

T. 320.252.7568 F. 320.252.6557

AGENDA

APO POLICY BOARD MEETING

THURSDAY, AUGUST 8, 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 D)
 - a. Approve Minutes of July 11, 2024, Policy Board Meeting (Attachment A)
 - b. Approve Bill's List for July (Attachments B)
 - c. Approve Transportation Improvement Program (TIP) Amendments and Administrative Modifications (Attachments C1 & C2)
 - d. Receive Staff Reports on Technical Advisory Committee Meeting (Attachment D)
- 6. Consider Changes to the APO's Planning Area (Attachment E), James Stapfer, Planning Technician
 - a. Suggest Action: Approve
- 7. Consider Disposition of Local Match Funds for Safe Streets & Roads for All (Attachment F), Brian Gibson, Executive Director
 - a. Suggested Action: Approve
- 8. Consider 2025-2026 Unified Planning Work Program (UPWP) (Attachment G), Brian Gibson, Executive Director
 - a. Suggested Action: Approve
- 9. Consider Regional Transportation Priorities for 2025 (Attachment H), Brian Gibson, Executive Director
 - a. Suggested Action: Approve
- 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 at least seven (7) days in advance of the meeting.

Somali

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

Spanish

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

SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD Thursday, July 11, 2024 – 4:30 PM

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

Jake Anderson City of Saint Cloud

Matthew Staehling City of Saint Cloud (Alternate for Dave Kleis)

Jeff Goerger City of Saint Cloud

Acting Mayor Adam Scepaniak City of Saint Joseph (Alternate for Rick

Schultz)

Frank Theisen City of Waite Park (Alternate for Rick Miller)

Ryan Daniel Metro Bus
Jared Gapinski Benton County
Joe Perske Stearns County

Also in attendance were:

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

Absent:

Tim Elness City of Sartell

Dottie Seamans City of Sauk Rapids
Jeff Westerlund Le Sauk Township

- 1. PLEDGE OF ALLEGIANCE
- 2. INTRODUCTIONS
- 3. APPROVAL OF AGENDA:

Mr. Goerger motioned to approve the agenda. Mr. Perske seconded the motion. Motion carried.

4. PUBLIC COMMENT PERIOD: There were no members of the public present.

5. CONSIDERATION OF CONSENT AGENDA ITEMS:

- a. Approve Minutes of June 13, 2024, Policy Board Meeting
- b. Approve Bills Lists for June
- c. Receive Staff Reports on Technical Advisory Committee Meeting
- d. Receive Staff Report on Central Minnesota Area Transportation Partnership Meeting

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

6. CONSIDER RELEASING DRAFT METROPOLITAN TRANSPORATION PLAN (MTP) FOR PUBLIC REVIEW AND COMMENT

Ms. Johnson presented an overview of the Draft Metropolitan Transportation Plan (MTP) Looking Ahead 2050. The deadline to approve the MTP is October 30, 2024. Currently we have completed the Existing Conditions, Environmental Conditions, 2050 Regional Vision, Travel Demand Modeling, Transportation Funding, Transportation Infrastructure Investments, Urban Beltline Corridor, Plan Appendices A-Q, the Transportation and Technology section, the Introduction, the Draft Resolution and Glossary/Acronyms Section of the Draft MTP. The APO is in the process of working on the Implementation section, and the Plain Language Summary (Executive Summary).

Ms. Johnson reviewed what each section consists of and went on to explain what is left and what the next steps are. Ultimately, the TAC needs to conduct the final review and public comments document must be completed in September for Policy Board approval by October 10, 2024, at the latest.

Ms. Danielowski asked if Ms. Johnson feels confident in the 2050 target. Mr. Gibson stated even though this is the 2050 plan, it is updated every five years.

Mr. Anderson questioned the cost when compared to the Mississippi River Bridge. Ms. Johnson reiterated this was ONLY construction costs and was in 2023 dollars.

The Board members encouraged presentations to be given to the Rotary, City Councils, County Boards, and Chambers of Commerce. Ms. Johnson stated she would be more than happy to speak to any entity suggested.

Mr. Goerger motioned to approve Policy Board approval to release the draft Looking Ahead 2050 Metropolitan Transportation Plan for a 30-day public comment period no later than August 7, 2024. Mr. Theisen seconded the motion. Motion carried.

Mr. Perske stated that the team did a tremendous job in preparing and presenting the draft MTP.

7. RECEIVE SAUK RAPIDS SAFE ROUTES TO SCHOOL PLAN (SRTS)

Mr. McKenzie began by explaining what the Safe Routes to School Program is, and how it is implemented. The Safe Routes to School Program is an effort to improve walking and bicycling conditions for youth and to encourage more active lifestyles.

The program's goals are to improve safety, reduce traffic, and improve air quality near schools through a multidisciplinary approach structured around the 6 E's: equity, engagement, engineering, education, encouragement, and evaluation.

The APO staff works with community partners to develop the SRTS plans, including school district staff, school principals, and administrators, public health officials, Metro Bus, law enforcement, city staff, and MnDOT staff.

In 2014 a SRTS Plan was developed for the Sartell-Saint Stephen School District ISD 748 for Pine Meadow Primary and Sartell Middle School.

Beginning in 2019, the APO, along with its community partners, completed SRTS Plans for all Saint Cloud School District ISD 742 elementary and middle schools within the planning area, with the exception of Clearview Elementary which is out of our planning area.

In 2023 the APO was awarded a planning assistance grant to collaborate with a consultant to create a SRTS Plan for the Sauk Rapids-Rice Schools, including Pleasantview Elementary, Mississippi Heights Elementary, and Sauk Rapids-Rice Middle School. This plan was completed in the spring of 2024.

Beginning in the fall of 2024 the APO will work with the Sartell-Saint Stephen School District to update/write a plan for Pine Meadow Primary School, Riverview Intermediate School, and Sartell Middle School.

Once plans are complete, agency staff can apply for grants to help build infrastructure projects identified in the plan or incorporate projects into their local Capital Improvement Program (CIP). A few common grant sources include: The Transportation Alternatives (TA), SRTS Infrastructure Grant, and the Active Transportation (AT) Grant.

Ms. Danielowski asked what the purpose of the curb extensions were. Mr. McKenzie stated the curb extensions were to help slow traffic and control turns.

Ms. Danielowski asked how often an existing plan should be updated. Mr. McKenzie stated he spoke with MnDOT and there are no specific guidelines, but the APO is hoping for every five to ten years.

8. OTHER BUSINESS & ANNOUNCEMENTS

Mr. Perske questioned the Washington, DC Trip Dates stating that it's an election year and October may be problematic as members we want to speak with may be out of the office campaigning.

Mr. Perske stated that he's getting mixed messages regarding Congressionally Directed Spending, some of the items we've asked for have been put in the House Bill. Do we know where we're at with the Senate?

Mr. Gapinski and Mr. Perske emphasized how important it is to continue going to D.C. and advocating for our needs. The schedule needs to be checked as to when our Congress members and Senators are available that we can be sure to meet with them when we are there.

9. ADJOURNMENT:

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

The meeting was adjourned at 5:30 p.m.

ST. CLOUD AREA PLANNING ORGANIZATION

Transaction List by Vendor July 1-31, 2024

VENDOR	DATE	AMOUNT	ACCOUNT FULL NAME	
Abdo Financial Solutions				
Abdo Financial Solutions	07/01/2024	\$4,642.16	6602 Accounting Services:6602.2 Accounting Services	
Total for Abdo Financial Solutions		\$4,642.16		
Adobe Creative Cloud				
Adobe Creative Cloud	07/08/2024	\$59.99	6609 IT Support & Software	
Adobe Creative Cloud	07/11/2024	\$59.99	6609 IT Support & Software	
Adobe Creative Cloud	07/17/2024	\$21.51	6609 IT Support & Software	
Adobe Creative Cloud	07/21/2024	\$21.51	6609 IT Support & Software	
Total for Adobe Creative Cloud		\$163.00		
AFLAC				
AFLAC	07/15/2024	\$1,098.42	6609 IT Support & Software	
Total for AFLAC		\$1,098.42		
AMPO - Assoc of Metropol Planning				
AMPO Assess of Matropal Planning	07/01/2024	¢1 060 00	6610 Dues & Subscriptions	
AMPO - Assoc of Metropol Planning Org	07/01/2024	\$1,000.90	0010 Dues & Subscriptions	
Total for AMPO - Assoc of Metropol Planning Org		\$1,060.90		
BCBS of MN				
BCBS of MN	07/02/2024	\$4,195.43	6560A Wages and Benefits:6600 Employee Benefits:6600.5	
Total for BCBS of MN		\$4,195.43	Health/Dental/Life Insurance	
		Ψ+,100.40		
Bitly Europe GmbH				
Bitly Europe GmbH	07/13/2024	\$191.88	6609 IT Support & Software	
Total for Bitly Europe GmbH		\$191.88		
Bolton & Menk, Inc.				
Bolton & Menk, Inc.	07/23/2024	\$12,999.27	6622 CPG Passthrough Expense:6622.32 Regional Arterial and	
Bolton & Menk, Inc.	07/23/2024	\$6,744.46	Collector Roadway Planning 6622 CPG Passthrough Expense:6622.33 Safe Streets & Roads	
			for All SS4A	
Total for Bolton & Menk, Inc.		\$19,743.73		
City of St. Cloud - Water/Sewer				
City of St. Cloud - Water/Sewer	07/01/2024	\$51.82	6606 Utilities and Maintenance:6606.1 Utilities	
Total for City of St. Cloud - Water/Sewer		\$51.82		
David Turch & Associates				
David Turch & Associates	07/26/2024	\$8,000.00	902 Ineligible Fed Reimbursemt:902.10 Washington Lobbyist	
Total for David Turch & Associates		\$8,000.00		
Delta Dental				
Delta Dental	07/16/2024	\$299.62	6560A Wages and Benefits:6600 Employee Benefits:6600.5	
Total for Delta Dental		\$299.62	Health/Dental/Life Insurance	

VENDOR	DATE	AMOUNT	ACCOUNT FULL NAME
Liberty Savings Bank			
Liberty Savings Bank	07/11/2024	-\$2 566 50	2733 VISA 2733
Total for Liberty Savings Bank	J./11/202 1	-\$2,566.50	
			
Loffler Companies	07/40/0004	CO4 40	COOO Madiffunction Consists
Loffler Companies	07/18/2024		6608 Multifunction Copier
Total for Loffler Companies		\$91.42	
Mailchimp.com			
Mailchimp.com	07/02/2024		6605 Printing & Publishing
Total for Mailchimp.com		\$20.00	
Metro Sales Inc			
Metro Sales Inc	07/05/2024	\$1,078.15	6609 IT Support & Software
Total for Metro Sales Inc		\$1,078.15	
Microsoft			
Microsoft	07/13/2024	\$968.63	6609 IT Support & Software
Total for Microsoft		\$968.63	
Principal Mutual Life Insurance			
Principal Mutual Life Insurance	07/15/2024	\$299.51	6560A Wages and Benefits:6600 Employee Benefits:6600.5
Total for Principal Mutual Life		\$299.51	Health/Dental/Life Insurance
Insurance		Ψ233.31	
Shutterstock.com			
Shutterstock.com	07/09/2024		6605 Printing & Publishing
Total for Shutterstock.com		\$29.00	
Spectrum Business (Charter)			
Spectrum Business (Charter)	07/19/2024	\$419.94	
Total for Spectrum Business (Charter)		\$419.94	
Stearns Electric Association			
Stearns Electric Association	07/03/2024	\$185.80	6606 Utilities and Maintenance:6606.1 Utilities
Total for Stearns Electric Association		\$185.80	
United Way of Central MN			
United Way of Central MN	07/01/2024	\$40.00	6610 Dues & Subscriptions
Total for United Way of Central MN		\$40.00	
Weisman Cleaning Inc			
Weisman Cleaning Inc	07/25/2024	\$150.00	6606 Utilities and Maintenance:6606.2 Maintenance
Total for Weisman Cleaning Inc		\$150.00	
West Central Sanitation, Inc			
West Central Sanitation, Inc	07/01/2024	\$53.48	6606 Utilities and Maintenance:6606.1 Utilities
Total for West Central Sanitation, Inc		\$53.48	
Xcel Energy			
Xcel Energy	07/09/2024	\$54.22	6606 Utilities and Maintenance:6606.1 Utilities
Total for Xcel Energy		\$54.22	
		\$40,270.61	
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T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board

FROM: Vicki Johnson, Senior Transportation Planner

RE: FY 2024-2027 Transportation Improvement Program Amendments and

Administrative Modification

DATE: July 29, 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 City of Sartell, Sherburne County, and the Minnesota Department of Transportation (MnDOT) are requesting the following amendments to the 2024-2027 TIP.

City of Sartell

- 2025
 - 220-080-007. **AC**CRP**ELECTRIC VEHICLES; PURCHASE 4 SQUAD CARS FOR THE CITY OF SARTELL (PAYBACK IN 2026). This project was awarded Carbon Reduction Program (CRP) funds from the Saint Cloud APO during the spring CRP solicitation. Due to the City wanting to initiate a purchase order during fall 2024, this project will need to be amended in the 2024-2027 TIP. Route System: N/A. Program Type: MA. Proposed Funds: CRP. Funding breakdown as follows: STIP Total: \$51,447; Total AC: \$165,333; Other/Local: \$51,447; Project Total: \$216,780.
- 2026
 - **220-080-007AC.** **AC**CRP**ELECTRIC VEHICLES; PURCHASE 4 SQUAD CARS FOR THE CITY OF SARTELL (PAYBACK 1 OF 1). This project was awarded Carbon Reduction Program (CRP) funds from the Saint Cloud APO during the spring CRP solicitation. Due to the City wanting to initiate a purchase order during fall 2024, this project will need to be amended in the 2024-2027 TIP. Route System: N/A. Program Type: MA. Proposed Funds: CRP. Funding breakdown as follows: STIP Total: \$165,333; Target AC Payback: \$165,333.

Sherburne County

- 2025
 - 7103-67. US 10, CONSTRUCT INTERSECTION IMPROVEMENTS AND WB ACCELERATION AT SHERBURNE CR 61 (ASSOCIATED SP 071-596-013). Project to be added to the TIP to ensure project can be completed prior to the sunsetting of the Chapter 5 funding on June 30, 2025. Route System: HIGHWAY US 10. Mile: 0.4. Program: MA. Work Type: NEW

PAVEMENT – BIT. Proposed Funds: STBGP<5K. Funding breakdown as follows: STIP Total: \$600,000; Target FHWA: \$600,000; Total FHWA: \$600,000; Project Total: \$600,000.

2025

O71-596.013. **CHAP 5** US 10, CONSTRUCT INTERSECTION IMPROVEMENTS AND WB ACCELERATION AT SHERBURNE CR 61 (ASSOCIATED SP 071-596-013). Project to be added to the TIP to ensure project can be completed prior to the sunsetting of the Chapter 5 funding on June 30, 2025. Route System: HIGHWAY US 10. Mile: 0.4. Program: MA. Work Type: NEW PAVEMENT – BIT. Proposed Funds: DEMO. Funding breakdown as follows: STIP Total: \$1,000,000; Other/Local: \$1,000,000; Project Total: \$1,000,000.

Minnesota Department of Transportation

- 2025
 - 8823-375. **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. Per MnDOT District 3's Traffic Engineering staff, the project scope has changed. The I-94 portion of this project will occur from US 71 and end at MN 15 in Saint Cloud. This project will also no longer include the MN 24 portion from I-94 to Stearns CSAH 75 in Clearwater. No change in project cost is anticipated. Updated Route System: HIGHWAY I 94. Updated Project Description: **ITS**I-94, DMS, CAMERAS AND FIBER AT MULTIPLE LOCATIONS FROM US 71 IN SAUK CENTRE TO MN 15 IN ST CLOUD. Updated Mileage: 40.5.

The 30-day public comment period on these changes will conclude on Friday, Aug. 2.

As of the drafting of this memo, APO staff have received 11 completed online surveys. No one attended the in-person open house on July 15. No comments were received on the APO's Facebook Live event from July 18. All comments can be found attached. Any additional comments between the drafting of this memo and the close of public comment on Aug. 2 will be provided to Policy Board members at the meeting.

In addition to the amendments listed above, a request from Stearns County was made to modify the FY 2024-2027 TIP.

Stearns County

- 2024
- **073-733-006.** STEARNS CSAH 133 FROM STEANS CSAH 75 TO 15TH AVE IN ST JOSEPH; EXPAND TO 4 LANE, INTERSECTION IMPROVEMENTS AT ELM ST, DUAL LEFT TURN LANES FROM EB CSAH 75 TO NB CSAH 133. Due to the addition of a local component to be constructed in conjunction with this County project, the total estimated project cost has increased from \$3,000,000 to \$4,375,000. Federal funding for this project has been capped at \$1,458,355. Stearns County will be responsible for \$1,966,645. The City of Saint Joseph will be responsible for \$950,000. Per MnDOT's STIP Amendment and Modification Guidance as well as under the direction of Zue Vue, MnDOT Director of Capital Programming, the cost increase for this project will result in an administrative modification to the APO's FY 2024-2027 TIP. Updated Project Description: STEARNS CSAH 133 FROM STEARNS CSAH 75 TO 15TH AVE IN ST JOSEPH; EXPAND TO 4 LANE, INTERSECTION IMPROVEMENTS AT ELM ST, DUAL LEFT TURN LANES FROM EB CSAH 75 TO NB CSAH 133 + ASSOCIATED LOCAL PROJECT. Funding breakdown as follows: STIP Total: \$4,375,000; Target FHWA: \$1,458,335; Total FHWA: \$1,458,335; Other/Local: \$2,916,645; Project Total: \$4,375,000.

Given the nature of the proposed change by Stearns County, APO staff did not need to

initiate public comment on this.

Fiscal constraint has been maintained for all proposed changes.

TAC representatives reviewed the proposed changes to the FY 2024-2027 TIP and recommended Policy Board approval.

Suggested Action: Recommend Policy Board approval of the FY 2024-2027 TIP amendments and administrative modification.



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FY 2024-2027 Transportation Improvement Program Amendments

Public Comments July-August 2024

Three 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. Public comment on these changes began on July 3, 2024, and will conclude on Aug. 2, 2024. As of July 29, APO staff have received the following comments. If additional comments are received between the drafting of this memo and the conclusion of the public comment period on Aug. 2, they will be provided to Policy Board members at the meeting.

Online Survey:

Agency/Jurisdiction	Proposed Project Number	Comments	Date	
City of Sartell	220-080-007 and 220- 080-007AC (electric vehicles)	Strongly agree (1) Agree (2) Neither agree nor disagree (4) Strongly disagree (2)	07/15/2024	
City of Sartell	220-080-007 and 220- 080-007AC (electric vehicles)	"I read that this was already a done deal with the city getting two Chevys and two Fords. Or, is that something different?"	07/05/2024	
City of Sartell	220-080-007 and 220- 080-007AC (electric vehicles)	"Waste of energy and taxpayers' monies."	07/02/2024	
Sherburne County	7103-67 and 071-596-013 (CR 61 intersection)	Agree (7) Neither agree nor disagree (2) Disagree (1)	07/15/2024	
Sherburne County	7103-67 and 071-596-013 (CR 61 intersection)	"Will this be aligned with the 33 rd St S. eastward expansion? It would only make sense if it would."	07/05/2024	
MnDOT	8823-375	Strongly agree (1) Agree (4) Neither agree nor disagree (4)	07/15/2024	

Attachment C 2

Agency/Jurisdiction	Proposed Project Number	Comments	Date
		Strongly disagree (2)	



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TO: Saint Cloud Area Planning Organization Policy Board

FROM: Vicki Johnson, Senior Transportation Planner

RE: Staff report of the July 25, 2024, Technical Advisory Committee Meeting

DATE: July 29, 2024

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

- 1. Future Regional Arterials and Collectors Project Management Team coordination discussion
 - a. Bolton & Menk Senior Transportation Planner Angie Stenson provided TAC representatives with an update on the work being done thus far on the Future Regional Arterials and Collectors study. Currently, the team at Bolton & Menk have compiled the following information on the existing functional classification system: AADT, speed limit, median condition (if a roadway is divided or undivided), average trip length, access spacing, and if the corridor is rural or urban. From there, they have flagged several existing roadways within the planning area that are outside the typical ranges for their respective functional classification. These corridors will be further evaluated to determine if a change in functional classification is warranted at this time. TAC representatives were asked to comment on the screening methodology used to narrow down the corridors in need of further review. Ms. Stenson said the next steps in the study will include adding the new alignments from the APO's 2050 Metropolitan Transportation Plan as well as other capacity expansion projects not within the MTP and comparing their function in light of future growth areas, future traffic growth, and network connectivity needs.
- 2. District State Aid project coordination discussion
 - a. MnDOT District 3 State Aid Engineer Angie Tomovic reviewed with TAC representatives the importance of early coordination with MnDOT if infrastructure projects will impact trunk highway right-of-way. Over the past year there have been several projects that were awarded federal funding but concerns over retrofitting existing facilities to accommodate local projects became problematic. Ms. Tomovic said there is discussion at the Central Minnesota Area Transportation Partnership to require a letter of support from the District Engineer for any proposed improvements within MnDOT right-of-way for grants including Surface Transportation Block Grant Program (STBGP), Transportation Alternatives (TA), Carbon Reduction Program (CRP), and Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) funds.
- 3. Consideration of the 2024-2027 Transportation Improvement Program Amendments and Administrative Modification

- a. APO Senior Transportation Planner Vicki Johnson reviewed the requests from City of Sartell (add project), MnDOT/Sherburne County (add project), and MnDOT (scope change) to amend the 2024-2027 TIP. Public comment on these changes ends on Aug. 2. So far, 11 people provided comments via the online survey. In addition to these amendments, Stearns County requested an administrative modification be completed to increase the cost of the CSAH 133 capacity expansion project in Saint Joseph. TAC representatives recommended Policy Board approval of the proposed changes.
- 4. Carbon Reduction Program (CRP) regional priorities discussion
 - a. Associate Transportation Planner Alex McKenzie facilitated a discussion with TAC representatives regarding establishing regional priorities for the CRP. He reviewed the three categories of projects (Electrification, Travel Options, and Low Carbon Infrastructure and System Management) that are eligible for funding. Mr. McKenzie outlined several options for TAC representatives to consider including refining the list of eligible projects, adjusting the costeffectiveness-to-co-benefit ratio, and weighting/adding co-benefits. TAC representatives stated they were not interested in refining the list of eligible projects. However, they did task Mr. McKenzie/APO staff to find out additional information from CRP Coordinator Anna Pierce.
- 5. Consideration of the 2025 Saint Cloud APO Regional Transportation Priorities List
 - a. APO Executive Director Brian Gibson is in the process of preparing the regional priorities briefing booklet that the APO takes out to Washington, D.C. on an annual basis. Last year, one of the three priorities lobbied for by the APO (the Benton County CSAH 29 extension) received funding. Mr. Gibson asked TAC representatives to weigh in on additional priorities. TAC representatives recommended keeping both the improvement to US 10 and the MN 23/MN 15 intersection improvements as the region's priorities on the condition that supporting these projects would not obligate local jurisdictions to commit funding.

Suggested Action: None, informational.



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TO: Saint Cloud Area Planning Organization Policy Board

FROM: James Stapfer, Planning Technician

RE: Consider Changes to the APO's Planning Area

DATE: July 29, 2024

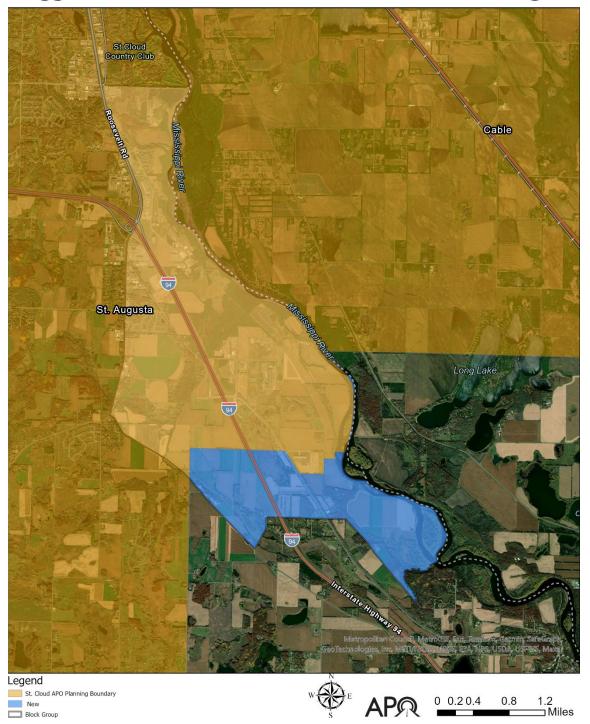
Following every decennial census, the US Census Bureau updates urban area boundaries to reflect the geographic area that is urban in nature – that is, the geographic area that has enough development and population density to be considered urban. Within the boundaries of Metropolitan Planning Organizations like the APO, we must adjust our urban boundaries to match. Subsequently, our planning area boundary must include all of the defined urban area. It can include more – areas that are urbanizing or that we expect to urbanize over the next 20 years – but it cannot include less.

You may recall that last September you approved an adjustment to the urban area that included a small part of Linden Township in Stearns County. The Opportunity Drive Industrial Park is beginning to spill over into Linden Township. Now we must change our planning area boundary to include all of the urban area.

Attached is a map showing the area to be included, this is the only change from the previous boundary. The expansion into Linden Township contains more than just the urban area. It also includes the entire U.S. Census designated Block Group. This Block Group has been very slightly expanded to include roadways that are partially in the new recommended planning are boundary.

The current planning area boundary follows along the outside edge of Townships. However, based on your feedback and the size and largely rural nature of most of Linden Township, this new boundary adjustment only adds a census block group to the planning area and not the entirety of Linden Township.

Suggested Area to add to the Saint Cloud APO Region



Suggested Action: Approve the new APO Planning Boundary.



T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud APO Policy Board **FROM:** Brian Gibson, Executive Director

RE: Disposition of SS4A Local Matching Funds

DATE: June 4, 2024

Last year, the APO applied for and was awarded a Federal discretionary grant from the Safe Streets & Roads for All (SS4A) program. We are using the funds to complete a Comprehensive Safety Action Plan for the region and give the local governments access to the SS4A construction funds.

That grant required a local match of \$30,000.

Following the passage of the Bipartisan Infrastructure Law (BIL) in 2021, the Minnesota legislature created a one-time pot of money (\$216 million) from which local jurisdictions could request local matching funds in order to take full advantage of the discretionary grant programs contained within the BIL. Funds are distributed to qualifying grant recipients on a first-come-first-serve basis until the funds are gone. I requested local matching assistance from this program and on July 27th I was informed that we were successful in getting \$30,000 from the State to match our SS4A grant.

However, the APO had already invoiced jurisdictions for and received their local matching funds. So, now the question is, what should we do with the \$30,000 already provided by the local governments, but which we no longer need in order to match the SS4A grant.

1. Option 1: Give it Back

We could return the money to the local jurisdictions.

2. Option 2: Keep the Money and Apply to Next Year's Assessments We could keep the funds and credit it towards the jurisdiction's assessments for 2025. We would apply half the credit to the January assessment and half to the July assessment.

Based on the draft 2025 UPWP, the impacts are shown on the following table:

Jurisdiction	2025 Initial Assessment	SS4A Credit	2025 Net Assessment
St. Cloud	\$92,293	\$14,316	\$77,977
Sauk Rapids	\$17,674	\$2,859	\$14,815
Sartell	\$25,739	\$4,066	\$21,672
Waite Park	\$11,281	\$1,743	\$9,538
St. Joseph	\$9,077	\$1,489	\$7,588
Stearns Co.	\$29,516	\$2,825	\$26,692
Benton Co.	\$8,858	\$1,130	\$7,729
Sherburne Co	\$3,868	\$548	\$3,320
LeSauk Twn	\$1,581	\$313	\$1,268
Metro Bus	\$3,500	\$711	\$2,789
Total	\$203,388	\$30,000	\$173,388

Administratively, it would be simpler and less expensive to keep the money and apply it to your 2025 assessments.

Suggested Action: Approve using the SS4A matching funds as credit towards the 2025 jurisdictional assessments.



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: July 30, 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 1st each year to ensure our funding is properly obligated prior to January 1st 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.

Since you last saw the draft UPWP in June, we have been instructed by FHWA to remove the \$800,000 in Congressionally Directed Spending to complete the environmental assessment for a potential new bridge crossing of the Mississippi River at 33rd Street South in St. Cloud. They feel that project more appropriately belongs in the Transportation Improvement Program (TIP) rather than in the UPWP.

Consultant-lead projects proposed for 2025 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)	State Funding	Local Match - State Grant	Other Local Funds	Total Funding
100 Administration & Overhead	\$252,845	\$0	\$25,824	\$6,457	\$37,375	\$322,500
200 Budget & UPWP	008'6\$	0\$	\$1,001	\$250	\$1,449	\$12,500
300 Transportation Improvement Program (TIP)	\$42,335	0\$	\$4,323	\$1,081	\$6,261	\$54,000
400 Transportation System Performance Monitoring (TSPM)	\$34,299	0\$	\$3,503	\$876	\$5,072	\$43,750
500 Planning Project Development	\$37,632	0\$	\$3,843	096\$	\$95'5\$	\$48,000
600 Metropolitan Transportation Plan (MTP)	\$46,647	0\$	\$4,764	\$1,191	868'9\$	\$29,500
610 MTP – Active Transportation Planning	\$32,412	\$12,275	\$4,563	\$1,141	609'9\$	\$57,000
620 MTP - Transit Planning	\$8,036	0\$	\$821	\$205	\$1,188	\$10,250
630 MTP - Freight, Economic Vitality & Tourism	\$4,116	0\$	\$420	\$105	609\$	\$5,250
640 MTP - Safety, Security & Environmental Planning	\$12,348	0\$	\$1,261	\$315	\$1,826	\$15,750
700 Transportation Planning Coordination & Public Outreach	\$76,438	0\$	\$7,806	\$1,952	\$11,304	\$97,500
800 Transportation Modeling, Mapping & Technical Support	\$17,444	0\$	\$1,781	\$445	\$2,580	\$22,250
900 Locally Funded Activities	\$0	\$0	\$0	\$0	\$27,000	\$27,000
Sub-Total for APO Staff and Operations	\$574,352	\$12,275	\$59,910	\$14,978	\$113,736	\$775,250
Contract Services: David Turch & Associates	0\$	0\$	\$0	\$0	\$48,000	\$48,000
Contract Services: Community Liaisons for Hard-to-Reach Populations	\$4,000	0\$	\$0	\$0	\$1,000	\$5,000
Contract Services: Pavement Condition Update	\$86,993	\$0	\$0	\$0	\$25,007	\$112,000
Grand Total Expenses	\$665,345	\$12,275	\$59,910	\$14,978	\$187,743	\$940,250

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	\$117,000
Sub-Total for CPG Eligible Expenses	\$1,022,350	\$1,005,110	\$887,500	\$895,250	\$1,005,750	\$871,750
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
Sub-Total for Other	\$67,700	\$65,500	\$66,000	\$73,000	\$74,500	\$75,000
Grand Total	\$1,090,050	\$1,070,610	\$953,500	\$968,250	\$1,080,250	\$940,250

JURISDICTIONAL ASSESSMENTS HISTORY 2020 - 2025

Jurisdiction	2020	2021	2022	2023	2024	2025
St. Cloud	\$122,218	\$62,037	\$107,149	\$67,687	\$102,405	\$77,977
St. Joseph	\$6,290	\$6,361	\$7,149	\$7,011	\$10,468	\$7,588
Sartell	\$16,721	\$16,922	\$18,974	\$19,446	\$29,332	\$21,672
Sauk Rapids	\$12,477	\$12,581	\$13,883	\$13,485	\$20,480	\$14,815
Waite Park	\$7,643	\$7,582	\$8,166	\$8,720	\$12,775	\$9,538
LeSauk Township	\$1,237	\$1,237	\$1,385	\$1,133	\$1,851	\$1,268
Benton County	\$6,787	\$6,792	\$27,348	\$7,237	\$10,321	\$7,729
Sherburne County	\$2,271	\$2,251	\$2,414	\$2,936	\$4,385	\$3,320
Stearns County	\$37,786	\$20,752	\$21,552	\$71,726	\$29,426	\$26,692
Metro Bus	\$8,300	\$8,300	\$8,300	\$8,300	\$4,211	\$2,789
Total	\$221,730	\$144,815	\$216,320	\$207,681	\$225,653	\$173,388
% Change Year Over Year		-34.69%	+49.38%	-3.99%	+8.65%	-23.16%

For purposes of the tables above, I assumed that the Board would approve using the Safe Streets & Roads for All local match as a credit against their 2025 jurisdictional assessments. Based on your conversation in June, I also removed the "surcharge" that was in the previous draft to help the APO replenish its financial reserves.

Overall local assessments would be about 23% lower than in 2024.

	2025 Local Match Assessments									
	APO 2024 Operations Assessment	Pavement Condition Update	SS4A Credit	Community Liaison	David Turch Contract	Total Assessments	1st Half Assessment	2nd Half Assessment		
St. Cloud	\$62,179.00	\$12,018.00	-\$14,316.00	\$481.00	\$17,615.00	\$77,977.00	\$38,988.50	\$38,988.50		
Sauk Rapids	\$11,854.00	\$2,291.00	-\$2,859.00	\$92.00	\$3,437.00	\$14,815.00	\$7,407.50	\$7,407.50		
Sartell	\$17,141.00	\$3,313.00	-\$4,066.00	\$132.00	\$5,152.00	\$21,672.00	\$10,836.00	\$10,836.00		
Waite Park	\$7,382.00	\$1,427.00	-\$1,743.00	\$57.00	\$2,415.00	\$9,538.00	\$4,769.00	\$4,769.00		
St. Joseph	\$6,222.00	\$1,203.00	-\$1,489.00	\$48.00	\$1,604.00	\$7,588.00	\$3,794.00	\$3,794.00		
LeSauk Twn	\$1,317.00	\$254.00	-\$313.00	\$10.00	\$0.00	\$1,268.00	\$634.00	\$634.00		
Stearns Co	\$13,632.00	\$2,635.00	-\$2,825.00	\$105.00	\$13,145.00	\$26,692.00	\$13,346.00	\$13,346.00		
Benton Co	\$4,452.00	\$860.00	-\$1,130.00	\$34.00	\$3,513.00	\$7,729.00	\$3,864.50	\$3,864.50		
Sherburne Co	\$2,289.00	\$442.00	-\$548.00	\$18.00	\$1,119.00	\$3,320.00	\$1,660.00	\$1,660.00		
Metro Bus	\$2,914.00	\$563.00	-\$711.00	\$23.00	\$0.00	\$2,789.00	\$1,394.50	\$1,394.50		
Total	\$129,382.00	\$25,006.00	-\$30,000.00	\$1,000.00	\$48,000.00	\$173,388.00	\$86,694.00	\$86,694.00		

If you need more details, the entire draft UPWP can be reviewed here: http://stcloudapo.org/wp-content/uploads/2024/07/2025-26-UPWP-DRAFT2.pdf.

The TAC did consider the first draft UPWP at their May 30th meeting. By a vote of 7-3, they did recommend approval of the UPWP. This version has changed by 1.) removing the Environmental Review work for the 33rd Street South bridge, and 2.) by removing the assessment surcharge to help the APO replenish its financial reserves.

Suggested Action: Approve the 2025-2026 UPWP



T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud APO Policy Board **FROM:** Brian Gibson, Executive Director

RE: Regional Transportation Priorities for 2025

DATE: July 31, 2024

Each year the APO Board Chair and Executive Director travel to Washington DC to meet with members of Congress (or their senior staff) to present our regional transportation priorities. Last year, for example, we assisted Benton County in getting Congressionally Directed Spending to complete the extension of CSAH 29.

The priorities we shared last year were:

- US-10 Improvements per the MnDOT Study
- Benton County CSAH 29 Extension (funded)
- MN-15/MN-23 Improvements

What are the regional priorities we should emphasize for 2025?

Ideally, they want:

- Major, regional-level projects.
- Projects for which there is broad regional consensus.
- Projects which cannot be funded through "normal" means, such as formula programs.
- A list of the very top 2-4 projects, not a list of 20. They want to know what our *very highest* priorities are.

The Technical Advisory Committee (TAC) met on July 25th and recommended that the priorities for 2025 be:

- US-10 Improvements per the MnDOT Study
- MN-15/MN-23 Improvements

Suggested Action: Approve a slate of 2-4 regional transportation priorities for 2025.