

AGENDA (AMENDED)

APO POLICY BOARD MEETING

THURSDAY, JUNE 11, 2020 - 4:30 P.M.

VIRTUAL MEETING VIA ZOOM



1. Roll Call/Introductions
2. Approval of Agenda
3. Public Comment Period
4. Consideration of Consent Agenda Items (*Attachments A - H*)
 - a. Approve Minutes of May 14, 2020 Policy Board Meeting (*Attachment A*)
 - b. Approve Actual Bills Lists for May and Projected Bills List for June and July (*Attachments B1 - B2*)
 - c. Approve Draft COVID-19 Preparedness Plan (*Attachments C1 & C2*)
 - d. Approve 2020 Budget Adjustment (*Attachment D*)
 - e. Receive Jan. - April Budget vs. Actual Expenditure Report (*Attachment E*)
 - f. Receive Staff Report on Technical Advisory Committee May Meeting (*Attachment F*)
 - g. Receive staff report on Active Transportation Plan (*Attachment G*)
 - h. Receive FY 2019 Year-End Financial Report (*Attachment H1 & H2*)
 - i. Approve Resolution 2020-08 Authorizing the Execution of a MnDOT Project Grant Agreement for the Mississippi River Bridge Planning Update
5. Consider Draft 2021-2024 Transportation Improvement Program (TIP) (*Attachments I1 & I2*): Vicki Johnson, Senior Planner
 - a. **Suggested Action: Approve Release for Public Comments**
6. Consider Draft 2021-2022 Unified Planning Work Program (UPWP) (*Attachments J1 & J2*): Brian Gibson, Executive Director
 - a. **Suggested Action: Approve**
7. Other Business & Announcements
8. 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 Xeeem 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 xeeem, 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) hnuab 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. ຄົນທຸກຊົນຊັ້ນອັນນະສາມາດເຂົ້າເຖິງ APO ໄດ້. ບຸກຄົນທີ່ຈຳເປັນຕ້ອງມີການດັດແປງແກ້ໄຂ ຫຼື ການອໍານວຍຄວາມສະດວກ, ອຸປະກອນຊ່ວຍ, ການບໍລິການແປເອກະສານ, ການບໍລິການລ່າມແປພາສາ ແລະ ອື່ນໆ ເພື່ອເຂົ້າຮ່ວມການຊຸມນຸມສາທາລະນະ ລວມທັງການໄດ້ຮັບວາລະນີ້ ແລະ/ຫຼື ເອກະສານຄັດຕິດໃນຮູບແບບ ຫຼື ເປັນພາສາອື່ນໃດໜຶ່ງ ກະລຸນາຕິດຕໍ່ຫາ APO ທີ່ເບີ 320-252-7568 ຫຼື ອີເມວ admin@stcloudapo.org ຢ່າງໜ້ອຍເຈັດ (7) ວັນລ່ວງໜ້າການຊຸມນຸມ.

SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD
Thursday, May 14 – 4:30 p.m.

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, May 14, 2020 at 4:30 p.m. APO Chair Mayor Rick Miller presided with the following members participating via the Zoom app or telephone access:

Mayor Rick Miller	Waite Park
Council Member Paul Brandmire	Saint Cloud
Council Member Dottie Seamans	Sauk Rapids
Supervisor Jeff Westerlund	LeSauk Township
Commissioner Joe Perske	Stearns County
Commissioner A. Jake Bauerly	Benton County
Mayor Ryan Fitzthum	Sartell
Commissioner Raeanne Danielowski	Sherburne County
Ryan Daniel, CEO	Metro Bus
Mayor Rick Schultz	Saint Joseph
Brian Gibson, Exec Director	Saint Cloud APO
Steve Aune	Your CFO, Inc/Accountant
Kari Steinbeisser	CDS/Auditor
Dorothy Sweet	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Fred Sandal	Saint Cloud APO

INTRODUCTIONS/ROLL CALL: Introductions were made and Roll Call was taken.

APPROVAL OF AGENDA:

Mayor Rick Schultz motioned to approve the agenda, and Council Member Dottie Seamans seconded the motion. Motion carried. Roll Call Vote (Miller-yes; Brandmire-yes; Danielowski-yes; Bauerly-yes; Seamans-yes; Daniel-yes; Perske-yes; Schultz-yes; Fitzthum-yes).

PUBLIC COMMENT PERIOD: No members of the public were participating.

CONSIDERATION OF CONSENT AGENDA ITEMS: (Approval of Mar 12, 2020 Policy Brd Mtg minutes; Actual Bills List for Mar & Apr and Projected Bills List for May and June; Website Hosting Contract; Shared Use Path Pavement Condition Survey Contract; Travel Demand Model Improvement Contract; Receive Staff Reports on Technical Advisory Committee and Area Transportation Partnership Meeting):
Commissioner Jake Bauerly motioned to approve Consent Agenda Items, and Commissioner Joe Perske seconded the motion. Motion carried. *Roll Call Vote (Miller-yes; Brandmire-yes; Danielowski-yes; Bauerly-yes; Seamans-yes; Daniel-yes; Perske-yes; Schultz-Abstained; Fitzthum-yes).*

CONSIDER FY2019 AUDIT REPORT:

Kari Steinbeisser, CPA, from auditing firm Conway, Deuth & Schmiesing (CDS), presented via PowerPoint, the results of the 2019 audit. She thanked the APO board members and staff for allowing their firm to conduct the audit, and for their assistance. She reviewed the Independent Auditors' Report:

- ❖ Financial Statements are the responsibility of the Organization's management

- ❖ Auditor's responsibility is to express opinions on these financial statements based on their audit
- ❖ Audit was conducted in accordance with Generally Accepted Auditing Standards
- ❖ Obtained reasonable assurance financials are free from material misstatement
- ❖ Financial statements are presented fairly in their opinion.
- ❖ Presented an internal control letter

Ms. Steinbeisser reviewed and discussed:

- ❖ The Statement of Net Position for 2018 and 2019
- ❖ Revenue for 2018 and 2019 (Member Assessments, Consolidated Planning Grant, MnDOT, Lobbyist Assessments, Consultant Projects CPG Pass-Through, Other Revenue)
- ❖ Expenses for 2018 and 2019
- ❖ Revenue and Expenses comparing 2017, 2018, and 2019
- ❖ Cash and Investment Balances for 2017, 2018, 2019
- ❖ Cash Flows (Receipts from Members & Grantors, Payments to Suppliers and Employees) for 2017, 2018, 2019
- ❖ Compliance Section (Minnesota Legal Compliance-in accordance with Audit Guide issued by OSA, and Government Auditing Standards (Internal Control: One significant deficiency noted: Auditor prepared financial statements {Same deficiency as last year})
- ❖ Required Communications (Accounting Practices, No Difficulties Encountered), Corrected and Uncorrected Misstatements, No Disagreements with Management, Management Representations, Management Consultations with other Accountants, and Other Audit Findings or Issues)
- ❖ Management Letter/General Recommendations: Grant Revenues and Employer Health Savings Account (HSA) Contributions. The plans for avoiding and correcting the inconsistencies with the Grant Revenues issue and HSA contributions were presented.

Mayor Rick Schultz motioned to approve the FY 2019 Audit, and Mayor Ryan Fitzthum seconded the motion. Motion carried. Roll Call Vote (Miller-yes; Brandmire-yes; Danielowski-yes; Bauerly-yes; Seamans-yes; Daniel-yes; Perske-yes; Schultz-yes; Fitzthum-yes).

TIP AMENDMENT:

Senior Transportation Planner, Vicki Johnson, gave a PowerPoint presentation regarding the proposed Amendment to the FY 2020-2023 Transportation Improvement Program. WACOSA is proposing to add the purchase of one replacement Class 400 bus to the TIP. The Project cost is \$89,610 with \$71,688 coming from Federal Transit Administration funds and \$17,922 coming from WACOSA. Fiscal constraint will be maintained. Public comment period concluded on May 8 and included on-line surveys and two virtual open houses. The TAC recommended Policy Board approval.

Council Member Dottie Seamans motioned to approve the TIP Amendment, and Commissioner Raeanne Danielowski seconded the motion. Motion carried. Roll Call Vote (Miller-yes; Brandmire-yes; Danielowski-yes; Bauerly-yes; Seamans-yes; Daniel-yes; Perske-Abstained; Schultz-yes; Fitzthum-yes).

OTHER:

Mr. Gibson thanked the Policy Board members for adjusting to the technology changes for holding the meeting.

Ms. Seamans asked that the Auditor's PowerPoint be sent to the members.

Attachment A
Agenda Item #4 a.

Commissioner Perske asked if the APO had any issues with COVID-19 pandemic. Mr. Gibson responded that some additional software was needed to allow employees to work from home, but otherwise it was working out reasonably well.

ADJOURNMENT:

The meeting was adjourned at 5:07 p.m.

ST. CLOUD AREA PLANNING ORGANIZATION

Transaction List by Vendor

May 2020

3:09 PM

06/01/2020

Type	Date	Memo	Accounting	Amount
		Adobe Creative Cloud		
Credit Card Charge	05/10/2020		6609 · IT Support & Software	57.03
		Amazon Market Place		
Credit Card Charge	05/19/2020		6601 · Office Supplies	9.99
		BCBS of MN		
Bill Pmt -Check	05/20/2020		6600.5 · Health/Dental/Life Insurance	4,037.92
		City of St. Cloud - Water/Sewer		
Bill Pmt -Check	05/20/2020		6606.1 · Utilities	42.47
		Cloudnet		
Bill Pmt -Check	05/15/2020		6603.1 · Telephone	10.00
		David Turch & Associates		
Bill Pmt -Check	05/04/2020		902.10 · Washington Lobbyist	4,000.00
Bill Pmt -Check	05/22/2020		902.10 · Washington Lobbyist	4,000.00
		Delta Dental		
Check	05/05/2020		6600.5 · Health/Dental/Life Insurance	246.10
		Google Inc.		
Credit Card Charge	05/31/2020		6603.1 · Telephone	48.00
		HireRight Inc		
Credit Card Charge	05/21/2020		6570 · HR Consultant Services	79.95
		IPIROVEN - Dordrecht NL Canada		
Credit Card Charge	05/14/2020		6609.1 · Equipment & Hardware	127.46
		Liberty Savings Bank		
Check	05/11/2020		VISA 2733	1,323.58
		Loffler Companies		
Bill Pmt -Check	05/08/2020		6608 · Multifunction Copier	33.56
		Net V Pro		
Bill Pmt -Check	05/08/2020		6609 · IT Support & Software	321.00
		Premium Waters, Inc.		
Bill Pmt -Check	05/26/2020		6601 · Office Supplies	11.00
		Principal Mutual Life Insurance		
Bill Pmt -Check	05/08/2020		6600.5 · Health/Dental/Life Insurance	349.90
		SFM		
Bill Pmt -Check	05/08/2020		6615.01 - Workers Compensation	872.00
		Spectrum Business (Charter)		
Bill Pmt -Check	05/14/2020		Communications - internet / telephone	283.80
		St. Cloud Times		
Bill	05/22/2020		6610 · Dues & Subscriptions	693.69
		Stearns Electric Association		
Bill Pmt -Check	05/25/2020		6606.1 · Utilities	146.17
		Sunset Mowing, LLC		
Credit Card Charge	05/01/2020		6606.2 · Maintenance	108.00
		West Central Sanitation, Inc		

ST. CLOUD AREA PLANNING ORGANIZATION
Transaction List by Vendor
May 2020

3:09 PM

06/01/2020

Type	Date	Memo	Accounting	Amount
Bill Pmt -Check	05/26/2020		6606.2 · Maintenance	30.46
		Xcel Energy		
Bill Pmt -Check	05/01/2020		6606.1 · Utilities	145.00
		Your CFO Inc		
Bill Pmt -Check	05/04/2020		6602.2 · Accounting Services	1,460.00
		Zoom Video Communications Inc		
Credit Card Charge	05/06/2020		6609 · IT Support & Software	388.04
				<u>18,825.12</u>

LIBERTY BANK DEPOSITS		
	Deposit Date	Amount
Further - Refund of H.S.A. Fees	5/18/2020	72.00
MN DOT - February 2020 CPG	5/29/2020	29,813.38
Interest earned	5/31/2020	13.32
		<u>29,898.70</u>

PROPOSED June 2020 and July 2020 DISBURSEMENTS
prepared 06/01/2020

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)	06/12/2020 Payroll Paid	Payroll	\$ 7,846.59
Electronic	Expense Reimbursemt - Employee mileage	06/12/2020 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	06/12/2020 Payroll Paid	Payroll	\$ 2,498.04
Electronic	MN Department of Revenue-Withholding PAID	06/12/2020 Payroll Paid	Payroll	\$ 610.00
Electronic	PERA	06/12/2020 Payroll Paid	Payroll	\$ 1,591.73
Electronic	Great West Annuity	06/12/2020 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	06/12/2020 Payroll Paid	Payroll	\$ 87.93
Electronic	Select Account (H.S.A.)	06/12/2020 Payroll Paid	Payroll	\$ 88.46
Direct Dep.	Net Payroll (including insurance reimbursement)	06/26/2020 Payroll Paid	Payroll	\$ 7,846.59
Electronic	Expense Reimbursemt - Employee mileage	06/26/2020 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	06/26/2020 Payroll Paid	Payroll	\$ 2,498.04
Electronic	MN Department of Revenue-Withholding PAID	06/26/2020 Payroll Paid	Payroll	\$ 610.00
Electronic	PERA	06/26/2020 Payroll Paid	Payroll	\$ 1,591.73
Electronic	Great West Annuity	06/26/2020 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	06/26/2020 Payroll Paid	Payroll	\$ 87.93
Electronic	Select Account (H.S.A.)	06/26/2020 Payroll Paid	Payroll	\$ 88.46
Direct Dep.	Net Payroll (including insurance reimbursement)	07/10/2020 Payroll Paid	Payroll	\$ 7,846.59
Electronic	Expense Reimbursemt - Employee mileage	07/10/2020 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	07/10/2020 Payroll Paid	Payroll	\$ 2,498.04
Electronic	MN Department of Revenue-Withholding PAID	07/10/2020 Payroll Paid	Payroll	\$ 610.00
Electronic	PERA	07/10/2020 Payroll Paid	Payroll	\$ 1,591.73
Electronic	Great West Annuity	07/10/2020 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	07/10/2020 Payroll Paid	Payroll	\$ 87.93
Electronic	Select Account (H.S.A.)	07/10/2020 Payroll Paid	Payroll	\$ 88.46
Direct Dep.	Net Payroll (including insurance reimbursement)	07/24/2020 Payroll Paid	Payroll	\$ 7,846.59
Electronic	Expense Reimbursemt - TRB conference	07/24/2020 Payroll Paid	Payroll	\$ -
Electronic	Social Security, Medicare & Federal Tax PAID	07/24/2020 Payroll Paid	Payroll	\$ 2,498.04
Electronic	MN Department of Revenue-Withholding PAID	07/24/2020 Payroll Paid	Payroll	\$ 610.00
Electronic	PERA	07/24/2020 Payroll Paid	Payroll	\$ 1,591.73
Electronic	Great West Annuity	07/24/2020 Payroll Paid	Payroll	\$ 10.00
Electronic	Minnesota State Retirement System	07/24/2020 Payroll Paid	Payroll	\$ 87.93
Electronic	Select Account (H.S.A.)	07/24/2020 Payroll Paid	Payroll	\$ 88.46
Credit Card	Adobe Creative Cloud	Subscription service to PDF software	IT Support & Software	\$ 57.03
Check	AFLAC - June	Employee Addtl Insurance	Payroll	\$ 868.56
Check	AFLAC - July	Employee Addtl Insurance	Payroll	\$ 868.56
Electronic	BCBS of MN - June	Employee Health Insurance	Payroll	\$ 4,037.92
Electronic	BCBS of MN - July	Employee Health Insurance	Payroll	\$ 4,037.92
Check	City of St Cloud - Water/Sewer - estimate - June	Utilities - water / sewer	Utilities	\$ 45.00
Check	City of St Cloud - Water/Sewer - estimate - July	Utilities - water / sewer	Utilities	\$ 45.00
Check	Cloudnet - June	Internet Service	Utilities	\$ 10.00
Check	Cloudnet - July	Internet Service	Utilities	\$ 10.00
Check	Conway Deuth & Schmiessing PLLP	Year 2019 Audit Services - Final Invoice	Audit	\$ 3,000.00
Check	David Turch & Associates - estimate - June	Lobbyist Services	Lobbying	\$ 4,000.00
Check	David Turch & Associates - estimate - July	Lobbyist Services	Lobbying	\$ 4,000.00
Check	Delta Dental - estimate - June	Employee dental insurance	Payroll	\$ 246.10
Check	Delta Dental - estimate - July	Employee dental insurance	Payroll	\$ 246.10
Credit Card	Google Inc - June	G Suite Basic - Commitment	Utilities	\$ 48.00
Credit Card	Google Inc - July	G Suite Basic - Commitment	Utilities	\$ 48.00
Credit Card	HireRight Inc	New Hire Security Check	Payroll	\$ 78.95
Credit Card	IPROVEN		Equipment	\$ 127.46
Check	KLJ Engineering LLC	Trunk Hwy 15 Opeartions Imprmt Study	ices thru 5/2/20 - Trunk Hwy 15 Opeartions Imprmt S	\$ 22,619.11
Check	League of MN Cities Insurance Trust P&C	Property / Liability Insurance - 5/17/20	Insurance	\$ 4,405.00
Check	Saint Cloud APO Policy Board Meeting	Copier Supplies	Copy Machine	\$ 112

June 11, 2020

PROPOSED June 2020 and July 2020 DISBURSEMENTS
prepared 06/01/2020

Attachment B-2
Agenda Item #4 b.

Method Of Payment	To Whom Paid	What Check is for	Account	Amount Paid
Check	Loffler Companies - estimate - July	Copier Supplies	Copy Machine	\$ 180.00
Credit Card	Neopost USA, Inc.	Postage Meter	Meter Lease	\$ 59.25
Credit Card	Neopost USA, Inc.	Postage Meter	Postage	\$ 200.00
Check	Net V Pro - June	Monthly IT Support	IT Support & Software	\$ 321.00
Check	Net V Pro - July	Monthly IT Support	IT Support & Software	\$ 321.00
Check	Premium Water Inc - estimate - June	office drinking water	Utilities	\$ 45.00
Check	Premium Water Inc - estimate - July	office drinking water	Utilities	\$ 45.00
Check	Principal Financial - June	Employee disability insurance	Payroll	\$ 349.00
Check	Principal Financial - July	Employee disability insurance	Payroll	\$ 349.00
Check	Rajkowski Hanmeier LTD	Legal on internet meetings	Legal	\$ 112.50
		Commercial Protection Plan - Period 6/13/20 to 6/13/20	Property Insurance	\$ 250.00
Check	Secura Insurancance Companies	Internet Service	Utilities	\$ 285.00
Check	Spectrum Business (Charter) - estimate - June	Internet Service	Utilities	\$ 285.00
Check	Spectrum Business (Charter) - estimate - July	Utilities - electric	Utilities	\$ 200.00
Electronic	Stearns Electric Association - estimate - June	Utilities - electric	Utilities	\$ 200.00
Electronic	Stearns Electric Association - estimate - July	annual paper subscription	Subscriptions	\$ 693.69
Check	SC Times	Public Postings	Printing/Publishing	\$ 200.00
Check	SC Times - estimate - estimate - June	Public Postings	Printing/Publishing	\$ 200.00
Check	SC Times - estimate - estimate - July	Office Cleaning Services	Maintenance	\$ 125.84
Check	WACOSA - estimate - June	Office Cleaning Services	Maintenance	\$ 125.84
Check	WACOSA - estimate - July	Utility - garbage	Utilities	\$ 31.00
Check	West Central Sanitation Inc - estimate - June	Utility - garbage	Utilities	\$ 31.00
Check	West Central Sanitation Inc - estimate - July	Utilities - gas	Utilities	\$ 100.00
Electronic	Xcel Energy - estimate - June	Utilities - gas	Utilities	\$ 100.00
Electronic	Xcel Energy - estimate - July	2020 accounting services - June	Accounting Services	\$ 1,460.00
Check	Your CFO Inc	2020 accounting services - July	Accounting Services	\$ 1,519.00
Check	Your CFO Inc	Internet Meeting/Webinar Services	IT Support & Software	\$ 388.04
Credit Card	Zoom Video Communications Inc			
TOTAL				<u>\$ 108,005.99</u>



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: COVID-19 Preparedness Plan
DATE: May 29, 2020

Pursuant to several of the Governor's Executive Orders regarding a phased re-opening of businesses in the State, I have prepared the attached COVID-19 Preparedness Plan for immediate implementation.

APO staff can do the vast majority of their individual jobs from home, and will continue to do so. But I wanted a plan that allowed us:

1. To re-open the APO office during normal business hours in order to receive mail and packages, answer the telephone, and generally do the few things that we cannot do from home; and
2. To allow staff to work in their offices as needed

To accomplish this, and in light of data telling us that up to 50% of all people who are carrying COVID-19 and transmitting it to others are not symptomatic, the plan focuses on prevention of transmission.

The following summarizes some of the plan's guidance:

- Staff will continue working from home as much as practicable;
- Staff may choose to stagger their hours in the workplace so that the fewest number of people are in the office at any one time;
- Staff will wear facemasks in the workplace as much as practicable;
- The APO will provide some cleaning supplies, hand sanitizer, disposable gloves, and other supplies so that staff can disinfect their high-touch surfaces and help prevent the spread of the virus;
- When the outside air temperature is between 55 and 95 degrees, outside windows will be opened and the HVAC system will be shut off to maximize fresh air in the workplace and minimize the recirculation of air;
- Unnecessary travel is strongly discouraged;
- Meetings will continue being held by electronic means as long as it is legal to do so

Luckily, the building's existing layout is already conducive to social-distancing as staff work in individual offices that provide much more than six-feet of separation from other staff members.

SUGGESTED ACTION: Approve the APO COVID-19 Preparedness Plan.

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



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

T. 320.252.7568 F. 320.252.6557

COVID-19 Preparedness Plan for the Saint Cloud APO

The Saint Cloud Area Planning Organization (APO) is committed to providing a safe and healthy workplace for all our staff members and visitors. To that end we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Management and staff are all responsible for implementing this plan. Our goals are:

1. To mitigate the potential for transmission of COVID-19 in our workplace,
2. To allow at least one staff member to be present in the workplace during normal business hours, Monday through Friday from 8 a.m. until 4:30 p.m.,
3. To allow multiple staff members to be simultaneously present in the workplace as necessary, and
4. To allow the APO to continue executing its planning processes and the uninterrupted obligation of Federal transportation funds for the benefit of our jurisdictional members.

Achieving these goals requires **everyone's** full cooperation. Only through this cooperative effort can we establish and maintain the safety and health of our staff members and workplace.

Management and staff are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan.

Our people are our most important asset. We are serious about safety and health and keeping our staff members working productively. The involvement of everyone is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved staff in this process by soliciting and listening carefully to feedback from staff on the initial draft COVID-19 Preparedness Plan, and incorporating that feedback wherever possible. A complete disposition of all comments can be found as Appendix A to this document. Our COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal OSHA standards related to COVID-19 and Executive Order 20-48, and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- cleaning, disinfecting, decontamination and ventilation;
- prompt identification and isolation of sick persons;
- communications and training that will be provided to managers and workers; and
- management and supervision necessary to ensure effective implementation of the plan.

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

Screening and Policies for Employees Exhibiting Signs and Symptoms of COVID-19

The Centers for Disease Control (CDC) report the incubation period for COVID-19 is thought to extend to 14 days, with a median time of 4-5 days from exposure to symptoms onset. Further, epidemiologic studies have documented COVID-19 transmission during the pre-symptomatic incubation period, and asymptomatic transmission has been suggested in other reports. Therefore, an individual may be infected with COVID-19 but present no symptoms of the infection while spreading the infection to others. In this environment, taking action after a person becomes symptomatic is, in some respects, too late. Therefore, this plan will focus on limiting the conditions for person-to-person contact that enables the disease to spread.

Staff members who can work from home are encouraged to continue doing so as frequently as is practical.

Staff members have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess every staff members' health status prior to entering the workplace and for staff members to report when they are sick or experiencing symptoms.

At Home

Staff members will self-assess their health each morning, paying special attention for the signs and symptoms of COVID-19, as reported by the Center for Disease Control (CDC):

1. Coughing
2. Shortness of breath or difficulty breathing
3. Fever
4. Chills
5. Muscle Pain
6. Sore Throat
7. Loss of taste or smell
8. Loss of appetite

Any staff member experiencing one or more of these symptoms will stay home and not enter the workplace.

Symptomatic staff members and staff members who have tested positive for COVID-19 regardless of the presentation of symptoms should contact and notify the Executive Director immediately by phone or email.

When a staff member has reported being sick and has one or more of the COVID-19 symptoms shown above or has tested positive for COVID-19, the Executive Director will immediately notify all other staff members of the presence or suspected presence of COVID-19 in the workplace (while respecting to the greatest extent possible the medical privacy of all staff members) so that they may 1.) take steps to notify the people with whom they have been in recent contact, and 2.) begin a period of precautionary self-quarantine of not less than 14 consecutive days.

In the Workplace

In the workplace, if a staff member begins to experience one or more of the COVID-19 symptoms shown above, the staff member will immediately notify the Executive Director by phone, or email, or verbally while maintaining social-distancing requirements. The staff member will isolate themselves in their office with the door closed until such time as they can leave the workplace. The staff member should leave the office as quickly as they can safely do so in order to minimize the risk of contagion to other staff members.

In the specific case of the Administrative Specialist, since they do not work in a private office, if they cannot immediately leave the workplace, that person shall isolate themselves in one of the empty offices until such time as they can safely leave the workplace.

The APO has a temporal thermometer in the workplace for use by staff members to check their body temperature as they see fit. If a staff member does begin to feel sick, they should check their temperature.

When a staff member who has been in the workplace within the last 14 days has reported sick with actual or possible COVID-19 or has tested positive for COVID-19, the APO workplace will be immediately closed for not less than 14 consecutive days. All staff members will continue to work from home according to their normal work schedule. Sick staff members should follow guidelines from the CDC to care for themselves.

Sick leave may be used by a staff member for personal illness, injury, or medical quarantine, or for the care of a family member with an illness or serious health condition. If a staff member does not have any or does not have enough accumulated sick leave, they may use accumulated vacation time to account for their absence.

In the unlikely event that a staff member has neither sufficient sick leave nor vacation time, the Executive Director may grant them a Medical Leave of Absence for the duration of their illness, not to exceed one year as per current policy. To care for a sick family member, the Executive Director may grant a Personal Leave of Absence of up to six weeks.

If an employee is diagnosed with COVID-19 (or any sickness) AND their doctor says they cannot go to work, the employee may file a claim on their Aflac Short Term Disability coverage. All employees have a 7-day elimination period for sickness.

Accommodations for Staff Members with Underlying Medical Conditions or Who Have Household Members with Underlying Health Conditions

According to the CDC, the following individuals are at higher risk for severe illness:

- People 65 years and older
- People who live in a nursing home or long-term care facility
- People of all ages with underlying medical conditions, particularly if not well controlled, including:
 - People with chronic lung disease or moderate to severe asthma
 - People who have serious heart conditions
 - People who are immunocompromised

- Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

Any staff member who meets one or more of these risk factors or who shares a household with a person with one or more of these risk factors may choose to continue working from home to the greatest extent practicable, and may choose to limit their time in the workplace to the greatest extent possible.

Handwashing

Basic infection prevention measures are being implemented in our workplace at all times. Staff members are advised to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their time in the workplace, prior to any mealtimes, and after using the toilet. The APO will keep handwashing stations stocked with paper towels and soap for this purpose.

Hand-sanitizer (that use sanitizers of greater than 60% alcohol) will be provided at the building entrance and **in each staff members' office** so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Visitors to the workplace will be asked to use hand-sanitizer upon entering the building.

Shaking hands in the workplace is prohibited.

Respiratory Etiquette: Cover Your Cough or Sneeze

Staff members and visitors are instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be supported by making tissues and trash receptacles available **in each staff members' workspace** and to all visitors.

If a staff member observes any other staff member not following these guidelines, they should remind them of and encourage adherence to these guidelines.

Social distancing

Social distancing of six feet will be implemented and maintained between staff members and visitors in the workplace through the following engineering and administrative controls:

- **The APO's established** policy on flexible work hours remains in effect. Staff members may establish their standard work schedule for anytime between 6 a.m. and 6 p.m. Staff members may choose to stagger their working hours to reduce the number of employees in the workplace at any one time.

- The APO's established policy on flexible work weeks also remains in effect. Staff members may choose from:
 - Five work days per week with eight working hours each day;
 - Four work days per week with nine hours each work day and one work day of four working hours; or
 - Four work days per week of ten hours each work day.
- Staff members may choose to telework from home as frequently as is practicable.
- In the workplace, all staff members, with the exception of the Administrative Specialist, will continue to work in their private offices. The Administrative Specialist, though they do not work in a private office, is effectively distanced from all other staff members because everyone else does work in a private office. When meeting with other staff members and during breaks and lunchtime, staff members should maintain a distance of at least 6 feet from all other staff members.
- No more than four persons should occupy the conference room at any one time.
- No more than two staff members should occupy the same office at any one time.
- No more than one person should use the lunch table at any one time. Staff members may wish or may find it necessary to eat lunch in their offices.
- Office supplies such as pens, paper, folders, computer equipment, telephones, etc. should not be shared between staff members.
 - The APO shall maintain a supply of disposable gloves for use by staff members and/or visitors.
- Riding in or sharing a vehicle with another staff member is strongly discouraged.
- The APO shall maintain a supply of face masks for use by staff members and/or visitors. Staff members may choose to use their own personal mask(s) at their discretion.
 - Face masks should be worn in the workplace as much as is practicable.
 - Face masks should be worn so that they cover both the nose and mouth.
- Unnecessary travel is strongly discouraged.

Cleaning, Disinfection, and Ventilation

In the workplace, staff members should take care to limit the number of surfaces they touch during the course of their day.

Since regular housekeeping occurs only once every two weeks, staff members shall be responsible for the disinfecting of high-touch work surfaces, equipment, and supplies. The APO shall supply each staff member with disinfecting wipes for this purpose.

Staff members should disinfect their most commonly used surfaces (e.g., keyboards, mice, telephones, work spaces on their desk tops, chairs, etc.) at least once per day, and each time after someone else touches it. Additionally, the Administrative Specialist shall disinfect the door knobs on the front doors and bathroom doors as well as light switches for the common areas at least twice per day.

Each staff member should disinfect the photocopier touch screen, the microwave door handle, and the refrigerator door handle after they have finished using it.

Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications and are being used with required personal protective equipment for the product.

The maximum amount of fresh air is being brought into the workplace, air recirculation is being limited and ventilation systems are being properly used and maintained. Steps are also being taken to minimize air flow blowing across people.

Staff members shall keep their office doors open at all times to facilitate the flow of fresh air. The doors of all unoccupied offices and storage rooms should also be kept open for the same purpose. When the outside temperature is between 55 and 95 degrees Fahrenheit, each staff member should open their window to the maximum extent possible and the HVAC system will be shut off. Exception – if it is raining and opening a window would result in rain coming in through the window, the window may be shut partially or completely. Additionally, windows in the storage rooms and unoccupied offices should also be opened under the terms listed in this paragraph. At the end of the work day, the last person to leave the office shall ensure that all windows are closed and locked, and the HVAC system is turned back on.

When the outside temperature is below 55 or above 95 degrees, windows may be shut to make the work environment more comfortable, and the HVAC system will be turned on. However, windows will be re-opened and the HVAC turned-off when conditions again permit it.

Meetings

Policy Board

Policy Board meetings will continue to be held via electronic means as long as the law permits. Should conditions change such that the State open meeting laws no longer permit meetings via electronic means, the situation will be re-evaluated and appropriate and legal actions taken. Some possible courses of action:

- Meeting in a larger room to allow all of those present to maintain at least 6 feet of distance from one another
- Board members meeting in person, but permitting the public to participate via electronic means
- Other appropriate and legal steps that permit the Board to meet safely while also **meeting the State's open meeting laws**

Technical Advisory Committee, Steering Committee, and Other Advisory Committees

Because the Technical Advisory Committee (TAC) and other advisory committees are not decision-making bodies, the State open meeting laws do not prescribe how they should meet. Therefore, the TAC and other advisory bodies will continue meeting via electronic means to the greatest extent practicable. In the event an in-person meeting is necessary, social-distancing standards outlined earlier in this document will be upheld.

Public Input Meetings

Pursuant to our Stakeholder Engagement Plan, it is important that the general public be provide early and frequent opportunities to provide their input on the various planning processes and products produced by the APO. In an effort to balance access and safety, the following guidelines will be considered when establishing a public input plan for any planning process:

- Meetings via electronic means will be done to the maximum extent practicable.
- In those cases when an electronic meeting is not practicable, an in-person meeting will be held pursuant to the social-distancing guidance in this document.
 - In-person attendance should be limited such that attendees can maintain at least six feet of distance from one another.
 - Attendees are strongly encouraged to wear facemasks; high-touch surfaces should be disinfected often.
 - Multiple meetings or multiple presentations may be necessary to provide all of those who wish to attend in-person an opportunity to do so, rotating one group out of the room and bringing in a new group of attendees.
 - Even when an in-person public input meeting is held, an option to attend by electronic means should also be provided whenever possible.
- To the maximum extent practicable and in accordance with the scope and scale of the planning study, multiple means of input will be provided to the public such as electronic surveys, social media posts, mailing paper copies of documents to individuals upon request, or accepting input by mail or telephone.

Staff Meetings

When one or more staff members are working from home, weekly staff meetings will be held via Zoom, Skype, or other electronic means. When holding an electronic staff meeting, no more than two persons in the workplace should occupy the same office at the same time, or no more than four persons should occupy the conference room at the same time.

If all staff members are present in the workplace at the time of the staff meeting, the meeting may be held in person so long as social-distancing requirements are maintained.

Other Meetings

Information-sharing and coordination meetings **are the backbone of the APO's work** processes. To the maximum extent practicable, one-on-one and other small group meetings will be conducted by electronic means to the maximum extent practicable. In the event an in-person meeting is necessary, social-distancing standards will be maintained.

Communications and training

A copy of this COVID-19 Preparedness Plan was provided to all staff members on June 15, 2020 and necessary training was provided. Additional communication and training will be ongoing through weekly staff meetings and provided to all employees who did not receive the initial training. Instructions will be communicated to non-staff committee and board members about these guidelines whenever they enter the workplace. Visitors will be encouraged to wear facemasks and maintain at least six feet of distance from others.

All staff members are encouraged to work through this new program together. This COVID-19 Preparedness Plan has been approved by the APO Policy Board on June 11, 2020 and was posted throughout the workplace on June 15, 2020.

It will be updated as necessary.

Certified by:

[Signature]

[Title of management official]

Comment Disposition Matrix

COVID-19 Preparedness Plan

Comment	Date Received	Disposition
This plan is responsive to health guidelines and I feel it gives us needed assurances for work in the office..	5/20/2020	No action taken.
As stated in your draft: "When a staff member has reported sick and has one or more of the COVID-19 symptoms shown above, the Executive Director will immediately notify all other staff members so that they may 1.) take steps to notify the people with whom they have been in recent contact, and 2.) begin a period of precautionary self-quarantine of not less than 14 consecutive days." Insert the word "being" -- "has reported being sick..." There might also be an issue with maintaining privacy rights for a person with a medical condition. I know that we are a small staff and it would be very obvious to those around us that any one of us would be absent for some time, but there is that concern. I'm not sure how you would balance an employees right to privacy and stopping the spread of COVID-19, but in any event, I wanted that to be a consideration.	5/20/2020	The word "being" was inserted as suggested. According to an article the National Law Review (https://www.natlawreview.com/article/covid-19-balancing-privacy-laws-and-privacy-rights-public-welfare), <i>"Currently, there are no overarching federal data privacy laws or protections to guide businesses on how to handle personal information and data during a pandemic."</i> Also, <i>"An employee's health information is private and is protected under the Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule. However, this past February, the U.S. Department of Health and Human Services published a bulletin which provides details on when disclosure of a person's private health information is allowed. Among the reasons, 'to prevent a serious and imminent threat' to public health."</i> For purposes of notifying staff that a fellow staff member has a suspected or confirmed case of COVID-19, the presence or absence of an underlying medical condition is not relevant. What is relevant is that a highly contagious disease has been present in the workplace. Therefore, the plan was updated to note that "...the Executive Director will immediately notify all other staff members of the presence or suspected presence of COVID-19 in the workplace (while respecting to the greatest extent possible the medical privacy of all staff members) so that they...."

As stated in your draft: "Staff members are advised to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their time in the workplace ..." Prior to March 2020 the handwashing station in the common area (breakroom) had a hand towel for communal usage. With this plan in place, has management considered replacing that with a paper towel dispenser?

5/20/2020	The plan was updated to specify that the APO shall provide soap and paper towels at all handwashing stations.
5/20/2020	After further discussion with staff, no action taken. Staff understands that they are free to work from home if the in-office environment is too hot or too cold for them individually.

Although this policy will affect me the least since I will be retired, my concerns are with the Ventilation part of the plan. Specifically, I feel the temperature range is too wide. My inhouse comfort zone is closer to around 70 degrees. If the temperature outside is 55 and our windows are open, I am thinking the inhouse temperature might be somewhat cool, and it would possibly require heavier clothing for the staff. I'm not sure if staff members want to be wearing sweatshirts/fleece jackets/blankets on their lap, but perhaps it is no problem for them. Also, the top temperature range is really high. We typically have high humidity when we get high temperatures, so that top temperature might require further discussion. Also, could we consider giving the staff the "option" of opening their window. It may not be feasible to have the wind blowing across our desks messing up our papers if it is particularly windy. Another possibility would be to have the window in the File Room open and perhaps the Conf Room window open to provide cross ventilation without requiring staff to open their windows.

Appendix B – Guidance for developing a COVID-19 Preparedness Plan General

Centers for Disease Control and Prevention (CDC): Coronavirus (COVID-19) –
www.cdc.gov/coronavirus/2019-nCoV

Minnesota Department of Health (MDH): Coronavirus –
www.health.state.mn.us/diseases/coronavirus

State of Minnesota: COVID-19 response – <https://mn.gov/covid19>

Businesses

CDC: Resources for businesses and employers – www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

CDC: General business frequently asked questions – www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html

CDC: Building/business ventilation – www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

MDH: Businesses and employers: COVID-19 –
www.health.state.mn.us/diseases/coronavirus/businesses.html

MDH: Health screening checklist –
www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: Materials for businesses and employers –
www.health.state.mn.us/diseases/coronavirus/materials

Minnesota Department of Employment and Economic Development (DEED): COVID-19 information and resources – <https://mn.gov/deed/newscenter/covid/>

Minnesota Department of Labor and Industry (DLI): Updates related to COVID-19 –
www.dli.mn.gov/updates

Federal OSHA – www.osha.gov

Handwashing

MDH: Handwashing video translated into multiple languages –
www.youtube.com/watch?v=LdQuPGVcceg

Respiratory etiquette: Cover your cough or sneeze

CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html

CDC: www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

MDH: www.health.state.mn.us/diseases/coronavirus/prevention.html

Social distancing

CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

MDH: www.health.state.mn.us/diseases/coronavirus/businesses.html

Housekeeping

CDC: www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html

CDC: www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

Environmental Protection Agency (EPA): www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Employees exhibiting signs and symptoms of COVID-19

CDC: www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html

MDH: www.health.state.mn.us/diseases/coronavirus/basics.html

MDH: www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/returntowork.pdf

State of Minnesota – <https://mn.gov/covid19/for-minnesotans/if-sick/get-tested/index.jsp>

Training

CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html

Federal OSHA: www.osha.gov/Publications/OSHA3990.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/about.pdf



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: 2020 Budget Adjustment Request
DATE: May 29, 2020

Given the changes since the beginning of the COVID-19 pandemic and our increased reliance on electronics and the internet, **some adjustments to the APO's overhead** budget have become necessary. I am requesting the following changes:

1. Reduce our travel budget by \$4,500;
2. Increase our Equipment and Hardware budget by \$1,500; and
3. Increase our IT Support and Software budget by \$3,000

	Current 2020 Annual Budget	Requested Adjustment	New 2020 Annual Budget
Travel	\$9,000	-\$4,500	\$4,500
Equipment & Hardware	\$3,000	+\$1,500	\$4,500
IT Support & Software	\$12,000	+\$3,000	\$15,000
Total	\$24,000	\$0	\$24,000

The changes are budget neutral and so do not require additional local matching funds.

SUGGESTED ACTION: Approve 2020 Budget Adjustments.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: FY2020 January – April Budget vs. Actual
DATE: June 1, 2020

	Jan - Apr Expenditures	Annual Budget	\$ Remaining	% Expended
Wages and Benefits	\$108,465.50	\$443,200.00	\$334,734.50	24.47%
Office Supplies	\$302.46	\$916.64	\$614.18	33.00%
Accounting Services	\$5,840.00	\$18,100.00	\$12,260.00	32.27%
Communications (Telephone, Internet, Postage)	\$1,418.73	\$5,000.00	\$3,581.27	28.37%
Travel	\$2,494.64	\$9,000.00	\$6,505.36	27.72%
Printing & Publishing	\$966.23	\$2,500.00	\$1,533.77	38.65%
Utilities and Maintenance	\$2,819.79	\$12,000.00	\$9,180.21	23.50%
Legal Services	\$90.00	\$2,000.00	\$1,910.00	4.50%
Multifunction Copier	\$1,105.46	\$3,500.00	\$2,394.54	31.58%
IT Support & Software	\$5,104.33	\$12,000.00	\$6,895.67	42.54%
Equipment & Hardware	\$0.00	\$3,000.00	\$3,000.00	0.00%
Dues & Subscriptions	\$1,501.10	\$3,500.00	\$1,998.90	42.89%
Miscellaneous Expenses	\$1,376.00	\$5,000.00	\$3,624.00	27.52%
Insurance - Office	\$1,572.32	\$6,500.00	\$4,927.68	24.19%
Professional Development	\$1,632.00	\$4,000.00	\$2,368.00	40.80%
<i>Wages & Overhead Subtotal</i>	<i>\$134,688.56</i>	<i>\$530,216.64</i>	<i>\$395,528.08</i>	<i>25.40%</i>
TH15 Operational Improvement	\$30,910.47	\$250,000.00	\$219,089.53	12.36%
Travel Demand Model Updates	\$0.00	\$50,000.00	\$50,000.00	0.00%
Shared-Use Path Condition Survey	\$0.00	\$12,000.00	\$12,000.00	0.00%
Benton Co ADA Transition Plan	\$7,179.49			
CSAH 133 New Alignment Plan	\$0.00	\$85,000.00	\$85,000.00	0.00%
Mississippi River Bridge Plan	\$0.00	\$167,000.00	\$167,000.00	0.00%
Total Expense	\$172,778.52	\$1,094,216.64	\$921,438.12	15.79%

SUGGESTED ACTION: Receive FY2020 Jan. – April Budget vs. Actual Report

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



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson, Senior Transportation Planner
RE: Staff Report on May 2020 Technical Advisory Committee meeting
DATE: May 28, 2020

The **Saint Cloud Area Planning Organization's (APO's)** Technical Advisory Committee (TAC) met on May 28, 2020. At that meeting, the following actions were taken:

1. Recommended Policy Board approval of the Draft FY 2021-2024 Transportation Improvement Program (TIP)
 - a. New projects identified/awarded funding include:
 - i. City of **Sauk Rapids's Shared Use Path along Mayhew Lake Road.**
 - ii. **City of Saint Cloud's County Road 136/Oak Grove Road bicycle and pedestrian facilities.**
 - iii. Stearns County CSAH 4/CSAH 133 roundabout.
 - iv. **MnDOT's Interstate 94 flyover bridge overlay project at CSAH 75.**
 - v. MnDOT's US 10 guardrail installation between Saint Cloud and Clear Lake.
 - vi. **Metro Bus's 2024 operations, planning, and capital improvements.**
 - vii. **Benton County's CSAH 1 reclamation project.**
 - viii. **Stearns County's CSAH 133 expansion project.**
 - b. APO Senior Transportation Planner Vicki Johnson also pointed out the new document provides status updates on projects that were in the previous TIP (2020-2023).
 - c. MnDOT District 3 Engineering Specialist/Program Coordinator Jeff Lenz said MnDOT Central Office is anticipating a \$40 million statewide deficit for fiscal years 2021-2024. He said it is possible that cuts to various projects could **occur within the APO's planning area, but at this time, it is unclear how** Central Office is planning on handling this deficit. Mr. Lenz said the timing is less than ideal due to several Metropolitan Planning Organizations (MPOs) in Minnesota, including the APO, are nearing the final stages of their TIP development process.
2. Recommended Policy Board approval of the Draft 2021-2022 Unified Planning Work Program (UPWP)
 - a. The draft document includes a proposed funding level to spend down over \$343,000 in carry-over Federal funds awarded in prior years.
 - b. The document also includes two consultant-driven studies: a regional travel survey and a southwest beltline corridor planning study.
 - i. APO Executive Director Brian Gibson did provide alternatives that would exclude the southwest beltline corridor study if the TAC

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

members felt that their jurisdictions would be unlikely to support the increase in dues or swap that study with a critical crash rate study if the TAC members felt that the beltline study was not critical at the moment. By a 5 to 2 vote, the members of the TAC voted to recommend approval of the UPWP that included the southwest beltline corridor study.

3. Heard an informational presentation on the possibility of more funding for freight projects

- a. The funding is for years 2023 (up to \$14.7 million available), 2024 (up to \$22.2 million available), and 2025 (up to \$20 million available). Project solicitation is expected to be announced in late May with project selection anticipated in October 2020.

4. Other Business/Announcements

- a. Ms. Johnson wanted to get feedback from the TAC about the possible development of a speed limit working. City of Sartell/City of Waite Park Engineer Jon Halter said the Minnesota Local Road and Research Board was working on this issue as well. He suggested that this discussion be tackled in late fall and over the winter due to the work this group is currently doing. Saint Cloud Metro Bus Chief Executive Officer Ryan Daniel and City of Saint Joseph Engineer Randy Sabart indicated they would be interested in being a member of this group.

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: Fred Sandal, Associate Planner
RE: Active Transportation Advisory Committee Update
DATE: May 29, 2020

The Saint Cloud APO Active Transportation Advisory Committee met on May 6th, an online interactive meeting via Zoom. Discussion topics mainly focused on current progress in **Active Transportation Plan development, staff's continued focus on obtaining broad** public engagement with the APO on-line survey and interactive Wikimap product, and ATAC participation in funding recommendations for the Transportation Alternatives program.

Discussion from ATAC members included the following:

1. Data collection on pavement conditions for all shared use paths from the work being done by the Parks and Trails Council of Minnesota is to begin in May and continue through the summer. Approximately 105 miles of paths will be photographed and analyzed to determine the current condition of the trails and maintenance needs.
2. As part of the public engagement process for active transportation, staff is seeking input from residents of all member jurisdictions and is reaching out to populations that are traditionally underrepresented. The survey and the interactive mapping will remain open to on-line participation through June. Face-to-face engagement is expected to be limited due to current health related restrictions.
3. While timelines with regard to Safe Routes to School (SRTS) data collection for Oak Hill and Kennedy schools have been revised due to school closures, the APO remains committed to completing the plans by spring 2021.
4. ATAC members were advised of an opportunity to offer input prior to TAC discussion of funding recommendations for the Transportation Alternatives (TA) program. All agreed that APO staff should schedule discussion with ATAC to provide input on the TA program in time for TAC discussion in January.

In coordination with local planners and school officials, staff has been preparing profiles for APO jurisdictions on current active transportation facilities, plans and policies.

Staff will be meeting with the Active Transportation Development Committee on June 10th to review progress, discuss existing conditions, engagement and other elements of the Active Transportation Plan. Staff will continue to report and seek guidance as needed from the TAC and the Policy Board as we move forward.

Requested Action: None, informational only.

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



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: FY2019 Year End Financial Report
DATE: June 1, 2020

The attached report was prepared to illustrate our FY 2019 Budget vs. Actual Expenditures. **The report is helpful in showing where the APO's money was spent**, but also in showing the level of support that is necessary for each task and so it helps in budgeting for future years.

The table below provides a quick reference. More details are in the report.

Work Activity Category	Total Budget	Total Expended*	% Expended	% Remaining
100 Administration & Overhead	\$212,050	\$162,803	76.8%	23.2%
200 Budget & UPWP	\$10,650	\$4,716	44.3%	55.7%
300 Transportation Improvement Program (TIP)	\$23,150	\$17,389	75.1%	24.9%
400 Transportation System Performance Monitoring (TSPM)	\$23,200	\$4,732	20.4%	79.6%
500 Transportation Project Development	\$19,300	\$30,975	160.5%	-60.5%
600 Metropolitan Transportation Plan (MTP)	\$51,000	\$57,656	113.1%	-13.1%
610 MTP – Bicycle/Pedestrian Planning	\$24,375	\$31,575	129.5%	-29.5%
620 MTP – Transit Planning	\$19,200	\$2,884	15.0%	85.0%
630 MTP – Freight Planning & Economic Development	\$11,200	\$7,713	68.9%	31.1%
640 MTP – Safety, Security & Environmental	\$7,500	\$4,417	58.9%	41.1%
700 Transportation Planning Coordination & Public Outreach	\$90,300	\$62,252	68.9%	31.1%
800 Transportation Modeling, Mapping & Support	\$30,350	\$31,764	104.7%	-4.7%
900 Locally Funded Activities	\$19,950	\$14,582	73.1%	26.9%
<i>Sub-Total for APO Staff, Overhead, and Operations</i>	<i>\$542,225</i>	<i>\$433,457</i>	<i>79.9%</i>	<i>20.1%</i>
Consultant Services: David Turch & Associates	\$48,000	\$48,000	100%	0%
Consultant Services: APO Website Update	\$15,000	\$15,000	100%	0%
Consultant Services: Pavement Condition Data Update	\$75,000	\$65,400	87.2%	12.8%
Consultant Services: MTP Support & Assistance	\$72,000	\$71,726	99.6%	0.4%
Grand Total Budget	\$752,225	\$633,584	84.2%	15.8%

SUGGESTED ACTION: Receive FY2019 Financial Expenditure Year-End Report.

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

Unified Planning Work Program 2019 End-of-Year Report

For the Saint Cloud Area Planning Organization



Brian Gibson, PTP
Executive Director
1040 County Road 4
Saint Cloud, MN 56303-0643
320-252-7568

www.stcloudapo.org
Gibson@stcloudapo.org

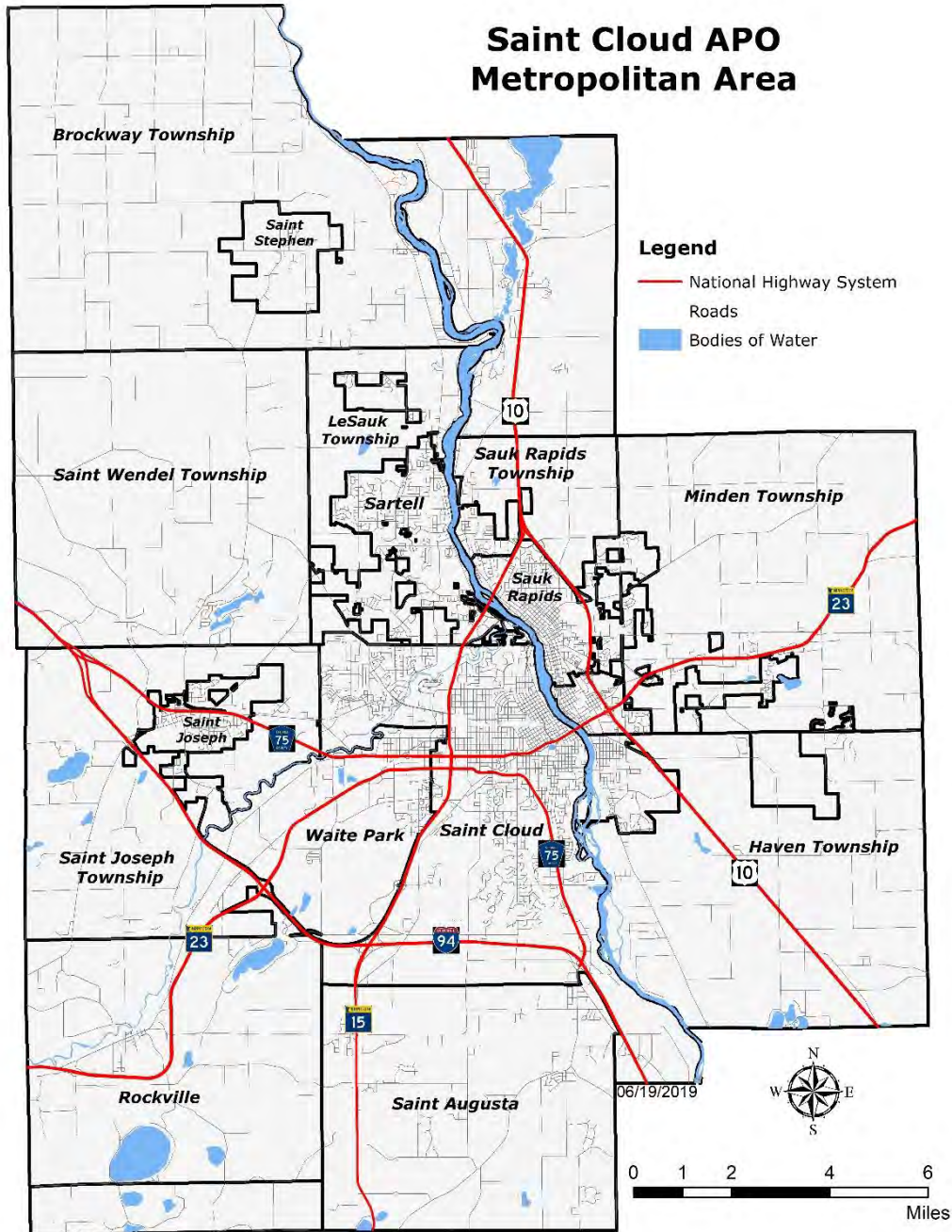
Prepared for the Policy Board
April 2020

The work activities described herein are supported by funding from the Federal Highway Administration, the Federal Transit Administration, the Minnesota Department of Transportation, Saint Cloud Metro Bus, and the Saint Cloud Area Planning Organization.

Introduction

This report is a summary of the activities, expenditures, and achievements of the Saint Cloud Area Planning Organization (APO) for Fiscal Year (FY) 2019, which began on January 1, 2019 and ended December 31, 2019. The APO is a publicly funded joint-powers authority charged with coordinating and completing planning and programming of surface transportation projects within its planning area.

Figure 1. Saint Cloud APO Metropolitan Planning Area



Purpose and Need

The goals of this report are:

1. To provide a public record of the performance of the APO;
2. To provide a financial summary of budgets and expenditures for the purpose of financial transparency and future budgeting; and
3. To provide a management tool for the development of subsequent work plans.

APO Staff Vision, Goal, and Core Values

The performance and behavior that is valued by the APO staff is rooted in the internal vision, goal, and values of the organization.

Vision:

To provide high-quality, high-value public service to our members and the general public.

Goal:

The logical, informed investment of limited transportation funding.

Core Values:

- **Working Together** – APO staff shall bring all stakeholders to the table and shall hear and consider all voices in the completion of projects and discussion of future needs. This is true both internally (i.e., teamwork among APO staff members) and externally (i.e., cooperation between APO staff and the staff and elected leadership of the member agencies and jurisdictions as well as the general public). APO staff will do its best to provide meaningful assistance to the member agencies and jurisdictions, and to create opportunities for cooperation between member agencies and jurisdictions. By working together, every APO staff member will be able to learn from others and apply that knowledge throughout their individual area of responsibility. It will also help make the best use of limited resources. APO staff will also work with the general public to provide time and opportunities for the public to provide meaningful input into the planning process.
- **Integrity** – APO staff shall work openly and honestly with everyone to build trust and respect. They shall also develop and foster a reputation for the timely production of high-quality, accurate, and dependable work products. This will not only help produce trusted products, but by doing it right the first time, the need to redo work will be decreased.
- **Critical Thinking and Problem-Solving** – APO staff members shall develop and continuously sharpen their individual technical skills, and shall provide objective, fact-based technical assistance to help the individual member agencies and jurisdictions and the region as a whole to solve problems and achieve their goals. New and creative ideas to solve problems will be sought-out and welcomed. All reasonable ideas will be evaluated.
- **Efficiency** – APO staff shall expend its limited resources as efficiently as possible to provide high-quality, low-cost public service to the individual agency and jurisdictional members and to the residents of the entire region.

Unified Planning Work Program 2019 End-of-Year Report

- Positive Work Environment – APO staff members shall develop and foster a positive, respectful, and supportive work environment in which all staff members have the opportunity to grow professionally, improve their technical skills, and feel valued for their unique contributions to the team.

Organization

The APO is governed by a Policy Board of elected and appointed officials from the following agencies and jurisdictions:

- Stearns County, MN
- Benton County, MN
- Sherburne County, MN
- City of Saint Cloud, MN
- City of Sauk Rapids, MN
- City of Sartell, MN
- City of Waite Park, MN
- City of Saint Joseph, MN
- LeSauk Township in Stearns County, MN
- Saint Cloud Metropolitan Transit Commission (Metro Bus)

Additionally, there are three incorporated cities of fewer than 5,000 individuals within the **APO's planning area** – Saint Augusta, Rockville, and Saint Stephen – who are represented on the APO Board by Stearns County.

The APO Board is supported by a staff of six approved positions (5.72 FTEs):

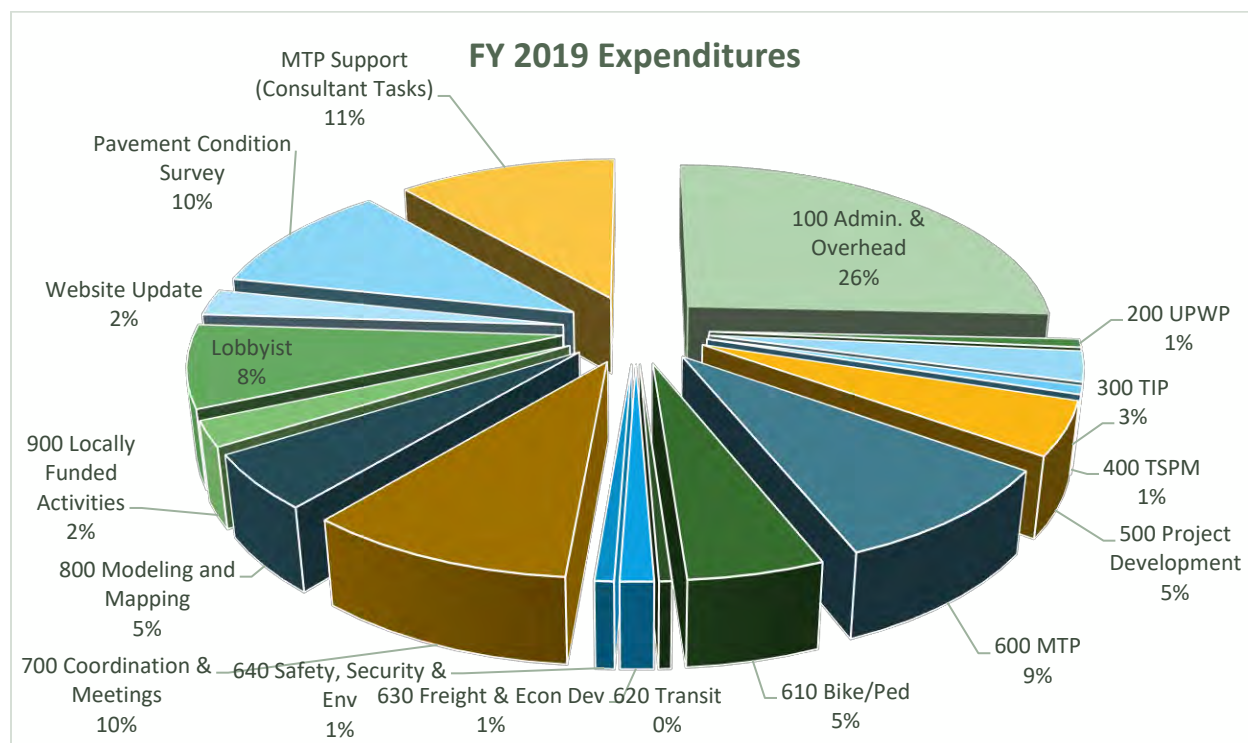
1. Executive Director – Responsible for the general supervision, management, and administration of the business and affairs of the APO including the development and keeping of the Unified Planning Work Program (UPWP); has the care and custody of all funds of the APO and has signatory authority for the disbursement of all monies under the direction of the Board; has signatory authority on all contracts, documents, and other official instruments of the APO; keeps the official records and financial accounts of the APO; APO procurement officer and project manager for planning projects completed by consultants; hires and supervises additional staff members for positions approved by the Board; is appointed by an affirmative vote by the majority of Board members.
2. Planner III (Senior Planner) – Responsible for the general supervision and direction of the Planner I and Planner II positions; in coordination with the Planner I and II positions is responsible for the timely development and keeping of the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP); chairs and is the primary support staff member for the Technical Advisory Committee (TAC); fills in for the Executive Director in their absence.
3. Planner II (Associate Planner) – Primary responsibility is for the development and keeping of the regional Active Transportation Plan and **is the APO's primary** active-transportation planning specialist, including Safe Routes to School planning; is the primary coordinator for the Active Transportation Advisory Committee (ATAC); is the **APO's** primary public-input specialist and is responsible for the development and **keeping of the APO's Stakeholder Engagement Plan and Title VI Compliance** document(s); and, as able, supports the Senior Transportation Planner by completing specific tasks as directed.

Unified Planning Work Program 2019 End-of-Year Report

4. Planner I (Transportation Planner) – This position became vacant in November 2019.
5. Planning Technician – **Responsible for the development and keeping of the APO's** transportation performance measures including collection, analysis, and annual reporting of regional transportation performance data; responsible for the keeping and operation of the regional Travel Demand Model (TDM); as able, may complete additional tasks as assigned by the Executive Director or Senior Transportation Planner.
6. Administrative Specialist – General support staff for all other positions; answers telephone, opens and distributes mail, copies and files documents as needed; writes minutes for all TAC and Board meetings; monitors and purchases office supplies as needed; works with Executive Director and Accountant on keeping timesheets and records of work effort; writes outgoing correspondence as directed, and assorted other duties; this is a 0.72 FTE position.

Overall Financial Performance

Figure 2.



The FY2019 UPWP was approved by the Board on June 14, 2018. No amendments were made to the document during the fiscal year. The budget figures used below represent the approved budgets in the UPWP.

Unified Planning Work Program 2019 End-of-Year Report

Figure 3. FY2019 Budget vs. Expenditures

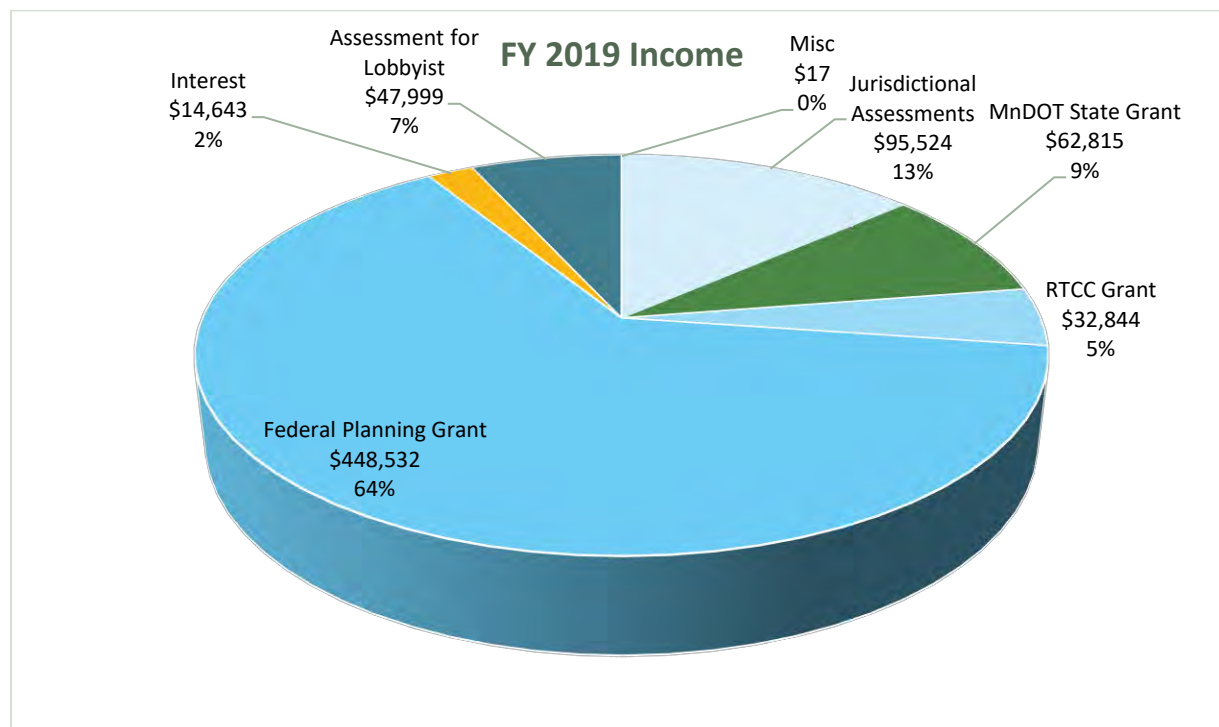
Work Activity Category	Total Budget	Total Expended*	% Expended	% Remaining
100 Administration & Overhead	\$212,050	\$162,803	76.8%	23.2%
200 Budget & UPWP	\$10,650	\$4,716	44.3%	55.7%
300 Transportation Improvement Program (TIP)	\$23,150	\$17,389	75.1%	24.9%
400 Transportation System Performance Monitoring (TSPM)	\$23,200	\$4,732	20.4%	79.6%
500 Transportation Project Development	\$19,300	\$30,975	160.5%	-60.5%
600 Metropolitan Transportation Plan (MTP)	\$51,000	\$57,656	113.1%	-13.1%
610 MTP – Bicycle/Pedestrian Planning	\$24,375	\$31,575	129.5%	-29.5%
620 MTP – Transit Planning	\$19,200	\$2,884	15.0%	85.0%
630 MTP – Freight Planning & Economic Development	\$11,200	\$7,713	68.9%	31.1%
640 MTP – Safety, Security & Environmental	\$7,500	\$4,417	58.9%	41.1%
700 Transportation Planning Coordination & Public Outreach	\$90,300	\$62,252	68.9%	31.1%
800 Transportation Modeling, Mapping & Support	\$30,350	\$31,764	104.7%	-4.7%
900 Locally Funded Activities	\$19,950	\$14,582	73.1%	26.9%
<i>Sub-Total for APO Staff, Overhead, and Operations</i>	<i>\$542,225</i>	<i>\$433,457</i>	<i>79.9%</i>	<i>20.1%</i>
Consultant Services: David Turch & Associates	\$48,000	\$48,000	100%	0%
Consultant Services: APO Website Update	\$15,000	\$15,000.00	100%	0%
Consultant Services: Pavement Condition Data Update	\$75,000	\$65,400.30	87.2%	12.8%
Consultant Services: MTP Support & Assistance	\$72,000	\$71,726.38	99.6%	0.4%
Grand Total Budget	\$752,225	\$633,584	84.2%	15.8%

*Expenditures rounded to nearest dollar

Unified Planning Work Program 2019 End-of-Year Report

In addition, there was one contract that was a holdover from 2018 – the RTCC Phase I Implementation grant. The approved budget for that contract was \$65,000. In FY2018, \$21,849 was expended, leaving a remainder of \$43,151 that carried over into FY2019.

Figure 4. FY2019 Income



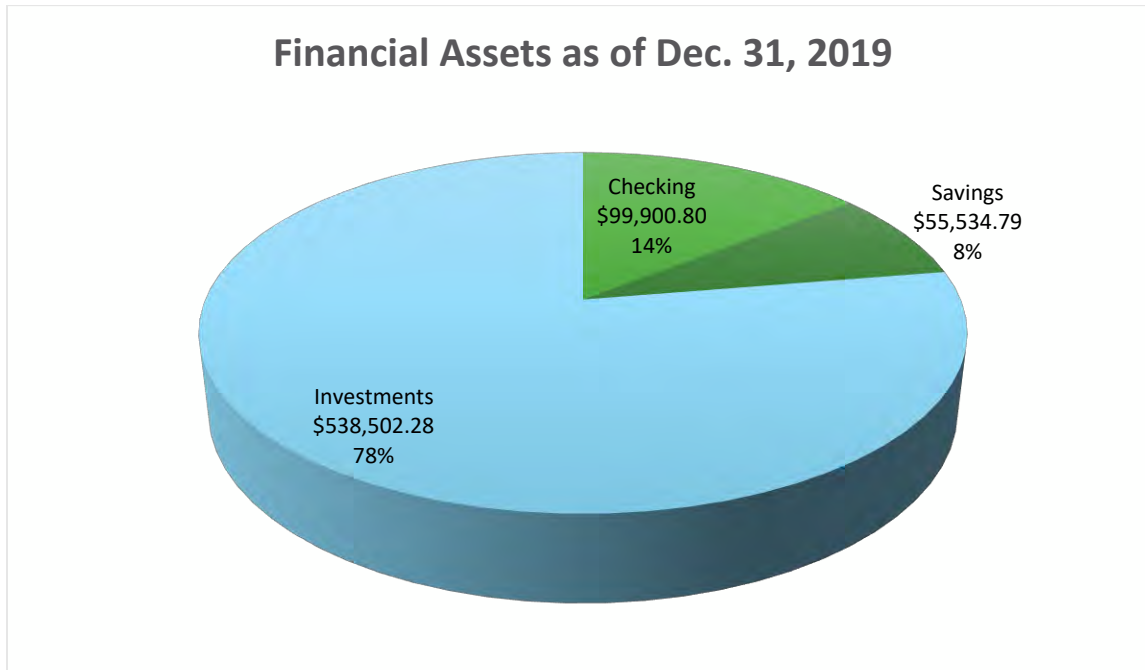
Total APO income for FY2019 was \$702,374 (rounded to the nearest dollar).

Return on Investment

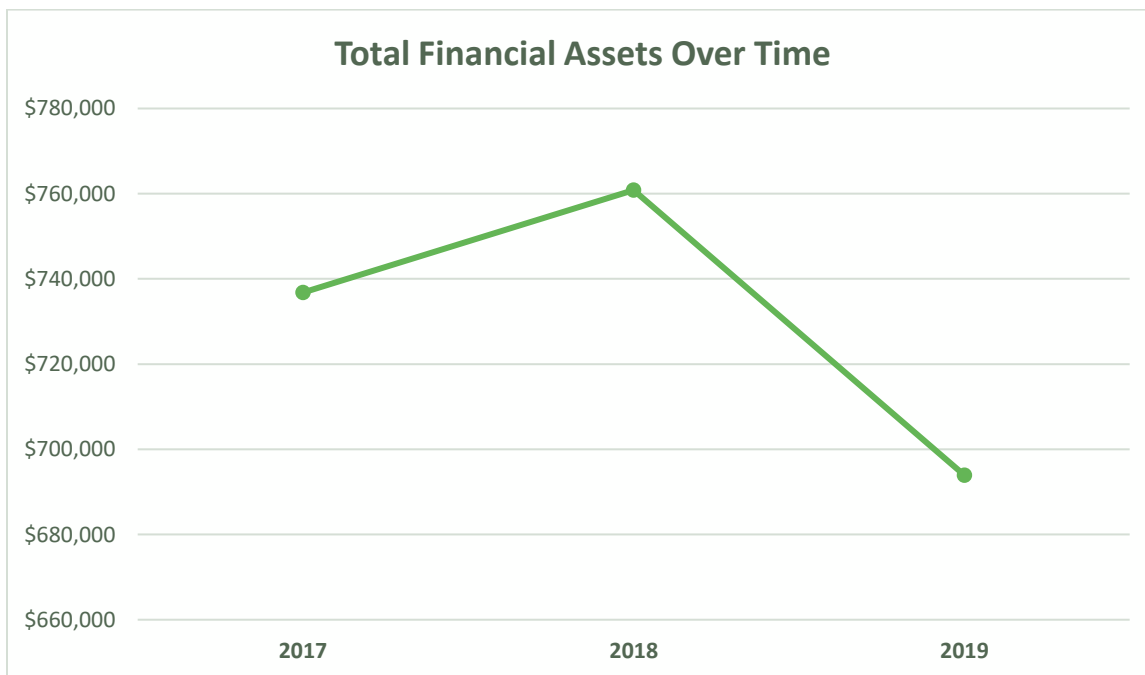
APO member jurisdictions provided \$95,524 to the APO through their annual assessments (excluding the Lobbyist Assessment). In return, the member jurisdictions were awarded \$8,305,815 in Federal funds through the Transportation Improvement Program in FY 2019 (i.e., \$5,026,400 for transit projects, \$448,576 for active transportation projects, and \$2,644,016 for roadway projects). That's an 8,694% return on investment.

Unified Planning Work Program 2019 End-of-Year Report

Figure 5. APO Financial Assets as of Dec. 31, 2019



On December 31, 2019, financial assets totaled \$693,937.87. This was a decrease of \$66,893.79 (8.8%) from December 31, 2018. The decrease is solely due to the APO reimbursing the City of St. Cloud for 80% of **the City's** cost of the CSAH75 Corridor Refresh Study, which was completed in 2018. The APO Board approved the use of savings account funds for this study in January of 2018.



Unified Planning Work Program 2019 End-of-Year Report

The reduction in assets is also part of a broader strategy to “right-size” the reserve of financial assets. A reserve that is too small is a risk to the APO during times of crisis or an emergency. A reserve that is too large is a “waste” of limited financial resources that could be put to better use. Based in part on information provided by the APO’s auditor, financial reserves of about \$500,000 appears to be about the right size for the organization. Over the next few years, the Executive Director will be developing budgets to spend down financial reserves to reach that mark. The Policy Board has final approval authority of those budgets.

Figure 6. FY2019 Expenses By Selected Categories

	Budget	Expended	% Expended	% Remaining
MnDOT State Grant	\$62,815.00	\$62,815.00	100%	0%
Federal Planning Grant	\$536,097.00	\$448,532.28	83.7%	16.3%
Salaries	\$349,396.98	\$312,422.63	89.4%	10.6%
Payroll Expenses*	\$26,728.87	\$23,060.12	86.3%	13.7%
Employee Benefits	\$59,195.36	\$51,089.19	86.3%	13.7%

*Payroll expenses are Social Security and Medicare

Unified Planning Work Program 2019 End-of-Year Report

Work Elements

100 Administration and Overhead – ON-GOING

Figure 7. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
100 Administration & Overhead	\$212,050	\$162,803	76.8%	23.2%

Figure 8. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
101 – General Administration	1,238	1,042.25	84.2%	15.8%
102 – Human Resources & Personnel	300	76.5	25.5%	74.5%
103 – Building Management	36	7	19.4%	80.6%
104 – Staff Development & Training	296	330.5	111.7%	-11.7%
104 – Holiday	576	472	81.9%	18.1%
105 – Vacation	400	388.5	97.1%	2.9%
106 – Sick Leave	200	337.25	168.6%	-68.6%
107 - Overhead	0	0	N/A	N/A
Totals	3,046	2,654	87.1%	12.9%

Category 100 as shown above includes both staff time and overhead expenses such as office supplies, utilities, postage, etc. The budget for 2018 overhead expenses is shown below.

Unified Planning Work Program 2019 End-of-Year Report

Figure 9. FY2019 Overhead Expenses Budget Breakdown

Line Item	Budget	Expended	% Expended	% Remaining
Liability Insurance & Workers Comp	\$7,500	\$5,320.43	70.9%	\$29.1%
Office Supplies	\$3,000	\$3,628.43	120.9%	-20.9%
Accounting Services	\$17,500	\$17,520.00	100.1%	-0.1%
Telephone/Postage/Internet	\$4,500	\$3,943.53	87.6%	12.4%
Travel	\$10,000	\$7,351.24	73.5%	26.5%
Professional Development	\$5,500	\$4,060.60	73.8%	26.2%
Printing/Publishing/ Advertising	\$1,500	\$1,677.12	111.8%	-11.8%
Building Maintenance & Utilities	\$8,500	\$11,195.54	131.7%	-31.7%
Legal Services	\$2,000	\$562.50	28.1%	71.9%
Multifunction Copier	\$1,200	\$2,520.70	210.1%	-110.1%
Dues and Subscriptions	\$3,500	\$4,608.48	131.7%	-31.7%
IT Support & Software	\$8,500	\$3,714.89	43.7%	56.3%
Equipment and Hardware	\$8,000	\$0.00	0%	100%
Employee Incentives and Bonuses	\$8,000	\$0.00	0%	100%
Miscellaneous	\$5,000	\$4,191.44	83.8%	16.2%
Bank Service Charge	\$0	\$175.00	N/A	N/A
Total	\$94,200	\$70,469.90	74.8%	25.2%

Key Activities, Accomplishments, and Notes

- In future UPWP's "*Employee Incentives and Bonuses*" will be added to salary rates since they are accounted for as salary
- Hired new Associate Planner
- Multifunction Copier was severely under-budgeted. 2019 was the first year that the APO owned a new copier with a new service contract so budgeting based on past expenditures was not possible. In the future, the budget will be based on actual expenditures. Note, the previous copier was costing the APO about \$6,500 per year, so the new copier has resulted in 61% annual savings.

Unified Planning Work Program 2019 End-of-Year Report

200 Budget and Unified Planning Work Program (UPWP) – ON-GOING

Figure 10. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
200 Budget and UPWP	\$10,650	\$4,716	44.3%	55.7%

Figure 11. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
201 – Prepare Budget and UPWP	172	77.5	45.1%	54.9%
Totals	172	77.5	45.1%	54.9%

Key Activities, Accomplishments, and Notes

- Developed the 2018 Year-End Report
- Developed and gained approval for the 2020-2021 UPWP

300 Transportation Improvement Program (TIP) – ON-GOING

Figure 12. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
300 Transportation Improvement Program (TIP)	\$23,150	\$17,389	75.1%	24.9%

Figure 13. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
301 – ATP Meetings/Subcommittees	80	58	72.5%	27.5%
302 – Annual TIP Development	428	351.75	82.2%	17.8%
303 – TIP Maintenance & Amendments	102	63.25	62.0%	38.0%
304 – TIP Project Monitoring & Annual Report	74	147.25	199.0%	-99.0%
Totals	684	620.25	90.7%	9.3%

Key Activities, Accomplishments, and Notes

- Completed development and gained approval for the 2020-2023 TIP, including the redesign of some elements
- Coordinated with MnDOT on ATIP and STIP development
- Processed multiple amendments and revisions to the TIP, as necessary
- Attended meetings of the MnDOT District 3 Central Minnesota Area Transportation Partnership

Unified Planning Work Program 2019 End-of-Year Report

- In FY2019, APO staff changed and expanded its TIP Project Monitoring and Reporting efforts, resulting in the 99% overage; in the future, more hours should be budgeted here to account for the increased level of effort.

400 Transportation System Performance Monitoring (TSPM) – ON-GOING

Figure 14. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
400 Transportation System Performance Monitoring	\$23,200	\$4,732	20.4%	79.6%

Figure 15. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
401 – Performance Measures, Data Collection, Analysis & Target Setting	608	156	25.6%	74.3%
402 – Transportation System Performance & Target Achievement Report	110	2	1.8%	98.2%
Totals	718	158	22.0%	78.0%

Key Activities, Accomplishments, and Notes

- Developed annual Transportation System Performance Report
- Monitored and coordinated with MnDOT regarding State performance targets

500 Planning Project Development – ON-GOING

Figure 16. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
500 Planning Project Development	\$19,300	\$30,975	160.5%	-60.5%

Figure 17. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
501 – Planning Assistance for Members	200	162	81.0%	19.0%
502 – Procurement & Contracting	80	94.5	118.1%	-18.1%
503 – Consultant Study Coordination	100	345	345.0%	245.0%
Totals	380	601.5	158.3%	-58.3%

Key Activities, Accomplishments, and Notes

- Procured consultant for and completed the MTP Support & Assistance effort, which resulted in the MTP being approved in October

Unified Planning Work Program 2019 End-of-Year Report

- Procured consultant for Pavement Condition Update effort and managed contract
- Procured consultant for APO Website Update which resulted in a new and improve website
- Completed the Regional Transportation Coordinating Council (RTCC) Phase 1 planning effort and handed the project off to Tri-CAP for Phase II Implementation
- **Supported MnDOT's US10/TH23 design efforts, including collecting some data and coordination meetings**
- Staff developed a snow and ice removal contact sheet for all cities within the APO planning area
- The amount of time needed to complete the RTCC Phase 1 effort was more than expected. Now that the study is completed, the level of effort in 503 should return to a more normal level.

600 Metropolitan Transportation Plan – ON-GOING

Figure 18. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
600 Metropolitan Transportation Plan	\$51,000	\$57,656	113.1%	-13.1%

Figure 19. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
601 – MTP Development & Maintenance	1,440	1,608.5	111.7%	-11.7%
Totals	1,440	1,608.5	111.7%	-11.7%

Key Activities, Accomplishments, and Notes

- Completed development of the 2045 Metropolitan Transportation Plan

610 Bicycle/Pedestrian Planning – ON-GOING

Figure 20. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
610 Bicycle/Pedestrian Planning	\$24,375	\$31,575	129.5%	-29.5%

Figure 21. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
611 – Bike & Pedestrian Planning, Coordination & Technical Assistance	724	1,030.25	142.3%	-42.3%
612 – APO Bicycle & Pedestrian Advisory Committee	128	100	78.1%	21.9%
Totals	852	1,130.25	132.7%	-32.7%

Unified Planning Work Program 2019 End-of-Year Report

Key Activities, Accomplishments, and Notes

- Supported development of **MnDOT District 3's** Bike Plan
- Coordinated/conducted Spring and Fall bike-ped counts at select locations
- Deployed automated bike-ped counters to establish baseline counts at key locations
- Supported the District 742 Safe Routes to School planning process
- Coordinated and held a meeting of the Bicycle-Pedestrian Advisory Committee
- **Attended meetings and supported other committees, such as United Way's Access to Food Committee, RALAG, and Feeling Good Minnesota**
- **Supported the City of Sartell's Bicycle Friendly Committee**
- Developed the active transportation section of the 2045 Metropolitan Transportation Plan
- Developed and tested a shared use path pavement condition survey instrument
- The Transportation Planner needed considerably more time than expected to support **District 742's Safe Routes to School** planning process which included the development of a districtwide plan and site specific plans for Discovery Community School, Madison Elementary School, North Junior High School, South Junior High School, and Talahi Community School.

620 Transit Planning – ON-GOING

Figure 22. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
620 Transit Planning	\$19,200	\$2,884	15.0%	85.0%

Figure 23. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
621 – General Transit Planning, Coordination, and Technical Assistance	586	90.25	15.4%	84.6%
622 – Northstar Coordination	26	8.25	31.7%	68.3%
Totals	612	98.5	16.1%	83.9%

Key Activities, Accomplishments, and Notes

- **APO staff attended meetings of Metro Bus's Rider Advisory Committee (RAC)**
- At the request of Metro Bus, developed Metro Bus route maps to assist them as they evaluated routes for potential changes or enhancements
- Analyzed Metro Bus boarding and alighting data
- Helped staff the Metro Bus booth at the Benton County Fair
- Attended meetings of the Greater Minnesota Transit Advisory Committee and MCOTA
- Metro Bus has indicated that in the future they intend to use more of the time the APO allocates for transit planning

Unified Planning Work Program 2019 End-of-Year Report

630 Freight Planning & Economic Vitality – ON-GOING

Figure 24. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
630 Freight Planning & Economic Vitality	\$11,200	\$7,713	68.9%	31.1%

Figure 25. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
631 - Freight Planning, Coordination & Technical Assistance	104	60	57.7%	42.3%
632 - Transportation-Related Economic Development Planning, Coordination & Technical Assistance	156	116	74.4%	25.6%
Totals	260	176	67.7%	32.3%

Key Activities, Accomplishments, and Notes

- The Transportation Planner reached out to major shippers and receivers of freight to introduce the APO and seek areas for further cooperation
- The Executive Director researched the economic development impact of transportation in order to identify potential future performance measures

640 Safety, Security & Environmental Planning – ON-GOING

Figure 26. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
640 Safety, Security & Environmental Planning	\$7,500	\$4,417	58.9%	41.1%

Figure 27. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
641 - Safety & Security Planning, Coordination & Technical Assistance	104	5	4.8%	95.2%
642 - Transportation Resiliency, Environmental Impacts & Mitigation Analysis	140	123.5	88.2%	11.8%
Totals	244	128.5	52.7%	47.3%

Key Activities, Accomplishments, and Notes

- Attended meetings of regional Toward Zero Deaths (TZD) Committee
- APO staff now Chairs the TZD Committee and in the future will need more hours budgeted for committee coordination

Unified Planning Work Program 2019 End-of-Year Report

700 Transportation Planning Coordination & Public Outreach – ON-GOING

Figure 28. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
700 Transportation Planning Coordination & Public Outreach	\$90,300	\$62,252	68.9%	31.1%

Figure 29. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
701 – General Meeting Coordination and Attendance	1,100	400	36.4%	63.6%
702 – APO Committee & Board Meetings	710	510.5	71.9%	28.1%
703 – Public Outreach, Engagement, Website & Social Media	252	463.5	183.9%	-83.9%
704 – MnDOT Coordination & Evaluation of MnDOT Plans and Programs	246	148.5	60.4%	39.6%
705 – Develop & Maintain Stakeholder Engagement Plan & Title VI Compliance Plan	88	44.75	50.9%	49.1%
706 – Monitor SEP & Title VI Compliance	42	46.5	110.7%	-10.7%
Totals	2,438	1,613.75	66.2%	33.8%

Key Activities, Accomplishments, and Notes

- Coordinated and supported meetings of the Technical Advisory Committee
- Coordinated and supported meetings of the Policy Board
- Administrative Assistant prepared minutes of all meetings above
- Weekly APO staff coordination meetings
- **The Executive Director attended four Minnesota MPO Directors' meetings**
- Given the increased prevalence and importance of social media for reaching and engaging the general public, in the future the APO should increase the budget for staff time in that effort.

800 Transportation Modeling, Mapping & Support – ON-GOING

Figure 30. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
800 Transportation Data	\$30,350	\$31,764	104.7%	-4.7%

Unified Planning Work Program 2019 End-of-Year Report

Figure 31. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
801 – Network & TAZ Data Collection & Analysis	344	319	92.7%	7.3%
802 – CUBE Travel Demand Model Development & Operations	374	413.5	110.6%	-10.6%
803 – GIS Database Development & Mapping	224	307.5	137.3%	-37.3%
Totals	942	1,040	110.4%	-10.4%

Key Activities, Accomplishments, and Notes

- Planning Technician and Transportation Planner worked on improving the regional Travel Demand Model (TDM) network by adjusting roadway alignments to match actual alignments, pursuant to a recommendation regarding model improvement
- Mapping needs for the TIP, MTP, and SEP were extensive in FY2019. In addition, entities outside the APO have discovered the quality of maps that the Planning Technician is producing and have been calling on him more to make maps for them, resulting in the overage shown.

900 Locally Funded Activities – ON-GOING

Figure 32. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
901 – Legislative Communications	\$7,200	\$3,605	50.1%	49.9%
902 – Travel for Legislative Communications	\$5,000	\$3,227	64.5%	35.5%
903 - Audit	\$7,750	\$7,750	100%	0%
Totals	\$19,950	\$14,582	73.1%	26.9%

- Figure 32 includes costs for staff time, unreimbursable travel, and the annual audit.

Figure 33. FY2019 Staff Hours Budgeted vs. Staff Hours Spent

	Hours Budgeted	Hours Expended	% Expended	% Remaining
901 – Legislative Communications	120	57.5	47.9%	52.1%
902 – Travel for Legislative Communications	0	0	N/A	N/A
903 – Audit	0	0	N/A	N/A
Totals	120	57.5	47.9%	52.1%

Unified Planning Work Program 2019 End-of-Year Report

Key Activities, Accomplishments, and Notes

- Developed briefing booklet of regional transportation priorities
- The APO Board Chair and Executive Director traveled to Washington DC and met with members of Congress and/or their staff to inform them of the regional transportation priorities
- The APO's FY 2018 audit was completed

APO Website Update - COMPLETED

Figure 34. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
APO Website Update	\$15,000	\$15,000	100%	0%

Key Activities, Accomplishments, and Notes

- A new APO logo was created and approved
- A new and improved APO website was launched

Pavement Condition Data Update – 90% COMPLETED

Figure 35. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
Pavement Condition Data Update	\$75,000	\$65,400	87.2%	12.8%

Key Activities, Accomplishments, and Notes

- Pavement condition was measured in the Summer, but due to a calibration problem with the equipment, it had to be remeasured in the Fall. As of Dec. 31, 2019, the data was still being quality checked and matched to the geo-reference map.

MTP Support & Assistance - COMPLETED

Figure 36. FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
MTP Support & Assistance	\$72,000	\$71,726	99.6%	0.4%

Key Activities, Accomplishments, and Notes

- The regional Travel Demand Model (TDM) was used to project future traffic given certain assumptions about growth and the future roadway network
- The consultant advanced the state of research regarding measuring return-on-investment from transportation projects
- The consultant developed an infographic version of the MTP for easy public consumption

Studies Held Over From 2018

Regional Transportation Coordination Council (RTCC) Phase I Planning - COMPLETED

Figure 37. FY 2018 & FY2019 Funds Budgeted vs. Funds Expended

Work Activity Category	Total Budget	Total Expended	% Expended	% Remaining
RTCC Phase I Planning	\$65,000	\$55,824	85.9%	14.1%

Key Activities, Accomplishments, and Notes

- With APO staff, the consultant met extensively with leadership of six counties to discuss their potential involvement in the RTCC;
- The consultant completed the RTCC development plan.

Summary and Conclusions

Overall, the APO expended 84.2% of its budget. The organization continues to perform well and provides a remarkable value for its members agencies and jurisdictions who pay just 13.5% of the total cost of staff and operations. In return, those same members gain access to millions of Federal dollars for transit, roadways, and active transportation infrastructure projects.

Administration and overhead costs account for about 26% of expenditures, which is acceptable, but costs closer to 20% would be more ideal. The next largest expenditure is Coordination and Meetings (10%), which makes sense given that the APO is, at its core, a forum for interjurisdictional planning coordination. The third largest expenditure is the Metropolitan Transportation Plan at 9%.

Budgeting for the multifunction copier and building maintenance should be adjusted based on actual past expenditures.

Expenditures in Task 500 – Transportation Project Development were considerably higher than budgeted, mostly because of the RTCC Phase 1 planning grant which required considerably more time than expected. Also, Bicycle/Pedestrian Planning expenditures were considerably higher than budgeted. This was largely due to the supporting role that staff played in the District 742 Safe Routes to School (SRTS) planning effort. Given that APO staff will continue to lead SRTS planning efforts for the next several years, future budgets for Bicycle/Pedestrian Planning should be adjusted to reflect that commitment.

As planning partners outside the APO increasingly call upon the Planning Technician to produce maps for them, the APO may need to increase the budget for that Task.

Since APO staff now Chair the regional Toward Zero Death (TZD) Committee, the staff time budget for committee coordination and meeting attendance should be increased.

The financial assets of the APO continue to appear to be more than adequate to fund the **APO's operations in the event of a disruption of federal funds, or to weather any unforeseen major cost.** Over the next few years, the Executive Director will develop budgets that **expend "excess" financial reserves to bring that balance to about \$500,000.**

Unified Planning Work Program 2019 End-of-Year Report

Only about 73% of funds budgeted for APO staff and operations were expended, due largely to the choice to leave a staff position vacant for much of the year. Future budgets should assume that position will continue to remain vacant if reasonable to do so given requirements and workload.

**SAINT CLOUD AREA PLANNING ORGANIZATION
MISSISSIPPI RIVER BRIDGE PLANNING UPDATE
RESOLUTION 2020-08**

AUTHORIZING EXECUTION OF PROJECT AGREEMENT WITH MNDOT

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Saint Cloud APO to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Chairman and the Executive Director are hereby authorized and directed for and on behalf of the APO to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation MnDOT Contract Number 1037054", a copy of which said agreement was before the APO Policy Board and which is made a part hereof by reference.

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the St. Cloud Area Planning Organization at a duly authorized meeting thereof held on the 11th day of June, 2020, as shown by the minutes of said meeting in my possession.

ATTEST:

Rick Miller,
Chair

Brian Gibson,
Executive Director

Date

Date



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Policy Board
FROM: Vicki Johnson, Senior Transportation Planner
RE: Draft FY 2021-2024 Transportation Improvement Program
DATE: May 29, 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.

The projects included in each year's TIP ultimately are derived from the APO's Metropolitan Transportation Plan (MTP) and are aimed at meeting the long-range needs of the area's transportation system. In addition, all projects programmed into the TIP must comply with regulations issued by Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

The TIP spans a period of four fiscal years and is updated on an annual basis.

For the past several months APO staff have been cooperatively working with local jurisdictions, Saint Cloud Metropolitan Transit Commission (more commonly known as Saint Cloud Metro Bus), and Minnesota Department of Transportation (MnDOT) District 3 staff to produce **the yearly update to the APO's TIP**.

This update will span the four fiscal year period of 2021 through 2024.

APO staff have provided a preliminary draft of the FY 2021-2024 TIP to MnDOT staff both at District 3 and at the Office of Transportation System Management along with FHWA and FTA at the end of April to review for compliance with Federal regulations. Those comments have been received and incorporated into the draft.

APO staff are now in the final stages of preparing the FY 2021-2024 for final approval and incorporation into the Minnesota State Transportation Improvement Program (STIP). To do this, APO staff will need release the FY 2021-2024 TIP for a 30-day public comment period. **Per the TIP development schedule approved by the APO's TAC** in 2019, public comment on the draft TIP will need to begin no later than June 24, 2020.

To begin the 30-day public input period, APO staff is seeking Policy Board approval. The draft **was reviewed and discussed at the APO's May 28 Technical Advisory Committee (TAC)** meeting. TAC members recommended the Policy Board move to approve the release of the draft document for public comment.

Final approval of the document is anticipated in August 2020.

Suggested Action: Approve the release of the draft document for 30-day public comment period.

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

Transportation Improvement Program



FY 2021-2024

Prepared by the Saint Cloud Area
Planning Organization

Aug. 13, 2020

Saint Cloud APO Policy Board Meeting



SAINT CLOUD | AREA PLANNING ORGANIZATION

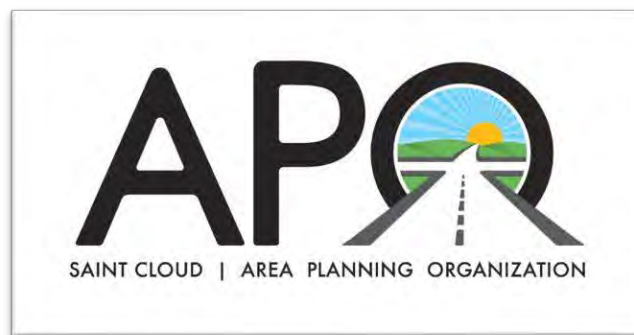
June 11, 2020

DISCLAIMER

The preparation of this document was funded in part by the United States Department of Transportation with funding administered through the Minnesota Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration. Additional funding was provided locally by the member jurisdictions of the Saint Cloud Area Planning Organization: Benton County, Sherburne County, Stearns County, City of Sartell, City of Sauk Rapids, City of Saint Cloud, City of Saint Joseph, City of Waite Park, LeSauk Township, and Saint Cloud Metropolitan Transit Commission. The United States Government and the State of Minnesota assume no liability for the contents or use thereof.

This document does not constitute a standard, specification, or regulation. The United States Government, the State of Minnesota, and the Saint Cloud Area Planning Organization **does not endorse products or manufacturers. Trade or manufacturers' names may appear** therein only because they are considered essential to the objective of this document.

The contents of this document reflect the views of the authors, who are responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the policies of the State and Federal departments of transportation.



Title VI Assurance

*The Saint Cloud Area Planning Organization (APO) hereby gives public notice that it is the policy of the APO to fully comply with Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, and related statutes and regulations in all programs and activities. Title VI assures that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity for which the APO receives Federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice by the APO has a right to file a formal complaint with the APO, MnDOT, or the U.S. DOT. Any such complaint must be **in writing and filed with the APO's Title VI Compliance Manager within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.** For more information, or to obtain a Title VI Discrimination Complaint Form, please see the [Saint Cloud APO website](http://www.stcloudapo.org) (www.stcloudapo.org), or you can view a copy at our office at 1040 County Road 4, Saint Cloud, MN 56303.*



RESOLUTION #2020-XX

Approving the 2021-2024 Saint Cloud Area Planning Organization
Transportation Improvement Program

Remainder of this page left intentionally blank



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

T. 320.252.7568 F. 320.252.6557

RESOLUTION #2020-XX

**Approving the 2021-2024 Saint Cloud Area Planning Organization
Transportation Improvement Program**

WHEREAS, the Saint Cloud Area Planning Organization is the body responsible for making transportation policy decisions and for directing the transportation planning and funding programming within the Saint Cloud urbanized area; and

WHEREAS, the Saint Cloud Area Planning Organization has established a comprehensive, cooperative, and continuing (3-C) transportation planning process to develop the Unified Planning Work Program (UPWP), a Metropolitan Transportation Plan (MTP), and Transportation Improvement Program (TIP) to facilitate Federal funding for communities, counties, and transit operators, and to provide technical assistance and expertise to transportation interests; and

WHEREAS, the U.S. Department of Transportation regulations require the development and annual approval of a Transportation Improvement Program (TIP) for each urbanized area by highway and transit officials; special interest and service organizations, including users of transportation; Federal Highway and Transit Administrations; and

WHEREAS, the projects must be included in the Transportation Improvement Program (TIP) which utilizes the following U.S. Department of Transportation program funds under **the Fixing America's Surface Transportation Act (FAST Act); and**

WHEREAS, the FY 2021-2024 Transportation Improvement Program (TIP) is an **implementation of the Saint Cloud Area Planning Organization's fiscally constrained** Metropolitan Transportation Plan, Metropolitan Area Planning and Programming: An Innovative Network Guide for 2045 (MAPPING 2045); and

WHEREAS, the U.S. Department of Transportation regulations provide for self-certification that the urban transportation planning process is being carried out in conformance with all applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
2. In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination

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

on the basis of age in programs or activities receiving Federal financial assistance;

9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities; and

WHEREAS, the Saint Cloud Area Planning Organization has solicited a 30 day public comment period on the draft FY 2021-2024 Transportation Improvement Program and any public comments received are documented in the TIP document.

NOW, THEREFORE, BE IT RESOLVED, in accordance with 23 CFR 450.334, the Saint Cloud Area Planning Organization hereby certifies that the metropolitan planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements as described above.

ATTEST:

Mayor Rick Miller
Saint Cloud APO Chair

Brian Gibson, PTP
Saint Cloud APO Executive Director



CONTENTS

DISCLAIMER.....	1
Title VI Assurance	1
RESOLUTION #2020-XX.....	2
Approving the 2021-2024 Saint Cloud Area Planning Organization Transportation Improvement Program	2
CONTENTS	5
COMMON ACRONYMS	9
INTRODUCTION	11
Saint Cloud Area Planning Organization.....	11
The Transportation Improvement Program	15
Regionally Significant Projects.....	15
The TIP and Its Connection to the Metropolitan Transportation Plan.....	16
Projects identified in the MTP	17
Other projects within the MTP	22
Programming the TIP	23
Funding Sources.....	25
Bonds (BF)	25
Federal Transit Administration (FTA)	25
Highway Safety Improvement Program (HSIP)	25
Highway Rail Grade Crossing & Rail Safety (RRS)	26
Local Funds (LF)	26
National Highway Performance Program (NHPP)	26
State Funds (SF)	26
Surface Transportation Block Grant Program (STBGP)	26
Transportation Alternatives (TA)	26
Project Selection	27
Surface Transportation Block Grant Program (STBGP) Scoring Process	27
Transportation Alternatives (TA) Scoring Process.....	28
Fiscal Constraint and Environmental Justice	28
Public Involvement	29
Self-Certification	29
CHAPTER ONE: FY 2021-2024 TIP PROJECTS.....	30
CHAPTER TWO: ENVIRONMENTAL JUSTICE	72
CHAPTER THREE: PERFORMANCE MEASURES	87



Anticipated Effect	88
Roadway Safety Performance Measures.....	88
Roadway Accessibility, Mobility, and Connectivity Performance Measures.....	88
Transit Management and Preservation Performance Measures	88
Roadway Metropolitan Vitality and Economic Development Performance Measures.....	88
Roadway Management and Preservation Performance Measures	88
Roadway Safety	90
Roadway Accessibility, Mobility, and Connectivity	90
Transit Management and Preservation.....	91
Roadway Management and Preservation.....	91
Roadway Metropolitan Vitality and Economic Development	92
MPO Investment Priorities	92
CHAPTER FOUR: FINANCIAL CAPACITY ANALYSIS	94
General Legislative and Policy Background.....	94
FAST Act & CAAA TIP Financial Requirements.....	94
Financial Analysis Preparation	94
Historical Financial Condition.....	95
Future Financial Condition.....	95
Determining Fiscal Constraint.....	95
Financial Capability Finding	95
Benton County	96
Overall Historical Financial Condition	96
Historical Financial Condition within APO's MPA.....	97
Future Financial Condition.....	98
Future Financial Condition within APO's MPA	98
Fiscal Constraint within APO's MPA.....	99
Sherburne County	101
Overall Historical Financial Condition	101
Historical Financial Condition within APO's MPA.....	102
Future Financial Condition.....	103
Future Financial Condition within APO's MPA	103
Fiscal Constraint within APO's MPA.....	104
Stearns County	105
Overall Historical Financial Condition	105
Historical Financial Condition within APO's MPA.....	106



Future Financial Condition.....	107
Future Financial Condition within APO's MPA	107
Fiscal Constraint within APO's MPA.....	107
City of Saint Cloud.....	109
Historical Financial Condition.....	109
Future Financial Condition.....	110
Fiscal Constraint	110
City of Saint Joseph	112
Historical Financial Condition.....	112
Future Financial Condition.....	113
Fiscal Constraint	113
City of Sartell.....	114
Historical Financial Condition.....	114
Future Financial Condition.....	115
Fiscal Constraint	115
City of Sauk Rapids	117
Historical Financial Condition.....	117
Future Financial Condition.....	118
Fiscal Constraint	118
City of Waite Park.....	120
Historical Financial Condition.....	120
Future Financial Condition.....	121
Fiscal Constraint	121
Saint Cloud Metro Bus.....	122
Historical Financial Condition.....	122
Future Financial Condition.....	123
Fiscal Constraint	123
Minnesota Department of Transportation (MnDOT District 3).....	125
Overall Historical Financial Condition	125
Historic Financial Condition within APO MPA	126
Overall Future Financial Condition.....	127
Future Financial Condition within APO MPA.....	128
Fiscal Constraint within APO MPA.....	129
CHAPTER FIVE: PUBLIC INVOLVEMENT	130
FY 2021-2024 Saint Cloud APO TIP Public Participation Summary	130



CHAPTER SIX: MONITORING PROGRESS	132
APPENDIX A	136
Saint Cloud Area Planning Organization FY 2021-2024 Project Table	138
APPENDIX B	145
Method of Calculation for Performance Measures	145



COMMON ACRONYMS

3-C: Comprehensive, Cooperative and Continuing.

AC: Advanced Construction.

ADA: Americans with Disabilities Act.

ADT: Average Daily Traffic.

APO: Saint Cloud Area Planning Organization.

ATIP: Area Transportation Improvement Program.

ATP-3: Central Minnesota Area Transportation Partnership.

BARC: Bridge and Road Construction.

BF: Bond Fund.

BRRP: Bridge Replacement or Rehabilitation Program.

CAA: Clean Air Act.

CAAA: Clean Air Act Amendment.

CFR: Code of Federal Regulations.

CMAQ: Congestion Mitigation and Air Quality.

CNG: Compressed Natural Gas.

CR: County Road.

CSAH: County State-Aid Highway.

D3: Minnesota Department of Transportation District 3.

DAR: Dial-a-Ride.

EJ: Environmental Justice.

FAST Act: **Fixing America's Surface** Transportation Act (2015).

FHWA: Federal Highway Administration.

FRA: Federal Railroad Administration.

FTA: Federal Transit Administration.

FY: Fiscal Year.

HB: Highway Bridge.

HPP: High Priority Projects.

HSIP: Highway Safety Improvement Program.

*I: Interstate Highway.

IM: Interstate Maintenance.

ITS: Intelligent Transportation System.

LF: Local Funds.

*LOCAL: Local Project Not Associated with a Road.

LOS: Level of Service.

*MN: Trunk Highway.

MnDOT: Minnesota Department of Transportation.

MPA: Metropolitan Planning Area.

MPO: Metropolitan Planning Organization.

MSAS: Municipal State-Aid Street.

MTC: Saint Cloud Metropolitan Transit Commission (Saint Cloud Metro Bus).

MTP: Metropolitan Transportation Plan.

NEPA: National Environmental Policy Act.

NHPP: National Highway Preservation Program.

NHS: National Highway System.

*PED/BIKE: Pedestrian or Bike Path/Trail (Not Assigned to a Specific Road).

*RR: Railroad

RRS: Highway Rail Grade Crossing and Rail Safety.

SAFETEA-LU: Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users.



SF: State Fund.

SGR: State of Good Repair.

SRTS: Safe Routes to School.

STIP: Statewide Transportation Improvement Program.

STBGP: Surface Transportation Block Grant Program.

TA: Transportation Alternatives (formerly Transportation Alternatives Program).

TERM: Transit Economic Requirements Model.

TH: Trunk Highway.

TAC: Saint Cloud APO's Technical Advisory Committee.

TIP: Transportation Improvement Program.

TSM: Transportation System Management.

*US: US Designated Trunk Highway.

USC: United States Code.

US DOT: United States Department of Transportation.

V/C: Volume to Capacity Ratio.

VMT: Vehicle Miles Traveled.

ⁱ *These acronyms are specifically used in the TIP Project Table. See [Appendix A](#) for more information.



INTRODUCTION

The Transportation Improvement Program (TIP) is a multi-year program of transportation improvements for the Saint Cloud Metropolitan Planning Area (MPA). Decisions about transportation investments require collaboration and cooperation between different levels of government, neighboring jurisdictions, and agencies. As a document, the TIP reports how the various jurisdictions and agencies within the Saint Cloud MPA have prioritized their use of limited Federal highway and transit funding.

The TIP must, at a minimum, be updated and approved every four years by the Metropolitan Planning Organization (MPO) in cooperation with the state department of transportation and local public transit agencies. However, the TIP is normally updated annually.

The Saint Cloud Area Planning Organization (APO) is the MPO for the Saint Cloud MPA. As such, it is the responsibility of the APO to update the TIP.

Projects identified through the TIP process serve to implement the projects identified in the **APO's Metropolitan Transportation Plan (MTP)**.

Saint Cloud Area Planning Organization

The APO Urbanized Area is designated by the U.S. Census Bureau after every decennial census. Criteria for defining this area include population density and density of development. The APO, in conjunction with the Minnesota Department of Transportation (MnDOT), approves a 20-year planning boundary that includes not only the Census-defined Urbanized Area, but also considers expected urbanized growth within that time period.

Member jurisdictions include Benton County, Sherburne County, Stearns County, City of Saint Cloud, City of Saint Joseph, City of Sartell, City of Sauk Rapids, City of Waite Park, and LeSauk Township. Saint Cloud Metropolitan Transit Commission (MTC) – more commonly referred to as Saint Cloud Metro Bus – is also a member.

The cities of Rockville, Saint Augusta, and Saint Stephen along with Brockway Township, Haven Township, Minden Township, Saint Joseph Township, Saint Wendel Township, Sauk Rapids Township, and Watab Township are located within the designated APO 20-year planning boundary but are not formal member jurisdictions. Instead, these jurisdictions are represented through the respective counties.

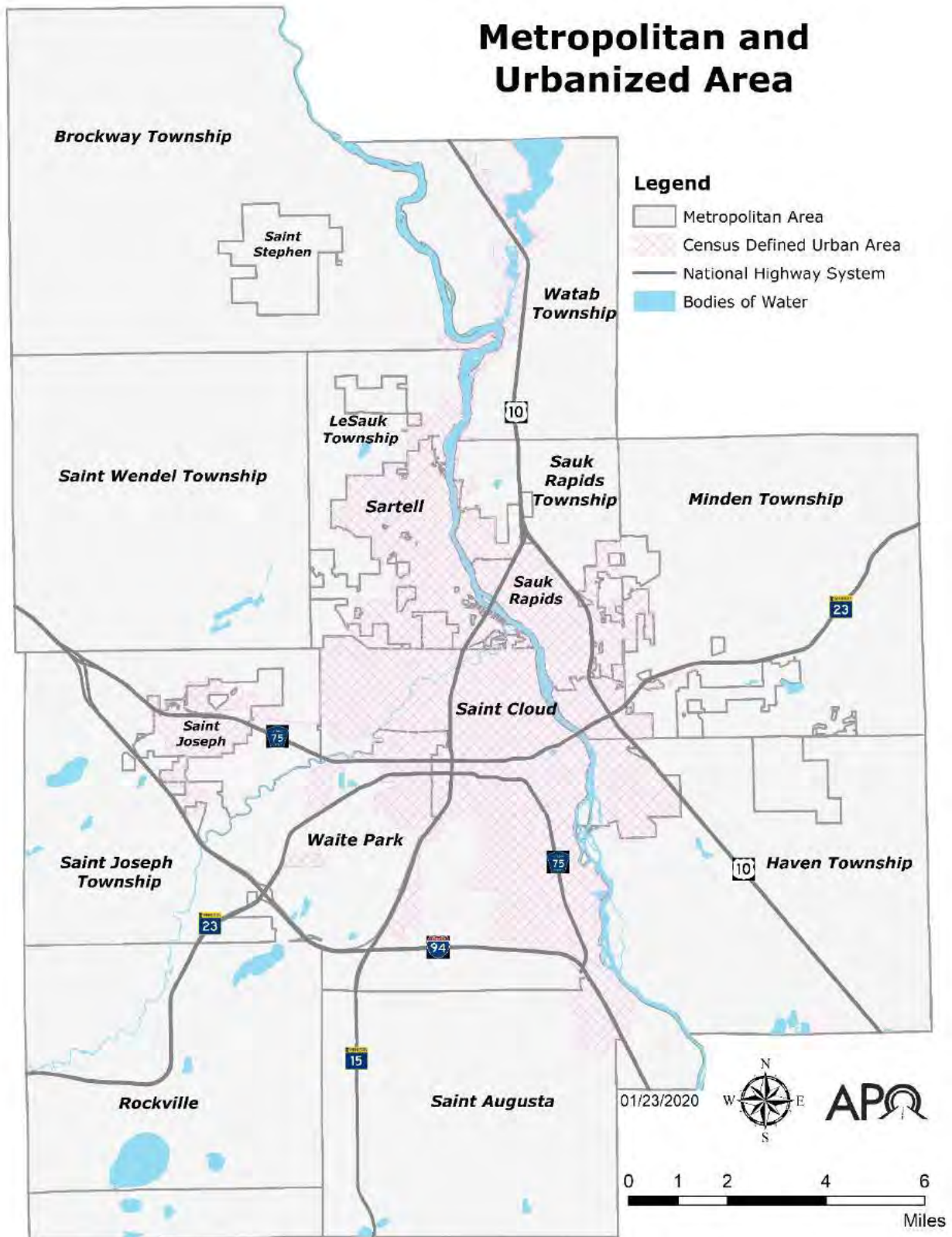


Figure 1: APO Planning Area Map.

As a comprehensive, intergovernmental transportation planning agency for the Saint Cloud MPA, the APO works with member agencies and jurisdictions to facilitate local, state, and Federal funds for programs and improvement projects.

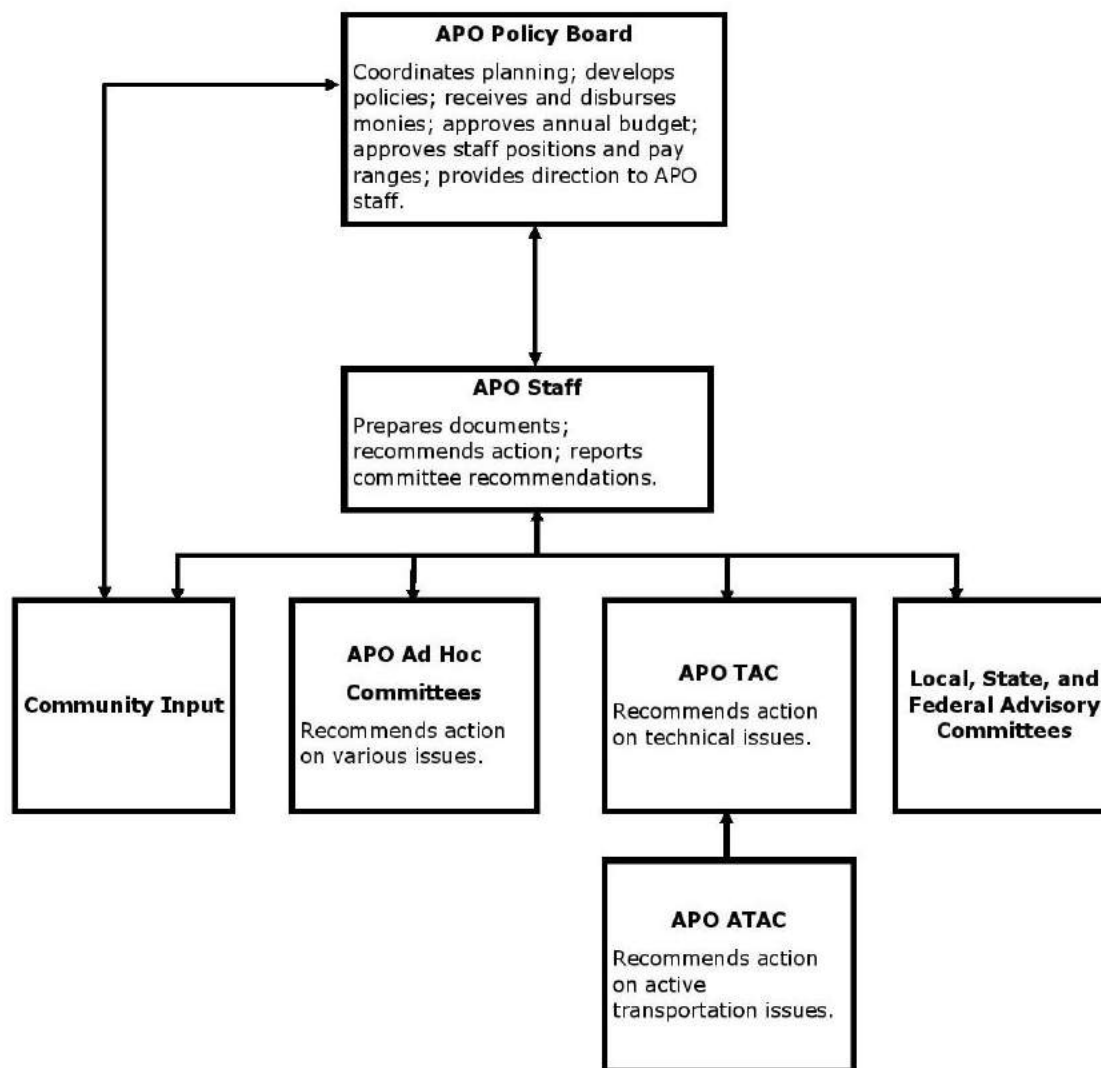


Figure 2: APO Organizational Chart.

The APO Policy Board is made up of elected officials and a senior-level management position from Saint Cloud Metro Bus. The Policy Board is the decision-making body of the APO and provides guidance and direction to staff. The Policy Board is advised by a Technical Advisory Committee (TAC) and a TAC subcommittee for bicycle and pedestrian issues – the Active Transportation Advisory Committee (ATAC).

The APO is committed to coordinated planning – in a fair and mutually beneficial manner – on select issues transcending jurisdictional boundaries for the betterment of the entire Saint Cloud MPA. This mission is accomplished through professional planning initiatives, the

provision of objective information, and building collaborative partnerships that foster consensus.



Figure 3: Members of the Saint Cloud APO's TAC. Photo courtesy of Saint Cloud APO.

The APO strives to be:

- Public service-oriented by providing accountability to constituents and exhibiting the highest standards of ethical conduct.
- Creative problem solvers by anticipating potential challenges and developing creative solutions based on professional knowledge, public involvement, and collaboration with our partners.
- Continuous learners who constantly seek new information, knowledge, and skills to better serve the Saint Cloud MPA.

In the transportation planning process, the APO's role includes:

- **Maintaining a certified "3-C" transportation planning process:** comprehensive, cooperative, and continuing.
- Coordinating the planning and implementation activities of local, regional, and state transportation agencies.
- Undertaking an effective stakeholder engagement process which ensures meaningful public input is part of the decision-making process behind plans and programs.



- Providing leadership both in setting transportation policy and in metropolitan system planning.
- Lending technical support in planning and operations to local governments.
- Planning for an intermodal transportation system that is economically efficient, environmentally sound, provides the foundation to compete in the global economy, and will move people and goods in an energy-efficient manner.

The Transportation Improvement Program

The TIP is a federally mandated, annually prepared document that contains highway, transit, and other transportation projects that are programmed for Federal funding during the next four years in the metropolitan area.

The projects included in each year's TIP are ultimately derived from the [APO's Metropolitan Transportation Plan \(MTP\)](https://bit.ly/2wYljMA) (<https://bit.ly/2wYljMA>) and are aimed at meeting the long-range needs of the transportation system.

Agencies and jurisdictions propose projects to the APO on an annual basis to be coordinated **into a comprehensive listing of the area's federally funded transportation improvements** planned for the next four years.

The APO's TIP includes projects from the Minnesota Department of Transportation (MnDOT) **District 3 in the APO's planning area, Saint Cloud Metro Bus**, and local projects from member jurisdictions. Local projects that are fully funded by a township, city, or county are not included in the APO TIP.

Projects programmed into the TIP must comply with regulations issued by FHWA and FTA.

Projects can be revised or amended at any time during the program year by action of the APO Policy Board. These listings include information regarding cost, specific funding sources, project timing, etc.

As a management tool for monitoring the progress of implementing the MTP, the TIP identifies criteria and a process for prioritizing implementation of transportation projects – including any changes in priorities from the previous TIP that were implemented – and identifies any significant delays in the planned implementation of other projects.

Projects in the TIP represent a commitment on the part of the implementing jurisdiction or agency to complete those projects.

TIP projects programmed for the Saint Cloud MPA are included, without change, in the MnDOT District 3 Area Transportation Improvement Program (ATIP) and subsequent [Minnesota State Transportation Improvement Program \(STIP\)](https://bit.ly/2Sstfvj) (<https://bit.ly/2Sstfvj>).

Regionally Significant Projects

In addition, Federal regulations **dictate the APO must include in their annual TIP "all** regionally significant projects requiring an action by the FHWA or the FTA whether or not the projects are to be funded under title 23 U.S.C. Chapters 1 and 2 or title 49 U.S.C. Chapter 53 (e.g., addition of an interchange to the Interstate System with State, local,



and/or private funds and congressionally designated projects not funded under 23 U.S.C. or 49 U.S.C. Chapter 53).”¹

Federal regulations go on to state:

“For public information and conformity purposes, the TIP shall include all regionally significant projects proposed to be funded with Federal funds other than those administered by the FHWA or the FTA, as well as all regionally significant projects to be funded with non-Federal funds.”

Federal regulations have left the determination of “regionally significant” transportation projects up to individual MPOs like the APO.

As such, the APO has chosen to define regionally significant projects as those transportation projects funded, in part, with Federal dollars from either FHWA or FTA, or if it is a MnDOT sponsored project regardless of funding sources.

In keeping with the spirit of Federal regulations, APO staff have developed a comprehensive transportation planning document – the [Regional Infrastructure Investment Plan \(RIIP\)](https://bit.ly/39VNHf) (<https://bit.ly/39VNHf>) – which identifies non-transit transportation improvement projects throughout the Saint Cloud MPA regardless of funding source and includes projects that have been programmed in the TIP.

The RIIP is a collection of transportation infrastructure capital improvement plans (CIPs) **from the member jurisdictions of the APO along with the MnDOT District 3’s 10-Year Capital Highway Investment Plan (CHIP)**. More information on the RIIP can be found on the **APO’s** website.

The TIP and Its Connection to the Metropolitan Transportation Plan

As previously stated, projects reflected in the fiscal year (FY) 2021-2024 TIP originate from the [Saint Cloud APO’s Metropolitan Transportation Plan \(MTP\)](https://bit.ly/35Qwgwp) (<https://bit.ly/35Qwgwp>). The MTP contains a list of short-, mid-, and long-range transportation projects that are planned for the metropolitan area over a minimum 20-year time frame.

¹ Metropolitan Transportation Planning and Programming, 23 C.F.R. §450.326 (2016)



Figure 4: Saint Cloud APO's Metropolitan Transportation Plan MAPPING 2045 logo. Photo courtesy of Saint Cloud APO.

Projects identified in the MTP

The APO's MTP has identified 27 expansion projects for the metropolitan planning area to tentatively be completed by 2045. Those projects are listed in Figures 5 and 6.

Project ID	Project Location	Beginning and Ending Termini	Post-Construction Facility Type
BEN-1	CSAH 1 (Mayhew Lake Road NE) in Sauk Rapids	CSAH 29 (35 th Street NE) to MN 23	Four-Lane Undivided Arterial
BEN-2	CSAH 33 (Benton Drive) in Sauk Rapids	CSAH 29 (First Street NE) to 18 th Street NW	Four-Lane Undivided Arterial
BEN-4	CSAH 29 (35 th Street NE) in Sauk Rapids	MN-15 to US-10	Four-Lane Divided Arterial
BEN-5	CSAH 29 in Sauk Rapids	CSAH 1 (Mayhew Lake Road) to 35 th Avenue NE	Two-Lane Divided Arterial
STR-1	CSAH 1 (River Avenue N) in Sartell	MSAS 145 (Ninth Avenue N) to County Road 120	Four-Lane Undivided Arterial
STR-2	CSAH 133 (Second Street S) in Sartell	Theisen Road to CSAH 133 (Sixth Street S/19th Avenue N)	Four-Lane Undivided Arterial
STR-3	CSAH 133 in Saint Joseph	CSAH 75 to 19th Avenue NE	Four-Lane Undivided Arterial
STR-5	County Road 122 (40th Street S) in Saint Cloud	CSAH 74 to CSAH 136 (Oak Grove Road SW)	Four-Lane Undivided Collector
STR-6	CSAH 75 (Second Street S) in Saint Cloud	MN-15 to MSAS 141 (Cooper Avenue S)	Six-Lane Divided Arterial
STR-13	CSAH 1 (Riverside Avenue S) in Sartell	MSAS 118 (Heritage Drive) to CSAH 78	Four-Lane Undivided Arterial
STR-14	County Road 134 in Saint Cloud	Sauk River Bridge to Pinecone Road	Four-Lane Divided Arterial
STR-15	CSAH 4 (Eighth Street North) in Saint Cloud	Anderson Avenue to MN-15	Six-Lane Divided Arterial



STC-1	MSAS 156 (40 th Street S) in Saint Cloud	MSAS 141 (Cooper Avenue) to CSAH 75 (Roosevelt Road)	Four-Lane Undivided Collector
STC-2	MSAS 156 (40 th Street S) in Saint Cloud	CSAH 136 (Oak Grove Road SW) to MSAS 141 (Cooper Avenue)	Four-Lane Undivided Collector
STC-3	MSAS 114 (Third Street N) in Saint Cloud	31 st Avenue N to MSAS 145 (Ninth Avenue N)	Four-Lane Divided Arterial
STC-4	MSAS 145 (Ninth Avenue N) in Saint Cloud	MSAS 148 (15 th Street N) to Stearns CSAH 4 (Eighth Street N/Veterans Drive)	Four-Lane Divided Arterial
STC-5	Pinecone Road S in Saint Cloud	Stearns County Road 134 to Stearns CSAH 120	Four-Lane Divided Arterial
STC-6	322 nd Street in Saint Cloud	Stearns CSAH 133 to Stearns CSAH 4	Three-Lane Undivided Collector
STC-7	CSAH 74 (West Saint Germain Street) in Saint Cloud	Stearns County Road 137 (Seventh Street S/22 nd Street S) to 33 rd Street S	Three-Lane Undivided Arterial
STJ-1	Westwood Parkway in Saint Joseph	21 st Avenue NE to 0.68 miles East	Four-Lane Divided Arterial
SAR-1	MSAS 117 (Leander Avenue) in Sartell	Stearns CSAH 120 to MSAS 118 (Heritage Drive)	Three-Lane Undivided Collector
SAR-2	Roberts Road in Sartell	MSAS 103 (Pinecone Road S) to Stearns CSAH 4 (322 nd Street)	Three-Lane Undivided Collector
SAR-3	19 th Avenue N in Sartell	11 th Street N to 27 th Street N	Two-Lane Undivided Local
SAR-4	Scout Drive in Sartell	Scout Drive to Connecticut Avenue S	Two-Lane Undivided Local
SAR-5	Then Avenue in Sartell	Proposed Scout Drive alignment to CSAH 120	Two-Lane Undivided Local
SAR-6	15 th Street N in Sartell	MSAS 103 (Pinecone Road N) to 19 th Avenue N	Four-Lane Undivided Collector
WAT-1	MSAS 103 (10 th Avenue N) in Waite Park	Stearns CSAH 81 (Third Street N) to CSAH 75 (Division Street)	Four-Lane Divided Arterial

Figure 5: A table of MAPPING 2045 roadway expansion projects.

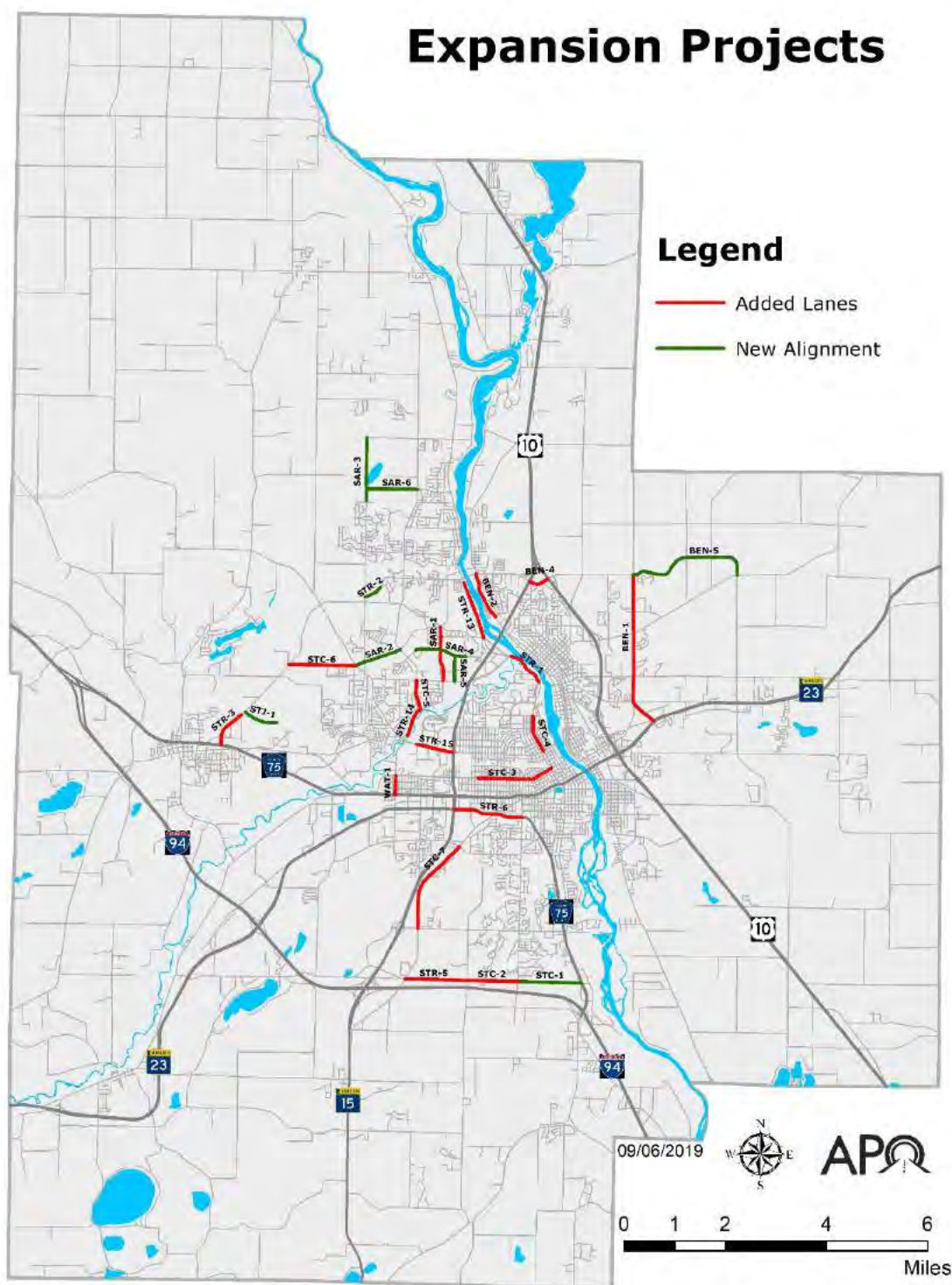


Figure 6: MAPPING 2045 roadway expansion projects.

In addition, the APO has also identified a 33 major reconstruction projects that are tentatively scheduled to be completed by 2045. That information can be found in Figures 7 and 8.



Project ID	Project Location	Beginning and Ending Termini	Post-Construction Facility Type
STR-7	CSAH 2 (Central Avenue N) in Brockway Township	421 st Street to CSAH 1	Two-Lane Arterial Reconstruction
STR-8	CSAH 1 (Riverside Avenue N) in Sartell	Sartell Street W to MSAS 104 (12 th Street N)	Two-Lane Arterial Reconstruction
STR-9	CSAH 1 in Brockway Township	CSAH 17 to North Stearns County Line	Two-Lane Arterial Reconstruction
STR-10	CSAH 75 in Waite Park	Bridge Number 6819 over the Sauk River	Principal Arterial Bridge Replacement
STR-11	CSAH 138 in Waite Park and Saint Joseph Township	MN 23 to County Road 121	Minor Collector Reconstruction
STR-12	CSAH 136 (Oak Grove Road SW) in Saint Cloud and Saint Augusta	County Road 115 to 33 rd Street S	Major Collector Reconstruction
STC-8	MSAS 175 (County Road 136/Oak Grove Road SW) in Saint Cloud	MSAS 153 (22 nd Street S) to MSAS 151 (33 rd Street S)	Two-Lane Collector Reconstruction
STC-9	MSAS 141 (Cooper Avenue S) in Saint Cloud	MSAS 146 (Traverse Road) to CSAH 75 (Roosevelt Road)	Two-Lane Arterial Reconstruction
STC-10	MSAS 153 (22 nd Street S) in Saint Cloud	MSAS 175 (Oak Grove Road SW) to MSAS 141 (Cooper Avenue S)	Two-Lane Minor Arterial Reconstruction
STC-11	MSAS 102 (Waite Avenue S) in Saint Cloud	First Street N to 125' South of Wellington Circle	Four-Lane Arterial/Two-Lane Local Reconstruction
STC-12	MSAS 145 (Ninth Avenue S) in Saint Cloud	Fourth Street S to MSAS 101 (University Drive)	Four-Lane Arterial Reconstruction
STC-13	MSAS 106 (Wilson Avenue NE) in Saint Cloud	MN 23 to First Street NE	Two-Lane Collector Reconstruction
STC-14	MSAS 125 (13 th Street N) in Saint Cloud	MSAS 135 (Northway Drive) to MSAS 145 (Ninth Avenue N)	Two-Lane Collector Reconstruction
SAR-7	19 th Avenue S in Sartell	Stearns CSAH 4 to Stearns CSAH 133 (Sixth Street S)	Two-Lane Collector Reconstruction
SAR-8	Fourth Avenue S in Sartell	Stearns CSAH 133 (Second Street S) to Fourth Street S	Two-Lane Collector Reconstruction
SAR-9	35 th Street N in Sartell	75 th Avenue (Townline Road) to 12 th Avenue N	Two-Lane Local Reconstruction
SAR-10	75 th Avenue (Townline Road) in Sartell	Stearns CSAH 4 to First Street N	Two-lane Collector Reconstruction
SAR-11	MSAS 131 (LeSauk Drive) in Sartell	Stearns CSAH 1 (Riverside Avenue S) to Dehler Drive	Two-Lane Local Reconstruction
SAK-1	MSAS 109 (Benton Drive S) in Sauk Rapids	MSAS 103 (Summit Avenue S) to US 10	Four-Lane Arterial Reconstruction



SAK-2	MSAS 104 (Second Avenue S) in Sauk Rapids	MSAS 109 (Benton Drive S) to 10 th Street S	Two-Lane Collector Reconstruction
SAK-3	MSAS 104 (Second Avenue S) in Sauk Rapids	10 th Street S to Searle Street	Two-Lane Collector Reconstruction
SAK-4	MSAS 101 (11 th Street N) in Sauk Rapids	MSAS 104 (Second Avenue N) to MSAS 101 (Sixth Avenue N)	Two-Lane Collector Reconstruction
SAK-5	MSAS 104 (Second Avenue N) in Sauk Rapids	Third Street N to MSAS 108 (Eighth Street N)	Two-Lane Local Reconstruction
SAK-6	MSAS 111 (Fourth Avenue N) in Sauk Rapids	MSAS 108 (Eighth Street N) to 13 th Street N	Two-Lane Collector Reconstruction
WAT-2	MSAS 101 (Waite Avenue) in Waite Park	Stearns CSAH 81 (Third Street N) to MN 23 (Second Street S)	Four-Lane Arterial Reconstruction
WAT-3	MSAS 103 (10 th Avenue S) in Waite Park	Stearns CSAH 75 (Division Street) to MN 23 (Second Street S)	Four-Lane Arterial Reconstruction
SBC-1	CR 62 (17 th Street SE) in Haven Township	Tee-To-Green Street to CSAH 20 (75 th Avenue SE)	Two-Lane Collector Reconstruction
SBC-2	CSAH 20 (75 th Avenue SE) in Haven Township	Seventh Street SE to CSAH 16 (57 th Street SE)	Two-Lane Collector Reconstruction
SBC-3	CR 65 (42 nd Street SE) in Haven Township	CAH 8 to US 10	Two-Lane Local Reconstruction
MND-1	I-94 in Saint Joseph Township	I-94 at MN 23	Interchange Reconstruction
MND-2	US 10 in Watab Township	Bridge Number 3666	Bridge Replacement
MND-3	MN 23 in Saint Cloud	MN 23 (from Lincoln Avenue to Benton CSAH 1) to US 10 (from East Saint Germain Street to 15 th Avenue SE)	Interchange Reconstruction
MND-4	I-94 in Saint Joseph Township	Bridge Numbers 73875 and 73876	Bridge Replacement

Figure 7: A table of MAPPING 2045 roadway reconstruction projects.

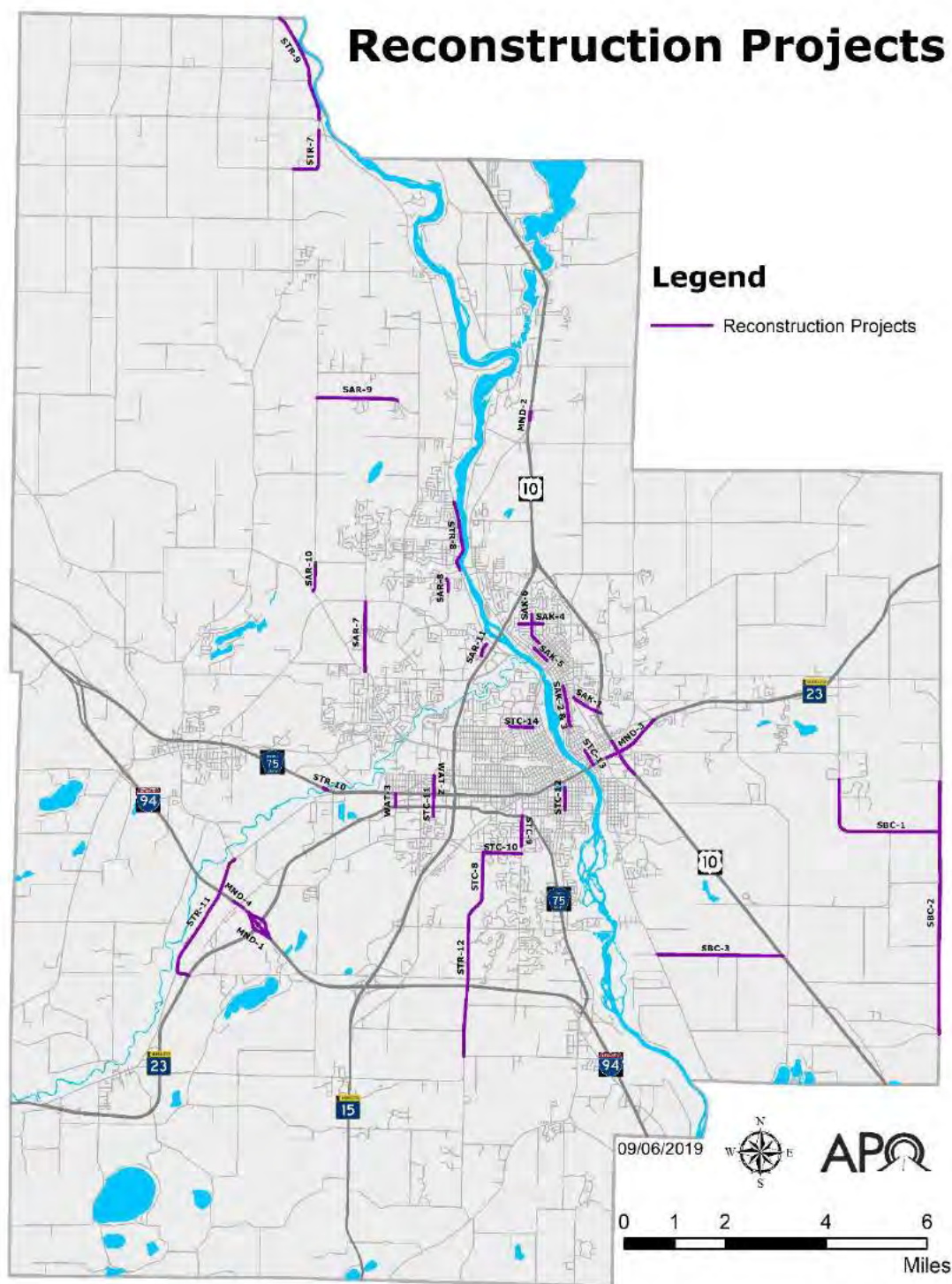


Figure 8: MAPPING 2045 roadway reconstruction projects.

Other projects within the MTP

The regional transportation goals and objectives identified in the MTP set the broad policy framework for planning transportation improvements in Saint Cloud MPA. Projects



programmed into the TIP are intended to come from the MTP or support the long-range goals and objectives established in that framework.

Those goals include:

1. Develop and maintain a transportation system that is safe for all users.
2. Increase the accessibility and mobility options for people and freight across and between all modes for all users.
3. Develop a transportation system that is cost-feasible, maintains a state of good repair, and satisfies public transportation priorities.
4. **Support the economic vitality of the APO's MPA by enabling global competitiveness, productivity, and efficiency while enhancing travel and tourism.**
5. Support transportation improvements that promote energy conservation and improve public health and quality of life, while sustaining and improving the resiliency and reliability of the transportation system.

Programming the TIP

MnDOT has established eight [Area Transportation Partnerships \(ATPs\)](https://bit.ly/2VRxBxC) (<https://bit.ly/2VRxBxC>) throughout the state to manage the programming of Federal transportation projects. Each of these ATPs is responsible for developing a financially constrained ATIP that is submitted for Federal funding approval and incorporated into a financially constrained STIP.

MnDOT District 3 is represented by [ATP-3](http://www.dot.state.mn.us/d3/atp) (www.dot.state.mn.us/d3/atp).

As the designated MPO for the Saint Cloud urbanized area, the APO must develop its own TIP that is incorporated into the Central Minnesota ATIP and subsequently, the STIP. The STIP must be consistent with the TIP.

The TIP project solicitation and development process begins in November. Projects originate from three main areas:

1. APO [Transportation Performance Monitoring Report](https://bit.ly/2wYljMA) (<https://bit.ly/2wYljMA>).
2. APO [Metropolitan Transportation Plan](https://bit.ly/2wYljMA) (<https://bit.ly/2wYljMA>).
3. Implementing jurisdiction and/or agency project submittals.

Projects meeting the minimum qualifying criteria are prioritized by the APO's TAC into one intermodal project list. Prioritization considerations include the following:

1. Technical engineering criteria developed by the Central Minnesota ATP-3.
2. APO non-technical considerations including public involvement, project deliverability, regional benefit, funding equity, and non-vehicular accommodations.
3. APO sub-targeted local Federal funding available as listed in the [Project Selection](#) section.

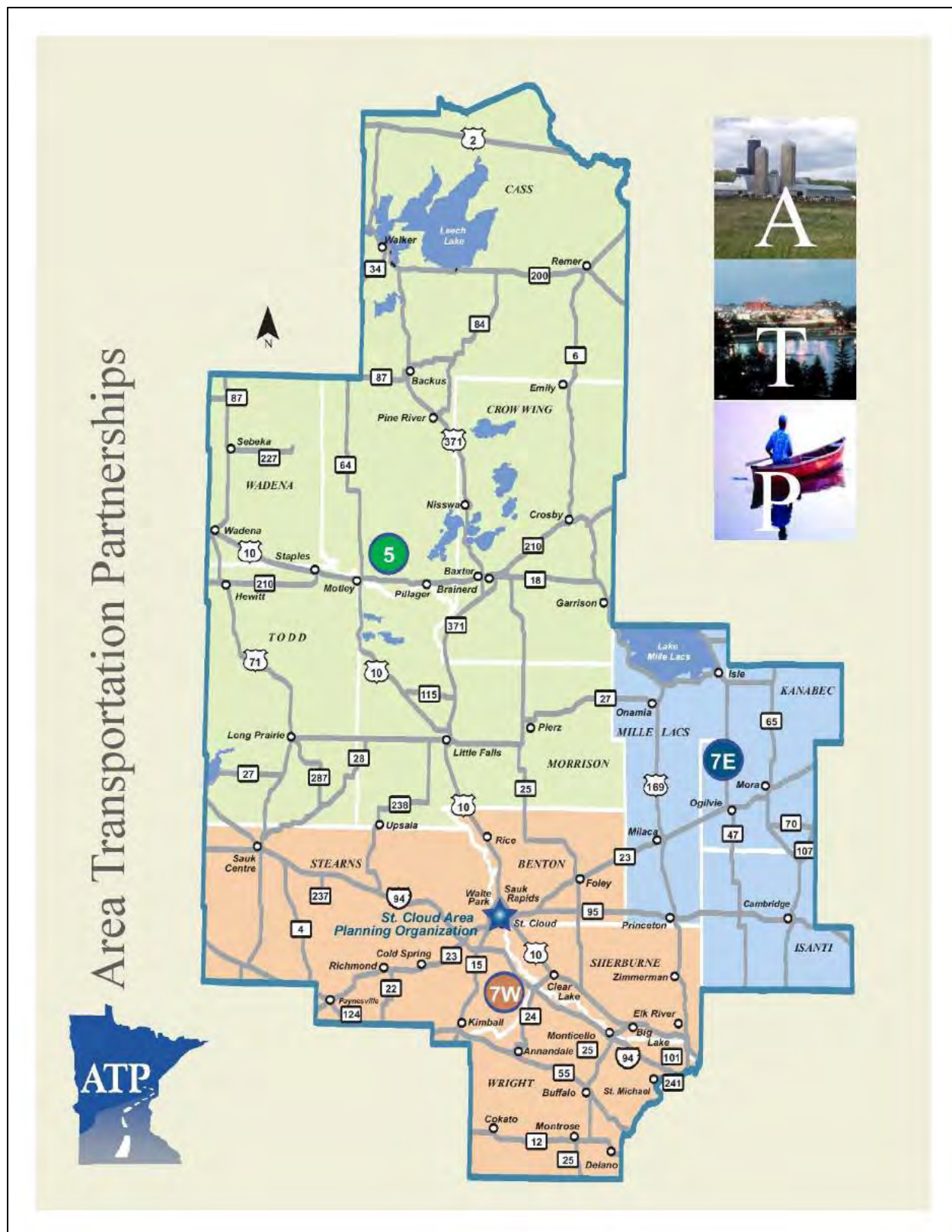


Figure 9: Map of the Central Minnesota ATP-3. Photo courtesy of MnDOT.



In addition, the current Federal transportation bill, [Fixing America's Surface Transportation \(FAST\) Act](http://www.fhwa.dot.gov/fastact/) (www.fhwa.dot.gov/fastact/) [23 U.S.C. § 134(f)] has a set of planning factors that must be considered in the transportation planning process. They are as follows:

1. Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
10. Enhance travel and tourism.

A prioritized list is then forwarded to **the APO's Policy Board for approval or modification.**

Funding Sources

Projects included in the TIP will be funded by one or more of the following funding categories. Legislation allows MnDOT to reserve the ability to determine which of these funding categories – and how much of each – will ultimately be used to fund any given project in the TIP. As such, the amounts and types of funding shown in the project tables may be subject to modifications.

Bonds (BF)

Funding identified as BF in the TIP indicate that projects are being funded almost exclusively with bond funds.

Federal Transit Administration (FTA)

Transit funding authorized by the FAST Act is managed in several ways. The largest amount is distributed to the states by formula; other program funds are discretionary. FTA transit allocations may be administered by the state or be granted directly to the transit agency. Projects identified as FTA-funded in the TIP are generally funded by one of several subcategories that represent different programs administered by the FTA to provide either capital or operating assistance to public transit providers.

Highway Safety Improvement Program (HSIP)

The Highway Safety Improvement Program is aimed at achieving a significant reduction in traffic fatalities and serious injuries on all public roads and is related to addressing **conditions identified in a state's Strategic Highway Safety Plan (SHSP). Funds** – allocated based upon merit **by MnDOT's Office of Traffic Safety and Technology** – may be used for a variety of safety improvements on any public road. Publicly owned bicycle and pedestrian pathways or trails are also eligible for HSIP dollars. The Federal share is 90% (for certain



projects it can be 100%), and up to 10% **of a state's HSIP funds can be used to help fund** other activities including education, enforcement, and emergency medical services.

Highway Rail Grade Crossing & Rail Safety (RRS)

Railroad-highway grade crossing safety is funded under 23 USC Section 130. The current Federal participation for railroad-highway grade crossing safety improvement projects is 100 percent of the cost of warning system. Normally it is expected that the local road authority will pay for roadway or sidewalk work that may be required as part of the signal installation. Limited amounts of state funds are available for minor grade crossing safety improvements.

Local Funds (LF)

Funding identified as LF in the TIP indicate projects that are being funding almost exclusively with local funds but are identified as regionally significant and are therefore included in the TIP.

National Highway Performance Program (NHPP)

The NHPP provides support for the construction and performance of the National Highway System (NHS), for the construction of new facilities on the NHS, and to ensure that investments of Federal-aid funds in highway construction are directed to support progress **toward the achievement of performance targets established in a state's asset management** plan for the NHS.

State Funds (SF)

Funding identified as SF in the TIP indicate that projects are being funded almost exclusively with state funds. Funding sources include, but are not limited to, motor fuel, vehicle sales tax, and general fund transfers.

Surface Transportation Block Grant Program (STBGP)

The Surface Transportation Block Grant Program (STBGP) provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects, including intercity bus terminals. States and localities are responsible for a minimum 20% share of project costs funded through this program. See [Project Selection](#) section for more information on how **projects within the APO's MPA qualify for this type of funding.**

Transportation Alternatives (TA)

The Transportation Alternatives (TA) is a revision of the former Transportation Enhancements program under the *Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users* (SAFETEA-LU; 2005) and now funds projects that were previously funded under the Recreational Trails and Safe Routes to School programs. Eligible projects include, but are not limited to, the creation of facilities for pedestrians and bicycles, environmental mitigation or habitat protection as related to highway construction or operations, as well as infrastructure and non-infrastructure related to Safe Routes to School (SRTS) activities. States and localities are responsible for a minimum 20% of TA funds applied to projects. States may also transfer up to 50% of TA funds to NHPP, STBGP, HSIP, Congestion Mitigation and Air Quality (CMAQ), and/or metropolitan planning. Local ATPs oversee selecting projects for the solicitation. See [Project Selection](#) section for more **information on how projects within the APO's MPA qualify for this type of funding.**



Project Selection

APO member jurisdictions and agencies that are interested in pursuing transportation projects within the MPA must follow a specific process and satisfy certain criteria.

To be included within the APO's TIP the project must be identified directly and/or support one **or more of the goals established with the APO's MTP. Depending on the funding source,** the proposed project may need to be reviewed and competitively scored by APO staff and/or at the MnDOT District 3 level.

Surface Transportation Block Grant Program (STBGP) Scoring Process
STBGP funding is received by the state via the Federal government. With that pre-determined sum of funding, MnDOT allocates approximately half of those Federal dollars to the Twin Cities metro area. The remaining half is then divided among the greater Minnesota ATPs.

In the Central Minnesota ATP-3, STBGP funding is further divided among specific regions within the district – [Region 5 Development Commission](http://www.regionfive.org) (www.regionfive.org), [East Central Regional Development Commission \(7E\)](http://www.ecrdc.org) (www.ecrdc.org), [Region 7W Transportation Policy Board](http://www.dot.state.mn.us/d3/region7w/index.html) (www.dot.state.mn.us/d3/region7w/index.html), and Saint Cloud APO – based upon a formula that takes into account the roadway network system size and use factors. Regions, like the APO, can then use these funding targets to assist in setting individual transportation priorities.

For the APO MPA, APO staff initiate the solicitation process for projects. Jurisdictions and **agencies within the APO's MPA complete an application form for funding that** is consistent across MnDOT District 3. APO staff the review, score, and rank those submitted applications using a technical merit scoring rubric **developed in conjunctions with the APO's TAC and approved by the APO's Policy Board prior to the start of the solicitation process.**

APO staff scores and preliminary rankings are brought before the TAC. TAC members use these scores and rankings as guidance to prioritize projects to the level of STBGP funds targeted to the region by **ATP-3 through MnDOT's ATP Managed Program** distribution. The TAC usually defers to the APO staff scores for the rest of the applicant projects considered beyond the availability of funding or fiscal constraints of the APO. This recommended project prioritization list is then brought before **the APO's Policy Board for approval.**

APO staffers forward the fiscally constrained and ranked list of projects to MnDOT District 3 for consideration by the ATP-3 ATIP subcommittee.

The subcommittee will compile all the scoring and rankings by the various sub-regions of the ATP and will rank all submitted projects into a unified ranked list based on the merit of the project, requested funding amount, and regional equity. These project rankings are typically deferred to the project list developed by each of the ATP sub-regions.

While projects may not get funded if they are not ranked high enough by the ATP-3 ATIP subcommittee, typically every project that has been ranked and fiscally constrained by sub-regions, will receive funding. The overall ranking by the ATP-3 ATIP subcommittee is used only if Congress and/or the State Legislature drastically cuts transportation funding during their respective sessions.

More information about STBGP funding can be found in the [Funding Sources](#) section of this chapter.



Transportation Alternatives (TA) Scoring Process

Jurisdictions within the APO's MPA interested in applying for [Transportation Alternatives \(TA\) funding](http://www.dot.state.mn.us/ta/) (www.dot.state.mn.us/ta/) first must submit a letter of intent to the MnDOT District 3 Office. **Within the APO's planning area**, the full application is only distributed to applicants that have successfully completed the letter of intent process and said letter has been reviewed by APO staffers to ensure the ability of the applicant to meet the requirements necessary to be competitive in the grant application.

Once the completed application has been submitted to the District 3 Office by the jurisdiction, District 3 planners compile all the submitted applications across the district and distributes them to various regional planning representatives including the APO for scoring. This scoring system is based upon a rubric developed by ATP-3.

APO staffers score all the projects based upon this rubric. In addition, the APO can award an additional 10 and five bonus points to the top two TA projects that are submitted by APO member jurisdictions that will be completed within the MPA. Bonus points are awarded based on factors that include, **but are not limited to, a) application's total technical score** and b) APO TAC recommendation on regional needs. Those scores, along with those by other regional planning representatives across the district, are then submitted back to the district.

MnDOT District 3 convenes a TA subcommittee to review all the scores submitted by the regional planning representatives. This TA subcommittee is responsible for recommending projects – across the Central Minnesota ATP-3 – based upon the final combined rankings that would be eligible for the limited TA funding available.

These recommendations are then brought before the full ATP-3 board for possible inclusion into the ATIP. If an APO MPA project or projects are awarded funding, those projects are subsequently incorporated into the TIP.

More information about TA funding can be found in the [Funding Sources](#) section of this chapter.

Fiscal Constraint and Environmental Justice

The TIP is fiscally constrained by year and includes a financial analysis that demonstrates which projects are to be implemented using existing and anticipated revenue sources, while the existing transportation system is being adequately maintained and operated.

The financial analysis was developed by the APO in cooperation with MnDOT, Saint Cloud Metro Bus, and local jurisdictions who provided the APO with historic transportation expenditures and forecasted transportation revenue.

In developing the financial plan, the APO considered all projects and strategies funded under Title 23, U.S.C., and the Federal Transit Act, other Federal funds, local sources, State assistance, and private participation.

A detailed look at fiscal constraint can be found in [Chapter 4](#).

This TIP also includes an Environmental Justice (EJ) evaluation to determine if programmed projects will have a disproportionate impact on people-of-color and/or low income populations, consistent with the 1994 Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations.



A further look at TIP programmed projects in comparison to EJ areas can be found in [Chapter 2](#).

Public Involvement

The APO affords opportunities for the public and other interested parties to comment on the proposed and approved TIP. Public meeting notices are published in the St. Cloud Times – the newspaper of record for the APO – and the TIP document is made readily available for review and comment.

The TIP public participation process is consistent with the APO's [Stakeholder Engagement Plan](#) (<https://bit.ly/2s5p2WN>), updated in summer 2020. The process provides stakeholders a reasonable opportunity to comment on the TIP.

[Chapter 5](#) provides a more comprehensive look at public involvement used in developing the FY 2021-2024 TIP.

Self-Certification

The State and the APO must annually certify to FHWA and FTA that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
2. In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

FHWA and FTA must jointly find that the TIP is based on a 3-C planning process between MnDOT, the APO, and Saint Cloud Metro Bus. This finding shall be based on the self-certification statement submitted by MnDOT and the APO. Joint certification action will remain in effect for three years unless a new certification determination is made sooner.



CHAPTER ONE: FY 2021-2024 TIP PROJECTS

The following section lists all the transportation projects scheduled for Federal and/or state funding in the Saint Cloud MPA. See [Appendix A](#) for the **APO's** FY 2021-2024 TIP project table.

Of note, projects with Advance Construction (AC) – the total estimated amount of future Federal funds being committed to a project, front-ended by jurisdictions and/or agencies – can have construction occur in fiscal years outside of the current time frame (FY 2021-2024). In these cases, jurisdictions and/or agencies requesting a payback (AC Payback) in the years when Federal funding was originally made available for the project.

For the purposes of the following section, in the event a project was advance constructed in fiscal years outside of the FY 2021-2024 time frame, the project will be identified under the year of first appearance within the current TIP. AC Projects are denoted with **"AC"** at the end of the project number.

Projects with multiple project numbers that identify the same scope of construction work are also combined and listed under the first year of appearance within the FY 2021-2024 TIP.

2021 Saint Cloud Metro Bus Operating Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-21	Operating assistance	\$9,400,000	FTA: \$1,340,000 LF: \$8,060,000
TRF-0048-21E	Preventive maintenance	\$1,200,000	FTA: \$960,000 LF: \$240,000
TRF-0048-21J	Paratransit operating	\$4,500,000	LF: \$4,500,000
TRF-0048-21K	Northstar commuter operating	\$1,300,000	LF: \$1,300,000

Status updates

TRF-0048-21:

TRF-0048-21E:

TRF-0048-21J:

TRF-0048-21K:



Photo courtesy of Saint Cloud Metro Bus

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2021 Saint Cloud Metro Bus CIP Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-21B	Purchase three replacement operations vehicles	\$120,000	FTA: \$96,000 LF: \$24,000
TRF-0048-21C	Purchase office equipment, IT, & communication projects	\$68,500	FTA: \$54,800 LF: \$13,700
TRF-0048-21F	Purchase maintenance tools & equipment	\$135,000	FTA: \$108,000 LF: \$27,000

Status updates

TRF-0048-21B:

TRF-0048-21C:

TRF-0048-21F:



Photo courtesy of Saint Cloud Metro Bus

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2021 Saint Cloud Metro Bus CIP Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-21L	Operations facility improvements	\$1,250,000	FTA: \$1,000,000 LF: \$250,000
TRF-0048-21M	Website update	\$25,000	FTA: \$20,000 LF: \$5,000
TRS-0048-21TD	Purchase two standard 40-foot replacement CNG buses	\$1,180,000	STBGP 5K-200K: \$944,000 SF: \$118,000 LF: \$118,000

Status updates

TRF-0048-21L: Dec. 30, 2019: Project funding source changing from local funds to FTA and local fund split (80/20).

TRF-0048-21M:

TRS-0048-21TD: Feb. 3, 2020: Project added to the TIP per funding awards from MnDOT's Office of Transit and Active Transportation to Metro Bus.



Photo courtesy of Saint Cloud APO

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2021 WACOSA Bus Purchase



Photo courtesy of WACOSA

Project Description

Purchase one replacement bus.

Project Number: TRF-9503-21

Funding Source: FTA

Estimated project cost: \$89,610

Purchase year: 2021

Programmed Funds Breakdown

Total

FTA	\$71,688
LF	\$17,922

Status updates

April 8, 2020: Project to be added to APO TIP for a vehicle. Funding awarded via grant on March 25, 2020, per MnDOT Office of Transit and Active Transportation.

Project Sponsor: WACOSA

Project Contact: Steve Howard, Executive Director
320-251-0087 showard@wacosa.org

2021 Benton County CSAH 8



Photo courtesy Saint Cloud APO

Project Description

Project Number 005-608-009AC: Bituminous reclamation work on Benton CSAH 8 (Second Street SE) from 0.6 miles east of MN 23 to Benton CR 47 (near the junction of CSAH 8 and 35th Avenue NE).

Project Number 005-070-007AC: Edgeline rumble strips placed on Benton CSAH 8 (Second Street SE) from 0.6 miles east of MN 23 to Benton CR 47 (Near the junction of CSAH 8 and 35th Avenue NE).

Funding Source:

005-608-009AC: STBGP 5K-200K

005-070-007AC: HSIP

Project Scope: 1.6 miles

Status updates

Nov. 12, 2019: Project is in plan development and on track to be let in calendar year 2020. **March 16, 2020:** Plans are complete and in Saint Paul getting FHWA approval. On track for 2020 construction.

Programmed Funds Breakdown	Total
Advance Construction Payback	005-608-009AC: \$391,152 005-070-007AC: \$4,725

Project Sponsor: Benton County

Project Contact: Chris Byrd, County Engineer 320-968-5054 cbyrd@co.benton.mn.us

2021 Stearns County CSAH 75 and 33rd Street S



Photo courtesy Saint Cloud APO

Project Description

Turn lane improvements at the intersection of CSAH 75 (Roosevelt Road) and 33rd Street S.

Project Number: 073-675-039AC2

Funding Source: STBGP 5K-200K

Project Scope: 0.3 miles

Status updates

Nov. 12, 2019: Project is completed.

Programmed Funds Breakdown	Total
Advance Construction Payback	\$148,939

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2021 Stearns County CSAH 75 from Old Collegeville Road to CSAH 81

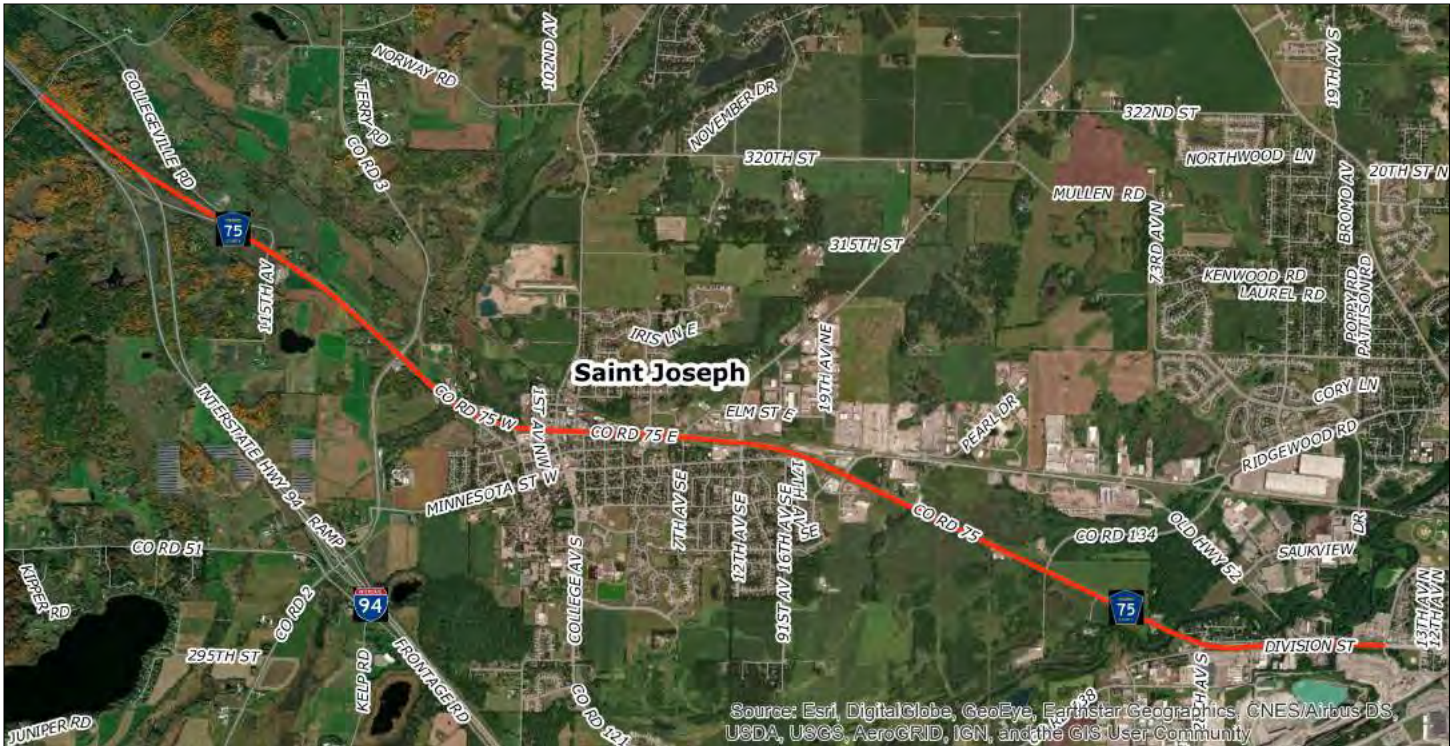


Photo courtesy Saint Cloud APO.

Project Description

Resurfacing Stearns CSAH 75 from Old Collegeville Road to CSAH 81 (15th Avenue N).

Project Number: 073-675-037AC3

Funding Source: STBGP 5K-200K

Project Scope: 5.7 miles

Status updates

Nov. 12, 2019: Project is complete.

Programmed Funds Breakdown	Total
Advance Construction Payback	\$751,047

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2021 Stearns County ROCORI Trail from Cold Spring to Rockville

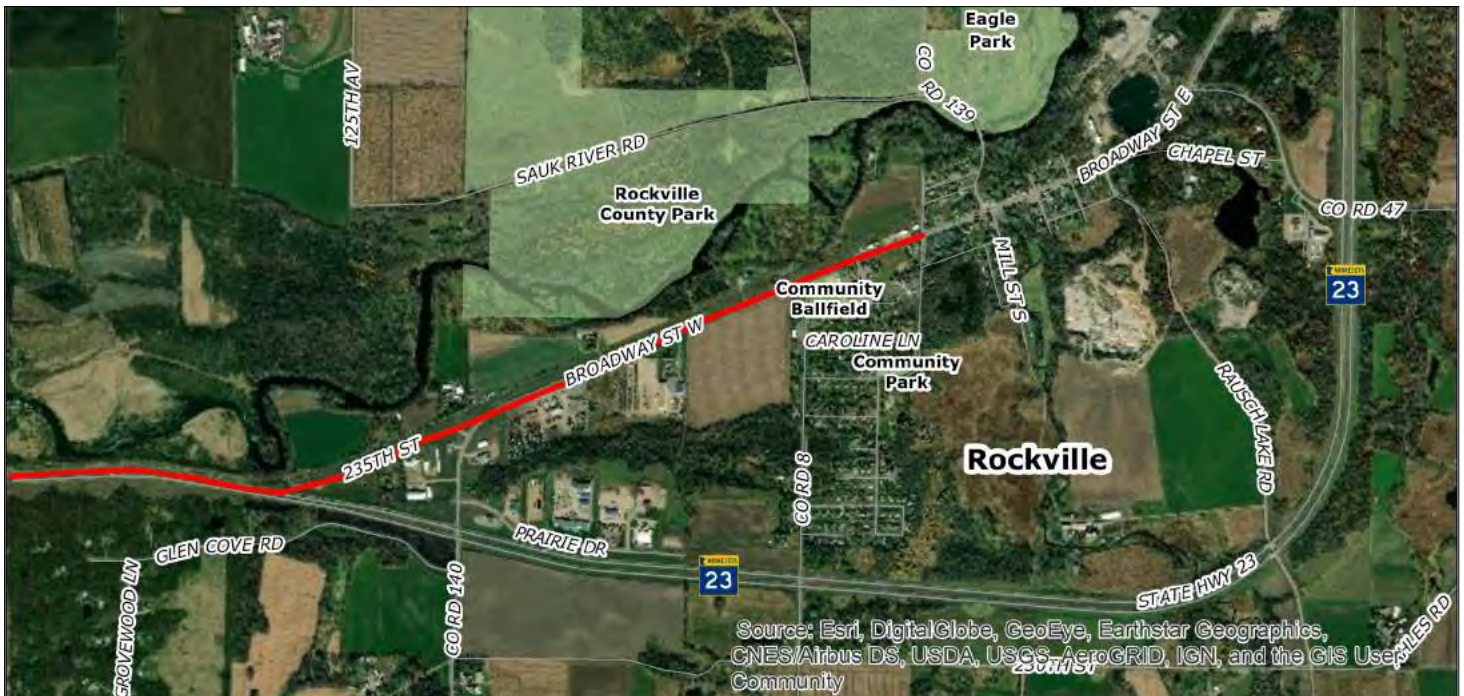


Photo courtesy Saint Cloud APO

Project Description

Construct a new section of the ROCORI Trail along the railroad corridor from Cold Spring to Rockville.

Project Number: 073-090-011

Funding Source: STBGAP 5K-200K

Project Scope: 2.3 miles

Estimated project cost: \$1,813,000

Construction year: 2021

Status updates

Nov. 12, 2019: Project memorandum has been started. Still in the process of securing the local share for the project.

April 9, 2020: Project cost estimates have increased the cost of this project from \$1,663,863 to \$1,813,000. Federal funding remains the same. The local contribution has increased from \$851,593 to \$1,000,730.

Programmed Funds Breakdown	Total
FHWA	\$812,270
LF	\$1,000,730

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2021 Saint Cloud Beaver Island Trail



Photo courtesy of Saint Cloud APO

Estimated project cost
\$600,000

Construction year: 2021

Project Description

Construct the Beaver Island Trail connection from the existing trail at the Saint Cloud Waste Water Treatment Facility to the southern border of the city.

Advance Construction

Payback in 2022

Project Number:

2021: 162-090-007

2022: 162-090-007AC

Funding Source: STBG TAP 5K-200K

Project Scope: N/A

Programmed Funds Breakdown	Total
Advance Construction Payback (2022 Only)	\$480,000
LF (2021 Only)	\$120,000

Project Sponsor: City of Saint Cloud

Project Contact: Steven Foss, City Engineer
320-255-7243

steven.foss@ci.stcloud.mn.us

Status updates

Oct. 30, 2019: APO Policy Board approved a request from the City to move this project back from FY 2020 to FY 2022. City Park and Recreation Director Scott Zlotnik said the city applied for a state grant to assist with the local match.

April 9, 2020: During annual TIP update development, City of Saint Cloud has opted to advance the construction of this project from fiscal year 2022 to fiscal year 2021. As a result of advancing the project, the city will be reimbursed its Federal funding in fiscal year 2022.

2021 Saint Cloud County Road 136



Photo courtesy Saint Cloud APO

Estimated project cost \$2,400,000

Construction year: 2021

Project Description

Reconstruction of MSAS 175 (County Road 136/Oak Grove Road SW) from 22nd Street S to 33rd Street S. This includes the addition of sidewalk along the urban section of Oak Grove Road SW near Oak Hill Elementary School.

Advance Construction

Payback in FY 2024

Project Number:

2021: 162-175-001

2024: 162-175-001AC

Funding Source: STBGP 5K-200K

Project Scope: 1.6 miles

Programmed Funds Breakdown

Total

FHWA (2021 Only)	\$842,482
Advance Construction Payback (2024 Only)	\$424,000
LF (2021 Only)	\$1,133,518

Status updates

Nov. 7, 2019: Estimated construction start date would be Spring 2021 with an anticipated completion by Fall 2021.

April 09, 2020: The City was awarded \$424,000 in Transportation Alternatives funding from the Central Minnesota Area Transportation Partnership (ATP) for fiscal year 2024 to add 6' wide sidewalks and 6' wide bike lanes, curb and gutter from 22nd Street S to Oak Hill Elementary and adding 10' widened shoulders from Oak Hill Elementary to 33rd Street S. The city has elected to construct this portion of the project in 2021 with the existing reconstruction project. As a result, the total project cost has increased from \$1,400,000 to \$2,400,000. Due to the nature of this funding, the local match has increased from \$557,518 to \$1,133,518.

Project Sponsor: City of Saint Cloud

Project Contact: Steven Foss, City Engineer 320-255-7243 steven.foss@ci.stcloud.mn.us

2021 Sauk Rapids Mayhew Lake Road Shared Use Path



Photo courtesy Saint Cloud APO

Programmed Funds Breakdown	Total
Advance Construction Pay-back (2024 Only)	\$314,400
LF (2021 Only)	\$78,600

Project Sponsor: City of Sauk Rapids
Project Contact: Scott Hedlund, City Engineer 320-229-4335
shedlund@sehinc.com

Estimated project cost \$393,000

Construction year: 2021

Project Description

Construct a new trail along Benton CSAH 1 (Mayhew Lake Road) from Benton CSAH 3 (Golden Spike Road NE) to Osauka Road (Sauk Rapids-Rice High School entrance).

Advance Construction

Payback in FY 2024

Project Number:

2021: 191-090-002

2024: 191-090-002AC

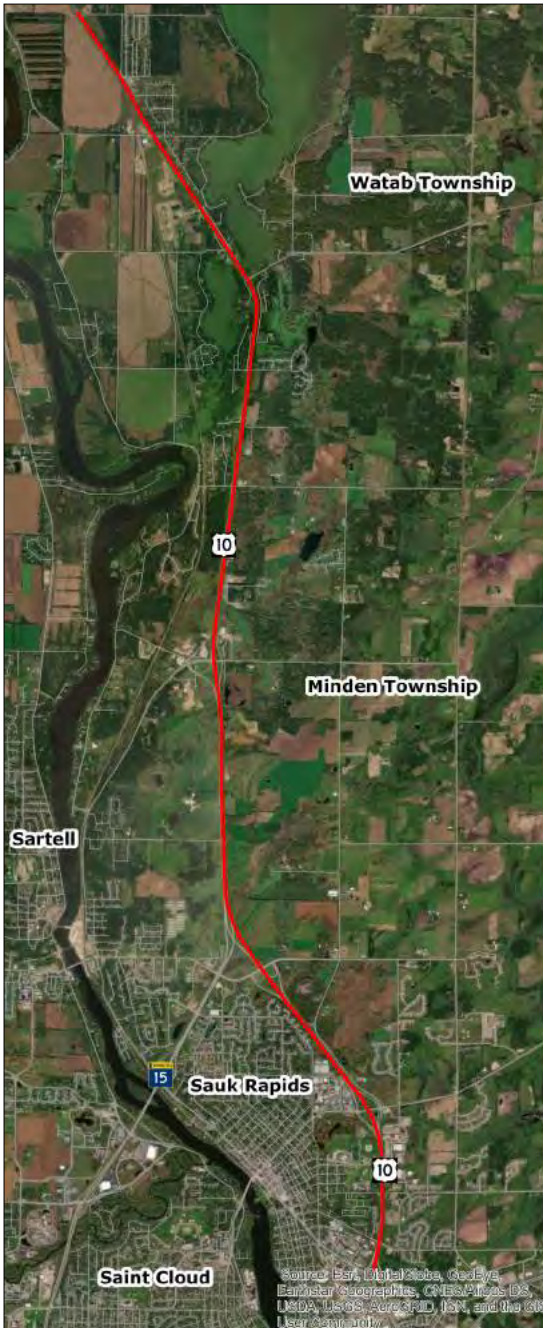
Funding Source: STBG TAP 5K-200K

Project Scope: N/A

Status updates

April 09, 2020: The City was awarded \$314,400 in Transportation Alternatives funding from the Central Minnesota Area Transportation Partnership (ATP) for fiscal year 2024 for this shared use path project. The city has elected to construct this project in 2021 and be reimbursed the Federal funding when it becomes available in FY 2024.

2021 MnDOT US 10 Guardrails



Photos courtesy Saint Cloud APO and MnDOT.

Estimated project cost \$1,750,000

Construction year: 2021

Project Description

Install median cable barrier guardrails on US 10 north of Saint Cloud to Rice.

Project Number: 0502-116

Funding Source: HSIP

Project Scope: 10 miles



Programmed Funds Breakdown	Total
FHWA	\$1,575,000
SF	\$175,000

Status updates

Oct. 30, 2019: Anticipated letting date is Feb. 26, 2021.

Project Sponsor: MnDOT D3

Project Contact: Ken Hansen, Traffic Engineer 218-828-5771 kenneth.hansen@state.mn.us

2021 MnDOT MN 301 Retaining Wall



Photo courtesy Saint Cloud APO

Estimated project cost \$800,000

Construction year: 2021

Project Description

Restore failing retaining walls along MN 301 adjacent to the Minnesota Department of Corrections building in Saint Cloud. This project will also improve drainage, maintainability, and safety.

Project Number: 7109-08

Funding Source: SF

Project Scope: 1 mile

Status updates

Dec. 30, 2019: Project is being added to the APO's TIP per MnDOT District 3.

Programmed Funds Breakdown

Total

SF	\$800,000
----	-----------

Project Sponsor: MnDOT D3

Project Contact: Steve Voss, District Planning Director 218-828-5779 steve.voss@state.mn.us

2021 MnDOT MN 23 from CR 1 to MN 95

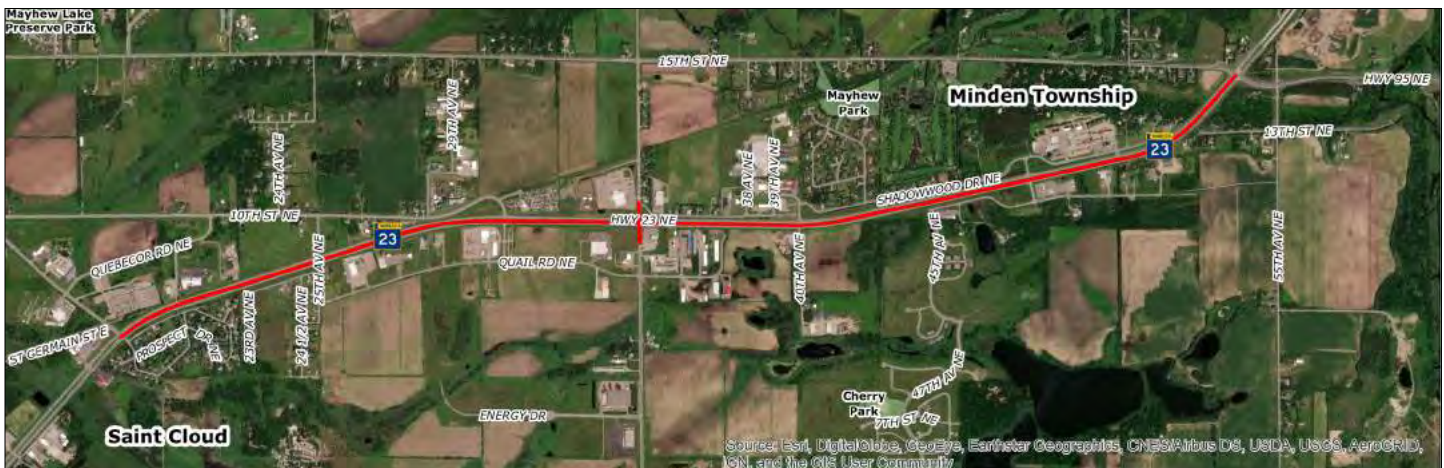


Photo courtesy Saint Cloud APO

Estimated project cost: \$3,027,000 (mill and overlay) / \$500,000 (safety)

Construction year: 2021

Project Description

Project Number 0503-90: Mill and overlay work along MN 23 between Benton CR 1 (Mayhew Lake Road) and MN 95. This project also includes the construction of a reduced conflict intersection at Benton CSAH 8 (35th Avenue NE).

Project Number 0503-90S: Turn lane work along MN 23 between Benton CR 1 (Mayhew Lake Road) and MN 95.

Funding Source:

0503-90: NHPP

0503-90S: HSIP

Project Scope: 3.7 miles

Project Sponsor: MnDOT D3

Project Contact: Russell Fellbaum, Development
Project Manager 320-223-6536
russell.fellbaum@state.mn.us

Programmed Funds Breakdown

Programmed Funds Breakdown	Total
FHWA	0503-90: \$2,321,500 0503-90S: \$450,000
SF	0503-90: \$581,619 0503-90S: \$50,000
LF (from Benton County)	0503-90: \$123,881 0503-90S: \$0

Status updates

Oct. 30, 2019: Anticipated letting date is Feb. 28, 2020. Anticipated time frame for this construction of this project is between May 15, 2020, and July 1, 2020. **Feb. 25, 2020:** Project fiscal year has changed from FY 2020 to FY 2021. Per Steve Voss, District 3 Planning Director, project construction will begin in September 2020. **April 2020:** Per MnDOT District 3 programming coordinator, Benton County is contributing \$123,881 to this project (0503-90). Thus the total Federal funds has dropped from \$2,421,600 to \$2,321,500 and the state fund contribution has dropped from \$605,400 to \$581,619.

2022 Saint Cloud Metro Bus Operating Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-22	Operating assistance	\$9,500,000	FTA: \$1,340,000 LF: \$8,160,000
TRF-0048-22C	Preventive maintenance	\$1,300,000	FTA: \$1,040,000 LF: \$260,000
TRF-0048-22A	Paratransit operating	\$4,600,000	LF: \$4,600,000
TRF-0048-22B	Northstar commuter operating	\$1,300,000	LF: \$1,300,000

Status updates

TRF-0048-22:

TRF-0048-22C:

TRF-0048-22A:

TRF-0048-22B:



Photo courtesy of Saint Cloud APO

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2022 Saint Cloud Metro Bus CIP Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-22D	Purchase office equipment, IT, & communication projects	\$63,000	FTA: \$50,400 LF: \$12,600
TRF-0048-22I	Facility improvements	\$25,000	FTA: \$20,000 LF: \$5,000
TRF-0048-22H	Purchase maintenance tools & equipment	\$15,000	FTA: \$12,000 LF: \$3,000

Status updates

TRF-0048-22D:

TRF-0048-22I:

TRF-0048-22H:



Photo courtesy of Saint Cloud Metro Bus

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2022 Saint Cloud Metro Bus CIP Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-22K	Bus shelters	\$25,000	FTA: \$20,000 LF: \$5,000
TRS-0048-22TA	Purchase three less than 30-foot replacement CNG DAR buses	\$717,000	STBGP 5K-200K: \$573,600 SF: \$71,700 LF: \$71,700

Status updates

TRF-0048-22K:

TRS-0048-22TA: Feb. 3, 2020: Project being added to the TIP per funding awarded by MnDOT's Office of Transit and Active Transportation to Metro Bus.

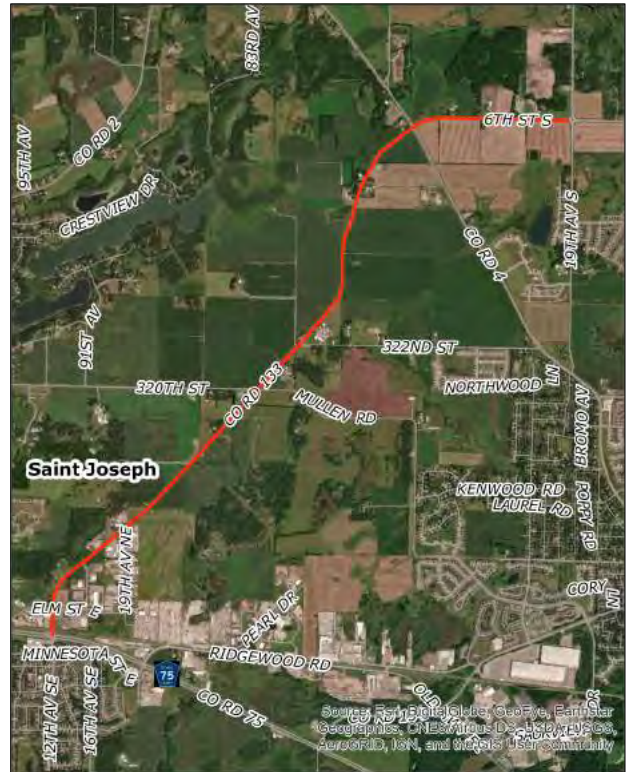
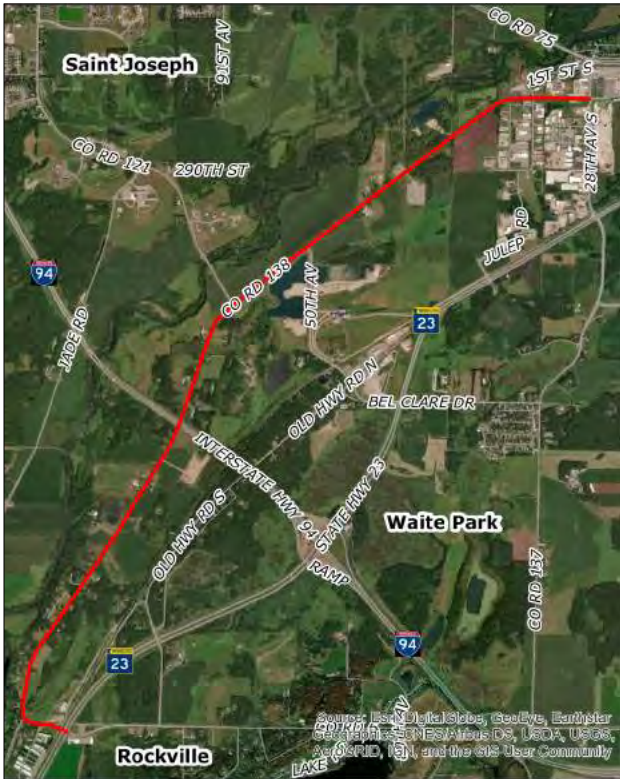


Photo courtesy of Saint Cloud APO

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2022 Stearns County Chevron Curve Signing



Photos courtesy Saint Cloud APO

Estimated project cost: \$240,000

Construction year: 2022

Project Description

Installation of chevron curve signing along CSAH 133 and CSAH 138.

Project Number: 073-070-023

Funding Source: HSIP

Project Scope: N/A

Status update

Nov. 12, 2019: No plans or project memorandum have been completed yet. These items should be complete by December 2021. Expected letting date around February 2022.

Programmed Funds Breakdown	Total
FHWA	\$216,000
LF	\$24,000

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2022 Stearns County Rural Intersection Lighting



Estimated project cost:
\$96,000

Construction year: 2022

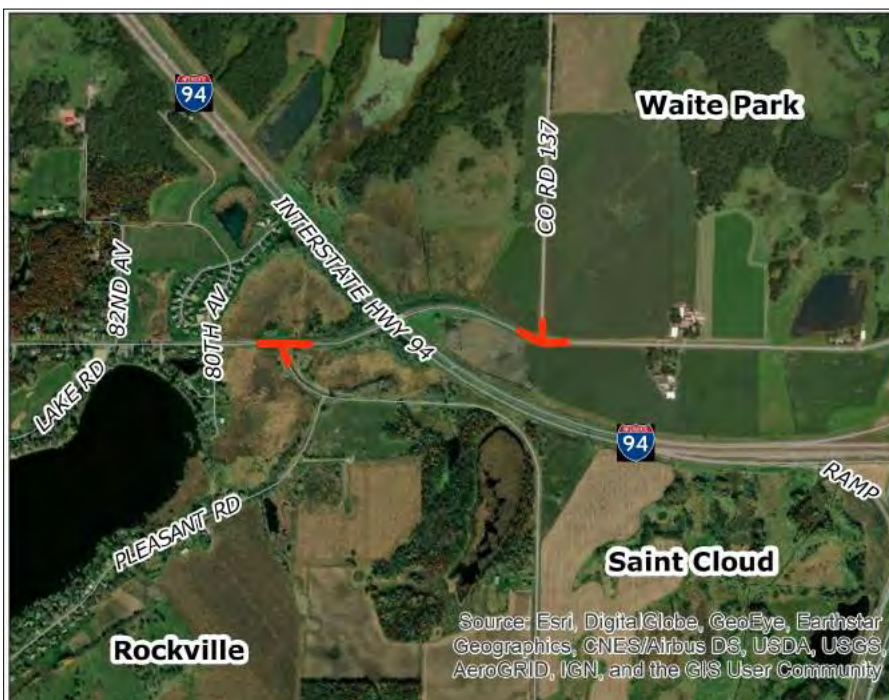
Project Description

Installation of rural intersection lighting at CSAH 136 (Oak Grove Road SW) and CR 122 (40th Street S); CSAH 6 (260th Street/40th Street S) and CSAH 137; and CSAH 6 (CR 122/260th Street) and CR 137.

Project Number: 073-070-024

Funding Source: HSIP

Project Scope: N/A



Photos courtesy Saint Cloud APO

Programmed Funds Breakdown

Programmed Funds Breakdown	Total
FHWA	\$86,400
LF	\$9,600

Status updates

Nov. 12, 2019: Plans and project memorandum have not yet been started. These items should be complete by December 2021. Letting date in February 2022 is expected.

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2022 Stearns County CSAH 75 from 15th Avenue to Park Avenue

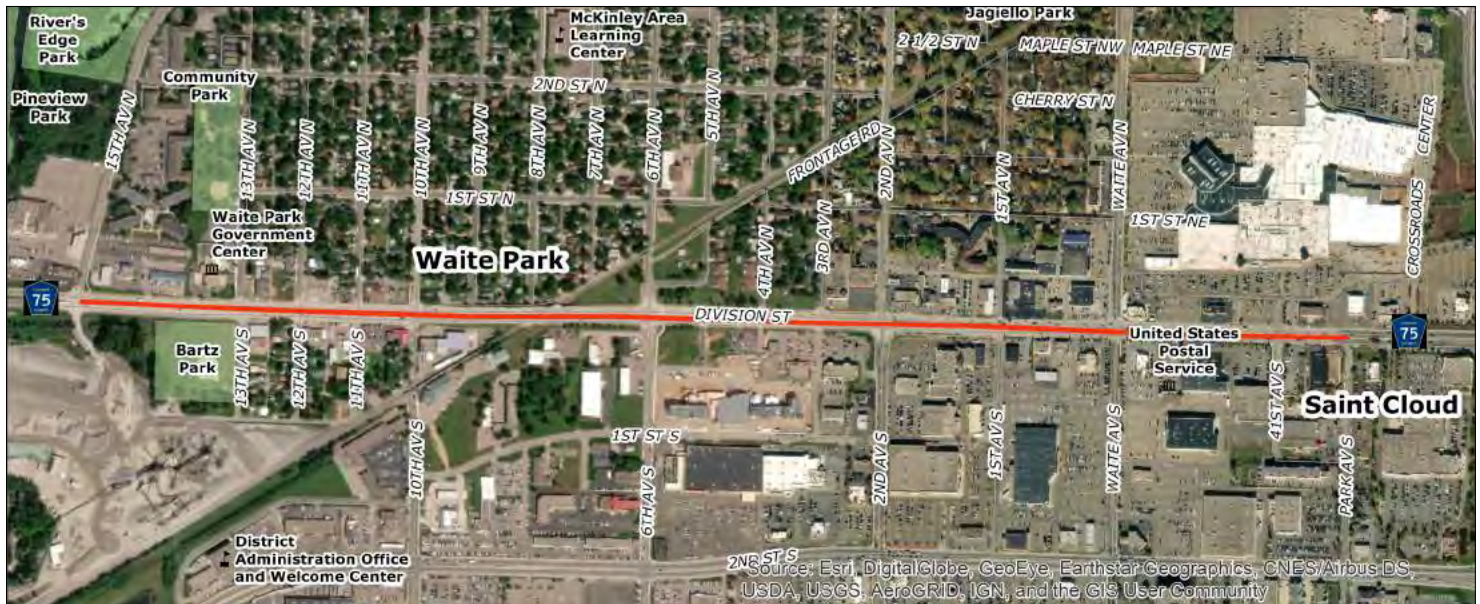


Photo courtesy Saint Cloud APO

Programmed Funds Breakdown	Total
Advance Construction Payback	\$806,536

Project Description

Concrete pavement rehabilitation on Stearns CSAH 75 (Division Street) from 15th Avenue in Waite Park to Park Avenue in Saint Cloud.

Project Number: 073-675-040AC

Funding Source: NHPP

Project Scope: 1.4 miles

Status updates

Nov. 12, 2019: Project memorandum submitted. Plans are about 90 percent complete. Project cost has increased to \$1,900,000. In process of discussing potential funding shift from future project with District 3 State Aid Engineer Kelvin Howieson. Further update on this project expected in late November. **Dec. 30, 2019:** Funding source change from STBGP to NHPP. Project cost increased from \$1,100,000 to \$1,715,056. Additional Federal funding is being pulled from CSAH 75 project programmed in FY 2022 (073-675-041) to cover cost increase — AC increasing from \$191,480 to \$806,536. Local match is remaining the same.

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2022 Stearns County CSAH 75 from MN 15 to Cooper Avenue



Photo courtesy of Saint Cloud APO

Estimated project cost: \$1,600,000

Construction year: 2022

Status updates

May 21, 2019: Project was incorporated into the FY 2020-2023 TIP table. Per Kelvin Howieson, MnDOT D3 State-Aid Engineer, Stearns County receives NHPP funding every year for CSAH 75. This entry is a placeholder for a project yet to be determined by the county. **August 2019:** Project has been identified to be a mill and overlay on County Road 75 from MN-15 to Cooper Avenue. This description, along with the updated project number (073-675-041) will need to be processed as an amendment to the Transportation Improvement Program. A formal change is anticipated in February 2020. **Nov. 12, 2019:** Project plans and project memorandum have not yet been started. These items should be completed by December 2021 and a letting date in February 2022 is expected. **Dec. 30, 2019:** Local match is increasing from \$307,528 to \$922,584. This is due to Federal funds needing to be pulled from this project to cover cost increase to 073-675-040. Overall project cost will remain the same. **April 10, 2020:** During annual TIP update, Stearns County has opted to allocate its yearly targeted NHPP CSAH 75 funds (approximately \$615,000 for FY 2024) to this project. The influx of \$615,054 in Federal funds has dropped the local funds to \$369,890 from \$922,584.

Project Description

Mill and overlay on CSAH 75 from MN 15 to Cooper Avenue in Saint Cloud.

Advance Construction

Payback in FY 2023 and FY 2024.

Project Numbers:

2022:073-675-041

2023: 073-675-041AC1

2024: 073-675-041AC2

Funding Source: NHPP

Project Scope: N/A

Programmed Funds Breakdown

Total

Advance Construction	\$615,056 (2023 Only)
Payback	\$615,054 (2024 Only)
LF	\$369,890 (2022 Only)

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2022 Sartell 19th Avenue

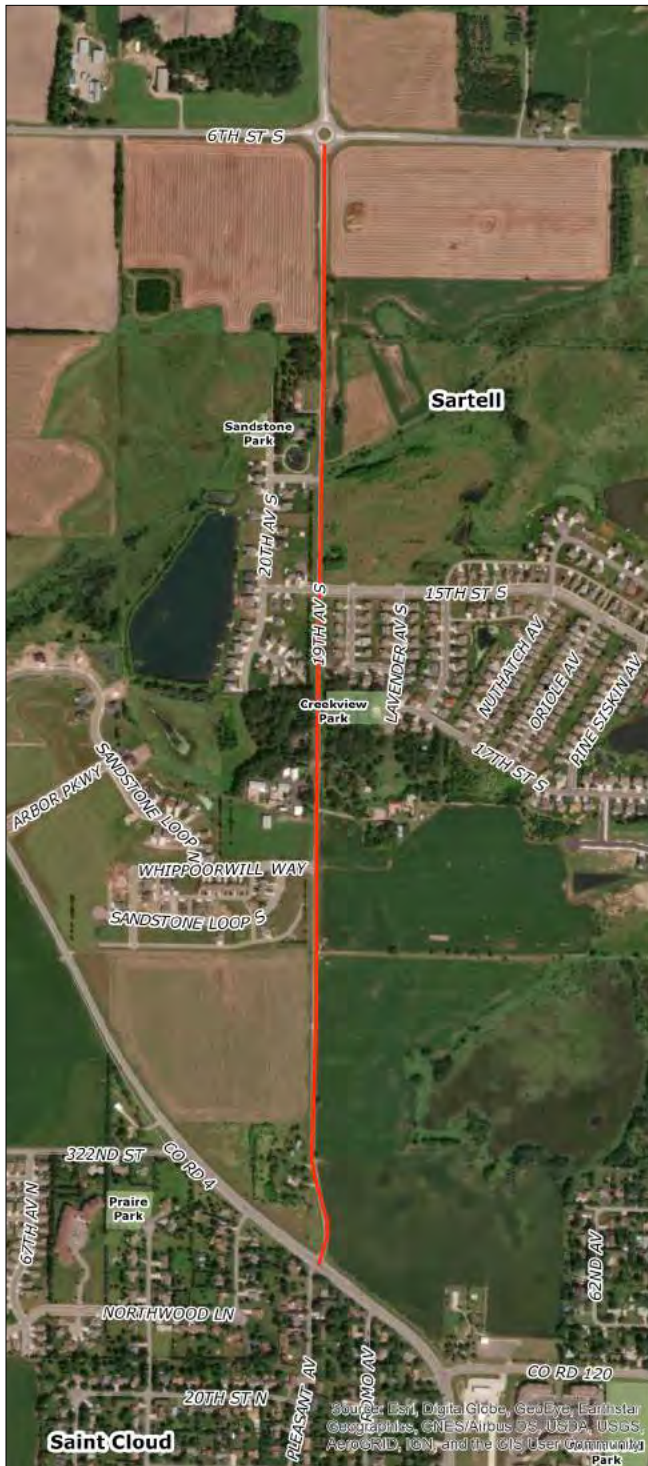


Photo courtesy Saint Cloud APO

Estimated project cost \$4,799,920

Construction year: 2022

Project Description

Reconstruction of 19th Avenue from CSAH 4 to CSAH 133 (Sixth Street S).

Advance Construction

Payback in FY 2023.

Project Number:

2022: 220-113-002

2023: 220-113-002AC

Funding Source: STBGP 5K-200K

Project Scope: 1.3 miles

Programmed Funds Breakdown	Total
FHWA (2022 Only)	\$160,100
Advance Construction Payback (2023 Only)	\$1,929,820
LF (2022 Only)	\$2,710,000

Status updates

Nov. 7, 2019: Topographic surveying and a more detailed preliminary design is anticipated to begin in the spring of 2020. Final design is anticipated to be completed by the winter of 2021. Project is on track.

Project Sponsor: City of Sartell

Project Contact: Jon Halter, City Engineer 320-229-4344 jhalter@sehinc.com

2022 Saint Cloud Cooper Avenue



Photo courtesy of Saint Cloud APO

Estimated project cost \$2,500,000

Construction year: 2022

Project Description

Reconstruction of MSAS 141 (Cooper Avenue), from Traverse Road to CSAH 75 (Roosevelt Road). This project also includes bicycle lanes and sidewalks.

Project Number: 162-141-008

Funding Source: STBGP 5K-200K

Project Scope: 0.6 miles

Programmed Funds Breakdown	Total
FHWA	\$1,457,080
LF	\$1,042,920

Status updates

Nov. 7, 2019: Estimated construction start date would be Spring 2022 with an anticipated completion date of Fall 2022.

Project Sponsor: City of Saint Cloud

Project Contact: Steven Foss, City Engineer 320-255-7243 steven.foss@ci.stcloud.mn.us

2022 MnDOT US 10 Bridge Replacement

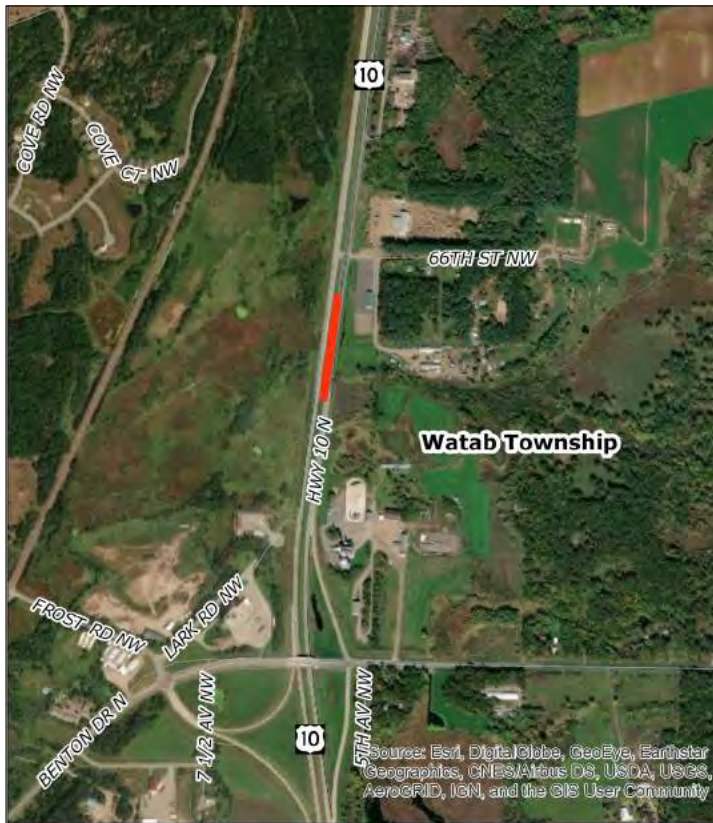


Photo courtesy Saint Cloud APO.

Estimated project cost \$1,401,000

Construction year: 2022

Project Description

Replacement of bridge number 3666 over stream with a box culvert 0.2 miles NW of Benton CSAH 33 (First Avenue NE/60th Street NW) on US 10.

Project Number: 0502-115

Funding Source: NHPP

Project Scope: N/A

Programmed Funds Breakdown

Programmed Funds Breakdown	Total
FHWA	\$1,120,800
SF	\$280,200

Status updates

Oct. 30, 2019: Anticipated letting date for this project is Jan. 28, 2022. **March 19, 2020:** Project cost has increased from \$621,000 to \$1,401,000 due to cost estimates increasing.

Project Sponsor: MnDOT D3

Project Contact: Russell Fellbaum, Development Project Manager 320-223-6536

russell.fellbaum@state.mn.us

2022 MnDOT County Road 65 Railroad Signal Improvements

Estimated project cost:
\$307,000

Construction year: 2022

Project Description

Removing the at-grade rail crossing of the dual BNSF tracks along US 10 at 45th Avenue and realign the County Road 65/42nd Street crossing.

Project Number: 71-00129

Funding Source: RRS

Project Scope: N/A



Photo courtesy of Saint Cloud APO

Programmed Funds Breakdown

Total

FHWA

\$276,300

LF

\$30,700

Status updates

Feb. 3, 2020: Project added to the TIP per MnDOT's Office of Freight and Commercial Vehicle Operations. **March 19, 2020:** Project cost has increased from \$300,000 to \$307,000.

Project Sponsor: MnDOT Office of Freight and Commercial Vehicle Operations

Project Contact: Amy Johnson, Program Manager 651-366-3709 amy.l.johnson@state.mn.us

2023 Saint Cloud Metro Bus Operating Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-23H	Operating assistance	\$9,600,000	FTA: \$1,500,000 LF: \$8,100,000
TRF-0048-23A	Paratransit operating	\$4,700,000	LF: \$4,700,000
TRF-0048-23B	Northstar commuter operating	\$1,400,000	LF: \$1,400,000

Status updates

TRF-0048-23H:

TRF-0048-23A:

TRF-0048-23B:



Photo courtesy of Saint Cloud APO

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2023 Saint Cloud Metro Bus CIP Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-23D	Purchase office equipment, IT, and communication projects	\$115,000	FTA: \$92,000 LF: \$23,000
TRF-0048-23G	Purchase maintenance tools and equipment	\$15,000	FTA: \$12,000 LF: \$3,000

Status updates

TRF-0048-23D:

TRF-0048-23G:

TRF-0048-23E: April 2020: This project, for the purchase of six less than 30-foot CNG DAR replacement buses has been deleted from the TIP during the annual update per Saint Cloud Metro Bus. This project was \$1,410,000 with \$1,128,000 coming from FTA and \$282,000 coming from local funds.



Photo courtesy of Saint Cloud APO

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2023 Saint Cloud Metro Bus CIP Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-23I	Transit Signal Priority (TSP) projects	\$30,000	FTA: \$24,000 LF: \$6,000
TRS-0048-23TA	Purchase of two standard 35-foot Class 700 replacement CNG buses	\$1,216,000	STBGP 5K-200K: \$972,800 SF: \$121,600 LF: \$121,600

Status updates

TRF-0048-23I:

TRS-0048-23TA: Feb. 3, 2020: Project being added to the TIP per funding awards from MnDOT's Office of Transit and Active Transportation.

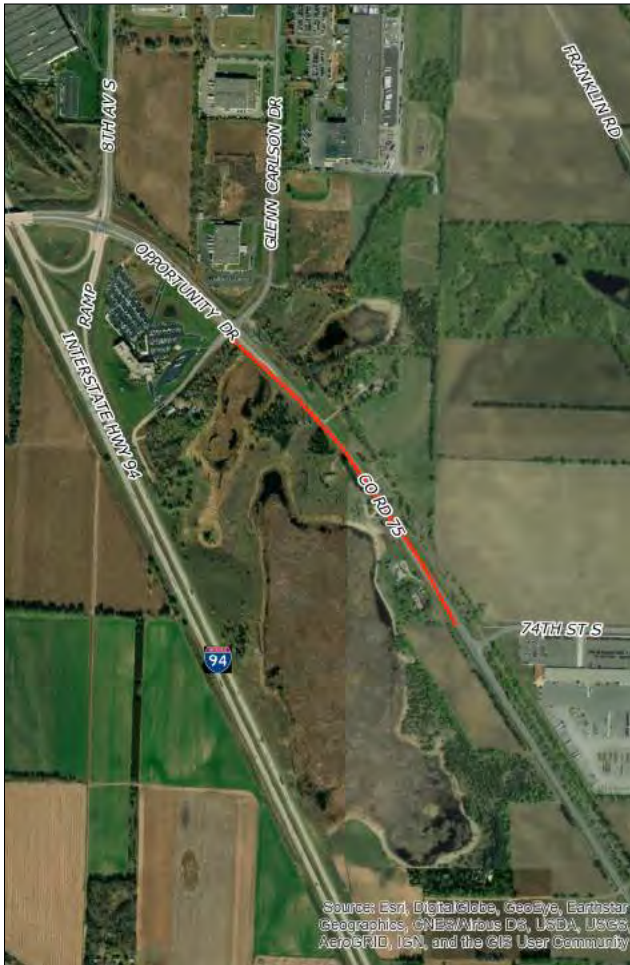


Photo courtesy of Saint Cloud Metro Bus

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2023 Stearns County Beaver Island Trail Extension



Estimated project cost: \$1,740,000

Construction year: 2023

Project Description

Extending the Beaver Island Trail from Opportunity Park in the City of Saint Cloud to the River County Rail in the City of Clearwater.

Project Number: 073-090-012

Funding Source: STBG TAP 5K-200K

Project Scope: 4.5 miles (a majority of construction will take place outside of the APO's MPA).

Programmed Funds Breakdown	Total
FHWA	\$400,000
LF	\$1,340,000

Photo courtesy Saint Cloud APO. Of note, this photo only shows the portion of the trail within the APO's MPA.

Status updates

Nov. 12, 2019: Consultant Request for Proposal will be sent out soon to begin work on the project memorandum and plans.

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2023 Stearns CSAH 4/CSAH 133 Roundabout

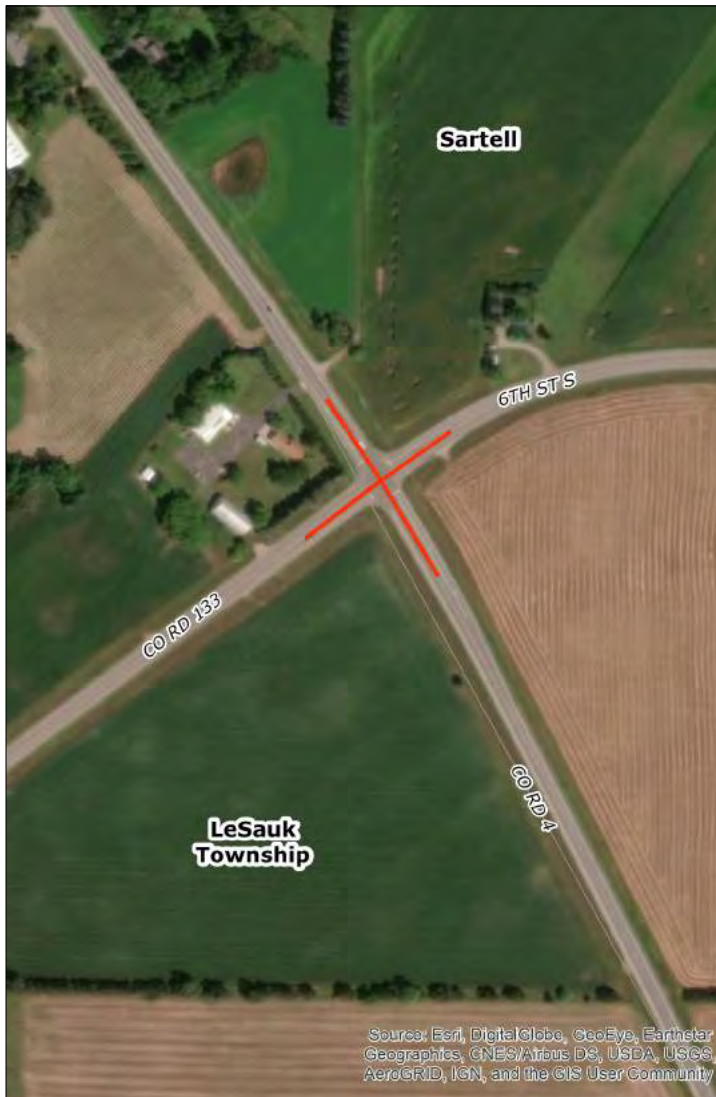


Photo courtesy Saint Cloud APO

Estimated project cost: \$888,900

Construction year: 2023

Project Description

Construct a roundabout at the intersection of CSAH 4 and CSAH 133 at Five Points in Stearns County.

Project Number: 073-070-025

Funding Source: HSIP

Project Scope: N/A

Programmed Funds Breakdown	Total
FHWA	\$800,000
LF	\$88,900

Status updates

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us

2023 Sartell Heritage Drive Connections



Photo courtesy Saint Cloud APO

Estimated project cost \$459,121

Construction year: 2023

Project Description

Extension of current shared use path along Heritage Drive from Huntington Drive South to Amber Avenue South. This project also includes the installation of two marked crosswalks along Heritage Drive.

Project Number: 220-090-002

Funding Source: STBGTA 5K-200K

Project Scope: N/A

Programmed Funds Breakdown

Total

FHWA

\$367,297

LF

\$91,824

Status updates

Nov. 7, 2019: Project memo is anticipated to be completed in the fall of 2021. Final design is anticipated to start in the spring of 2022, and be completed by the winter of 2022/2023. Project is on track.

Project Sponsor: City of Sartell

Project Contact: Jon Halter, City Engineer 320-229-4344 jhalter@sehinc.com

2023 MnDOT MN 23 and US 10

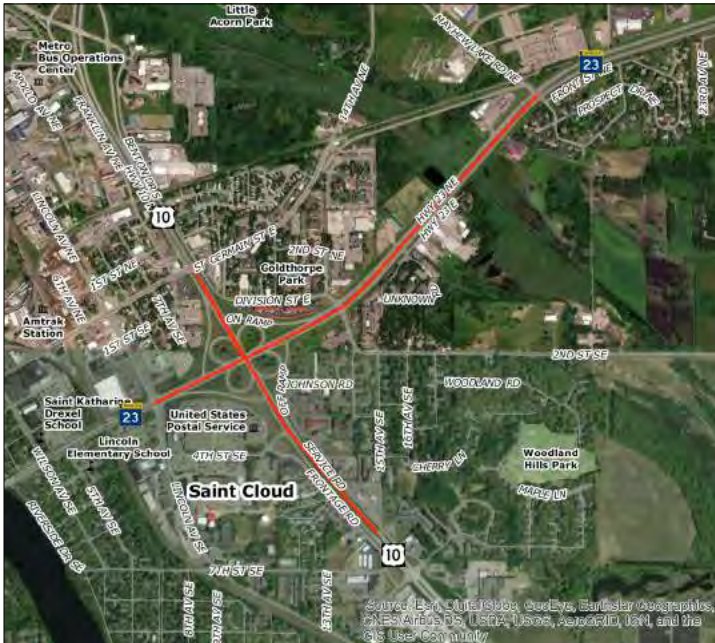


Photo courtesy Saint Cloud APO

Estimated project cost \$30,300,000

Construction year: 2023

Programmed Funds Breakdown	Total
FHWA (2023 Only)	0503-91: \$12,076,000 0503-91S: \$675,000 0503-91GMNR: \$3,016,000 0503-91AC: \$0
Advanced Construction Payback (2024 Only)	0503-91: \$0 0503-91S: \$0 0503-91GMNR: \$0 0503-91AC: \$8,548,000
SF (2023 Only)	0503-91: \$5,156,000 0503-91S: \$75,000 0503-91GMNR: \$754,000 0503-91AC: \$0

Project Sponsor: MnDOT D3

Project Contact: Claudia Dumont, Development
Project Manager 320-223-6530
claudia.dumont@state.mn.us

Project Description

Reconstruction of MN 23 (from 0.1 miles west of Lincoln Avenue to 0.1 miles west of CR 1/ Mayhew Lake Road) and US 10 (from 0.2 miles west of East Saint Germain Street to 0.1 miles north of 15th Avenue SE) interchange. This project will include replacing bridges 9021 and 9022 with 05019 and 05018 respectively along with multimodal improvements.

Project Numbers: 0503-91, 0503-91AC, 0503-91S, and 0503-91GMNR

Advance Construction
Payback in FY 2024.

Funding Source:
0503-91 and 0503-91AC: NHPP
0503-91S: HSIP
0503-91GMNR: STBGP 5K-200K

Project Scope: 2.1 miles

Status updates

Oct. 30, 2019: Anticipated letting date for this project is mid to late 2021. **March 19, 2020:** Additional STBGP funds have been added to this project through the Greater Minnesota Reliability Fund program (0503-91GMNR). HSIP funds have also been added to this project (0503-91S).

2023 MnDOT Interstate 94 Bridge Overlay

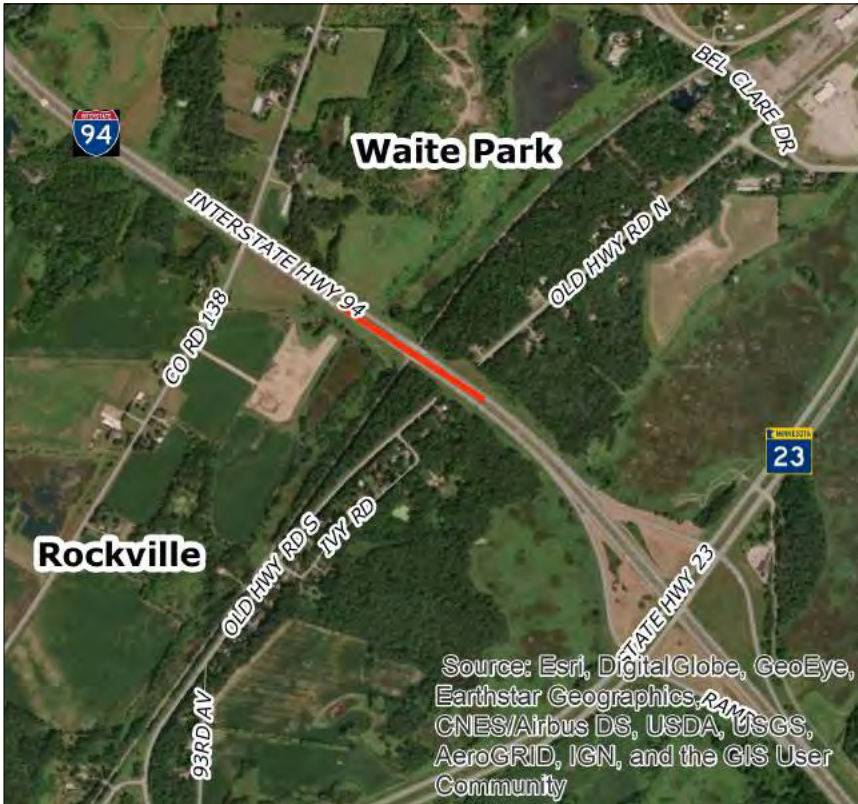


Photo courtesy Saint Cloud APO

Estimated project cost
\$1,800,000

Construction year: 2023

Project Description

Overlay bridge numbers 73875 and 73876 over the BNSF railroad 0.6 miles west of the MN 23 interchange.

Project Number: 7380-259

Funding Source: NHPP

Project Scope: 0.2 miles

Programmed Funds Breakdown	Total
FHWA	\$1,440,000
SF	\$360,000

Status updates

Oct. 30, 2019: Project letting date is anticipated for Jan. 28, 2022. This could possibly be an Early Let, Late Award (ELLA) project. **March 19, 2020:** Project cost has dropped from \$6,054,000 to \$1,800,000. Original project proposed was scaled back. New cost estimate on the adjusted project was provided.

Project Sponsor: MnDOT D3

Project Contact: Claudia Dumont, Development Project Manager 320-223-6530
claudia.dumont@state.mn.us

2023 MnDOT Interstate 94 Bridge Overlay at CSAH 75



Photo courtesy Saint Cloud APO

Estimated project cost
\$1,100,000

Construction year: 2023

Project Description

Overlay I-94 bridge number 73868 at CSAH 75 northwest of Saint Joseph.

Project Number: 7380-264

Funding Source: NHPP

Project Scope: N/A

Programmed Funds Breakdown

Total

FHWA	\$880,000
SF	\$220,000

Status updates

Project Sponsor: MnDOT D3

Project Contact: Steve Voss, District Planning Director 218-828-5779 steve.voss@state.mn.us

2023 MnDOT US 10 Guardrails



Estimated project cost \$1,634,250

Construction year: 2023

Project Description

Install median cable barrier guardrails on US 10 north from Saint Cloud to Clear Lake.

Project Number: 7103-63

Funding Source: HSIP

Project Scope: 9.1 miles



Photos courtesy Saint Cloud APO and MnDOT.

Programmed Funds Breakdown	Total
FHWA	\$1,470,825
SF	\$163,425

Status updates

Project Sponsor: MnDOT D3

Project Contact: Steve Voss, District Planning Director 218-828-5779 steve.voss@state.mn.us

2024 Saint Cloud Metro Bus Operating Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-24H	Operating assistance	\$9,600,000	FTA: \$1,500,000 LF: \$8,100,000
TRF-0048-24I	Paratransit operating	\$4,750,000	LF: \$4,750,000
TRF-0048-24J	Northstar commuter operating	\$1,450,000	LF: \$1,450,000

Status updates

TRF-0048-24H:

TRF-0048-24I:

TRF-0048-24J:



Photo courtesy of Saint Cloud Metro Bus

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2024 Saint Cloud Metro Bus CIP Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-24A	Purchase two 35-foot replacement CNG buses	\$1,216,000	FTA: \$972,800 LF: \$243,200
TRF-0048-24C	Facility improvements and acquisitions	\$5,975,000	FTA: \$4,780,000 LF: \$1,195,000
TRF-0048-24D	Long Range Transportation Plan	\$350,000	FTA: \$280,000 LF: \$70,000

Status updates

TRF-0048-24A:

TRF-0048-24C:

TRF-0048-24D:



Photo courtesy of Saint Cloud Metro Bus

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2024 Saint Cloud Metro Bus CIP Projects

Project Number	Description	Estimated Total Project Cost	Programmed Funds Breakdown
TRF-0048-24E	Purchase office equipment, IT, & communication projects	\$114,000	FTA: \$91,200 LF: \$22,800
TRF-0048-24F	Purchase eight less than 30-foot replacement CNG buses	\$1,920,000	FTA: \$1,536,000 LF: \$384,000
TRF-0048-24G	Purchase maintenance tools & equipment	\$65,000	FTA: \$52,000 LF: \$13,000

Status updates

TRF-0048-24E:

TRF-0048-24F:

TRF-0048-24G:



Photo courtesy of Saint Cloud Metro Bus

Project Sponsor: Saint Cloud Metro Bus

Project Contact: Paula Mastey, CFO 320-529-4490 pmastey@stcloudmtc.com

2024 Benton County CSAH 1



Photo courtesy Saint Cloud APO

Estimated project cost: \$922,944

Construction year: 2024

Project Description

Full depth reclamation on Benton CSAH 1 (Mayhew Lake Road NE) from CSAH 29 (35th Street NE) to 0.25 miles south of County Road 78 (15th Avenue NE) in Sauk Rapids/Sauk Rapids Township.

Project Number: 005-601-012

Funding Source: STBGP 5K-200K

Project Scope: 3 miles

Programmed Funds Breakdown	Total
FHWA	\$738,355
LF	\$184,589

Status updates

Project Sponsor: Benton County

Project Contact: Chris Byrd, County Engineer 320-968-5054 cbyrd@co.benton.mn.us

2024 Stearns County CSAH 133



Photo courtesy Saint Cloud APO

Estimated project cost: \$1,822,944

Construction year: 2024

Project Description

Expanding CSAH 133 (from two lanes to four lanes) from CSAH 75 to 19th Avenue in Saint Joseph. This project will also include intersection improvements at Elm Street and the construction of dual left turn lanes on eastbound CSAH 75 to northbound CSAH 133.

Project Number: 073-733-006

Funding Source: STBGP 5K-200K

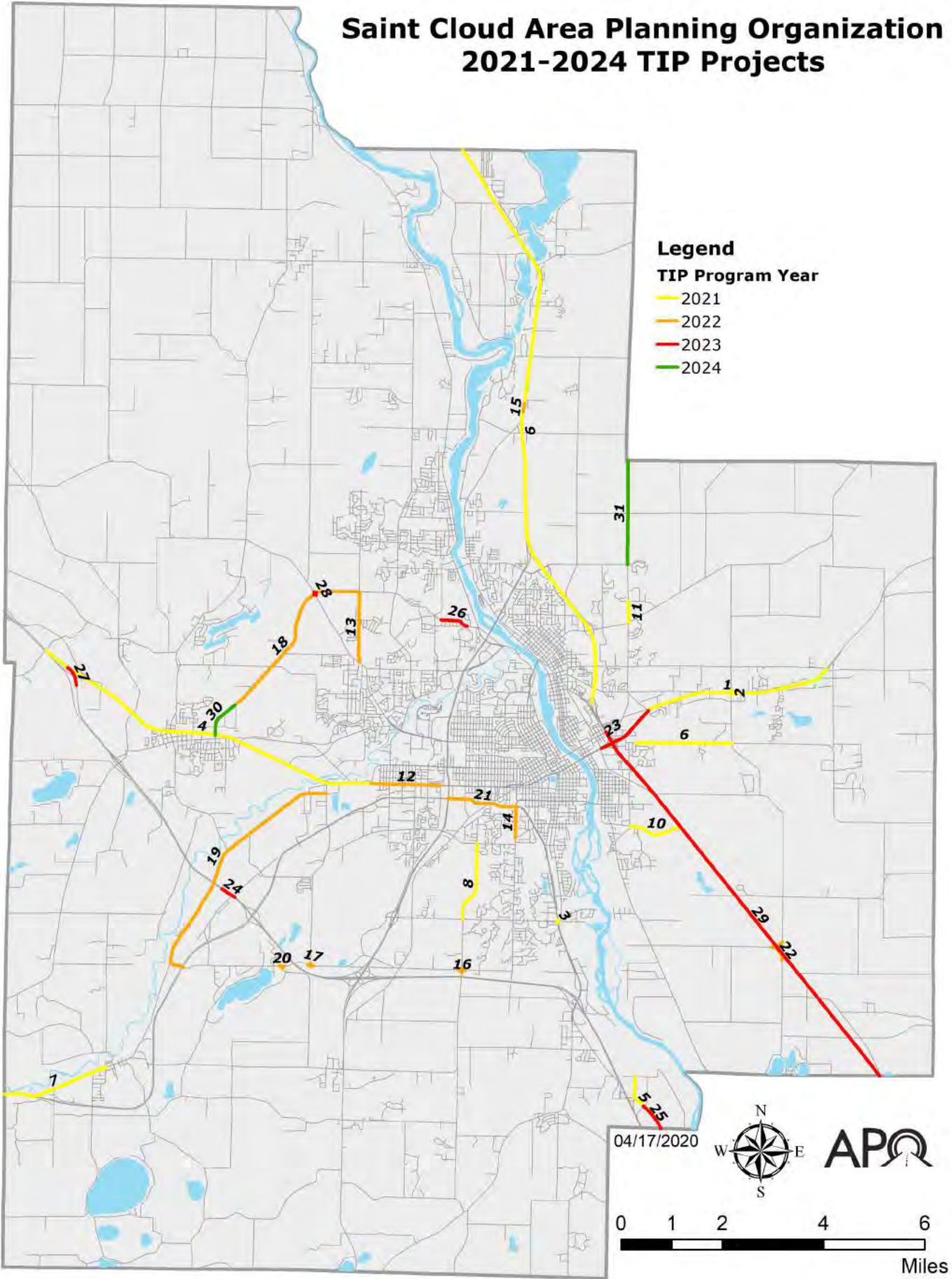
Project Scope: 0.8 miles

Programmed Funds Breakdown	Total
FHWA	\$1,458,355
LF	\$364,589

Status updates

Project Sponsor: Stearns County

Project Contact: Jodi Teich, County Engineer 320-255-6180 jodi.teich@co.stearns.mn.us



Project ID	Sponsoring Jurisdiction/Agency	Route	Work Type
1/2	MnDOT	MN 23	Mill and overlay and turn lanes
3	Stearns County	CSAH 75 at 33rd Street S	Turn lanes
4	Stearns County	CSAH 75	Bituminous overlay
5	Saint Cloud	Beaver Island Trail	New trail construction
6	Benton County	CSAH 8	Edgeline rumble strips and bituminous reclamation
7	Stearns County	ROCORI Trail	New trail construction
8	Saint Cloud	MSAS 175 (CR 136)	Bituminous reclamation and sidewalks
9	MnDOT	US 10	Guard rails
10	MnDOT	MN 301	Retaining wall preservation
11	Sauk Rapids	Mayhew Lake Road Trail	New trail construction
12	Stearns County	CSAH 75	Concrete pavement rehabilitation
13	Sartell	MSAS 113 (19th Ave.)	Reconstruction
14	Saint Cloud	MSAS 141 (Cooper Ave.)	Reconstruction
15	MnDOT	US 10	Bridge replacement
16, 17, 20	Stearns County	CSAH 136 (Oak Grove Road SW) and CR 122 (40th St. S) CSAH 6 and CSAH 137 CSAH 6 and CR 137	Lighting
18/19	Stearns County	CSAH 133 CSAH 138	Signing
21	Stearns County	CSAH 75	Mill and overlay
22	MnDOT	County Road 65 (42nd Street)	Railroad
23	MnDOT	MN 23 at US 10	Interchange Bridge Replacement
24	MnDOT	I 94	Bridge overlay
25	Stearns County	Beaver Island Trail	New trail construction
26	Sartell	Heritage Drive	New trail construction
27	MnDOT	I 94	Bridge overlay
28	Stearns County	CSAH 4 at CSAH 133	Roundabout
29	MnDOT	US 10	Guard rails
30	Stearns County	CSAH 133	Expansion and mill and overlay
31	Benton County	CSAH 1	Bituminous reclamation

Figure 10: Map of the APO’s FY 2021 -2024 TIP project locations.



CHAPTER TWO: ENVIRONMENTAL JUSTICE

In 1994, Presidential Executive Order 12898 mandated that every Federal agency incorporate environmental justice (EJ) in its mission by analyzing and addressing the effects of all programs, policies, and activities on minority and low-income populations.

Drawing from the framework established by Title VI of the Civil Rights Act of 1964, as well as the 1969 National Environmental Policy Act (NEPA), the U.S. Department of Transportation set forth the following three principles to ensure non-discriminatory practices in its federally funded activities:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

While it is difficult to make significant improvements to transportation systems without causing impacts of one form or another, the concern is whether proposed projects disproportionately affect the health or environments of minority or low-income populations in a negative manner. In the past, the impacts on these groups were often overlooked as potential criteria for project evaluation.

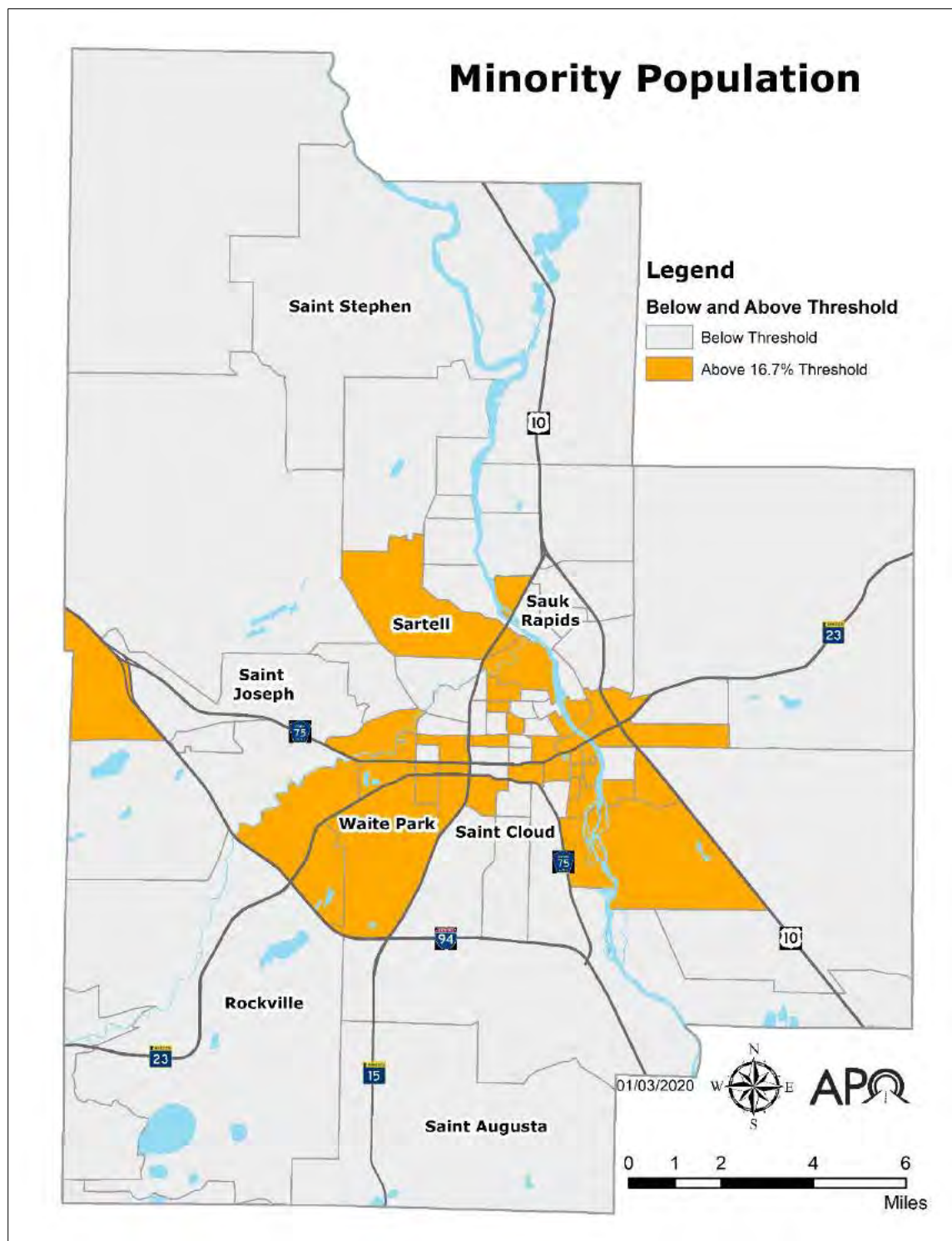
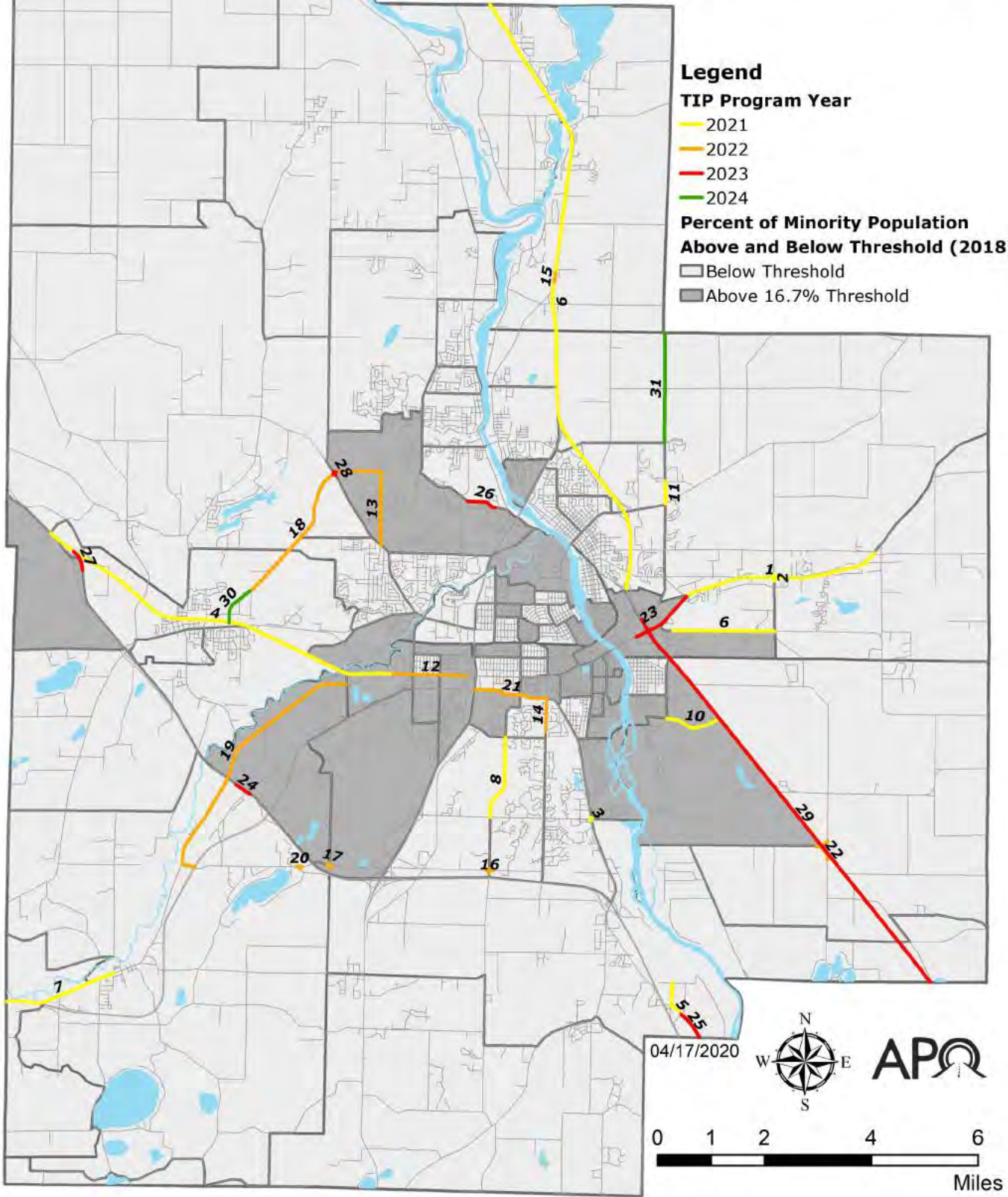


Figure 11: *Percent of APO member jurisdiction's minority population by Census block group.* According to the U.S. Census Bureau's 2014-2018 American Community Survey Five Year Estimates, a total of 22,563 residents (out of 135,441) have been identified as being from a minority population. Minority populations include individuals who identify as one or more of the following: Black/African American alone; American Indian and Alaska Native alone; Asian alone; Native Hawaiian and other Pacific Islander alone; some other race; two or more races; and Hispanic or Latino descent. This corresponds to a regional average of 16.7 percent of the APO's planning area population. Data courtesy of U.S. Census Bureau's 2014-2018 ACS Five Year Estimates.

Saint Cloud Area Planning Organization
2021-2024 TIP Projects
Environmental Justice Review
Minority Population by Census Block Group



Project ID	Sponsoring Jurisdiction/Agency	Route	Work Type
1/2	MnDOT	MN 23	Mill and overlay and turn lanes
3	Stearns County	CSAH 75 at 33rd Street S	Turn lanes
4	Stearns County	CSAH 75	Bituminous overlay
5	Saint Cloud	Beaver Island Trail	New trail construction
6	Benton County	CSAH 8	Edgeline rumble strips and bituminous reclamation
7	Stearns County	ROCORI Trail	New trail construction
8	Saint Cloud	MSAS 175 (CR 136)	Bituminous reclamation and sidewalks
9	MnDOT	US 10	Guard rails
10	MnDOT	MN 301	Retaining wall preservation
11	Sauk Rapids	Mayhew Lake Road Trail	New trail construction
12	Stearns County	CSAH 75	Concrete pavement rehabilitation
13	Sartell	MSAS 113 (19th Ave.)	Reconstruction
14	Saint Cloud	MSAS 141 (Cooper Ave.)	Reconstruction
15	MnDOT	US 10	Bridge replacement
16, 17, 20	Stearns County	CSAH 136 (Oak Grove Road SW) and CR 122 (40th St. S) CSAH 6 and CSAH 137 CSAH 6 and CR 137	Lighting
18/19	Stearns County	CSAH 133 CSAH 138	Signing
21	Stearns County	CSAH 75	Mill and overlay
22	MnDOT	County Road 65 (42nd Street)	Railroad
23	MnDOT	MN 23 at US 10	Interchange Bridge Replacement
24	MnDOT	I 94	Bridge overlay
25	Stearns County	Beaver Island Trail	New trail construction
26	Sartell	Heritage Drive	New trail construction
27	MnDOT	I 94	Bridge overlay
28	Stearns County	CSAH 4 at CSAH 133	Roundabout
29	MnDOT	US 10	Guard rails
30	Stearns County	CSAH 133	Expansion and mill and overlay
31	Benton County	CSAH 1	Bituminous reclamation

Figure 12: Map of the APO's FY 2021-2024 TIP projects and the proximity to areas with a high concentration of people-of-color.
June 11, 2020

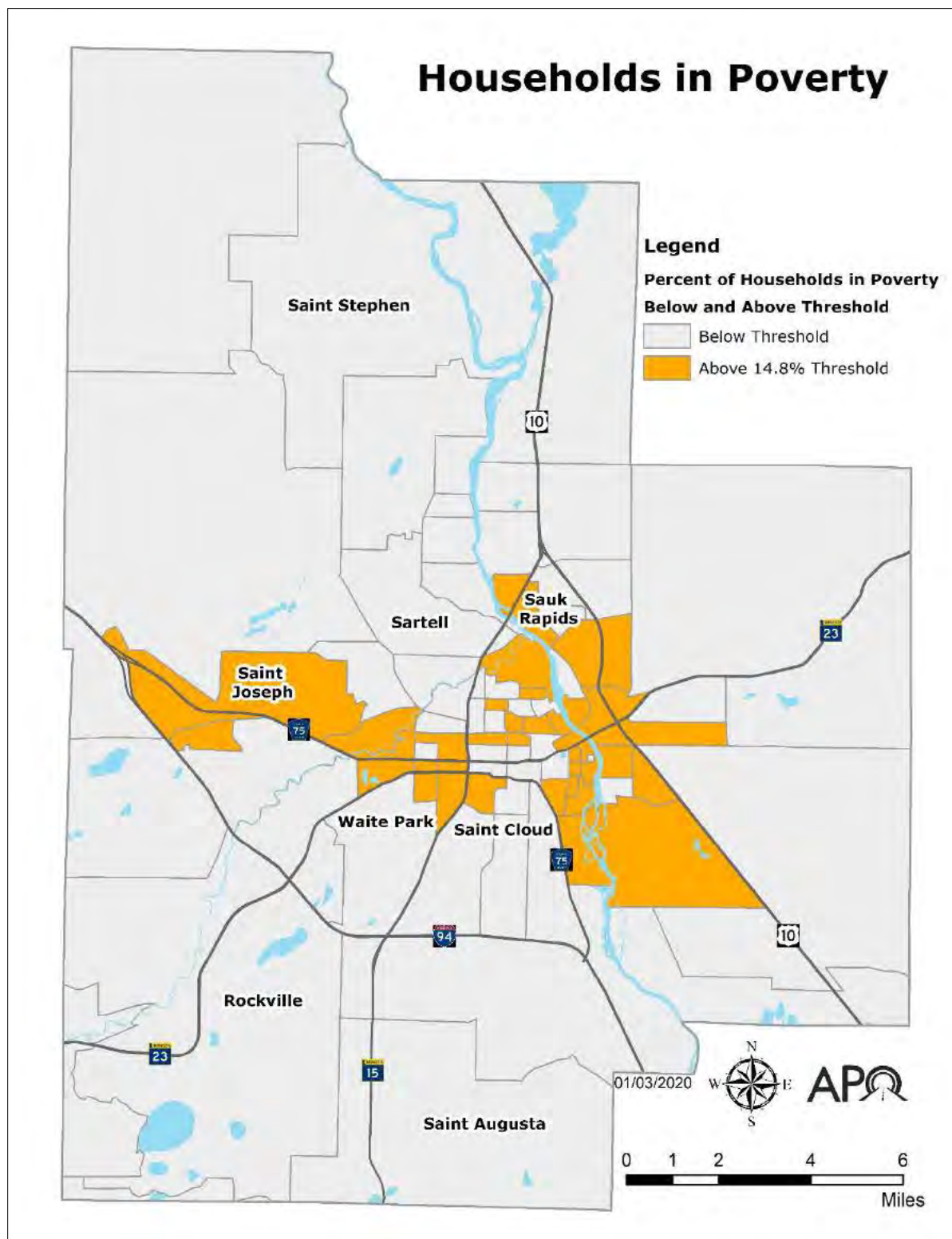
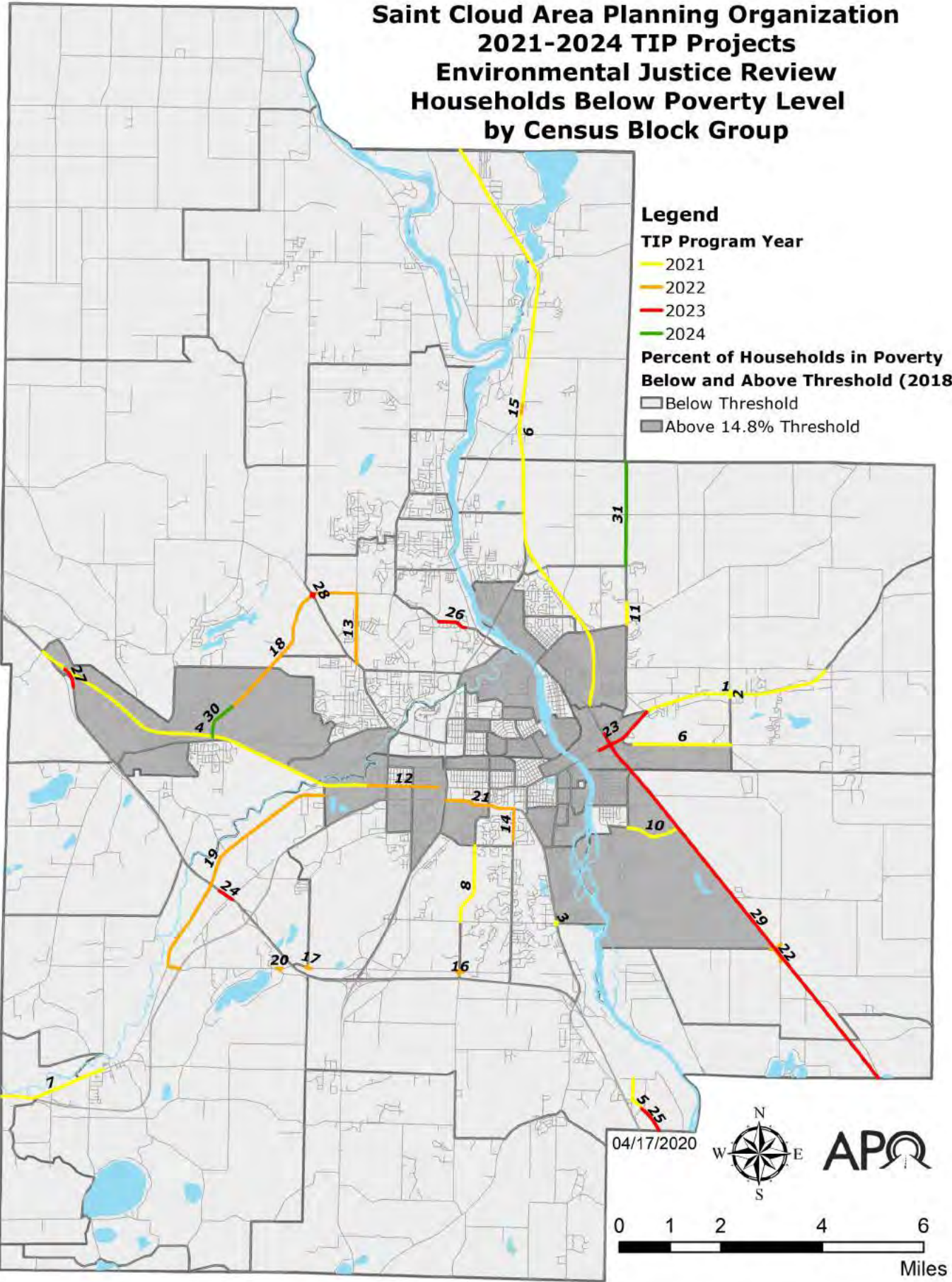


Figure 13: Percent of APO member jurisdiction's household population living in poverty by Census block group. According to the U.S. Census Bureau's 2014-2018 American Community Survey Five Year Estimates, a total of 7,756 households (out of 52,390) have been identified as low-income. This corresponds to a regional average of 14.8 percent of the APO's planning area population. Data courtesy of U.S. Census Bureau's 2014-2018 ACS Five Year Estimates.



Project ID	Sponsoring Jurisdiction/Agency	Route	Work Type
1/2	MnDOT	MN 23	Mill and overlay and turn lanes
3	Stearns County	CSAH 75 at 33rd Street S	Turn lanes
4	Stearns County	CSAH 75	Bituminous overlay
5	Saint Cloud	Beaver Island Trail	New trail construction
6	Benton County	CSAH 8	Edgeline rumble strips and bituminous reclamation
7	Stearns County	ROCORI Trail	New trail construction
8	Saint Cloud	MSAS 175 (CR 136)	Bituminous reclamation and sidewalks
9	MnDOT	US 10	Guard rails
10	MnDOT	MN 301	Retaining wall preservation
11	Sauk Rapids	Mayhew Lake Road Trail	New trail construction
12	Stearns County	CSAH 75	Concrete pavement rehabilitation
13	Sartell	MSAS 113 (19th Ave.)	Reconstruction
14	Saint Cloud	MSAS 141 (Cooper Ave.)	Reconstruction
15	MnDOT	US 10	Bridge replacement
16, 17, 20	Stearns County	CSAH 136 (Oak Grove Road SW) and CR 122 (40th St. S) CSAH 6 and CSAH 137 CSAH 6 and CR 137	Lighting
18/19	Stearns County	CSAH 133 CSAH 138	Signing
21	Stearns County	CSAH 75	Mill and overlay
22	MnDOT	County Road 65 (42nd Street)	Railroad
23	MnDOT	MN 23 at US 10	Interchange Bridge Replacement
24	MnDOT	I 94	Bridge overlay
25	Stearns County	Beaver Island Trail	New trail construction
26	Sartell	Heritage Drive	New trail construction
27	MnDOT	I 94	Bridge overlay
28	Stearns County	CSAH 4 at CSAH 133	Roundabout
29	MnDOT	US 10	Guard rails
30	Stearns County	CSAH 133	Expansion and mill and overlay
31	Benton County	CSAH 1	Bituminous reclamation

Figure 14: Map of the APO’s FY 2021-2024 TIP projects and the proximity to areas with a high concentration of households below the poverty level.



In addition to considering concentrations of minority and low-income populations, the Saint Cloud APO has elected to consider other populations that could be adversely impacted by transportation such as those highlighted specifically by Title VI. Those populations include people with disabilities, limited English proficient populations, zero vehicle households, people age 65 and older, and people age 18 and younger. A more detailed demographic breakdown can be found in the APO's [Stakeholder Engagement Plan \(SEP\)](https://bit.ly/2s5p2WN) (<https://bit.ly/2s5p2WN>).

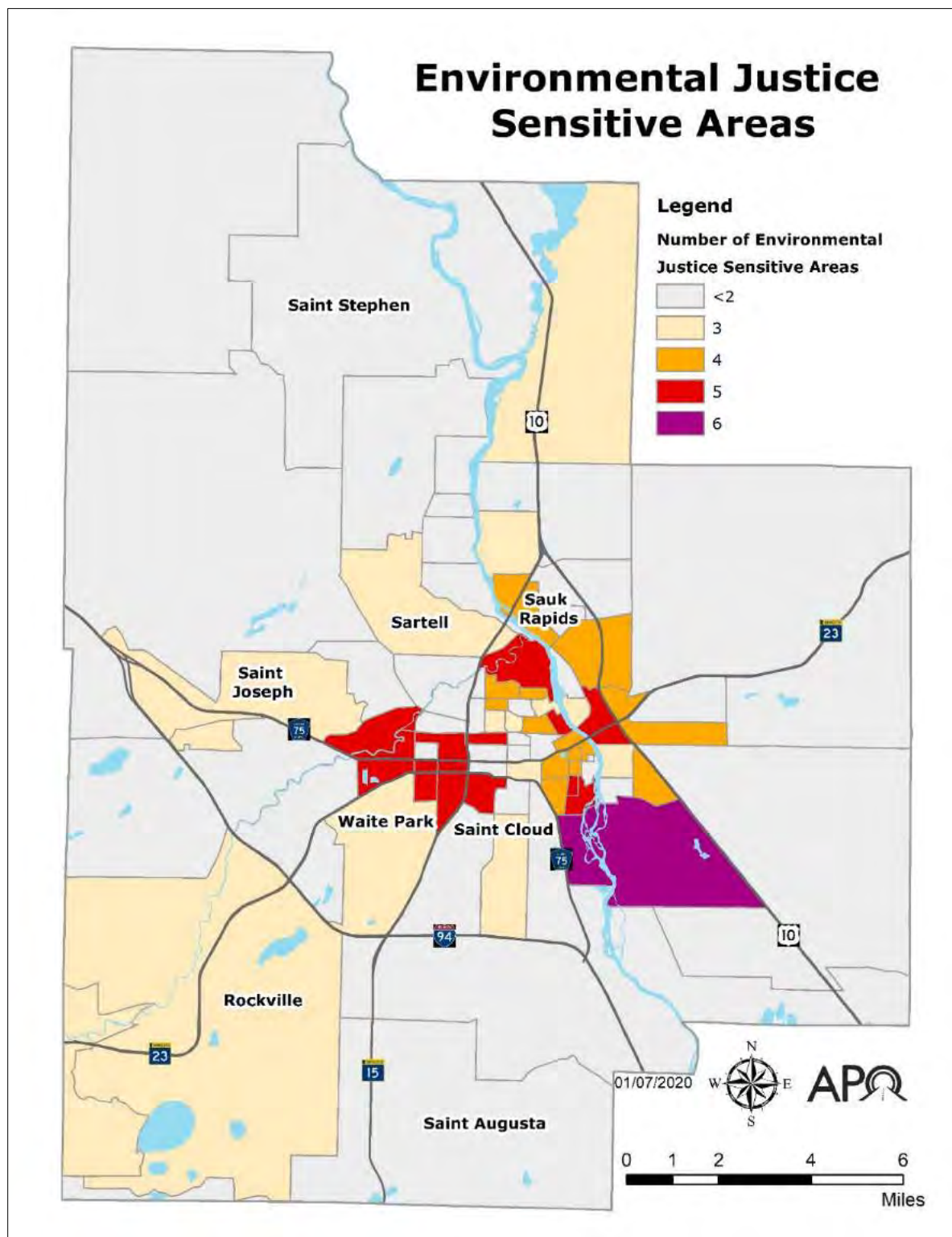
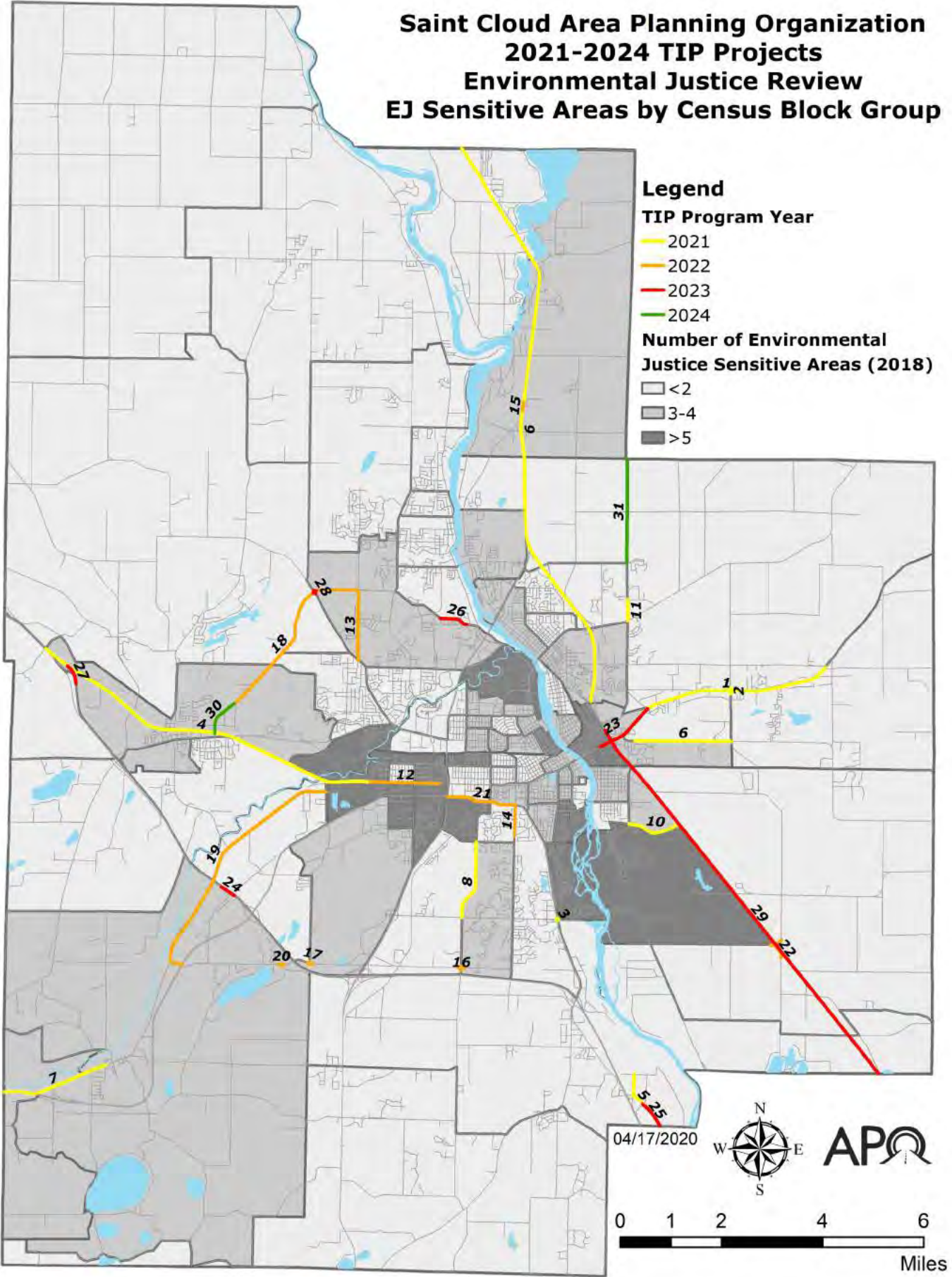


Figure 15: APO EJ and Title VI sensitive areas map encompassing minority populations, households living in poverty, people with disabilities, limited English proficient populations, zero vehicle households, people over age 65, and people under age 18. Of note, no one Census block group had all seven factors present. Data courtesy of U.S. Census Bureau's 2014-2018 ACS Five Year Estimates. Data reflecting people with disabilities is courtesy of U.S. Census Bureau's 2013-2017 ACS Five Year Estimates due to technical issues in mapping the most recent data.



Project ID	Sponsoring Jurisdiction/Agency	Route	Work Type
1/2	MnDOT	MN 23	Mill and overlay and turn lanes
3	Stearns County	CSAH 75 at 33rd Street S	Turn lanes
4	Stearns County	CSAH 75	Bituminous overlay
5	Saint Cloud	Beaver Island Trail	New trail construction
6	Benton County	CSAH 8	Edgeline rumble strips and bituminous reclamation
7	Stearns County	ROCORI Trail	New trail construction
8	Saint Cloud	MSAS 175 (CR 136)	Bituminous reclamation and sidewalks
9	MnDOT	US 10	Guard rails
10	MnDOT	MN 301	Retaining wall preservation
11	Sauk Rapids	Mayhew Lake Road Trail	New trail construction
12	Stearns County	CSAH 75	Concrete pavement rehabilitation
13	Sartell	MSAS 113 (19th Ave.)	Reconstruction
14	Saint Cloud	MSAS 141 (Cooper Ave.)	Reconstruction
15	MnDOT	US 10	Bridge replacement
16, 17, 20	Stearns County	CSAH 136 (Oak Grove Road SW) and CR 122 (40th St. S) CSAH 6 and CSAH 137 CSAH 6 and CR 137	Lighting
18/19	Stearns County	CSAH 133 CSAH 138	Signing
21	Stearns County	CSAH 75	Mill and overlay
22	MnDOT	County Road 65 (42nd Street)	Railroad
23	MnDOT	MN 23 at US 10	Interchange Bridge Replacement
24	MnDOT	I 94	Bridge overlay
25	Stearns County	Beaver Island Trail	New trail construction
26	Sartell	Heritage Drive	New trail construction
27	MnDOT	I 94	Bridge overlay
28	Stearns County	CSAH 4 at CSAH 133	Roundabout
29	MnDOT	US 10	Guard rails
30	Stearns County	CSAH 133	Expansion and mill and overlay
31	Benton County	CSAH 1	Bituminous reclamation

Figure 16: Map of the APO’s FY 2021-2024 TIP projects and the proximity to areas with high concentrations of EJ and Title VI populations.



A project is defined as having the potential to have an adverse EJ effect if any portion of a project intersected with the defined boundaries of a Census block group with a high percentage of minority population or a block group with a high percentage of population below the poverty level.

A total of 24 projects intersect, at least in part, with block groups with high percentage of minority populations. A total of 20 projects intersect with block groups with a high percentage of households living in poverty. The projects, identified in Figure 19, include several safety improvements and roadway reconstruction projects. Transit projects are excluded from this list because they benefit nearly the entire APO planning area.

	Population	Population Percentage	TIP Investment	Percentage of TIP Investment
Minority Population	22,563	16.7%	\$54,202,191	86%
Non-Minority Population	112,878	83.3%	\$8,691,888	14%
Total	135,441	100%	\$62,895,079	100%

Figure 17: Minority population within the APO planning area and TIP project investments within the APO area excluding transit projects. Population data courtesy of U.S. Census Bureau, 2014-2018 American Community Survey Five Year Estimates. TIP data courtesy of Saint Cloud APO.

	Households	Household Percentage	TIP Investment	Percentage of TIP Investment
Households with low-income	7,756	14.8%	\$45,874,194	73%
Non-low-income households	44,634	85.2%	\$17,020,885	27%
Total	52,390	100%	\$62,895,079	100%

Figure 18: Low-income households within the APO planning area and TIP project investments within the APO area excluding transit projects. Household data courtesy of U.S. Census Bureau, 2014-2018 American Community Survey Five Year Estimates. TIP data courtesy of Saint Cloud APO.

As is evident in the charts above, most TIP investment projects occur within Census block groups identified as having populations above the respective thresholds for minority and low-income populations. These projects, however, primarily focus on safety improvements and/or system preservation for the transportation network. Both styles of projects have lasting benefits for the entire region. While construction could have adverse impacts on populations living within close proximity of the project – i.e. delays, detours, noise, and dust – once complete, the projects are anticipated to result in positive benefits such as increased capacity, lower commute times, increased safety, and the addition of bicycle and pedestrian facilities to neighborhoods.

It will fall upon the agencies and jurisdictions implementing the project to work toward mitigating and/or minimizing adverse impacts of project construction to both the traveling public and neighborhood areas.

In addition, the completion of the identified TIP projects will aid the APO in achieving its regional performance measures and targets as identified in the next chapter.



Route System	Project Number	Fiscal Year	Agency	Project Description	Estimated Project Total*	Local/State Match Required*	Minority Area	Low-Income Area
CSAH 8	005-070-007AC	2021	Benton County	Benton CSAH 8, from 0.6 miles east of MN 23 to Benton CR 47 in St. Cloud, rumble stripe (Tied to SP 005-608-009) (Payback 1 of 1)	\$0	\$0	YES	YES
CSAH 8	005-608-009AC	2021	Benton County	Benton CSAH 8, from 0.6 miles east of MN 23 to Benton CR 47 in St. Cloud, reclamation (Tied to SP 005-070-007AC) (Payback 1 of 1)	\$0	\$0	YES	YES
CSAH 75	073-675-039AC2	2021	Stearns County	CSAH 75, from 0.1 miles S of 33 rd St S to 0.1 miles N of 33 rd St S in St. Cloud, intersection improvements (Payback 2 of 2)	\$0	\$0	YES	YES
CSAH 75	073-675-037AC3	2021	Stearns County	Stearns CSAH 75, from Old Collegeville Road to CSAH 81 in Stearns County, resurfacing (Payback 3 of 3)	\$0	\$0	YES	YES
Local Streets	073-090-011	2021	Stearns County	Construct phase 3 of the ROCORI Trail along RR corridor from Cold Spring to Rockville	\$1,813,000	\$1,000,730	NO	NO
Local Streets	162-090-007	2021	Saint Cloud	Construct Beaver Island Trail Phase 8 from the existing trail at St Cloud's waste water treatment facility to the south St Cloud city limits	\$600,000	\$120,000	NO	NO



Route System	Project Number	Fiscal Year	Agency	Project Description	Estimated Project Total*	Local/State Match Required*	Minority Area	Low-Income Area
MSAS 175	162-175-001	2021	Saint Cloud	St. Cloud MSAS 175, from 22 nd St South to 33 rd St South, reconstruction and sidewalk on CR 136	\$2,400,000	\$1,133,518	YES	YES
Local Streets	191-090-002	2021	Sauk Rapids	Construct new trail along Mayhew Lk Rd from Benton CSAH 3 to Osauka Rd in City of Sauk Rapids	\$393,000	\$78,600	NO	YES
US 10	0502-116	2021	MnDOT	US 10, Install median cable barrier guardrail from N of St Cloud to Rice (HSIP)	\$1,750,000	\$175,000	YES	YES
MN 301	7109-08	2021	MnDOT	Restore failing retaining walls along MN 301 adjacent to St. Cloud State Reformatory. Improve drainage, maintainability and safety adjacent to wall	\$800,000	\$800,000	YES	YES
MN 23	0503-90	2021	MnDOT	Resurface Hwy 23 from Benton CR 1 to Hwy 95; construct a reduced conflict intersection at Benton CR 8 east of St. Cloud	\$3,027,000	\$705,500 (\$581,619 in State funds, \$123,881 from Benton County)	YES	YES
MN 23	0503-90S	2021	MnDOT	Resurface Hwy 23 from Benton CR 1 to Hwy 95; construct a reduced conflict intersection at Benton CR 8 east of St. Cloud	\$500,000	\$50,000	YES	YES



Route System	Project Number	Fiscal Year	Agency	Project Description	Estimated Project Total*	Local/State Match Required*	Minority Area	Low-Income Area
Local Streets 999	073-070-023	2022	Stearns County	Chevron curve signing along various Stearns Co roads	\$240,000	\$24,000	YES	YES
Local Streets 999	073-070-024	2022	Stearns County	Rural intersection lighting at various Stearns Co roads	\$96,000	\$9,600	YES	NO
CSAH 75	073-675-040AC	2022	Stearns County	Stearns CSAH 75, from 15 th Ave in Waite Park to Park Ave in St. Cloud along Division St, rehabilitate concrete pavement (AC project, payback 1 of 1)	\$0	\$0	YES	YES
CSAH 75	073-675-041	2022	Stearns County	Stearns CSAH 75, from TH 15 to Cooper Ave, mill & overlay (Payback in 2023)	\$1,600,000	\$369,890	YES	YES
MSAS 113	220-113-002	2022	Sartell	Sartell 19 th Ave, from Stearns CSAH 4 to Stearns CSAH 133, reconstruction (AC project, payback in 2023)	\$4,799,920	\$2,710,000	YES	NO
MSAS 141	162-141-008	2022	Saint Cloud	St. Cloud MSAS 141 (Cooper Ave), from Traverse Road to Stearns CSAH 75, reconstruction with bicycle lanes and sidewalk	\$2,500,000	\$1,042,920	YES	NO
US 10	0502-115	2022	MnDOT	US 10, Replace bridge #3666 over stream with box culvert 0.2 miles	\$1,401,000	\$280,200	NO	NO



Route System	Project Number	Fiscal Year	Agency	Project Description	Estimated Project Total*	Local/State Match Required*	Minority Area	Low-Income Area
				northwest of Benton CSAH 33				
RR	71-00129	2022	MnDOT	BNSF RR, re-alignment and new signal install at CR 65, 42 nd St, Haven Twp, Sherburne County	\$307,000	\$30,700	YES	YES
Local Streets	073-090-012	2023	Stearns County	Beaver Island Trail extension	\$1,740,000	\$1,340,000	NO	NO
CSAH 4	073-070-025	2023	Stearns County	Construct round-a-bout at jct of Stearns CSAH 4 and Stearns CSAH 133	\$888,900	\$88,900	YES	NO
Local Streets	220-090-002	2023	Sartell	Heritage Drive connectivity and enhancements	\$459,121	\$91,824	YES	NO
MN 23	0503-91	2023	MnDOT	MN 23, at US 10 interchange in St. Cloud, reconstruct MN 23 from 0.1 mile west of Lincoln Ave to 0.1 mile west of CR 1; reconstruct US 10 from 0.2 mile west of St. Germain to 0.1 mile north of 15 th Ave Southeast; replace bridges over US 10, br #9021 with br #05019 and br #9022 with br #05018; includes multi-modal improvements	\$25,780,000	\$5,516,000	YES	YES
MN 23	0503-91GMNR	2023	MnDOT	MN 23, at US 10 interchange in St. Cloud, reconstruct MN 23 from 0.1 mile west of Lincoln Ave to 0.1 mile west of	\$3,770,000	\$754,000	YES	YES



Route System	Project Number	Fiscal Year	Agency	Project Description	Estimated Project Total*	Local/State Match Required*	Minority Area	Low-Income Area
				CR 1; reconstruct US 10 from 0.2 mile west of St. Germain to 0.1 mile north of 15 th Ave Southeast; replace bridges over US 10, br #9021 with br #05019 and br #9022 with br #05018: includes multi-modal improvements				
MN 23	0503-91S	2023	MnDOT	MN 23, at US 10 interchange in St. Cloud, reconstruct MN 23 from 0.1 mile west of Lincoln Ave to 0.1 mile west of CR 1; reconstruct US 10 from 0.2 mile west of St. Germain to 0.1 mile north of 15 th Ave Southeast; replace bridges over US 10, br #9021 with br #05019 and br #9022 with br #05018: includes multi-modal improvements	\$750,000	\$75,000	YES	YES
I 94	7380-259	2023	MnDOT	I-94, overlay bridge nos. 73875 and 73876 over BNSF RR 0.6 mile west of MN 23 interchange	\$1,800,000	\$360,000	YES	NO
I 94	7380-264	2023	MnDOT	I-94, overlay bridge no 73868 at the CSAH 75 flyover NW of St. Joseph	\$1,100,000	\$220,000	YES	YES
US 10	7103-63	2023	MnDOT	US 10, St. Cloud to Clear Lake, install high tension cable barrier	\$1,634,250	\$163,425	YES	YES

FY 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM AUGUST 2020



Route System	Project Number	Fiscal Year	Agency	Project Description	Estimated Project Total*	Local/State Match Required*	Minority Area	Low-Income Area
CSAH 1	005-601-012	2024	Benton County	Benton CSAH 1, reclaim from CSAH 29 to 0.25 mi S of CR 78 in Sauk Rapids	\$922,944	\$184,589	NO	NO
CSAH 133	073-733-006	2024	Stearns County	Stearns CSAH 133 from Stearns CSAH 75 to 19 th Ave in St. Joseph; Expand to 4 lanes, intersection improvements at Elm Street, dual left turn lanes from EB CSAH 75 to NB CSAH 133	\$1,822,944	\$364,589	NO	YES
TOTAL					\$62,895,079	\$17,328,985	YES: 24 NO: 7	YES: 20 NO: 11

*Note: Estimated project total and local/state match required for advance construction projects are not reflected due to these costs being allocated in previous years.

Figure 19: A list of FY 2021-2024 APO TIP projects that are likely to impact Census block groups within the APO planning area with a higher concentration of minority and/or low-income individuals.

CHAPTER THREE: PERFORMANCE MEASURES

Titles 23 and 49 of United States Code (USC) require that planning agencies such as the APO utilize performance measures and monitoring to help inform the transportation investment decision-making process.

According to 23 CFR 450.326(d):

The TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets.

Performance measures are designed to serve as a benchmark to evaluate and quantify progress. This performance-based approach is meant to improve accountability of Federal transportation investments, assess risks related to different performance levels, and increase transparency.

APO staff have updated the MTP through planning horizon 2045. During this process, staff have incorporated federally mandated performance measures into the MTP. In addition, APO staff have been working to develop a variety of other performance measures to assist in future planning and project implementation. It is the goal that these performance measures incorporated into the MTP will help further align current and future TIP-programmed projects with the overall goals and objectives established in the MTP.

Based on the [Transportation Performance Management \(TPM\)](http://www.fhwa.dot.gov/tpm/) (www.fhwa.dot.gov/tpm/) assessment tool, the APO is currently working towards a maturity level 2, the developing phase. Work is underway to strengthen transportation performance management in the APO. A transportation performance management framework is being defined to provide alignment across the organization and across different planning and programming functions. Modifications to data collection and management processes and analysis tools are being planned in order to better support the performance framework. Organizational roles are being defined, and a strategy for training and workforce development in support of transportation performance management is being developed.

1. Strategic Direction: The APO is developing a collaborative process to set goals and objectives, with linkages between agency functions and broader societal concerns still being clarified.
2. Target Setting: The APO is collaboratively developing a methodology to understand baselines and set targets within agreed-upon performance areas.
3. Performance-Based Planning: The APO is defining a data-driven process for understanding current and future performance to identify and develop strategies.
4. Performance-Based Programming: The APO is developing a performance-based programming methodology and process that will enable project selection to reflect agency goals, priorities determined in planning documents, funding constraints, risk factors, and relative needs across performance areas.
5. Monitoring and Adjustment: The APO is developing a plan for system and program/project monitoring tied to the strategic direction, including definition of output and outcome measures, frequency, data sources, external influencing factors and users.



6. Reporting and Communication: The APO is defining requirements for internal reports to ensure consistency, alignment with strategic direction, and provision of actionable information.

Anticipated Effect

The following are a list of federally mandated performance measures that have been incorporated into the FY 2021-2024 TIP. Methods of calculation for each of these performance measures are based on the guidelines outlined by the [TPM assessment tool](https://www.fhwa.dot.gov/tpm/rule.cfm) (<https://www.fhwa.dot.gov/tpm/rule.cfm>) and can be found in [Appendix B](#).

Roadway Safety Performance Measures

1. Number of Fatalities.
2. Rate of Fatalities.
3. Number of Serious Injuries.
4. Rate of Serious Injuries.
5. Number of Non-Motorized Fatalities and Serious Injuries.

Roadway Accessibility, Mobility, and Connectivity Performance Measures

1. Annual Percent of Person-Miles Traveled on the Interstate that are Reliable.
2. Annual Percent of Person-Miles Traveled on the Non-Interstate NHS that are Reliable.
3. Annual Vehicle Miles Traveled.

Transit Management and Preservation Performance Measures

1. State of Good Repair for Equipment, Facilities, and Rolling Stock.

Roadway Metropolitan Vitality and Economic Development Performance Measures

1. Truck Travel Time Reliability Index.

Roadway Management and Preservation Performance Measures

1. Interstate System Pavement Conditions.
2. Non-Interstate NHS Pavement Conditions.
3. Pavement Maintenance.
4. Bridge Conditions.

	MnDOT's 2020 & 2022 Targets	APO Baseline Measurement	APO's 2021 Target
PERFORMANCE MEASURE			
NHS Pavement Condition			
Percentage of pavements of the Interstate System in Good condition	55%	90.27%	85%
Percentage of pavements of the Interstate System in Poor condition	2%	0.26%	1%
Percentage of pavements of the non-Interstate NHS in Good condition	50%	58.72%	60%
Percentage of pavements of the non-Interstate NHS in Poor condition	4%	0.80%	1%
NHS Bridge Condition			
Percentage of NHS bridges classified as in Good condition	50%	64.2%	60%
Percentage of NHS bridges classified as in Poor condition	4%	0%	1%
NHS Performance			
Percent of person-miles traveled on the Interstate that are reliable	80%	100%	100%
Percent of person-miles traveled on the non-Interstate NHS that are reliable	75%	97%	90%
Interstate Freight Movement			
Truck Travel Time Reliability (TTTR) Index (minutes)	1.5	1.1	1.24
PERFORMANCE MEASURE	MnDOT's 2020 Targets	APO Baseline Measurement	APO's 2020 Target
Roadway Safety			
Number of Fatalities	375.4	8.6	8.6
Rate of Fatalities (per 100M VMT)	0.626	0.730	0.730
Number of Serious Injuries	1,714.2	23.0	23.0
Rate of Serious Injuries (per 100M VMT)	2.854	1.946	1.946
Number of Non-Motorized Fatalities and Serious Injuries	317.0	8.2	8.2
Transit Asset Management (State of Good Repair)			Past Useful Life Benchmark
Equipment (non-revenue service vehicles)	10%	78%	40%
Rolling Stock (revenue vehicles)	10%	16%	10%
Infrastructure (rail, fixed guideway, track signals, and systems)	10%	0%	0%
Transit Asset Management (Transit Economic Requirements Model)			Percent of Assets Rated Below 3
Mobility Training Center	NA	5	0%
Transit Center	NA	4	3%
Operations	NA	3	5%

Figure 20: A list of incorporated performance measures in the APO's FY 2021-2024 TIP and performance targets for those performance measures.



Federal regulations require the APO to either 1) **support MnDOT's performance targets** for each performance measure, or 2) set its own regional target(s). The APO has decided to set its own targets for each of the performance measures.

Overall, the targets established by MnDOT have been determined to be of limited value to the APO, especially when compared with the existing conditions and priorities of the APO. Therefore, by adopting differing targets from the state, the APO can focus on localized issues within its region and target funding that will work toward the goals of the APO as established within the MTP.

A closer look and explanation of the APO's performance targets are listed below.

Roadway Safety

All the safety targets the APO has adopted are lower than MnDOT's targets.

For example, MnDOT has adopted a yearly target of 375 fatalities in 2020, while the APO selected a yearly target of 8.6 fatalities for 2020. **The APO's regional 2018 baseline measurement for fatalities was 8.6. It is unclear what supporting MnDOT's target would mean in this context or how it would help the APO to target investment funding.** By electing to pursue targets more relevant to the regional baseline, the APO can better evaluate the effectiveness of its roadway safety and more efficiently monitor changes in this and other roadway safety numbers.

Examples of programmed projects in the FY 2021-2024 **TIP that will help achieve the APO's** roadway targets include the following: the installation of a reduced conflict intersection at Benton CSAH 8, east of Saint Cloud (project number 0503-90); construction of Phase 3 of the ROCORI Trail along railroad corridor from Cold Spring to Rockville (project number 073-090-011); and Cooper Avenue from Traverse Road to Stearns CSAH 75 reconstruction with bicycle lanes and sidewalk (project number 162-141-008). These TIP projects are anticipated to positively impact target achievement by providing safety improvements for motorists, bicyclists, and pedestrians.

It is important to note that while the APO can promote a transportation system that is safe for all users through appropriate safety infrastructure to help prevent crashes, the APO cannot control driver behaviors that may lead to crashes. The APO and its member agencies and jurisdictions can only encourage, educate, and inform citizens of safe driving, walking, and bicycling habits to mitigate crashes.

Roadway Accessibility, Mobility, and Connectivity

Percent of person-miles traveled on the Interstate and non-Interstate NHS that are reliable in the APO region is currently at 100% and 97%, respectively. MnDOT has set targets of Interstate reliability at 80% and non-Interstate NHS at 75%. The APO has reviewed past data trends and determined Interstate reliability should remain at 100%, therefore making **supporting the MnDOT targets not as relevant to the APO's planning area.**

The non-Interstate NHS reliability has seen a flux of reliability from 2014. The APO has a goal to increase system accessibility, mobility, and connectivity. Like person-miles traveled **on the Interstate, the APO's baseline measurement exceeds the targets established by MnDOT.** Choosing to support the state targets would not allow the APO to gauge an **accurate representation of the area's needs due to the fact they are lower than the current existing conditions for the APO's planning area.**



Since there are currently no programmed projects that will increase reliability, APO staff have set a lower target for non-Interstate NHS reliability.

An example of programmed projects in the FY 2021-2024 TIP that will help achieve the **APO's targets** include the MN 23 mill and overlay from CR 1 to MN 95 (project number 0503-90). This TIP project is anticipated to positively impact target achievement by elevating these sections of the NHS pavement from a fair to good pavement rating.

Transit Management and Preservation

Staff at Saint Cloud Metro Bus and the APO worked together to establish both transit asset management State of Good Repair targets and the Transit Economic Requirements Model (TERM) scale targets for facilities.

Examples of programmed projects in the FY 2021-2024 TIP that will help achieve these targets include: the purchase of two 40-foot replacement CNG buses (project number TRS-0048-21TD); the purchase of three less than 30-foot replacement CNG Dial-a-Ride buses (project number TRS-0048-22TA); the purchase of three replacement operations vehicles (project number TRF-0048-21B); and facility improvements (project number TRF-0048-21L).

These TIP projects are anticipated to positively impact target achievement by replacing fixed route and Dial-a-Ride buses past their state of good repair with new buses and maintaining and improving existing facilities.

Roadway Management and Preservation

Like roadway safety, the APO has opted to set stricter performance targets for roadway management and preservation than MnDOT. APO staff believe that by tailoring targets specifically to the region, the APO is better equipped to track, monitor, and potentially address changes – both positive and negative – in a more effective and efficient manner.

MnDOT has set a target of Interstate pavement in good condition at 55% while the APO has set a target of 85%. **The APO's target is based on the current condition of the Interstate pavement in good condition sitting at 90.3% within the APO planning area.**

MnDOT has set a target of non-Interstate NHS pavement in good condition at 50% while the APO has set a target of 60%. **The APO's target is based on the current condition of non-Interstate NHS pavement in good condition sitting at 64.9% within the APO planning area.**

MnDOT has set a target of Interstate pavement in poor condition at 2% while the APO has set a target of 1%. Based on the current condition of the Interstate pavement in poor condition being 0% within the APO region, APO staff felt that **supporting the state's target of 2%** would not be as meaningful to the region or decision-makers.

MnDOT has set a target of non-Interstate NHS pavement in poor condition at 4% while the APO has set a target of 1%. **The APO's target was set based on** the current condition of non-Interstate NHS pavement in poor condition being reported at 0.2% within the region. Again, based on current conditions within the APO being better than what was identified as an achievable target by MnDOT, the APO has opted to impose stricter requirements and goals that would more closely manage roadway condition with the region.

Currently there are no Interstate pavement projects programmed in the APO's MPA.



The APO currently has 64.2% of bridges classified in good condition with a target of 60%. MnDOT has a goal of 50%. The APO estimates our bridge conditions being relatively unchanged in the next four years. The APO has set a target of 1% of our NHS bridges in **poor condition compared to MnDOT's target of 4%.**

The MTP states the APO will prioritize the maintenance and preservation of the existing transportation network. Roadway management and preservation projects within the FY 2021-2024 TIP include the replacement of US 10 bridge #3666 with box culvert northwest of Benton CSAH 33 (project number 0502-115) and the replacement of MN 23 bridge over US 10 (project number 0503-91).

Roadway Metropolitan Vitality and Economic Development

Interstate freight movement is very important to the economy as many businesses are dependent on a reliable system for shipping and delivery. MnDOT has set a target of 1.5 truck travel time reliability (TTTR) while the APO has adopted a target of 1.24. The current TTTR is 1.1 in the APO region. Again, the APO has opted to impose stricter performance targets on its region since **the APO's baseline measurement was below that of the MnDOT established targets.**

There are currently no programmed projects expected to increase reliability. However, the Interstate system is still under capacity within the APO region, so there is no evidence travel time reliability will see any adverse impacts.

MPO Investment Priorities

Performance-based programming uses strategies and priorities to guide the allocation of resources to projects that are selected to achieve goals, objectives, and targets. Performance-based programming establishes clear linkages between investments made and expected performance outputs and outcomes.

The responsibility of reporting, gathering, and evaluating existing conditions of the roadway network **falls under the purview of the APO's planning technician.**

While the APO's [project selection process and investment strategy](#) – as identified in the [Introduction](#) – is anticipated to remain the same, APO staff will conduct studies and use the tools necessary to project future transportation needs and investment priorities through the following techniques:

- The travel demand model will be updated and used to identify current or future deficiencies of the Federal-aid system of roadways throughout the urbanized area.
 - The model is a key component of increasing accessibility and mobility options for people and freight while exploring congestion mitigation measures.
- A review of traffic operations for the MN 15 corridor from Second Street S to 12th Street N in Saint Cloud tentatively scheduled for 2020.
- A pavement condition database update has been proposed which will assess the pavement conditions. Cost projections for system preservation maintenance has also been included.

The APO has also adopted additional performance measures which will help investment priorities such as crashes involving chemical impairment and distracted driving, volume/capacity (V/C) ratios, and return on investment strategies to name a few.



Future TIP projects – both currently within this document and future subsequent TIP documents – and potential financial implications have been considered by APO staff when establishing performance targets for the region.

An example of this is the one programmed project to be completed on MN 23. This project – comprising approximately 17 lane miles – involves pavement preservation treatments, which, when factored together will improve pavement condition in the area from fair to good. Accordingly, this will result in NHS good pavement condition in the area to be at approximately 78.1 percent by 2023. Even with the added increase in pavement quality conditions – up 4.8 percent – APO staff understand that normal degradation of pavement within other areas of the planning area can and more likely will bring down the overall average.

Pavement Condition	2018	2024	Percentage Change
Good	64.9%	73.0%	8.7%
Fair	35.0%	26.8%	-8.7%
Poor	0.1%	0.2%	0%

Figure 21: A comparison of pavement conditions before and after the completion of pavement maintenance programmed into the APO's FY 2021-2024 TIP.

Another example of this are the four bridge replacement projects programmed into the TIP. These projects replace one bridge on US 10 (project number 0502-115), two bridges on MN 23 (project numbers 0503-91, 0503-91S, 0503-91GMNR, and 0503-91AC) and three bridges on I-94 (project numbers 7380-259 and 7380-264). With the replacement of these **bridges, which currently have a fair condition rating, bridge conditions in the APO's MPA will improve by roughly 5.2 percentage points.**

NHS Bridge Condition	2018	2024	Percent Change
Good	73.9%	68.7%	5.2%
Fair	26.1%	31.3%	-5.2%
Poor	0.0%	0.0%	0%

Figure 22: A comparison of bridge conditions before and after the completion of bridge replacement projects programmed into the APO's FY 2020-2023 TIP.

It is anticipated that there will be enough available revenue to ensure performance targets within **the APO's planning area** are met.

As finalized performance targets become available for additional performance measures, anticipated programmed TIP projects will have to demonstrate how they will contribute to achieving those predetermined targets. APO staff plan to examine any additional performance targets that are set by MnDOT and evaluate the effectiveness of adopting those targets for the region or if developing its own targets would be more effective.

CHAPTER FOUR: FINANCIAL CAPACITY ANALYSIS

General Legislative and Policy Background

As the Federally designated MPO for the Saint Cloud MPA, the APO must demonstrate fiscal constraint when programming funding for projects in the TIP. Under 23 CFR §450.326(j), the APO is required to include a financial plan for the projects being programmed in the TIP, as well as demonstrate the ability of its agencies and/or jurisdictions to fund these projects while continuing to also fund the necessary system preservation work of the existing transportation system.

FAST Act & CAAA TIP Financial Requirements

The most recent surface transportation bill, the 2015 FAST Act, and the Clean Air Act Amendments of 1990 (CAAA) have prescribed the following financial planning requirements for MPOs, state departments of transportations (DOTs), and public transit agencies:

- Be financially constrained by year and include a financial plan that demonstrates through current and projected revenue streams, how implementing agencies requesting Federal funds can provide the required local match, while adequately operating and maintaining their existing transportation system.
- Include only projects for which construction and operating funds are reasonably expected to be available. In the case of new funding sources, strategies for ensuring their availability shall be identified.
- The MPO must consider all projects and strategies funded under title 23 USC and the Federal Transit Act, other Federal funds, local sources, state assistance, and private participation. The amount of funding assumed for future years from Federal sources should not exceed currently authorized amounts.
- Show the amount of Federal funds proposed to be obligated in each program year, the proposed sources of Federal and non-Federal funds, and the estimated cost for each project.
- Meet all criteria in the metropolitan and statewide planning regulations.

Financial Analysis Preparation

For **projects to be programmed into the TIP, not only do they have to align with the APO's MTP, but they must be fiscally constrained within the respective agency's or jurisdiction's budget.**

Estimated local funds, as part of the necessary local match for federally funded projects, must not compromise maintenance and operation – known as system preservation – of the existing roadway network.

Local match **amounts allocated to Federal "system preservation" projects are assumed to** enhance maintenance and operation of the existing system. These projects focus on activities that retain and/or restore the condition of an existing roadway within a **jurisdiction's** transportation network. Work classified under system preservation can include activities such as – but not limited to – snow removal, road repair, resurfacing, reconditioning, bridge repair, reconstruction, traffic management, and safety.

For an agency or jurisdiction to be found in financial conformance, local match amounts **allocated to "expansion" projects** – projects that either add capacity to an already existing



roadway or construct an entirely new roadway – **should not adversely impact a jurisdiction’s historic local system preservation investment.**

Historical Financial Condition

Each agency and jurisdiction that has projects programmed into the FY 2021-2024 TIP has provided historical information on transportation funding. This information, gathered over a period of 10 years, demonstrates how each respective agency or jurisdiction allocates funding to either system preservation or expansionary projects. This information is then averaged out over the 10-year period and reflected as a percentage split between system preservation and expansion projects.

Future Financial Condition

In addition to the historical information provided, each jurisdiction and agency had to provide projected local revenue sources per each year programmed into the FY 2021-2024 TIP. These sources included local tax levies, special assessments, state funding, state-aid funding, bonding, and other miscellaneous local revenue streams.

Determining Fiscal Constraint

To determine the fiscal constraint for each jurisdiction and agency, APO staff consulted both the historical and future financial information provided.

In order to ensure potential revenue was being allocated appropriately toward system preservation, the historical funding percentage was applied to the total projected local funds by year. The funds remaining would then be allocated toward expansion projects. Fiscal constraint would be maintained if the local match of the projects programmed into the TIP (either system preservation or capacity expansion) do not exceed the projected revenue allocations.

Calculating fiscal constraint for the three counties and MnDOT D3 varies from the individual **jurisdictions and agencies. This is because only a portion of the county’s or MnDOT’s roadway network falls within the APO’s MPA.** Financial information for these jurisdictions is based upon the percentage **of the roadway network that falls within the APO’s MPA.** For contextual information, the APO has also asked the counties and MnDOT District 3 to provide both historical and future financial information for their entire respective planning areas. Because these entities have larger pools of money to pull from, fiscal constraint may **or may not be met within the APO’s MPA but will be maintained on a countywide or districtwide level.**

Financial Capability Finding

The pages that follow summarize the existing and forecasted financial condition of implementing agencies and the ability to provide adequate local and/or state funding to match Federal dollars programmed in the FY 2021-2024 TIP.

Benton County

Overall Historical Financial Condition

Over a 10-year period – 2010 through 2019 – Benton County has allocated on average 65% of overall local transportation related dollars to system preservation of the current transportation system. This has left approximately 35% of overall local transportation related dollars to be expended on new transportation related projects.

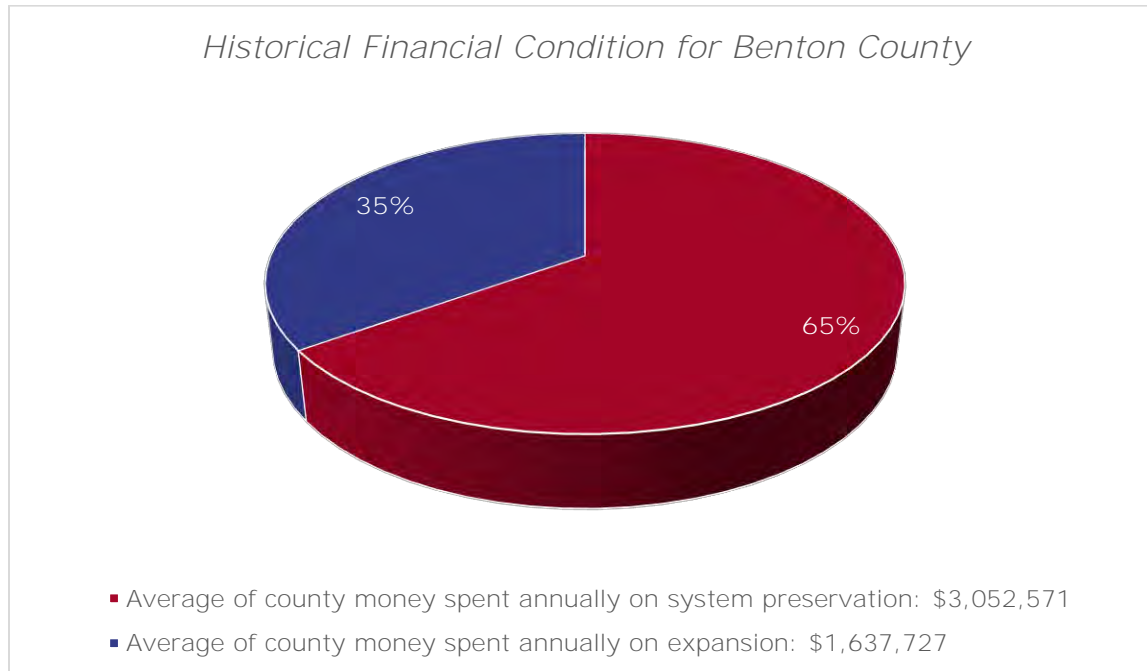


Figure 23: Local investment on system preservation and expansion within Benton County. Data courtesy of Benton County Highway Department.

Year	System Preservation	Expansion	Total County Investment
2010	\$3,145,990	\$23,873	\$3,169,863
2011	\$3,282,985	\$136,292	\$3,419,277
2012	\$3,786,495	\$17,296	\$3,803,791
2013	\$2,522,292	\$1,550,646	\$4,072,938
2014	\$4,422,130	\$6,133,846	\$10,555,976
2015	\$3,136,796	\$952,114	\$4,088,910
2016	\$930,787	\$3,878,344	\$4,809,131
2017	\$1,992,607	\$942,160	\$2,934,767
2018	\$6,364,560	\$2,742,697	\$9,107,257
2019	\$941,068	\$	\$941,068
Total	\$30,525,710	\$16,377,268	\$46,902,979
Average	\$3,052,571	\$1,637,727	\$4,690,298
Percentage of Total County Expense	65%	35%	100%

Figure 24: Local investment on system preservation and expansion within Benton County from 2010-2019. Data courtesy of Benton County Highway Department.



Historical Financial Condition within APO's MPA

Approximately 12% of the roadway network for Benton County lies within the APO planning. In order to approximate the budget expended within the APO planning area, Benton County takes a flat 12% from its total budget and reasonably estimates a budget for the portion of the county within the APO planning. That stated, Benton County will redistribute funding across the county as need arises to maintain, operate, and expand its roadway network.

Of note, all the expansion projects within Benton County have occurred within the portion of **the county within the APO's MPA**, thus skewing the system preservation to expansion ratio within the MPA.

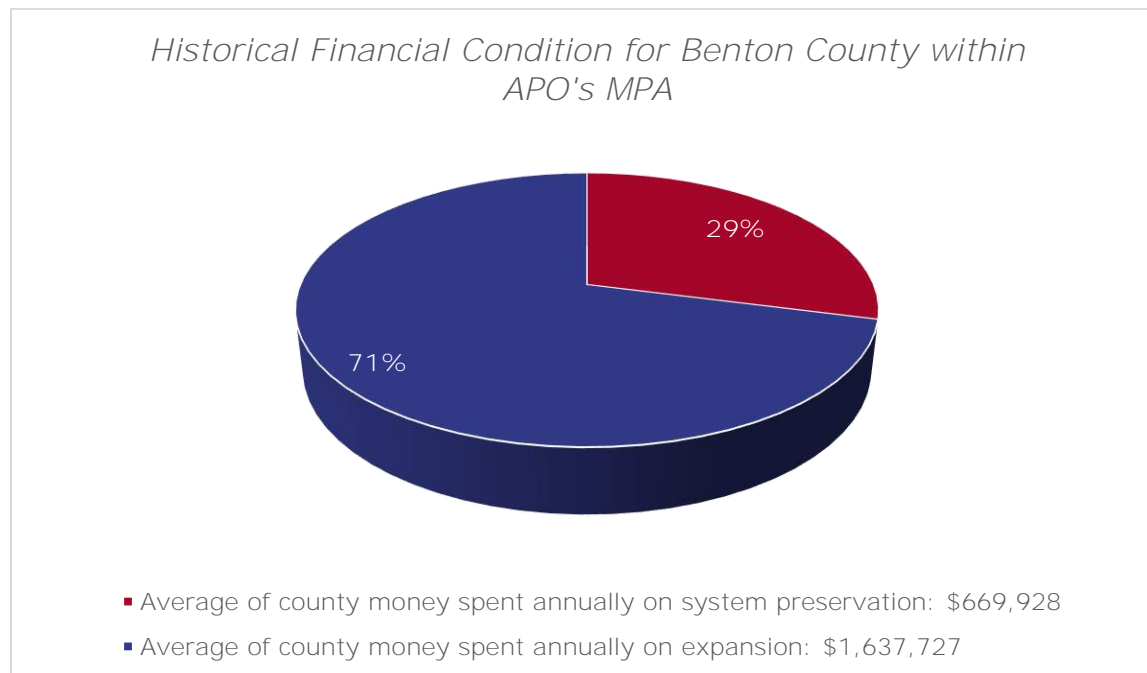


Figure 25: Local investment on system preservation and expansion within the portion of Benton County within the APO's MPA. Data courtesy of Benton County Highway Department.



Year	System Preservation	Expansion	Total County Investment
2010	\$377,519	\$23,873	\$401,392
2011	\$393,958	\$136,292	\$530,250
2012	\$454,379	\$17,296	\$471,675
2013	\$302,675	\$1,550,646	\$1,853,321
2014	\$530,656	\$6,133,846	\$6,664,502
2015	\$376,416	\$952,114	\$1,328,530
2016	\$111,694	\$3,878,344	\$3,990,038
2017	\$239,113	\$942,160	\$1,181,273
2018	\$3,799,942	\$2,742,697	\$6,542,639
2019	\$112,928	\$0	\$112,928
Total	\$6,669,280	\$16,377,268	\$23,076,548
Average	\$669,928	\$1,673,727	\$2,307,655
Percentage of Total County Expense	29%	71%	100%

Figure 26: Local investment on system preservation and expansion within the portion of Benton County within the APO's MPA from 2010-2019. Data courtesy of Benton County Highway Department.

Future Financial Condition

Operating revenue for local transportation dollars for Benton County come from a variety of sources including general tax levies, state-aid funds, and other local investments.

County Transportation Funding Source	Projected 2021 County Funds	Projected 2022 County Funds	Projected 2023 County Funds	Projected 2024 County Funds	Total 2021-2024 Projected County Funds
General Tax Levy	\$2,274,792	\$4,516,667	\$4,516,667	\$0	\$11,308,126
State-Aid Funds	\$4,128,067	\$2,345,800	\$2,869,042	\$2,885,334	\$12,228,243
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other County	\$291,667	\$4,986,667	\$4,986,667	\$3,884,789	\$14,149,790
Total Projected County Funds	\$6,694,526	\$11,849,134	\$12,372,376	\$6,770,123	\$37,686,159

Figure 27: Projected county transportation funding sources and amounts for Benton County to be used toward transportation projects. Data courtesy of Benton County Highway Department.

Future Financial Condition within APO's MPA

Like the current financial condition, Benton County reasonably estimates to spend approximately 12% of the county's entire transportation related revenue within the APO planning area. However, Benton County will redistribute local transportation revenue costs across the county as need arises to maintain, operate, and expand its roadway network.



County Transportation Funding Source	Projected 2021 County Funds	Projected 2022 County Funds	Projected 2023 County Funds	Projected 2024 County Funds	Total 2021-2024 Projected County Funds
General Tax Levy	\$272,975	\$542,000	\$542,000	\$0	\$1,356,975
State-Aid Funds	\$495,368	\$281,496	\$344,285	\$346,240	\$1,467,389
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other County	\$35,000	\$598,400	\$598,400	\$466,175	\$1,697,975
Total Projected County Funds	\$803,343	\$1,421,896	\$1,484,685	\$812,415	\$4,522,339

Figure 28: Projected county transportation funding sources and amounts for the portion of Benton County within the APO's MPA to be used toward transportation projects. Data courtesy of Benton County Highway Department.

Fiscal Constraint within APO's MPA

Figure 29 demonstrates the projected county funds allocated based upon historic funding for both system preservation and expansion expenditures for the portion of Benton County within the APO's MPA. In total, \$1,311,478 is available for system preservation projects during fiscal years 2021-2024. The remaining \$3,210,861 is available for expansion.

Year	Total Projected County Funds	Historical System Preservation Investment (29% of Total)	Historical Expansion Investment (71% of Total)
2021	\$803,343	\$232,969	\$570,374
2022	\$1,421,896	\$412,350	\$1,009,546
2023	\$1,484,685	\$430,559	\$1,054,126
2024	\$812,415	\$235,600	\$576,815
Total	\$4,522,339	\$1,311,478	\$3,210,861

Figure 29: A total of available revenue for the portion of Benton County within the APO's MPA by year from 2021 through 2024. Data courtesy of Benton County Highway Department.

During this time frame, Benton County has three system preservation projects within the APO's MPA programmed into the TIP requiring a county match of \$184,589 in year of expenditure dollars. In addition, the county is contributing \$123,881 to a 2021 MnDOT District 3 sponsored project for the resurfacing of MN 23 between Benton County's CSAH 1 (Mayhew Lake Road) and MN 95 (0503-90). This project also contains the construction of a reduced conflict intersection at Benton County Road 8 (35th Avenue NE).

Overall, Benton County has enough funding to finance these projects and thereby maintains fiscal constraint.

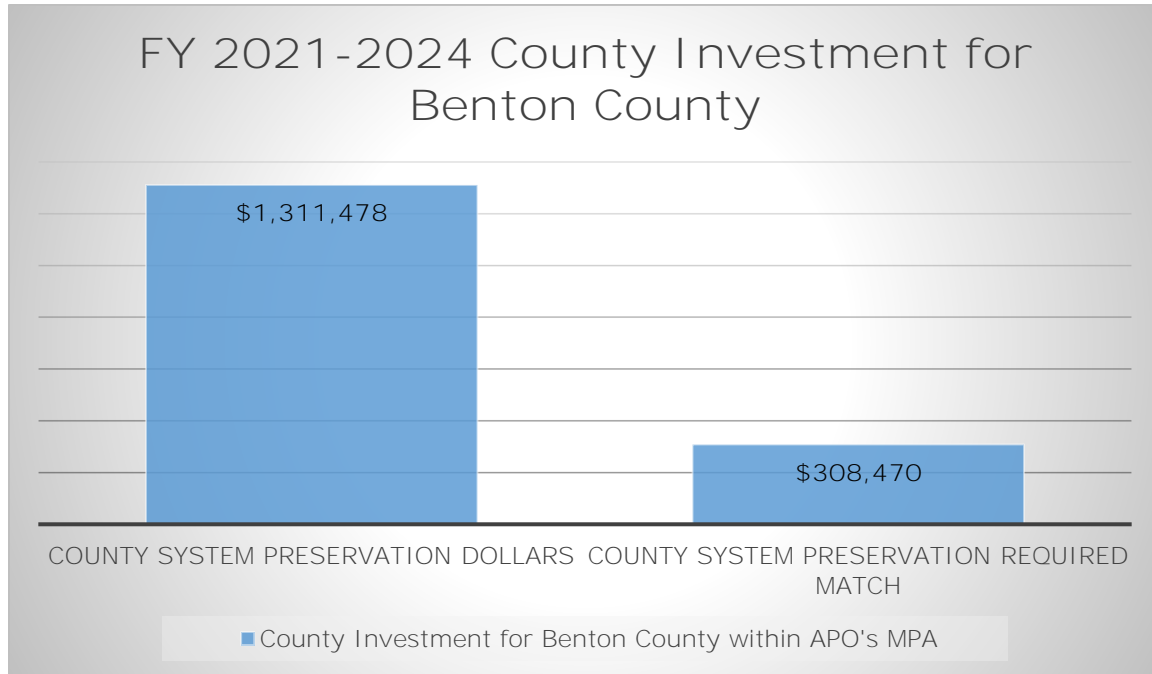


Figure 30: Total fiscal constraint for Benton County within the APO's MPA for TIP cycle FY 2021-2024. Data courtesy of Benton County Highway Department.

Sherburne County

Overall Historical Financial Condition

Over a 10-year period – 2010 through 2019 – Sherburne County has allocated on average 100% of overall local transportation related dollars to system preservation of the current transportation system.

The county has not completed any capacity expanding projects within that time frame.

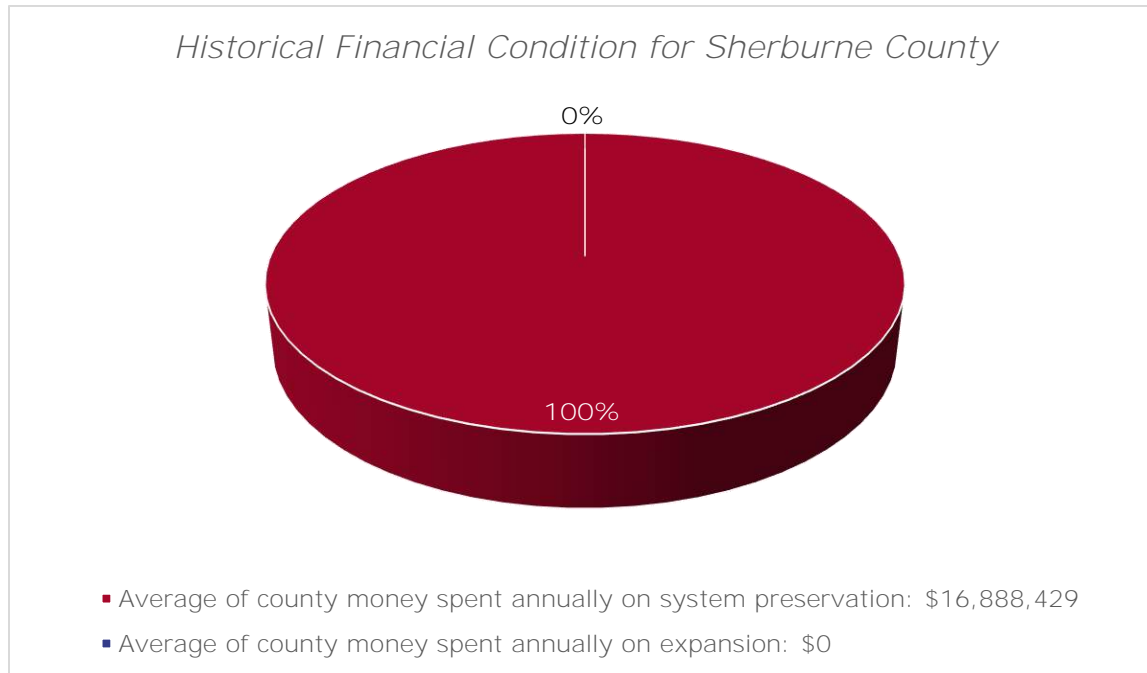


Figure 31: Local investment on system preservation and expansion within Sherburne County. Data courtesy of Sherburne County Highway Department.

Year	System Preservation	Expansion	Total County Investment
2010	\$10,416,412	\$0	\$10,416,412
2011	\$14,875,533	\$0	\$14,875,533
2012	\$16,951,863	\$0	\$16,951,863
2013	\$15,330,074	\$0	\$15,330,074
2014	\$20,358,007	\$0	\$20,358,007
2015	\$18,414,656	\$0	\$18,414,656
2016	\$11,745,584	\$0	\$11,745,584
2017	\$17,229,707	\$0	\$17,229,707
2018	\$17,964,370	\$0	\$17,964,370
2019	\$25,598,083	\$0	\$25,598,083
Total	\$168,884,289	\$0	\$168,884,289
Average	\$16,888,429	\$0	\$16,888,429
Percentage of Total County Expense	100%	0%	100%

Figure 32: Local investment on system preservation and expansion within Sherburne County from 2010-2019. Data courtesy of Sherburne County Highway Department.



Historical Financial Condition within APO's MPA

Approximately 9% of the roadway network for Sherburne County lies within the APO planning area. In order to approximate the budget expended within the APO planning area, Sherburne County takes a flat 9% from its total budget and reasonably estimates a budget for the portion of the county within the APO planning area. That stated, Sherburne County will redistribute funding across the county as need arises to maintain, operate, and expand its roadway network.

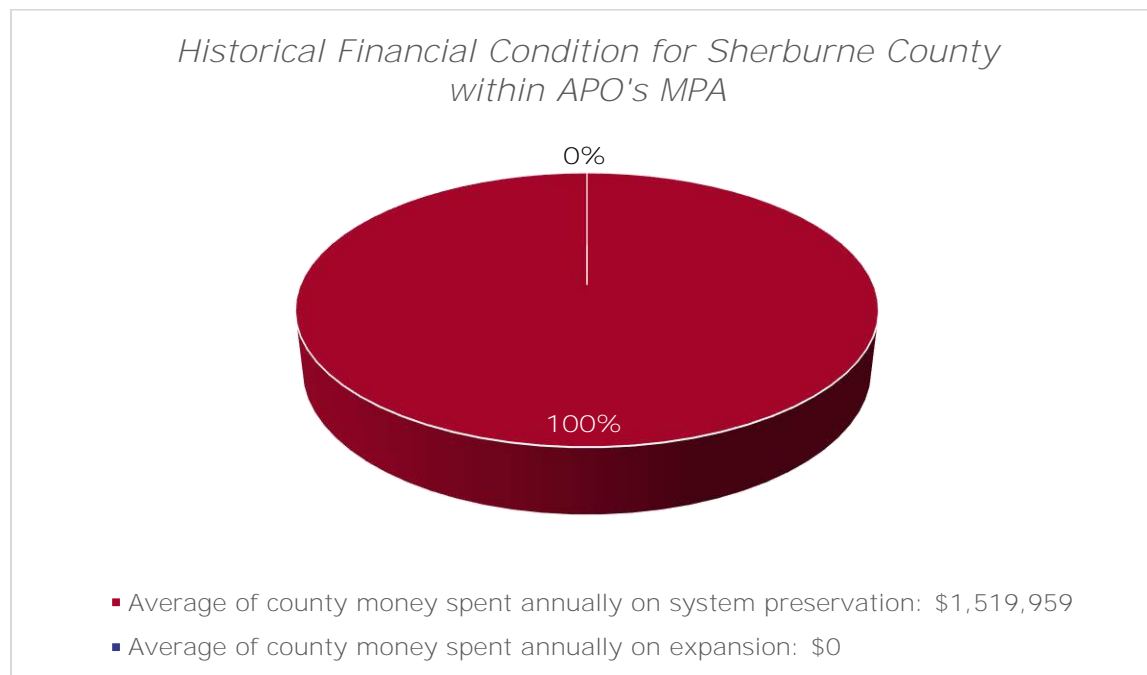


Figure 33: Local investment on system preservation and expansion within the portion of Sherburne County within the APO's MPA. Data courtesy of Sherburne County Highway Department.



Year	System Preservation	Expansion	Total County Investment
2010	\$937,477	\$0	\$937,477
2011	\$1,338,798	\$0	\$1,338,798
2012	\$1,525,668	\$0	\$1,525,668
2013	\$1,379,707	\$0	\$1,379,707
2014	\$1,832,221	\$0	\$1,832,221
2015	\$1,657,319	\$0	\$1,657,319
2016	\$1,057,103	\$0	\$1,057,103
2017	\$1,550,674	\$0	\$1,550,674
2018	\$1,616,793	\$0	\$1,616,793
2019	\$2,303,827	\$0	\$2,303,827
Total	\$15,199,586	\$0	\$15,199,586
Average	\$1,519,959	\$0	\$1,519,959
Percentage of Total County Expense	100%	0%	100%

Figure 34: Local investment on system preservation and expansion within the portion of Sherburne County within the APO's MPA from 2010-2019. Data courtesy of Sherburne County Highway Department.

Future Financial Condition

Operating revenue for local transportation dollars for Sherburne County comes from a variety of sources including general tax levies, state-aid funds, and other local investments.

County Transportation Funding Source	Projected 2021 County Funds	Projected 2022 County Funds	Projected 2023 County Funds	Projected 2024 County Funds	Total 2021-2024 Projected County Funds
General Tax Levy	\$7,817,000	\$7,805,000	\$8,206,000	\$6,302,000	\$30,130,000
State-Aid Funds	\$3,154,000	\$4,390,000	\$3,500,000	\$4,067,000	\$15,111,000
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other County	\$7,711,076	\$7,066,220	\$8,152,318	\$10,104,926	\$33,034,540
Total Projected County Funds	\$18,682,076	\$19,261,220	\$19,858,318	\$20,473,926	\$78,275,540

Figure 35: Projected county transportation funding sources and amounts for Sherburne County to be used toward transportation projects. Data courtesy of Sherburne County Highway Department.

Future Financial Condition within APO's MPA

Like the current financial condition, Sherburne County reasonably estimates to spend approximately 9% of the county's entire transportation related revenue within the APO planning area. However, Sherburne County will redistribute local transportation revenue costs across the county as need arises to maintain, operate, and expand its roadway network.



County Transportation Funding Source	Projected 2021 County Funds	Projected 2022 County Funds	Projected 2023 County Funds	Projected 2024 County Funds	Total 2021-2024 Projected County Funds
General Tax Levy	\$703,530	\$702,450	\$585,000	\$567,180	\$2,711,700
State-Aid Funds	\$283,860	\$395,100	\$540,947	\$366,030	\$1,359,990
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other County	\$693,997	\$635,960	\$661,302	\$909,443	\$2,973,109
Total Projected County Funds	\$1,681,387	\$1,733,510	\$1,787,249	\$1,842,653	\$7,044,799

Figure 36: Projected county transportation funding sources and amounts for the portion of Sherburne County within the APO's MPA to be used toward transportation projects. Data courtesy of Sherburne County Highway Department.

Fiscal Constraint within APO's MPA

Figure 37 demonstrates the projected county funds allocated based upon historic funding for both system preservation and expansion expenditures for the portion of Sherburne County within the APO's MPA. In total, \$7,044,799 is available for system preservation projects during fiscal years 2021-2024. There is no funding set aside for expansion projects.

Year	Total Projected County Funds	Historical System Preservation Investment (100% of total)	Historical Expansion Investment (0% of Total)
2021	\$1,681,387	\$1,681,387	\$0
2022	\$1,733,510	\$1,733,510	\$0
2023	\$1,787,249	\$1,787,249	\$0
2024	\$1,842,653	\$1,842,653	\$0
Total	\$7,044,799	\$7,044,799	\$0

Figure 37: A total of available revenue for the portion of Sherburne County within the APO's MPA by year from 2021 through 2024. Data courtesy of Sherburne County Highway Department.

During this time frame, Sherburne County does not have any projects programmed into the APO's TIP. Therefore, Sherburne County maintains fiscal constraint.

Stearns County

Overall Historical Financial Condition

Over a 10-year period – 2010 through 2019 – Stearns County has allocated on average 91% of overall local transportation related dollars to system preservation of the current transportation system. This has left approximately 9% of overall local transportation related dollars to be expended on new transportation related projects.

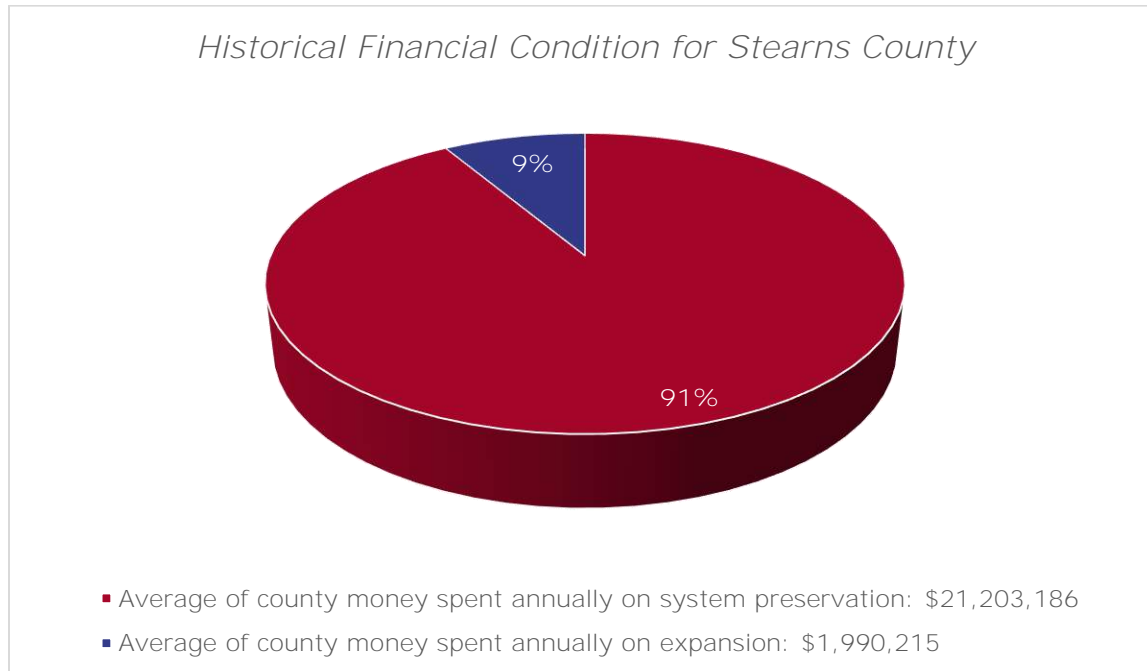


Figure 38: Local investment on system preservation and expansion within Stearns County. Data courtesy of Stearns County Highway Department.

Year	System Preservation	Expansion	Total County Investment
2010	\$14,810,000	\$0	\$14,810,000
2011	\$15,779,480	\$13,000,000	\$28,779,480
2012	\$19,235,253	\$3,232,149	\$22,467,402
2013	\$21,553,328	\$2,450,000	\$24,003,328
2014	\$25,337,708	\$0	\$25,337,708
2015	\$22,305,722	\$0	\$22,305,722
2016	\$17,754,405	\$1,220,000	\$18,974,405
2017	\$17,336,156	\$0	\$17,336,156
2018	\$30,779,580	\$0	\$30,779,580
2019	\$27,140,227	\$0	\$27,140,227
Total	\$212,031,859	\$19,902,149	\$231,934,008
Average	\$21,203,186	\$1,990,215	\$23,193,401
Percentage of Total County Expense	91%	9%	100%

Figure 39: Local investment on system preservation and expansion within Stearns County from 2010-2019. Data courtesy of Stearns County Highway Department.



Historical Financial Condition within APO's MPA

Approximately 18% of the roadway network for Stearns County lies within the APO planning area. In order to approximate the budget expended within the APO planning area, Stearns County takes a flat 18% from its total budget and reasonably estimates a budget for the portion of the county within the APO planning area. That stated, Stearns County will redistribute funding across the county as need arises to maintain, operate, and expand its roadway network.

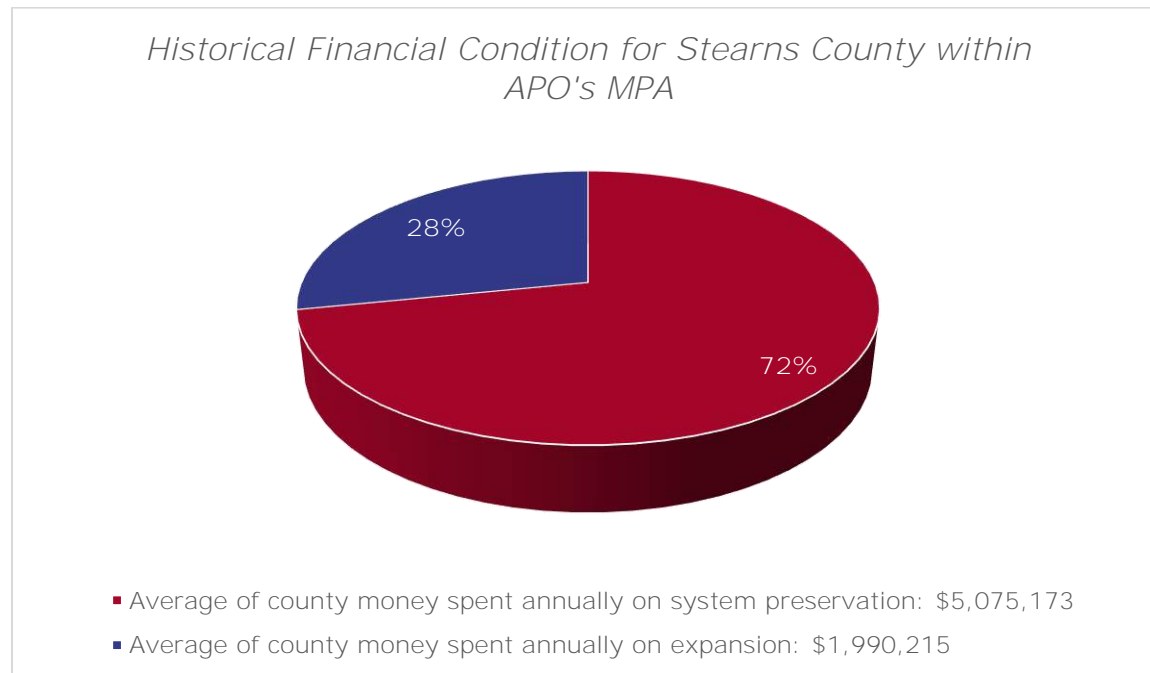


Figure 40: Local investment on system preservation and expansion within the portion of Stearns County within the APO's MPA. Data courtesy of Stearns County Highway Department.

Year	System Preservation	Expansion	Total County Investment
2010	\$2,474,000	\$0	\$2,474,000
2011	\$2,318,390	\$13,000,000	\$15,318,390
2012	\$7,647,846	\$3,232,149	\$10,879,995
2013	\$6,313,225	\$2,450,000	\$8,763,225
2014	\$3,288,670	\$0	\$3,288,670
2015	\$6,173,953	\$0	\$6,173,953
2016	\$1,421,185	\$1,220,000	\$2,641,185
2017	\$1,923,110	\$0	\$1,923,110
2018	\$15,276,833	\$0	\$15,276,833
2019	\$3,914,521	\$0	\$3,914,521
Total	\$50,751,733	\$19,902,149	\$70,653,882
Average	\$5,075,173	\$1,990,215	\$7,065,388
Percentage of Total County Expense	72%	28%	100%

Figure 41: Local investment on system preservation and expansion within the portion of Stearns County within the APO's MPA from 2010-2019. Data courtesy of Stearns County Highway Department.



Future Financial Condition

Operating revenue for local transportation dollars for Stearns County come from a variety of sources including general tax levies, state-aid funds, and other local investments.

County Transportation Funding Source	Projected 2021 County Funds	Projected 2022 County Funds	Projected 2023 County Funds	Projected 2024 County Funds	Total 2021-2024 Projected County Funds
General Tax Levy	\$6,800,000	\$6,800,000	\$6,800,000	\$7,300,000	\$27,700,000
State-Aid Funds	\$13,675,000	\$13,675,000	\$13,675,000	\$14,500,000	\$55,525,000
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other County	\$7,400,000	\$7,400,000	\$7,400,000	\$7,400,000	\$29,600,000
Total Projected County Funds	\$27,875,000	\$27,875,000	\$27,875,000	\$29,200,000	\$112,825,000

Figure 42: Projected county transportation funding sources and amounts for Stearns County to be used toward transportation projects. Data courtesy of Stearns County Highway Department.

Future Financial Condition within APO's MPA

Like the current financial condition, Stearns County reasonably estimates to spend approximately 18% of the county's entire transportation related revenue within the APO planning area. However, Stearns County will redistribute local transportation revenue costs across the county as need arises to maintain, operate, and expand its roadway network.

County Transportation Funding Source	Projected 2021 County Funds	Projected 2022 County Funds	Projected 2023 County Funds	Projected 2024 County Funds	Total 2021-2024 Projected County Funds
General Tax Levy	\$1,224,000	\$1,224,000	\$1,224,000	\$1,314,000	\$4,986,000
State-Aid Funds	\$2,461,500	\$2,461,500	\$2,461,500	\$2,610,000	\$9,944,500
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other County	\$1,332,000	\$1,332,000	\$1,332,000	\$1,332,000	\$5,328,000
Total Projected County Funds	\$5,017,500	\$5,017,500	\$5,017,500	\$5,256,000	\$20,308,500

Figure 43: Projected county transportation funding sources and amounts for the portion of Stearns County within the APO's MPA to be used toward transportation projects. Data courtesy of Stearns County Highway Department.

Fiscal Constraint within APO's MPA

Figure 44 demonstrates the projected county funds allocated based upon historic funding for both system preservation and expansion expenditures for the portion of Stearns County within the APO's MPA. In total, \$14,622,120 is available for system preservation projects during fiscal years 2021-2024. The remaining \$5,686,380 is available for expansion.



Year	Total Projected County Funds	Historical System Preservation Investment (72% of Total)	Historical Expansion Investment (28% of Total)
2021	\$5,017,500	\$3,612,600	\$1,404,900
2022	\$5,017,500	\$3,612,600	\$1,404,900
2023	\$5,017,500	\$3,612,600	\$1,404,900
2024	\$5,256,000	\$3,784,320	\$1,471,680
Total	\$20,308,500	\$14,622,120	\$5,686,380

Figure 44: A total of available revenue for the portion of Stearns County within the APO's MPA by year from 2021 through 2024. Data courtesy of Stearns County Highway Department.

During this time frame, Stearns County has seven system preservation projects within the APO's MPA programmed into the TIP, requiring a local match of \$492,390 in year of expenditure dollars. The county also has three expansion projects programmed requiring a local match of \$2,705,319. Overall, Stearns County has enough funding to finance these projects and thereby maintains fiscal constraint.

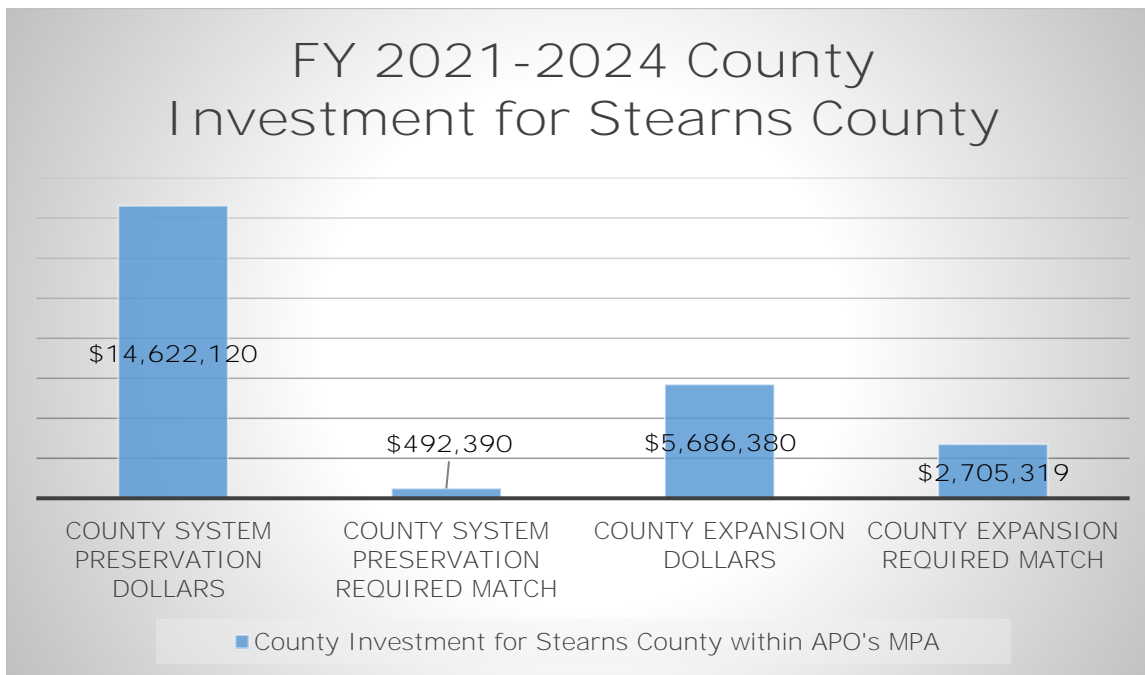


Figure 45: Total fiscal constraint for Stearns County within the APO's MPA for TIP cycle FY 2021-2024. Data courtesy of Stearns County Highway Department.

City of Saint Cloud

Historical Financial Condition

Over a 10-year period – 2010 through 2019 – the City of Saint Cloud has allocated on average 80% of overall local transportation related dollars to system preservation of the current transportation system. This has left approximately 20% of overall local transportation related dollars to be expended on new transportation related projects.

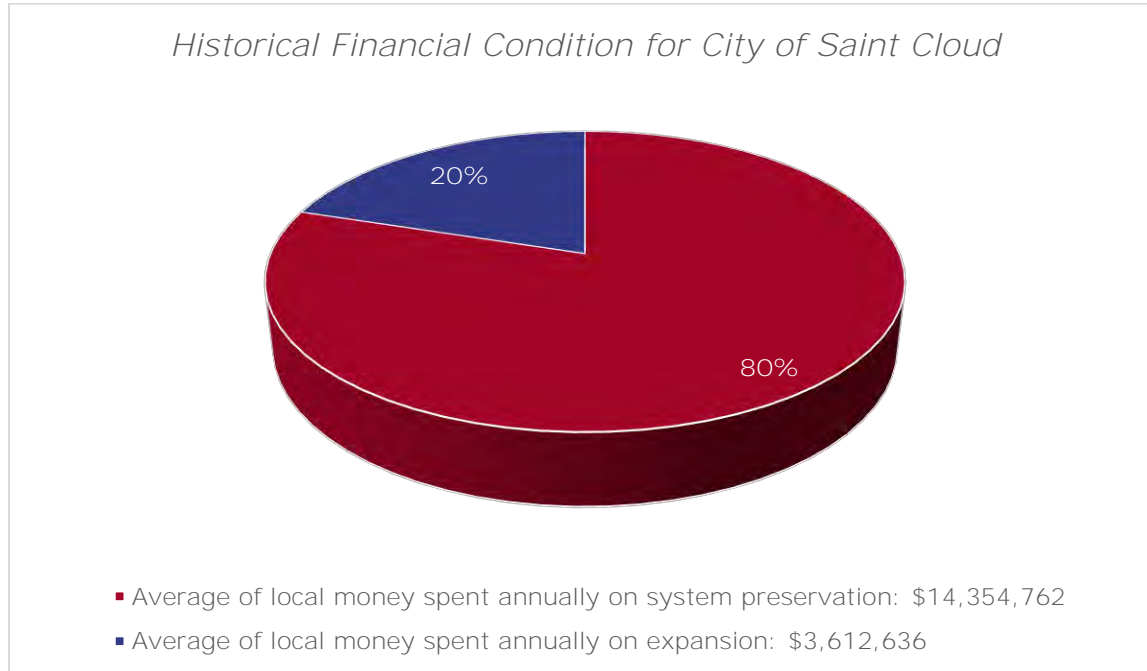


Figure 46: Local investment on system preservation and expansion within the City of Saint Cloud. Data courtesy of City of Saint Cloud.

Year	System Preservation	Expansion	Total Local Investment
2010	\$13,861,584	\$8,347,500	\$22,209,084
2011	\$8,484,350	\$2,610,000	\$11,094,350
2012	\$20,317,905	\$2,475,000	\$22,792,905
2013	\$17,206,909	\$3,278,700	\$20,485,609
2014	\$25,495,287	\$3,600,000	\$29,095,287
2015	\$12,688,129	\$1,656,000	\$14,344,129
2016	\$10,297,070	\$2,025,000	\$12,322,070
2017	\$10,657,080	\$1,440,000	\$12,097,080
2018	\$11,415,690	\$4,770,000	\$16,185,690
2019	\$13,123,620	\$5,924,160	\$19,047,780
Total	\$143,547,624	\$36,126,360	\$179,673,984
Average	\$14,354,762	\$3,612,636	\$17,967,398
Percentage of Total Local Expense	80%	20%	100%

Figure 47: Local investment on system preservation and expansion in the City of Saint Cloud from 2010-2019. Data courtesy of City of Saint Cloud.



Future Financial Condition

Operating revenue for local transportation dollars for the City of Saint Cloud comes from a variety of sources including state-aid funds, assessments, bonding, and other local investments.

Local Transportation Funding Source	Projected 2021 Local Funds	Projected 2022 Local Funds	Projected 2023 Local Funds	Projected 2024 Local Funds	Total 2021-2024 Projected Local Funds
General Tax Levy	\$0	\$0	\$0	\$0	\$0
State-Aid Funds	\$2,000,000	\$2,700,000	\$3,400,000	\$1,900,000	\$10,000,000
Assessments	\$1,600,000	\$2,500,000	\$2,000,000	\$2,450,000	\$8,550,000
Bonding	\$3,500,000	\$2,000,000	\$2,300,000	\$3,035,000	\$10,835,000
Other Local	\$11,557,518	\$9,340,000	\$10,150,000	\$17,165,000	\$48,212,518
Total Projected Local Funds	\$18,657,518	\$16,540,000	\$17,850,000	\$24,550,000	\$77,597,518

Figure 48: Projected local transportation funding sources and amounts for the City of Saint Cloud to be used toward transportation projects. Data courtesy of City of Saint Cloud.

Fiscal Constraint

Figure 49 demonstrates the projected city funds allocated based upon historic funding for both system preservation and expansion expenditures in the City of Saint Cloud. In total, \$42,438,014 is available for system preservation projects during fiscal years 2021-2024. The remaining \$15,519,504 is available for expansion.

Year	Total Projected Local Funds	Historical System Preservation Investment (80% of Total)	Historic Expansion Investment (20% of Total)
2021	\$18,657,518	\$14,926,014	\$3,731,504
2022	\$16,540,000	\$13,232,000	\$3,308,000
2023	\$17,850,000	\$14,280,000	\$3,570,000
2024	\$24,550,000	\$19,640,000	\$4,910,000
Total	\$77,597,518	\$42,438,014	\$15,519,504

Figure 49: A total of available revenue for the City of Saint Cloud by year from 2020 through 2023. Data courtesy of City of Saint Cloud.

During this time frame, the City of Saint Cloud has two system preservation projects programmed into the TIP requiring a local match of \$2,176,438 in year of expenditure dollars. The city has one expansion project programmed into the TIP as well, requiring a local match of \$120,000. Overall, the City of Saint Cloud has enough funding to finance these projects and thereby maintains fiscal constraint.

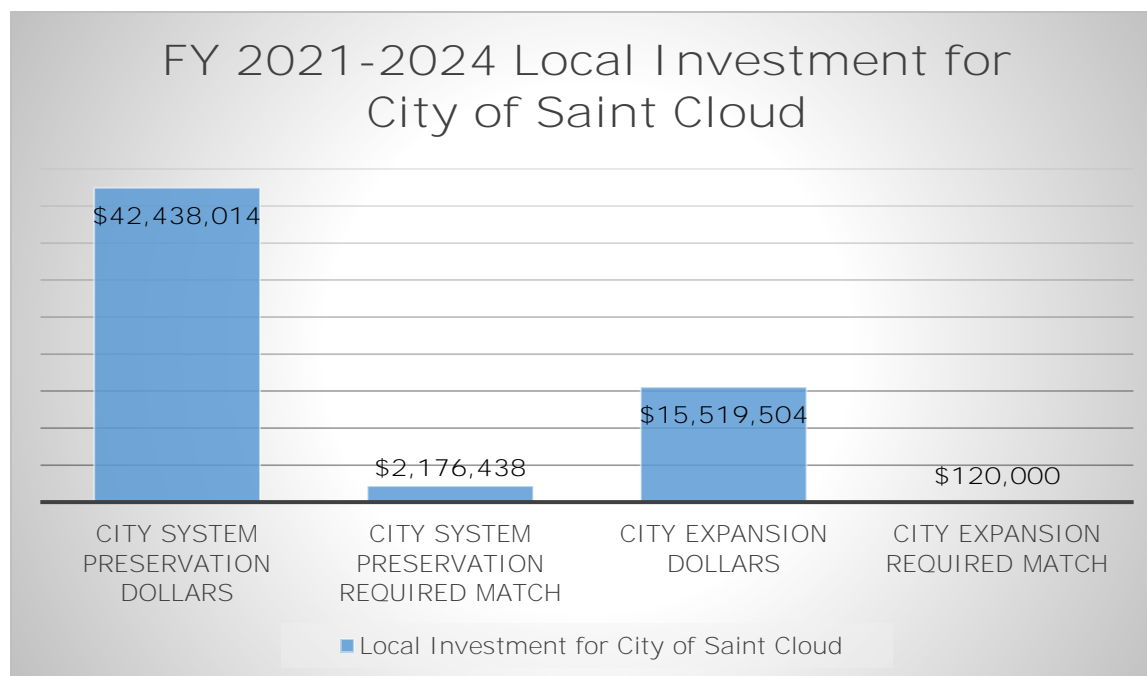


Figure 50: Total fiscal constraint for the City of Saint Cloud for TIP cycle FY 2021-2024. Data courtesy of City of Saint Cloud.

City of Saint Joseph

Historical Financial Condition

Over a 10-year period – 2010 through 2019 – the City of Saint Joseph has allocated on average 86% of overall local transportation related dollars to system preservation of the current transportation system. This has left approximately 14% of overall local transportation related dollars to be expended on new transportation related projects.

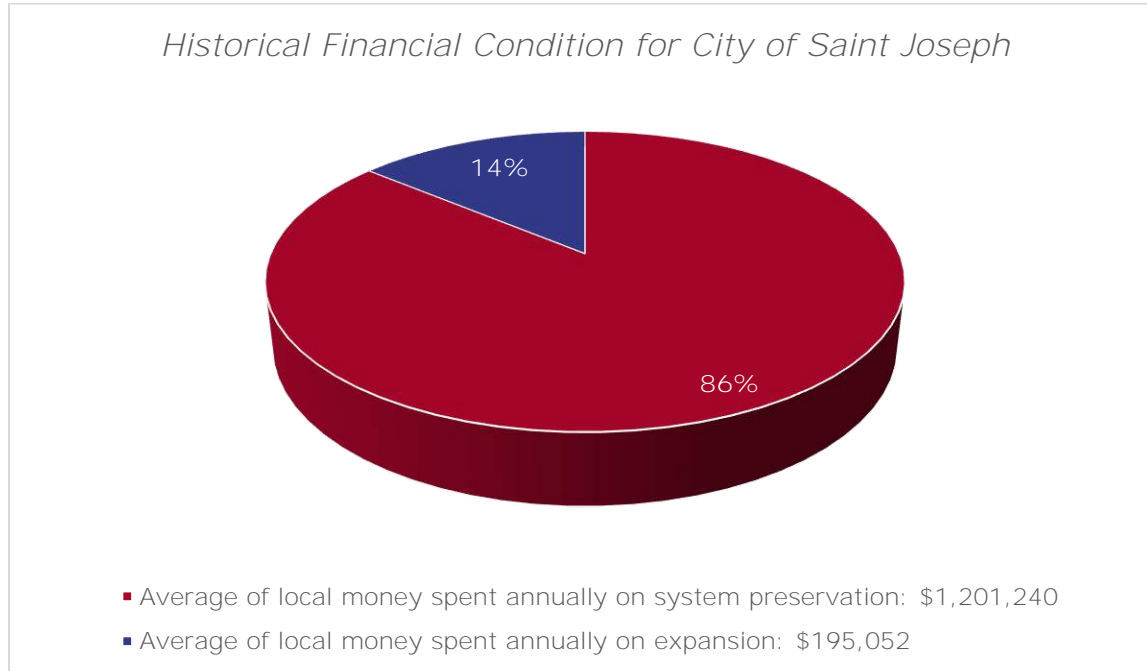


Figure 51: Local investment on system preservation and expansion within the City of Saint Joseph. Data courtesy of City of Saint Joseph.

Year	System Preservation	Expansion	Total Local Investment
2010	\$1,081,416	\$0	\$1,081,416
2011	\$607,102	\$0	\$607,102
2012	\$375,254	\$0	\$375,254
2013	\$776,613	\$0	\$776,613
2014	\$1,908,827	\$0	\$1,908,827
2015	\$1,200,636	\$0	\$1,200,636
2016	\$604,680	\$916,594	\$1,521,274
2017	\$700,822	\$1,033,923	\$1,734,745
2018	\$716,615	\$0	\$716,615
2019	\$4,040,433	\$0	\$4,040,433
Total	\$12,012,398	\$1,950,517	\$13,962,915
Average	\$1,201,240	\$195,052	\$1,396,292
Percentage of Total Local Expense	86%	14%	100%

Figure 52: Local investment on system preservation and expansion in the City of Saint Joseph from 2010-2019. Data courtesy of City of Saint Joseph.



Future Financial Condition

Operating revenue for local transportation dollars for the City of Saint Joseph comes from a variety of sources including general tax levies, state-aid funds, assessments, bonding, and other local investments.

Local Transportation Funding Source	Projected 2021 Local Funds	Projected 2022 Local Funds	Projected 2023 Local Funds	Projected 2024 Local Funds	Total 2021-2024 Projected Local Funds
General Tax Levy	\$411,225	\$414,677	\$137,581	\$121,925	\$1,085,408
State-Aid Funds	\$54,435	\$1,553,890	\$53,320	\$58,000	\$1,719,645
Assessments	\$372,660	\$1,990,924	\$2,617,954	\$6,689,203	\$11,670,741
Bonding	\$1,445,707	\$2,602,216	\$1,745,302	\$8,312,135	\$14,105,360
Other Local	\$12,500	\$162,500	\$12,500	\$26,000	\$213,500
Total Projected Local Funds	\$2,296,527	\$6,724,207	\$4,566,657	\$15,207,263	\$28,794,654

Figure 53: Projected local transportation funding sources and amounts for the City of Saint Joseph to be used toward transportation projects. Data courtesy of City of Saint Joseph.

Fiscal Constraint

Figure 54 demonstrates the projected city funds allocated based upon historic funding for both system preservation and expansion expenditures in the City of Saint Joseph. In total, \$24,763,402 is available for system preservation projects during fiscal years 2021-2024. The remaining \$4,031,252 is available for expansion.

Year	Total Projected Local Funds	Historical System Preservation Investment (86% of Total)	Historical Expansion Investment (14% of Total)
2021	\$2,296,527	\$1,975,013	\$321,514
2022	\$6,724,207	\$5,782,818	\$941,389
2023	\$4,566,657	\$3,927,325	\$639,332
2024	\$15,207,263	\$13,078,246	\$2,129,017
Total	\$28,794,654	\$24,763,402	\$4,031,252

Figure 54: A total of available revenue for the City of Saint Joseph by year from 2021 through 2024. Data courtesy of City of Saint Joseph.

During this time frame, the City of Saint Joseph does not have any projects programmed into the APO's TIP. Thereby, the City of Saint Joseph maintains fiscal constraint.

City of Sartell

Historical Financial Condition

Over a 10-year period – 2010 through 2019 – the City of Sartell has allocated on average 56% of overall local transportation related dollars to system preservation of the current transportation system. This has left approximately 44% of overall local transportation related dollars to be expended on new transportation related projects.

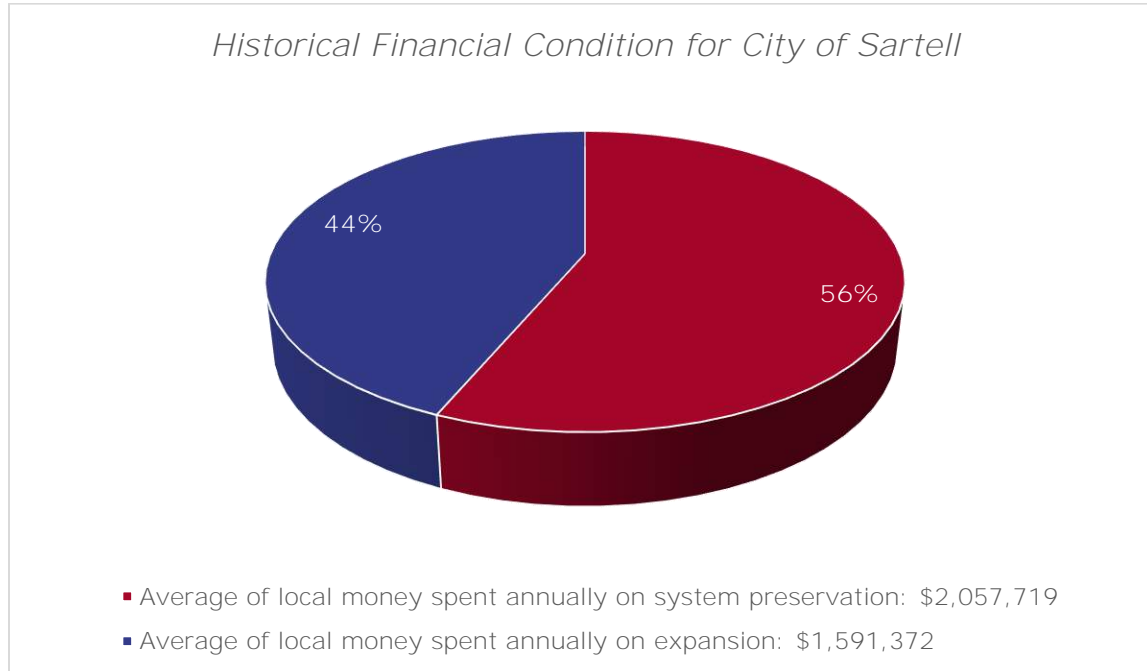


Figure 55: Local investment on system preservation and expansion within the City of Sartell. Data courtesy of City of Sartell.

Year	System Preservation	Expansion	Total Local Investment
2010	\$1,114,984	\$1,554,745	\$2,669,729
2011	\$1,319,947	\$0	\$1,319,947
2012	\$947,253	\$809,885	\$1,757,138
2013	\$1,197,314	\$0	\$1,197,314
2014	\$2,028,068	\$0	\$2,028,068
2015	\$1,693,048	\$4,956,596	\$6,649,644
2016	\$1,875,414	\$0	\$1,875,414
2017	\$2,219,341	\$2,070,460	\$4,289,801
2018	\$2,348,075	\$4,402,035	\$6,750,110
2019	\$5,833,750	\$2,120,000	\$7,953,750
Total	\$20,577,194	\$15,913,721	\$36,490,915
Average	\$2,057,719	\$1,591,372	\$3,649,092
Percentage of Total Local Expense	56%	44%	100%

Figure 56: Local investment on system preservation and expansion in the City of Sartell from 2010-2019. Data courtesy of City of Sartell.



Future Financial Condition

Operating revenue for local transportation dollars for the City of Sartell comes from a variety of sources including general tax levies, state-aid funds, assessments, and bonding.

Local Transportation Funding Source	Projected 2021 Local Funds	Projected 2022 Local Funds	Projected 2023 Local Funds	Projected 2024 Local Funds	Total 2021-2024 Projected Local Funds
General Tax Levy	\$1,365,219	\$1,399,349	\$1,434,333	\$1,470,192	\$5,669,093
State-Aid Funds	\$1,036,051	\$1,036,051	\$1,036,051	\$1,036,051	\$4,144,204
Assessments	\$0	\$200,000	\$0	\$0	\$200,000
Bonding	\$0	\$2,850,000	\$0	\$0	\$2,850,000
Other Local	\$0	\$0	\$0	\$0	\$0
Total Projected Local Funds	\$2,401,270	\$5,485,400	\$2,470,384	\$2,506,243	\$12,863,297

Figure 57: Projected local transportation funding sources and amounts for the City of Sartell to be used toward transportation projects. Data courtesy of City of Sartell.

Fiscal Constraint

Figure 58 demonstrates the projected city funds allocated based upon historic funding for both system preservation and expansion expenditures in the City of Sartell. In total, \$5,737,160 is available for system preservation projects during fiscal years 2020-2023. The remaining \$5,512,173 is available for expansion.

Year	Total Projected Local Funds	Historical System Preservation Investment (51% of Total)	Historical Expansion Investment (49% of Total)
2021	\$2,401,270	\$1,344,711	\$1,056,559
2022	\$5,485,400	\$3,071,824	\$2,413,576
2023	\$2,470,384	\$1,383,415	\$1,086,969
2024	\$2,506,243	\$1,403,496	\$1,102,747
Total	\$12,863,297	\$7,203,446	\$5,659,851

Figure 58: A total of available revenue for the City of Sartell by year from 2021 through 2024. Data courtesy of City of Sartell.

During this time frame, the City of Sartell has one system preservation project programmed into the TIP requiring a local match of \$2,710,000 in year of expenditure dollars. The city also has one expansion project programmed requiring a local match of \$91,824. Overall, the City of Sartell has enough funding to finance this project and thereby maintains fiscal constraint.

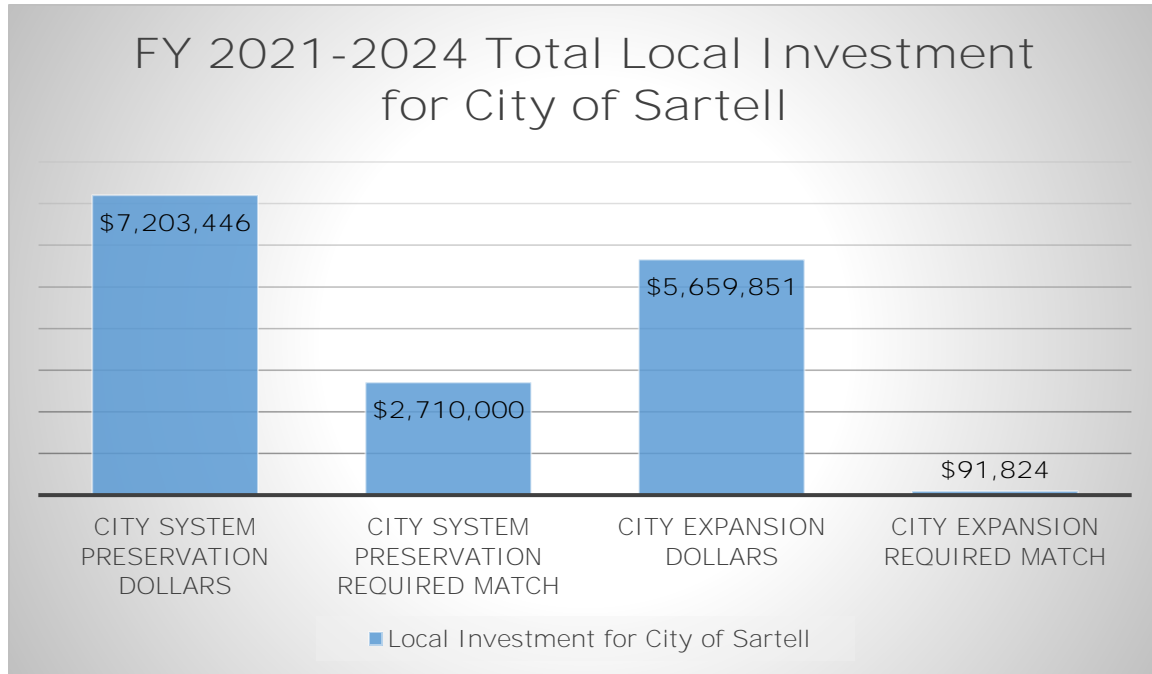


Figure 59: Total fiscal constraint for the City of Sartell for TIP cycle FY 2021-2024. Data courtesy of City of Sartell.

City of Sauk Rapids

Historical Financial Condition

Over a 10-year period – 2010 through 2019 – the City of Sauk Rapids has allocated on average 85% of overall local transportation related dollars to system preservation of the current transportation system. This has left approximately 15% of overall local transportation related dollars to be expended on new transportation related projects.

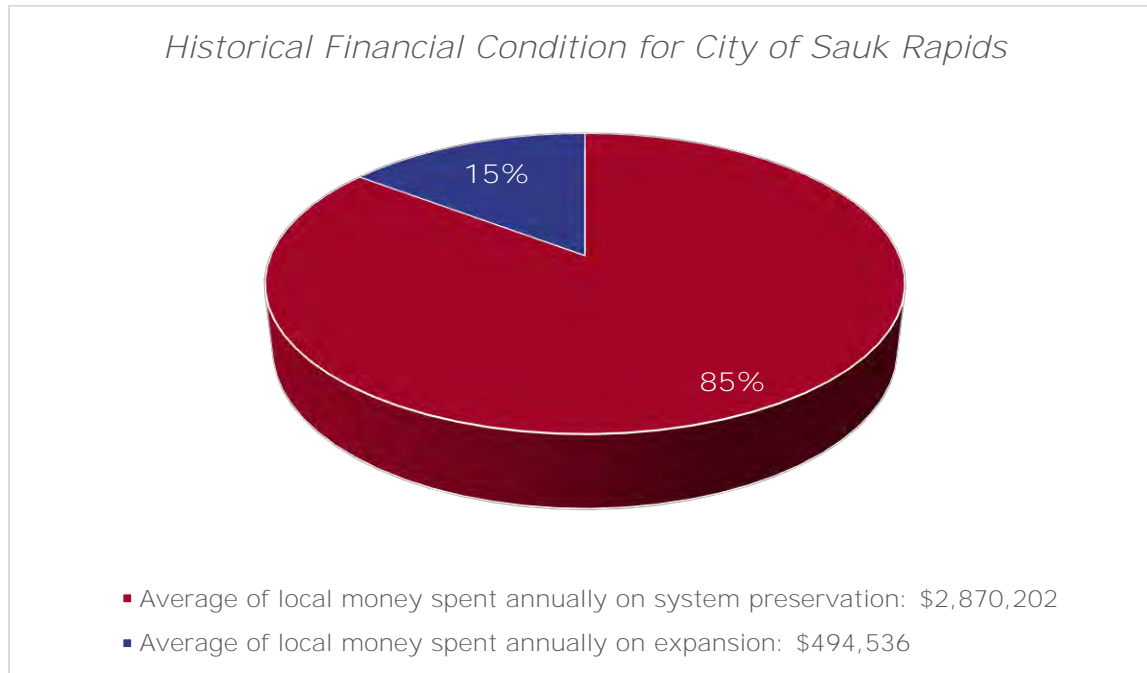


Figure 60: Local investment on system preservation and expansion within the City of Sauk Rapids. Data courtesy of City of Sauk Rapids.

Year	System Preservation	Expansion	Total Local Investment
2010	\$2,590,457	\$210,976	\$2,801,433
2011	\$2,586,389	\$186,019	\$2,772,408
2012	\$2,798,178	\$161,063	\$2,959,241
2013	\$1,849,922	\$0	\$1,849,922
2014	\$2,038,671	\$2,957,841	\$4,996,512
2015	\$4,432,645	\$642,806	\$5,075,451
2016	\$2,558,317	\$781,827	\$3,340,144
2017	\$4,037,690	\$4,826	\$4,042,516
2018	\$1,938,252	\$0	\$1,938,252
2019	\$3,871,500	\$0	\$3,871,500
Total	\$28,702,021	\$4,945,358	\$33,647,379
Average	\$2,870,202	\$494,536	\$3,364,738
Percentage of Total Local Expense	85%	15%	100%

Figure 61: Local investment on system preservation and expansion in the City of Sauk Rapids from 2010-2019. Data courtesy of City of Sauk Rapids.



Future Financial Condition

Operating revenue for local transportation dollars for the City of Sauk Rapids comes from a variety of sources including general tax levies, state-aid funds, and other local investments.

Local Transportation Funding Source	Projected 2021 Local Funds	Projected 2022 Local Funds	Projected 2023 Local Funds	Projected 2024 Local Funds	Total 2021-2024 Projected Local Funds
General Tax Levy	\$680,000	\$840,000	\$850,000	\$860,000	\$3,230,000
State-Aid Funds	\$726,639	\$1,453,278	\$0	\$748,194	\$2,928,111
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other Local	\$2,187,161	\$1,971,922	\$2,568,500	\$2,347,706	\$9,075,289
Total Projected Local Funds	\$3,593,800	\$4,265,200	\$3,418,500	\$3,955,900	\$15,233,400

Figure 62: Projected local transportation funding sources and amounts for the City of Sauk Rapids to be used toward transportation projects. Data courtesy of City of Sauk Rapids.

Fiscal Constraint

Figure 63 demonstrates the projected city funds allocated based upon historic funding for both system preservation and expansion expenditures in the City of Sauk Rapids. In total, \$12,948,390 is available for system preservation projects during fiscal years 2021-2024. The remaining \$2,285,010 is available for expansion.

Year	Total Projected Local Funds	Historical System Preservation Investment (85% of Total)	Historical Expansion Investment (15% of Total)
2021	\$3,593,800	\$3,054,730	\$539,070
2022	\$4,265,200	\$3,625,420	\$639,780
2023	\$3,418,500	\$2,905,725	\$512,775
2024	\$3,955,900	\$3,362,515	\$593,385
Total	\$15,233,400	\$12,948,390	\$2,285,010

Figure 63: A total of available revenue for the City of Sauk Rapids by year from 2021 through 2024. Data courtesy of City of Sauk Rapids.

During this time frame, the City of Sauk Rapids has one expansion project programmed into the TIP requiring a local match of \$78,600 in year of expenditure dollars. Overall, the City of Sauk Rapids has enough funding to finance this project and therefore maintains fiscal constraint.

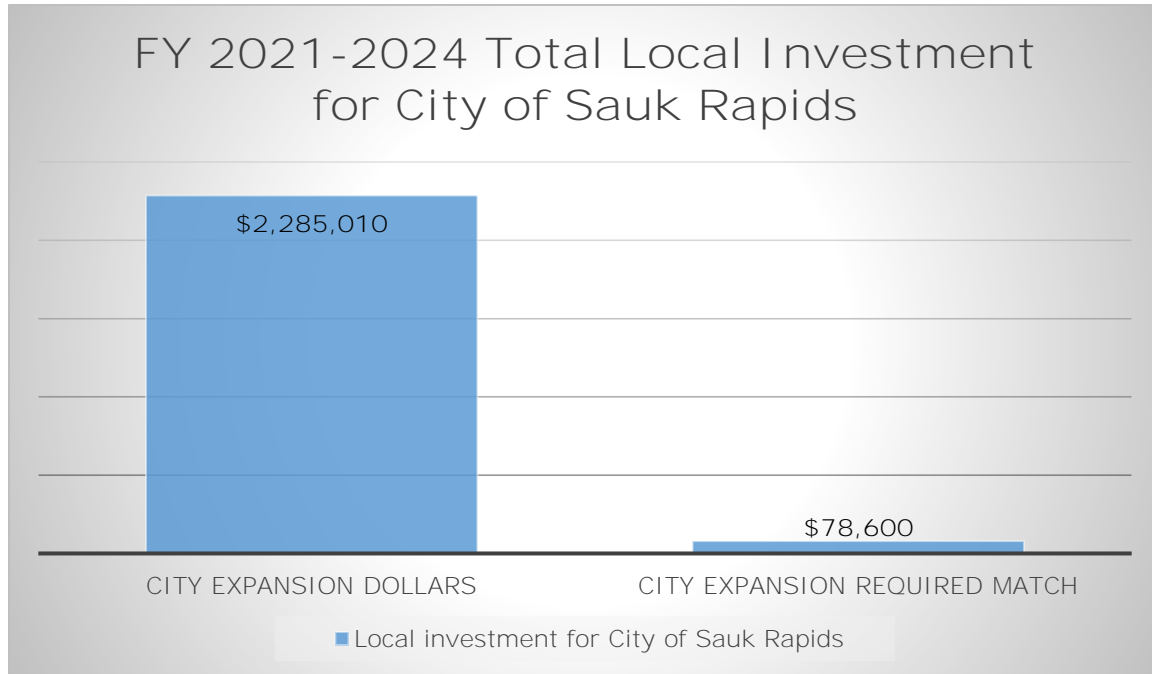


Figure 64: Total fiscal constraint for the City of Sauk Rapids for TIP cycle FY 2021-2024. Data courtesy of City of Sauk Rapids.

City of Waite Park

Historical Financial Condition

In discussions with staff at the City of Waite Park, it was determined that basing future financial conditions on past data would not garner an accurate picture of possible transportation revenue and transportation revenue allocations for the city. According to Public Works Director Bill Schluez, the city had reconfigured the way it had allocated funds for transportation in 2018, therefore, basing our assumptions on years prior to 2018 would not be an accurate representation.

APO staff have been coordinating with city staff to build a database like the historical transportation spending databases found with the other cities. It is the hope that ideally 10 years of data would be amassed prior to determining a consistent approximate split between the amount typically allocated to system preservation and that which is allocated to expansion for the City of Waite Park.

Below is the historical financial condition for the City of Waite Park that was provided to APO staff. During this time period the city has not completed any capacity expanding projects.

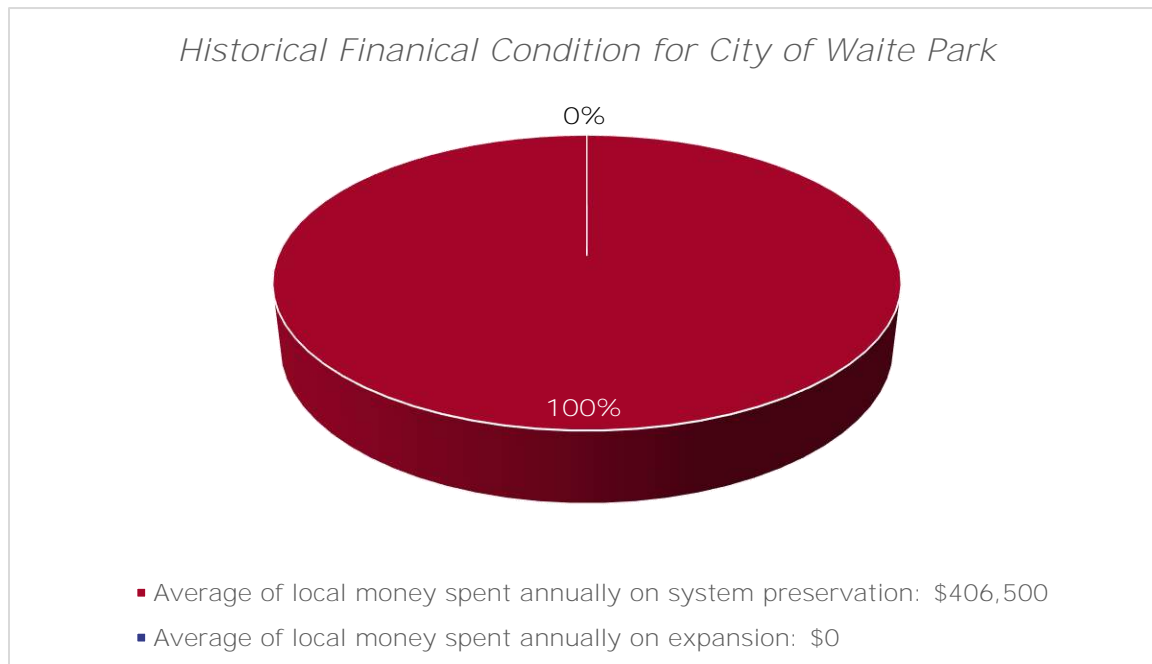


Figure 65: Local investment on system preservation and expansion within the City of Waite Park. Data courtesy of City of Waite Park.

Year	System Preservation	Expansion	Total Local Investment
2018	\$813,000	\$0	\$813,000
2019	\$0	\$0	\$0
Total	\$813,000	\$0	\$813,000
Average	\$406,500	\$0	\$406,500
Percentage of Total Local Expense	100%	0%	100%

Figure 66: Local investment on system preservation and expansion in the City of Waite Park from 2018-2019. Data courtesy of City of Waite Park.



Future Financial Condition

Operating revenue for local transportation dollars for the City of Waite Park comes from a variety of sources including general tax levies, state-aid funds, and other local investments.

Local Transportation Funding Source	Projected 2021 Local Funds	Projected 2022 Local Funds	Projected 2023 Local Funds	Projected 2024 Local Funds	Total 2021-2024 Projected Local Funds
General Tax Levy	\$800,000	\$900,000	\$1,000,000	\$1,030,000	\$3,730,000
State-Aid Funds	\$380,000	\$380,000	\$380,000	\$380,000	\$1,520,000
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other Local	\$600,000	\$600,000	\$600,000	\$600,000	\$2,400,000
Total Projected Local Funds	\$1,780,000	\$1,880,000	\$1,980,000	\$2,010,000	\$7,650,000

Figure 67: Projected local transportation funding sources and amounts for the City of Waite Park to be used toward transportation projects. Data courtesy of City of Waite Park.

Fiscal Constraint

Figure 68 demonstrates the projected city funds allocated based upon historic funding for both system preservation and expansion expenditures in the City of Waite Park. In total, \$7,650,000 is available for system preservation projects during fiscal years 2021-2024.

Year	Total Projected Local Funds	Historical System Preservation Investment (100% of Total)	Historical Expansion Investment (0% of Total)
2021	\$1,780,000	\$1,780,000	\$0
2022	\$1,880,000	\$1,880,000	\$0
2023	\$1,980,000	\$1,980,000	\$0
2024	\$2,010,000	\$2,010,000	\$0
Total	\$7,650,000	\$7,650,000	\$0

Figure 68: A total of available revenue for the City of Waite Park by year from 2021 through 2024. Data courtesy of City of Waite Park.

During this time frame, the City of Waite Park does not have any projects programmed into the APO's TIP. Thereby, the City of Waite Park maintains fiscal constraint.

Saint Cloud Metro Bus

Historical Financial Condition

Over a 10-year period – 2010 through 2019 – Saint Cloud Metro Bus has historically obtained funding for transit related projects from fares/other local funds, state funds, and tax levied local funds.

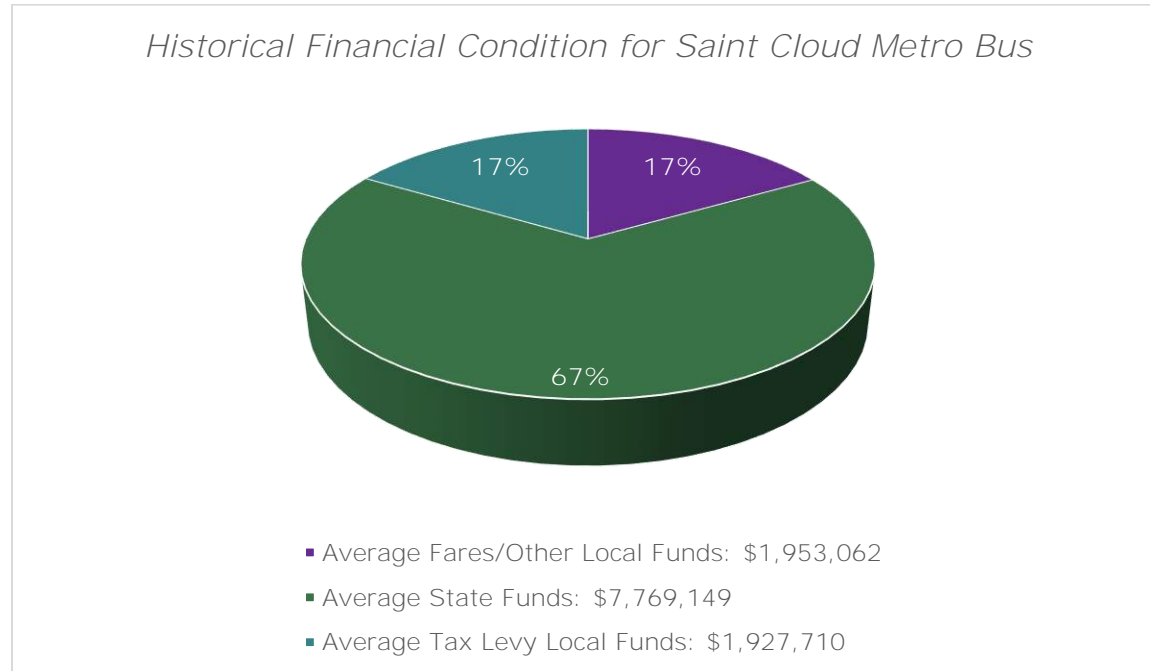


Figure 69: Historic split of local and state revenues for Saint Cloud Metro Bus from 2010 through 2019. Data courtesy of Saint Cloud Metro Bus. Of note, due to rounding, the total does not equal 100%.

Year	Fares/Other Local Funds	State Funds	Tax Levy Local Funds	Total Local Funds
2010	\$1,680,491	\$3,093,707	\$1,556,838	\$6,331,036
2011	\$1,814,684	\$1,895,624	\$1,499,701	\$5,210,009
2012	\$1,863,927	\$2,409,037	\$1,069,528	\$5,342,493
2013	\$1,937,840	\$1,739,493	\$1,056,722	\$4,734,055
2014	\$2,176,080	\$13,275,907	\$1,068,621	\$16,520,607
2015	\$2,092,306	\$7,174,978	\$2,467,058	\$11,734,341
2016	\$2,160,173	\$8,565,188	\$2,467,387	\$13,192,748
2017	\$1,832,920	\$12,347,804	\$2,478,528	\$16,659,252
2018	\$2,148,575	\$14,453,125	\$2,472,245	\$19,073,945
2019	\$1,823,626	\$12,736,626	\$3,140,470	\$17,700,722
Total	\$19,530,621	\$77,691,489	\$19,277,099	\$116,499,209
Average	\$1,953,062	\$7,769,149	\$1,927,710	\$11,649,921
Percentage of Total Local Funds	17%	67%	17%	100%

Figure 70: Historic split of local and state revenues for Saint Cloud Metro Bus from 2010 through 2019. Data courtesy of Saint Cloud Metro Bus. Of note, due to rounding, the total does not equal 100%.

Future Financial Condition

Operating revenue for local transit comes from local tax levies, fares/other local funding, and state funds.

Transit Funding Source	Projected 2021 Funds	Projected 2022 Funds	Projected 2023 Funds	Projected 2024 Funds	Total 2021-2024 Projected Funds
Local Tax Levy	\$3,136,403	\$3,136,403	\$3,183,449	\$3,231,201	\$12,687,456
Fares/Other Local	\$1,632,225	\$1,620,871	\$1,624,173	\$1,627,510	\$6,504,779
State Funds	\$12,239,162	\$12,928,616	\$15,757,734	\$15,360,106	\$56,285,618
Total Projected Local Funds	\$17,007,790	\$17,685,890	\$20,565,356	\$20,218,817	\$75,477,853

Figure 71: Projected local transit funding sources for Saint Cloud Metro Bus for FY 2021-2024. Data courtesy of Saint Cloud Metro Bus.

Fiscal Constraint

Figure 72 demonstrates the projected local funds available for Saint Cloud Metro Bus considering the current operation expenditures. Out of the total transit funding source dollars available – \$75,477,853 – Saint Cloud Metro Bus must set aside a significant portion for operation expenditures – a total of \$56,920,000. The remaining dollars – a total of \$18,557,853 – can be allocated toward new capital improvement projects.

Due to Federal requirements, a minimum 20 percent local match must be provided should any capital improvement project require the use of Federal funds. However, as of late 2019, **MnDOT's Office of Transit and Active Transportation has opted to have the state split the local match necessary for vehicle purchases that utilized Federal Highway Administration's (FHWA's) Surface Transportation Block Grant Program (STBGP) funding during fiscal years 2021, 2022, and 2023.** During fiscal years 2021-2024 Metro Bus has three replacement vehicle projects programmed. With this new guidance, MnDOT is contributing half of the necessary \$622,600 in year-of-expenditure dollars needed as match to the Federal grant – the equivalent of \$311,300. This funding is separate from that allocated to MnDOT District 3 – a detailed financial plan and fiscal constraint analysis can be found in the next section. MnDOT must prove fiscal constraint as part of development of the STIP, which includes the **allocation of funding for transit projects. More information relating to MnDOT's fiscal constraint can be found within the most recent copy of the [STIP](https://bit.ly/37kEfI3) (https://bit.ly/37kEfI3).**

During fiscal years 2021-2024, Saint Cloud Metro Bus has 22 capital projects programmed into the TIP requiring a local match of \$2,738,200 in year of expenditure dollars. Overall, Saint Cloud Metro Bus has enough funding to finance these projects along with the organization's operation costs. Thereby, fiscal constraint is maintained.

Year	Total Projected Local Funds	Local Match Required for Operating Costs	Projected Local Dollars Available to Match Capital Projects
2021	\$17,007,790	\$14,100,000	\$2,907,790
2022	\$17,685,890	\$14,320,000	\$3,365,890
2023	\$20,565,356	\$14,200,000	\$6,365,356
2024	\$20,218,817	\$14,300,000	\$5,918,817
Total	\$75,477,853	\$56,920,000	\$18,557,853

Figure 72: A total of available revenue for Saint Cloud Metro Bus by year from 2021 through 2024. Data courtesy of Saint Cloud Metro Bus.

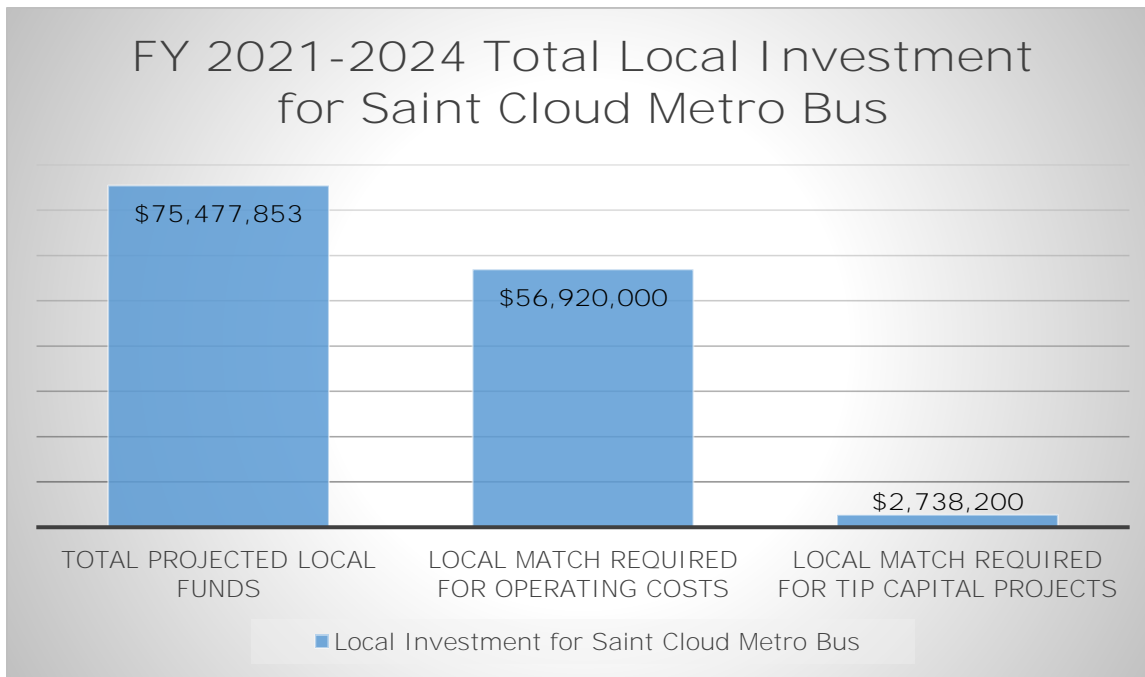


Figure 73: Total fiscal constraint for Saint Cloud Metro Bus for TIP cycle FY 2021-2024. Data courtesy of Saint Cloud Metro Bus.



Minnesota Department of Transportation (MnDOT District 3)

MnDOT District 3 encompasses a 13-county area comprised of the counties of Aitkin, Benton, Cass, Crow Wing, Isanti, Kanabec, Mille Lacs, Morrison, Sherburne, Stearns, Todd, Wright, and Wadena. In total, MnDOT District 3 supports among other items 1,607 centerline miles of state, U.S., and interstate highways along with 423 bridges and eight transit systems.

The APO MPA is incorporated into MnDOT District 3. Approximately 308 lane miles – a split between roughly 289 miles of rural roadway and just over 18 miles of urban roadway – **within the APO's planning area fall under the jurisdiction** of MnDOT District 3. This is equal to roughly 7.7 percent of MnDOT District 3.

Overall Historical Financial Condition

Over a 10-year period – 2010 through 2019 – MnDOT District 3 has allocated on average 87% of overall state and Federal transportation related dollars to maintenance and operations of the current transportation system within its boundary. This has left approximately 13% of overall state transportation related dollars to be expended on new transportation related projects.

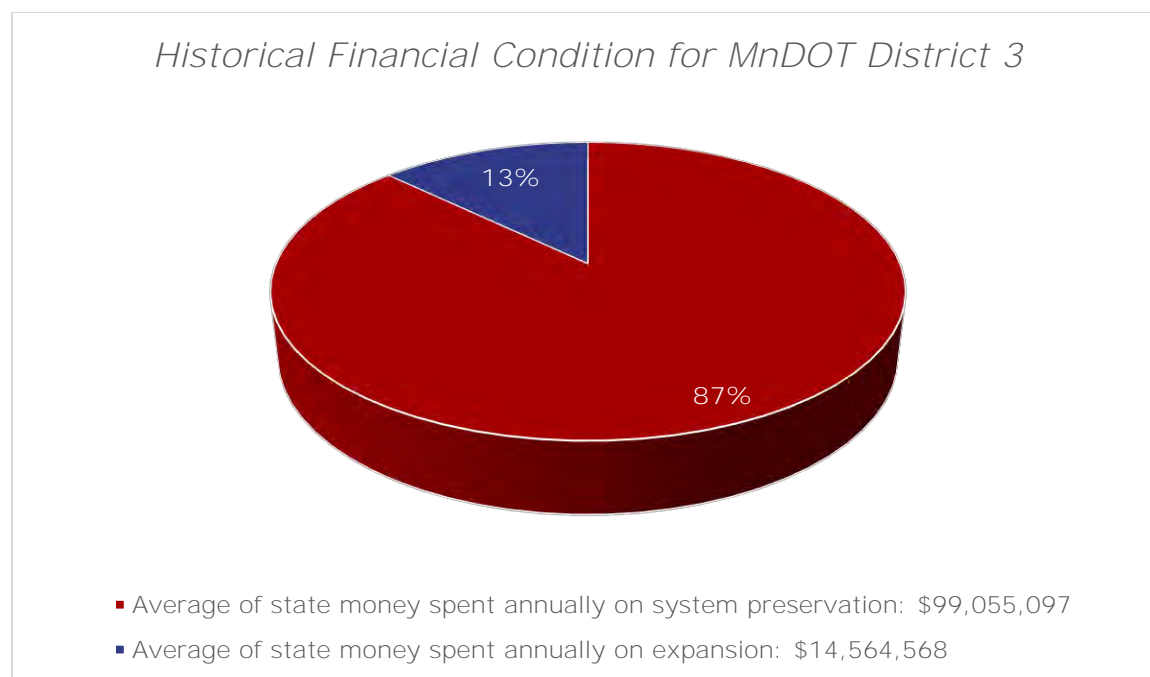


Figure 74: State investment on system preservation and expansion within MnDOT District 3 overall. Data courtesy of MnDOT District 3.



Year	System Preservation	Expansion	Total State Investment
2010	\$107,965,172	\$0	\$107,965,172
2011	\$87,570,556	\$0	\$87,570,556
2012	\$106,448,774	\$30,959,481	\$137,408,255
2013	\$95,408,924	\$4,827,778	\$100,236,702
2014	\$84,586,402	\$0	\$84,586,402
2015	\$104,075,557	\$0	\$104,075,557
2016	\$114,865,331	\$49,858,419	\$164,723,750
2017	\$95,956,886	\$0	\$95,956,886
2018	\$93,661,958	\$0	\$93,661,958
2019	\$100,011,414	\$60,000,000	\$160,011,414
Total	\$990,550,974	\$145,645,678	\$1,136,196,652
Average	\$99,055,097	\$14,564,568	\$113,619,665
Percent of Total State Expense	87%	13%	100%

Figure 75: State investment on system preservation and expansion within entire MnDOT District 3 from 2010 through 2019. Data courtesy of MnDOT District 3.

Historic Financial Condition within APO MPA

Approximately 7.7 percent of the roadway network under the jurisdiction of MnDOT District 3 falls within the APO planning area. In order to approximate the budget expended within the APO boundary, MnDOT District 3 takes a flat 7.7 percent from its total budget and reasonably estimates a budget for the portion of district within the APO planning area. That stated, MnDOT District 3 will redistribute funding across the district as need arises to maintain, operate, and expand its roadway network.

Over a 10-year period – 2010 through 2019 – MnDOT District 3 has allocated on average 88% of overall state transportation related dollars to system preservation of the current **transportation system within the APO's MPA. This has left approximately** 12% of overall state transportation related dollars to be expended on new transportation related projects.

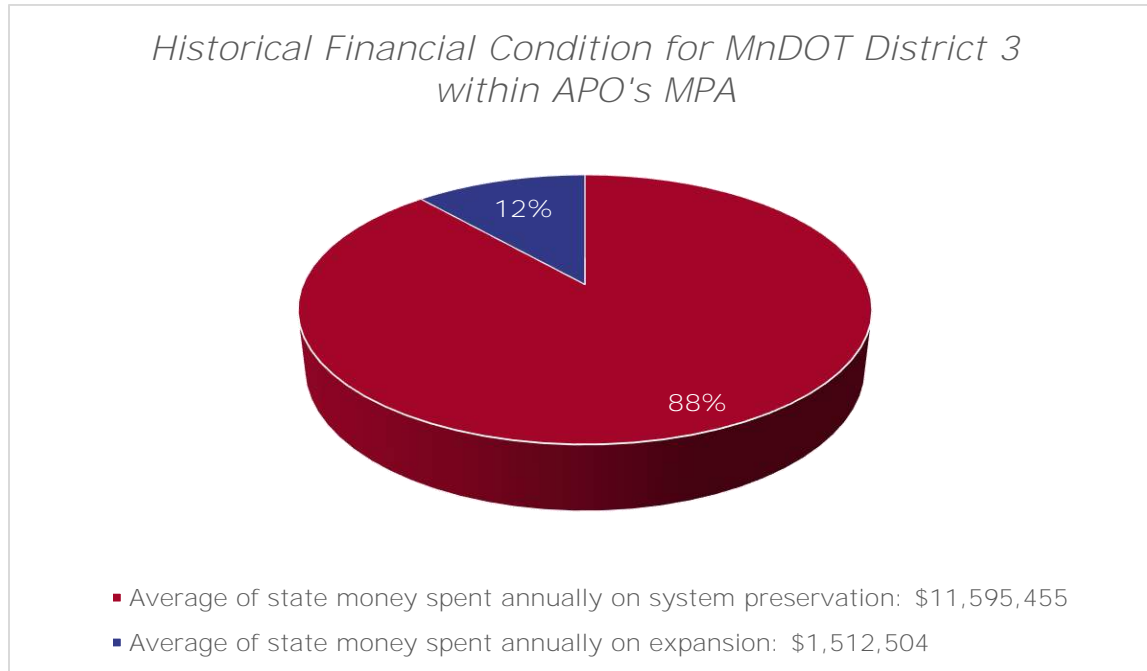


Figure 76: State investment on system preservation and expansion within the MnDOT District 3 that falls within the APO's MPA. Data courtesy of MnDOT District 3.

Year	System Preservation	Expansion	Total State Investment
2010	\$23,789,001	\$0	\$23,789,001
2011	\$3,906,172	\$0	\$3,906,172
2012	\$4,956,284	\$14,159,481	\$19,115,765
2013	\$7,352,881	\$965,556	\$8,318,437
2014	\$4,937,621	\$0	\$4,937,621
2015	\$28,709,541	\$0	\$28,709,541
2016	\$19,322,121	\$0	\$19,322,121
2017	\$4,830,318	\$0	\$4,830,318
2018	\$4,504,881	\$0	\$4,504,881
2019	\$13,645,730	\$0	\$13,645,730
Total	\$128,608,619	\$15,125,037	\$131,079,586
Average	\$12,860,862	\$1,512,504	\$13,107,959
Percent of Total State Expense	88%	12%	100%

Figure 77: State investment on system preservation and expansion in MnDOT District 3 within the APO's MPA from 2010 through 2019. Data courtesy of MnDOT District 3.

Overall Future Financial Condition

Operating revenue for state transportation dollars for the entire MnDOT District 3 comes from a variety of sources including state non-project specific maintenance, state project specific funds, districtwide set asides, and bonding.

Of note, most expansion projects on the Interstate and state trunk highway routes are funded through special funding sources outside of MnDOT's normal federal and state target funding distribution process. In these instances, state funded programs like the Corridors of Commerce and MnDOT's Transportation Economic Development program can be accessed to



address congestion and mobility needs. At the Federal level, the Better Utilizing Investments to Leverage Development (BUILD) grants is a possible funding source. In all these examples, funding is highly competitive and should not be depended upon for planning purposes.

State Transportation Funding Source	Projected 2021 State Funds	Projected 2022 State Funds	Projected 2023 State Funds	Projected 2024 State Funds	Total 2021-2024 Projected State Funds
State Non-Project Specific Maintenance	\$28,428,000	\$28,428,000	\$29,281,000	\$29,281,000	\$115,418,000
State Project Specific Funds	\$77,940,333	\$119,503,106	\$51,985,825	\$58,853,000	\$308,282,264
Districtwide Set Asides	\$31,175,000	\$26,679,000	\$23,883,556	\$23,930,020	\$105,667,576
Bonding	\$9,800,000	\$661,800	\$126,920,950	\$0	\$137,382,750
Total State Funds Projected	\$147,343,333	\$175,271,906	\$232,071,331	\$112,064,020	\$666,750,590

Figure 78: Projected state transportation funding sources and amounts for MnDOT District 3 to be used toward transportation projects. Data courtesy of MnDOT District 3.

Future Financial Condition within APO MPA

Operating revenue for state transportation dollars for MnDOT District 3 within the APO MPA comes from a variety of sources including state non-project specific maintenance, state project specific funds, APO share of districtwide set asides – equivalent to 7.7 percent – and bonding.

State Transportation Funding Source	Projected 2021 State Funds	Projected 2022 State Funds	Projected 2023 State Funds	Projected 2024 State Funds	Total 2021-2024 Projected State Funds
State Non-Project Specific Maintenance	\$2,188,956	\$2,188,956	\$2,254,637	\$2,254,637	\$8,887,186
State Project Specific Funds	\$3,680,000	\$0	\$26,122,825	\$8,548,000	\$38,350,825
APO Share of District Set Asides	\$2,400,475	\$2,054,283	\$1,839,034	\$1,842,612	\$8,136,404
Bonding	\$0	\$0	\$0	\$0	\$0
Total State Funds Projected	\$8,269,431	\$4,243,239	\$30,216,496	\$12,645,249	\$55,374,415

Figure 79: Projected state transportation funding sources and amounts for MnDOT District 3 within the APO's MPA to be used toward transportation projects. Data courtesy of MnDOT District 3.



Fiscal Constraint within APO MPA

Figure 80 demonstrates the projected state funds allocated based upon historic funding for both system preservation and expansion expenditures for the portion of MnDOT District 3 **within the APO's MPA**. In total, \$55,374,415 is available for system preservation projects during fiscal years 2021-2024. The remaining \$5,127,500 is available for expansion.

Year	Total State Funds Projected	Historical System Preservation Investment (88% of Total)	Historical Expansion Investment (12% of Total)
2021	\$8,269,431	\$7,277,099	\$992,332
2022	\$4,243,239	\$3,734,050	\$509,189
2023	\$30,216,496	\$26,590,516	\$3,625,980
2024	\$12,645,249	\$11,127,819	\$1,517,430
Total	\$55,374,415	\$37,601,666	\$5,127,500

Figure 80: A total of available revenue for MnDOT District 3 within the APO's MPA by year from 2021 through 2024. Data courtesy of MnDOT District 3.

During this time frame, MnDOT has nine system preservation projects programmed into the TIP requiring a match of \$8,645,944 in year of expenditure dollars.

MnDOT District 3 is also the recipient of one FTA Section 5310 Enhanced Transportation for Seniors and Individuals with Disabilities grant on behalf of its subrecipient WACOSA. The local match required for this project is \$17,922 in year of expenditure dollars which is provided by WACOSA. This is reflected as a separate entity and has no bearing on fiscal constraint of the portion of the district within the APO's MPA.

Therefore, MnDOT District 3 has enough funding to finance these projects and thereby maintains fiscal constraint.

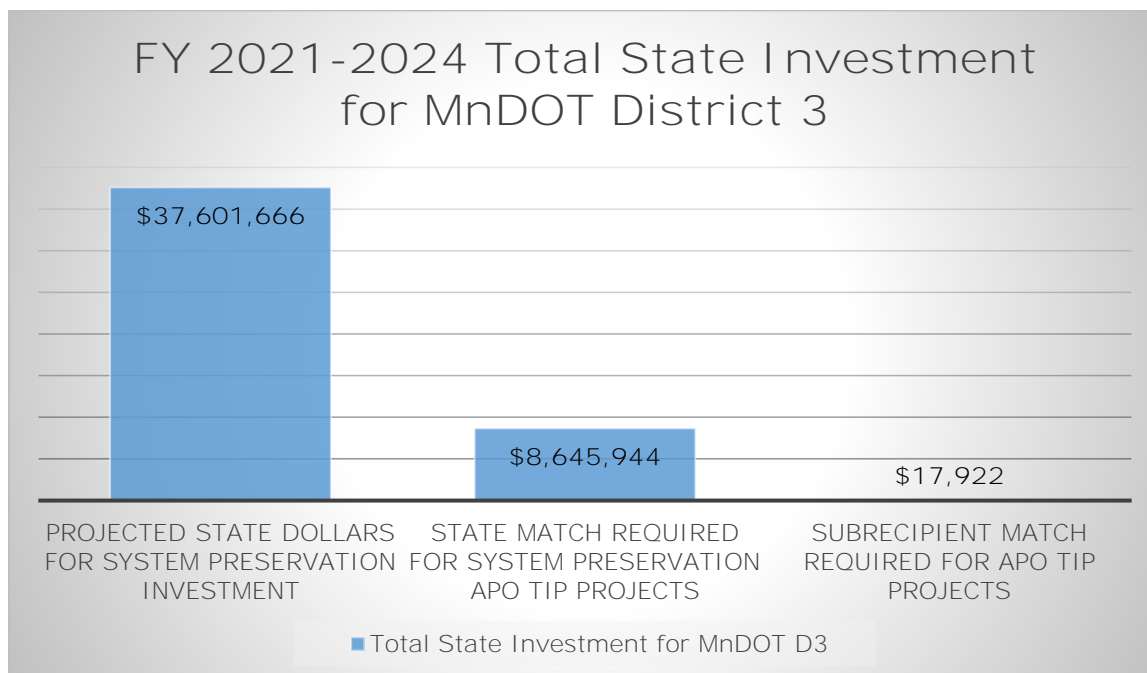


Figure 81: Total fiscal constraint for MnDOT D3 for TIP cycle FY 2021-2024. Data courtesy of MnDOT D3.



CHAPTER FIVE: PUBLIC INVOLVEMENT

The Saint Cloud APO is committed to be a responsive and participatory agency for regional decision-making. Every year, the public is given a continuous opportunity to view all TIP related materials on the [APO website](http://www.stcloudapo.org) (www.stcloudapo.org) and provide comment via phone or email.

FY 2021-2024 Saint Cloud APO TIP Public Participation Summary

Discussions surrounding project selection for the APO's FY 2021-2024 TIP occurred at the **organization's** TAC meetings – all of which are open to the public.

A draft of the FY 2021-2024 **TIP was distributed via email to members of the APO's TAC and Policy Board** in April and May 2020, respectively. In addition, individuals on the interested stakeholders list – including those stakeholders who work specifically with traditionally underserved populations such as people-of-color, individuals with low-income, individuals with disabilities, limited English proficient individuals, and elderly populations – were also emailed a copy of the draft TIP.

Upon release of the draft FY 2021-2024 TIP on **INSERT DATE**, for the official 30-day public review period, the APO initiated several outreach efforts.

A copy of the draft TIP was posted on the [APO's website](http://www.stcloudapo.org) (www.stcloudapo.org), a legal notice was published in the St. Cloud Times, the newspaper of record, and information about the public comment period was posted on the [APO's Facebook page](https://www.facebook.com/stcloudapo) (www.facebook.com/stcloudapo).

The APO hosted an open house at the APO office, 1040 County Road 4 in Saint Cloud, to take public comment on the final draft.

UPDATE WITH CURRENT AFFIDAVIT OF PUBLICATION

Figure 82: First page of the Affidavit of Publication for the legal notice of the TIP public comment period published in the St. Cloud Times.

UPDATE WITH CURRENT AFFIDAVIT OF PULICATION

Figure 83: Second page of the Affidavit of Publication for the legal notice of the TIP public comment period published in the St. Cloud Times.

In compliance with Federal regulations outlined in 23 CFR §450.316, the **APO's FY 2021-2024 TIP** was open to public review for a period of 30 calendar days starting on **UPDATED DATES**.

Notification of this public comment period was published in the St. Cloud Times, the [APO's website](http://www.stcloudapo.org) (www.stcloudapo.org), and on the [APO's Facebook page](https://www.facebook.com/stcloudapo) (www.facebook.com/stcloudapo/). Copies of the TIP were also emailed to a list of stakeholders including MnDOT, APO TAC members, and organizations identified as working closely with EJ populations.



Date Received	Source	Comment	Disposition

Figure 84: Public comment disposition matrix.



CHAPTER SIX: MONITORING PROGRESS

Per Federal regulations, the Saint Cloud APO must submit annual updates for projects programmed in the TIP. The annual project updates allow MnDOT state-aid engineer the ability to assess project costs and project development status for federally funded projects.

The project updates also allow the APO's TAC to meet and discuss at the beginning of every year the status of currently programmed Federal projects within the APO's MPA.

These status reports are intended to encourage early initiation of project development work, so unforeseen issues can be addressed without delaying project implementation. If unavoidable delays occur, project status reports provide a mechanism for the implementing agency to communicate project issues and associated delays directly to the APO, MnDOT, and any potentially affected local units of government.

The status of the projects programmed in the previous years' TIPs (FY 2018-2021, FY 2019-2023, and FY 2020-2023), have been updated with this TIP (FY 2021-2024). The projects programmed in FY 2018, FY 2019, and FY 2020, however, are presently being constructed and have dropped out of this updated TIP.

Route System	Project Number	Fiscal Year	Agency	Description	Project Total	Status Update as of March/April 2020
Transit	TRF-0048-18C	2018	Metro Bus	Sect 5307: Sect 5339: St. Cloud MTC; Capital office equipment & computers	\$86,000	Completed.
Transit	TRF-0048-18T	2018	Metro Bus	Sect 5339: St. Cloud MTC – Purchase (5) CNG replacement ADA DAR buses	\$1,100,000	Completed.
Transit	TRF-0048-18TA	2018	Metro Bus	Sect 5339: St. Cloud MTC: Canopy for CNG fueling station	\$200,000	Project has been delayed. Should be complete in 2020.
Transit	TRF-0048-18E	2018	Metro Bus	Sect 5307: St. Cloud MTC; Capital bus shelter amenities	\$25,000	Project has been delayed. Should be complete in 2020.
Transit	TRF-0048-18F	2018	Metro Bus	Sect 5307: St. Cloud MTC; Capital Transit Signal Priority projects	\$25,000	TSP audit has been completed. Future audits will be included with the City of Saint Cloud.
Transit	TRF-0048-18I	2018	Metro Bus	Sect 5307: St. Cloud MTC; Purchase replacement operations vehicle	\$35,000	Completed.
Transit	TRS-0048-18TA	2018	Metro Bus	St. Cloud MTC; Purchase mobile fare collection equipment	\$150,000	RFP is currently public. A vendor decision will be made this spring.
Transit	TRF-0048-18Q	2018	Metro Bus	Sect 5307: St. Cloud MTC; Capital operations vehicle	\$35,000	Completed.
Transit	TRF-0048-18R	2018	Metro Bus	Sect 5307: St. Cloud MTC; Capital maintenance vehicle	\$35,000	Completed.
Transit	TRF-9503-18	2018	WACOSA	Sect 5310: WACOSA; Capital operations vehicle	\$81,000	WACOSA put vehicle into service 07/25/2019. Project is complete.
Transit	TRF-9503-18A	2018	WACOSA	Sect 5310: WACOSA; Purchase one (1) expansion less than 30 ft. bus (Class 400)	\$81,000	WACOSA put vehicle into service 07/25/2019. Project is complete.
CSAH 75	073-675-037	2018	Stearns County	**MN172** Stearns CSAH 75, from Old Collegeville Road to CSAH 81 in Stearns County, resurfacing (repurposing)	\$18,580	Project is complete.
CSAH 75	073-675-037	2018	Stearns County	**AC** Stearns CSAH 75, from Old Collegeville Road to CSAH 81 in Stearns County, resurfacing (AC project, payback in 2019, 2020, 2021)	\$10,172,004	Project is complete.
MSAS 151	162-151-003	2018	St. Cloud	**AC** St Cloud MSAS 151, expansion of two-lane undivided roadway (33 rd Street S) to a four-lane divided roadway with sidewalk and trail amenities from Southway Drive to Cooper Avenue (AC project, payback in 2019)	\$4,805,425	Completed.
PED/BIKE	233-090-001	2018	St. Joseph	CSAH 2 (Minnesota Street) in St Joseph, from 4 th Ave NW to Stearns Co CSAH 51, construct bike/ped trail with lighting	\$951,401	Minor punch list/warranty repair work remaining (turf). Project contract close-out anticipated June 2020.
Transit	TRF-0048-19A	2019	Metro Bus	Sect 5307: St. Cloud MTC; Operating assistance	\$9,300,000	Completed.
Transit	TRF-0048-19B	2019	Metro Bus	Sect 5307: St. Cloud MTC; Preventive maintenance	\$1,200,000	Completed.
Transit	TRF-0048-19L	2019	Metro Bus	St. Cloud MTC; Paratransit operating	\$4,400,000	Completed.
Transit	TRF-0048-19K	2019	Metro Bus	St. Cloud MTC; Northstar commuter operating	\$1,100,000	Completed.
Transit	TRF-0048-19ZO	2019	Metro Bus	St. Cloud; SFY 2019 Greater MN new service expansion operating funds (7/1/18 – 6/30/2019)	\$239,000	Completed.
Transit	TRS-0048-19T	2019	Metro Bus	St. Cloud MTC; Purchase 9 (Class 400) <30 ft. replacement CNG DAR buses	\$1,890,000	PO has been issued. Initial production date of July 2020.
Transit	TRF-0048-19H	2019	Metro Bus	St. Cloud MTC: CNG canopy, phase II	\$175,000	Project has been delayed. Should be completed in 2020.
Transit	TRF-0048-19C	2019	Metro Bus	Sect 5307: St. Cloud MTC; Office equip, IT & communication projects	\$593,000	Completed.
Transit	TRF-0048-19D	2019	Metro Bus	Sect 5307: St. Cloud MTC; Capital maintenance tools & equipment	\$15,000	In progress. Should be completed in 2020.
Transit	TRF-0048-19E	2019	Metro Bus	Sect 5307: St. Cloud MTC; Bus shelter amenities	\$25,000	In progress. Should be completed in 2020.
Transit	TRF-0048-19M	2019	Metro Bus	Sect 5307: St. Cloud MTC; Fare collection system upgrade	\$700,000	The RFP is currently public. A vendor will be selected spring 2020.
Transit	TRF-0048-19G	2019	Metro Bus	Sect 5307: St. Cloud MTC; Facility improvements	\$250,000	Due to delays with other projects, this has been put on hold until other improvements are complete.
Transit	TRF-9503-19	2019	WACOSA	Purchase one (1) replacement <30' bus (Class 400) bus	\$81,000	Grant agreement 1034411 executed on 09/26/2019; approved vehicle order November 2019 but has not been delivered.

Route System	Project Number	Fiscal Year	Agency	Description	Project Total	Status Update as of March/April 2020
CSAH 3	005-603-029AC	2019	Benton County	**AC** Benton CSAH 3, from Benton Dr to TH 10, roadway expansion, incl bike/ped trail project (AC Payback 1 of 1)	\$6,405,331	Final pay request needs to be submitted.
CSAH 75	073-675-037AC1	2019	Stearns County	**AC** Stearns CSAH 75, from Old Collegeville Road to CSAH 81 in Stearns County, resurfacing (AC project, payback 1 of 3)	\$10,172,004	Project is completed.
LOCAL 999	073-070-020	2019	Stearns County	Countywide, improve intersection lighting on multiple Stearns County roads	\$324,000	Project is completed.
LOCAL 999	073-070-022	2019	Stearns County	Stearns County, signal confirmation lights on multiple Stearns County roads	\$55,000	Project is completed.
CSAH 75	073-675-039	2019	Stearns County	**AC** CSAH 75, from 0.1 miles S of 33 rd St S to 0.1 miles N of 33 rd St S in St. Cloud, intersection improvements (AC project, payback in 2020 and 2021)	\$1,186,277	Project is completed.
MSAS 151	162-151-003AC	2019	St. Cloud	**AC** St Cloud MSAS 151, expansion of two-lane undivided roadway (33 rd Street S) to a four-lane divided roadway with sidewalk and trail amenities from Southway Drive to Cooper Avenue (AC project, payback 1 of 1)	\$4,805,425	Completed.
PED/BIKE	162-090-008	2019	St. Cloud	Construct trail along 33 rd Street from Stearns CR 74 to Stearns CR 136 in St. Cloud	\$590,000	Contract awarded on 11/18/19. Tree removal has been completed. Construction to begin in spring.
PED/BIKE	220-591-005	2019	Sartell	Construct SRTS infrastructure improvements along 2 nd Ave N, 5 th Ave N, and 2-1/2 Street in Sartell	\$1,928,342	Bidding was completed in 2019, with the project being awarded to C&L Excavating. Construction is planning to start in the spring of 2020 and will be substantially completed by the fall of 2020. Wearing course will be placed in 2021.
RR	73-00137	2019	MNDOT	NLR RR, INSTALL GATES AT CSAH 134, RIDGEWOOD RD, ST. CLOUD, STEARNS COUNTY	\$194,984	Signals have been installed. MnDOT is waiting on final bill.
RR	73-00138	2019	MNDOT	NLR RR, UPGRADE EXISTING SIGNAL EQUIPMENT AT MSAS 102, 2 ND AVE N, WAITE PARK, STEARNS COUNTY	\$212,992	Signals have been installed. MnDOT is waiting on final bill.
I 94	7380-246	2019	MNDOT	**SPP** I-94, NEAR COLLEGEVILLE, REHAB/REDECK AT BRIDGE #73872 AT STEARNS COUNTY CR 159 OVER I-94	\$887,392	Project is completed.
MN 15	7303-50	2019	MNDOT	MN 15, FROM JCT MN 55 IN KIMBALL TO 66 TH AVE IN ST AUGUSTA, FULL DEPTH RECLAIM	\$8,727,923	Project is completed.
MN 999	8823-338	2019	MNDOT	**IDIQ** DISTRICTWIDE MILL AND OVERLAY AT VARIOUS LOCATIONS (MINIMUM CONTRACT \$3,000,000/MAXIMUM CONTRACT \$10,000,000, EXPIRATION DATE: AUGUST 24, 2020)	\$3,639,000	Project is completed.
Transit	TRF-0048-20	2020	Metro Bus	Sect 5307: St. Cloud MTC; Operating assistance	\$9,400,000	In progress.
Transit	TRF-0048-20E	2020	Metro Bus	Sect 5307: St. Cloud MTC; Preventive maintenance	\$1,200,000	In progress.
Transit	TRF-0048-20F	2020	Metro Bus	St. Cloud MTC – Paratransit operating	\$4,500,000	In progress.
Transit	TRF-0048-20G	2020	Metro Bus	St. Cloud MTC – Northstar commuter operating	\$1,300,000	In progress.
Transit	TRF-0048-20B	2020	Metro Bus	St. Cloud MTC; Office equip, IT & communication projects	\$35,000	Waiting for grant application approval.
Transit	TRF-0048-20C	2020	Metro Bus	St. Cloud MTC; Purchase maintenance tools & equipment	\$15,000	Waiting for grant application approval.
Transit	TRS-0048-20T	2020	Metro Bus	St. Cloud MTC; Replace five (5) 35 ft. Class 400 replacement buses (CNG)	\$1,125,000	Waiting for grant application approval.
Transit	TRS-0048-20TA	2020	Metro Bus	St. Cloud MTC; Purchase (1) Std 40 ft. replacement CNG fixed route bus	\$573,000	Waiting for grant application approval.
Transit	TRF-0048-20J	2020	Metro Bus	St. Cloud MTC; Fare collection system upgrade	\$1,000,000	Waiting for grant application approval.
Transit	TRF-0048-20I	2020	Metro Bus	Sect 5307: Facility improvements	\$21,500	Waiting for grant application approval.
Transit	TRF-9503-20	2020	WACOSA	Purchase one (1) replacement <30' (Class 400) bus	\$87,000	OTAT to award grant agreement for vehicle when FTA funds become available in 2020.

Route System	Project Number	Fiscal Year	Agency	Description	Project Total	Status Update as of March/April 2020
CSAH 8	005-608-009	2020	Benton County	Benton CSAH 8, from 0.6 miles east of MN 23 to Benton CR 47 in St. Cloud, reclamation (Tied to SP 005-070-007) (Payback in 2021)	\$650,000	Plans are complete in Saint Paul getting FHWA approval. On track for 2020 construction.
CSAH 8	005-070-007	2020	Benton County	Benton CSAH 8, from 0.6 miles east of MN 23 to Benton CR 47 in St. Cloud, rumble stripe (Tied to SP 005-608-009) (Payback in 2021)	\$5,250	Plans are complete in Saint Paul getting FHWA approval. On track for 2020 construction.
CSAH 75	073-675-039AC1	2020	Stearns County	CSAH 75, from 0.1 miles S of 33 rd St S to 0.1 miles N of 33 rd St S in St. Cloud, intersection improvements (Payback 1 of 2)	\$1,186,277	Project is completed.
CSAH 75	073-675-037AC2	2022	Stearns County	Stearns CSAH 75, from Old Collegeville Road to CSAH 81 in Stearns County, resurfacing (Payback 2 of 3)	\$10,172,004	Project is completed.
CSAH 75	073-675-040	2020	Stearns County	Stearns CSAH 75, from 15 th Ave in Waite Park to Park Ave in St. Cloud along Division St. rehabilitate concrete pavement (AC project payback 2022)	\$1,715,056	Plans are in state aid central office; anticipated we will have a late letting with only signal modifications being done in 2020. Majority of work will take place in 2021.
Local Streets	073-733-005	2020	Stearns County	**MN162** Explore options for alignment of Stearns CSAH 133 (2 nd Street S in Sartell) between Theisen Road and 19 th Avenue N	\$85,000	PM approved. Working on RFP, and with MnDOT on getting DBE goals and other approvals before sending out RFP.
MSAS 109	191-109-006	2020	Sauk Rapids	Sauk Rapids MSAS 109, from Summit Ave S to US 10 in Sauk Rapids, reconstruction Benton Dr, incl roadway, sidewalk, drainage and lighting	\$2,528,678	Plans have been approved. Authorized for a bid opening date on Monday, April 20. Construction start is anticipated for mid-May.
Local Streets	091-070-027	2020	St. Cloud APO	**MN162** Explore options for alignment of Saint Cloud 33 rd Street South Mississippi River bridge and corridor connecting Stearns CSAH 75 (Roosevelt Road) with US 10	\$167,000	Project memo has been submitted to MnDOT and is awaiting their approval. Once approved, the Request for Proposal will be released.
I 94	7380-237	2020	MnDOT	I-94, at MN 23 interchange south of Waite Park, interchange safety revisions	\$2,200,000	Project was let on June 7, 2019, for \$2,022,141.35. Project construction started on Aug. 15, 2019. Anticipated completion in June 2020.
RR	73-00139	2020	MnDOT	NLR RR, install gates at CSAH 138, 54 th Ave N, Waite Park, Stearns County	\$240,000	Project is anticipated to be let on June 14, 2020.

Figure 85: Saint Cloud APO's annual listing of obligated projects.

APPENDIX A

Page left intentionally blank

Reading the TIP

Route System: The name and number in which the project is located.

Project Number: Project identifier.

Work Type: The intent of the project.

STIP Total: The total estimated cost of the project relative to federal funding to be used in year of letting. This includes advance construction (AC) conversion funding. It does not include the original advance construction funding.

FHWA: The total estimated Federal-aid highway funding to be used for the project. This includes advance construction conversion funding.

AC: The total estimated amount of future Federal funds being committed to a project, front-ended by local/state funds.

FTA: The total estimated Federal-aid transit funding to be used for the project.

TH: The total estimated state trunk highway funding to be used for the project.

Other: Estimate of funding other than FHWA, FTA, or State TH to be used for the project. This includes local match, local funds, private contributions and special legislative appropriations.

Saint Cloud Area Planning Organization FY 2021-2024 Project Table									Running STIP Total	Running FHWA			Running Advanced Construction Payback: Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total
									\$144,326,588	\$35,130,164			\$15,028,729			\$12,926,330	\$16,972,888	\$8,926,544			\$0	\$68,268,263	\$142,224,189
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
Transit	TRF-0048-21	2021	Metro Bus	Sect 5307: St. Cloud MTC; Operating assistance		B9	TRANSIT OPERATIONS	FTA	9,400,000								1,340,000					8,060,000	9,400,000
Transit	TRF-0048-21E	2021	Metro Bus	Sect 5307: St. Cloud MTC; Preventive maintenance		B9	TRANSIT OPERATIONS	FTA	1,200,000								960,000					240,000	1,200,000

Program:
Categories included are in the following tables.

Program	Description
AM	Municipal Agreement
BI	Bridge Improvement
BR	Bridge Replacement
BT	Bike Trail (not an enhancement)
CA	Consultant Agreement
DA	Detour Agreement
DR	Drainage
EN	Enhancement (STBGP)

Program	Description
EN	Enhancement (STBGP)
FB	Ferry Boat Program
FL	Federal Lands Access Program
IR	Indian Reservation Roads
JT	Jurisdictional Transfer
MA	Miscellaneous Agreements
MC	Major Construction
NO	Noise Walls
PL	Planning
PM	Preventive Maintenance
RB	Rest Area/Beautification

Program	Description
RC	Reconstruction
RD	Recondition
RS	Resurfacing
RT	Recreational Trail (DNR only)
RW	Right of Way Acquisition
RX	Road Repair (Bridge and Road Construction) (BARC)
SA	Supplemental Agreement/ Cost Overruns
SC	Safety Capacity
SH	Highway Safety Improvement Program (HSIP)

Program	Description
SR	Safety Railroads
TA	Non-Traditional Transportation Alternatives
TM	Transportation Management
TR	Transit (FHWA)
B3	FTA Capital Program— Section 5309
B9	FTA Urbanized Area Formula—Section 5307
BB	Bus and Bus Facilities
GR	FTA—State of Good Repair—Section 5337
NB	FTA Elderly and Persons with Disabilities—Section 5310
OB	FTA Non-Urbanized Areas—Section 5311 & Section 5311(f)

Saint Cloud Area Planning Organization FY 2021-2024 Project Table

Saint Cloud Area Planning Organization FY 2021-2024 Project Table									Running STIP Total	Running FHWA			Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total
									\$144,326,588	\$35,130,164			\$15,028,729			\$12,926,330	\$16,972,888	\$8,615,244			\$0	\$68,579,563	\$142,224,189
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
Transit	TRF-0048-21	2021	Metro Bus	Sect 5307: St. Cloud MTC; Operating assistance		B9	TRANSIT OPERATIONS	FTA	9,400,000								1,340,000					8,060,000	9,400,000
Transit	TRF-0048-21E	2021	Metro Bus	Sect 5307: St. Cloud MTC; Preventive maintenance		B9	TRANSIT OPERATIONS	FTA	1,200,000								960,000					240,000	1,200,000
Transit	TRF-0048-21J	2021	Metro Bus	St. Cloud MTC -- Paratransit operating		TR	TRANSIT OPERATIONS	LF	4,500,000													4,500,000	4,500,000
Transit	TRF-0048-21K	2021	Metro Bus	St. Cloud MTC -- Northstar commuter operating		TR	TRANSIT OPERATIONS	LF	1,300,000													1,300,000	1,300,000
Transit	TRF-0048-21B	2021	Metro Bus	Sect 5307: St. Cloud MTC; Purchase three (3) replacement operations vehicles		B9	TRANSIT VEHICLE PURCHASE	FTA	120,000								96,000					24,000	120,000
Transit	TRF-0048-21C	2021	Metro Bus	Sect 5307: St. Cloud MTC; Office equip, IT, & communication projects		B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	68,500								54,800					13,700	68,500
Transit	TRF-0048-21F	2021	Metro Bus	Sect 5307: St. Cloud MTC; Purchase maintenance tools and equipment		B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)	FTA	135,000								108,000					27,000	135,000
Transit	TRF-0048-21L	2021	Metro Bus	St. Cloud MTC; Operations facility improvements		TR	TRANSIT OPERATIONS	FTA	1,250,000								1,000,000					250,000	1,250,000
Transit	TRF-0048-21M	2021	Metro Bus	Sect 5307: St Cloud MTC; Website update		B9	TRANSIT OPERATIONS	FTA	25,000								20,000					5,000	25,000
Transit	TRS-0048-21TD	2021	Metro Bus	St. Cloud MTC; Purchase (2) 40 ft. Class 700 replacement CNG buses		TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	1,180,000		944,000	944,000										236,000	1,180,000
Transit	TRF-9503-21	2021	WACOSA	Sect 5310: WACOSA, Purchase one (1) replacement <30 ft (Class 400) bus		NB	TRANSIT OPERATIONS	FTA	89,610								71,688					17,922	89,610
CSAH 8	005-070-007AC	2021	Benton County	Benton CSAH 8, from 0.6 miles east of MN 23 to Benton CR 47 in St. Cloud, rumble stripe (Tied to SP 005-608-009)	1.6	SH	EDGE LINE RUMBLE STRIPS	HSIP	4,725				4,725		4,725								
CSAH 8	005-608-009AC	2021	Benton County	Benton CSAH 8, from 0.6 miles east of MN 23 to Benton CR 47 in St. Cloud, reclamation (Tied to SP 005-070-007)	1.6	RD	BITUMINOUS RECLAMATION	STBGP 5K-200K	391,152				391,152		391,152								
CSAH 75	073-675-039AC2	2021	Stearns County	CSAH 75, from 0.1 miles S of 33rd St S to 0.1 miles N of 33rd St S in St. Cloud, intersection improvements	0.3	SC	TURN LANES	STBGP 5K-200K	148,939				148,939		148,939								

Saint Cloud Area Planning Organization FY 2021-2024 Project Table									Running STIP Total	Running FHWA			Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total
									\$144,326,588	\$35,130,164			\$15,028,729			\$12,926,330	\$16,972,888	\$8,615,244			\$0	\$68,579,563	\$142,224,189
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
CSAH 75	073- 675- 037AC3	2021	Stearns County	Stearns CSAH 75, from Old Collegeville Road to CSAH 81 in Stearns County, Resurfacing	5.7	RS	BITUMINOUS OVERLAY	STBGP 5K-200K	751,047				751,047		751,047								
Local Streets	073- 090-011	2021	Stearns County	Construct phase 3 of the ROCORI Trail along RR corridor from Cold Spring to Rockville	2.3	EN	NEW TRAIL	STBGTAP 5K-200K	1,813,000	812,270		812,270										1,000,730	1,813,000
Local Streets	162- 090-007	2021	St. Cloud	Construct Beaver Island Trail Phase 8 from the existing trail at St Cloud's waste water treatment facility to the south St Cloud city limits	0	EN	NEW TRAIL	STBGTAP 5K-200K	120,000							480,000						120,000	600,000
MSAS 175	162- 175-001	2021	St. Cloud	St. Cloud MSAS 175, from 22nd St South to 33rd St South, reconstruction and sidewalk on CR 136	1.6	RD	BITUMINOUS RECLAMATION	STBGP 5K-200K	1,976,000	842,482		842,482				424,000						1,133,518	2,400,000
Local Streets	191- 090-002	2021	Sauk Rapids	Construct new trail along Mayhew Lk Rd from Benton CSAH 3 to Osauka Rd in City of Sauk Rapids		AM	NEW TRAIL	STBGTAP 5K-200K	78,600							314,400						78,600	393,000
US 10	0502- 116	2021	MnDOT	US 10, Install median cable barrier quadrail from N of St Cloud to Rice (HSIP)	10	SH	GUARD RAIL(S)	HSIP	1,750,000		1,575,000	1,575,000						175,000		175,000			1,750,000
MN 301	7109-08	2021	MnDOT	Restore failing retaining walls along MN 301 adjacent to St. Cloud State Reformatory. Improve drainage, maintainability and safety adjacent to wall.		EN	HISTORIC PRESERVATION	SF	800,000										800,000	800,000			800,000
MN 23	0503-90	2021	MnDOT	Resurface Hwy 23 from Benton CR 1 to Hwy 95; construct a reduced conflict intersection at Benton CR 8 east of St Cloud	3.7	SC	PAVEMENT RESURFACE AND REHABILITATION	NHPP	3,027,000	2,321,500		2,321,500						581,619		581,619		123,881	3,027,000
MN 23	0503- 90S	2021	MnDOT	Resurface Hwy 23 from Benton CR 1 to Hwy 95; construct a reduced conflict intersection at Benton CR 8 east of St Cloud	3.7	SH	PAVEMENT RESURFACE AND REHABILITATION	HSIP	500,000	450,000		450,000						50,000		50,000			500,000
Transit	TRF- 0048-22	2022	Metro Bus	Sect 5307: St. Cloud MTC; Operating assistance		B9	TRANSIT OPERATIONS	FTA	9,500,000								1,340,000					8,160,000	9,500,000
Transit	TRF- 0048- 22C	2022	Metro Bus	Sect 5307: St Cloud MTC; Preventive maintenance		B9	TRANSIT OPERATIONS	FTA	1,300,000								1,040,000					260,000	1,300,000
Transit	TRF- 0048- 22A	2022	Metro Bus	St. Cloud MTC -- Paratransit operating		TR	TRANSIT OPERATIONS	LF	4,600,000													4,600,000	4,600,000

Saint Cloud Area Planning Organization FY 2021-2024 Project Table									Running STIP Total	Running FHWA			Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total
									\$144,326,588	\$35,130,164			\$15,028,729			\$12,926,330	\$16,972,888	\$8,615,244			\$0	\$68,579,563	\$142,224,189
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
Transit	TRF-0048-22B	2022	Metro Bus	St Cloud MTC; Northstar commuter operating		TR	TRANSIT OPERATIONS	LF	1,300,000													1,300,000	1,300,000
Transit	TRF-0048-22D	2022	Metro Bus	Sect 5307: St. Cloud MTC; Office equip, IT, & communication projects		B9	TRANSIT OPERATIONS	FTA	63,000								50,400					12,600	63,000
Transit	TRF-0048-22I	2022	Metro Bus	Sect 5307: St. Cloud MTC; Facility improvements		B9	TRANSIT OPERATIONS	FTA	25,000								20,000					5,000	25,000
Transit	TRF-0048-22H	2022	Metro Bus	Sect 5307: St. Cloud MTC; Maintenance tools and equipment		B9	TRANSIT OPERATIONS	FTA	15,000								12,000					3,000	15,000
Transit	TRF-0048-22K	2022	Metro Bus	Sect 5307: St. Cloud MTC; Bus shelters		B9	TRANSIT OPERATIONS	FTA	25,000								20,000					5,000	25,000
Transit	TRS-0048-22TA	2022	Metro Bus	St. Cloud MTC; Purchase (3) <30 ft. CNG DAR replacement buses		TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	717,000		573,600	573,600										143,400	717,000
Local Streets 999	073-070-023	2022	Stearns County	Chevron curve signing along various Stearns Co roads	0	SH	SIGNING(S)	HSIP	240,000	216,000		216,000										24,000	240,000
Local Streets 999	073-070-024	2022	Stearns County	Rural intersection lighting at various Stearns Co road intersections	0	SH	LIGHTING(S)	HSIP	96,000	86,400		86,400										9,600	96,000
CSAH 75	073-675-040AC	2022	Stearns County	Stearns CSAH 75, from 15th Ave in Waite Park to Park Ave in St. Cloud along Division St, rehabilitate concrete pavement	1.4	RD	CONCRETE PAVEMENT REHAB	NHPP	806,536				806,536		806,536								
CSAH 75	073-675-041	2022	Stearns County	Stearns CSAH 75, from TH 15 to Cooper Ave mill & overlay		RD	MILL AND OVERLAY	NHPP	369,890							1,230,110						369,890	1,600,000
MSAS 113	220-113-002	2022	Sartell	Sartell 19th Ave, from Stearns CSAH 4 to Stearns CSAH 133, reconstruction	1.3	RC	BITUMINOUS REPLACEMENT	STBGP 5K-200K	2,870,100	160,100		160,100				1,929,820						2,710,000	4,799,920
Local Streets	162-090-007AC	2022	St. Cloud	Construct Beaver Island Trail Phase 8 from the existing trail at St Cloud's waste water treatment facility to the south St Cloud city limits	0	EN	NEW TRAIL	STBGTAP 5K-200K	480,000				480,000		480,000								
MSAS 141	162-141-008	2022	St. Cloud	St Cloud MSAS 141 (Cooper Ave), from Traverse Road to Stearns CSAH 75, reconstruction with bicycle lanes and sidewalk	0.6	RC	BITUMINOUS REPLACEMENT	STBGP 5K-200K	2,500,000	1,457,080		1,457,080										1,042,920	2,500,000
US 10	0502-115	2022	MnDOT	US 10, Replace bridge #3666 over stream with box culvert 0.2 mile northwest of Benton CSAH 33	0	BR	BOX CULVERT	NHPP	1,401,000	1,120,800		1,120,800						280,200		280,200			1,401,000

Saint Cloud Area Planning Organization FY 2021-2024 Project Table									Running STIP Total	Running FHWA			Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total
									\$144,326,588	\$35,130,164			\$15,028,729			\$12,926,330	\$16,972,888	\$8,615,244			\$0	\$68,579,563	\$142,224,189
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
CR 65	71-00129	2022	MnDOT	BNSF RR, re-alignment and new signal install at CR 65, 42nd St, Haven Twp, Sherburne County	0	SR	R.R. X-ING IMPROVEMENTS	RRS	307,000		276,300	276,300										30,700	307,000
Transit	TRF-0048-23H	2023	Metro Bus	Sect 5307: St. Cloud MTC; Operating assistance		B9	TRANSIT OPERATIONS	FTA	9,600,000								1,500,000					8,100,000	9,600,000
Transit	TRF-0048-23A	2023	Metro Bus	St Cloud MTC - Paratransit operating		TR	TRANSIT OPERATIONS	LF	4,700,000													4,700,000	4,700,000
Transit	TRF-0048-23B	2023	Metro Bus	St Cloud MTC - Northstar commuter operating		TR	TRANSIT OPERATIONS	LF	1,400,000													1,400,000	1,400,000
Transit	TRF-0048-23D	2023	Metro Bus	Sect 5307: St. Cloud MTC; Office equip, IT, & communication projects		B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE) (S)	FTA	115,000								92,000					23,000	115,000
Transit	TRF-0048-23G	2023	Metro Bus	Sect 5307: St. Cloud MTC; Maintenance tools & equipment		B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE) (S)	FTA	15,000								12,000					3,000	15,000
Transit	TRF-0048-23I	2023	Metro Bus	Sect 5307: St. Cloud MTC; Transit Signal Priority (TSP) projects		B9	TRANSIT OPERATIONS	FTA	30,000								24,000					6,000	30,000
Transit	TRS-0048-23TA	2023	Metro Bus	St. Cloud MTC; Purchase (2) 35 ft. Class 700 replacement CNG buses		TR	TRANSIT VEHICLE PURCHASE	STBGP 5K-200K	1,216,000		972,800	972,800										243,200	1,216,000
Local Streets	073-090-012	2023	Stearns County	Beaver Island Trail Extension	4.5	RT	BITUMINIOUS CRACK & SEALING	STBGTA 5K-200K	1,740,000	400,000		400,000										1,340,000	1,740,000
CSAH 75	073-675-041AC1	2023	Stearns County	Stearns CSAH 75, from TH 15 to Cooper Ave mill & overlay		RD	MILL AND OVERLAY	NHPP	615,056				615,056		615,056								
CSAH 4	073-070-025	2023	Stearns County	Construct round-a-bout at jct of Stearns CSAH 4 and CSAH 133		SH	ROUNDABOUT	HSIP	888,900	800,000		800,000										88,900	888,900
Local Streets	220-090-002	2023	Sartell	Heritage Drive connectivity and enhancements	0	RT	NEW TRAIL	STBGTA 5K-200K	459,121	367,297		367,297										91,824	459,121
MSAS 113	220-113-002AC	2023	Sartell	Sartell 19th Ave, from Stearns CSAH 4 to Stearns CSAH 133, reconstruction	1.3	RC	BITUMINIOUS REPLACEMENT	STBGP 5K-200K	1,929,820				1,929,820		1,929,820								

Saint Cloud Area Planning Organization FY 2021-2024 Project Table									Running STIP Total	Running FHWA			Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total					
									\$144,326,588	\$35,130,164			\$15,028,729			\$12,926,330	\$16,972,888	\$8,615,244			\$0	\$68,579,563	\$142,224,189					
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total					
MN 23	0503-91	2023	MnDOT	MN 23, at US 10 interchange in St. Cloud, reconstruct MN 23 from 0.1 mile west of Lincoln Ave to 0.1 mile west of CR 1; reconstruct US 10 from 0.2 mile west of St. Germain to 0.1 mile north of 15th Ave Southeast; replace bridges over US 10, br #9021 with br #05019 and br #9022 with br #05018; includes multi-modal improvements	2.1	MC	BRIDGE NEW	NHPP	17,232,000	12,076,000		12,076,000				8,548,000		5,156,000		5,156,000			25,780,000					
MN 23	0503-91S	2023	MnDOT	MN 23, at US 10 interchange in St. Cloud, reconstruct MN 23 from 0.1 mile west of Lincoln Ave to 0.1 mile west of CR 1; reconstruct US 10 from 0.2 mile west of St. Germain to 0.1 mile north of 15th Ave Southeast; replace bridges over US 10, br #9021 with br #05019 and br #9022 with br #05018; includes multi-modal improvements	2.1	MC	BRIDGE NEW	HSIP	750,000		675,000	675,000							75,000	75,000			750,000					
MN 23	0503-91GMNR	2023	MnDOT	MN 23, at US 10 interchange in St. Cloud, reconstruct MN 23 from 0.1 mile west of Lincoln Ave to 0.1 mile west of CR 1; reconstruct US 10 from 0.2 mile west of St. Germain to 0.1 mile north of 15th Ave Southeast; replace bridges over US 10, br #9021 with br #05019 and br #9022 with br #05018; includes multi-modal improvements	2.1	MC	BRIDGE NEW	STBGP 5K-200K	3,770,000	3,016,000		3,016,000						754,000		754,000			3,770,000					
I 94	7380-259	2023	MnDOT	I-94, overlay bridge nos. 73875 and 73876 over BNSF RR 0.6 mile west of MN 23 interchange	0.2	BI	BRIDGE DECK OVERLAY	NHPP	1,800,000	1,440,000		1,440,000						360,000		360,000			1,800,000					
I 94	7380-264	2023	MnDOT	I-94, overlay bridge no 73868 at the CSAH 75 flyover NW of St. Joseph		BR	BRIDGE NEW	NHPP	1,100,000	880,000		880,000						220,000		220,000			1,100,000					
US 10	7103-63	2023	MnDOT	US 10, Install median cable barrier guardrail from St. Cloud to Clear Lake	9.1	SH	GUARD RAIL(S)	HSIP	1,634,250		1,470,825	1,470,825						163,425		163,425			1,634,250					

Saint Cloud Area Planning Organization FY 2021-2024 Project Table									Running STIP Total	Running FHWA			Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total
									\$144,326,588	\$35,130,164			\$15,028,729			\$12,926,330	\$16,972,888	\$8,615,244			\$0	\$68,579,563	\$142,224,189
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
Transit	TRF-0048-24H	2024	Metro Bus	Sect 5307: St. Cloud MTC; Operating assistance		B9	TRANSIT OPERATIONS	FTA	9,600,000								1,500,000					8,100,000	9,600,000
Transit	TRF-0048-24I	2024	Metro Bus	Sect 5307: St. Cloud MTC - Paratransit operating		TR	TRANSIT OPERATIONS	LF	4,750,000													4,750,000	4,750,000
Transit	TRF-0048-24J	2024	Metro Bus	Sect 5307: St. Cloud MTC - Northstar Commuter Operating		TR	TRANSIT OPERATIONS	LF	1,450,000													1,450,000	1,450,000
Transit	TRF-0048-24A	2024	Metro Bus	Sect 5307: St. Cloud MTC; Purchase (2) 35 ft. Class 700 replacement CNG buses		TR	TRANSIT VEHICLE PURCHASE(S)	FTA	1,216,000								972,800					243,200	1,216,000
Transit	TRF-0048-24C	2024	Metro Bus	Sect 5307: St. Cloud MTC; Facility improvements/acquisitions		B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)(S)	FTA	5,975,000								4,780,000					1,195,000	5,975,000
Transit	TRF-0048-24D	2024	Metro Bus	Sect 5307: St. Cloud MTC; Long Range Transportation Plan		TR	TRANSIT OPERATIONS	FTA	350,000								280,000					70,000	350,000
Transit	TRF-0048-24E	2024	Metro Bus	Sect 5307: St. Cloud MTC; Office equip, IT, & communication projects		B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)(S)	FTA	114,000								91,200					22,800	114,000
Transit	TRF-0048-24F	2024	Metro Bus	Sect 5307: St. Cloud MTC; Purchase eight (8) <30 ft replacement CNG buses		TR	TRANSIT VEHICLE PURCHASE (S)	FTA	1,920,000								1,536,000					384,000	1,920,000
Transit	TRF-0048-24G	2024	Metro Bus	Sect 5307: St. Cloud MTC; Maintenance tools & equipment		B9	TRANSIT GRANT CAPITAL IMPROVEMENT (NON-VEHICLE)(S)	FTA	65,000								52,000					13,000	65,000
CSAH 1	005-601-012	2024	Benton County	Benton CSAH 1, reclaim from CSAH 29 to 0.25 mi S of CR 78 in Sauk Rapids	3	RD	BITUMINOUS RECLAMATION	STBGP 5K-200K	922,944	738,355		738,355										184,589	922,944
CSAH 75	073-675-041AC2	2024	Stearns County	Stearns CSAH 75, from TH 15 to Cooper Ave mill & overlay		RD	MILL AND OVERLAY	NHPP	615,054				615,054		615,054								
CSAH 133	073-733-006	2024	Stearns County	Stearns CSAH 133 from Stearns CSAH 75 to 19th Ave in St Joseph; Expand to 4 lanes, intersection improvements at Elm Street, dual left turn lanes from EB CSAH 75 to NB CSAH 133	0.8	MC	MILL AND OVERLAY	STBGP 5K-200K	1,822,944	1,458,355		1,458,355										364,589	1,822,944
MSAS 175	162-175-001AC	2024	St. Cloud	St. Cloud MSAS 175, from 22nd St South to 33rd St South, reconstruction and sidewalk on CR 136	1.6	RD	BITUMINOUS RECLAMATION	STBGP 5K-200K	424,000				424,000		424,000								

Saint Cloud Area Planning Organization FY 2021-2024 Project Table									Running STIP Total	Running FHWA			Running Advanced Construction Payback Total			Running Total AC	Running FTA	Running TH Total			Running Bond	Running Other (Local)	Running Project Total
									\$144,326,588	\$35,130,164			\$15,028,729			\$12,926,330	\$16,972,888	\$8,615,244			\$0	\$68,579,563	\$142,224,189
Route System	Project Number	Year	Agency	Project Description	Mile	Program	Work Type	Proposed Funds	STIP Total	Target FHWA	Dist C FHWA	Total FHWA	Target AC Payback	Dist C AC Payback	Total AC Payback	Total AC	FTA	State TH	Dist C TH	Total TH	Bond	Other (Local)	Project Total
Local Streets	191- 090- 002AC	2024	Sauk Rapids	Construct new trail along Mayhew Lk Rd from Benton CSAH 3 to Osauka Rd in City of Sauk Rapids		AM	NEW TRAIL	STBGTAP 5K-200K	314,400				314,400		314,400								
MN 23	0503- 91AC	2024	MnDOT	MN 23, at US 10 interchange in St. Cloud, reconstruct MN 23 from 0.1 mile west of Lincoln Ave to 0.1 mile west of CR 1; reconstruct US 10 from 0.2 mile west of St. Germain to 0.1 mile north of 15th Ave Southeast; replace bridges over US 10, br #9021 with br #05019 and br #9022 with br #05018; includes multi-modal improvements	2.1	MC	OTHER	NHPP	8,548,000				8,548,000		8,548,000								

APPENDIX B

Method of Calculation for Performance Measures

ROADWAY SAFETY PERFORMANCE MEASURES	METHOD OF CALCULATION
Number of Fatalities	Number of fatalities for each of the most recent five (5) consecutive years ending in the year for which the targets are established, dividing by 5, and rounding to the tenth decimal place.
Rate of Fatalities	Calculation of the number of fatalities per 100 million VMT (100M VMT) for each of the most recent five (5) consecutive years ending in the year for which the targets are established, adding the results, dividing by 5, and rounding to the thousandth decimal place.
Number of Serious Injuries	Addition of the number of serious injuries for each of the most recent five (5) consecutive years ending in the year for which the targets are established, dividing by 5, and rounding to the tenth decimal place.
Rate of Serious Injuries	Calculation of the number of serious injuries per 100 million VMT (100M VMT) for each of the most recent five (5) consecutive years ending in the year for which the targets are established, adding the results, dividing by 5, and rounding to the thousandth decimal place.
Number of Non-Motorized Fatalities and Serious Injuries	Addition of the number of non-motorized fatalities to the number of non-motorized serious injuries for each of the most recent five (5) consecutive years ending in the year for which the targets are established, dividing by 5, and rounding to the tenth decimal place.

Appendix B1: A list of roadway safety performance measures adopted into the APO's FY 2021-2024 TIP including method of calculation.

ROADWAY ACCESSIBILITY, MOBILITY, AND CONNECTIVITY PERFORMANCE MEASURES	METHOD OF CALCULATION
Annual Percent of Person-Miles Traveled on the Interstate that are Reliable.	Level of Travel Time Reliability (LOTTR) is defined as the ratio of the 80th percentile travel time of a reporting segment to a "normal" travel time (50th percentile), using data from FHWA's free National Performance Management Research Data Set (NPMRDS) or equivalent. Data is collected in 15-minute segments during all time periods other than 8



	p.m.-6 a.m. local time. The measures are the percent of person-miles traveled on the relevant Interstate that are reliable.
Annual Percent of Person-Miles Traveled on the Non-Interstate NHS that are Reliable.	Level of Travel Time Reliability (LOTTR) is defined as the ratio of the 80th percentile travel time of a reporting segment to a “normal” travel time (50th percentile), using data from FHWA’s free National Performance Management Research Data Set (NPMRDS) or equivalent. Data is collected in 15-minute segments during all time periods other than 8 p.m.-6 a.m. local time. The measures are the percent of person-miles traveled on the relevant Non-Interstate NHS that are reliable.
Annual Vehicle Miles Traveled.	Addition of the number of vehicle miles traveled for the most recent year for which the target is being established, and rounding to the tenth decimal place.

Appendix B2: A list of roadway accessibility, mobility, and connectivity performance measures incorporated into the APO’s FY 2021-2024 TIP and the method of calculation.

TRANSIT MANAGEMENT AND PRESERVATION PERFORMANCE MEASURES	METHODS OF CALCULATION
State of Good Repair for equipment, facilities, and rolling stock	Revenue vehicles (rolling stock) and service vehicles (equipment), are measured by calculating the percentage of vehicles that have met or exceeded the useful life benchmark. Facilities are measured on the Transit Economic Requirements Model (TERM) scale that are rated less than 3.0.

Appendix B3: A list of transit management and preservation performance measures incorporated into the APO’s FY 2021-2024 TIP and the method of calculation.

ROADWAY METROPOLITAN VITALITY AND ECONOMIC DEVELOPMENT PERFORMANCE MEASURES	METHODS OF CALCULATION
Truck Travel Time Reliability Index	Freight movement will be assessed by a Truck Travel Time Reliability (TTTR) Index. Reporting is divided into five (5) periods: morning peak (6-10 a.m.), midday (10 a.m.-4 p.m.) and afternoon peak (4-8 p.m.) Mondays through Fridays; weekends (6 a.m.-8 p.m.); and overnights for all days (8 p.m.-6 a.m.). The TTTR ratio will be generated by dividing the 95th percentile time by the normal time (50th percentile) for each segment. Then, the TTTR Index will be generated by multiplying each segment’s largest ratio of the five (5) periods by its length, then dividing the sum of all length-weighted segments by the total length of Interstate.



Appendix B4: A list of roadway metropolitan vitality and economic development performance measures incorporated into the APO's FY 2020-2023 TIP and the method of calculation.

ROADWAY MANAGEMENT AND PRESERVATION PERFORMANCE MEASURES	METHODS OF CALCULATION
Interstate System Pavement Conditions	Interstate pavement condition is based on the percent of total lane miles that are rated in good, fair and poor condition calculated using the international roughness index, cracking percent, rutting, and faulting as measurements. International Roughness Index (IRI) is a statistic used to estimate the amount of roughness in a measured longitudinal profile. The IRI is computed from a single longitudinal profile using a quarter-car simulation. If an IRI value of a pavement section is less than 95, the IRI rating is good; between 95 and 170 the IRI rating is fair; and greater than 170 the IRI rating is poor.
Non-Interstate NHS Pavement Conditions	Non-Interstate NHS pavement condition is based on the percent of total lane miles that are rated in good, fair and poor condition calculated using the IRI, cracking percent, rutting, and faulting as measurements.
Pavement Maintenance	Measure of the number of years since last preservation treatment on a segment of roadway within the Federal-aid system.
Bridge Conditions	Percent of bridges by deck area classified in good, fair and poor condition using the NBI ratings for, deck, superstructure, substructure, and culvert.

Appendix B5: A list of roadway management and preservation performance measures incorporated into the APO's FY 2021-2024 TIP and the method of calculation.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud APO Policy Board
FROM: Brian Gibson, PTP, Executive Director
RE: FY2021-2022 Unified Planning Work Program
DATE: June 1, 2020

Each year APO staff prepares a work plan and budget. The Unified Planning Work Program (UPWP) identifies planning activities by APO staff as well as consultant contracts for studies. It is the document used to obligate Federal planning funds for the APO and is intended to **represent a consensus among the APO's jurisdictional and agency partners as to the planning work that will be undertaken.**

Based on the expected amount of Federal planning funds that will be available to the APO in 2021, I have drafted a 2021-2022 UPWP. The second year (i.e., 2022) is provisional only and is there to help the jurisdictions budget for the local match necessary to leverage the Federal planning grant.

The tables on the following pages summarizes the document as drafted.

Some thoughts for your consideration:

1. Given the economic downturn resulting from COVID-19, do the members anticipate any problems affording the proposed APO dues?
2. During the development of the Metropolitan Transportation Plan last year, a consensus was re-affirmed that the development of an urban beltline arterial corridor was still a regional goal. In terms of planning that is necessary to facilitate that development, it appeared that the southwest portion of the beltline through Waite Park and St. Joseph needed to be solidified. The TAC did recommend including this study in the work program

I will provide a short presentational summary of the UPWP at your June 11th meeting and look forward to discussing the details further.

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

Draft 2021 UPWP

Work Activity Category	Federal Funding (CPG)	State Funding	Local Match - State Grant	Other Local Funds	Total Funding
100 Administration & Overhead	\$165,625	\$21,314	\$5,328	\$20,093	\$212,360
200 Budget & UPWP	\$5,849	\$753	\$188	\$710	\$7,500
300 Transportation Improvement Program (TIP)	\$23,788	\$3,061	\$765	\$2,886	\$30,500
400 Transportation System Performance Monitoring (TSPM)	\$13,064	\$1,681	\$420	\$1,585	\$16,750
500 Planning Project Development	\$28,857	\$3,714	\$928	\$3,501	\$37,000
600 Metropolitan Transportation Plan (MTP)	\$54,205	\$6,975	\$1,744	\$6,576	\$69,500
610 MTP – Active Transportation Planning	\$46,211	\$5,947	\$1,487	\$5,606	\$59,250
620 MTP - Transit Planning	\$7,214	\$928	\$232	\$875	\$9,250
630 MTP - Freight Planning, Economic Vitality & Tourism	\$10,139	\$1,305	\$326	\$1,230	\$13,000
640 MTP - Safety, Security & Environmental Planning	\$6,434	\$828	\$207	\$781	\$8,250
700 Transportation Planning Coordination & Public Outreach	\$50,695	\$6,524	\$1,631	\$6,150	\$65,000
800 Transportation Modeling, Mapping & Technical Support	\$24,763	\$3,187	\$797	\$3,004	\$31,750
900 Locally Funded Activities	\$0	\$6,600	\$1,650	\$9,250	\$17,500
<i>Sub-Total for APO Staff and Operations</i>	<i>\$426,845</i>	<i>\$62,815</i>	<i>\$15,704</i>	<i>\$62,246</i>	<i>\$577,610</i>
Consultant Services: David Turch & Associates	\$0	\$0	\$0	\$48,000	\$48,000
Consultant Services: Regional Travel Survey	\$240,000	\$0	\$0	\$60,000	\$300,000
Consultant Services: Southwest Beltline Corridor Planning Update	\$116,000	\$0	\$0	\$29,000	\$145,000
Grand Total Expenses	\$792,845	\$62,815	\$15,704	\$199,246	\$1,070,610

Overhead Detail

Line Item	2021 Budget	2022 Budget
Liability Insurance/Workers Comp	\$5,750	\$5,894
Office Supplies	\$3,000	\$3,075
Accounting Services	\$18,410	\$18,500
Communications <i>(Telephone, Postage, and Internet)</i>	\$4,500	\$4,688
Travel <i>(Includes Lodging & Meals)</i>	\$4,500	\$7,000
Professional Development <i>(Registration Fees, etc.)</i>	\$5,000	\$5,125
Printing, Publishing & Advertising	\$2,500	\$2,563
Building Maintenance and Utilities	\$12,000	\$12,300
Legal Services	\$1,500	\$1,538
Multifunction Copier	\$3,000	\$3,060
APO Dues and Subscriptions	\$5,000	\$5,125
IT Support & Software <i>(includes website hosting)</i>	\$18,700	\$19,168
Hardware & Equipment	\$7,500	\$5,000
Miscellaneous	\$5,000	\$5,125
Total	\$96,360	\$98,159

JURISDICTIONAL ASSESSMENTS HISTORY 2016 – 2021

Jurisdiction	2016	2017	2018	2019	2020	2021
St. Cloud	\$53,834	\$34,845	\$43,100	\$45,794	\$46,165	\$50,469
St. Joseph	\$5,512	\$3,521	\$4,313	\$4,583	\$4,829	\$5,415
Sartell	\$13,729	\$8,946	\$11,252	\$11,956	\$12,326	\$13,878
Sauk Rapids	\$10,779	\$6,971	\$8,724	\$9,269	\$9,441	\$10,326
Waite Park	\$6,053	\$3,856	\$4,889	\$5,195	\$5,216	\$5,755
LeSauk Township	\$1,424	\$929	\$1,156	\$1,228	\$1,237	\$1,358
Benton County	\$4,379	\$2,844	\$3,508	\$3,728	\$3,717	\$4,097
Sherburne County	\$1,639	\$1,053	\$1,311	\$1,393	\$1,397	\$1,527
Stearns County	\$9,169	\$5,921	\$8,356	\$8,878	\$8,993	\$9,695
Metro Bus	\$3,000	\$1,852	\$2,000	\$3,500	\$3,500	\$3,500
St. Augusta	\$2,757	\$1,785	\$0	\$0	\$0	\$0
Total	\$112,293	\$72,523	\$88,609	\$94,524	\$96,821	\$106,021
% Change Year Over Year		-35.42%	+22.18%	+6.68%	+2.43%	+9.50%

There are a couple of variations that the Board may want to consider:

Variation 1 – Substitute High-Crash Intersections for Beltline Study

If a Southwest Beltline Corridor Study is not needed right now, you could substitute in a study of high critical crash rate intersections for the same price.

The TAC did spend some time discussing the need for and timeliness of the Beltline Study. In the end, they voted 5 to 2 for the version of the UPWP that includes the beltline study.

Variation 2 – Cost Savings

If the assessments are too high, you could cut the Southwest Beltline Corridor Study altogether. This would result in:

- Assessments reduced from \$106,021 to \$90,000
- We would spend \$44,000 from our cash reserves instead of \$55,000
- We would spend down our carry-over balance of Federal funds by \$105,000 instead of \$224,000

The TAC met on May 28th to discuss the draft UPWP and after a spirited debate voted 5 to 2 for the base version of the UPWP as presented, including the Southwest Beltline Corridor Study.

SUGGESTED ACTION: Approve the FY2021-2022 Unified Planning Work Program

ABBREVIATIONS AND GLOSSARY OF TERMS

3-C – Continuing, Cooperative, and Comprehensive: By Federal regulation all MPOs must follow a 3-C planning process.

APO – Saint Cloud Area Planning Organization: The organization designated by agreement between the Governor, member units of local government, and relevant agencies as being responsible for carrying out the terms of 23 USC Sec. 134. The APO is the MPO for the Saint Cloud urban area.

ATAC – Active Transportation Advisory Committee: A sub-committee of the TAC which focuses on the identifying and addressing the needs of active transportation modes such as bicycling and walking.

ATP – Area Transportation Partnership: These committees of local governments, relevant agencies, and MnDOT staff were created by MnDOT to enhance regional intergovernmental planning and increase cooperative development of the four-year State Transportation Improvement Program (STIP). The APO is a member of the MnDOT District 3 ATP.

CPG - Consolidated Planning Grant: A combination of planning grant funds from the Federal Highway Administration and the Federal Transit Administration.

FAST Act – The Fixing America's Surface Transportation Act: The surface transportation act approved by Congress and signed into law by President Obama on December 4, 2015. The act established national surface transportation policy and authorized Federal spending limits for surface transportation for the years 2016 through 2020.

FHWA – Federal Highway Administration: The Federal administration responsible for monitoring and facilitating the construction and maintenance of the National Highway System. The APO is a recipient of an annual planning grant from FHWA.

FTA – Federal Transit Administration: The Federal administration responsible for monitoring and facilitating the operations and capital improvement of public transit providers. The APO is a recipient of an annual planning grant from FTA.

GIS – Geographic Information Systems: A framework for gathering, managing, and analyzing spatially-related data. For example, GIS can be used to map crash reports in order to determine which roadway intersections are experiencing the highest crash rates.

MnDOT – Minnesota Department of Transportation: The State department with which the APO coordinates on transportation issues and which has oversight responsibilities for ensuring the APO complies with applicable Federal and State requirements.

MPA – Metropolitan Planning Area: The geographic area in which an MPO carries out its planning activities. The MPA must include at least the US Census-defined urban area, but may also include any additional urban or urbanizing areas and/or commuter travel-sheds as deemed appropriate by the member jurisdictions of an MPO.

MPCA – Minnesota Pollution Control Agency: The State agency responsible for monitoring environmental quality and enforcing environmental regulations in Minnesota.

MPO – Metropolitan Planning Organization: An organization designated by agreement between the Governor of a state, units of local governments of an urban area, and relevant agencies as being responsible for carrying out the terms of 23 USC Sec. 134. Any urban area of more than 50,000 people must have an MPO. As of 2015, there were 408 MPOs in the United States.

MTP – Metropolitan Transportation Plan: The regional transportation plan with at least a 20-year planning horizon, developed cooperatively between the units of government and relevant agencies which are members of any MPO, including the Saint Cloud APO.

RIIP – Regional Improvement Investment Plan: A document that lists all surface transportation projects programmed to occur within the MPA in the next four-year period.

SEP – Stakeholder Engagement Plan: The document that identifies when and how the APO will engage the public during the planning process.

TAC – Technical Advisory Committee: The TAC is a committee of planners and engineers representing the local member governments and relevant agencies and which is responsible for providing technical advice and guidance to the Policy Board.

TAZ – Traffic Analysis Zone: A geographic area used in the TDM. TAZs are assigned socio-economic attributes such as population, number of households, square feet of commercial space, and other data relevant to trip production or attraction.

TDM – Travel Demand Model: A computer model used to forecast traffic and traffic congestion under a variety of land-use and roadway network conditions.

TIP – Transportation Improvement Program: The document that programs Federal funding for surface transportation projects within the MPA.

TSPM – Transportation System Performance Monitoring: This is a program of the APO in which staff collects and analyzes transportation performance data in order to discover problem areas and to help in the prioritization and programming of transportation improvement projects.

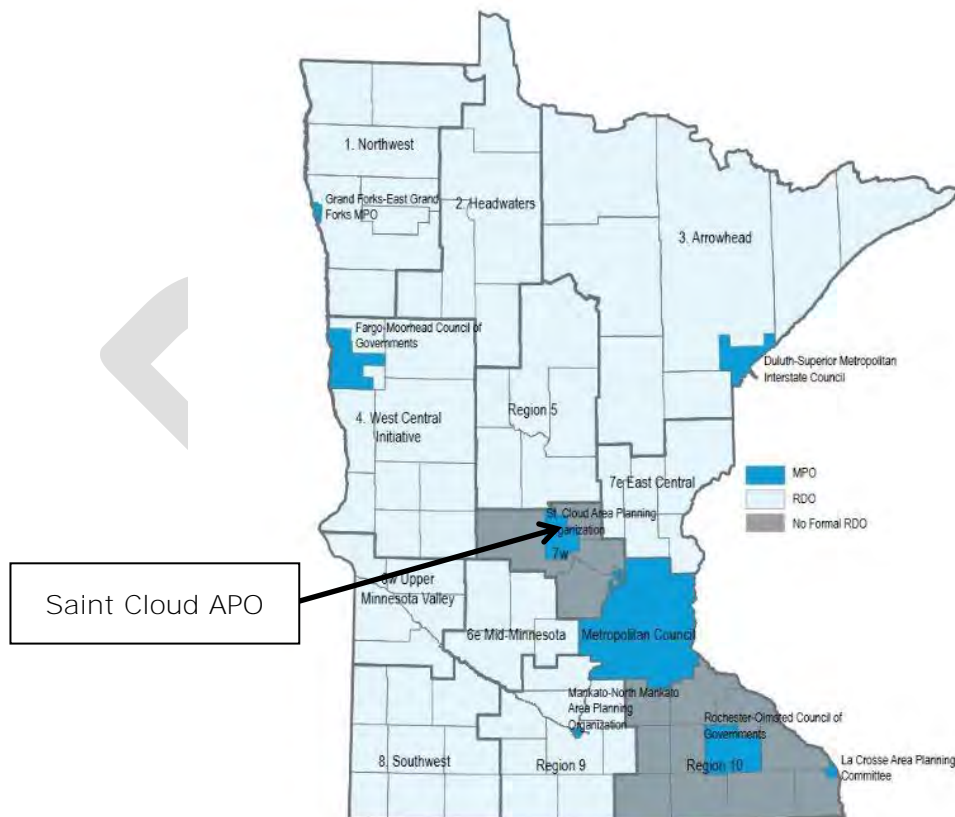
UPWP – Unified Planning Work Program: A Federally-required statement of work identifying **the planning priorities and activities to be carried out by the staff of an MPO. It is also the MPO's** annual budget, and it identifies any special studies and consultant contracts for the fiscal year.

APO BACKGROUND

The Saint Cloud Area Planning Organization (APO) is one (1) of eight (8) Metropolitan Planning Organizations (MPOs) within the State of Minnesota. Since its formal organization as a joint-powers entity in 1966, the APO has been responsible for facilitating a Continuing, Cooperative, and Comprehensive ("3-C") planning process in accordance with Federal regulations¹. The primary outcomes of the 3-C planning process are a multi-modal metropolitan transportation plan (MTP) which has a 20 year planning horizon but which is updated every five (5) years, annually preparing and maintaining a four-year Transportation Improvement Program (TIP), and annually preparing this rolling two-year Unified Planning Work Program (UPWP).

Other **key aspects of the APO's planning process** include monitoring and reporting on transportation system performance; collecting and analyzing economic, demographic, and population data; developing and maintaining a Geographic Information System (GIS); preparing corridor and environmental studies necessary to preserve rights-of-way and prepare transportation projects identified in the MTP for construction; transit planning; active transportation planning such as for walking and bicycling; and other miscellaneous planning and coordination efforts that benefit the entire Saint Cloud Metropolitan Planning Area (MPA).

The APO does all this work in cooperation with its key planning partners which include the Minnesota Department of Transportation (MnDOT), the Minnesota Pollution Control Agency (MPCA), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA),



¹ See 23 CFR Part 450 Subpart C

Saint Cloud Metropolitan Transit Commission (aka, Metro Bus), individual APO member jurisdictions, and the general public.

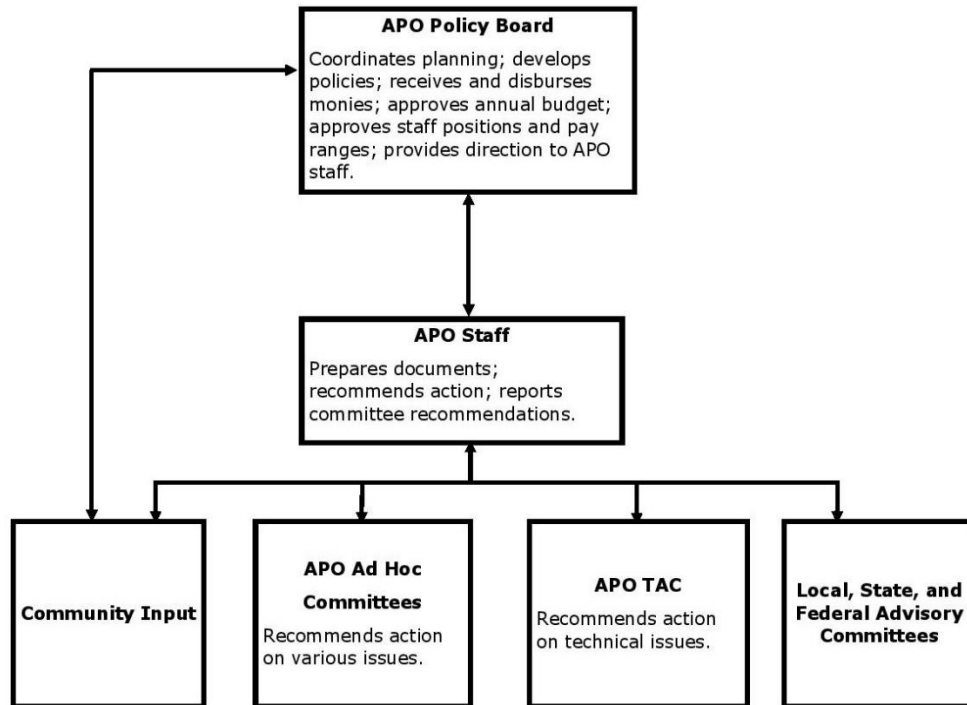
The geographic extent of the APO's 350-square-mile MPA is shown below. The MPA encompasses portions of Stearns, Benton, and Sherburne counties. Within this MPA, nine (9) jurisdictions are dues-paying members of the APO and directly participate, along with Metro Bus, in planning and programming decisions made by the twelve (12) member APO Policy Board. Eleven (11) of the APO Policy Board members are elected officials. Members of the APO include Stearns County, Benton County, Sherburne County, City of Saint Cloud, City of Sartell, City of Waite Park, City of Sauk Rapids, City of Saint Joseph, LeSauk Township (in Stearns County), and Metro Bus.

Each APO member also has one (1) elected representative on a twelve (12) member APO Policy Board, with the exception of the City of Saint Cloud, which has three (3) elected representatives. The APO Policy Board is the decision-making body for the APO. The Board receives advice and recommendations from APO staff, the APO Technical Advisory Committee (TAC), and the general public. See the flow chart on the following page for a complete summary of the APO's organizational structure.

APO METROPOLITAN PLANNING AREA



APO ORGANIZATIONAL STRUCTURE



The stated mission of the APO is as follows:

"The APO is committed to coordinated planning – in a fair and mutually beneficial manner – on select issues transcending jurisdictional boundaries for the betterment of the entire Saint Cloud Metropolitan Planning Area. This mission is accomplished through professional planning initiatives, the provision of objective information, and building collaborative partnerships that foster consensus."

The APO strives to be:

- Public service oriented by providing accountability to constituents and exhibiting the highest standards of ethical conduct.
- Creative problem solvers by anticipating potential challenges and developing creative solutions based on professional knowledge, public involvement, and collaboration with our partners.
- Continuous learners who constantly seek new information, knowledge, and skills to better serve the Saint Cloud Metropolitan Planning Area.

There are a total of six (6) approved APO staff positions responsible for carrying out the Unified Planning Work Program (UPWP). These staff positions include the following:

- Executive Director
- Senior Transportation Planner (Planner III)
- Associate Planner (Planner II)
- Transportation Planner (Planner I)
- Transportation Planning Technician
- Administrative Assistant (part-time)

Currently, the Transportation Planner position is vacant and staff intends to keep the position vacant until/unless there is a time when filling the position becomes necessary or advantageous.

UPWP BACKGROUND

UPWP OBJECTIVE

The overall objectives of the UPWP are 1.) to help implement the MTP by conducting the planning work necessary for achievement of the goals, objectives, and projects within it; 2.) to coordinate planning work among and between the agency and jurisdictional members of the APO; and 3.) facilitating the management and financial transparency of the APO.

The UPWP is organized according to nine (9) major categories of work: 100 - Administration & Overhead; 200 - Budget & UPWP; 300 - Transportation Improvement Program (TIP); 400 - Transportation System Performance Monitoring (TSPM); 500 - Planning Project Development; 600 - Metropolitan Transportation Plan (MTP); 700 - Transportation Planning Coordination & Public Outreach; 800 - Transportation Modeling, Mapping & Technical Support; and 900 - Locally Funded Activities. Within each category are sub-categories that describe specific work tasks to be undertaken.

Each UPWP covers a two-year period, however, the UPWP is developed and approved annually. The second year of the two-year period covered by the UPWP is provisional only and is used to help the APO and its members understand upcoming projects and budgetary needs. Tables showing the second-year budgets are included in the Appendices of this document.

UPWP PRODUCTS

The APO places emphasis on timely delivery and quality of products identified in the UPWP. Accordingly, developed products fall under various activities according to the following product categories:

REPORTS

- Formally adopted by the APO Board
- Distributed to participating agencies
- Reflect APO policy
- Recommended by TAC

TECHNICAL REPORTS

- May or may not be adopted by the APO Board
- Distribution to APO and/or affected agencies
- Involve analysis, conclusions, and recommendations

MEMORANDUMS

- Usually not adopted by the APO Board
- Involve a specific subject matter

STATUS REPORTS

- For information only
- Presented orally to APO Board

UPWP FUNDING SOURCES

MnDOT, Metro Bus, and the APO have executed a Memorandum of Understanding (MOU) to cooperatively carry out the FAST Act² required transportation planning and programming process for the MPA. These agencies jointly provide the matching funds for transportation planning grants from the FAST Act.

The following table identifies State and Federal funding sources and local matching funds for the 2021 - 2022 UPWP.

2021 - 2022 LINE ITEM REVENUE REPORT

Revenue Sources	2021 Revenue	2022 Revenue (Provisional)
Local		
APO Member Assessments	\$106,021	\$114,079
Local Match for Members' Consultant Projects	\$0	\$0
Lobbyist Fees	\$48,000	\$48,000
Total Local	\$154,021	\$162,079
Federal		
Annual Federal CPG	\$572,344	\$583,791
Carry Forward CPG from Prior Years	\$343,196	\$122,695
Other Federal Funds	\$0	\$0
Total Federal	\$915,540	\$706,486
Other		
State of Minnesota Planning Grant	\$62,815	\$62,815
Miscellaneous & Interest Income	\$4,000	\$4,000
Total Other	\$66,815	\$66,815
Total Revenue	\$1,136,376	\$935,380

BUDGETING OF OVERHEAD AND INDIRECT COSTS

Under Federal rules, the APO could use an indirect overhead cost rate to pay for overhead expenses like telephones, utilities, property insurance, office supplies, etc. But the APO has chosen instead to directly budget for all overhead and indirect costs. Direct budgeting improves transparency and tracking of costs. Section 100 includes direct budgeting for holidays, vacation, sick leave, and overhead expenses. Staff salaries, where shown, are fully-loaded costs that include the **APO's share of health insurance, pension, Social Security, Medicare, and other**

² Fixing America's Surface Transportation Act (Pubic Law 114-94) signed into law December 4, 2015

benefits and payroll costs. Other overhead costs such as office supplies, telephone, postage, etc. are directly budgeted in work-element 107.

COST ALLOWABILITY

In accordance with 2 CFR §200 Subpart E, this UPWP includes descriptions sufficient to determine the cost-allowability of Federal Consolidated Planning Grant (CPG) participation in work activities.

The APO uses the following general methodology when estimating the costs of individual work activities within the UPWP:

1. Total direct salaries, including the costs of payroll and benefits, are calculated for staff member.
2. Activities are developed with specific objectives in mind. Proposed tasks and products are itemized. Staff members are assigned and work hours are budgeted.
3. All federal funds are allocated with at least a 20 percent local match from a combination of APO and MnDOT funds.

AUDIT

Federal regulations state that if the APO expends less than \$750,000 in Federal funds during the fiscal year, it is exempt from Federal audit requirements for that year³. However, the State of Minnesota still requires an annual audit of financial records regardless of the size of the Federal award. If the APO expends less than \$750,000 in Federal funds during the fiscal year, the costs of conducting an audit are not allowable under the terms of our Federal grant⁴. Therefore, the APO budgets only State and local funds for the required financial and compliance audit, which will then be given to the State. The budget for the Audit is shown in Section 900 – Locally Funded Activities.

FAST ACT PLANNING EMPHASIS AREAS

The FAST Act requires the scope of the transportation planning process to address the following Federal planning emphasis areas:

1. **ECONOMIC VITALITY:** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. **SAFETY:** Increase the safety of the transportation system for motorized and non-motorized users;
3. **SECURITY:** Increase the security of the transportation system for motorized and non-motorized users;
4. **ACCESSIBILITY & MOBILITY:** Increase the accessibility and mobility of people and for freight;
5. **ENVIRONMENT & ECONOMIC DEVELOPMENT:** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

³ 2 CFR §200.501(d)

⁴ 2 CFR §200.425(a)(2)

6. INTEGRATION & CONNECTIVITY OF MODES: Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. MANAGEMENT & OPERATIONS: Promote efficient system management and operation;
8. SYSTEM PRESERVATION: Emphasize the preservation of the existing transportation system;
9. RESILIENCY, RELIABILITY & STORMWATER: Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. TOURISM: Enhance travel and tourism

Each of the work activity summaries includes a brief explanation regarding how the programmed work is related to these planning emphasis areas.

2021 UPWP

100 – ADMINISTRATION

Objective: To conduct the administrative work necessary for the APO to function as an autonomous, multi-jurisdictional, joint-powers planning agency.

Background: The work tasks are principally the responsibility of the Executive Director and Administrative Assistant, but staff time for holiday, vacation time, and sick leave for all staff members are also budgeted here. Specific examples of tasks include, but are not limited to, the following: review and processing of invoices; filing of paperwork and documents; review and preparation of monthly financial reports and statements; review and preparation of progress reports and State/Federal work invoices; coordination and oversight of employee benefits; oversight and implementation of APO Personnel Policies; human resource work items, employee hiring and paperwork, and other miscellaneous office operation matters required for the APO to function. This work is on-going throughout the calendar year.

100 – ADMINISTRATION

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
101 – General Administration	1,170	\$40,500				
102 – Human Resources & Personnel	128	\$7,250				
103 – Building Management & Maintenance	32	\$2,000				
104 – Staff Development & Training	312	\$15,750				
105 – Holiday	480	\$22,250				
106 – Vacation	352	\$18,250				
107 – Sick Leave	192	\$10,000				
108 – Overhead (See details below)		\$96,360				
Total	2,666	\$212,360	\$165,625	\$21,314	\$5,328	\$20,093
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

108 – OVERHEAD (DETAIL)

Line Item Expense	2021 Budgeted Funding	Line Item Expense	2021 Budgeted Funding
Liability Insurance & Workers Comp	\$5,750	Office Building Maintenance & Utilities	\$12,000
Office Supplies	\$3,000	Legal Services	\$1,500
Accounting Services	\$18,410	Multifunction Copier	\$3,000
Communications (Telephone, Postage, and Internet)	\$4,500	APO Dues and Subscriptions	\$5,000
Travel (Including lodging & meals)	\$4,500	IT Support & Software	\$18,700
Professional Development (Registration Fees, etc.)	\$5,000	Equipment & Hardware	\$7,500
Printing/Publishing/Advertising	\$2,500	Miscellaneous	\$5,000
		GRAND TOTAL	\$96,360

200 – BUDGET AND UPWP

Objective: To prepare an annual budget and Unified Planning Work Program (UPWP) for the APO.

Background: The UPWP identifies the work tasks to be undertaken by APO staff. The process begins with the APO Executive Director formulating a draft document in March or April, which includes both proposed work activities for APO staff members and consultant-led studies and deliverables. The final UPWP is approved by the APO Policy Board in June or July. All APO meetings pertaining to the budget and UPWP process are open to the public for comment. After the UPWP is approved by the APO Policy Board, the document is sent to FHWA and MnDOT for their concurrence and incorporation into annual Federal and State operating grants.

Relation to FAST Act: This work addresses all Federal planning emphasis areas and Federal highway program national goals to varying degrees by establishing staff work plans to develop and advance the Federal planning and programming process.

201 – Prepare Budget and UPWP: This work is generally completed by August 1st of each year, though UPWP amendments may need to be processed at any time.

200 – BUDGET AND UPWP

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
201 – Annual Budget and UPWP	112	\$7,500				
Total	112	\$7,500	\$5,849	\$753	\$188	\$710
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

300 – TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Objective: To prepare a multi-year TIP for the APO planning area that is consistent with the current MTP.

Background: The Metropolitan Transportation Plan (MTP) identifies a list of prioritized projects to help achieve specific transportation goals for the future. The TIP programs those projects for funding in specific fiscal years. The TIP is a four-year program of projects that is updated annually. APO staff coordinates closely with member jurisdictions to identify projects and to help ensure funding is available to complete the projects. The APO coordinates with Metro Bus for transit capital and operating assistance, and with MnDOT District 3 for State facilities. The APO coordinates Federal project programming with MnDOT Central Minnesota Area Transportation Partnership (ATP) 3. Approximately \$1.5 million in Federal formula dollars are programmed by the APO every year for projects.

Relation to FAST Act: This work addresses all Federal planning emphasis areas to varying degrees by acting as the administrative conduit for implementing a variety of transportation projects.

301 – ATP Meetings & Subcommittees: The APO coordinates the TIP project list with the programmed projects identified by MnDOT and other areas of the District 3 ATP. This work includes preparation of materials, review of materials, and attendance at ATP meetings. The APO

participates in the solicitation of Transportation Alternatives (TA) projects and ATP meetings related to TA project scoring and funding prioritization. This work is on-going throughout the calendar year.

302 – Annual TIP Development: APO staff solicits all agency and jurisdictional members to identify projects for possible inclusion in the TIP, verifies the eligibility of those projects for Federal funding, develops financial plans and fiscal constraint analyses, and compiles all **information into the TIP document along with the APO's annual self-certifications.** The TIP is usually completed by September 1 each year.

303 – TIP Maintenance & Amendments: There are many reasons why the TIP can change – projects fall behind schedule, money is shifted from one project to another, less or more money than originally programmed may become available. As conditions on the ground change, APO staff must modify or amend the TIP to keep pace which helps ensure the flow of funds remains uninterrupted. The APO schedules four periods throughout the year when proposed TIP changes are solicited from the member jurisdictions. However, TIP changes may be processed at any time as needed to accommodate project development schedules.

304 – TIP Project Status Monitoring & Annual Listing of Projects: By Federal regulation, **the APO must track and report on the implementation of projects funded in previous years' TIPs.** This report also helps inform the development of the next TIP and the MTP. The annual listing of TIP projects is incorporated into the TIP document, which is usually completed by September 1 each year.

305 – Regional Infrastructure Investment Plan (RIIP): Because the TIP includes only those surface transportation projects that receive Federal or State funding, it offers an important but incomplete picture of transportation development. The RIIP includes all projects scheduled **for completion within the APO's planning area regardless of funding source(s).** Therefore, it provides a more complete, wholistic picture of upcoming transportation improvement projects and allows for better coordination of projects between jurisdictions.

300 – TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
301 – ATP Meetings & Subcommittees	62	\$3,000				
302 – Annual TIP Development	356	\$16,250				
303 – TIP Maintenance & Amendments	110	\$5,250				
304 – TIP Project Status Monitoring & Annual Listing of Projects	46	\$2,000				
305 – Regional Infrastructure Investment Plan Development	85	\$4,000				
Total	659	\$30,500	\$23,788	\$3,061	\$765	\$2,886
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

400 – TRANSPORTATION SYSTEM PERFORMANCE MONITORING (TSPM)

Objective: To monitor the performance of transportation systems and networks and determine if they are meeting regional performance targets.

Background: An annual Transportation System Performance Monitoring (TSPM) report is prepared by APO staff. The report documents the performance of the transportation systems and networks based on regional performance measures and targets. The performance is reported to the APO TAC and Policy Board so that it can be considered in the selection and programming of projects in the TIP. It is also used to re-evaluate and adjust (if necessary) regional performance targets. **The TSPM is also made available to the general public on the APO's website.**

Relation to FAST Act: This work actively addresses the performance-based planning and programming requirements of the FAST Act.

401 – Performance Measures, Data Collection, Analysis, and Target Setting: APO staff collects performance data relevant to the performance measures adopted by the APO Board. This data may be requested from other agencies or departments, or it may be collected first-hand by APO staff. Staff maintains a database of relevant data and evaluates it for trends and other insights relative to the regional performance targets. This activity occurs throughout the year up until the final TSPM Report is completed and approved (see 402 below). Potential new performance measures and/or data sources may also be explored.

402 – Annual System Performance and Target Achievement Report: APO staff develops an annual report showing the latest performance data and targets and provides it to the State (MnDOT), as well as making the report available to the general public on the APO website. The Technical Advisory Committee (TAC) reviews the report before it is accepted by the APO Board. The TSPM Report will be completed by October of each year.

400 – TRANSPORTATION SYSTEM PERFORMANCE MONITORING (TSPM)

Element	2020 Budgeted Hours	2020 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
401 – Performance Measures, Data Collection, Analysis, and Target Setting	336	\$13,250				
402 – Annual Transportation System Performance & Target Achievement Report	88	\$3,500				
Total	424	\$16,750	\$13,064	\$1,681	\$420	\$1,585
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

500 – PLANNING PROJECT DEVELOPMENT

Objective: To support the development of planning studies which reflect regional transportation investment priorities.

Background: In addition to the work completed by APO staff shown in other sections of this document, the APO also supports planning projects by either 1.) providing technical support for

planning projects completed by the member jurisdictions; or 2.) hiring consultants to complete planning studies if APO staff does not have the time and/or expertise to complete them⁵.

Relation to FAST Act: The successful completion of planning studies leading to construction or implementation of a variety of different transportation projects will result in all Federal planning emphasis goals being addressed to varying degrees, depending upon the project.

501 – Planning Assistance for Members: APO staff supports the member jurisdictions and implementing agencies, on demand, through technical assistance for the development of a variety of planning documents. Tasks under this activity may include such things as participating in public meetings, collecting turning movement counts, traffic counts, traffic forecasting, GIS mapping of data, or other planning-level technical information. This work will be on-going throughout the entire year.

502 – Procurement & Contracting: APO staff follow all applicable Federal and State procurement regulations when contracting with consulting firms. Staff activities include development of independent cost estimates; developing requests for proposals; evaluating and scoring of proposals; consultant communication; contract development; and preparation and submittal of required procurement documentation and forms. This work is generally completed no later than April 30 of each year.

503 – Consultant Study Coordination: Once a consultant is under contract, APO staff will monitor their progress and activities and will usually serve as part of the project management team. Activities include attending project meetings, consultant communication, progress report tracking, and invoice processing. This activity follows the procurement and contracting phase, and generally occurs between May 1st and December 31st of each year, or until the project is completed.

504 – Grant Writing & Grant Assistance for Member Jurisdictions: Increasingly transportation projects are being funded through competitive grants, such as the Federal BUILD grants, or – at the State level – Corridors of Commerce and State Aid for Local Transportation grants. Member jurisdictions – especially smaller jurisdictions – sometimes need grant writing or grant research assistance to help them compete for these important sources of funds. APO staff can provide some limited support upon request. This support occurs throughout the year and is dependent upon the grant solicitation schedules for each program.

⁵ See also the section on *Special Studies & Contracts*, beginning on page 26.

500 – PLANNING PROJECT DEVELOPMENT

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
501 – Planning Assistance for Members	160	\$8,250				
502 – Consultant/Professional Services Procurement & Contracting	132	\$9,000				
503 – Consultant Study Coordination	263	\$17,250				
504 – Grant Writing & Grant Support for Members	45	\$2,500				
Total	600	\$37,000	\$28,857	\$3,714	\$928	\$3,501
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

600 – METROPOLITAN TRANSPORTATION PLAN (MTP)

Objective: To develop a regional multi-modal transportation plan, refine it as necessary to maintain its validity, and promote its implementation.

Background: The APO is mandated by Federal law⁶ to develop and maintain a regional, multi-modal, multi-jurisdictional transportation plan with at least a 20 year planning horizon. The plan must be updated at least every five (5) years. Some components of the plan are assigned hours under other headings in this section (see 610, 620, 630, and 640 below). Given the complexity of the required planning effort, the MTP is almost always in some phase of being updated. Additionally, between plan updates, time is assigned to various plan components to help member jurisdictions **implement the MTP's** recommendations. Time is also spent collecting and maintaining plan data and researching best practices from other MPOs. **The APO's next MTP update is due October 2025.**

Relation to FAST Act: This work activity addresses all planning emphasis areas to varying degrees through development and ongoing maintenance of the Federally required multi-modal elements of the MTP.

601 – MTP Development & Maintenance: Examples of typical activities include developing and executing a public input plan, collecting data on existing conditions, reviewing relevant plans of the individual jurisdictions in order to know their local priorities and anticipated growth patterns, developing goals and objectives for the future transportation network, identifying current and future transportation needs, developing financial plans, fiscal constraint analysis, and other generally required elements of the MTP.⁷ This element also accounts for the time necessary to write the plan, produce maps and graphics, layout, formatting, etc. This work is on-going throughout the year.

⁶ 23 USC §134(i)

⁷ See 23 CFR §450.322 for more details on MTP requirements

600 – METROPOLITAN TRANSPORTATION PLAN

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
601 – MTP Development & Maintenance	1,328	\$69,500				
Total	1,328	\$69,500	\$54,205	\$6,975	\$1,744	\$6,576
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

610 – ACTIVE TRANSPORTATION PLANNING

Objective: To develop the components of the MTP related to bicycle, pedestrian, and other non-motorized forms of transportation and to help implement the active transportation goals, objectives, projects, and policies identified in the previous MTP.

Background: A complete and robust transportation system allows individuals to choose the mode of transportation that is best for each trip. Walking, biking, and other non-motorized forms of transportation are legitimate mode choices for some trips, but certain infrastructure and policies must be in place to facilitate that choice and to help make it a safe choice.

Relation to FAST Act: This activity focuses on the planning emphasis areas of Economic Vitality; Environment and Economic Development; Accessibility and Mobility; and Integration and Connectivity of Modes. These focus areas are addressed by planning for and developing various improvements for non-motorized forms of transportation that promote economic development and alternatives to the single-occupancy automobile.

611 – Safe Route to School and Active Transportation Planning Coordination and Technical Assistance: This work activity is used to help implement the active transportation related policies, goals, objectives, and projects from the current MTP; and to help develop those components for the next MTP. Active transportation specific planning studies, including Safe Routes to Schools studies, will also be completed under this work element. APO staff will also coordinate with and support the active transportation planning activities of the member jurisdictions, which may include providing data, analyses, maps, bicycle and pedestrian counts, or other technical support, as needed. This work is on-going throughout the year.

612 – APO Active Transportation Advisory Committee Coordination: In summer 2007, the APO established a Bicycle and Pedestrian Advisory Committee (BPAC) comprised of a cross-section of citizen representatives and city and county staff within the APO planning area. This Committee, now known as the Active Transportation Advisory Committee (ATAC), meets as needed **and reports to the APO's TAC. The ATAC** provides input to APO staff and the TAC on various planning and programming matters as they relate to the non-motorized transportation environment within the planning area. They also implement and support various non-motorized transportation public awareness projects and provide the area with a forum for discussing non-motorized transportation topics. Work activity involves staff developing agenda items, assembling meeting materials and presentations, and chairing the ATAC meetings as well as staff support for maps or development on specific topics. Examples of this **committee's work** includes assisting the APO with review and updating of its Active Transportation Plan and/or related components of the MTP, reviewing various programmed roadway projects relative to non-motorized transportation accommodations and complete streets design treatments, advocating for and supporting efforts to complete multi-modal trail segments and coordinating

with other relevant advocacy groups. This group focuses on education, coordination, and public input for regional initiatives. This work is on-going throughout the calendar year.

613 – Regional Active Transportation Plan Development and Maintenance: APO staff shall develop and maintain a regional Active Transportation Plan to help identify needs, identify goals, analyze alternatives, and prioritize project concepts related to non-motorized transportation facilities and policies within the MPA. Staff shall coordinate this effort with any statewide non-motorized mode planning from MnDOT.

610 – ACTIVE TRANSPORTATION PLANNING

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
611 – Safe Routes to School, Active Transportation Planning Coordination & Technical Assistance	502	\$25,750				
612 – Active Transportation Advisory Committee Coordination	96	\$5,250				
613 – Regional Active Transportation Plan Development & Maintenance	546	\$28,250				
Total	1,144	\$59,250	\$46,211	\$5,947	\$1,487	\$5,606
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

620 - TRANSIT PLANNING

Objective: To develop the public transit components of the MTP and to help implement the transit goals, objectives, projects, and policies identified in the previous MTP.

Background: In any metropolitan area, automobile transportation is not an option for some residents. Public transit is an important ingredient to allowing these residents to work, shop, and live a quality, independent lifestyle. Additionally, public transit can be an important supplemental transportation mode for those residents who have an automobile. It can be a form of **“back up” transportation if their car** needs repairs or if they are a one-car family. And public transit can even benefit those who do not use it directly. It can take automobiles off the road, creating more space for everyone. Easy access to transit has been shown to boost real-estate values for businesses and homes. It can help lower fuel consumption resulting in lower gas prices and cleaner air. And public transit can play a critical support role during an emergency or disaster, such as assisting with evacuations.

Metro Bus provides fixed route and dial-a-ride transit service within the Saint Cloud Urbanized Area, including the cities of Saint Cloud, Sartell, Sauk Rapids, and Waite Park. Tri-CAP is the rural transit provider that provides dial-a-ride service within the APO planning area and adjacent rural areas. The Northstar commuter rail train currently provides early morning, late afternoon, limited weekend and special event trains from the City of Big Lake to the City of Minneapolis's Target Field Station. Northstar train service connects to the APO planning area by way of the Northstar Link commuter bus. The Northstar Link bus service is operated by Metro Bus via

contract with the Northstar Corridor Development Authority (NCDA). Efforts are underway to extend Northstar commuter train service to Saint Cloud.

Relation to FAST Act: This activity focuses primarily on the planning emphasis areas of Economic Vitality; Environment and Economic Development; Accessibility and Mobility; and Integration of Modes by planning for and implementing alternative modes to the single occupancy vehicle.

621 – Transit Planning, Coordination & Technical Assistance: APO staff supports initiatives and projects undertaken by the transit operators that provide service to the APO planning area. Tasks include supporting the Metro Bus urban transit system planning efforts, data collection, analysis, mapping and other technical support. Also, staff coordinates with Tri-CAP to incorporate plans and transit service information into planning and programming activities. This work activity also involves ongoing efforts to implement aspects of the Region 7W/APO Transit Human Services Plan. This work is on-going throughout the year.

622 – Northstar Commuter Rail Coordination: Extension of the Northstar Commuter Rail to Saint Cloud continues to be a priority for communities in the region. In 2020 MnDOT completed a planning update for extending rail service to the St. Cloud region. APO staff anticipates providing occasional technical support to help implement completion of the extension as opportunities to do so present themselves. There may also be some follow-up planning activities that may be necessary. Work activities may include a variety of general technical support and committee participation in a variety of efforts related directly or indirectly to the development of the Northstar Commuter Rail line from Big Lake to Saint Cloud. This work is expected to occur sporadically throughout the calendar year.

620 – TRANSIT PLANNING

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
621 - Transit Planning, Coordination, & Technical Assistance	178	\$7,250				
622 – Northstar Coordination	32	\$2,000				
Total	210	\$9,250	\$7,214	\$928	\$232	\$875
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

630 – FREIGHT PLANNING, ECONOMIC VITALITY & TOURISM

Objective: To help ensure that the transportation network is supporting the regional economy and to better understand the role and impact transportation has on economic development decisions.

Background: The Roman Empire began building roads primarily as a means to quickly move legions and supplies to battlefields, but they soon discovered that roads also impacted the economies of the towns and villages through which they passed. Farmers could more easily get their crops to the marketplace. Potters and smiths could more quickly and easily acquire the resources they needed to ply their trade. Artisans could travel from town to town selling their wares. Travel for leisure activities – aka, tourism – became easier and so occurred more frequently. Not much has changed in the last 2,300 years. Transportation still serves all these

functions, but it has grown more complex. Decision-makers always face multiple options. Should they build a road here or over there? Should they build a parking ramp or invest in more public transit? Should they support shipping freight by truck, by rail, or by pipeline? Understanding the impacts these choices can have on the economy can help inform the decision-making process.

Relation to FAST Act: This activity focuses on understanding the economic development environment; understanding the role transportation plays in the competitiveness and efficiency of regional businesses; promoting consistency between economic development patterns and transportation improvements; and enhancing travel and tourism.

631 – Freight Planning, Coordination & Technical Assistance: APO staff will support implementation of the **APO's** Regional Freight Framework (2017) and the freight components of the MTP, and will help develop the freight components of the next MTP. Specific activities will include data collection, analysis, and meeting with significant regional freight stakeholders to better understand their needs, operations, and any transportation constraints they may be facing. This work will be on-going throughout the year.

632 – Transportation-Related Economic Development Planning, Coordination & Technical Assistance: Economic vitality is more than just moving freight. It is also, among other things, moving employees safely, reliably, and efficiently from their home to their place of work; moving tourists to and sometimes through a destination and back home again; and moving shoppers and customers to their choice of market. Quality-of-life factors also play a role in economic development – factors such as access to religious services, entertainment, family gatherings, outdoors activities, and educational options. APO staff will work to better understand the role that transportation plays on the regional economy and help to quantify the economic impacts of specific transportation infrastructure and future alternatives. They will also coordinate their planning activities with economic development entities such as the Greater Saint Cloud Development Corporation (GSDC) and the area Chambers of Commerce. This work will occur throughout the year.

630 – FREIGHT PLANNING, ECONOMIC VITALITY & TOURISM

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
631 - Freight Planning, Coordination & Technical Assistance	76	\$5,000				
632 – Transportation-Related Economic Development Planning, Coordination & Technical Assistance	124	\$8,000				
Total	200	\$13,000	\$10,139	\$1,305	\$326	\$1,230
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

640 – SAFETY, SECURITY & ENVIRONMENTAL PLANNING

Objective: To develop a transportation network that is as safe as practical, reliable even in times of emergency or disaster, resilient to climate change, and which minimizes its impact on the natural environment.

Background: On August 17, 1896, forty-four-year-old Bridget Driscoll became the first person to die in an automobile crash when she was struck and killed by a car as she crossed the grounds of the Crystal Palace in London. Planners and engineers have been trying to make vehicle travel safer ever since. While in-vehicle technologies like seat belts and airbags have certainly played a big part in making travel safer, the way that roadways are planned and designed also plays a part. Planners analyze crash data to determine if specific locations have higher-than-normal crash rates which could be an indication of a site-specific problem. Additionally, the security of transportation assets became a major concern following the terrorist **attacks of September 11, 2001**. While a **"secure" bus or train** can have specific features such as **cameras and security personnel**, a **"secure" roadway or bridge** is less well defined. Most recently, transportation security has largely been defined in terms of resiliency. For instance, a transportation network that still functions reasonably efficiently when an important link in that network is removed – whether by human action or by nature – is often thought of as being **"secure" in the sense that it still works**.

Relation to FAST Act: This activity focuses on the Safety and Security of the transportation network and on the Environmental impacts of transportation.

641 – Safety & Security Planning, Coordination & Technical Assistance: APO staff will continue monitoring crash data and analyzing that data for potential insights into the causes of crashes or geographic locations that show a higher-than-expected propensity for crashes. Safety work will include all modes of travel. Staff will also continue coordinating with other outside organizations and entities that seek improved transportation safety, such as the Stearns-Benton Toward Zero Deaths committee and Feeling Good Minnesota, an initiative to improve public health. Regarding security, APO staff will undertake an effort in 2020 to achieve regional consensus as to what **"transportation security" means within the MPA**, and develop performance measures based on that definition. In 2021, APO staff will follow-up on the outcome(s) of that process as needed. This work is expected to occur throughout the year.

642 – Transportation Resiliency, Energy Conservation, Environmental Impacts & Mitigation Analysis: Activities in this area will focus specifically on how transportation impacts and is impacted by the natural environment, including any potential impacts of climate change and severe weather. APO staff will seek to establish and nurture relationships with environmental stakeholders to help ensure their continued participation in our planning processes. Staff will focus attention on transportation solutions that appear to minimize any net negative environmental impacts. APO staff will also complete the required⁸ environmental mitigation discussion that is part of the MTP. This work will occur throughout the year.

⁸ 23 CFR §450.322(f)(7)

640 – SAFETY, SECURITY & ENVIRONMENTAL PLANNING

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
641 – Safety & Security Planning, Coordination & Technical Assistance	60	\$3,000				
642 – Transportation Resiliency, Energy Conservation, Environmental Impacts & Mitigation Analysis	106	\$5,250				
Total	166	\$8,250	\$6,434	\$828	\$207	\$781
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

700 – TRANSPORTATION PLANNING COORDINATION & PUBLIC OUTREACH

Objective: General coordination of all aspects of APO transportation plans and program with local member agencies, jurisdictions, State agencies, Federal agencies, and the public.

Background: The very nature of the APO requires significant coordination with the member agencies and jurisdictions, MnDOT, and the USDOT to help ensure that projects, goals, objectives, and priorities can be achieved. It also requires continuous public engagement to help ensure that their voices are heard in the planning and decision-making process. This activity involves the preparation of meeting materials and attendance at all APO committee and board meetings. It also includes coordination with local, State, and Federal agencies, and public engagement for all APO planning activities. Staff time for developing and maintaining both the Stakeholder Engagement Plan and the Title VI Compliance Plan are also accounted for here.

Relation to FAST Act: This work activity addresses all Federal planning emphasis areas and Federal highway program national goals to varying degrees by dealing with a wide array of transportation planning and programming matters.

701 – General Meeting Coordination and Attendance: This work activity includes the coordination of any relevant transportation planning meetings and/or activities with local, State, and Federal planning partners. It also covers internal staff coordination meetings within the APO. This work is ongoing.

702 – APO Committee & Board Meetings: Meeting minutes, agendas, and general staff support of APO committees and boards is conducted, including the APO TAC and the APO Policy Board. Staff hours for APO meeting preparation and attendance are included in this category. This work is ongoing and will occur throughout the year.

703 – Public Outreach, Engagement, Website & Social Media: This work activity includes APO staff time to coordinate, prepare for, and attend any public input meeting related to an APO planning activity. It also accounts for APO staff time to maintain and update the APO website – arguably its most public face – and social media posts to inform the general public of transportation-related events and opportunities. This work will be ongoing throughout the calendar year.

704 – Evaluation and Coordination of Plans and Programs from Member Jurisdictions: This work activity involves participating in meetings and coordinating with other agencies and

jurisdictions on plans, studies, and programs, such as statewide multi-modal plans, the Minnesota State Highway Investment Plan (MNSHIP), MnDOT District level planning endeavors, and local transportation, safety, and comprehensive plans. This work will occur as necessary throughout the calendar year.

705 – Develop and Maintain the Stakeholder Engagement Plan & Title VI Compliance Plan: APO staff develops a framework for when and how the APO will seek public input, and what we will do with that input. We call the document the Stakeholder Engagement Plan (SEP). The document is updated about every five (5) years, but may also require occasional tweaking or amending between major updates. We combine our public input plan with our Title VI Compliance Plan, which defines how we will reach out to and engage those traditionally underserved, such as low-income households, the elderly, minorities, and those for whom English is a second language. The Title VI plan must be updated about every three (3) years. Our current combined SEP & Title VI Compliance Plan was approved in 2018. This work is on-going throughout the year.

706 – Annual Report for SEP and Title VI Compliance/Effectiveness: As a way of **monitoring the APO’s success in engaging the public and Title VI populations, we track how** many people attend our public meetings, view our website, engage with us on social media, etc. We also perform an annual survey of stakeholders who engaged with us to determine if they were satisfied with their experience. We report this public-input data annually to the APO Board and MnDOT. Based on this public-input performance data, adjustments to our SEP and/or Title VI Plan may be developed. This work is ongoing throughout the year.

700 – TRANSPORTATION PLANNING COORDINATION AND PUBLIC OUTREACH

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
701 – General Meeting Coordination & Attendance	440	\$22,500				
702 – APO Committee & Board Meetings	524	\$20,500				
703 – Public Outreach, Engagement, Website & Social Media	318	\$12,500				
704 – Evaluation and Coordination of Plans from Member Jurisdictions	60	\$3,000				
705 – Develop and Maintain Stakeholder Engagement Plan & Title VI Compliance Plan	52	\$2,750				
706 – Annual Report for SEP and Title VI Compliance/Effectiveness	72	\$3,750				
Total	1,466	\$65,000	\$50,695	\$6,524	\$1,631	\$6,150
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

800 – TRANSPORTATION MODELING, MAPPING & TECHNICAL SUPPORT

Objective: To maintain and further develop the regional travel demand model in support of long-range planning efforts, and to develop maps that help inform the decision-making process.

Background: The APO has a regional travel demand model to forecast future traffic conditions under a variety of scenarios. The model is critical to allowing **the APO's MTP to meet its requirement to include "the projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan"**⁹. Additionally, mapping of various transportation-related data is an important part of visualizing existing or proposed transportation assets and understanding spatial relationships.

Relation to FAST Act: This work activity addresses all federal planning emphasis areas to varying degrees by providing supportive analysis necessary to advance transportation investment decisions identified in the MTP and the TIP.

801 – Network and TAZ Data Collection & Analysis: This work activity involves collecting and analyzing various transportation data sets for use in the regional travel demand model, including socio-economic data assigned to Traffic Analysis Zones (TAZs) (e.g., population, households, floor area of commercial buildings, parks, schools, etc.) and network data such as traffic counts, corridor cross-sections, posted speed limits, location of signalized intersections, etc. This activity may include field work to collect or verify applicable roadway attributes or socio-economic data. This work will be ongoing throughout the calendar year.

802 – CUBE Travel Demand Model Development & Operations: **The APO's regional travel demand model (TDM)** is created and operates in CUBE software from Citilabs. This work activity involves developing various scenarios for the TDM, operating the model, and analyzing the results. Staff time for various maintenance activities necessary for smooth and efficient model operation are also included here. This work will be ongoing throughout the calendar year.

803 – GIS Database Development & Mapping: This work activity involves ongoing mapping support for APO transportation planning activities including corridor studies, transportation plans, and the TIP. Various existing transportation, social, economic, and environmental features are represented on these maps. This category includes work hours for the maintenance and editing of map files and development of new map files as applicable to ongoing studies. This work will be ongoing throughout the calendar year.

⁹ 23 CFR §450.322(f)(1)

800 – TRANSPORTATION MODELING, MAPPING & SUPPORT

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
801 – Network & TAZ Data Collection & Analysis	245	\$10,250				
802 – CUBE Travel Demand Model Development & Operations	350	\$13,500				
803 – GIS Database Development & Mapping	198	\$8,000				
Total	793	\$31,750	\$24,763	\$3,187	\$797	\$3,004
Funding Percentages		100%	77.99%	10.04%	2.51%	9.46%

900 – LOCALLY FUNDED ACTIVITIES

Objective: To provide funding for activities or equipment/supplies that are not eligible for reimbursement through the APO's Federal CPG.

Background: The APO's CPG can only be used to reimburse a portion of the costs (usually 80%) for eligible activities¹⁰. APO staff may be able to participate in non-reimbursable activities, but must use non-federal funding sources to do so. Activities in this category are 100% funded with non-federal dollars.

Relation to FAST Act: This work activity addresses all Federal planning emphasis areas to varying degrees by communicating the APO MTP and project needs to State and Federal elected officials. **It also funds the organization's annual financial audit.**

901 – Legislative Communications: Efforts are made to inform and maintain relationships with State and Federal legislators who make decisions affecting transportation policy, funding, and projects. Relationships with transportation advocacy groups such as the Minnesota Transportation Alliance (MTA) are also maintained. Hours are assigned for preparation of materials and presentation of information to State and Federal legislators as well as responses to legislative inquiries. Staff also coordinates with David Turch & Associates for Federal lobbying activities. This work will occur as necessary throughout the calendar year.

902 – Travel for Legislative Communications: This element budgets non-salary funds to cover the cost of traveling for the purpose of communicating with State or Federal legislators. The APO Board Chair and Executive Director normally make a trip to Washington, D.C. in April or May each year, but smaller trips may also occur throughout the year.

903 – Audit: If the APO does not expend more than \$750,000 per year in Federal funds, a Federal single-audit is not required. However, MnDOT still requires an annual audit because the APO expends State funds. **The APO's State grant may be used to help pay for this audit.** The audit is performed by an independent auditor and is usually completed by June 1 each year.

¹⁰ For more details, see 2 CFR Part 200, et al.

900 – LOCALLY FUNDED ACTIVITIES

Element	2021 Budgeted Hours	2021 Budgeted Funding	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
901 – Legislative Communications	60	\$4,250				\$4,250
902 – Travel for Legislative Communications		\$5,000				\$5,000
903 - Audit		\$8,250		\$6,600	\$1,650	\$0
Total	60	\$17,500	\$0	\$6,600	\$1,650	\$9,250
Funding Percentages		100%	0%	37.7%	9.4%	52.9%

SPECIAL STUDIES & CONTRACTS:

When the APO or one of its member agencies or jurisdictions needs planning expertise or resources not found within the APO, funding for a consultant-led study can be budgeted. Normally, the APO does not need all of its CPG funds for staff and operations and the remainder of the CPG funds are made available for consultant-led studies. In the event that demand for these funds exceeds available CPG funds, the following evaluation is used to rank and prioritize proposed planning projects for possible inclusion in the UPWP:

MINIMUM THRESHOLD REQUIREMENTS:

Criteria:		
Is the proposed planning project eligible for CPG reimbursement?	Yes	No
Has the requesting jurisdiction committed at least 20% local match?	Yes	No

Any proposed planning project must meet the threshold **criteria above**. A **"No"** score will disqualify it from further evaluation. Proposed planning projects that meet the threshold criteria above are further scored according to the evaluation factors below:

PROPOSED PLANNING PROJECT EVALUATION FACTORS:

Either/Or Evaluation Factors:	Either	Or
If the proposed planning project fulfills a requirement under 23 CFR 450 Subpart C, it is awarded 100 points.	100	0
If the proposed planning project fulfills a Federal or State requirement other than those in 23 CFR 450 Subpart C, it is awarded 80 points.	80	0
If the proposed planning project directly addresses a transportation project, strategy, or performance measure in the current Metropolitan Transportation Plan, it is awarded 25 points.	25	0
If the proposed planning project directly addresses a transportation project in a comprehensive plan or other approved planning document of the requesting agency or jurisdiction, it is awarded 15 points.	15	0
If the proposed planning project directly addresses a location with a crash rate higher than the critical crash rate for that location, it is awarded 10 points.	10	0
If the proposed planning project directly addresses a roadway corridor, a bridge, a bike path, or transit asset(s) with a "poor" condition rating, it is awarded 9 points.	9	0
If the proposed planning project directly addresses a corridor with a Travel Time Reliability score of 1.5 or higher, it is awarded 8 points.	8	0

Either/Or Evaluation Factors:	Either	Or
If the requesting jurisdiction has not been awarded CPG funds in the last three fiscal years, the proposed planning project is awarded 7 points.	7	0
If the proposed planning project directly addresses an arterial corridor, it is awarded 6 points.	6	0
If the proposed planning project directly impacts a corridor identified as being part of the Regional Freight Network, it is awarded 5 points.	5	0
If the proposed planning project directly addresses improving operations on <u>existing</u> roadways, bike paths, or transit routes, it is awarded 4 points.	4	0
If the proposed planning project includes a task to evaluate probable environmental impacts and explore mitigation strategies, it is awarded 3 points.	3	0
If the proposed planning project integrates multiple modes of surface transportation, it is awarded 2 points.	2	0
If the proposed planning project directly impacts an area of low-income or minority residents, it is awarded 1 point.	1	0
Range Factor:	Highest Possible Score	Lowest Possible Score
For every 2% overmatch committed to the proposed planning project, it is awarded 1 point up to a maximum of 25 points.	25	0

In the unlikely event there is a tie between two (2) or more proposed planning projects and there are insufficient CPG funds for all the projects, the TAC will select which project(s) is/are funded.

Planning project awards to member agencies and jurisdictions will be procured and managed by APO staff to help ensure Federal cost allowability and compliance with applicable Federal procurement requirements. The APO will pay consultants based on invoices and will submit the invoices to the requesting jurisdiction for 20% reimbursement of the local match. Therefore, the APO is the responsible party for all Special Studies & Contracts.

2021 SPECIAL STUDIES AND CONTRACTS

2021 – REGIONAL TRAVEL SURVEY

Objective and Product: Travel surveys are an important ingredient in well-calibrated regional travel demand models (TDMs). Travel surveys bring to light the trip-making characteristics of a population and capture the general origins and destinations of those trips. The last comprehensive internal/external travel survey in the Saint Cloud region was completed in 1997, and trip patterns have likely changed since then. This effort seeks to update regional trip-making data for incorporation into the TDM.

Relationship to FAST Act and Regional Significance of the Study: Federal regulations **require the MTP to include "...the projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan..."** **The TDM is the tool that** the APO uses to satisfy this requirement. The TDM is a critical component of forecasting future transportation demand and understanding future regional network needs.

2021 – REGIONAL TRAVEL SURVEY

Element	2021 Budgeted Funds	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
Regional Travel Survey	\$300,000	\$240,000	\$0	\$0	\$60,000
Total	\$300,000	\$240,000	\$0	\$0	\$60,000
Funding Percentages	100%	80%	0%	0%	20%

2021 – SOUTHWEST BELTLINE CORRIDOR PLANNING UPDATE

Objective and Product: The most recent Metropolitan Transportation Plan reaffirmed the **region's commitment to the development of an urban minor arterial corridor around the urban core** – a beltline corridor designed to improve traffic flow and access throughout the region. Some segments of the beltline have been constructed, some are being constructed, and some are being planned. The segment of the beltline that appears to be in greatest need of planning is the southwest segment between TH-15 and CSAH 75. This study will investigate the potential mobility, access, and safety impacts and potential alignments of a southwest beltline segment starting from the current interchange of TH-15 and 33rd Street South in St. Cloud and connecting to CSAH 75 somewhere between the developed areas of Waite Park and Saint Joseph.

Relationship to FAST Act: The beltline corridor is intended to improve traffic circulation and access throughout the metro region by alleviating congestion within the urban core.

Regional Significance of the Study: The corridor would be part of a regional beltline minor arterial encircling the urban core.

2021 – SOUTHWEST BELTLINE CORRIDOR PLANNING UPDATE

Element	2021 Budgeted Funds	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
Southwest Beltline Corridor Planning Update	\$145,000	\$116,000	\$0	\$0	\$29,000
Total	\$145,000	\$116,000	\$0	\$0	\$29,000
Funding Percentages	100%	80%	0%	0%	20%

PROVISIONAL 2022 SPECIAL STUDIES & CONTRACTS

2022 – ESTIMATE NET ENVIRONMENTAL IMPACTS OF TRANSPORTATION OPTIONS

Objective and Product: More roadway capacity may improve traffic flow and reduce air pollution, but more impermeable surfaces may negatively impact water quality. Increasing land-use densities and mixing compatible uses may shorten trip lengths and fuel use, but may also increase congestion and travel times which increases fuel use. This study would seek to better understand such trade-offs and seek insight on the options or combination of options that minimizes the overall net environmental impact of transportation.

Relationship to FAST Act and Regional Significance of the Study: Understanding and evaluating the environmental impacts of various transportation choices is a required part of any Metropolitan Transportation Plan.

2022 – ESTIMATE NET ENVIRONMENTAL IMPACTS OF TRANSPORTATION OPTIONS

Element	2022 Budgeted Funds	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
Estimate Net Environmental Impacts of Transportation Options	\$70,000	\$56,000			\$14,000
Total	\$70,000	\$56,000	\$0	\$0	\$14,000
Funding Percentages	100%	80%	0%	0%	20%

2022 – TRAVEL DEMAND MODEL 2020 CALIBRATION AND 2050 “NO-BUILD” FORECAST

Objective and Product: The regional Travel Demand Model (TDM) is a critical tool for forecasting likely future levels of traffic on regional corridors. To prepare the TDM for use in the development of the 2050 Metropolitan Transportation Plan, a consultant will be required to:

1. Use Census SF-2 files to calculate the population of each Traffic Analysis Zone in the TDM;
2. Using the 2020 population and other socio-economic data provided by the APO, calibrate the TDM to base year 2020;
3. Develop 2050 population and socio-economic forecasts and distribute the data to each Traffic Analysis Zone; and
4. **Run the 2050 “no-build” model**

Relationship to FAST Act and Regional Significance of the Study: Improving safety is a requirement of the FAST Act and is socially desirable within the community.

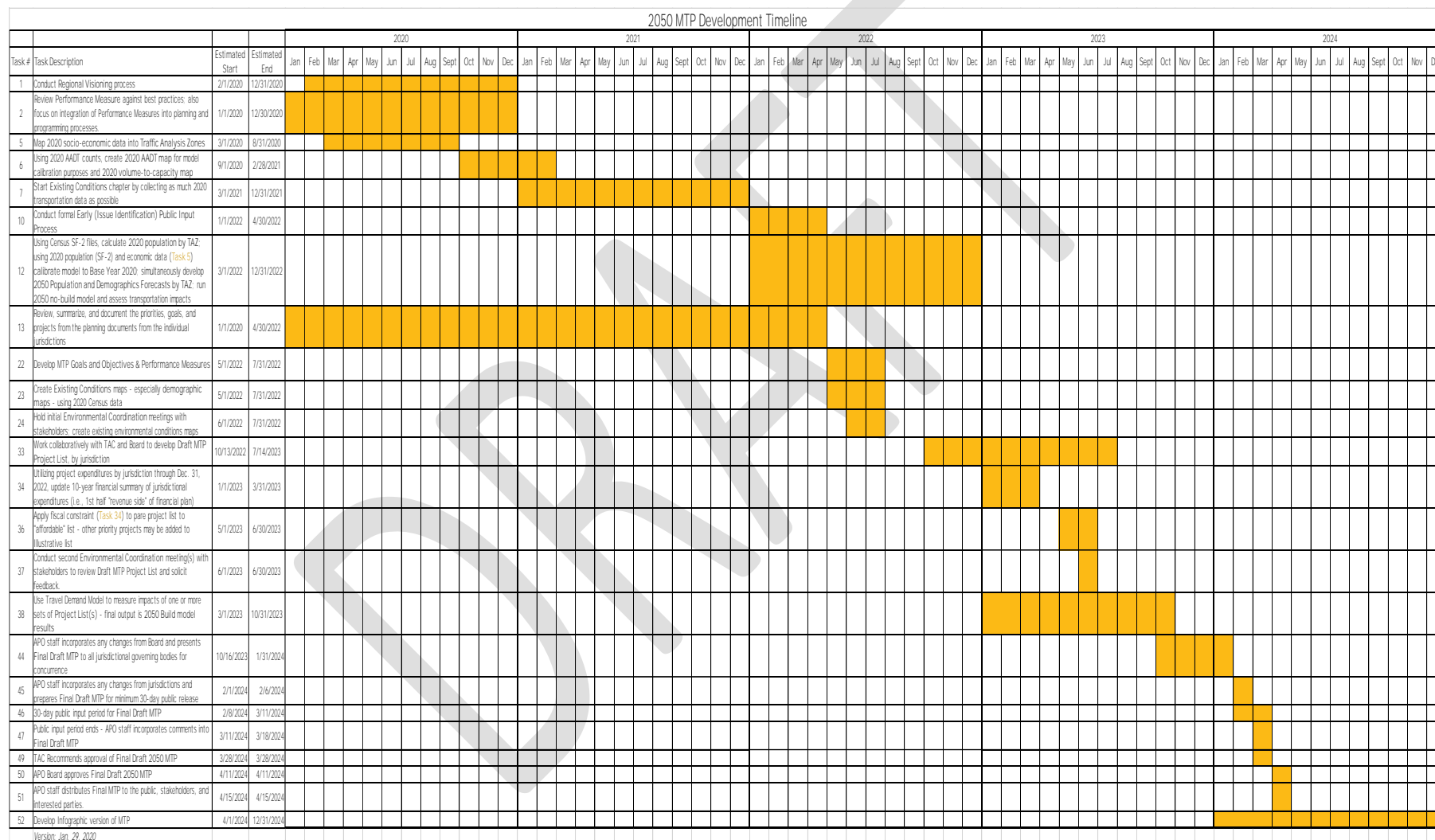
2022 – TRAVEL DEMAND MODEL 2020 BASE YEAR CALIBRATION AND 2050
“NO-BUILD” FORECAST

Element	2022 Budgeted Funds	Federal Grant (CPG)	State Grant (MnDOT)	Local Match for State Grant	Other Local Funds
Travel Demand Model 2020 Calibration and 2050 No-Build Forecast	\$95,000	\$76,000			\$19,000
Total	\$95,000	\$76,000	\$0	\$0	\$19,000
Funding Percentages	100%	80%	0%	0%	20%

DRAFT

EXHIBIT 0

METROPOLITAN TRANSPORTATION PLAN WORK TASK TIMELINE



**To see a more detailed version of this chart, please visit: <https://stcloudapo.org/wp-content/uploads/2020/03/2050-MTP-Development-Timeline.pdf>*



EXHIBIT 1

2021-2022 LINE ITEM REVENUE REPORT

Revenue Sources	2021 Revenue	2022 Revenue
Local		
APO Member Assessments	\$106,021	\$114,079
Local Match for Members' Consultant Projects	\$0	\$0
Lobbyist Fees	\$48,000	\$48,000
Total Local	\$154,021	\$162,079
Federal		
Annual Federal CPG	\$572,344	\$583,791
Carry Forward Federal CPG from Prior Years	\$343,196	\$122,695
Total Federal	\$915,540	\$706,486
Other		
State of Minnesota Planning Grant	\$62,815	\$62,815
Miscellaneous & Interest Income	\$4,000	\$4,000
Total Other	\$66,815	\$66,815
Total Revenue	\$1,136,376	\$935,380

2021 - 2022 LINE ITEM EXPENSE REPORT

Expenses	2021 Expenses	2022 Expenses
Local		
APO Member Assessments	\$162,950	\$115,428
Local Match for Members' Consultant Projects	\$0	\$0
Lobbyist Fees	\$48,000	\$48,000
Total Local	\$210,950	\$163,428
Federal		
Annual Federal CPG	\$572,344	\$583,791
Carry Forward Federal CPG from Prior Years	\$224,501	\$14,294
Total Federal	\$792,845	\$598,085
Other		
State of Minnesota Planning Grant	\$62,815	\$62,815
Miscellaneous & Interest Income	\$4,000	\$4,000
Total Other	\$66,815	\$66,815
Total Expenses	\$1,070,610	\$828,328

2021-2022 LINE ITEM DIFFERENCE BETWEEN REVENUE AND EXPENSES

Revenue Less Expenses	2021 Difference	2022 Difference
Local		
APO Member Assessments <i>(negative numbers represent spending down savings or other financial reserves)</i>	-\$56,929	-\$1,349
Local Match for Members' Consultant Projects	\$0	\$0
Lobbyist Fees	\$0	\$0
Total Local	-\$56,929	-\$1,349
Federal		
Annual Federal CPG	\$0	\$0
Balance of Carry Forward Federal CPG from Prior Years	\$122,695	\$108,401
Total Federal	\$122,695	\$108,401
Other		
State of Minnesota Planning Grant	\$0	\$0
Miscellaneous & Prior Year Interest Income	\$0	\$0
Total Other	\$0	\$0
Total Difference Between Revenue & Expenses	\$65,766	\$107,051

EXHIBIT 2

2021 WORK ACTIVITY BY REVENUE SOURCE

Work Activity Category	Federal Funding (CPG)	State Funding	Local Match - State Grant	Other Local Funds	Total Funding
100 Administration & Overhead	\$165,625	\$21,314	\$5,328	\$20,093	\$212,360
200 Budget & UPWP	\$5,849	\$753	\$188	\$710	\$7,500
300 Transportation Improvement Program (TIP)	\$23,788	\$3,061	\$765	\$2,886	\$30,500
400 Transportation System Performance Monitoring (TSPM)	\$13,064	\$1,681	\$420	\$1,585	\$16,750
500 Planning Project Development	\$28,857	\$3,714	\$928	\$3,501	\$37,000
600 Metropolitan Transportation Plan (MTP)	\$54,205	\$6,975	\$1,744	\$6,576	\$69,500
610 MTP – Active Transportation Planning	\$46,211	\$5,947	\$1,487	\$5,606	\$59,250
620 MTP - Transit Planning	\$7,214	\$928	\$232	\$875	\$9,250
630 MTP - Freight Planning, Economic Vitality & Tourism	\$10,139	\$1,305	\$326	\$1,230	\$13,000
640 MTP - Safety, Security & Environmental Planning	\$6,434	\$828	\$207	\$781	\$8,250
700 Transportation Planning Coordination & Public Outreach	\$50,695	\$6,524	\$1,631	\$6,150	\$65,000
800 Transportation Modeling, Mapping & Technical Support	\$24,763	\$3,187	\$797	\$3,004	\$31,750
900 Locally Funded Activities	\$0	\$6,600	\$1,650	\$9,250	\$17,500
<i>Sub-Total for APO Staff and Operations</i>	<i>\$426,845</i>	<i>\$62,815</i>	<i>\$15,704</i>	<i>\$62,246</i>	<i>\$577,610</i>
Consultant Services: David Turch & Associates	\$0	\$0	\$0	\$48,000	\$48,000
Consultant Services: Regional Travel Survey	\$240,000	\$0	\$0	\$60,000	\$300,000
Consultant Services: Southwest Beltline Corridor Planning Update	\$116,000	\$0	\$0	\$29,000	\$145,000
Grand Total Expenses	\$792,845	\$62,815	\$15,704	\$199,246	\$1,070,610

Source of Local Funds: City of Saint Cloud, City of Saint Joseph, City of Sartell, City of Sauk Rapids, City of Waite Park, LeSauk Township, Stearns County, Benton County, Sherburne County, Saint Cloud Metro Bus, and interest and miscellaneous income for Saint Cloud APO. See Exhibit 3 for more details.

EXHIBIT 3

2021 LOCAL FUNDING ASSESSMENTS

Member	2018 Population Estimates*	2021 Local Assessment (\$0.74 per cap.)	2021 Lobbyist Assessment	Total 2021 Local + Lobbyist Assessment
St. Cloud	68,202	\$50,469	\$15,908	\$66,377
St. Joseph	7,318	\$5,415	\$1,532	\$6,948
Sartell	18,754	\$13,878	\$4,596	\$18,474
Sauk Rapids	13,954	\$10,326	\$3,140	\$13,466
Waite Park	7,777	\$5,755	\$2,366	\$8,121
LeSauk TWP	1,835	\$1,358	\$0	\$1,358
Benton County	5,537	\$4,097	\$3,075	\$7,172
Sherburne County	2,053	\$1,527	\$854	\$2,381
Stearns County	13,102	\$9,695	\$11,759	\$21,425
Metro Bus	N/A	\$3,500	\$4,800	\$8,300
Total	138,542	\$106,021	\$48,000	\$154,021

*Population estimates come from the Minnesota State Demographer.

EXHIBIT 4

OVERHEAD DETAIL

Line Item	2021 Budget	2022 Budget
Liability Insurance/Workers Comp	\$5,750	\$5,894
Office Supplies	\$3,000	\$3,075
Accounting Services	\$18,410	\$18,500
Communications (Telephone, Postage, and Internet)	\$4,500	\$4,688
Travel (Includes Lodging & Meals)	\$4,500	\$7,000
Professional Development (Registration Fees, etc.)	\$5,000	\$5,125
Printing, Publishing & Advertising	\$2,500	\$2,563
Building Maintenance and Utilities	\$12,000	\$12,300
Legal Services	\$1,500	\$1,538
Multifunction Copier	\$3,000	\$3,060
APO Dues and Subscriptions	\$5,000	\$5,125
IT Support & Software (includes website hosting)	\$18,700	\$19,168
Hardware & Equipment	\$7,500	\$5,000
Miscellaneous	\$5,000	\$5,125
Total	\$96,360	\$98,159

EXHIBIT 5

2022 PROVISIONAL BUDGET BY REVENUE SOURCE

This estimated budget for 2022 is subject to change during the development of the 2020-2021 UPWP, but it is provided here as an early estimate for guidance purposes.

Work Activity Category	Federal Funding	State Funding	Local Match - State Grant	Other Local Funds	Total Funding
100 Administration & Overhead	\$176,711	\$21,351	\$5,338	\$22,827	\$226,227
200 Budget & UPWP	\$6,241	\$754	\$189	\$806	\$7,990
300 Transportation Improvement Program (TIP)	\$25,380	\$3,067	\$767	\$3,278	\$32,492
400 Transportation System Performance Monitoring (TSPM)	\$13,938	\$1,684	\$421	\$1,800	\$17,844
500 Planning Project Development	\$30,789	\$3,720	\$930	\$3,977	\$39,416
600 Metropolitan Transportation Plan (MTP)	\$57,833	\$6,988	\$1,747	\$7,471	\$74,038
610 MTP - Active Transportation Planning	\$49,304	\$5,957	\$1,489	\$6,369	\$63,119
620 MTP - Transit Planning	\$7,697	\$930	\$233	\$994	\$9,854
630 MTP – Freight Planning, Economic Vitality & Tourism	\$10,818	\$1,307	\$327	\$1,397	\$13,849
640 MTP – Safety, Security & Environmental Planning	\$6,865	\$829	\$207	\$887	\$8,789
700 Transportation Planning Coordination & Public Outreach	\$54,089	\$6,535	\$1,634	\$6,987	\$69,245
800 Transportation Modeling, Mapping & Technical Support	\$26,420	\$3,192	\$798	\$3,413	\$33,823
900 Locally Funded Activities	\$0	\$6,500	\$1,625	\$10,518	\$18,643
Sub-Total for APO Staff and Operations	\$466,085	\$62,815	\$15,704	\$70,724	\$615,328
Consultant Services: David Turch & Associates	\$0	\$0	\$0	\$48,000	\$48,000
Consultant Services: Estimate Net Environmental Impacts of Transportation Options	\$60,000	\$0	\$0	\$15,000	\$75,000
Consultant Services: Study Top 10 Critical Crash Rate Intersections	\$72,000	\$0	\$0	\$18,000	\$90,000
Grand Total Expenses	\$598,085	\$62,815	\$15,704	\$151,724	\$828,328

EXHIBIT 6

LIST OF CURRENTLY UNFUNDED SPECIAL STUDIES AND CONTRACTS

This list is maintained in order to document identified planning needs for consideration in future UPWPs. The presence of a particular study on this list does not guarantee that the study will be funded.

Priority	Special Study or Contract	Description
1	<i>Estimating the Net Environmental Impacts of Transportation Options</i> <i>(Provisionally Programmed for 2022)</i>	More roadway capacity may improve traffic flow and reduce air pollution, but more impermeable surfaces may negatively impact water quality. Increasing land-use densities and mixing compatible uses may shorten trip lengths and fuel use, but may also increase congestion and travel times which increases fuel use. This study would seek to better understand such trade-offs and seek insight on the options or combination of options that minimizes the overall net environmental impact of transportation.
2	<i>Study Critical Crash Rate Intersections</i>	MnDOT has developed a method by which the crash rate of an intersection can be compared against the crash rates of other similar-type intersections. If an intersection has a higher crash rate than is “typical” it may be a signal that the intersection needs some planning and engineering attention to help mitigate the crashes. This study would bundle the highest critical crash rate intersections within the metro area together for a safety review and identification of potential mitigation measures.
3	<i>Planning Study for TH-23</i>	Along with TH-15, TH-23 through the urban area is one of the worst performing corridors for travel time reliability. It is also a major freight corridor and there are some safety issues to consider. This planning study would investigate the nature of the issues and recommend mitigation/improvement measures.
4	<i>Coordinate Development of Beltline Corridor (Southwest)</i> <i>(Programmed for 2021)</i>	The most recent Metropolitan Transportation Plan reaffirmed the region’s commitment to the development of an urban minor arterial corridor around the urban core – a beltline corridor designed to improve traffic flow and access throughout the region. Some segments of the beltline have been constructed, some are being constructed, and some are being planned. The segment of the beltline that appears to be in greatest need of planning is the southwest segment between TH-15 and CSAH 75. A previous planning study identified 5 possible corridors but a final preferred alignment was never settled upon. As development pressure continues in this area, the need to identify and preserve a corridor is important.
5	<i>Better Understand Relationship Between Transportation and Economic Development</i>	Previous work has led the APO to conclude that the development of a return-on-investment (ROI) tool will help explain and describe the relationship between transportation and economic development and give decision-makers important information as they consider

Priority	Special Study or Contract	Description
		multiple competing projects for funding. But additional resources are needed to further develop and test the ROI tool.
6	<i>Choosing to Commute: Estimating the Transportation Impacts of Long-Distance Commuters & Understanding the Economics of Their Choice</i>	There are more jobs in the Saint Cloud metropolitan area than there are workers to fill those jobs. Many local businesses actively recruit workers from nearby communities, which puts more cars onto area roads, but the workers pay property taxes in other communities. Why don't they live here? Is it better to provide transportation capacity for those workers, or would it be more cost effective to entice them to move to the Saint Cloud metro area? What are the challenges and opportunities?
7	<i>Better Understand the Transportation Needs of Various Populations</i>	<p>The development of the most recent Metropolitan Transportation Plan exposed a lack of transportation data for a variety of populations within the region, including:</p> <ul style="list-style-type: none"> • Students • Older residents • Immigrants and refugees • Low-income residents <p>This planning effort would attempt to uncover the trip-making characteristics of these various populations so that both staff and decision-makers can better understand the choices, constraints, and opportunities that exist. <i>Note: some of this information COULD be uncovered in the Regional Travel Survey scheduled for 2021.</i></p>
8	<i>Identification of Viable Cost-Assisted Transportation Options</i>	We know from the data and from public comments that many area families are financially stressed. This study would seek to identify viable options for providing low-cost or cost-assisted transportation options to help reduce the financial stress caused by transportation. For example, a buyers' assistance program for vehicle purchases, or subsidized vehicle maintenance program may be options to explore.
9	<i>Measuring the Impact of Ridesharing on Transportation</i>	Ridesharing services like Uber and Lyft are impacting surface transportation operations, but we do not have a clear picture as to how. This study would seek to better understand those impacts. For example, does ridesharing replace public transit use, or does it supplement it? Does it make not owning a vehicle a viable option for area residents? Does it increase or decrease vehicle-mile-traveled per year? What is the average trip-length of a rideshare trip?

EXHIBIT 7

TRENDS

In order to better provide context for this work plan, the following historical information is presented:

JURISDICTIONAL ASSESSMENTS HISTORY 2016 – 2021

Jurisdiction	2016	2017	2018	2019	2020	2021
St. Cloud	\$53,834	\$34,845	\$43,100	\$45,794	\$46,165	\$50,469
St. Joseph	\$5,512	\$3,521	\$4,313	\$4,583	\$4,829	\$5,415
Sartell	\$13,729	\$8,946	\$11,252	\$11,956	\$12,326	\$13,878
Sauk Rapids	\$10,779	\$6,971	\$8,724	\$9,269	\$9,441	\$10,326
Waite Park	\$6,053	\$3,856	\$4,889	\$5,195	\$5,216	\$5,755
LeSauk Township	\$1,424	\$929	\$1,156	\$1,228	\$1,237	\$1,358
Benton County	\$4,379	\$2,844	\$3,508	\$3,728	\$3,717	\$4,097
Sherburne County	\$1,639	\$1,053	\$1,311	\$1,393	\$1,397	\$1,527
Stearns County	\$9,169	\$5,921	\$8,356	\$8,878	\$8,993	\$9,695
Metro Bus	\$3,000	\$1,852	\$2,000	\$3,500	\$3,500	\$3,500
St. Augusta	\$2,757	\$1,785	\$0	\$0	\$0	\$0
Total	\$112,293	\$72,523	\$88,609	\$94,524	\$96,821	\$106,021
% Change Year Over Year		-35.42%	+22.18%	+6.68%	+2.43%	+9.50%

APO BUDGET HISTORY 2016 – 2021

Line Item	2016	2017	2018	2019	2020	2021
Staff Salaries and Benefits	\$471,475	\$476,443	\$458,175	\$428,075	\$436,500	\$463,750
Overhead	\$99,500	\$89,070	\$96,200	\$94,200	\$88,850	\$96,360
Consultant Studies	\$195,000	\$228,000	\$28,184	\$162,000	\$509,000	\$445,000
Sub-Total for CPG Eligible Expenses	\$765,975	\$793,513	\$582,559	\$634,275	\$1,034,350	\$1,005,110
Turch & Associates	\$45,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000
Staff Time for Legislative Communications	\$8,861	\$6,106	\$7,375	\$7,200	\$6,700	\$4,250
Audit	N/A	N/A	\$7,500	\$7,750	\$8,000	\$8,250
Legislative Comm. Travel	\$0	\$3,000	\$5,000	\$5,000	\$5,000	\$5,000
Sub-Total for Other	\$53,861	\$57,106	\$67,875	\$67,950	\$67,700	\$65,500
Grand Total	\$819,836	\$850,619	\$650,434	\$752,225	\$1,102,050	\$1,070,610



EXHIBIT 8

RESOLUTION AUTHORIZING THE FILING OF A FEDERAL CONSOLIDATED
PLANNING GRANT FOR CALENDAR YEAR 2021

TO BE ADDED WHEN RESOLUTION IS SIGNED

DRAFT

EXHIBIT 9

RESOLUTION AUTHORIZING THE FILING OF A GRANT AGREEMENT WITH
MNDOT FOR CALENDAR YEAR 2021

TO BE ADDED ONCE THE RESOLUTION IS SIGNED

DRAFT



EXHIBIT 10

RESOLUTION SELF-CERTIFYING **THE APO'S PROCUREMENT PROCESS**
COMPLIANCE FOR CALENDAR YEAR 2021

TO BE ADDED ONCE THE RESOLUTION IS SIGNED

DRAFT