

AGENDA

APO POLICY BOARD MEETING

THURSDAY, MAY 8, 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 – E*)
 - a. Approve Minutes of April 10, 2025, Policy Board Meeting (*Attachment A*)
 - b. Approve Bills List (*Attachment B*)
 - c. Approve Transportation Improvement Program (TIP) Amendments and Administrative Modifications (*Attachments C1 & C2*)
 - d. Receive Staff Report of the April 3, 2025, Meeting of the Area Transportation Partnership for the 3rd District (ATP-3) (*Attachment D*)
 - e. Receive Staff Report of the April 24, 2025, Meeting of the Technical Advisory Committee (TAC) (*Attachment E*)
6. Receive 2024 Budget-to-Actual Report (*Attachment F*), *Brian Gibson, Executive Director*
 - a. **Suggested Action: None, informational only**
7. Receive Future Arterials and Collectors Study (*Attachment G*), *Brian Gibson, Executive Director*
 - a. **Suggested Action: None, informational only**
8. Other Business & Announcements
9. 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, April 10, 2025 – 4:30 PM

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

Mayor Jake Anderson	City of Saint Cloud
Mark Johnson	City of Saint Cloud (Alternate for Mike Conway)
Scott Brodeen	City of Saint Cloud
Tim Elness	City of Sartell
Dottie Seamans	City of Sauk Rapids
Frank Theisen	City of Waite Park
Michael Kedrowski	Metro Bus (Alternate for Ryan Daniel)
Kevin Kluesner	City of St. Joseph (Alternate for Adam Scephaniak)
Joe Perske	Stearns County
Raeanne Danielowski	Sherburne 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
Trina Ness	Saint Cloud APO
Lynn Waytashek	Sherburne County P & Z Administrator
Janel Bitzan	Bergan KTV
Fay Simer	MnDOT Corridor Planning Director
Kari Watkins	Haven Township Supervisor
Anne Buckvold	Citizen

1. PLEDGE OF ALLEGIANCE

2. INTRODUCTIONS

3. APPROVAL OF AGENDA:

Mr. Anderson made a motion to approve the agenda. Ms. Seamans seconded the motion. Motion carried.

4. PUBLIC COMMENT PERIOD:

Ms. Buckvold spoke briefly regarding bringing and improving rail to the St. Cloud region. She is an advocate for bringing NorthStar and Amtrak rail to Saint Cloud, however with the legislature canceling funding for NorthStar the focus is solely on Amtrack at this time. She extended an invitation to 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. She anticipates local legislators to be present at this meeting.

5. CONSIDERATION OF CONSENT AGENDA ITEMS:

- a. Approve Minutes of March 13, 2025, Policy Board Meeting
- b. Approve March Bills Lists
- c. Approve Publication of the Stakeholder Engagement Plan Annual Report (SEPAR)
- d. Receive Staff Report of March 27, 2025, Meeting of the Technical Advisory Committee

Mr. Theisen made a motion to approve the consent agenda items. Ms. Danielowski seconded the motion. Motion carried.

6. RECEIVE INFORMATION ON THE PROPOSED HOLCIM GRAVEL PIT

Ms. Waytashek started by stating that this process does not involve any approval for the proposed gravel mine operation but determines what environmental issues need to be evaluated to aid in future review of the proposed mining project.

She reviewed relevant terms and definitions:

- EQB: Environmental Quality Board
- EIS: Environmental Impact Statement
- EAW: Environmental Assessment Worksheet
- RGU: Responsible Government Unit (Sherburne County)

Ms. Waytashek presented the project information stating that Holcim MWR Inc. is seeking an EIS regarding 12 parcels encompassing 683 acres for 9B Nonmetallic mineral mining located north and south of CR 65, and east of CSAH 8 and west of US Hwy 10. Due to the size of the proposed project a mandatory EIS is required per Mn Rule 4410.4400, Subpart 9B Nonmetallic mineral mining.

Holcim is proposing mining in 5-Phases, 24 hour per day operations over the course of 20-25 years dependent on market demand. Ms. Waytashek explained the purpose of an EIS, and the EIS preparation and review process steps. She reviewed the EIS timeline, stakeholder engagement meetings, resource evaluation scale, and the final scoping decision letter grades given by the county.

Ms. Waytashek stated that they are seeking members of the stakeholder engagement groups to choose a representative to commit to a subcommittee that will attend meetings and give input on behalf of the group. Mr. Perske agreed to be the representative from the St. Cloud Area Planning Organization Policy Board.

7. RECEIVE 2024 FINANCIAL AUDIT RESULTS

Ms. Bitzan reviewed Bergan KDV's Independent Auditor's Report supplying the Opinion on the Basic Financial Statements, using Government Auditing Standards, which showed no material weaknesses or significant deficiencies and no compliance issues or other matters. They also stated there were no findings for the Report on Minnesota Legal Compliance.

Ms. Bitzan proceeded to explain the Statement of Revenues, Expenses and Changes in Net Position:

[THIS AREA INTENTIONALLY LEFT BLANK]

	2024	2023
Operating Revenues		
Member assessments	\$ 150,116	\$ 159,681
Consolidated planning grant	674,340	662,741
Minnesota Department of Transportation	61,520	62,819
Washington lobbyist assessments	45,600	48,000
Safe streets and roads for all	70,743	-
Other revenues	12,898	10,750
Total operating revenues	1,015,217	943,991
Operating Expenses		
Salaries	452,711	395,036
Employee benefits	130,553	125,318
Office supplies	1,675	1,656
Insurance	7,395	7,100
Accounting and audit fees	71,301	48,603
Legal fees	235	-
Consulting	-	1,139
Telephone	2,904	2,660
Internet	2,200	2,865
Postage	224	267
Travel	11,088	6,755
Printing	2,434	1,875
Utilities	12,777	12,527
Equipment, supplies and maintenance	43,535	26,843
Dues	6,425	3,096
Depreciation	11,544	10,803
Professional development	3,901	2,262
Washington lobbyist	48,000	48,000
Project expenses	231,108	265,489
Other expense	233	311
Total operating expenses	1,040,243	962,605
Operating income (loss)	(25,026)	(18,614)
Nonoperating Revenues (Expenses)		
Interest income	14,212	15,399
Change in net position	(10,814)	(3,215)
Fund Balances		
Beginning of year	631,408	634,623
End of year	\$ 620,594	\$ 631,408

8. RECEIVE INFORMATION ON MNDOT'S CORRIDOR PLANNING EFFORT

Ms. Simer gave an overview of MnDOT's Corridor Planning effort stating it is a strategic and thorough approach to analyzing and designing transportation systems in a specific area. It centers statewide transportation goals in developing and advancing the transportation system. MnDOT's initiative is funding 8 additional planning staff (one per district), \$1M dedicated to corridor planning, and will be requesting an increase from the legislature. Districts may fund additional plans through other sources. The agency's goal is to generate all districts' major projects from a corridor plan. MnDOT's developed two new tools to assist in the planning process, a guidebook, and a planning prioritization process guide.

	Corridor Planning Guidebook	Corridor Planning Prioritization Process
Purpose	Describe how to prepare a corridor plan	• Identify where to prepare a corridor plan
Intended Outcome	<ul style="list-style-type: none"> • Consistent evaluations • Guide planning process and content • Help implement Prioritization Process 	<ul style="list-style-type: none"> • Elevate state transportation goals in project planning • Establish priorities for planning efforts consistent with state goals
Applicability	• State highways (MnDOT or local partner lead)	• State highways
Final Product	<ul style="list-style-type: none"> • Corridor Planning Guidebook for use by a range of practitioners statewide • Training materials 	• Corridor Planning Prioritization methodology and scoring for prioritizing highway corridors for planning

Ms. Simer stated the goal in focusing on corridor planning is:

- To strengthen the link between the state's transportation goals and MnDOT's statewide plans and project investments.
- To help MnDOT prioritize resources in locations with the greatest opportunity to advance state transportation goals.
- To help MnDOT and local partners identify transportation goals and community priorities in advance of future projects and funding opportunities.
- To create an opportunity for a proactive partnership between MnDOT and locals. (Community and partner engagement improves plan outcomes and increases community support for resulting improvements.)
- To streamline project delivery by identifying transportation goals and community priorities well before project scopes and budgets are set.

Project Development and Visioning are the two corridor planning concepts:

Project Development:

- Area of focus tied to pavement/bridge project need programmed in the CHIP.
- Part of current agency practice.
- Opportunities to expand and enhance this practice (Opportunities for more consistent consideration of SMTP objectives.)

Visioning:

- What does this road want to be when it grows up?
- How can corridor continuity be achieved across regional boundaries?
- How should MnDOT respond to one local's priority over another?
- How to coordinate local systems with state highway systems?

Ms. Simer reviewed scoring/weighting and the engagement structure. She also reviewed the timeline for the Corridor Planning Guidebook and Corridor Planning Prioritization Process, development should be winding down in the Fall of 2025.

9. CONSIDER CHANGES TO THE ROADWAY FUNCTIONAL CLASSIFICATION SYSTEM

APO Executive Director Brian Gibson presented a slate of roadways for the Policy Board to consider adjusting the existing functional classification. Those corridors include:

- Stearns County CSAH 7 from I-94 to CSAH 44.
- Stearns County CSAH 4 from CSAH 2 to CSAH 133.
- Waite Pak 28th Avenue S from CSAH 75 to MN 23.
- Stearns County CSAH 134 from CSAH 4 to CSAH 75
- Stearns County Road 134 from Minnesota Street to CSAH 134.
- Saint Joseph Minnesota Street from County Road 134 to CSAH 2.
- Waite Park Second Avenue S/Graniteview Road from Seventh Street S/CSAH 137 to 33rd Street S/CSAH 84.
- Stearns County CSAH 138 from 28th Avenue S to County Road 121.
- Waite Park Second Avenue N/S from CSAH 81 to MN 23.
- Saint Cloud and Townships 322nd Street from CSAH 4 to CSAH 133.
- Sartell Le Sauk Drive/Dehler Drive from CSAH 1 to Leander Avenue.
- Sartell Scout Drive from Leander Avenue to Pinecone Road S.
- Townships Townline Road from CSAH 4 to CSAH 5.
- Stearns County CSAH 82 from 235th Street to MN 23.
- Saint Cloud 15th Street N from Sixth Avenue N to Ninth Avenue N.
- Sherburne County CSAH 3 from CSAH 20 to US 10
- Sartell Second Street N from Second Avenue N to Riverside Drive/CSAH 1.
- Sartell 35th Street N from Pinecone Road N to Townline Road.
- Sartell Pinecone Road N from 35th Street N to 27th Street N.

FHWA Guidelines

Facility Type	Existing Mileage*	%	FHWA Guidelines	Proposed Changes	Mileage After Changes	% After Changes	Meets FHWA Guidelines
Local	891.63	67.5%	62%-74%	-6.07	885.5	67.0%	Yes
Minor Collector	59.01	4.5%	3%-16%	-17.31	41.7	3.2%	Yes
Major Collector	162.92	12.3%	3%-16%	13.88	176.74	13.4%	Yes
Minor Arterial	115.08	8.7%	7%-14%	9.56	124.64	9.4%	Yes
Principal Arterial – Other	74.18	5.6%	4%-9%	0	74.18	5.6%	Yes
Principal Arterial – Interstate	18.52	1.4%	1%-3%	0	18.52	1.4%	Yes
Total	1,321.3	100%		0	1,321.3	100%	

* Includes recent Heatherwood Road change

Mr. Anderson made a motion to approve of the changes to the Functional Classification System as recommended by the TAC. Mr. Elness seconded the motion. Motion carried.

10. OTHER BUSINESS & ANNOUNCEMENT

Mr. Perske confirmed that as the representative to the committee regarding the Sherburne County Gravel Mining proposal, he would be representing and speaking on behalf of the Policy Board. The Policy Board stated that he would be representing the Policy Board.

11. ADJOURNMENT:

Mr. Westerlund made a motion to adjourn the meeting. Mr. Anderson seconded the motion. Motion carried.

Mr. Gapinski adjourned the meeting at 6:06 p.m.

Transaction List by Vendor
St Cloud Area Planning Organization
April 2025

	Date	Amount	Account full name
Abdo LLP			
	04/01/2025	4,874.25	6602 Accounting Services:6602.2 Accounting Services
Total for Abdo LLP		\$4,874.25	
Adobe Creative Cloud			
	04/08/2025	59.99	6609 IT Support & Software
	04/11/2025	59.99	6609 IT Support & Software
	04/17/2025	21.59	6609 IT Support & Software
	04/23/2025	21.59	6609 IT Support & Software
Total for Adobe Creative Cloud		\$163.16	
ADP Tax			
	04/01/2025	5,434.60	
	04/18/2025	5,384.50	
Total for ADP Tax		\$10,819.10	
AFLAC			
	04/09/2025	1,326.28	2150 Payroll Benefits Payable:2150.5 Aflac Payable
Total for AFLAC		\$1,326.28	
BCBS of MN			
	04/02/2025	4,759.09	6560A Wages and Benefits:6600 Employee Benefits:6600.5 Health/Dental/Life Insurance
Total for BCBS of MN		\$4,759.09	
Bolton & Menk, Inc.			
	03/26/2025	8,002.61	
Total for Bolton & Menk, Inc.		\$8,002.61	
David Turch & Associates			
	04/21/2025	4,000.00	902 Ineligible Fed Reimbursemt:902.10 Washington Lobbyist
Total for David Turch & Associates		\$4,000.00	
Delta Dental			
	04/15/2025	299.62	6560A Wages and Benefits:6600 Employee Benefits:6600.5 Health/Dental/Life Insurance
Total for Delta Dental		\$299.62	
FedEx Office			
	04/22/2025	156.05	6605 Printing & Publishing
Total for FedEx Office		\$156.05	
HealthEquity			
	04/01/2025	4.00	6560A Wages and Benefits:6600 Employee Benefits:6600.6 HSA Account
Total for HealthEquity		\$4.00	
Loffler Companies			
	04/25/2025	118.43	6608 Multifunction Copier
Total for Loffler Companies		\$118.43	
Mailchimp.com			
	04/02/2025	20.00	6605 Printing & Publishing
Total for Mailchimp.com		\$20.00	
Metro Sales Inc			
	04/03/2025	1,078.15	6609 IT Support & Software
Total for Metro Sales Inc		\$1,078.15	
MN PERA			
	04/04/2025	2,577.35	2150 Payroll Benefits Payable:2150.1 PERA Payable

	04/18/2025	2,553.11	2150 Payroll Benefits Payable:2150.1 PERA Payable
Total for MN PERA		\$5,130.46	
Principal Mutual Life Insurance			
	04/01/2025	299.51	6560A Wages and Benefits:6600 Employee Benefits:6600.5 Health/Dental/Life Insurance
Insurance		\$299.51	
Quill.com			
	04/04/2025	48.05	6601 Office Supplies
	04/10/2025	27.88	6601 Office Supplies
	04/25/2025	66.11	6601 Office Supplies
	04/25/2025	58.22	6601 Office Supplies
Total for Quill.com		\$200.26	
SFM			
	04/08/2025	790.00	6615 Insurance - Office:6615.01 Workers Compensation
Total for SFM		\$790.00	
Shutterstock.com			
	04/09/2025	29.00	6605 Printing & Publishing
Total for Shutterstock.com		\$29.00	
Stearns Electric Association			
	04/03/2025	185.39	6606 Utilities and Maintenance:6606.1 Utilities
Total for Stearns Electric Association		\$185.39	
Traut Companies			
	04/23/2025	160.00	6606 Utilities and Maintenance:6606.2 Maintenance
Total for Traut Companies		\$160.00	
Weisman Cleaning Inc			
	04/30/2025	150.00	6606 Utilities and Maintenance:6606.2 Maintenance
Total for Weisman Cleaning Inc		\$150.00	
West Central Sanitation, Inc			
	04/01/2025	53.48	6606 Utilities and Maintenance:6606.1 Utilities
Total for West Central Sanitation, Inc		\$53.48	
Xcel Energy			
	04/08/2025	147.74	6606 Utilities and Maintenance:6606.1 Utilities
Total for Xcel Energy		\$147.74	
TOTAL		\$42,766.58	

Accrual Basis Friday, May 02, 2025 12:31 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 Amendments and Administrative Modification
DATE: April 29, 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.

Two amendments have been proposed to the APO's FY 2025-2028 TIP from Saint Cloud Metro Bus.

- 2025
 - **TRF-0048-25I.** ST CLOUD MTC; PURCHASE EIGHT (8) CLASS 400LF CNG REPLACEMENT BUSES. FUNDS PREVIOUSLY TRANSFERRED FROM FHWA (STBGP) TO FTA. This project was originally programmed in FY 2024 (under TRS-0048-24F). However, the grant agreement was not executed prior to the end of the federal fiscal year (Sept. 30, 2024). In order to expend the funds to purchase these buses, this project needs to be added to the FY 2025-2028 TIP. Funding breakdown is as follows: STIP Total: \$3,080,000; FTA: \$2,464,000; Other/Local: \$616,000; Project Total: \$3,080,000.
 - **TRF-0048-25E.** SECT5307: ST CLOUD MTC; THREE (3) REPLACEMENT OPERATIONS VEHICLES. Per Metro Bus's Chief Operations Officer, only two vehicles will be purchased in FY 2025. As a result, this will drop the cost from \$120,000 to \$80,000. Updated project description: SECT5307: ST CLOUD MTC; TWO (2) REPLACEMENT OPERATIONS VEHICLES. Funding breakdown is as follows: STIP Total: \$80,000; FTA: \$64,000; Other/Local: \$16,000; Project Total: \$80,000.

An administrative modification has also been proposed during this time period on behalf of Benton County.

- 2025
 - **005-070-014.** BENTON COUNTY CSAH 1/CSAH 29 INTERSECTION, CONSTRUCT ROUND-A-BOUT. In conversations between the engineers for both Benton and Wright counties, Wright County is requesting to forgo federal funding for a project they were awarded due to right-of-way acquisition issues. As a result, Wright County has proposed to provide Benton County with \$750,000 in federal

funding for this project. In return, Benton County will be providing Wright County with \$750,000 in state aid funding (funding that would be used to match the federal grant). At this time no increases in the overall project (which includes 005-070-014CRP) are anticipated. New funding breakdown as follows: STIP Total: \$2,575,841; Target FHWA: \$1,500,000; Total FHWA: \$1,500,000; Other/Local: \$1,075,841; Project Total: \$2,575,841.

With all the proposed changes, fiscal constraint has been maintained.

Per the policies outlined by the APO within its Stakeholder Engagement Plan, all amendments were required to be posted for a 30-day public comment period. Public comment on the proposed Metro Bus amendments was open from March 26 through April 25, 2025.

During this public comment period, APO staff have received seven complete online surveys. One person also attended the in-person open house at the Great River Regional Library on Tuesday, April 1, 2025. Those comments are attached to this memo.

No public comment period was needed to complete the administrative modification.

The APO's Technical Advisory Committee (TAC) met on April 24, 2025, and recommended Policy Board approval of the proposed amendments and modification.

Suggested Action: Approval.



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

T. 320.252.7568 F. 320.252.6557

FY 2025-2028 Transportation Improvement Program Amendments

Public Comments March – April 2025

Several substantial requests for changes to the Saint Cloud Area Planning Organization's (APO's) fiscal year 2025-2028 Transportation Improvement Program (TIP) have warranted a 30-day public comment period. The public comment period for these amendments began on Wednesday, March 26, 2025, and concluded on Friday, April 25, 2025. The following comments were received by APO staff during this round of public engagement.

In-Person Open House

Agency/Jurisdiction	Proposed Project Number	Comments	Date
N/A	N/A	Conversation with one participant at the in-person open house regarding a wide variety of topics including: <ul style="list-style-type: none"> Urban arterial beltline in proximity to County Road 136. Development of 40th Street S by the City of Saint Cloud Consideration of an interchange at I-94 and County Road 136. Responsible regional transportation planning efforts. 	04/01/2025

Online Survey

Agency/Jurisdiction	Proposed Project Number	Comments	Date
Saint Cloud Metro Bus	TRF-0048-25I	Strongly agree: 4 Agree: 3	04/25/2025
Saint Cloud Metro Bus	TRF-0048-25E	Strongly agree: 5 Agree: 2	04/25/2025



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson, Senior Transportation Planner
RE: Staff report on the Central Minnesota Area Transportation Partnership (ATP-3) meeting
DATE: April 14, 2025

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

1. FY 2025-2028 Local Federal Project Update.

- a. MnDOT District 3 State Aid Engineer Angie Tomovic reviewed the list of locally sponsored federal projects slated for FY 2025 construction. Within the APO's planning area, those projects include the following:
 - i. Sherburne County County Road 65/45th Avenue railroad crossing/US 10 access consolidation.
 - ii. Sherburne County intersection improvements at County Road 61 and US 10.
 - iii. City of Saint Cloud Lincoln Avenue SE sidewalk gap project.
 - iv. City of Sartell electric police vehicle purchase.
 - v. City of Waite Park shared use path.
 - vi. Benton County CSAH 29/CSAH 1 roundabout.
 - vii. Stearns County CSAH 2/Minnesota Street roundabout.

Ms. Tomovic indicated her office is working closely with all entities to ensure projects can be obligated by no later than June 30, 2025. Projects within the APO's planning area do not appear to be in jeopardy of slipping.

2. Greater Minnesota Highway Safety Improvement Program (HSIP) Fall 2024 Solicitation Announcements.

- a. MnDOT District 3 Planning Director Steve Voss provided an update on the results of the fall 2024 Greater Minnesota Highway Safety Improvement Program (HSIP) solicitation. Per the MnDOT Office of Traffic Engineering (OTE), 41 projects were awarded statewide, resulting in approximately \$18.8 million in federal funding to be provided for various safety projects statewide. ATP-3 was awarded 15 safety projects totaling \$7,349,219 in federal funding distributed.
- b. Within the APO's planning area, Mr. Voss indicated that Stearns County was awarded funding for a rural intersection lighting project (\$234,000 in federal funding) and for edge line striping (\$750,000 in federal funding).

- 3.** Mr. Voss also provided an update on the HSIP funds awarded to MnDOT District 3. Mr. Voss stated the District received a cut in Section 164 funding (federal

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

funding that is also used to support safety projects). He said those projects slated to be funded with Section 164 dollars are now being “flexed” – meaning if additional funding were to be awarded, those projects can be incorporated right back into the MnDOT District 3 program. Additionally, Mr. Voss indicated two MnDOT funded projects – both for roundabouts within Isanti County – had been successful in receiving HSIP funding.

4. Update FY 2026-2029 State Transportation Improvement Program Funding Guidance.

- a. Mr. Voss updated the ATP-3 membership on both the local and state funding targets. He stressed that FY 2026 would be considered the only “stable” year in the upcoming program because that is the last year under the federal transportation authorization – the Infrastructure Investment and Jobs Act (IIJA). The other three years in the program are based on assumptions that the existing funding levels would at least remain constant.

5. ATIP Development Committee Policy Recommendations.

- a. *Commitment to Local Projects Awarded Federal Transportation Funding*
 - i. Mr. Voss presented a recommendation from the ATIP Development Committee to provide some sort of assurance for projects receiving federal funding. The discussion at the ATIP Development Committee was a result of the uncertainty surrounding the changing priorities of the new administration. Given the suspension of the National Electric Vehicle Infrastructure (NEVI) formula program, concern over the allocation of Carbon Reduction Program (CRP) dollars to projects that could see certain formula programs abruptly stop prompted a discussion on how to:
 1. Program the funding available today through those existing funding programs like CRP.
 2. What to do for projects that potentially could be impacted by an abrupt stop to a specific formula program.

Top of mind for this discussion centered around two projects – City of Saint Cloud’s 22nd Street S multimodal improvements and the Mille Lacs Band of Ojibwe’s US 169 shared use path that applied for both CRP and TA and scored well enough under both programs to receive funding. These applicants expressed concerns regarding the uncertainty of the CRP and requested some sort of assurance if they were to withdraw from consideration for (Transportation Alternatives) TA funding and accept CRP funds for their projects.

ATP-3 members ultimately decided to assume projects being awarded CRP; Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT); TA, and other federal funding sources will receive funds; and if for reasons outside of the state’s or ATP’s control, these projects no longer receive funding because of IIJA reauthorization, special federal executive directives, etc., ATP-3 would commit to funding these projects insofar as they are still eligible to receive federal funds administered through the Partnership, even if such action results in the delay of projects because of reduced funding and would have an impact on the availability of federal funding for the programming of new local projects in the future.

b. Re-applying to ATP-led Programs After Receiving Prior Award

- i. Mr. Voss stated the ATIP Development Committee had expressed concerns regarding applicants who had received funding through one funding program reapplying to the same program with the exact same project for additional funds. A process is in place for the STBGP funding category that once an applicant is awarded and accepts funding they are prohibited from returning to STBGP for additional funding should the project warrant additional dollars to complete. Mr. Voss said no such policy has been in place for the TA, CRP, and PROTECT.

ATP-3 members ultimately decided jurisdictions would be prohibited from re-applying for funding under the same ATP-led program (i.e., TA, CRP, and PROTECT) after previously being awarded funding under the program. This means that the jurisdiction accepting the original award acknowledges that funds are capped for the awarded program and that they are responsible for covering the required local match and any additional costs that may be necessary to complete the project as proposed in the application. The approving action, however, does allow for jurisdictions to apply for another federal program so long as the activities are kept separate from those already funded and do not exceed the maximum federal participation level authorized or the available funding awarded by ATP-3, whichever is less.

c. Local Application to Multiple ATP-led Federal Funding Programs

- i. In conjunction with the previous item, Mr. Voss discussed the recommendations from the ATIP Development Committee regarding the ability of jurisdictions to apply for and receive multiple sources of funding to complete a project.

ATP-3 members decided to allow jurisdictions to apply for multiple ATP-led federal programs during the same programming solicitation cycle for the same project as a way to increase their chances for funding and/or ability to leverage additional resources for their project; and if successful in their efforts to score and be ranked high enough to qualify for funding in more than one program for the full amount of their request, the jurisdiction would be required to select the program they wish to receive the award in advance of the ATP's approval of the funds. This decision also allows ATP-3 to reserve the option of considering funding the project using each program source that the jurisdiction ranked high enough to receive federal funds so long as the amount awarded does not exceed the maximum federal participation rate based on the amount shown in the application.

6. ATIP Development Committee Draft FY 2026-2029 Area Transportation Improvement Program (ATIP) Recommendations.

- a. MnDOT District 3 Program Coordinator Jeff Lenz discussed the ATP-3 locally managed program projects selected for FY 2029 funding. Among these projects includes the APO's STBGP funded projects – Stearns County's CSAH 133/Fourth Avenue S roundabout and Saint Cloud's Heatherwood Road extension. ATP-3 representatives voted to approve the slate of locally-sponsored transportation projects as presented.
- b. Mr. Lenz continued with a discussion of the FY 2029 TA candidate

projects. A total of 12 applications were reviewed by the TA subcommittee. Of these, three projects were ineligible to receive TA funding due to technical scores not being above the minimum threshold. As part of this discussion, Mr. Lenz brought up the fact that two projects that scored high enough for TA funding – City of Saint Cloud’s 22nd Street S multimodal improvements and the Mille Lacs Band of Ojibwe’s US 169 shared use path – had also been selected to receive Carbon Reduction Program funding. Due to the previous action on the agenda providing assurances to these CRP applicants, the two jurisdictions have rescinded their TA application. As a result the following projects were approved by the ATP-3 members to receive FY 2029 TA funding:

- i. City of Buffalo’s MN 25 trail extension (\$733,991).
 - ii. City of Sauk Rapids’s Mayhew Lake Road NE trail extension (\$346,223).
 - iii. City of Walker’s MN 371 and Highway 34 bike/ped improvements (\$480,088).
 - iv. Benton County’s Bend in the River trail extension (\$258,060).
 - v. City of Pequot Lakes’s safe routes to school project (448,000).
 - vi. Mille Lacs Band’s Chiminising sidewalk project (\$233,638).
- c. Next, Mr. Lenz transitioned to discuss the ATIP Development Committee’s recommendations for the FY 2027-2028 CRP. Mr. Lenz stated nine applications were received for this solicitation. Based on the technical scoring committee’s recommendation, Mr. Lenz noted Sherburne County had applied for three projects through CRP and those projects were ranked third, fourth, and fifth. However, based on the uncertainty of the electric vehicle infrastructure components of the CRP (the numbers three and four projects), Sherburne County had opted to have the ATP fund its lower scoring project (roundabout) through this program. The following projects were approved by the ATP-3 members to receive the ATP-3 CRP funding:
- i. City of Little Falls MN 27 and 18th Street roundabout (\$1,380,000 in FY 2027 – all available 2027 funding).
 - ii. Mille Lacs Band of Ojibwe’s US 169 shared use path (\$800,000).
 - iii. Sherburne County’s CSAH 11 and CSAH 16 roundabout (\$500,000).

All CRP funding for FY 2027 and FY 2028 was expended.

- d. Mr. Lenz moved on to applications received during the PROTECT solicitation. Only two applications were received for the FY 2027-2028 solicitation process. The following distribution of PROTECT dollars from the ATP-3 was as follows:
- i. City of Cambridge’s MN 95 storm sewer pipes upsizing (\$200,000 in FY 2027).
 - ii. Stearns County’s CSAH 2 culvert upsizing (\$500,000 in FY 2028).

Note, ATP-3 will be carrying over a balance of \$500,000 in PROTECT funding in FY 2027 and \$140,000 in PROTECT funding for FY 2028.

- e. Mr. Voss concluded this agenda item with a review of the ATP-3 MnDOT construction program for FY 2026-2029. Within the APO’s planning area,

Mr. Voss indicated the following projects were being programmed:

- i. 2026:
 - 1. MN 15 bridge 05003 replacement.
- ii. 2027:
 - 1. MN 23 J-turn at Stearns CSAH 8.
 - 2. MN 23 J-turn at Bel Clare Drive.
- iii. 2028:
 - 1. I-94/MN 15 interchange lighting.
 - 2. MN 23 resurfacing from 93rd Avenue to MN 15.
 - 3. I-94 fiber optic lines from Stearns CSAH 75/Roosevelt Road to Stearns CSAH 2.
 - 4. I-94 bridges 73877 and 73878 overlay.
- iv. 2029:
 - 1. I-94 bridges 73869 and 73870 overlay.
 - 2. MN 95 resurfacing between MN 23 and Benton/Mille Lacs county line.
 - 3. MN 23 resurfacing between MN 15 and railroad bridge near US 10.

7. Corridors of Commerce Readiness Advancement Activities Solicitation.

- a. Mr. Voss stated MnDOT has opened solicitations for the Corridors of Commerce Readiness Advancement fund. These dollars can be used to complete the following activities: Planning, Scoping, Predesign, Preliminary Engineering, and Environmental Analysis. The idea is to work to prepare projects for construction fundings as part of the larger CoC program. Mr. Voss said all projects nominated for the Readiness Advancement solicitation will be screened prior to being submitted for project scoring, ranking, and selection. Projects submitted within the ATP-3 area with the exception of Sherburne and Wright counties will be screened by the ATP at the June meeting. Sherburne and Wright counties are able to self-nominate/self-screen projects. Deadline for nominations is April 25, 2025.

8. ATP-3 ATP Managed Program Regional Target Formula Distribution.

- a. ATP-3 Vice Chair Vicki Johnson and Mr. Voss provided a recap of discussions surrounding the development of the ATP-3 ATP Managed Program regional target distribution formula. Ms. Johnson provided an overview of where the discussions left off from the October 2024 meeting. Mr. Voss also provided a historical recap of how the formula came to be and previous attempts to alter the formula since its existence. Ms. Johnson has requested the ATP begin to look at ways to update the existing formula with valid and current data. In doing so, this would allow the formula to be more adaptable to changes versus the existing static formula.

ATP-3 members expressed concerns regarding opening up the formula. Concerns were raised about the likelihood that by doing so, rural counties in Region 5 that already struggle to meet existing transportation needs

would see that increase due to the likelihood of funding being redistributed to Region 7W/APO. Ms. Johnson indicated that while she is sensitive to the fact that changes would happen, she indicated that the intent behind looking at the formula and identifying key factors to use in its development would need to be sensitive to system size, system use, and population differences among the regions.

A conversation was had about opening up the Region 7W/APO formula split in addition to the split among Region 5, Region 7W/APO, and Region 7E.

In a roll call vote, the motion to form a committee to look into compiling data related to the regional distribution target formula passed. However, who would serve on that committee and the tasks entrusted to the committee was tabled until the June 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 April 24, 2025, Technical Advisory Committee Meeting
DATE: April 29, 2025

The Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) held a regular meeting on Thursday, April 24, 2025. At that meeting, the following topics were discussed:

1. Consideration of FY 2025-2028 Transportation Improvement Program Amendments and Administrative Modification

- a. APO Senior Transportation Planner Vicki Johnson reviewed the two proposed amendments to the FY 2025-2028 Transportation Improvement Program requested by Saint Cloud Metro Bus. This included the reprogramming of eight Dial-a-Ride vehicles and the decrease in the number of operations vehicles purchased – both FY 2025 projects. She reviewed the public comments received to date on the changes. In addition, she discussed the requested administrative modification from Benton County regarding a federal funding swap with Wright County. APO TAC reps recommended Policy Board approval of the proposed changes.

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

- a. Bolton & Menk Senior Transportation Planner Angie Stenson provided a comprehensive update on the status of the SS4A consultant contract to date. During this PMT update, she and Toole Design's Engineering Group Manager Dean Chamberlain presented corridor safety countermeasures profiles on 10 roadways within the APO's planning area. Each profile contained a brief context description along with considerations for either spot-specific and/or corridor-wide safety infrastructure for implementing jurisdictions to consider. Additionally, three multijurisdictional project areas were also identified and had countermeasure profiles developed.

Ms. Stenson also provided a review of the Safety Strategy Matrix and Safety Countermeasure Toolbox information developed by the Bolton & Menk team. The Safety Strategy Matrix provides a quick overview of the infrastructure improvements, the areas in which those infrastructure treatments would be deployed, the anticipated cost range (high, medium, low), as well as the research-based overall crash reduction metrics per each infrastructure treatment. The Safety Countermeasure Toolbox information provides a detailed (and plain language) summary of each infrastructure treatment and where/how the treatment would be deployed.

Ms. Stenson concluded her presentation informing TAC representatives of the next task Bolton & Menk will complete – a concept and cost development for one implementation project concept for each city. This concept/cost development task will be designed to position cities/counties to apply for

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

SS4A infrastructure construction dollars to complete safety projects. She indicated that the consultant team will be working closely with city/county/MnDOT staff over the next few weeks to develop these concepts. She anticipates presenting this work at the June 2025 TAC meeting.

Suggested Action: None, informational.



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

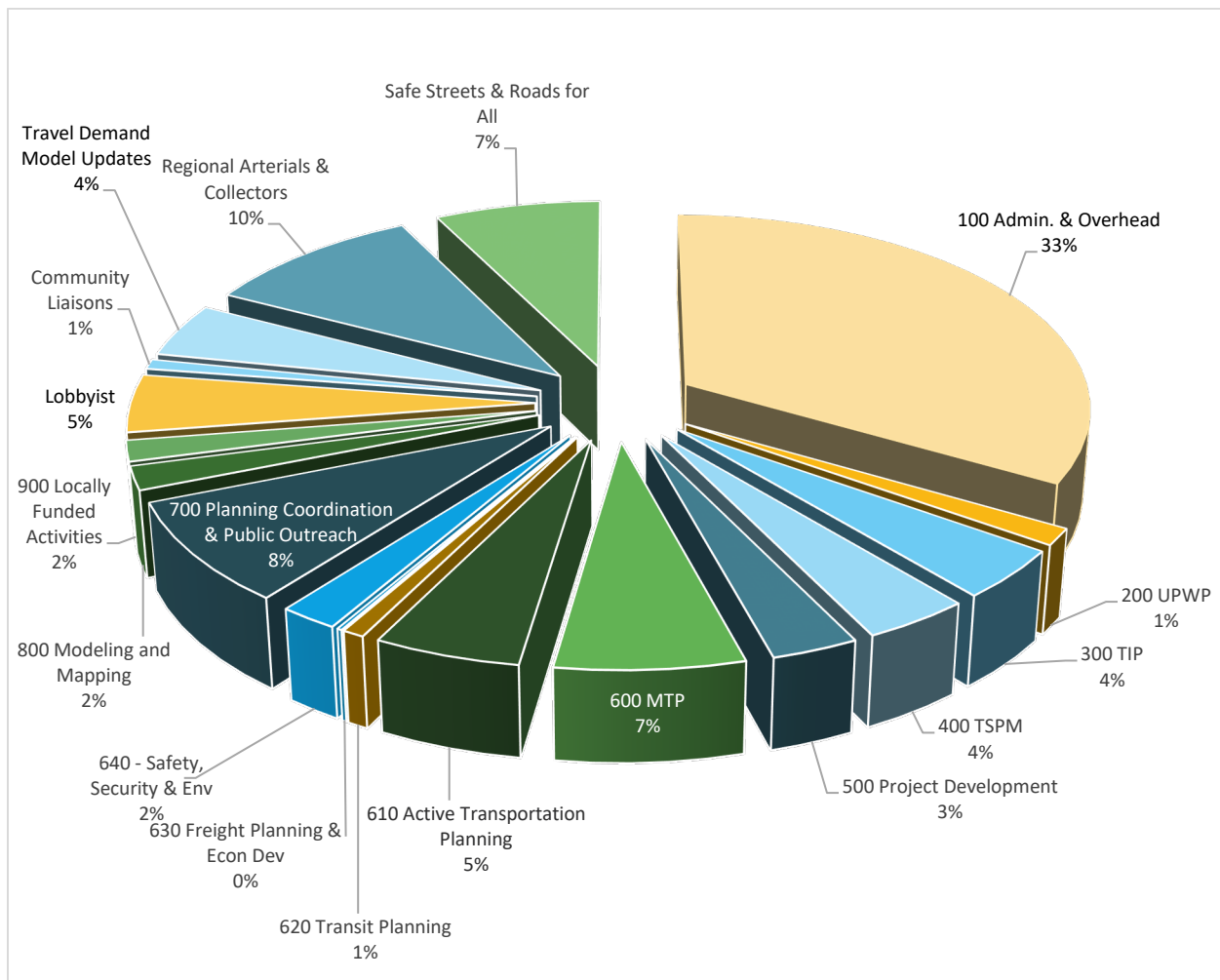
T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Brian Gibson, Executive Director
RE: 2024 Budget-to-Actual Report
DATE: May 1, 2025

Last month, Board members heard a presentation from Janel Bitzan regarding our official 2024 financial audit in which the auditors found no problems.

But I find it useful for budgeting purposes to look at the financial expenditures in terms of the actual budget for specific line items in our Unified Planning Work Program.

In 2024, we budgeted \$1,080,250 and expended \$1,007,233



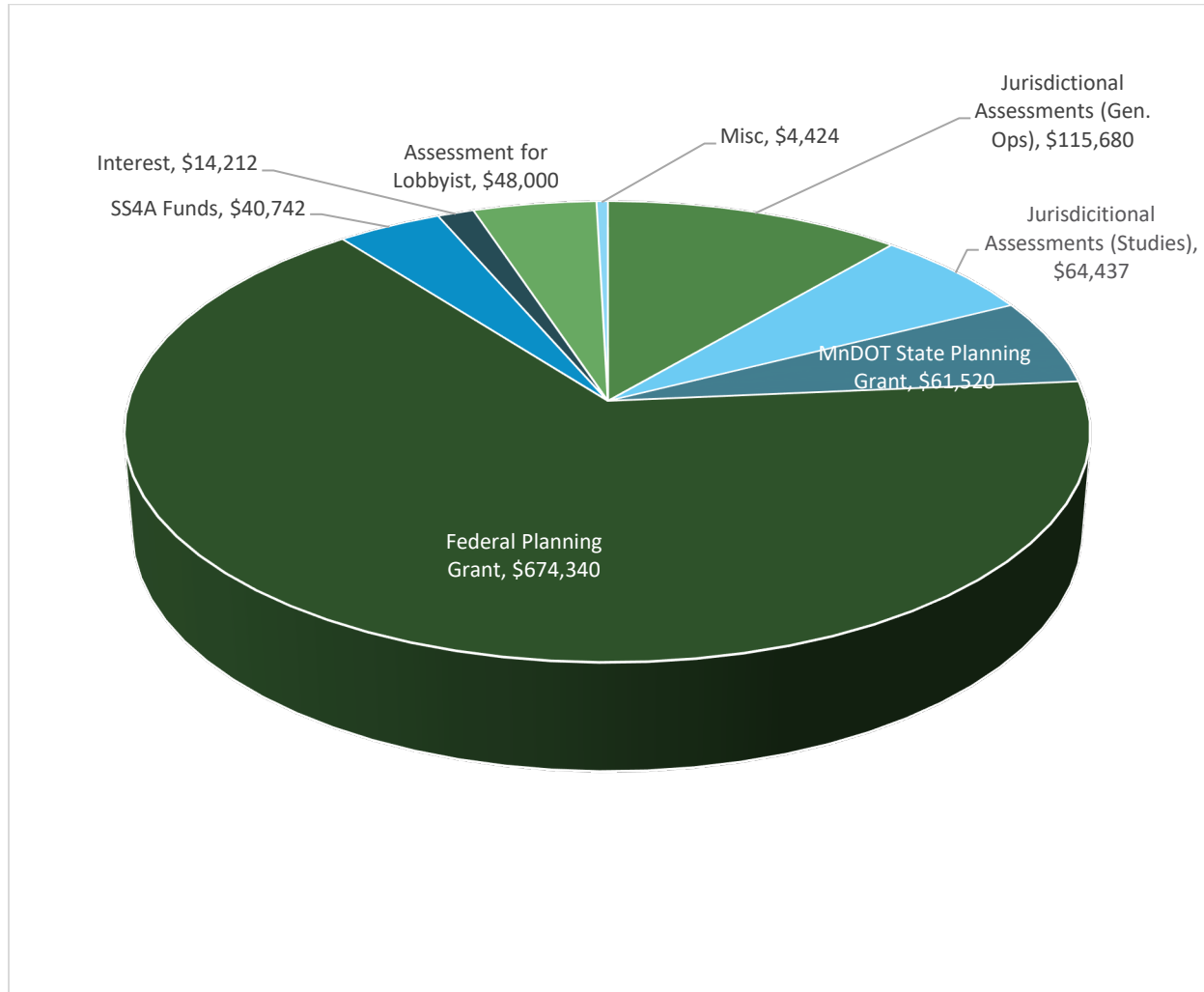
FY 2024 Expenditures by UPWP Category

I like to try to keep Administration and Overhead expenditures to between 20-25% of our total budget. I missed the mark in 2024. This was due in part to a new accounting contract that is considerably higher than our previous contract. But also both Trina and I expended about 35% more hours in Administration than was budgeted. Going forward, I will try to ensure that we expend hours more closely to how they are budgeted.

Work Activity Category	Total Budget	Total Expended*	% Expended	% Remaining
100 Administration & Overhead	\$300,000	\$336,003	112.0%	-12.0%
200 Budget & UPWP	\$13,250	\$14,044	106.0%	-6.0%
300 Transportation Improvement Program (TIP)	\$47,250	\$41,353	87.5%	12.5%
400 Transportation System Performance Monitoring (TSPM)	\$35,500	\$38,264	107.8%	-7.8%
500 Transportation Project Development	\$45,250	\$30,862	68.2%	31.8%
600 Metropolitan Transportation Plan (MTP)	\$73,750	\$66,765	90.5%	9.5%
610 MTP – Active Transportation Planning	\$49,000	\$51,896	105.9%	-5.9%
620 MTP – Transit Planning	\$9,000	\$7,783	86.5%	13.5%
630 MTP – Freight Planning, Economic Vitality & Tourism	\$5,000	\$1,704	34.1%	65.9%
640 MTP – Safety, Security & Environmental	\$10,000	\$20,948	209.5%	-109.5%
700 Transportation Planning Coordination & Public Outreach	\$94,750	\$84,953	89.7%	10.3%
800 Transportation Modeling, Mapping & Technical Support	\$20,000	\$19,457	97.3%	2.7%
900 Locally Funded Activities	\$26,500	\$17,160	64.8%	35.2%
Sub-Total for APO Staff, Overhead, and Operations	\$729,250	\$731,192	100.3%	-0.3%
Consultant Services: David Turch & Associates	\$48,000	\$48,000	100.0%	0.0%
Consultant Services: Travel Demand Model Updates	\$45,000	\$44,948	99.9%	0.1%
Consultant Services: Regional Arterials & Collectors	\$100,000	\$99,973	100.0%	0.0%
Consultant Services: Safe Streets & Roads for All	\$150,000	\$75,120	50.1%	49.9%
Community Liaisons for Hard-to-Reach Populations	\$8,000	\$8,000	100.0%	0.0%
Grand Total	\$1,080,250	\$1,007,233	93.2%	6.8%

FY 2024 Expenditures vs. Budget

Overall, we expended 93.2% of our budget. Importantly, we expended 100% of our Federal planning grant, which has been a long-time request from MnDOT.

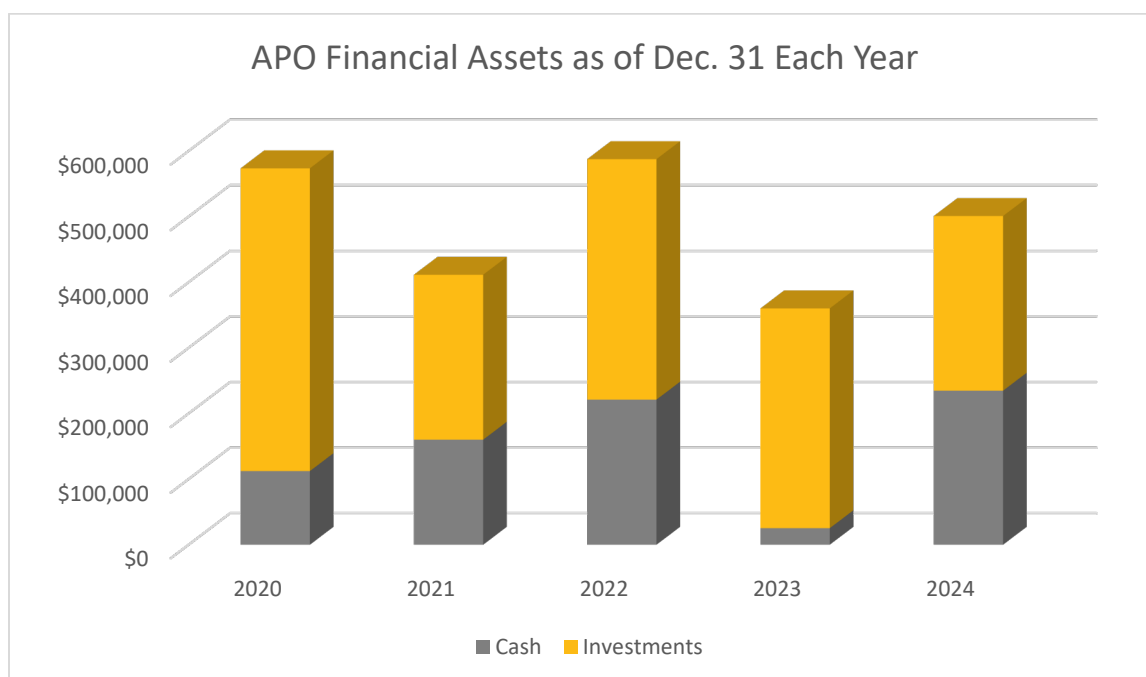


FY 2024 Revenue by Category

Our total revenue for FY 2024 was \$1,023,355. About 66% of our revenue came from our Federal planning grant. A little over 6% came from our State planning grant. Assessments paid by you, our members, accounted for about 17.5% of our total revenue (excluding the lobbyist contract).

Return on Investment

APO member jurisdictions provided \$180,116.67 to the APO through their annual assessments (excluding the Lobbyist Assessment). In return, the member jurisdictions were awarded \$10,906,122 in Federal funds and \$308,000 in State funding through the Transportation Improvement Program (TIP) in FY 2024 (i.e., \$5,168,000 for transit operations and capital projects, \$6,046,122 for roadway projects). That is a 6,055% return on investment.



Financial Assets by Source and Year

As you can see in the above graph, our total financial assets have remained fairly steady right around \$500,000 for the past 5 years. (The lower total in 2023 was the result of us not having yet been reimbursed by MnDOT by December 31st for one quarter of expenditures).

	Budget	Expended	% Expended	% Remaining
MnDOT State Grant	\$61,520	\$61,520	100.0%	0%
Federal Planning Grant (CPG)	\$673,359	\$674,340	100.1%	-0.1%
Safe Streets & Road for All (SS4A)	\$120,000	\$40,742	33.95%	66.05%
Salaries & Benefits	\$552,004	\$583,264	105.7%	-5.7%
Overhead	\$150,000	\$148,911	99.3%	0.7%
Consultant Studies (excluding SS4A)	\$153,000	\$152,921	99.9%	0.1%

FY 2024 Expenses by Selected Categories

The Safe Streets & Roads for All (SS4A) contract is a multi-year contract. We expended only about 34% of the budget in 2024. The remainder will be expended in 2025.

Suggested Action: None, informational only



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Brian Gibson, Executive Director
RE: Future Functional Class Network
DATE: May 1, 2025

Last year, we retained Bolton & Menk, a consultant, to conduct a thorough review of the roadway functional classification.

Functional classification is a basic concept that divides roadways into classes based on how they operate.

At the lowest level are Local roadways. These are the most common type of roadway and you find them in abundance in neighborhoods. Local roadways provide the most access to adjacent property and generally have the lowest posted speed limits.

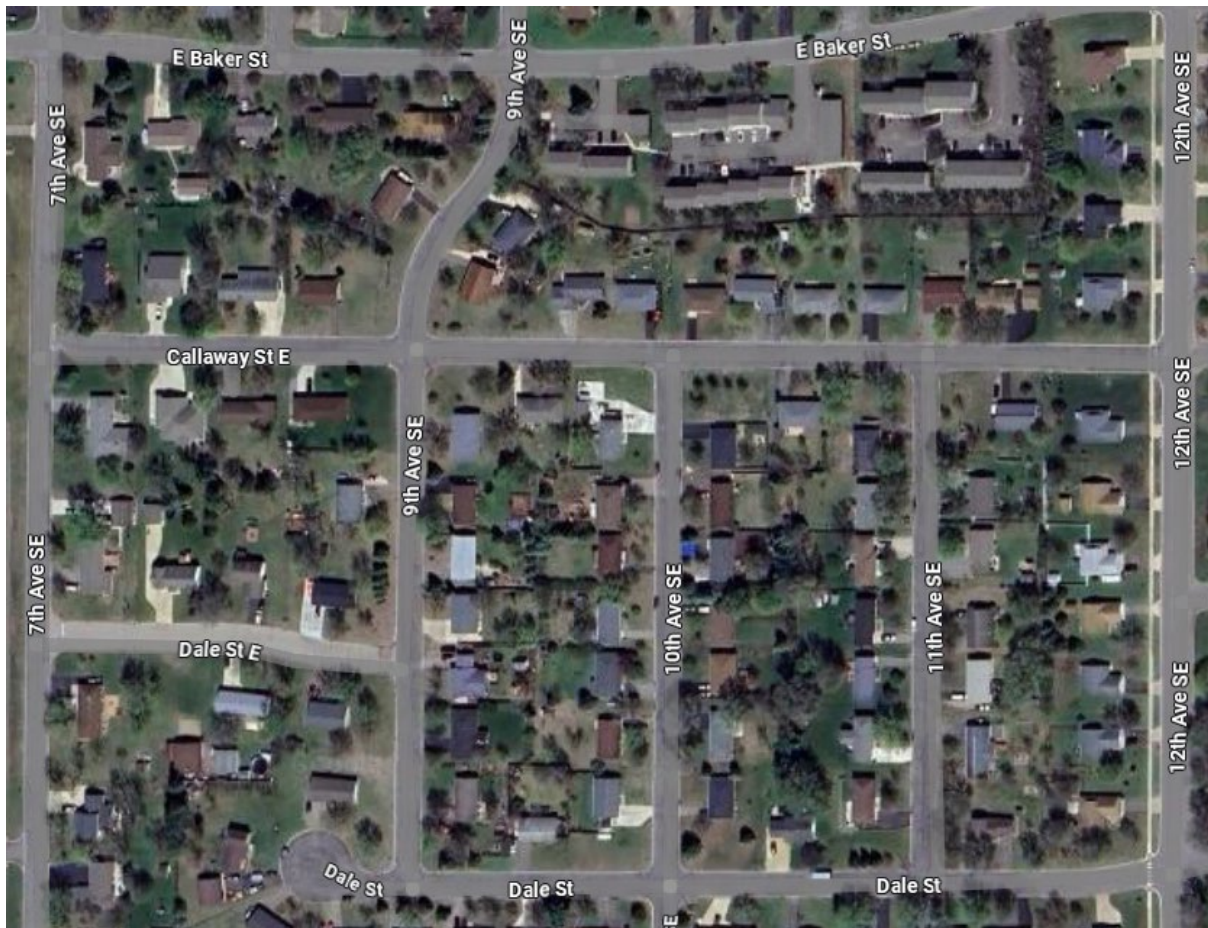


Figure 1. Examples of Local Roadways in St. Joseph

Next are Collectors, which collect local traffic and funnel it to Arterials.

Collectors tend to have more restrictive access control than Local roadways and slightly higher speed limits. Summit Avenue North in Sauk Rapids is a good example of a Collector roadway, funneling traffic to and from the Arterial (2nd Street North).



Figure 2. Summit Avenue North in Sauk Rapids

There are Minor Collectors and Major Collectors, the difference primarily being how much traffic they carry.

Lastly there are Arterials, which have the highest posted speed limits, the most restrictive access control, and accommodate the longest trips in the region.

Arterials are sub-divided in Principal Arterials (e.g., US-10, MN-15, MN-23, CSAH 75) and Minor Arterials (e.g., Veterans Boulevard, University Drive, 33rd Street South in St. Cloud)

As I have suggested in the previous text, an important aspect of functional classification is access control. Higher classifications of roadways need to carry more traffic at higher speeds. To do this safely, we must restrict the amount of conflicting traffic. Long straight roadways with few or no intersections can carry a lot of traffic at very high speeds (think

about an Interstate highway) because there is very little conflicting traffic. Every intersection and every driveway introduces conflicting traffic.

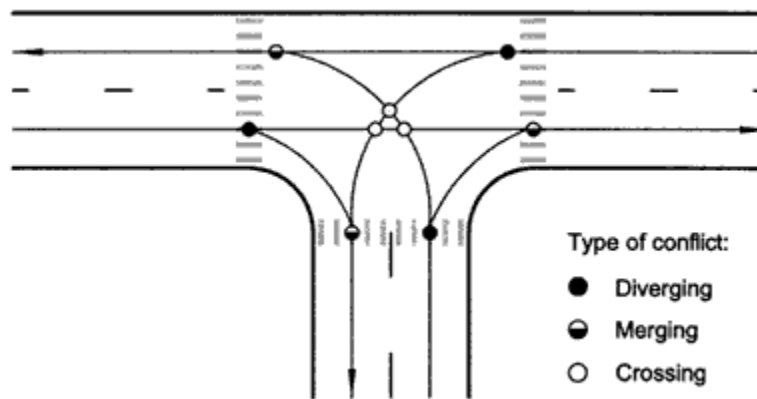


Figure 3. Illustration of Conflict Points at an Intersection

We cannot expect safe traffic operations at 40 or 45 mph if there is a driveway every 50 feet along a corridor.

Now, getting back to the work that Bolton & Menk did for us in 2024, their work consisted of two parts. The first part was a review of existing functional classification. In other words, they reviewed the existing Collectors and Arterials to help determine if the roadways were actually operating according to their current classification or if the roadway classification should be changed. Last month, you reviewed and approved 21 different functional classification changes which I am in the process of submitting to MnDOT for their review and (hopefully) approval.

The second part of Bolton & Menk's work was to consider potential future functional classifications. In other words, an existing roadway may be a quiet country road now, but in 20 or 30 or 50 years, we may need it to function as an Arterial. It is important to know this now, so that we can take steps to preserve right-of-way and access control (i.e., limiting intersections) so that the road can safely carry high traffic volumes at high speeds in the future. How do we know where we will need an Arterial or Collector? It's mostly a matter of spacing. Decades of research and practice has shown that urban areas operate most efficiently where there is an Arterial roadway about every 1 – 1.5 miles, with Collectors about halfway between the Arterials.

So, by looking at the existing functional classification network in the growth areas and placing ½ mile buffers around those existing classified roadways, we can see where the gaps in service will be:

(Continued on Next Page)

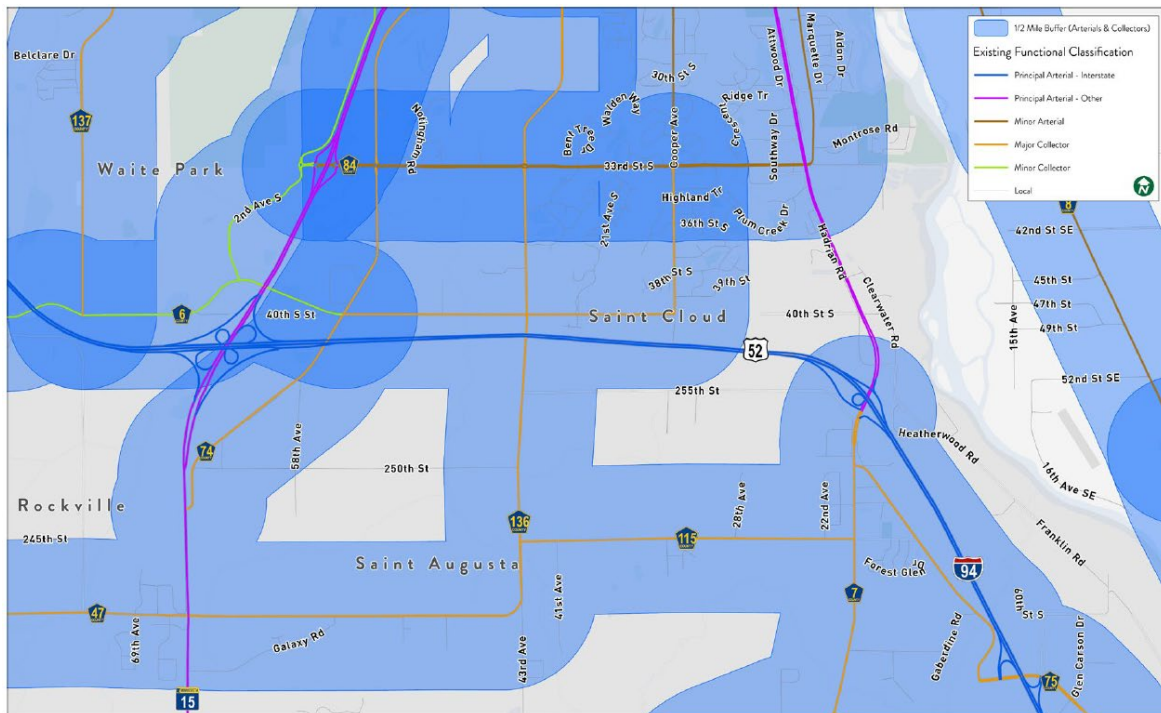


Figure 4. Illustration of 1/2 mile buffers in growth area

In Figure 4 above you can see there is an existing gap around 250th Street just south of I-94, at the edge of St. Augusta. As that area develops and grows, residents will need an east-west Collector to take them to either MN-25 or CSAH 136. The obvious choice is to preserve 250th Street as that Collector.



Figure 5. 250th Street

Today, 250th Street is a quiet country road, and granting “only one” access may not seem like a big deal. But “just one” additional access after another will soon degrade the corridor to the point that it cannot safely carry higher volumes of traffic at higher speeds.

On the following page is a map of the future Functional Classification network that was an outcome of Bolton & Menk’s work last year:



As you can see from the map on the previous page, very often County Roads end up becoming urban Collectors and Arterials. This is because they tend to be long, continuous roadways that already exist (so no need to build a brand new road).

But there are a few new corridors that we identified that do not yet exist. In particular, note the north side of Sauk Rapids:

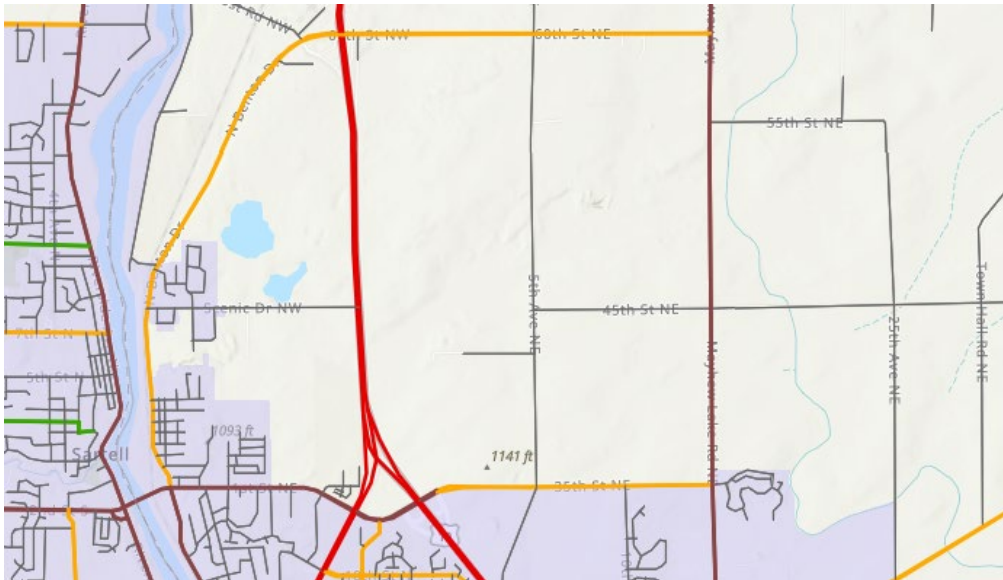


Figure 7. Existing Functional Classification North of Sauk Rapids

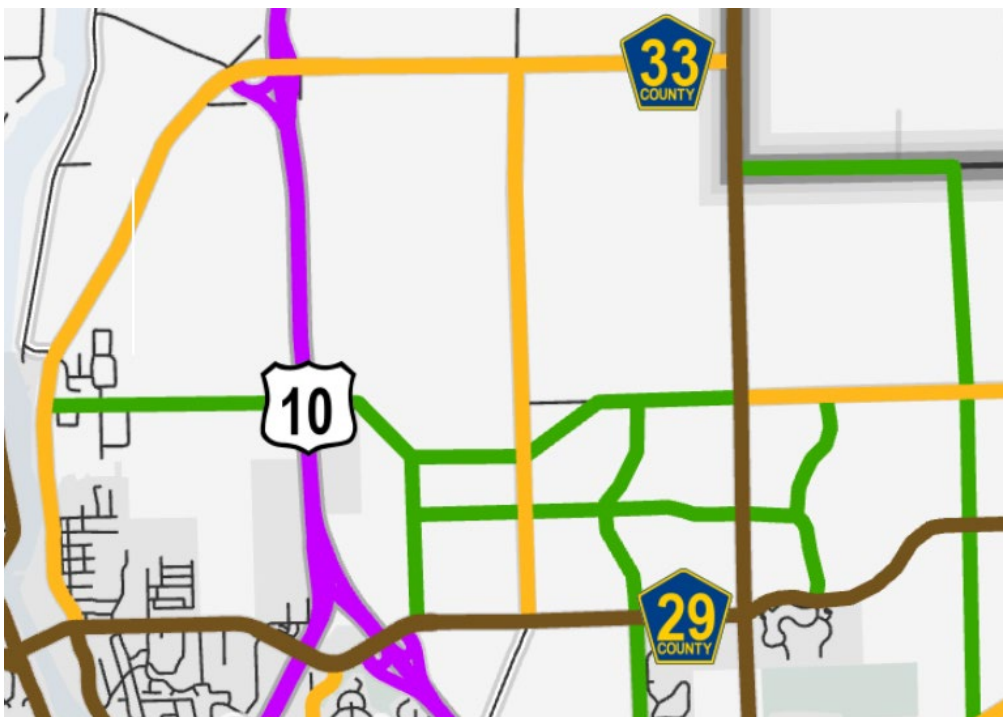


Figure 8. Future Functional Classification North of Sauk Rapids

This information is presented to you to help guide your decision-making and to help preserve both right-of-way and access control for the corridors that will be important to future mobility in the region.

Suggested Action: None, informational only