



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643
(320) 252-7568 • (320) 252-6557 (FAX) • Email: admin@stcloudapo.org • www.stcloudapo.org

APO Board Meeting Thursday, March 14, 2019 - 5:00 p.m. Great River Regional Library, 1300 W. Saint Germain Street, Saint Cloud

1. Pledge of Allegiance
2. Approval of Agenda
3. Public Comment Period
4. Consideration of Consent Agenda Items (*Attachments A - G*)
 - a. Minutes of January 10, 2019 Policy Board Meeting (*Attachment A*)
 - b. Approve Bills Lists for January, February, and March (*Attachments B1 and B2*)
 - c. Approve Contract for Metropolitan Transportation Plan Support and Assistance (*Attachment C*)
 - d. Approve Contract for Pavement Condition Data Update (*Attachment D*)
 - e. Approve Intelligent Transportation System Resolution (*Attachments E1 and E2*)
 - f. Approve NOT Waiving Tort Liability Limits for Property and Casualty Insurance (*Attachments F1 and F2*)
 - g. Approve 2019-2023 Transportation Improvement Program (TIP) Administrative Modification (*Attachment G*)
5. Consideration of 2019 Transportation Alternatives Project Ranking (*Attachments H1 & H2*): Vicki Ikeogu, Associate Planner
 - a. **Suggested Motion: Approve**
6. Consideration of 2019-2023 Transportation Improvement Program (TIP) Amendment (*Attachments I1 & I2*): Vicki Ikeogu, Associate Planner
 - a. **Suggested Motion: Approve**
7. Consideration of Hosting Arrangements for Regional Transportation Coordinating Council (*Attachment J1 & J2*): Brian Gibson, Executive Director
 - a. **Suggested Motion: Approve**
8. Report on Washington DC Trip and Discuss Lobbyist Contract: *Jeff Westerlund, Chair*
 - a. **Suggested Motion: None, discussion only**
9. Other Business & Announcements
10. Adjournment

English

The Saint Cloud Area Planning Organization (APO) fully complies with the Title VI of the Civil Rights Act of 1964, 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 Agagaarka Saint Cloud (APO) waxay si buuxda ugu hoggaansantay Qodobka VI ee Xeerka Xuquuqda Dadweynaha ee 1964, Sharciga Dadka Maraykanka ah ee Naafada ah ee 1990, Amarka Fulinta 12898, Amarka Fulinta 13116 iyo xeerarka iyo sharciyada la xiriiira. APO waxa heli kara dhamaan dadka leh awoodaha kala duwan. Qofka u baahan in waxka bedel ama qaabilaad, qalabka caawinta, adeegyada tarjumaadda qoraalka, adeegyada turjumaadda hadalka, iwm, si uu uga qaybgalo kulan dadweyne, oo uu kamid yahay yihiin helitaanka ajandahan iyo/ama waxyaabaha ku lifaaqan oo qaab kale ama luqad kale ah fadlan kala xiriir APO 320-252-7568 ama admin@stcloudapo.org ugu yaraan toddoba (7) maalmood ah kahor kulanka.

Hmong

Lub koom haum Saint Cloud Area Planning Organization (APO) tau ua raws nraim li Nqe Lus VI ntawm Tsoom fwv Cov Cai Pej Xeem xyoo 1964, Tsab Kev Cai Hai Txog Kev Xiam Oob Khab ntawm Haiv Neeg Mes Kas xyoo 1990, Tsab Cai 12898, Tsab Cai 13116 thiab cov cai thiab kev tswj fwm uas cuam tshuam. APO tuaj yeem nkag tau rau txhua tus neeg uas muaj peev xwm. Tus neeg uas xav tau kev hloov kho lossis pab cuam, pab lwm tus, pab txhais ntawv, pab txhais lus, thiab lwm yam, txhawm rau kom koom tau rau hauv lub rooj sab laj nrog pej xeem, nrog rau kev txais cov txheej txheem no thiab / lossis cov ntawv uas sau ua lwm hom ntawv, lossis lwm hom lus thov hu rau APO ntawm 320-252-7568 lossis sau ntawv tuaj tau ntawm admin@stcloudapo.org tsawg kawg yog xya (7) hnub ua ntej ntawm lub rooj sib tham.

Spanish

La Saint Cloud Area Planning Organization (Organización de Planificación del Área de Saint Cloud, APO) cumple plenamente con el Título VI de la Civil Rights Act (Ley de Derechos Civiles) de 1964, la Americans with Disabilities Act (Ley de Estadounidenses con Discapacidades) de 1990, el Decreto 13116 y estatutos y normas asociados. La APO está disponible para todo tipo de personas con todo tipo de capacidades. Las personas que requieran modificaciones o adaptaciones, ayudas auxiliares, servicios de traducción e interpretación, etc., con el fin de participar en una reunión pública, lo que incluye recibir esta agenda o documentos adjuntos en un formato o lenguaje distinto, deben comunicarse con la APO llamando al 320-252-7568 o escribiendo a la dirección admin@stcloudapo.org al menos siete (7) días antes de la reunión.

Laotian

ອົງການວາງແຜນເຂດພື້ນທີ່ Saint Cloud (APO) ປະຕິບັດຕາມ Title VI ຂອງກົດໝາຍວ່າດ້ວຍສິດທິພົນລະເມືອງປີ 1964, ກົດໝາຍວ່າດ້ວຍຄົນພິການຊາວອາເມລິກາປີ 1990, ຄໍາສັ່ງປະທານະທີ່ບໍດີເລກທີ 12898, ຄໍາສັ່ງປະທານະທີ່ບໍດີເລກທີ 13116 ແລະ ກົດໝາຍ ແລະ ກົດລະບຽບທີ່ກ່ຽວຂ້ອງຢ່າງຄົບຖ້ວນ. ຄົນທຸກຊົນຊັ້ນວັນນະສາມາດເຂົ້າເຖິງ APO ໄດ້. ບຸກຄົນທີ່ຈຳເປັນຕ້ອງມີ ການດັດແປງແກ້ໄຂ ຫຼື ການອໍານວຍຄວາມສະດວກ, ອຸປະກອນຊ່ວຍ, ການບໍລິການແປເອກະສານ, ການບໍລິການລ່າມແປພາສາ ແລະ ອື່ນໆ ເພື່ອເຂົ້າຮ່ວມການຊຸມນຸມສາທາລະນະ ລວມທັງການໄດ້ຮັບວາລະນີ້ ແລະ/ຫຼື ເອກະສານຄັດຕິດໃນຮູບແບບ ຫຼື ເປັນພາສາ ອື່ນໃດໜຶ່ງ ກະລຸນາຕິດຕໍ່ຫາ APO ທີ່ເບີ 320-252-7568 ຫຼື ອີເມວ admin@stcloudapo.org ຢ່າງໜ້ອຍເຈັດ (7) ວັນ ລ່ວງໜ້າການຊຸມນຸມ.

SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD
Thursday, January 10, 2019 – 5:00 p.m.
Waite Park City Hall

A regular meeting of the newly revised and newly created Saint Cloud Planning Organization Policy Board was held on Thursday, January 10, 2019 at 5 p.m. at Waite Park City Hall. Chair Jeff Goerger presided with the following members present:

Council Member Jeff Goerger	Saint Cloud
John Libert	Saint Cloud (Alternate for Paul Brandmire)
City Administrator Matt Staehling	Saint Cloud (Alternate for Mayor Kleis)
Mayor Rick Schultz	Saint Joseph
Mayor Ryan Fitzhum	Sartell
Council Member Nick Sauer	Sauk Rapids
Council Member Frank Theisen	Waite Park (Alternate for Mayor Miller)
Supervisor Jeff Westerlund	LeSauk Township
Commissioner Spencer Buerkle	Benton County (Alternate for Mr. Bauerly)
Commissioner Raeanne Danielowski	Sherburne County
Commissioner Joe Perske	Stearns County
Doug Diedrichsen	Metro Bus (Alternate for Ryan Daniel)

Also Present:

Brian Gibson	Exec Director, Saint Cloud APO
Joseph Miller	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Alison Henning	Saint Cloud APO
Dorothy Sweet	Saint Cloud APO
Kim Pettman	Community Member

APPROVAL OF AGENDA:

Mr. Theisen motioned to approve the agenda, and Mr. Sauer seconded the motion. Motion carried.

PUBLIC COMMENT PERIOD:

Ms. Kim Pettman said she would like to see many people attend the Bike/Ped meeting at the Saint Cloud Library on January 22 from 2-3 p.m. She asked that we all take a walk around the city to see what it is like for the pedestrians. She encouraged having clear sidewalks to keep pedestrians safe because recently two pedestrians were injured due to unsafe sidewalks. She stated that there is no reason that pedestrians should risk their lives trying to get around the city. Even in the summertime, there are many close calls for the pedestrians. She said she would like to see some action taken regarding this. One easy solution would be to use pedestrian safety signs near crosswalks.

CONSIDERATION OF CONSENT AGENDA ITEMS:

Mr. Goerger asked if anyone wanted to remove anything from the Consent Agenda list. He noted that a revised and updated bills list was distributed to everyone at the meeting.

Mr. Sauer motioned to approve the Consent Agenda items, and Mr. Theisen seconded the motion. Motion carried. The Consent Agenda items included: Minutes for August 9, 2018 Executive Board, October 25, 2018 Policy Board, Bills List for October and November, and Proposed Bills List for December 2018 and January 2019, WACOSA

Contract, Pay Equity Report, Reimbursement Payment to City of Saint Cloud for CSAH 75 Corridor Study, Annual Resolutions, Declaration of Gifts, and the 2019 Board Meeting Calendar.

CONSIDERATION OF BYLAWS:

Mr. Gibson commented that with the approval of the new Joint Powers Agreement and the formation of a new Policy Board, the members are required to approve the rules (Bylaws) that they have agreed to abide by. It was noted that Mayor Fitzthum from Sartell was not previously involved in discussions about forming a new Policy Board, JPA and Bylaws. The question was raised and discussed whether we are required to include the term "Policy," to describe our board. Mr. Gibson said there was no federal regulation that required us to use the term "Policy Board"; ***however, it was decided that since the new Joint Powers Agreement, which the jurisdictions have agreed to, uses the term "Policy Board" that we should use that term to refer to our board.***

Mayor Schultz motioned to approve the new Bylaws, and Mr. Sauer seconded the motion. Motion carried, and passed unanimously.

ELECTION OF OFFICERS:

Mr. Gibson announced that the new bylaws state that an election of officers shall occur annually at the first Policy Board meeting following January 1. Officers shall serve for a one-year term, and no officer shall serve more than two consecutive terms in any one office. The members discussed the rotation of officers and the perks and responsibilities of being Chair. The main responsibilities/perks of being Chair are leading the monthly meetings, the APO paying for traveling to Washington DC with the Executive Director to meet with congressional staff, attending the ATP meetings which rotate between Baxter and MnDot St. Cloud, and leading the evaluation process for the Executive Director. Mr. Georger announced that he was willing to continue on and serve as Chair if elected.

Election of Officers:

Chair: Jeff Westerlund
1st Vice-Chair: Rick Miller
2nd Vice-Chair: Jeff Goerger
3rd Vice-Chair: Joe Perske

After the election of officers, Mr. Westerlund took over as Chair of the meeting.

CONSIDERATION OF FY 2019-2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT:

In the absence of Mrs. Johnson, Mr. Gibson summarized the major highlights which required the Amendment. The changes are as follows:

2019 – Sartell is adding on to the scope of a Safe Routes to School infrastructure improvements project. The project has since changed to improvements along Second Ave N, 5th Ave N, and 2-½ St N in Sartell, and the total cost of the project has increased to \$2,467,154 with the Federal contribution remaining the same. The local share has increased from \$49,794 to \$2,267,978. Fiscal constraint has been maintained

2020 – Metro Bus has decreased the amount for the purchase of three standard 35-ft replacement CNG fixed route buses. Fiscal constraint has been maintained.

2021 – Metro Bus has increased the number of less than 30 ft replacement CNG DAR replacement buses from one to three. Total project cost increased from \$460,000 to \$690,000. Fiscal constraint has been maintained.

2023 – Metro Bus has made several changes to projects currently programed in FY 2023: An increase in total funding for operating assistance, preventative maintenance, paratransit operating, and Northstar Commuter operating, the deletion of a transit hubs project from the TIP, an increase in total funding allocated for facility improvements and additions, and the addition of the purchase of six less than 30 feet CNG DAR replacement buses. Fiscal constraint has been maintained for all of these changes. The TAC has recommended approval of the Amendment.

Mayor Schultz motioned to approve the FY 2019-2023 TIP Amendment, and Mr. Goerger seconded the motion. Motion carried.

CONSIDERATION OF AMENDMENT TO THE STAKEHOLDER ENGAGEMENT PLAN:

Mr. Gibson reviewed the many detailed changes, which are listed in the agenda packet. Changes included wording changes, addition of several disclaimers, descriptions, etc. The major change includes how the TIP is amended and modified. We are now proposing to follow the State of Minnesota's rules for amendments vs. modifications. The TAC recommended approval of the SEP.

Mr. Goerger motioned to approve the Amendment to the Stakeholder Engagement Plan, and Mr. Sauer seconded the motion. Motion carried.

CONSIDERATION OF PURCHASE OF STREETLIGHT DATA:

Mr. Gibson reported that there are many companies that sell the movement of vehicle data. These companies buy this data and then sell it to transportation companies. MnDOT has a 2-year contract with Streetlight Data to access the valuable transportation data, and the APO would like to buy access to that data for \$5,000 per year. Assuming that MnDOT finds this information valuable after the two-year contract ends, it is hoped they will extend the contract, which means the APO could continue accessing and using that information. The members discussed the various types of information collected (i.e. average speed on a particular road, where vehicles came from, where vehicles went, changes in travel speed minute-by-minute, and specific data for heavy commercial trucks). While jurisdictions cannot access the information directly themselves, they can describe the information they require and the Transportation Planning Technician at the APO can access and gather the requested information. The APO will be able to gather and run as many reports as necessary for the jurisdictions.

Mr. Goerger motioned to approve the purchase of Streetlight Data, and Mr. Theisen seconded the motion. Motion carried.

CONSIDER ANNUAL CONGRESSIONAL EDUCATION TRIP TO WASHINGTON DC, AND DISCUSSION OF REGIONAL TRANSPORTATION PRIORITIES:

Mr. Gibson reported that the annual trip to Washington DC for the Executive Director and Chair is scheduled for the week of February 11. Our lobbyist, Kodiak Hill-Davis, is working on setting up the appointments. The APO typically pays the travel, food and lodging expenses for the Executive Director and the Chair. However, other Policy Board members are welcome to attend but will be at their own or their jurisdiction's expense.

Mr. Staehling motioned to approve funding the Washington trip for the Executive Director and Chair, and Mr. Goerger seconded the motion. Motion carried.

The 2018 major priorities included Widening I-94 from Albertville to Saint Cloud, Widen TH 23 to four lanes, Develop Saint Cloud Regional Airport into a Regional Air Hub, and Connect Northstar Commuter Rail to Saint Cloud. Because significant progress has been made on the first three issues, Mr. Gibson suggested that we focus on Connecting the Northstar Commuter Rail to Saint Cloud. His reasons for focusing on Northstar include BNSF making substantial capacity upgrades on its tracks between Big Lake and Saint Cloud, Oil trains have been reduced substantially due to a pipeline providing some distribution of oil from the Bakken Field, Minnesota House Dist #14B has a new representative who has publically supported the extension of Northstar train to Saint Cloud, and growing support on Capitol Hill for the return of Congressional earmarks to help fund larger projects.

Several members felt additional priorities should be added to our list. Suggestions included: Continue requesting for the expansion of and widening of all sections of I-94, Listing upcoming projects included in our 25-yr plan, continued focus on the airport, beltway around Saint Cloud, and a Bridge across the Mississippi. ***The members voted on the number of projects to include on the Priority List and no one voted to have just one item on the priorities list. Most members wanted three or four on the list, in addition to Northstar and some felt it showed consistency on our part to continue to request these same priorities.***

OTHER BUSINESS AND ANNOUNCEMENTS:

Mr. Gibson announced that Alex McKenzie recently received a Masters in Public Administration.

ADJOURNMENT:

The meeting was adjourned at 5:52 p.m.

ST. CLOUD AREA PLANNING ORGANIZATION

Transaction List by Vendor

January through February 2019

3:43 PM

03/01/2019

Type	Date	Memo and Vendor Name	What Check is for	Amount Paid
		Net Payroll (including insurance reimbursement)	1/11/2019 Payroll Paid	
Direct Dep.	1/11/19			8,221.22
Electronic	1/11/19	Social Security, Medicare & Federal Tax	1/11/2019 Payroll Paid	3,445.77
Electronic	1/11/19	MN Department of Revenue-Withholding	1/11/2019 Payroll Paid	687.69
Electronic	1/11/19	PERA	1/11/2019 Payroll Paid	1,791.38
Electronic	1/11/19	Great West Annuity	1/11/2019 Payroll Paid	239.23
Electronic	1/11/19	Minnesota State Retirement System	1/11/2019 Payroll Paid	119.23
Electronic	1/11/19	Select Account (H.S.A.)	1/11/2019 Payroll Paid	228.34
		Net Payroll (including insurance reimbursement)	1/25/2019 Payroll Paid	
Direct Dep.	1/25/19			8,179.07
Electronic	1/25/19	Social Security, Medicare & Federal Tax	1/25/2019 Payroll Paid	3,464.97
Electronic	1/25/19	MN Department of Revenue-Withholding	1/25/2019 Payroll Paid	691.46
Electronic	1/25/19	PERA	1/25/2019 Payroll Paid	1,801.21
Electronic	1/25/19	Great West Annuity	1/25/2019 Payroll Paid	239.23
Electronic	1/25/19	Minnesota State Retirement System	1/25/2019 Payroll Paid	119.23
Electronic	1/25/19	Select Account (H.S.A.)	1/25/2019 Payroll Paid	228.34
		Net Payroll (including insurance reimbursement)	2/08/2019 Payroll Paid	
Direct Dep.	2/08/19			8,810.25
Electronic	2/08/19	Social Security, Medicare & Federal Tax	2/08/2019 Payroll Paid	3,470.88
Electronic	2/08/19	MN Department of Revenue-Withholding	2/08/2019 Payroll Paid	692.62
Electronic	2/08/19	PERA	2/08/2019 Payroll Paid	1,804.27
Electronic	2/08/19	Great West Annuity	2/08/2019 Payroll Paid	239.23
Electronic	2/08/19	Minnesota State Retirement System	2/08/2019 Payroll Paid	119.23
Electronic	2/08/19	Select Account (H.S.A.)	2/08/2019 Payroll Paid	228.34
		Net Payroll (including insurance reimbursement)	2/22/2019 Payroll Paid	
Direct Dep.	2/22/19			8,160.27
Electronic	2/22/19	Social Security, Medicare & Federal Tax	2/22/2019 Payroll Paid	3,457.52
Electronic	2/22/19	MN Department of Revenue-Withholding	2/22/2019 Payroll Paid	689.99
Electronic	2/22/19	PERA	2/22/2019 Payroll Paid	1,797.38
Electronic	2/22/19	Great West Annuity	2/22/2019 Payroll Paid	239.23
Electronic	2/22/19	Minnesota State Retirement System	2/22/2019 Payroll Paid	119.23
Electronic	2/22/19	Select Account (H.S.A.)	2/22/2019 Payroll Paid	228.34
AMPO - Assoc of Metropol Planning Org				
Bill Pmt -Check	02/21/2019		2019 AMPO Dues	663.73
Credit Card Charge	02/26/2019	Brian Gibson - 2019 AMPO Planning Tools Training 6618 · Professional Development		375.00
BCBS of MN				
Check	01/22/2019		6600.5 · Health/Dental/Life Insurance	2,628.08
Check	02/20/2019		6600.5 · Health/Dental/Life Insurance	2,628.08
City of St. Cloud - Water/Sewer				
Bill Pmt -Check	01/23/2019		Utilities	35.90
Cloudnet				
Bill Pmt -Check	01/15/2019		6603.1 · Telephone	25.00

ST. CLOUD AREA PLANNING ORGANIZATION

Transaction List by Vendor

January through February 2019

3:43 PM

03/01/2019

Type	Date	Memo and Vendor Name	What Check is for	Amount Paid
Bill Pmt -Check	02/20/2019		6603.1 · Telephone	25.00
		David Turch & Associates		
Bill Pmt -Check	02/20/2019		902.10 · Washington Lobbyist	4,000.00
		Delta Air		
Credit Card Charge	01/15/2019	Washington DC	902.1 · Travel - Air Meals Etc	246.60
Credit Card Charge	01/15/2019	Washington DC	902.1 · Travel - Air Meals Etc	246.60
		Delta Dental		
Check	01/01/2019		6600.5 · Health/Dental/Life Insurance	168.00
Check	02/01/2019		6600.5 · Health/Dental/Life Insurance	168.00
		Google Inc.		
Credit Card Charge	01/31/2019	Internet Services	6603.1 · Telephone	25.00
Credit Card Charge	02/28/2019	Internet Services	6603.1 · Telephone	25.00
		Greater St Cloud Dev Corp		
Bill Pmt -Check	01/02/2019		6610 · Dues & Subscriptions	500.00
		Holiday Inn - Washington DC		
Credit Card Charge	01/14/2019		902.1 · Travel - Air Meals Etc	1,625.26
		Jeff Goerger		
Bill Pmt -Check	02/20/2019		Travel - mileage reimbursement	73.40
		Jeff S Westerlund		
Bill	02/15/2019	Washington DC	902.1 · Travel - Air Meals Etc	40.61
		Liberty Savings Bank		
Check	01/11/2019		VISA 2733	1,416.19
Check	02/11/2019		VISA 2733	2,736.56
		Loffler Companies		
Bill Pmt -Check	01/04/2019		6608 · Copy Machine	88.63
Bill Pmt -Check	02/05/2019		6608 · Copy Machine	157.25
Bill Pmt -Check	02/20/2019		6608 · Copy Machine	161.00
		Marriott Metro Center - Washington DC		
Credit Card Charge	01/16/2019		902.1 · Travel - Air Meals Etc	27.80
		Neopost USA, Inc.		
Credit Card Charge	01/10/2019		6603.2 · Postage	59.25
		Office Max Contract, Inc.		
Credit Card Charge	01/04/2019		6601 · Office Supplies	156.75
Credit Card Charge	01/08/2019		6601 · Office Supplies	23.60
Credit Card Charge	02/05/2019		6601 · Office Supplies	206.44
Credit Card Charge	02/13/2019		6601 · Office Supplies	86.09
		Premium Waters, Inc.		
Bill Pmt -Check	01/25/2019	Office Drinking Water	6601 · Office Supplies	35.65
Bill Pmt -Check	02/19/2019	Office Drinking Water	6601 · Office Supplies	44.20
		Principal Mutual Life Insurance		
Bill Pmt -Check	01/10/2019		6600.5 · Health/Dental/Life Insurance	269.58
Bill Pmt -Check	02/20/2019		6600.5 · Health/Dental/Life Insurance	269.58

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
 January through February 2019

3:43 PM

03/01/2019

Type	Date	Memo and Vendor Name	What Check is for	Amount Paid
		Rajkowski Hansmeier LTD		
Bill Pmt -Check	02/20/2019		Legal Service	90.00
		SC Times		
Bill Pmt -Check	01/22/2019		Publications	169.93
		Schroden's Inc.		
Bill Pmt -Check	01/07/2019	snow removal	6606.2 · Maintenance	300.00
Bill Pmt -Check	02/20/2019		6606.2 · Maintenance	150.00
		SCR		
Bill	01/01/2019	Furnace Service Work	6606.2 · Maintenance	521.09
		Spectrum Business (Charter)		
Bill Pmt -Check	01/08/2019		Telephone and internet	269.42
Bill Pmt -Check	02/20/2019		Telephone and internet	267.00
		SRF Consulting Group, Inc.		
Bill Pmt -Check	02/20/2019		2018 Travel Demand Model Support	2,959.82
		Stearns Electric Association		
Bill Pmt -Check	01/18/2019		6606.1 · Utilities	199.73
Bill Pmt -Check	02/25/2019		6606.1 · Utilities	209.56
		Stonebrooke Engineering		
Bill Pmt -Check	01/23/2019		CSAH 75 Corridor - 100% local project	66,900.00
		Streetlight Data		
Bill	01/22/2019		6622.19 · Street Light Data	5,000.00
		SurveyMonkey.com		
Credit Card Charge	02/13/2019		6610 · Dues & Subscriptions	360.00
		Target Store		
Credit Card Charge	01/04/2019		6601 · Office Supplies	118.65
Credit Card Charge	01/08/2019		6601 · Office Supplies	8.60
Credit Card Charge	01/25/2019		6601 · Office Supplies	40.54
Credit Card Charge	02/14/2019		6601 · Office Supplies	36.57
		Travel Insurance Policy		
Credit Card Charge	01/14/2019		902.1 · Travel - Air Meals Etc	47.26
		Vicki B Johnson		
Bill Pmt -Check	02/06/2019		6604 · Travel	53.94
		WACOSA		
Bill Pmt -Check	01/22/2019	Office Cleaning	6606.2 · Maintenance	122.18
Bill Pmt -Check	02/20/2019	Office Cleaning	6606.2 · Maintenance	125.84
		West Central Sanitation, Inc		
Bill Pmt -Check	01/25/2019	garbage collection	6606.2 · Maintenance	30.77
Bill Pmt -Check	02/20/2019	garbage collection	6606.2 · Maintenance	30.69
		WSB & Associates, Inc.		
Bill Pmt -Check	01/14/2019	Services thru 12/31/2018 - Project RTCC	RTCC Phase 1 Planning	8,446.40
		Xcel Energy		
Bill Pmt -Check	01/04/2019		6606.1 · Utilities	188.65

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
January through February 2019

3:43 PM
03/01/2019

Type	Date	Memo and Vendor Name	What Check is for	Amount Paid
Bill Pmt -Check	02/04/2019	Your CFO Inc	6606.1 · Utilities	222.72
Bill Pmt -Check	01/02/2019		6602.2 · Accounting Services	1,460.00
Bill Pmt -Check	01/24/2019		6602.2 · Accounting Services	1,460.00
				<u>168,540.34</u>
LIBERTY BANK DEPOSITS				
		Deposit Date	Amount	
Sherburne County		1/4/2019	1,133.50	
Benton County		1/4/2019	3,399.00	
City of St Joseph		1/7/2019	3,022.00	
Metro Bus		1/7/2019	4,150.00	
City of Sartell		1/7/2019	8,220.50	
City of St Cloud		1/7/2019	30,923.50	
Stearns County		1/16/2019	10,335.50	
Town of LeSauk		1/16/2019	614.00	
City of Waite Park		1/16/2019	3,811.00	
City of Sauk Rapids		1/17/2019	6,152.50	
Transfer from Saving Account		1/17/2019	66,900.00	
Liberty Bank - Interest Earned - Estimate		1/31/2019	28.54	
MN DOT		2/15/2019	1,469.54	
Liberty Bank - Interest Earned - Estimate		12/31/2018	19.71	
			<u>140,179.29</u>	

PROPOSED March and April 2019 DISBURSEMENTS
prepared 03/01/2019

Attachment B-2
Agenda Item #4 b.

Method Of Payment	To Whom Paid	What Check is for	Account	Amount Paid
Direct Dep.	Net Payroll (including insurance reimbursement)	03/08/2019 Payroll Paid	Payroll	\$ 8,160.27
Electronic	Social Security, Medicare & Federal Tax PAID	03/08/2019 Payroll Paid	Payroll	\$ 3,457.52
Electronic	MN Department of Revenue-Withholding PAID	03/08/2019 Payroll Paid	Payroll	\$ 689.99
Electronic	PERA	03/08/2019 Payroll Paid	Payroll	\$ 1,797.38
Electronic	Great West Annuity	03/08/2019 Payroll Paid	Payroll	\$ 239.23
Electronic	Minnesota State Retirement System	03/08/2019 Payroll Paid	Payroll	\$ 119.22
Electronic	Select Account (H.S.A.)	03/08/2019 Payroll Paid	Payroll	\$ 228.34
Direct Dep.	Net Payroll (including insurance reimbursement)	03/22/2019 Payroll Paid	Payroll	\$ 8,160.27
Electronic	Social Security, Medicare & Federal Tax PAID	03/22/2019 Payroll Paid	Payroll	\$ 3,457.52
Electronic	MN Department of Revenue-Withholding PAID	03/22/2019 Payroll Paid	Payroll	\$ 689.99
Electronic	PERA	03/22/2019 Payroll Paid	Payroll	\$ 1,797.38
Electronic	Great West Annuity	03/22/2019 Payroll Paid	Payroll	\$ 239.23
Electronic	Minnesota State Retirement System	03/22/2019 Payroll Paid	Payroll	\$ 119.22
Electronic	Select Account (H.S.A.)	03/22/2019 Payroll Paid	Payroll	\$ 228.34
Direct Dep.	Net Payroll (including insurance reimbursement)	04/05/2019 Payroll Paid	Payroll	\$ 8,160.27
Electronic	Social Security, Medicare & Federal Tax PAID	04/05/2019 Payroll Paid	Payroll	\$ 3,457.52
Electronic	MN Department of Revenue-Withholding PAID	04/05/2019 Payroll Paid	Payroll	\$ 689.99
Electronic	PERA	04/05/2019 Payroll Paid	Payroll	\$ 1,797.38
Electronic	Great West Annuity	04/05/2019 Payroll Paid	Payroll	\$ 239.23
Electronic	Minnesota State Retirement System	04/05/2019 Payroll Paid	Payroll	\$ 119.22
Electronic	Select Account (H.S.A.)	04/05/2019 Payroll Paid	Payroll	\$ 228.34
Direct Dep.	Net Payroll (including insurance reimbursement)	04/19/2019 Payroll Paid	Payroll	\$ 8,160.27
Electronic	Social Security, Medicare & Federal Tax PAID	04/19/2019 Payroll Paid	Payroll	\$ 3,457.52
Electronic	MN Department of Revenue-Withholding PAID	04/19/2019 Payroll Paid	Payroll	\$ 689.99
Electronic	PERA	04/19/2019 Payroll Paid	Payroll	\$ 1,797.38
Electronic	Great West Annuity	04/19/2019 Payroll Paid	Payroll	\$ 239.23
Electronic	Minnesota State Retirement System	04/19/2019 Payroll Paid	Payroll	\$ 119.22
Electronic	Select Account (H.S.A.)	04/19/2019 Payroll Paid	Payroll	\$ 228.34
Brian Gibson - Registration -2019 AMPO Symposium			Professional Development	\$ 375.00
Credit Card	AMPO-Assoc of Metrop Planners		Payroll	\$ 2,628.08
Electronic	BCBS of MN - March	Employee Health Insurance	Payroll	\$ 2,628.08
Electronic	BCBS of MN - April	Employee Health Insurance	Utilities	\$ 50.00
Check	City of St Cloud - Water/Sewer - estimate - March	Utilities - water / sewer	Utilities	\$ 50.00
Check	City of St Cloud - Water/Sewer - estimate - April	Utilities - water / sewer	Utilities	\$ 25.00
Check	Cloudnet - March	Internet Service	Utilities	\$ 25.00
Check	Cloudnet - April	Internet Service	Lobbying	\$ 4,000.00
Check	David Turch & Associates - estimate - March	Lobbyist Services	Payroll	\$ 168.00
Check	Delta Dental - March	Employee dental insurance	Payroll	\$ 168.00
Check	Delta Dental - April	Employee dental insurance	Utilities	\$ 25.00
Credit Card	Google Inc - March	G Suite Basic - Commitment	Utilities	\$ 25.00
Credit Card	Google Inc - April	G Suite Basic - Commitment	Payment on Credit Card Balance	\$ 754.64
Electronic	Liberty Bank Credit Card	Payment on Credit Card Balance	Copy Machine	\$ 161.00
Check	Loffler Companies - estimate - March	Copier Supplies	Copy Machine	\$ 150.00
Check	Loffler Companies - estimate - April	Copier Supplies	Meter Lease	\$ 59.25
Credit Card	Neopost USA, Inc.	Postage Meter	Postage	\$ 200.00
Credit Card	Neopost USA, Inc.	Postage Meter	Utilities	\$ 44.20
Check	Premium Water Inc - March	office drinking water	Utilities	\$ 44.20
Check	Premium Water Inc - April	office drinking water	Payroll	\$ 269.58
Check	Principal Financial - March	Emloyee disability insurance	Payroll	\$ 269.58
Check	Principal Financial - April	Emloyee disability insurance	Legal	\$ 90.00
Check	Rajkowski Hansmeier LTD	Legal Services	Maintenance	\$ 100.00
Check	Saint Cloud APO Policy Board Meeting	Estimate - February 2019 snow removal		

March 14, 2019

PROPOSED March and April 2019 DISBURSEMENTS
prepared 03/01/2019

Attachment B-2
 Agenda Item #4 b.

Method Of Payment	To Whom Paid	What Check is for	Account	Amount Paid
Check	Schroden's Inc	Estimate - March 2019 snow removal	Maintenance	\$ 180.00
Check	Spectrum Business (Charter) - estimate - March	Internet Service	Utilities	\$ 281.78
Check	Spectrum Business (Charter) - estimate - April	Internet Service	Utilities	\$ 281.78
Electronic	Stearns Electric Association - estimate - March	Utilities - electric	Utilities	\$ 209.56
Electronic	Stearns Electric Association - estimate - April	Utilities - electric	Utilities	\$ 250.00
Check	SC Times - estimate - March	Public Postings	Printing/Publishing	\$ 250.00
Check	SC Times - estimate - April	Public Postings	Printing/Publishing	\$ 250.00
Check	TriMark - estimate - March	Office Supplies	Office Supplies	\$ 50.00
Check	WACOSA - estimate - March	Office Cleaning Services	Maintenance	\$ 125.84
Check	WACOSA - estimate - April	Office Cleaning Services	Maintenance	\$ 125.84
Check	West Central Sanitation Inc - estimate - March	Utility - garbage	Utilities	\$ 30.69
Check	West Central Sanitation Inc - estimate - April	Utility - garbage	Utilities	\$ 30.17
Electronic	Xce;l Energy - estimate - March	Utilities - gas	Utilities	\$ 244.26
Electronic	Xce;l Energy - estimate - April	Utilities - gas	Utilities	\$ 250.00
Check	Your CFO Inc	2018 accounting services - March	Accounting Services	\$ 1,460.00
Check	Your CFO Inc	2018 accounting services - April	Accounting Services	\$ 1,460.00
TOTAL				<u><u>\$ 76,637.33</u></u>



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: Metropolitan Transportation Plan (MTP) Contract
DATE: January 28, 2019

Pursuant to the 2019 Unified Planning Work Program, I recently released a Request for Proposals for the MTP Support & Assistance project. This project consists of five tasks:

1. Developing project cost estimates;
2. Operating the travel demand model and analyzing the results;
3. Developing a ring road model scenario, comparing the scenario results to travel demand without the ring road, and providing quantitative analysis of the results;
4. Development of a return-on-investment performance measure for surface transportation projects; and
5. Developing a simple, easy-to-read summary of the MTP

We received two proposals. Staff evaluated and ranked the proposals and recommends awarding the contract to SRF Consulting Group for a not-to-exceed budget of \$71,993.67.

The UPWP budgeted \$72,000 for this work, so the contract price is within the available budget.



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: Pavement Condition Data Update Contract
DATE: March 3, 2019

Tracking the condition of roadway pavements is an important component of scheduling pavement maintenance projects. Data has shown that making relatively modest investments in pavement condition at the right time can greatly extend the life of the pavement and lower the life-cycle cost of maintaining the roadway.

Pursuant to the 2019 Unified Planning Work Program, I recently released a Request for Proposals for an update to our pavement condition database, which was first developed in 2015. This work will result in a complete update to our pavement condition dataset for all major roadways within the metropolitan planning area, and a few local roadways which are important because they happen to be important links in the freight movement network, or they are a part of our bicycle network, or some other reason. Once completed, the dataset will be shared with the staff from your jurisdictions in order to help inform their pavement maintenance priorities and project scheduling. It will also assist APO staff as we monitor our pavement condition performance measure.

We received four proposals. Staff evaluated and ranked the proposals and recommends awarding the contract to GoodPointe Technology for a not-to-exceed budget of \$57,800.

The UPWP budgeted \$75,000 for this work, so the contract price is within the available budget.



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: Intelligent Transportation System Resolution
DATE: January 28, 2019

Intelligent Transportation Systems (ITS) is the name given to a set of advanced applications to help improve traffic flow. Traffic monitoring cameras, signal priority systems, in-road sensors, and dynamic message signs are all examples of ITS applications.

In order to develop a network of compatible ITS technology, an ITS Architecture which inventories existing network elements and identifies the need for future interconnections and applications is necessary. MnDOT completes the ITS Architecture for all regions of the State, but requires MPOs to adopt a resolution recognizing that the State's ITS Architecture shall govern any proposed ITS improvement at the local level.

MnDOT has just completed an update to their ITS Architecture. The attached resolution is submitted for your consideration.

Staff does recommend approval of the resolution. The Technical Advisory Committee considered the resolution at its February 7th meeting and they unanimously recommended Policy Board approval.

**Recognizing the Minnesota Department of Transportation's Statewide Regional ITS
Architecture
Resolution #2019-05**

WHEREAS, the US Department of Transportation has adopted national intelligent transportation systems (ITS) architecture which specifies the proper relationships, such as information exchanges, among the components of all ITS projects implemented (in whole or in part) with federal funds; and

WHEREAS, the development of a Regional Intelligent Transportation Systems (ITS) Architecture has been mandated in national transportation legislation in an effort to integrate technology solutions into the transportation network to alleviate congestion and improve safety and efficiency; and

WHEREAS, the Minnesota Department of Transportation (MnDOT) has updated the Minnesota Statewide Regional ITS Architecture to address changes statewide relating to ITS Systems, Stakeholders, Interconnections, Service Packages, and Project Inventory; and in conformance with the National ITS Architecture and Standards in accordance with 23 CFR 940 (FHWA final Rule 940); and

WHEREAS, the FHWA Final Rule 940 ("Intelligent Transportation System Architecture and Standards") and Federal Transit Administration's "National Architecture Policy on Transit Projects" require each metropolitan planning organization (MPO) to adopt or recognize a regional ITS Architecture that is consistent with its Long-Range Transportation Plan; and

WHEREAS, ITS projects in a metropolitan transportation planning area must be consistent with a Regional ITS Architecture to be eligible to receive federal funds for implementation; and

WHEREAS, the Saint Cloud Area Planning Organization (APO) recognizes the Minnesota Statewide Regional ITS Architecture as the regional architecture that shall govern all ITS improvements statewide and within its metropolitan transportation planning area;

NOW, THEREFORE BE IT RESOLVED, by the St. Cloud APO that it hereby recognizes the Updated Minnesota Department of Transportation's Statewide Regional ITS Architecture and any subsequent minor updates will be incorporated as the regional ITS architecture that shall identify and guide all ITS improvements within its metropolitan transportation planning area.

ATTEST:

Jeff Westerlund
St. Cloud APO Chair

February 7, 2019
Date

Brian Gibson, PTP
St. Cloud APO Executive Director

February 7, 2019
Date



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: Renewal of Property and Casualty Coverage Without Waiver of Tort Liability Limits
DATE: February 7, 2019

The APO purchases its Property and Liability coverage through the League of Minnesota Cities. Our current coverage expires in May 2019. Each year, before the policy is renewed, the governing body must decide if they wish to waive the statutory tort liability limits.

If you do not waive the statutory tort liability limits an individual claimant would be able to recover no more than \$500,000 on any claim and the total that all claimants could recover for any single occurrence would be limited to \$1,500,000.

If you do waive the limits, a single claimant could potentially recover up to \$2,000,000 for a single occurrence, and the total that all claimants could recover for any single occurrence would also be limited to \$2,000,000.

The past three years, the APO Board has chosen to NOT waive the statutory tort liability limits.

Your approval means you do not waive the liability limits.

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643
(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson (Ikeogu), Associate Planner
RE: FY 2019-2023 TIP Administrative Modification
DATE: March 1, 2019

The Saint Cloud Area Planning Organization (APO) has received notification from the Minnesota Department of Transportation (MnDOT) in regards to the deletion of a project from the FY 2019-2023 Transportation Improvement Program (TIP).

Stearns County project number 073-720-004 for the resurfacing of CSAH 120 from CSAH 4 to CR 134 occurring in fiscal year (FY) 2020 with advance construction payback in FY 2021 has been removed from the TIP. Per MnDOT, Stearns County is conducting a federal funding exchange with Wright County. Stearns County will be giving its federal funds to Wright County and Wright County will be providing Stearns County with state aid funding to complete this project.

Since this is an administrative modification to the TIP, no public comment period was warranted for this change.

The APO's Technical Advisory Committee will discuss this at its March 7 meeting.

Recommended Action: Approval.



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson (Ikeogu), Associate Planner
RE: FY 2019-2023 Transportation Alternatives Solicitation Candidate Projects
DATE: March 1, 2019

The Central Minnesota Area Transportation Partnership (ATP-3) has received a total of eight (8) projects throughout Minnesota Department of Transportation District 3 (MnDOT D3) to be considered for the fiscal year 2023 Transportation Alternatives (TA) funding cycle.

In total, these eight (8) projects are requesting \$2,792,434 for an estimated project cost total of \$4,730,557. MnDOT D3 has been allocated an anticipated \$1,600,000 to complete these projects. As such, the region is being tasked with prioritizing these eight (8) projects through a list of specific criteria in order to effectively and efficiently utilize the limited financial resources.

As part of the scoring process, each region within MnDOT D3 is tasked with prioritizing projects within its boundaries. The top two (2) ranking projects receive an additional ten (10) and five (5) bonus points respectively on behalf of their respective region. The awarding of these additional points signifies the regional significance/importance of this project to the ATP TA scoring subcommittee and will be a factor in the final scoring of the project.

Two (2) of the eight (8) applicants for TA funded projects occur within the Saint Cloud Area Planning Organization's (APO's) Metropolitan Planning Area (MPA). Attached you will find information regarding these two (2) projects.

The APO's Technical Advisory Committee (TAC) met on Feb. 7 and listened to presentations from both applicants and have recommended the City of Sartell's Heritage Drive Connection receive the ten (10) regionally significant bonus points and the City of Saint Cloud's County Road 136 Reconstruction from 22nd Street South to 33rd Street South receive the five (5) regionally significant bonus points.

Due to weather circumstances, the APO's Policy Board was unable to discuss the TA applications prior to the ATP TA subcommittee's meeting on March 12. Because of this, the ATP TA subcommittee will work with the APO Policy Board's decision should it differ from the TAC recommendation.

Recommended Action: Approve the TAC's recommended prioritization and bonus points allocation for TA projects.



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Jon Mason, MnDOT District 3
FROM: Saint Cloud Area Planning Organization Policy Board
RE: FY 2019-2023 Transportation Alternatives Solicitation Candidate Projects
DATE: March 15, 2019

The Saint Cloud Area Planning Organization's Policy Board met on Thursday, March 14, to discuss the awarding of the regionally significant bonus points for the two (2) Transportation Alternatives (TA) applications submitted within the APO's Metropolitan Planning Area (MPA).

The APO has elected to award the ten (10) regionally significant bonus points to the City of Sartell's Heritage Drive Connection project and the five (5) regionally significant bonus points to the City of Saint Cloud's County Road 136 Reconstruction from 22nd Street South to 33rd Street South project.

Jeff Westerlund Date
Chair, APO Policy Board

Brian Gibson, PTP Date
Executive Director, APO



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643
(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson (Ikeogu), Associate Planner
RE: FY 2019-2023 Transportation Improvement Program Amendments
DATE: Feb. 14, 2019

The Saint Cloud Area Planning Organization (APO) has received two (2) requests to amend the FY 2019-2023 Transportation Improvement Program (TIP).

WACOSA, a subrecipient of Minnesota Department of Transportation District 3 (MnDOT D3), has been granted funding assistance under the Federal Transit Administration's (FTA's) Section 5310 Enhanced Transportation for Seniors and Individuals with Disabilities grant program to purchase one (1) replacement Class 400 bus. The cost of this project is \$81,000 – federal funds comprising of \$64,800 and local funds completing the remaining \$16,200. Fiscal constraint for project number TRF-9503-19 has been maintained.

Due to other factors – primarily traffic control and storm sewer issues – not originally considered in the first cost estimate, Stearns County is requesting an increase to project number 073-675-039 for intersection improvements along County State-Aid Highway 75 around 33rd Street S in Saint Cloud. The original cost estimate was for \$528,742. This has since increased to \$1,186,277. The increased dollar amount is being covered by a combination of state aid construction and local levy funding. Fiscal constraint is maintained.

These amendments to the TIP were available for public comment from Wednesday, Feb. 6 through Thursday, March 7.

The Saint Cloud APO's Technical Advisory Committee (TAC) will be reviewing these amendments at its March 7 meeting.

Recommended action: Recommend approval.



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Trang Chu, MnDOT Capital Programming Director
FROM: Saint Cloud Area Planning Organization Policy Board
RE: FY 2019-2023 TIP Amendments and Administrative Modification
DATE: March 15, 2019

At its March 14, 2019, meeting, the Saint Cloud Area Planning Organization's Policy Board voted to approve the passage of three (3) changes to the FY 2019-2023 Transportation Improvement Program (TIP).

WACOSA, a subrecipient of Minnesota Department of Transportation District 3 (MnDOT D3) has received funding assistance under the Federal Transit Administration's (FTA's) Section 5310 Enhanced Transportation for Seniors and Individuals with Disabilities grant program to purchase one (1) replacement Class 400 bus. The cost of this project is \$81,000 – federal funds comprising of \$64,800 and local funds completing the remaining \$16,200. Fiscal constraint for project number TRF-9503-19 has been maintained.

Due to other factors – primarily traffic control and storm sewer issues – not originally considered in the first cost estimate, Stearns County is requesting an increase to project number 073-675-039 for intersection improvements along County State-Aid Highway 75 around 33rd Street S in Saint Cloud. The original cost estimate was for \$528,742. This has since increased to \$1,186,277. The increased dollar amount is being covered by a combination of state aid construction and local levy funding. Fiscal constraint is maintained.

A Federal funding swap between Stearns County and Wright County has resulted in the deletion of a project from the APO's TIP. Stearns County project number 073-720-004 for the resurfacing of CSAH 120 from CSAH 4 to CR 134 occurring in fiscal year 2020 with advance construction payback in fiscal year 2021 has been deleted from the TIP.

Jeff Westerlund Date
Chair, APO Policy Board

Brian Gibson, PTP Date
Executive Director, APO



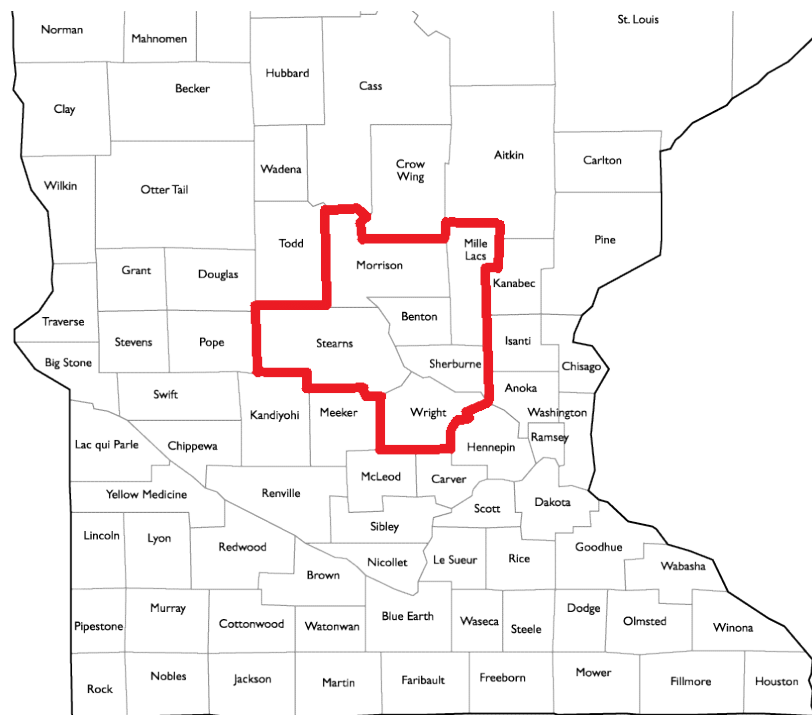
Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: Hosting Arrangements for Regional Transportation Coordinating Council
DATE: March 3, 2019

As you may know, APO staff has been working with stakeholders across a six county region to help develop a Regional Transportation Coordinating Council (RTCC).



There are many transportation providers operating within this area, among them:

- Trailblazer Transit
- Metro Bus
- Functional Industries
- WACOSA
- Rainbow Rider
- Care Cab
- Tri-CAP
- Elite Taxi
- Disabled American Veterans
- Employment Enterprises
- MTM
- Executive Express
- And others

RTCC's, as envisioned by MnDOT, would provide a forum for transportation service providers to meet, discuss common issues and opportunities, and better coordinate their services. More specifically, MnDOT desires RTCCs to 1.) coordinate volunteer drivers across providers; 2.) explore and develop a vehicle sharing program for providers, and 3.) provide a one-call/one-click ride-scheduling center for the public. Specific RTCCs may also identify other goals for their region.

In many areas of the state, Regional Development Commissions (RDCs) are taking on the responsibility of supporting their RTCC. However, at this time, region 7W (comprised of Wright, Stearns, Sherburne, and Benton Counties) does not have an RDC.

One possible solution for our region is for the RTCC staff to be housed by the APO. More details are included in the attached slides. The basic question for the Board is, "Are you open to the RTCC staff being attached to the APO for administrative purposes?"

Considerations Regarding APO and RTCC Connection

Presentation to APO Policy Board

March 4, 2019

What is an RTCC?

- A joint venture of MnDOT and DHS
 - Problem: increasingly people need to travel between towns and cities for work, shopping, medical appointments, school, etc.
 - Many seats; little coordination
- MnDOT's vision is to cover all MN counties with at least one RTCC
 - Counties can choose to be part of multiple RTCCs
- Regional Transportation Coordination Council
 - A forum for transportation providers to meet and coordinate services
 - ID and fill service gaps
 - Share resources like volunteer drivers and vehicles
 - Provide one point of contact for the public
 - Get people where they need to go
 - Both private and public transportation providers

Who is at the table?

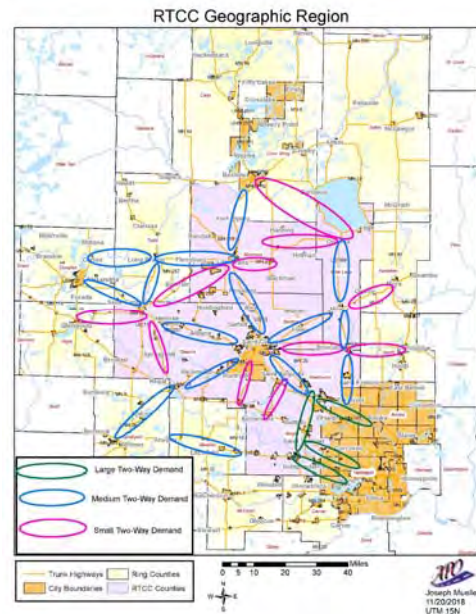
- A partial list of our current stakeholders:
 - Voigt's Motorcoach
 - Reach Up Headstart
 - Trailblazer Transit
 - Metro Bus
 - Tri-CAP
 - WACOSA
 - Functional Industries
 - Central MN Council on Aging
 - Care Cab
 - Elite Taxi
 - Career Solutions
 - Central MN Jobs & Training
- Health & Human Services/Social Services Departments:
 - Wright Co.
 - Sherburne Co.
 - Stearns Co.
 - Benton Co.
 - Morrison Co.
 - Mille Lacs Co.
- Veterans Services Offices for:
 - Morrison Co.
 - Benton Co.
 - Mille Lacs Co.
 - Sherburne Co.
- Wright Co. Public Health

Not a New Idea

- Dakota County Transportation Coordinating Collaborative
 - Dakota County
- SmartLink
 - Scott & Carver Counties
- Mountain Ride
 - Northwest Colorado
- Miami Valley Region
 - Ohio
- Helps Address
 - Equity
 - Access to education
 - Access to jobs
 - Access to health care
 - Economic Growth/Opportunities
 - Aging-in-Place

Where?

- Not determined yet
 - Each county will need to decide
 - Working with stakeholders, we were able to develop a picture of geographic demand for trips →
 - MnDOT requires at least 4 contiguous counties as a minimum



How Much?

- Initially, we proposed one staff member entitled Mobility Manager
 - BUT, the working group (on Feb. 22) suggested three staff within the first two years
- MnDOT has committed to providing operations grants (80/20) at least for a few years.

Category	2019 Budget	2020 Budget
Mobility Manager (wages and benefits)	\$60,000 - \$80,000	\$60,000 - \$80,000
Office Supplies & Admin	\$20,000	\$20,000
Marketing	\$70,000	\$50,000
Website & IT Support	\$80,000	\$20,000
Total (Estimated)	\$230,000 - \$250,000	\$150,000 - \$170,000

Where does the local match come from?

- Initially (again no final decision yet) a combination of
 - Membership fees from transportation providers, and
 - Maybe tiered based on fleet size?
 - Grants and Independent Sources
 - Counties
 - Probably through department budgets of HHS, Veterans Services, or some combination of such
 - Based on population?
- 2019
 - $\$250,000 * 0.2 = \$50,000$ local
 - Includes some initial start-up costs
- 2020
 - $\$170,000 * 0.2 = \$34,000$ local
 - More likely to be the ongoing annual operating budget

Who?

- In areas with a Regional Development Commission (RDC) they mostly appear to be taking it on
 - Covering costs through their existing taxation
- Unfortunately, 7W does not have an RDC
- The APO is one of the few regional bodies
 - There appears to be some desire among stakeholders for the APO to host the RTCC

What would “hosting” mean?

- RTCC staff would use an empty office in the APO building
 - Office supplies, telephone, photocopier, etc. provided by the APO
- Unclear if RTCC staff would become part of our benefits package
 - Health insurance, retirement, etc.
 - I need to check with people who know
- Exec Director and Admin **may** provide some support to RTCC staff
 - Working group has expressed strong preference for the RTCC to be separate from the APO
- RTCC pays the APO for the services provided
 - Office rent and/or
 - X% of photocopier
 - X% of heat and electricity
 - X% of accountant budget (but budget will probably increase because of increased workload)

Who runs the RTCC?

- RTCC staff would be attached to APO for administrative purposes, but would report to a separate Board that includes reps from all counties and transit providers



Discussion

- Are you open to hosting the RTCC?
 - Any concerns or suggestions?

