds and relied on participation and input from the regions and a somewhat rigid technical application and scoring procedure. This process,

according to MnDOT District 3 staff, was highly technical and did not reflect the local and regional transportation priorities nor did it provide adequate assurance to the partnership of stable and equitable funding.

As a result, a revision to the previous (ATP-wide) distribution of federal funding was made to loosely mirror the state's methodology of distributing STBGP funding to each of the eight ATPs. The MnDOT statewide formula had distributed STBGP funds to each of the ATPs based on system size (40%) and system use (60%).

System size factors included: the ATP's share of bridge area, federal aid lane miles, and number of buses.

System use factors included: Vehicle Miles Traveled (VMT), Heavy Commercial Vehicle Miles Traveled (HCVMT), and future 2025 population projections.

During the original meetings back in 1999, the ATP approved a slight variation of this methodology which resulted in a 50/50 split. However, since several of the factors in the formulas were only available at the county level, Region 7W and the Saint Cloud APO met to negotiate and agree upon an acceptable split.

## Previous Attempts to Alter the Formula

In 2017, Sherburne County had requested ATP-3 to revisit the formula split. This was due to several reasons. First, the data originally used by MnDOT to distribute STBGP funds to the ATPs in the original formula calculations was dated, and in most cases, no longer valid.

In addition, MnDOT had since changed the methodology for distributing funds to the ATPs. By 2017, MnDOT was using the following formula to distribute ATP-Managed funds to each of the ATPs:

- State Aid needs on the local transportation system (50%). These factors are determined by the MnDOT Office of State Aid.
- Population (50%).

In order to align the distribution of the sub-targeted ATP-3 Managed Program funds with how MnDOT distributes those funds to the statewide ATPs, a proposal was made by MnDOT District 3 staff to alter the funding formula to the following:

Region	Current Funding Target Percentage	2017 Proposed Funding Target	Region 7W/ Saint Cloud APO Split	2017 PROPOSED Funding Target Percentage
<b>Region 5</b>	32.65%	29.40%	-	29.40%
<b>Region 7E</b>	13.82%	13.52%	-	13.52%
<b>Region 7W</b>	33.00%	57.08%	61.65%	35.19%
<b>Saint Cloud APO</b>	20.53%	-	38.35%	21.89%

However, based upon discussion at the ATP-3 level, this was voted down. The current

funding target percentage has remained in place.

## Present Discussions

On March 20, MnDOT District 3 staff were notified by MnDOT Central Office that they had updated their funding distribution formula data for the ATP-Managed STBGP. This update included using the population data from the 2020 Census as well as current information regarding the state aid needs on the local system.

As a result of this update, the following changes impacted ATP-3:

- The ATP's percentage of the state's population dropped from 12.2% to 12.1%. Even while the ATP's overall population grew between 2010 and 2020, we were overshadowed by other regions (particularly the Twin Cities metro).
- The ATP's state aid needs dropped from 8.05% to 7.34%.

Overall, these changes had an impact on the ATP-3 Managed STBGP target for FY 2028. In previous years, ATP-3 received 10.1% of the state's STBGP managed funding. Now, that percentage has dropped to 9.7%. As a result, this effectively caused a reduction of STBGP funding for the ATP of \$500,000.

Because of these funding cuts, the APO's TAC raised the following concerns:

- If the state is basing its allocations to the ATPs based on population (50%), should the ATP also move toward that distribution?
- Population within the ATP has grown tremendously in the southern portion – particularly in the Saint Cloud APO and Region 7W. However, the original formula discussion from 1999 was basing the distribution on population projections that have since been proven to be outdated. This information should be updated to reflect present-day information.
- While it was acknowledged that other regions, in particular Region 5, have a much larger system to maintain, it was expressed that population should at least be as much of a factor in funding distributions.

If changes to the funding formula were made, this would inevitably negatively impact some regions. There was a discussion about a hold harmless clause that could be incorporated, however, this might be challenging given there is only so much money to go around and raising the funding percentages of one region will result in another getting less of their "share of the pie."

The questions APO staff have raised to members of the TAC were:

1. What changes/factors would you want to see to the current funding distribution formula? Example: Updating population to 2020 Census? VMT?
2. How should we handle the split between Region 7W and Saint Cloud APO? Current split is Region 7W gets 61.65% and Saint Cloud APO gets 38.35%. Should this change?
3. What draft funding formula scenarios should APO staff explore with MnDOT District 3 staffers?

At the April 25 TAC meeting, TAC representatives recommended APO staff work to update the numbers used to calculate the original formula. In addition, they had recommended starting conversations with representatives from Region 7W and members of the Policy Board before approaching ATP-3 with a request.

APO staff have begun to reach out to MnDOT District 3 and MnDOT Central Office staff to work on updating the data per the guidance of the TAC. A proposed change to the formula

will be further discussed by the TAC at a future meeting and ultimately will be presented to the Policy Board for their consideration/approval.

APO staff want to know if the APO's Policy Board members are interested in APO staff continuing to explore updating the funding distribution formula based upon guidance from the TAC. Again, a more finalized recommendation will be brought before the Policy Board prior to bringing this to ATP-3.

**Suggested Action:** None, provide guidance/direction to APO staff.