

**Saint Cloud Area Planning Organization  
TECHNICAL ADVISORY COMMITTEE MINUTES  
May 3, 2018**

A regular meeting of the Saint Cloud Area Planning Organization's (APO) Technical Advisory Committee (TAC) was held on Thursday, May 3, 2018 at Stearns County Public Works. Senior Planner, Joseph Mueller, presided with the following members present:

|                  |                        |
|------------------|------------------------|
| Jeff Miller      | Stearns County         |
| Jon Halter       | Sartell/SEH            |
| Chris Byrd       | Benton County          |
| Doug Diedrichsen | Metro Bus              |
| Jodi Teich       | Stearns County         |
| Todd Schultz     | Sauk Rapids            |
| Andrew Witter    | Sherburne County       |
| Kelvin Howieson  | MnDOT, Dist 3          |
| Kurt Franke      | APO Bike/Ped Advis Com |
| Brian Gibson     | Saint Cloud APO        |
| Joseph Mueller   | Saint Cloud APO        |
| Alex McKenzie    | Saint Cloud APO        |
| Dorothy Sweet    | Saint Cloud APO        |

Mr. Mueller thanked Mr. Franke for bringing cookies to the meeting in honor of Bike Month.

**CONSIDER MINUTES OF APRIL 5, 2018:**

***Mr. Diedrichsen motioned to approve the April 5 TAC meeting minutes, and Mr. Halter seconded the motion. Motion carried.***

**PUBLIC COMMENT PERIOD:** No comments.

**2018-2021 TIP AMENDMENTS:** Mr. Mueller reported several TIP amendments in need of approval. Fiscal constraint is maintained for all projects.

- WACOSA vehicle replacement totaling \$81,000 is a split between Federal share of \$64,800 and local share of \$16,200. This was not previously programmed in the FY 2018-21 TIP

- CSAH 75 resurfacing project increased from \$5,425,167 to \$10,190,584. The increase will be provided by local dollars. Stearns County is slated to complete the project in 2018 and will receive construction or AC payback in 2019, 2020, and 2021.

Sherburne County has two projects programmed into the Statewide Transportation Program that will have some construction taking place inside

the APO planning area, thus warranting an amendment since they were not programmed in the APO's TIP.

- Sherburne County is completing a countywide 6-inch edgeline epoxy striping project along multiple Sherburne County roads estimated to cost \$462,507 – a split between \$416,256 in HSIP funding and \$46,251 in local dollars.

- Sherburne County is also scheduled to complete a countywide railroad crossing pavement message enhancement project along multiple Sherburne County roads estimated to cost \$113,350 – a split between \$102,015 in HSIP funding and \$11,335 in local dollars.

***Ms. Teich motioned to approve the amendments, and Mr. Halter seconded the motion. Motion carried.***

**TIP MODIFICATIONS:** The APO has recently been informed of several administrative modifications to the current FYU 2018-21 TIP which need TAC approval.

- 33<sup>rd</sup> Street South Expansion in Saint Cloud: The project cost was estimated to be higher than originally planned, but the latest engineer's estimate decreased the cost from \$6,647,561 to \$4,805,425. Because the cost was reduced more than 20%, a modification is required. No change in scope and fiscal constraint is maintained.

- Benton County intersection operational improvements on CSAH 33 at CSAH 29 for mill and overlay will be deleted from 2018-21 TIP. Benton County has transferred \$602,442 in Federal dollars allocated for this project to Wright County in an equal exchange for state-aid funds from Wright County. Fiscal constraint is maintained since no additional Federal funds are needed for the project.

- A Safe Routes to School infrastructure improvement project in Sartell has been delayed one year warranting an administrative modification. Fiscal constraint is maintained.

***Mr. Halter motioned to approve the three administrative modifications, and Ms. Teich seconded the motion. Motion carried.***

**DRAFT TIP:** Mr. Mueller presented the Draft TIP project list for review and feedback. The project list will be presented to the Policy Board so we can begin the Public Comment period. Mr. Mueller stressed the importance of notifying the APO when and if any projects or any portion of a project is in the APO planning area. It was noted that the TIP project list in the agenda packet was missing the last two years. Mr. Mueller will send out the correct and most current project table which will include all the pertinent years to the members for review and feedback.

***Ms. Teich motioned to approve the Draft TIP contingent upon TAC members receiving and reviewing the updated project table and that no major changes are received. Mr. Diedrichsen seconded the motion with the contingencies. Motion carried.***

**TIP SCHEDULE CHANGES:** Mr. Mueller described the current and proposed TIP schedule change to a 4-year annual TIP instead of a 5-yr/4-yr TIP. Ms. Teich provided a brief historical perspective and that the only benefit to our current process was that you had a lot more money. Ms. Teich agreed that the proposed change would simplify things, and Mr. Witter added that he preferred consistency. It was noted that since we have already programmed 2023, we can avoid that year.

***Mr. Diedrichsen motioned to approve the change to a 4-year TIP schedule, and Mr. Witter seconded the motion. Motion carried.***

**LRTP GOALS AND OBJECTIVES:** Mr. Gibson reviewed the process of updating the Metropolitan Transportation Plan (MTP) every five years, the process used in creating the Goals and Objectives, and our efforts to draw as clear line as we could from what we heard and received from the public about what our future goals are. Federal law establishes National Surface Transportation Goals: •Safety, •Infrastructure Condition, •Congestion Reduction, •System Reliability, •Freight Movement and Economic Vitality, and •Reduced Project Delivery Delays. Our MPO has identified five overall goals for the MTP: •Maintain and Enhance Transportation Safety; •Increase System Accessibility, Mobility and Connectivity; •Efficiently Manage Operations and Cost Effectively Preserve the System; •Support Metropolitan Vitality and Economic Development; and •Promote Energy and Environmental Conversation. For each MPO Goal and Objective, Mr. Gibson described the Objectives, Strategies and Performance Measures. He described the links between the Goals and Objectives, their corresponding Strategies, and the Performance Measures, i.e. public comment, Federal Performance Requirements, MnDOT comments, and references to the APO's UPWP/Budget, etc. Some of the Performance Measures are still being developed.

Some comments received from TAC members included:

- Concern about tying our hands to roundabouts. There may be other strategies or things in the future that can reduce crashes and fatalities. Mr. Gibson responded that he would change the wording for that section.
- More electric bikes will be seen in the future.

***Mr. Witter motioned to approve the Goals and Objectives, and Mr. Schultz seconded the motion. Motion carried.***

**PERFORMANCE MEASURES:** Mr. McKenzie reviewed the Performance Measures requirements from MAP-21 and the FAST Act. In October, 2017 the TAC Board approved the 2018 Transit Asset Management Targets and in December, 2017 the Board approved the 2018 Safety Targets. The Performance Measures includes NHS Pavement Condition, NHS Bridge Condition, NHS Performance, Interstate Freight Movement and Roadway Safety. Federal requirements are more of a minimum of what we are required to do. Mr. McKenzie presented MnDOT's 2018, 2019, 2021 Targets, the APO's 2017 Baseline Measurement and APO's 2018 and 2021 Targets. The APO has the option of adopting and supporting MnDOT's targets or adopting the APO's targets. Setting targets should be realistic and achievable. We will report annually on the progress. Comments, concerns and questions from the TAC included: the possibility of changing targets mid-year, number of miles in each category, truck time reliability, and including other roads than interstate.

***Mr. Diedrichsen motioned to accept the APO's targets, and Mr. Byrd seconded the motion. Motion carried.***

**2019-2020 UNIFIED PLANNING WORK PROGRAM (UPWP):**

Mr. Gibson noted that the UPWP is our annual budget and work program. The proposed Consultant-Lead Planning Projects for 2019 include the APO Website Update, Pavement Condition Data Update, Metropolitan Transportation Plan Support and Assistance. The 2020 proposed Consultant-Lead Planning Projects include Travel Demand Model Improvements and TH 15 Operational Improvement Study. The projected Member Agency Assessment is \$0.64 per capita. The 2019 and 2020 Work Activities by Revenue Source were reviewed in addition to the 2019 Staff Time Distribution which highlights the number of hours each employee is expected to work in the various categories. Interest income will be used to help keep down assessments. Mr. Gibson also presented a historical review of past budgets.

Mr. Gibson distributed an Evaluation Sheet to rank and prioritize proposed planning projects for possible inclusion in the UPWP. Local overmatching on projects is also an option.

Various comments from the TAC members pertained to allocated hours in the Bike/Ped category, whether the APO's Travel Demand Model is the same as Met Council's and to be aware of inconsistencies, ringroad concept and a suggestion to rebrand the ringroad term.

***Mr. Witter motioned to approve the proposed 2019-2020 UPWP, and Mr. Byrd seconded the motion. Motion carried.***

**OTHER BUSINESS/OPEN FLOOR:**

Mr. Gibson reminded the TAC members of a presentation by Frank Douma from the Univ of MN who will speak on the future of transportation at the May 10 Policy Board meeting at 7:00 p.m. at the Waite Park City Hall.

Mr. Franke recently attended a Bike-Walk Conference in Rochester, which included a riding tour of Rochester. Mr. Franke announced that in the next few years, a Wobegon Trail extension will be reconfigured and revised near Madison School, and it is anticipated that whatever changes and improvements take place in that area will most likely happen in other areas as they expand the trail.

**ADJOURNMENT:**

The meeting was adjourned at 11:15 a.m.