

AGENDA

APO POLICY BOARD MEETING

THURSDAY, MARCH 13, 2025 - 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 February 13, 2025 Policy Board Meeting (*Attachment A*)
 - b. Approve Bills List (*Attachment B*)
 - c. Approve Administrative Modification to the 2025-2028 Transportation Improvement Program (TIP) (*Attachment C*)
 - d. Receive Staff Report of Feb. 27 Meeting of the Technical Advisory Committee (TAC) (*Attachment D*)
6. Consider Approving Publication of the Regional Infrastructure Investment Plan (RIIP) (*Attachment E*), Vicki Johnson, Senior Transportation Planner
 - a. **Suggested Action: Approve Publication of the 2025-2029 RIIP**
7. Consider Cost-Sharing Agreement (*Attachment F*), Brian Gibson, Executive Director
 - a. **Suggested Action: Approve a Cost-Sharing Agreement**
8. Consider Changes to Remote Attendance Policy (*Attachment G*), Brian Gibson, Executive Director
 - a. **Suggested Action: Approve a Remote Attendance Policy**
9. Other Business & Announcements
10. Adjournment

English

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Somali

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

Spanish

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

SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD
Thursday, February 13, 2025 – 4:30 PM

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, February 13, 2025, at 4:30 p.m. APO Chair Jared Gapinski presided with the following members:

Jake Anderson	City of Saint Cloud
Mike Conway	City of Saint Cloud
Scott Brodeen	City of Saint Cloud
Dottie Seamans	City of Sauk Rapids
Mayor Adam Scepaniak	City of Saint Joseph
Mayor Ken Schmitt	City of Waite Park (Alternate for Frank Theisen)
Michael Kedrowski	Metro Bus (Alternate for Ryan Daniel)
Gary Gray	Sherburne County (Alternate for Raeanne Danielowski)
Joe Perske	Stearns County
Jeff Westerlund	Le Sauk Township

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
David Turch	Turch & Associates
Elaine D. Temple	Turch & Associates
Scott Hedlund	City of Sauk Rapids, City Engineer
Jodi Teich	Stearns County, County Engineer
Karen Larson	Saint Cloud, Council Member
Kelly Beniek	Saint Joseph, Council Member
Steve Heinen	Benton County, Commissioner
Pam Benoit	Benton County, Commissioner
Jeff Bertram	Stearns County, Commissioner
Mayor Mark Husnik	Rockville
Anne Buckvold	Saint Cloud
James Alberts II	Saint Joseph
Richard Turch	Sauk Rapids
Jeff Kraemer	

Absent:

Tim Elness	City of Sartell
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- 1. PLEDGE OF ALLEGIANCE**
- 2. INTRODUCTIONS**

3. APPROVAL OF AGENDA:

Mr. Gapinski removed Item 5d, Approve Amendments and Administrative Modifications to the 2025-2028 Transportation Improvement Program (TIP) from the consent agenda due to the federal government's withdrawal of the National Electronic Vehicle Infrastructure (NEVI) funds/program.

Mr. Anderson motioned to approve the amended agenda. Ms. Seamans seconded the motion. Motion carried.

Ms. Johnson presented the updated information on Item 5d. Approve Amendments and Administrative Modifications to the 2025-2028 Transportation Improvement Program (TIP). At this time the Federal Highway Administration (FHWA) has asked us to suspend discussions, deliberations, and voting on the charging station that was slated to be discussed and voted on in the agenda. If FHWA gives guidance that the charging station can move forward in the future it only needs to be brought in front of the Policy Board for approval as all other processes have been completed.

Mr. Anderson moved approval of the agenda, pending the removal of Item 5d. Amendments and Administrative Modifications to the 2025-2028 TIP. Mr. Schmitt seconded the motion. Motion carried.

4. PUBLIC COMMENT PERIOD:

- Ms. Buckvold spoke briefly regarding Transportation Day at the Capitol. She is an advocate for bringing the NorthStar and Amtrak rail to Saint Cloud. She stated there will be a public meeting regarding this on Saturday, April 26, 2025, at 10:00 a.m. at Salem Lutheran Church, 90 Riverside Drive SE, St. Cloud, MN 56304.
- Pastor James Alberts II spoke in favor of supporting the rail initiative and his community involvement in bringing rail and better transportation services to central Minnesota.

5. CONSIDERATION OF CONSENT AGENDA ITEMS:

- a. Approve Minutes of January 9, 2025, Policy Board meeting
- b. Approve Bills List
- c. Approve Not Waiving Tort Liability Coverage Limits
- d. Approve Amendments and Administrative Modifications to the 2025-2028 Transportation Improvement Program (TIP)
- e. Receive Staff Report of Jan 22 Active Transportation Advisory Committee (ATAC)
- f. Receive Staff Report of Jan. 27 Central Minnesota Area Transportation Partnership (ATP-3)
- g. Receive Staff Report of Feb. 6 Meeting of the Technical Advisory Committee (TAC)

Ms. Seamans moved to approve the amended consent agenda, with removal of Item 5d. Approval Amendments and Administrative Modifications to the 2025-2028 Transportation Improvement Program (TIP). Mr. Conway seconded the motion. Motion carried.

6. INTRODUCTION TO THE APO

Mr. Gibson reviewed the history, purpose, and goals of Metropolitan Planning Organizations (MPOs).

7. PRESENTATION FROM DC LOBBYIST, DAVID TURCH

Mr. Turch gave a presentation on his background, his firm, as well as his goals for representing the APO and its partners.

8. CONSIDER FUNCTIONAL CLASSIFICATION CHANGE FOR HEATHERWOOD ROAD

Ms. Johnson reviewed the purpose of functional classification and how it works. She also reviewed discussion and outcomes from the February 6, 2025, Technical Advisory Committee meeting regarding this topic.

Ms. Johnson reviewed functional classification and the purpose of the requested change in designation by the City of Saint Cloud for Heatherwood Road. Currently Heatherwood Road is a local (non-functionally classified) roadway. The City of Saint Cloud would like to change the functional classification designation to urban minor collector. The APO cannot award STBGP funds to a non-functionally classified roadway, therefore it is currently not eligible for federal funding. By changing the functional classification to urban minor collector, the City of Saint Cloud can apply for federal funds. There are federal guidelines and standards by FHWA which must be followed for designating roadways as far as collectors and arterials. The APO is in compliance with those guidelines. This change request is contingent upon STBGP funds being assigned to Heatherwood Road. If there are no STBGP funds assigned to Heatherwood Road, the City of Saint Cloud will withdraw this request.

After discussion regarding requirements, and how this would affect the Beaver Island Trail, Mr. Perske asked if this was unanimously supported by the TAC, to which Ms. Johnson replied, yes.

Mr. Conway motioned to approve the Functional Classification Change for Heatherwood Road contingent upon receiving STBGP funds. Mr. Perske seconded the motion. Motion carried.

9. CONSIDER FY 2027-2029 SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STBGP) APPLICATIONS

Ms. Johnson gave a broad overview and background of STBGP funding. She reviewed the 6 visioning statements within our long-range plan. The MTP has 118 projects identified split between capacity expansion and system reconstruction. Once the APO identifies those projects, we decide what will actually be constructed within the next 4 years, which is where the Transportation Improvement Program (TIP) comes into play.

Ms. Johnson then explained how projects get into the TIP and the different grants available for federal transportation dollars which consist of STBGP, Transportation Alternatives (TA), Carbon Reduction Program (CRP), Highway Safety Improvement Program (HSIP), National Highway Performance Program (NHPP), as well as railroad safety projects. The STBGP is used by the APO to fund our road and bridge projects.

An entity can request up to 80% of the eligible construction costs, which requires the entity to match a 20% minimum.

Ms. Johnson explained how funds are given to the state, how the state divides those funds, the application process, and how the final decision is approved.

Ms. Johnson reviewed the different projects submitted for FY 2029 STBGP regional funding prioritization. The St. Cloud APO received two applications, and she reviewed them in the order they were received:

- Stearns County's CSAH 133 roundabout construction at Fourth Avenue S in Sartell
- City of Saint Cloud's Heatherwood Road extension.

Ms. Teich spoke in favor of the Stearns County CSAH 133 roundabout construction at Fourth Avenue S in Sartell. She stated this project is a partnership between Stearns County and the City of Sartell and they will share the project costs equally.

Ms. Johnson explained that the City of Saint Cloud is looking to extend Heatherwood Road to the north at Roosevelt Road/County Road 75, and to Eighth Avenue S (the ramps to the I-94/Opportunity Drive interchange) on the southern end.

Mr. Perske asked if this would be a connection for the Beaver Island Trail. Ms. Johnson stated that there is a gap in the Beaver Island Trail and this project will complete the full connection from the City of Saint Cloud to Clearwater. The City of Saint Cloud states this will be a reliever route for I-94, it's important for the Opportunity Drive business park and citizens living in that area connecting residents and employees to the downtown corridor without having to go on I-94.

Ms. Johnson stated that the TAC met last week and recommended that the funding should be split equally between both projects. The Stearns County project came in ranked number 1, but all funds can't be given to Stearns County because they would be over 80% federal funding. All funds could be given to the City of Saint Cloud, but the City of Saint Cloud's ranking came second from the technical perspective. This is the recommendation that the TAC made, but ultimately the decision is up to you.

Mr. Gapinski asked if both projects would move forward, and Ms. Johnson responded yes.

Ms. Seamans motioned to split the money at \$1,201,005 to the City of Saint Cloud for Heatherwood Road and \$1,201,005 to Stearns County for CSAH 133. Mr. Conway seconded the motion. Motion carried.

10. CONSIDER FY 2027-2029 CARBON REDUCTION PROGRAM (CRP) APPLICATIONS

Ms. Johnson explained the Carbon Reduction Program which was developed under the IJA to reduce carbon dioxide emissions from on-road highway sources. Entities can apply for 80% of eligible construction costs with 20% local match. To be eligible for CRP formula dollars, the proposed projects must align with the state's Carbon Reduction Strategy. Low Carbon Infrastructure Management consists of electrification, travel options (multimodal components, walking, biking, transit options), and low carbon infrastructure management (looking at ways we can move vehicles without having idling emissions (roundabouts, adaptive signal control, recycling pavement when building).

Minnesota allocates 65% of their CRP dollars to local agencies and is split by Urban areas having a population of 200,000 plus, Urban areas with a population of 50,000 plus, Urban areas with a population of 5,000 plus, and areas with a population under 5,000. The ATP-3 has their own allocation as well. The APO's CRP funding needs to be spent within our urban area. All areas applying for CRP that are not in our urban area submit applications to the ATP-3.

Ms. Johnson then went on to describe the solicitation for CRP funding received for our MPO. The City of Saint Cloud is applying for \$536,000 in federal funding for the construction of 22nd Street South. They are not asking for the full 80% because they can't match a federal grant with another federal grant. The TAC recommended funding the City of Saint Cloud with \$540,000. \$270,000 in FY 2027, and \$270,000 FY 2028. If awarded, the APO still has \$270,000 left for FY 2029.

Mr. Scepaniak motioned to approve the FY 2027-2029 Carbon Reduction Program (CRP) Award as recommended by the TAC. Mr. Conway seconded the motion. Motion carried.

Solicitations for FY 2029 will open in October.

11. CONSIDER FY 2027-2029 TRANSPORTATION ALTERNATIVES (TA) APPLICATIONS

Ms. Johnson explained the Transportation Alternatives program which includes bicycle infrastructure, historic preservation, and scenic byways. Entities can apply for 80% federal funding with a 20% local match. Minnesota receives 2.4 million, and 50% goes to the metro MPO and the remainder is split between the other ATPs. Our ATP-3 applications are sent to Jeff Lenz with MnDOT District 3 and are reviewed by a 17-person panel. After the ATP-3 panel reviews the applications, a technical analysis/scoring is completed. When the technical analysis/scoring is complete, the panel adds regional priority points which consist of 10 priority points for your number 1 project and 5 regional priority points for your number 2 project. The panel then determines who will receive funding. This year there are 12 applications to review.

The City of Saint Cloud has submitted their 22nd Street So project for TA funding, and it's the same information that I gave before regarding the CRP funding.

The City of Sauk Rapids submitted a project for a grade-separated trail extension along the east side of Mayhew Lake Road. A planning study along Mayhew Lake Road has been completed, and they've incorporated that into their application.

Mr. Gapinski stated that the two referendums passed in Sauk Rapids for a sports complex, and an early childhood care center. Mr. Hedlund has been coordinating and collaborating with ISD 47, the County Engineer and the County Board. Sauk Rapids will be receiving easements from the school district for this construction.

The TAC felt that both projects were of equal technical merit and felt that both projects are needed. The concern is the uncertainty related to CRP funding at the national level. The intent is that if the City of Saint Cloud would receive the CRP funding, which you just awarded, they would then rescind their application from the TA program. The APO is uncertain as to what will happen with the CRP program. Ms. Johnson has advised all applicants that we will keep your application active until we have more clarity, the City of Saint Cloud could rescind the TA application should they receive CRP funding. The TAC felt that if the 10 regional priority points were awarded to the City of Saint Cloud and gave the City of Sauk Rapids 5 priority points, the City of Sauk Rapids' project could fall short of receiving funding. This went to a roll call vote.

The first roll call vote was to decide if the City of Saint Cloud would receive 10 priority points, and the City of Sauk Rapids would receive 5 priority points. This roll call vote failed at 5-5 with one abstention. It was then motioned that the City of Sauk Rapids receive the 10 priority points, and the City of Saint Cloud receive 5 regional priority points. This roll call vote was 8-2 with one abstention. The motion carried.

Mr. Perske motioned to award the City of Sauk Rapids 10 regional priority points and the number one ranking, and the City of Saint Cloud the number two ranking with 5 priority points. Mr. Scepaniak seconded the motion. Motion carried.

12. OTHER BUSINESS & ANNOUNCEMENTS

Mr. Gibson stated that while the message out of DC is very confusing and chaotic, the message the APO is receiving from FHWA is to continue doing our job the way we've been doing it until or unless we get official guidance from either US DOT or MnDOT telling us otherwise.

Mr. Perske stated that it was Transportation Alliance at the Capitol today. People in attendance were able to hear the Governor and Commissioner Daubenger speak, and they were fairly optimistic about maintaining funding for transportation. He stated he did get a chance to advocate for our local projects to both senators and house members and despite what's been in the media, it seemed to be very friendly, and that was encouraging.

There was a lot of discussion regarding an application for a Sherburne County EIS regarding a gravel mining operation in the area of where the APO has been looking at placing the river crossing.

13. ADJOURNMENT

The meeting was adjourned at 6:24 p.m.

Transaction List by Vendor
ST. CLOUD AREA PLANNING ORGANIZATION
February 2025

	Date	Amount	Account full name
Abdo Financial Solutions			
	02/01/2025	4,874.25	6602 Accounting Services:6602.2 Accounting Services
Total for Abdo Financial Solutions		\$4,874.25	
Adobe Creative Cloud			
	02/08/2025	59.99	6609 IT Support & Software
	02/11/2025	59.99	6609 IT Support & Software
	02/17/2025	21.51	6609 IT Support & Software
	02/21/2025	21.51	6609 IT Support & Software
Total for Adobe Creative Cloud		\$163.00	
AFLAC			
	02/05/2025	1,326.28	2150 Payroll Benefits Payable:2150.5 Aflac Payable
Total for AFLAC		\$1,326.28	
BCBS of MN			
	02/01/2025	4,759.09	6560A Wages and Benefits:6600 Employee Benefits:6600.5 Health/Dental/Life Insurance
Total for BCBS of MN		\$4,759.09	
Coborns			
	02/13/2025	207.27	902 Ineligible Fed Reimbursemt
Total for Coborns		\$207.27	
Google Inc.			
	02/03/2025	96.00	6609 IT Support & Software
	02/05/2025	107.42	6609 IT Support & Software
Total for Google Inc.		\$203.42	
HealthEquity			
	02/01/2025	4.00	6560A Wages and Benefits:6600 Employee Benefits:6600.6 HSA Account
Total for HealthEquity		\$4.00	
Loffler Companies			
	02/20/2025	464.07	6608 Multifunction Copier
Total for Loffler Companies		\$464.07	
Metro Sales Inc			
	02/04/2025	1,078.15	6609 IT Support & Software
Total for Metro Sales Inc		\$1,078.15	
Principal Mutual Life Insurance			
	02/01/2025	299.51	6560A Wages and Benefits:6600 Employee Benefits:6600.5 Health/Dental/Life Insurance
Total for Principal Mutual Life Insurance		\$299.51	
Quill.com			
	02/18/2025	81.26	6601 Office Supplies
Total for Quill.com		\$81.26	
Shutterstock.com			
	02/09/2025	29.00	6610 Dues & Subscriptions
Total for Shutterstock.com		\$29.00	
Stearns Electric Association			
	02/05/2025	192.22	6606 Utilities and Maintenance:6606.1 Utilities
Total for Stearns Electric Association		\$192.22	
Trina Ness (Expense Reimbursement)			
	02/02/2025	20.00	6610 Dues & Subscriptions
Total for Trina Ness (Expense Reimbursement)		\$20.00	
Weisman Cleaning Inc			
	02/28/2025	150.00	6606 Utilities and Maintenance:6606.2 Maintenance
Total for Weisman Cleaning Inc		\$150.00	

West Central Sanitation, Inc

02/01/2025	53.48	6606 Utilities and Maintenance:6606.1 Utilities
	<u>53.48</u>	

Total for West Central Sanitation, Inc

Xcel Energy

02/07/2025	297.65	6606 Utilities and Maintenance:6606.1 Utilities
	<u>297.65</u>	

Total for Xcel Energy

TOTAL	\$14,202.65	
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Accrual Basis Monday, March 03, 2025 08:53 PM GMTZ



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 2025-2028 Transportation Improvement Program Administrative Modification
DATE: Feb. 27, 2025

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's (MnDOT's) Office of Freight and Commercial Vehicle Operations has requested a project be deleted from the APO's FY 2025-2028 TIP.

MnDOT

- 2026
 - **05-00128.** BNSF RR, REPLACE EXISTING SIGNAL SYSTEM AT M343, 4 ½ ST NE, ST CLOUD, BENTON COUNTY. Per MnDOT's Office of Freight and Commercial Vehicle Operations, this project has been completed with BNSF paying in full for the signal system upgrade. As a result, this project can be removed from the TIP.

Fiscal constraint has been maintained.

Per the APO's [Stakeholder Engagement Plan \(SEP\)](https://stcloudapo.org/current-plans/current-sep-title-vi-doc/) (<https://stcloudapo.org/current-plans/current-sep-title-vi-doc/>), administrative modifications to the TIP do not require public engagement. However, these do need to be reviewed by the APO's Technical Advisory Committee (TAC) as well as receive Policy Board approval.

At the Feb. 27, 2025, TAC meeting, TAC representatives recommended Policy Board approval of the requested change.

Suggested Action: Approval.



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 Feb. 27, 2025, Technical Advisory Committee Meeting
DATE: Feb. 27, 2025

The Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) held a regular meeting on Thursday, Feb. 27, 2025. At that meeting, the following topics were discussed:

1. Consideration of the FY 2025-2028 Transportation Improvement Program (TIP) Administrative Modification

- a. APO Senior Transportation Planner Vicki Johnson presented on a request from the Minnesota Department of Transportation's (MnDOT's) Office of Freight and Commercial Vehicle Operations to delete a FY 2026 project from the APO's Transportation Improvement Program. The proposed BNSF railroad crossing signal replacement is being completed without federal funding and no longer needs to be reflected in the TIP. APO TAC representatives recommended Policy Board approval of the proposed administrative modification.

2. Safe Streets and Roads for All (SS4A) Project Management Team meeting

- a. Bolton & Menk Senior Transportation Planner Angie Stenson presented tasks completed thus far in the development of the APO's Comprehensive Safety Action Plan. She and TC² Co-Founder Matt Pacyna provided a breakdown of the equity spatial analysis conducted on the region's outlined High Injury Network (HIN). This analysis looked at areas along the HIN that impacted the following demographic subsets:
 - i. Median Age (greater than 65 years of age).
 - ii. Median Household Income (less than 80% of the median).
 - iii. Limited English Speaking Households (greater than 5%).
 - iv. Households with one or more persons with a disability (greater than 35%).
 - v. People of Color (greater than 45%).
- b. Toole Design Senior Planner Kevin Kroll then discussed the technical rankings for corridors identified on the HIN at the municipal level to consider for further analysis and possible investment in safety infrastructure. Toole Design identified 13 top safety priority corridors within Saint Cloud; six corridors in Waite Park; five corridors in Sauk Rapids, Sartell, and Saint Joseph. Additionally, several multijurisdictional corridors were also highlighted as opportunities to improve safety across municipal boundaries.
- c. Mr. Pacyna and Ms. Stenson wrapped up the SS4A topic with a discussion on

policy statements that need to accompany the final comprehensive safety action plan. This included having an adopted Vision Zero statement that includes an ideal time frame and performance measures which will be used to achieve that goal. Additional policy statements include the recognition of the Safe System approach to traffic safety, an equity statement, and possible complete streets policies.

- d. TAC representatives were asked to work on identifying corridors within their respective jurisdictions for the Bolton & Menk team to work on developing a countermeasure plan.

3. Consideration of the 2025-2029 Regional Infrastructure Investment Plan (RIIP)

- a. Ms. Johnson provided an overview of the 2025-2029 Regional Infrastructure Investment Plan (RIIP). This document is a compilation of approved Capital Improvement Programs (CIPs) from local jurisdictions as well as MnDOT District 3's approved Capital Highway Investment Plan (CHIP). She indicated the document was created as a way to address the "regionally significant" projects to be completed within the APO's planning area not utilizing any federal dollars. Ms. Johnson discussed several changes made to the document from previous versions. One proposed addition and one correction to the draft RIIP was requested by Stearns County. APO TAC representatives recommended Policy Board approval to publish the 2025-2029 RIIP on the APO's website with the recommended changes.

4. Other Business and Announcements

- a. Ms. Johnson reminded TAC representatives of upcoming deadlines related to proposing amendments and/or administrative modifications to the FY 2025-2028 TIP. She also reminded TAC reps about providing her with the requested financial data and project updates to assist in the development of the 2026-2029 TIP.
- b. MnDOT District 3 Planning Director Steve Voss provided a brief update on the upcoming changes to the state's Corridors of Commerce program including the tiered approach to the solicitation – 494/694 beltline area, Metro Connector counties, and Greater Minnesota.

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: 2025-2029 Regional Infrastructure Investment Plan (RIIP)
DATE: Feb. 27, 2025

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 APO TIP document includes projects from MnDOT District 3 and members jurisdictions that fall within the APO's planning area along with projects found within Saint Cloud Metro Bus's CIP. The projects programmed in the TIP are either partially or fully funded using Federal or state dollars. Projects programmed into the TIP must comply with regulations issued by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

In addition, Federal regulations dictate the APO must include in their annual TIP "all regionally significant projects requiring an action by the FHWA or FTA whether or not the projects are to be funded under title 23 U.S.C. Chapters 1 and 2 or title 49 U.S.C. Chapter 53 (e.g., addition of an interchange to the Interstate System with State, local, and/or private funds and congressionally designated projects not funded under 23 U.S.C. or 49 U.S.C. Chapter 53)."¹

Federal regulations go on to state:

"For public information and conformity purposes, the TIP shall include all regionally significant projects proposed to be funded with Federal funds other than those administered by the FHWA or the FTA, as well as all regionally significant projects to be funded with non-Federal funds."

Federal regulations have left the determination of "regionally significant" transportation projects up to individual metropolitan planning organizations (MPOs) like the APO.

In order to 1) meet the transparency intent of Federal regulations surrounding regionally significant transportation projects and 2) to facilitate better interjurisdictional coordination of project development and construction, APO staff have developed the Regional Infrastructure Investment Plan (RIIP).

By programming transportation projects into the TIP, they are subject to the regulations issued by FHWA and FTA including the amendment processes outlined in the APO's Stakeholder Engagement Plan (SEP) and APO Policy Board approval. Subjecting projects

¹ Metropolitan Transportation Planning and Programming, 23 C.F.R. §450.326 (2016).

that are 100% locally funded and supported by their respective governing body to these regulations appears to be unduly arduous and time consuming given the fluidity of many of the jurisdictional CIPs.

The RIIP, in contrast to the TIP, identifies proposed non-transit transportation improvement projects throughout the Saint Cloud Metropolitan Planning Area (MPA) **regardless of funding** source and includes projects that have been programmed in the TIP. This document, not subject to FHWA/FTA regulations, is designed to provide jurisdictions and residents with a more complete picture of transportation improvement projects occurring in the planning area over a five-year time frame.

In addition, the RIIP will also serve as a means to track construction projects that have been completed within the past 12 months.

The APO's 2025-2029 RIIP can be found by accessing the following link:

<http://stcloudapo.org/wp-content/uploads/2025/03/03032024-APO-FY-2025-2029-RIIP-FINAL.pdf>

Again, the document contains CIPs (and the CHIP) that have been approved by the respective jurisdictions. Any changes to these documents after the initial approval by the governing body have not been included in this document.

The APO's Technical Advisory Committee (TAC) met on Feb. 27, 2025, and recommended Policy Board approval to publish the 2025-2029 Regional Infrastructure Investment Plan.

Suggested Action: Approval to publish the 2025-2029 Regional Infrastructure Investment Plan (RIIP).



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: Cost Sharing for Future Beltline Projects
DATE: March 4, 2025

In 2024, the APO Board set a goal to establish a regionwide cost-sharing agreement for future beltline roadway projects. The key questions were:

1. Which part(s) of the project development process would be cost-shared regionally, and
2. How would the cost sharing be distributed among the APO members?

The Board asked APO staff to solicit a recommendation from the Technical Advisory Committee.

At its August 28th meeting, the TAC approved the following recommendations:

1. The cost of the planning phase of any beltline project should be cost-shared among the jurisdictions according to the normal APO cost distribution formula, as usual.
2. When Federal or State funds are being used for a Tier 1 Environmental Impact Statement (EIS), the local-match costs should be shared among the jurisdictions, with the implementing jurisdiction paying 50% of the local match, and the other 50% being distributed among the jurisdictions according to the normal APO cost distribution formula.
3. Tier 2 EISs and all other aspects of project development should be the sole responsibility of the implementing jurisdiction.

However, at their October meeting, the APO Policy Board felt that no decision should be made until after the (then upcoming) elections.

I will fully brief the Board at your March 13 meeting.

Suggested Action: Approve a cost-sharing agreement for future beltline projects.



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TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, Executive Director
RE: Remote Attendance Policy
DATE: March 3, 2025

Minnesota's Open Meeting Law (Minnesota Statutes, Chapter 13D) (<https://www.revisor.mn.gov/statutes/cite/13D>) applies to the APO Policy Board.

During the recent COVID-19 pandemic, a state of emergency was declared which allowed decision-making bodies like the APO Policy Board to meet via electronic means.

Following the end of the state of emergency, both our attorney and attorneys for MnDOT advised us that all meetings of decision-making bodies must revert to in-person-only meetings.

However, the state legislature recently changed the Open Meeting Law to permit more flexibility in attendance by remote means. Some Board members have approached me regarding our in-person-only requirement, noting that they can attend their County Commission or City Council meetings remotely.

I again approached our attorney for guidance given the changes to the Open Meeting Law. The APO Policy Board IS permitted to meet via interactive technology as long as certain requirements are met. The key points are discussed below:

1. All members of the Board participating in the meeting, wherever their physical location, can HEAR and SEE one another and can hear and see all discussion and testimony presented at any location at which at least one member is present (my emphasis).
 - a. *Discussion:* This presents a technical challenge. For the last few years, the Board has been meeting in a public meeting room which does not have built-in audio-visual equipment such as cameras and microphones. If we continue using the library for our meetings, the APO would need to invest in portable audio-visual equipment so that all members of the Board can be seen and heard by anyone attending the meeting online. Also, I have concerns about bandwidth problems because we would need to use publicly-available Wi-Fi which can be inconsistent based on how many other people are using it and for what purpose. Alternatively, we

- could change the meeting location to a room that has built-in equipment, but then we may need a technician to run that equipment for each meeting. A variation on this possibility would be to hold APO Board meetings in the same room where we hold the Technical Advisory Committee meetings – the Stearns County Public Works Building, 455 28th Avenue South in Waite Park. This room has built-in AV equipment that more-or-less functions automatically and APO staff is already very familiar with it. The location is served by MetroBus Route 3 and so is accessible to those members of the public who do not or cannot drive.
2. Members of the public present at the regular meeting location can hear and see all discussion and testimony and all votes of members of the body
 - a. *Discussion:* The Stearns County Public Works has a screen, projector, and speakers that allows everyone in the room to see and hear everyone online.
 3. At least one member of the Board would need to be physically present at the regular meeting location
 4. All votes would need to be conducted by roll-call
 5. Each location at which a member of the Board is present is also open and accessible to the public
 - a. *Discussion:* This means that if you want to attend a Board meeting from home – for example – your home would need to be open to the public to also attend the meeting from your location.
 - b. There is an exception to this requirement for members serving in the military and the Board member is at a required drill or is deployed or on active duty, or if a health care professional has advised against the member being in a public place
 6. We must allow members of the public to also monitor the meeting remotely.
 7. We must provide public notice of all locations from which members will be attending
 - a. Our attorney advises that we should give at least 3-days notice of all meeting locations.
 8. The minutes of the meeting must state, by name, the reason(s) for remote attendance by any member.

Suggested Action: Approve moving Policy Board meetings to the Stearns County Public Works building beginning in August 2025 and allowing remote attendance by Board members consistent with State Open Meeting Laws.