

**ST. CLOUD AREA PLANNING ORGANIZATION
EXECUTIVE BOARD MINUTES
February 9, 2017**

The St. Cloud Area Planning Organization's Executive Board was held on Thursday, February 9, 2017, at 5:00 p.m. at the St. Cloud APO. Chair Jeff Goerger presided with the following Members present:

Councilmember Jeff Goerger	City of St. Cloud
Councilmember John Libert	City of St. Cloud
Mayor Dave Kleis	City of St. Cloud
Mayor Bob Kroll	City of St. Augusta
Mayor Rick Miller	City of Waite Park
Commissioner Joe Perske	Stearns County
Commissioner Jake Bauerly	Benton County
Commissioner Ewald Petersen	Sherburne County
Township Supervisor Jeff Westerlund	LeSauk Township

Also Present:

Ryan Daniel	Metro Bus
Brian Gibson	Exec Director, St. Cloud APO
Dorothy Sweet	St. Cloud APO

APPROVAL OF AGENDA:

Commissioner E. Petersen motioned and Councilmember J. Libert seconded to approve the agenda. Motion carried.

CONSIDERATION OF MINUTES OF JANUARY 12, 2017 MEETING:

Mayor Kroll motioned and Commissioner E. Petersen seconded to approve the January 12, 2017 Executive Board Meeting minutes. Motion carried.

CONSIDERATION OF BILLS:

Mayor Kleis motioned and Councilmember Libert seconded to approve the bills. Motion carried.

CONSIDERATION OF LEAGUE OF MINNESOTA CITIES INSURANCE TRUST LIABILITY COVERAGE WAIVER FORM:

Mayor Kleis motioned and Commissioner Bauerly seconded to *Not Waive* the statutory tort liability limits. Motion carried.

By not waiving the statutory tort liability limits, an individual claimant could recover no more than \$500,000 on any claim to which the limit applies, and the total that all claimants could recover from any single incident would be limited to \$1,500,000.

CONSIDERATION OF TRANSPORTATION PLANNER JOB DESCRIPTION:

Mr. Gibson commented that the funding for this position (which has been unfilled for several years) was contained in the 2017 Unified Work Program which was approved by the Executive Board late last year. This position will be supervised by the Senior Transportation Planner. The new staff member will be charged with assisting in the development of the new Long Range Transportation Plan, transit planning (as requested by Metro Bus) and further developing the APO's required performance-based planning efforts and integrating them into our existing processes. The 1,562 estimated hours equates approximately to an April 1 start date. Mr. Gibson noted that approximately two-thirds of the APO's annual budget

has gone to staff and operations, while the remaining one-third has gone to consultants. When the position is filled, the APO will be able to do more work with staff (which costs an average of \$53/hr) and less with consultants (which costs an average of \$115/hr).

Mayor Kleis motioned to approve the hiring of a Transportation Planner, and Councilmember Libert seconded the motion. Motion carried.

CONSIDERATION OF PROCUREMENT POLICIES:

Mr. Gibson presented the draft Procurement Policy to the Executive Board last month for review. He summarized the changes and revisions made by MnDOT, which were incorporated into the final version. The revised policy now includes the Federal requirements and our State grant agreement as well as the MnDOT suggestions.

Mayor Kroll motioned and Councilmember Libert seconded the Procurement Policy to Recommend Approval to the Policy Board. Motion carried.

CONSIDERATION OF FEBRUARY 23, 2017 POLICY BOARD AGENDA:

Commissioner E. Petersen motioned and Mayor Miller seconded the approval of the Policy Board Agenda for February 23, 2017. Motion carried.

CONSIDERATION OF PRIORITIES FOR 2017:

Mr. Gibson reported that at last month's meeting he was directed to check with Metro Bus for any priority regional needs. Mr. Daniel, Metro Bus Executive Director, responded that they had no regional needs this year. The regional priorities were again brought to the TAC so that more TAC members could give their input. The TAC felt that while expanding I-94 to more lanes is the main vision, they felt it could be supplemented with several smaller projects that may not have money for planning or design. The TAC members were instructed to submit to the APO a list of their local projects along with an explanation on how their projects tied into the regional priorities. Executive Board members asked if several projects were included such as the ring road around the airport, CR 133 to 2nd Street South in Sartell, and CR 134. Mayor Kleis felt our representatives were only interested in the big projects and suggested keeping our list from 2015. Mr. Gibson suggested identifying the vision, but listing the next steps in the process and the financial need to complete those steps, which could give them some confidence that we have a plan and are serious about our efforts. Mayor Kleis responded that he felt the job of the Board was to identify the big needs, and if only partial funding became available, then staff could work to identify the smaller steps that could be taken with the available funding.

Mayor Kleis motioned and Mayor Miller seconded to keep the list developed in 2015. Motion carried. It was generally felt that it was better to have 4 main priorities instead of more. The four priorities are:

- **Expanding I-94 to six lanes from St. Michael to St. Cloud**
- **Address the funding equity issue for Central Minnesota**
- **Connect the Northstar Rail corridor to St. Cloud**
- **Positioning the St. Cloud Airport as a regional air hub.**

DISCUSSION OF WASHINGTON, DC TRIP:

Mr. Gibson announced that Kodiak Hill-Davis from David Turch & Associates suggested we refrain from visiting while the Chamber of Commerce is in Washington. Commissioners Perske and Bauerly also expressed interest in participating. The APO typically pays for the travel and lodging expenses for the Executive Director and the Chair of the Board. A booklet containing information about our priorities and other APO area information is presented to each representative and senator that the group meets with.

Mayor Kleis motioned to approve travel & lodging expenses for Mr. Gibson and Mr. Goerger for the Washington DC trip. Councilmember Libert seconded the motion. Motion carried.

PRESENTATION OF PERFORMANCE MEASURES REQUIREMENTS FOR MPOs

Mr. Gibson reported that a key feature of MAP-21, established in 2012, is the establishment of a performance- and outcome-based program. The USDOT is required to work with States and MPOs to establish performance measures, by which achievement of these goals will be evaluated:

Goal Area & National Goal	Federal Performance Measures
<u>Safety</u> : To achieve a significant reduction in traffic fatalities and serious injuries on all public roads	Number of fatalities (five year rolling average)
	Rate of fatalities per 100 million vehicle miles traveled (VMT) (five year rolling average)
	Number of serious injuries (five year rolling average)
	Rate of serious injuries per 100 VMT (five year rolling average)
	Number of non-motorized fatalities and non-motorized serious injuries
<u>Infrastructure Condition</u> : To maintain the highway infrastructure asset system in a state of good repair	Percentage of pavements on the Interstate System in Good condition
	Percentage of pavements on the Interstate System in Poor condition
	Percentage of pavements on the National Highway System (NHS) (excluding the Interstate System) in Good condition
	Percentage of pavements on the NHS (excluding the Interstate System) in Poor condition
	Percentage of NHS bridges classified as in Good condition
	Percentage of NHS bridges classified as in Poor condition
<u>Freight movement and economic vitality</u> : To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development	Percentage of the Interstate System Mileage providing for Reliable Truck Travel Times, or Truck Travel Time Reliability (TTTR) Index
<u>Environmental sustainability</u> : To enhance the performance of the transportation system while protecting and enhancing the natural environment	Percent Change in Tailpipe CO2 Emissions on the NHS from the Calendar Year 2017
<u>System reliability</u> : To improve the efficiency of the surface transportation system	Percent of Person-Miles Traveled on the Interstate System That Are Reliable (the Interstate Travel Time Reliability measure)
	Percent of Person-Miles Traveled on the Non-Interstate NHS That Are Reliable (the Non-Interstate NHS Travel Time Reliability measure)
<u>Congestion reduction</u> : To achieve a significant reduction in congestion on the National Highway System	Annual Hours of Peak-Hour Excessive Delay Per Capita (the PHED measure)
	Percent of Non-SOV Travel where SOV stands for single-occupancy vehicle

MnDOT must now establish performance targets for each of the performance measures, and once this is done, the APO has 180 days to decide if we will support the state’s targets or establish our own for the St. Cloud metro region. There will be financial impacts if the state does not meet targets. Mr. Gibson said these targets will apply to state highways or major arterials, and some targets may apply to any public road, regardless of whether it is part of the Federal-aid system or not. The Federal performance measures are the minimum required. We can add something new to the list, but we cannot subtract any measures. As performance measures and targets are established, the APO will need to increase its capacity to collect transportation performance data, manage and analyze that data accurately, and report it to the State annually, which is part of the new Transportation Planners job description (approved earlier in the meeting).

OTHER BUSINESS & ANNOUNCEMENTS:

Mr. Gibson announced:

- The APO will start holding a series of public input open-house events in March and April for the 2045 Long Range Transportation Plan.
- Minnesota Transportation Conference is scheduled for March 1 and 2 at the St. Paul RiverCenter.
- Congressman Emmer will be holding a Town Hall Meeting on February 22 at the Sartell City Hall.
- Transportation Day at the Capitol is scheduled for February 16.

ADJOURNMENT:

The meeting was adjourned at 5:35 p.m.

John Libert
Secretary, APO

Date