

AGENDA

APO TECHNICAL ADVISORY COMMITTEE MEETING

THURSDAY, APRIL 30, 2020 – 10 A.M.
ZOOM MEETING

REVISED APRIL 21, 2020

1. Electronic Meeting Notification (Attachment A)
2. Introductions
3. Public Comment Period
4. Consideration of Consent Agenda Items (*Attachments B - E*)
 - a. Approve minutes of Feb. 27, 2020, TAC meeting (Attachment B)
 - b. Accept staff report on March 11, 2020, Active Transportation Small Advisory Committee meeting (Attachment C)
 - c. Accept staff report on March 12, 2020, Policy Board meeting (Attachment D)
 - d. Accept staff report on April 2, 2020, Central Minnesota Area Transportation Partnership meeting (Attachment E)
5. FY 2020-2023 Transportation Improvement Program Amendments (Attachments F1-F2):
Vicki Johnson, Senior Planner
 - a. **Suggested Action: Recommend Policy Board approval.**
6. Updates on Regional Active Transportation Plan (Attachment G1): *Fred Sandal, Associate Planner*
 - a. **Suggested Action: None, informational.**
7. FY 2022-2025 Transportation Improvement Program Development Timeline (Attachments H1-H2): *Vicki Johnson, Senior Planner*
 - a. **Suggested Action: Approval.**
8. FY 2021-2024 Transportation Improvement Program Amendment Schedule (Attachments I1-I2): *Vicki Johnson, Senior Planner*
 - a. **Suggested Action: Approval.**
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 xiriira. 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) hnuv 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

ອົງການວາງແຜນຂອດພື້ນທີ່ Saint Cloud (APO) ປະຕິບັດຕາມ Title VI ຂອງກົດໝາຍວ່າດ້ວຍສິດທິພົນລະເມືອງປີ 1964, ກົດໝາຍວ່າດ້ວຍຄົນພິການຊາວອາເມລິກາປີ 1990, ຄຳສັ່ງປະທານະທີ່ບໍດີເລກທີ 12898, ຄຳສັ່ງປະທານະທີ່ບໍດີເລກທີ 13116 ແລະ ກົດໝາຍ ແລະ ກົດລະບຽບທີ່ກ່ຽວຂ້ອງຢ່າງຄົບຖ້ວນ. ຄົນທຸກຊົນຊັ້ນອັນນະສາມາດເຂົ້າເຖິງ APO ໄດ້. ບຸກຄົນທີ່ຈຳເປັນຕ້ອງມີການດັດແປງແກ້ໄຂ ຫຼື ການອຳນວຍຄວາມສະດວກ, ອຸປະກອນຊ່ວຍ, ການບໍລິການແປເອກະສານ, ການບໍລິການລ່າມແປພາສາ ແລະ ອື່ນໆ ເພື່ອເຂົ້າຮ່ວມການຊຸມນຸມສາທາລະນະ ລວມທັງການໄດ້ຮັບວາລະນີ ແລະ/ຫຼື ເອກະສານຄັດຕິດໃນຮູບແບບ ຫຼື ເປັນພາສາອື່ນໃດໜຶ່ງ ກະລຸນາຕິດຕໍ່ຫາ APO ທີ່ເບີ 320-252-7568 ຫຼື ອີເມວ admin@stcloudapo.org ຢ່າງໜ້ອຍເຈັດ (7) ວັນລ່ວງໜ້າການຊຸມນຸມ.



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

*T. 320.252.7568 F. 320.252.6557***Saint Cloud Area Planning Organization Electronic Meeting Notification***April 30, 2020*

The Executive Director has determined that an in-person meeting is not prudent and under MN Statute, 13D.021 subdivision 1 believes that a Zoom conference with jurisdictional planners, engineers, and other transportation-related technical staff, participating via video conference and/or conference call is warranted.

The following process for the Saint Cloud Area Planning Organization's Technical Advisory Committee meeting to be held on Thursday, April 30, 2020, at 10 a.m. will be done in accordance with State Law:

1. The Executive Director will be present at the Saint Cloud Area Planning Organization office. The meeting will be audio recorded.
2. All votes will be done by rollcall so there is a clear record of who is in favor or opposed to the subject vote.
3. We will ensure that all members are able to hear one another and all discussions and testimony.
4. Notice of the meeting will be sent to all persons who have requested notice along with area media outlets.
5. Any member of the public may contact the Executive Director if he or she desires to be connected electronically to the meeting to hear the content of the meeting. If there is an expense for such connection, the Executive Director shall inform the public of the charge for such connection in advance of the meeting.

This meeting has been determined to not be feasible to have the public present at the meeting due to the health pandemic and emergency declaration and is authorized by MN Statute 13D.021, subdivision 1.

**Saint Cloud Area Planning Organization
TECHNICAL ADVISORY COMMITTEE MINUTES
February 27, 2020**

Attachment B

A regular meeting of the Saint Cloud Area Planning Organization's (APO) Technical Advisory Committee (TAC) was held at 10 a.m. on Thursday, Feb. 27, 2020, at Stearns County Public Works. Senior Planner Vicki Johnson presided with the following members present:

Chris Byrd	Benton County
Jeff Miller	Stearns County
Bobbi Retzlaff	MnDOT
Steve Voss	MnDOT, Dist #3
Jon Halter	SEH/Waite Park/Sartell
Vicki Johnson	Saint Cloud APO
Brian Gibson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Fred Sandal	Saint Cloud APO
Dorothy Sweet	Saint Cloud APO

Introductions were made.

PUBLIC COMMENT PERIOD: No members of the public were in attendance.

CONSIDERATION OF CONSENT AGENDA ITEMS: (Approve TAC meeting minutes of Jan. 30, 2020; Accept staff report of Feb. 12, 2020, Active Transportation Small Advisory Committee meeting; Accept staff report of Feb. 13, 2020, Policy Board meeting).
Mr. Byrd motioned to approve the Consent Agenda Items, and Mr. Miller seconded the motion. Motion carried.

FY 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS:

Senior Planner Vicki Johnson reported that this is the second of four planned amendment for the FY 2020-23 TIP. The changes are prompted by MnDOT and Metro Bus. MnDOT changes involve deleting nine districtwide set asides for projects in 2020, eight set asides in 2021, ten set asides in 2022, 11 set asides in 2023, and adding one project per MnDOT Office of Freight & Commercial Vehicle Operations for 2022. MnDOT also added an administrative modification whereby two projects are changed from 2020 to 2021. Metro Bus changes involve deleting a total of three projects, one in 2021, one in 2022, and one in 2023. A 30-day public comment will be completed on March 7, 2020. An online survey was created with one persons responding to date, and two people attending the open house. One negative comment was received regarding a Metro Bus project. The next TIP amendment changes are due on March 2. None have been received to date. ***Mr. Byrd motioned to approve the TIP Amendments and recommended Policy Board approval, and Mr. Miller seconded the motion. Motion carried.***

FY 2021-24 REGIONAL INFRASTRUCTURE INVESTMENT PLAN (RIIP):

Ms. Johnson explained the background of the RIIP document and how it came about. While the TIP document concentrates on Federal Highway Administration and Federal Transit Administration regulations, the APO staff felt it did not meet their definition of regionally significant projects. After discussion with MnDOT personnel, it was decided to create a companion document (RIIP) to the TIP which would include all projects, both in the TIP and those that are locally funded, no matter how large or small or significant to provide transparency to the public. The document will show what is happening in infrastructure projects in the APO area regardless of funding sources. The RIIP is for information only and is not subject to any

federal or state requirements. It is an “informational only” document that can be used by the jurisdictions to be aware of projects that may be of interest to them and to enhance coordination efforts should the jurisdictions choose. The RIIP will be updated annually and will be based off the approved Capital Improvement Programs (CIP’s). Mr. Voss complimented Ms. Johnson on the document, and Ms. Johnson thanked Mr. McKenzie for his assistance with the document. **Mr. Voss motioned to recommend Policy Board approval of the RIIP, and Mr. Halter seconded the motion. Motion carried.**

2018 TRANSPORTATION PERFORMANCE MONITORING REPORT:

Mr. McKenzie reviewed the 2018 Transportation Performance Monitoring Report which tracks our region’s progress toward achievement of transportation goals, serves as a benchmark to evaluate and quantify progress, improves investment accountability and transparency, and is an annual snapshot of our region’s transportation system. Mr. McKenzie reviewed the following Measures, Trends, Scorecard Results, and Targets, and responded to questions and comments:

Goal #1: Maintain and Enhance Transportation Safety

Number/Rate of Crashes, Fatalities, Serious Injuries, Non-Motorized Fatalities and Suspected Serious Injuries, Chemical Impairment and Distracting Driving Crashes

Goal #2: Increase System Accessibility, Mobility, and Connectivity

Non-Interstate (US 10, 75, 23) NHS Reliability, Vehicles Miles Traveled, Number of Annual Fixed Route/Dial-a-Ride/Northstar Commuter Bus Transit Riders

Goal #3: Efficiently Manage Operations and Cost-Effectively Preserve the System

Interstate and Non-Interstate Pavement Conditions, National Highway System Bridge Conditions, All Bridges’ Conditions, Mechanical Failures, and Transit State of Good Repair

Goal #4: Support the Economic Vitality of the APO Area by Enabling Global Competitiveness, Productivity, and Efficiency while enhancing travel and tourism.

Truck Travel Time Reliability, Tri-CAP Trips, Air Passengers at Saint Cloud Regional Airport, and Amtrak Ridership

Goal #5: Promote Energy and Environmental Conservation

Air/Water Quality, Percentage of Transportation Investments in Minority and Low-Income Environmental Justice Census Blocks, Transit Vehicle Using Alternative Fuel, Vehicles Registered/Sold by Powertrain and Fuel Types

Mr. Voss complimented Mr. McKenzie on the detailed report and asked that he share this information with others. **Mr. Byrd motioned to recommend Policy Board approval of this report, and Mr. Voss seconded this motion. Motion carried.**

DISCUSSION OF REGIONAL TRANSPORTATION PRIORITIES FOR 2020:

Mr. Gibson asked for the TAC’s approval of the Regional Transportation Priorities booklet and recommendation for Policy Board approval. This is the updated version of the booklet, and contains the suggestions and changes made at the last meeting. He reviewed some of the major updates which included recommendations for support of I-94 widening for other communities along the I-94 corridor, breaking up the urban beltline into specific pieces, taxi way reconfiguration at the airport, earmarks, Scout/Dehler Drive Connection in Sartell and incorporating the Northstar extension study results when they are available. The booklet will be presented to various congressional staff when Mr. Gibson and the APO Board chair travel to Washington D.C., on March 30. Mr. Voss commented that after speaking to a representative from Senator Emmer’s office, the importance of I-94 should be stressed as a national importance instead of just a regional corridor. **Mr. Miller motioned to recommend Policy Board approval of the Priorities Booklet, and Mr. Halter seconded the motion. Motion carried.**

OTHER BUSINESS AND ANNOUNCEMENTS:

Ms. Johnson announced she is in the process of working on the TIP and has requested information from the jurisdictions by March 16.

ADJOURNMENT:

The meeting was adjourned at 11:01 a.m.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Technical Advisory Committee
FROM: Fred Sandal, Associate Planner
RE: Active Transportation Small Advisory Committee Update
DATE: April 30, 2020

The Saint Cloud APO Small Group Advisory Committee for Active Transportation met on March 11. Discussion mainly focused on review and testing of the new APO on-line survey and interactive Wikimap product. Now in final form, these public engagement tools to measure bicycle and pedestrian activity and identify issues for further analysis have since been shared areawide as discussed in a separate TAC memo with this agenda.

Also discussed by the working group were these topics:

1. Review of public input from Bike Saint Cloud, a group advocating for bicyclists, suggesting possible connections to improve bicycle infrastructure within Saint Cloud. Additional review and data collection will be needed to confirm whether these suggestions merit further study.
2. Recap of discussion with Saint Cloud District 742 officials regarding the process and timeline for Safe Routes to School (SRTS) data collection in preparing new SRTS plans for Oak Hill and Kennedy schools. Additional volunteers may be needed to assist with on-site data collection.
3. Discussed APO's data collection activities to capture current bicycle and pedestrian usage on shared use paths and other active transportation facilities. This includes a schedule for automated pedestrian counts at 18 locations, capture of on-road bicyclists from information collected on mobile apps, and other activities.

Coordination with the Small Group and with the full Active Transportation Advisory Committee in developing the APO Active Transportation Plan is ongoing.

Requested 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 Technical Advisory Committee
FROM: Brian Gibson, Executive Director
RE: Staff Report on March Policy Board Meeting
DATE: April 13, 2020

The APO Policy Board met on March 12, 2020. The following is a summary of that meeting:

1. The Board approved a contract between the APO and KLJ, LLC to conduct the Trunk Highway 15 Operations Improvement Study, and also approved a related Joint Powers Agreement between the APO and MnDOT allowing the APO to get \$55,000 in additional reimbursement from MnDOT.
2. The Board approved a travel request from the Executive Director to attend the TRB: Tools of the Trade conference in Boise, Idaho in August.
3. The Board heard an update from Saint Cloud Community Development Director Matt Glaesman regarding the growth and planning that the City is currently doing.
4. The Board approved both an amendment and an administrative modification to the Transportation Improvement Program (TIP). The changes to the TIP included:
 - a. Deleting all districtwide set-asides from the TIP;
 - b. Moving MN-23 turn-lane work between Benton CR1 (Mayhew Lake Road) and MN-95 from 2020 to 2021;
 - c. Adding the removal of an at-grade rail crossing at 45th Avenue in Sherburne County, and realignment of CR65 (42nd Street);
 - d. Moving the purchase of three Metro Bus Dial-a-Ride replacement buses from 2021 to 2022;
 - e. Adding the purchase of two Metro Bus Class 700 CNG replacement buses in 2021;
 - f. Deleting the purchase of two Metro Bus large CNG buses from 2022, and moving two others from 2022 to 2023;
 - g. Deleting Metro Bus Preventative Maintenance project from 2023;
 - h. Deleting Metro Bus facilities improvement and additions project from 2023.
5. The Board approved the final 2020 Regional Priorities booklet
 - a. Note: subsequent to the meeting, the trip to Washington DC was canceled due to COVID-19 social distancing requirements
6. Approved the 2018 Performance Monitoring Report and recommended that APO staff send out the performance information in press releases to help educate the public
7. Approved the 2020 Regional Infrastructure Investment Plan (RIIP)



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Technical Advisory Committee
FROM: Vicki Johnson, Senior Planner
RE: Staff Report on Central Minnesota Area Transportation Partnership
DATE: April 13, 2020

The Central Minnesota Area Transportation Partnership (ATP) met on April 2, 2020. At that meeting, the following topics were discussed:

1. Transit Vehicle Funding Update and Other Transit Items

- a. Mark Nelson with MnDOT's Office of Transit and Active Transportation (OTAT) provided updates on greater Minnesota transit investments. He discussed the shortcomings of previous planning practices – making decisions on an annual basis – and how OTAT and greater Minnesota transit systems were working on making the decision process more transparent and working to strengthen the long-range planning efforts for transit agencies. The goal of this initiative is to establish a four-year program of projects. He discussed the joint planning/programming effort undertaken by OTAT and the transit providers that defined key areas for transit investment: operations, vehicle replacements, facilities, new services (expansion of fleet/service hours), and improvements (a catchall category). These categories will be used to assist transit agencies in identifying projects and will help MnDOT allocate funding for projects.
- b. A brief discussion was had about the COVID-19 stimulus package and its impact on transit agencies. Mr. Nelson said MnDOT is starting conversations about how best to allocate that funding if/when it comes through from the U.S. Department of Transportation.

2. FY 2020-2023 Local Federal Project Update

- a. District 3 State Aid Engineer Kelvin Howieson provided an update on 2020 local projects receiving Surface Transportation Block Grant Program (STBGP), Transportation Alternatives (TA), Safe Routes to School (SRTS), Statewide Performance Programs for Freight (SPPF), and Off-System Bridge Program (BROS) funding. Mr. Howieson said both 2020 projects within the APO (Stearns County's CSAH 75 concrete pavement rehabilitation and Sauk Rapids' Benton Drive reconstruction) were good to go. Two projects were missing some information at the time of the ATP meeting, but Mr. Howieson believes these jurisdictions will get the necessary information in within the next few weeks.
- b. Mr. Howieson also provided an update on the 2020 Highway Safety Improvement Program (HSIP) projects for the district. All 10 projects (none in the APO's planning area) are ready to move forward.

3. Greater MN Highway Safety Improvement Program (HSIP) Fall 2019 Solicitation Announcements

- a. MnDOT District 3 Planning Director Steve Voss discussed the local HSIP projects that were selected in MnDOT District 3. Ten projects were selected

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

for funding within the four-year planning cycle (2021-2024). Within the APO, Stearns County had received funding for a roundabout at the intersection of CSAH 4 and CSAH 133 (\$800,000 in Federal funds). Funding for this project was allocated in 2023.

- b. Mr. Voss also discussed the MnDOT HSIP solicitation results for District 3. Six MnDOT projects were selected for funding. Two projects will occur within the APO – one is a US 10 high tension cable barrier installation from Saint Cloud to Clear Lake (\$1,470,825 in Federal funds), the other assisting in the pedestrian connection along the US 10/MN 23 interchange corridor (\$675,000 in Federal funds). Both projects will occur in 2023.

4. Review FY 2021-2024 State Transportation Improvement Program Funding Guidance

- a. Mr. Voss discussed the funding guidance MnDOT District 3 was given by MnDOT Central Office in terms of allocating funding for various programs across the district. The information provided illustrated the yearly allocations to each MnDOT district including targets for programs like STBGP, HSIP, TA, and local National Highway System (NHS) Pavement. A further breakdown of Federal funding targeted allocations was provided.
- b. Mr. Voss also discussed ATP's STBGP managed program and reviewed changes that were accepted at the January ATP meeting.

5. ATIP Development Committee Draft FY 2021-2024 Area Transportation Improvement Program

- a. MnDOT District 3 Program Coordinator Jeff Lenz provided information about the 2024 STBGP projects selected by the four planning regions (Region 5 Development Commission, East Central Regional Development Commission (7E), Region 7W Transportation Policy Board, and the APO). A total of eight projects were funded with the available \$10.7 million at the district level. Within the APO, two projects were funded: Stearns County's CSAH 133 expansion and Benton County's CSAH 1 reclamation. Due to an oversight by APO staff, additional funding was provided to these projects than what was previously awarded by the APO's Policy Board. The ATP approved this funding allocation.
- b. Mr. Lenz provided information about the 2024 TA projects awards. Thirteen applications were received by the district competing for the \$1.6 million in TA Federal funding allocated. Five projects were recommended for funding including two within the APO's planning area (City of Sauk Rapids CSAH 1 trail and City of Saint Cloud's County Road 136 reconstruction with bike/pedestrian infrastructure improvements). The ATP approved this recommendation for funding.
- c. Mr. Howieson provided information about the Local Partnership Program solicitation. One application – from Wright County for the construction of a roundabout at the intersection of MN 25 and County Road 138 in Buffalo – was received. The ATP voted to approve the \$1 million in Federal funding requested for this project.
- d. Mr. Voss provided an overview of the MnDOT District 3 FY 2021-2024 Trunk Highway Construction Program. The main changes within the APO's planning area not previously addressed include:
 - i. Project cost increase for the 2021 MN 23 mill and overlay project from County Road 1 to MN 95.
 - ii. Project cost increase for the 2022 bridge replacement project on US 10.

- iii. The addition of Greater Minnesota Reliability Funds for the US 10/ MN 23 interchange project in 2023.
- iv. The addition of a bridge overlay project for the flyover bridge on I-94 in Saint Joseph in 2023.
- v. The project cost decrease for the two bridges over the BNSF railroad on I-94 in 2023.

The ATP voted to approve this list of projects.

6. FY 2022-2025 STIP Development Timeline

- a. Mr. Voss detailed the FY 2022-2025 STIP development timeline. This item is normally discussed at the June ATP meeting. However, given the COVID-19 situation, Mr. Voss felt it would be beneficial to discuss this timeline in the event of a worsening situation that would prohibit a future meeting. The ATP voted to approve the timeline as presented.

7. City of Saint Martin's Transportation Revolving Loan Fund Application

- a. Mr. Voss presented on a request from the City of Saint Martin for assistance with completing necessary infrastructure improvements on CSAH 12 (which runs through the city) during the county's reconstruction of that roadway. The City of Saint Martin is seeking a loan of \$1,760,315.97 to replace existing sewer and water lines during this reconstruction. The ATP voted to approve the request.

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 Technical Advisory Committee
FROM: Vicki Johnson, Senior Planner
RE: FY 2020-2023 Transportation Improvement Program Amendments
DATE: April 2, 2020

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.

A change has been proposed to the APO's FY 2020-2023 TIP from WACOSA. The details of this requested change can be found below.

WACOSA

- 2021
 - TRF-9503-21: Adding the purchase of one replacement Class 400 bus to the TIP. Project cost is \$89,610 with \$71,688 coming from Federal Transit Administration (FTA) funds and \$89,610 coming from local funds.

With this proposed change, fiscal constraint has been maintained.

The 30-day public comment period on this change concludes on Friday, May 8, 2020.

As of 1 p.m. on April 17, APO staff have had nine people participate in the online survey. Those comments can be found in Attachment F2. Two virtual open houses via Facebook Live have been scheduled for April 21 and April 29. A more up-to-date list of comments (if available) will be provided at the TAC meeting.

Suggested Action: Recommend Policy Board approval.



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

T. 320.252.7568 F. 320.252.6557

FY 2020-2023 Transportation Improvement Program Amendments

Public Comments April 2020

A request for changes to the Saint Cloud Area Planning Organization's (APO's) fiscal year 2020-2023 Transportation Improvement Program (TIP) have warranted a 30-day public comment period. During this period (April 8 – May 8, 2020) the APO has received the following comments (current through 1 p.m. April 17, 2020). Please note that a more complete list will be provided at the APO TAC meeting.

Online Survey:

Agency/Jurisdiction	Proposed Project Number	Public Comments (Grouped if Same Response)	Date Recorded
WACOSA	TRF-9503-21	Strongly Approve (4)	04/14/2020
WACOSA	TRF-9503-21	Approve (2)	04/14/2020
WACOSA	TRF-9503-21	Neither approve nor disapprove	04/14/2020
WACOSA	TRF-9503-21	Disapprove (2)	04/14/2020

Virtual Open House:

Agency/Jurisdiction	Proposed Project Number	Comments (Grouped if Same Response)	Date Recorded

Phone:

Agency/Jurisdiction	Proposed Project Number	Comments (Grouped if Same Response)	Date Recorded

Facebook Posts (Not Related to Virtual Open House):

Agency/Jurisdiction	Proposed Project Number	Comments (Grouped if Same Response)	Date Recorded

Email/Mail:

Agency/Jurisdiction	Proposed Project Number	Comments (Grouped if Same Response)	Date Recorded



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Technical Advisory Committee
FROM: Fred Sandal, Associate Planner
RE: Discuss Public Engagement for Active Transportation Plan
DATE: April 30, 2020

The Small Group Advisory Committee for Active Transportation met on March 11, 2020 to review and discuss a draft community survey and interactive mapping product prepared by APO staff. These products were also made available to the full Active Transportation Advisory Committee (ATAC). After testing and comments from committee members, a roll out of the survey and mapping tool to better identify bicycle and pedestrian issues and needs began on March 30th. Links were provided on the website and social media, and a press release describing the public engagement process distributed areawide. Translations of the survey are being made available to help assure full access to the public engagement process.

Staff's intention was to further engage the public by having booths available at area events, As you know, all such gatherings are being postponed or cancelled in the interests of public health. Therefore, we are calling on TAC members and other planning partners to assist with this very important community data gathering process by sharing information and links to the online survey <https://bit.ly/3aSmZq4> and interactive online mapping tool <https://bit.ly/3e0xx8p>.

For public engagement to be effective, we will need significant response from all area communities. The information obtained through the APO survey helps us to understand how residents are using the active transportation network and their characteristics. Their use of the mapping tool will identify their routes, destinations and possible issues. The responses received will be compiled and added to other data collection activities to identify and analyze critical regional needs for all who walk and bicycle to get to transit stops and other transportation destinations. Together these two products represent the primary public engagement tools for the development of the Active Transportation Plan.

As a reminder, the final outcome of this process will be to develop a set of strategies and recommendations for future investments that will improve the regional transportation network and provide better access and connectivity for bicycle and pedestrian facilities. The APO will also include this analysis and findings as we prepare the 2050 Metropolitan Transportation Plan.

The data collection and analysis component of the active transportation plan, which includes the comments from the public through surveys and other means is on a timeline for completion by the end of 2020. Delivery of the draft planning document is August 2021.

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

Staff's intent is to abide by its planning targets from the UPWP. Unfortunately, due to the Governor's response to the COVID-19 emergency which requires residents isolate at home except for essential needs, the data collected from counters or observations during this shut-down period produces a skewed result, not useful for long range planning purposes. APO transportation planning efforts rely on measures of typical behavior during times when movements are not restricted. This signals added significance to information received from public surveys along with system data collection deemed to be reliable from past years.

Safe Routes to School (SRTS) planning has been affected with the health emergency due the schools being closed. The APO is preparing SRTS plans for Kennedy and Oak Hill Community Schools, scheduled to be completed by spring 2021. Staff is coordinating with District 742 staff to profile conditions at each school though data from observations at school sites will not be obtainable until schools are back in session, presumably in the fall.

APO staff will continue to coordinate with the Small Group Advisory Committee and the full ATAC on all of this as we continue development of the active transportation plan. We will report regularly on progress to the TAC.

Requested Action: None, informational, to be shared.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Technical Advisory Committee
FROM: Vicki Johnson, Senior Planner
RE: FY 2022-2025 Transportation Improvement Program Development Schedule
DATE: April 14, 2020

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.

To assist agencies and jurisdictions within the APO's MPA in the process of developing the fiscal year (FY) 2022-2025 TIP, APO staff have developed a draft of the TIP Development Schedule for the FY 2022-2025 cycle.

This schedule is based upon the Minnesota Department of Transportation (MnDOT) District 3 Area Transportation Improvement Program (ATIP) Development Schedule developed by MnDOT District 3 staff. The ATIP Development Schedule was developed to coincide with the development of the State Transportation Improvement Program (STIP).

The ATIP Development Schedule was approved by the Central Minnesota Area Transportation Partnership (ATP) at its April 2 meeting.

Suggested Action: Approval.



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

T. 320.252.7568 F. 320.252.6557

Transportation Improvement Program Schedule 2020-2021 For the Development of the 2022-2025 TIP

DATE	ACTION
October 2020 – January 2021	MnDOT Office of Traffic, Safety, and Technology conducts statewide solicitation for Federal Highway Safety Improvement Program (HSIP) safety candidate projects.
October 2020	APO begins solicitation for locally sponsored Surface Transportation Block Grant Program (STBGP) projects.
Oct. 1, 2020	Transportation Alternatives (TA) solicitation opens.
Oct. 12, 2020	TA workshop held in Saint Cloud during the Letter of Intent solicitation phase. A workshop will also be held in Baxter following the ATP meeting on Oct. 8.
Oct. 30, 2020	DEADLINE for TA Letter of Intent submittals.
November 2020	MnDOT's Office of Transit and Active Transportation (OTAT) develops preliminary list of transit capital projects.
Nov. 16, 2020	Commence full application phase for TA solicitation.
January 2021	Transit committee conducts a review of transit vehicle capital candidates.
Jan. 4, 2021	DEADLINE for STBGP* and TA project application submittals.
Jan. 14, 2021	Preliminary review of project application submittals by Central Minnesota Area Transportation Partnership.
Jan. 11 – 22, 2021	Active Transportation Advisory Committee meets to recommend TA projects prioritization for TAC.
Jan. 28, 2021	APO TAC reviews, ranks, and develops a list of regional transportation priorities based off locally sponsored STBGP and TA projects submitted to be recommended for Policy Board approval.
Jan. 29, 2021	MnDOT OTAT finalizes list of transit capital projects.
Feb. 11, 2021	APO Policy Board will approve draft APO prioritized project list for the locally sponsored STBGP and TA projects to be incorporated by the Central Minnesota ATP.

Feb. 15 – Feb. 19, 2021	Solicitation begins for financials/fiscal plans and Annual Listing of Obligated Projects for APO agencies and jurisdictions.
March 2021	MnDOT District 3 completes draft four-year construction program.
March 1, 2021	APO staff begin coordination with Metro Bus on 2025 transit project development
March 9, 2021	ATP's TA Committee evaluates, scores, and ranks TA projects at a meeting in Saint Cloud.
March 17, 2021	Area Transportation Improvement Program (ATIP) Development Committee meets in Baxter to merge regional priorities and develop the draft ATIP.
March 29, 2021	DEADLINE for financial/fiscal constraint/ALOP information for APO agencies and jurisdictions.
April 8, 2021	Central Minnesota ATP reviews, modifies, and approves the draft ATIP at a meeting in Baxter.
April 16, 2021	MnDOT District 3 submits the ATP's approved draft ATIP to MnDOT Office of Transportation System Management (OTSM).
April 30, 2021	APO submits draft TIP to MnDOT, Federal Highway Administration, and Federal Transit Administration for comment and review.
May 2021	OTSM develops the draft State Transportation Improvement Program (STIP).
May-June 2021	Public review and comment of the draft STIP.
May 27, 2021	APO staff presents draft TIP to TAC for recommended approval to begin 30-day public comment period.
June 10, 2021	APO staff presents draft TIP to Policy Board for approval to begin 30-day public comment period.
June 17, 2021	Central Minnesota ATP reviews and comments on the draft STIP.
June 23, 2021	APO staff submit draft TIP to 30-day public comment period.
July 2021	MnDOT District 3 submits comments regarding draft STIP to OTSM.
July 29, 2021	APO TAC reviews final draft of the TIP.
Aug. 12, 2021	APO Policy Board approves final draft of the TIP.
Aug. 13, 2021	APO submits TIP documents to MnDOT for inclusion into the ATIP and STIP.
August-September 2021	MnDOT approves draft STIP and submits to FHWA/FTA.

September- October 2021	FHWA/FTA make findings and accepts for funding.
November- December 2021	FHWA/FTA approve the STIP

**** All STBGP applications are due to the APO (c/o Vicki Johnson) by no later than 3 p.m. on Monday, Jan. 4, 2021. Late applications will not be accepted.**

This schedule is developed from the 2019-2020 TIP development schedule and the Central Minnesota ATP 2022-2025 STIP development timeline. Dates and deadlines are subject to change. APO staff will do its best to notify all agencies and jurisdictions of changes and will send out an updated schedule as soon as changes have been verified by MnDOT.

Please contact Vicki Johnson at 320-252-7568 ext. 203 or ikeogu@stcloudapo.org if you have any questions, comments, or concerns on this schedule once adopted.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Technical Advisory Committee
FROM: Vicki Johnson, Senior Planner
RE: FY 2021-2024 Transportation Improvement Program Amendment Schedule
DATE: April 14, 2020

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.

Throughout the course of the fiscal year, various changes to projects programmed into the document arise. These changes fall within three different categories: Technical Corrections, Administrative Modifications, and Amendments. The most significant of these changes are amendments.

To be considered a TIP amendment, according to the APO's Stakeholder Engagement Plan (SEP), one of the following criteria must be met:

- The change adds a new individual Federal Highway Administration (FHWA) funded project.
- The change adds a regionally significant project as defined as a project that adds one or more travel lanes on the National Highway System (NHS) and/or it involves the reconfiguration of an NHS interchange such that a movement is added or eliminated.
- The change impacts financial constraint, including total cost increases or decreases meeting the Formal State Transportation Improvement Program (STIP) Amendment thresholds.

STIP (and TIP) Total Project Estimate Cost	FHWA STIP (and TIP) Amendment Required If Increase/Decrease More Than:
<\$1,000,000	No STIP/TIP Amendment is required when the STIP/TIP total project estimate cost is less than \$1 million AND the proposed total estimate cost remains less than \$1 million.
\$1,000,001 to \$3,000,000	50%
\$3,000,001 to \$10,000,000	35%
\$10,000,001 to \$50,000,000	20%

\$50,000,001 to \$100,000,000	15%
>\$100,000,000	10%

- The change adds or removes a phase of work such as preliminary engineering, right-of-way construction, etc. to the project which increases or decreases the total project cost.
- The change results in project scope change to include, but is not limited to, changing work type such as bridge rehabilitation to replacement, resurface to reconstruct, adding additional work/bridge/lane/intersection/route.
- The change in project limit/termini greater than 0.3 miles in any direction.
- The change impacts air quality conformity for projects in a Metropolitan Planning Organization such as the APO.
- The change adds new individual Federal Transit Administration (FTA) funded projects to the current approved STIP/TIP.
- The change increases FTA funded STIP/TIP total project estimate cost by more than 20%.

If one of the above factors is met, the TIP must undergo the amendment process outlined in the SEP. This process includes a 30-day public comment period in addition to seeking a recommendation from the APO's TAC for Policy Board approval.

To streamline the process of amendments to the TIP and more efficiently deliver needed changes to the TIP and subsequently the Area Transportation Improvement Program (ATIP) and STIP in a timely manner, APO staff have developed a TIP amendment schedule.

Since the amendment process is a lengthy one, including a 30-day period of public comment, APO staff feel that by processing several amendments at one time it would more effectively utilize resources and process changes to the document.

Attachment H2 outlines the proposed schedule.

Any amendment received after 5 p.m. on the date of the deadline will NOT be considered for that amendment cycle. Instead, it would be processed as part of the subsequent amendment cycle. Exceptions will be limited and will need to be justified in writing to the APO's Executive Director.

The APO will work to align the schedule with the STIP amendment schedule to the best of its abilities with the understanding that the APO meeting schedules have been set.

The current draft of the APO's FY 2021-2024 TIP Amendment Schedule coincides with tentatively scheduled APO TAC and board meetings for 2021.

Suggested Action: Approval.



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

T. 320.252.7568 F. 320.252.6557

FY 2021-2024 Transportation Improvement Program Amendment Schedule

REVISED APRIL 21, 2020

Amendment Deadline	30-Day Public Comment	TAC Review	Policy Board Approval	Submission to MnDOT	Submittal to FHWA/FTA
Monday, Dec. 28, 2020 *first changes to the 2021-2024 TIP	Dec. 30, 2020 – Jan. 29, 2021	Jan. 28, 2021	Feb. 11, 2021	Feb. 12, 2021	Feb. 19, 2021
Jan. 25, 2021	Jan. 27- Feb. 26	Feb. 25, 2021	March 11, 2021	March 12, 2021	March 19, 2021
Feb. 22, 2021	Feb. 24 – March 26	March 25, 2021	April 8, 2021	April 9, 2021	TBD
March 29, 2021	March 31 – April 30	April 29, 2021	May 13, 2021	May 14, 2021	TBD

Tentative APO Meeting Schedule for 2021

Month	TAC	Policy Board
January	Jan. 28, 2021	Jan. 14, 2021
February	Feb. 25, 2021	Feb. 11, 2021
March	March 25, 2021	March 11, 2021
April	April 29, 2021	April 8, 2021
May	May 27, 2021	May 14, 2021
June	June 24, 2021	June 10, 2021
July	July 29, 2021	July 8, 2021
August	Aug. 26, 2021	Aug. 12, 2021
September	Sept. 30, 2021	Sept. 9, 2021
October	Oct. 28, 2021	Oct. 14, 2021
November	Nov. 25, 2021 (THANKSGIVING)	Nov. 11, 2021
December	Dec. 30, 2021	Dec. 9, 2021

**Of note, the APO's TAC typically does not meet in November and December.*