

AGENDA

APO TECHNICAL ADVISORY COMMITTEE MEETING

THURSDAY, JUNE 27, 2024 – 10 A.M.
STEARNS COUNTY HIGHWAY DEPARTMENT
455-28TH AVE. S, WAITE PARK

MS TEAMS OPTION AVAILABLE BY REQUEST

1. Introductions
2. Public Comment Period
3. Consideration of Consent Agenda Items (*Attachments A-B*)
 - a. Approve minutes of the May 30, 2024, TAC meeting (Attachment A)
 - b. Receive staff report of June 13, 2024, Policy Board meeting (Attachment B)

4. Future Regional Arterials and Collectors Project Management Team (PMT) Coordination discussion (Attachment C), *Angie Stenson, Senior Transportation Planner; and Robin Cauffman, Senior Community Planner with Bolton & Menk*
 - a. **Suggested Action: None, discussion.**

5. Safe Streets and Roads for All (SS4A) Project Management Team (PMT) Coordination discussion (Attachments D1-D2), *Angie Stenson, Senior Transportation Planner; and Robin Cauffman, Senior Community Planner with Bolton & Menk*
 - a. **Suggested Action: None, discussion.**

6. Consideration of the draft Metropolitan Transportation Plan (MTP) Looking Ahead 2050 (Attachment E), Vicki Johnson, Senior Transportation Planner
 - a. **Suggested Action: Recommend Policy Board approval to release draft for 30 days of public comment.**

7. Consideration of Urban Beltline ***FUTURE*** Project Development Process and Cost Sharing (Attachment F), Brian Gibson, Executive Director
 - a. **Suggested Action: Provide recommendations to the Policy Board regarding how future beltline projects will be handled.**

8. Other Business & Announcements
 - a. November 2024 TAC meeting doodle poll

9. Adjournment

English

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Somali

Ururka Qorsheynta Deegaanka ee Cloud Cloud (APO) wuxuu si buuxda u waafaqsanahay Cinwaanka VI ee Xuquuqda Xuquuqda Rayidka ee 1964, Cinwaanka II ee Sharciga Naafada Mareykanka ee 1990, Amarka Fulinta 12898, Amarka Fulinta 13116 iyo qawaaniinta iyo qawaaniinta la xiriira. APO waa u furan tahay dhammaan dadka awooda oo dhan. Qofka u baahan dib-u-habeyn ama dejin, caawimaad gargaar ah, adeegyo turjumaad, adeegyo turjubaan, iwm, si uu uga qeyb galo kulan dadweyne, oo ay ku jiraan helitaanka ajendahaan iyo / ama ku lifaaqan qaab kale, ama luqadda fadlan la xiriir APO. 320-252- 7568 ama at admin@stcloudapo.org ugu yaraan toddobo (7) maalmood kahor kulanka.

Spanish

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SAINT CLOUD AREA PLANNING ORGANIZATION TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

Thursday, May 30 @ 10 a.m.

A meeting of the Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) was held at 10:04 a.m. Thursday, May 30, 2024. Senior Transportation Planner Vicki Johnson presided with the following people in attendance:

Voting Members:

Matt Glaesman	City of Saint Cloud
Zac Borgerding	City of Saint Cloud
Michael Kedrowski	Saint Cloud Metro Bus
Chris Byrd	Benton County
Jodi Teich	Stearns County
Andrew Witter	Sherburne County
Kari Haakonson	City of Sartell
Randy Sabart	City of Saint Joseph
Dave Blommel	City of Waite Park
Todd Schultz	City of Sauk Rapids

Non-Member Attendees:

Brian Gibson	APO, Executive Director
Vicki Johnson	APO, Senior Planner
Angie Stenson	Bolton & Menk
Robin Kaufman	Bolton & Menk
Brandon Silgjord	City of Sartell Chief of Police

Online Attendees:

Erika Shepard	MnDOT MPO Coordinator
Steve Voss	MnDOT District 3
Innocent Eyoh	MPCA
Ian Jacobson	Bolton & Menk
Alex McKenzie	APO, Associate Planner
James Stapfer	APO, Planning Technician
Trina Ness	APO, Administrative Assistant

Introductions were made.

PUBLIC COMMENT PERIOD

No members of the public were present.

CONSIDERATION OF CONSENT AGENDA

- a. Approve minutes of the Apr. 25, 2024, TAC meeting.

Ms. Teich made a motion to approve the Consent Agenda Items. Ms. Haakonson seconded the motion. Motion carried.

FUTURE REGIONAL ARTERIALS AND COLLECTORS PROJECT MANAGEMENT TEAM COORDINATION DISCUSSION

Ms. Stenson updated the Technical Advisory Committee (TAC) on the status of their research and the next steps to be taken with the Future Regional Arterials and Collectors Project Management research.

- Task 3.1: Peer Review Results with the goal of understanding how peer regions are using future functional class. Peer regions are Duluth-Superior Metropolitan Interstate Council (DSMIC), The Metropolitan Planning Organization of Johnson County, Iowa (MPOJC), and Rochester Olmstead Council of Governments (ROCOG). With that an inventory of existing functional class mileage % of system.
- Task 3.2: Future Functional Classification Inventory and the goal is to review inventory of agency future functional classifications. They reviewed relevant land use plans, zoning, and transportation-related documents for: Benton, Sherburne, and Stearns counties and the cities of Sartell, Sauk Rapids, Saint Cloud, Saint Joseph, and Waite Park.
- Task 4.1: Access Spacing Guidance Best Practices with the goal being to provide a context overview of existing agency guidance and discuss technical guidance and best practices. Inventorying the APO member agencies, we've learned that each agency has access spacing guidance, that the spacing distances vary between agencies, and most include land use context and functional classification as differentiators.
- Task 4.2: Right of Way Preservation Guidance providing context of existing agency guidance, and to discuss technical guidance and best practices. All APO member agencies have right of way preservation guidance, and it is tied to existing functional class.
- Task 5.1: Develop Roadway Segment Existing Condition Data Profiles, we need input from the TAC by June 6, 2024, regarding reviewing segmentation of the existing federal aid system network. Agency designation of new alignment segments for inclusion in the study. Send line work of alignments from transportation or comprehensive plans.

The next steps for discussion are geared towards right of way preservation, tying it to functional class categories and adding rural typical sections.

Upcoming meetings will be held on June 27, 2024, July 25, 2024, August 29, 2024, September 26, 2024, October 31, 2024, and a potential meeting in November 2024.

Mr. Voss mentioned that MnDOT is going through an update to its current access management guidance. Mr. Voss stated there will also be a revision to the possible land use classification/context as part of this revision. Mr. Gibson asked if there is a timeline, and Mr. Voss stated that Mr. Todd Sherman in the Metro District is the contact person for this project. Ms. Shepard has been involved but has not received an update in a while.

CONSIDERATION OF THE FY 2024-2027 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT

Ms. Johnson presented a request from MnDOT to add a 2024 project to the TIP.

This amendment is to request a National Electric Vehicle Infrastructure (NEVI) electric vehicle charging station along I-94. The project location has **NOT** been finalized, but it has been narrowed down to five locations: Exit 164A, Exit 167A, Exit 167B, Exit 171, or Exit 173. This is a “generic” project description to amend the TIP/STIP in time to obligate these 2024 dollars.

Mr. Witter made a Motion to recommend Policy Board approval of the MnDOT TIP amendment. Mr. Schultz seconded the Motion. Motion carried.

CONSIDERATION OF THE FY 2026 CARBON REDUCTION PROGRAM (CRP) SCORING AND PRELIMINARY RANKING

Ms. Johnson presented the Carbon Reduction Program (CRP), which was created under the Infrastructure Investment and Jobs Act (IIJA), and is a federal program designed to fund projects that reduce carbon emissions caused by surface transportation.

To utilize CRP funding, MnDOT was required to develop a Carbon Reduction Strategy (CRS), which is a plan that outlines priorities to advance transportation investments in carbon emissions reduction. Projects in Minnesota using CRP funding must align with the policy and investment direction outlined in the CRS.

At the April Policy Board meeting, the Board recommended allocating the FY 2025 CSAH 1/CSAH 29 roundabout. The solicitation that concluded May 10 was to allocate FY 2026 funding only, which was \$440,000.

The APO received three applications:

- City of Sartell to purchase four EV police squad cars – requesting \$170,000 in CRP funding.
- City of Sauk Rapids to install an EV Charging station near Second Avenue N – requesting \$184,000 in CRP funding.
- City of Saint Cloud to construct sidewalk along Lincoln Avenue from Fourth Street SE to Seventh Street SE – requesting \$100,000 in CRP funding.

The total requested CRP funding was \$454,000. Total local match was \$117,780, bringing project totals to \$571,780.

The APO staff received applications and conducted preliminary scoring and ranking of the projects.

City of Sartell Chief of Police Brandon Silgjord, was in attendance and spoke to the request for four EV squad cars. Mr. Byrd asked if the city has spoken to vendors and what the availability is. Chief Silgjord replied that currently Chevy is the only electric police car manufactured that would meet expectations. He also stated that there will be additional costs in outfitting the vehicles with lights, sirens, and equipment above and beyond the purchase of the vehicles. Mr. Byrd asked if they can apply for the funding seeing that the vehicles may be used outside of the APO boundaries. Ms. Johnson stated she would look into it.

Mr. Schultz spoke to the City of Sauk Rapids’ request for EV charging stations. They stated that the location they have picked is city property. Mr. Byrd asked how many vehicles it would charge with the response being 2 vehicles at a time. Mr. Byrd

asked about land use or permitting, and Mr. Schultz stated that they would be located on city property therefore there would be no issues.

Mr. Borgerding spoke about the City of Saint Cloud's request to install a sidewalk along Lincoln Avenue. This project would extend the multimodal facilities along the corridor, especially given the completion of the Fourth Street SE bridge as part of the MN 23/US 10 interchange.

Ms. Johnson presented the APO staff preliminary rankings and proposed funding scenario which would have allowed for the City of Sauk Rapids (#1 project) and the City of Saint Cloud (#2 project) to receive the requested amount of CRP funds. The City of Sartell (#3 project) would have been short \$14,000 of what was requested.

Discussion took place among TAC representatives as to how to best handle the \$14,000 shortfall in CRP dollars to fully fund all three projects. An option was presented to distribute the \$14,000 shortfall among the three projects. This would result in the City of Sauk Rapids receiving \$179,334 in CRP funds, City of Saint Cloud receiving \$95,333 in CRP funds, and the City of Sartell receiving \$165,333 in CRP funds.

Mr. Glaesman made a Motion to recommend the following project ranking and funding allocation to the Policy Board as follows:

1. *City of Sauk Rapids: \$179,334.*
2. *City of Saint Cloud: \$95,333.*
3. *City of Sartell: \$165,333.*

Mr. Witter seconded the Motion. Motion carried.

CONSIDERATION OF THE FY 2025 – 2028 DRAFT TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Ms. Johnson explained how the TIP is updated on an annual basis, that it spans four fiscal years (2025-2028), and it includes projects that receive funding from Federal and/or State sources.

Ms. Johnson provided a quick overview of the new projects that are being programmed into the APO's TIP.

The draft document has been submitted to MnDOT, FHWA, and FTA for review. Please note there will be changes between now and the launch of the public comment period.

Mr. Witter made a Motion to recommend Policy Board approval to release for a 30-day public comment period by no later than July 17, 2024. Ms. Haakonson seconded the Motion. Motion carried.

CONSIDERATION OF THE DRAFT FY 2025 - 2026 UNIFIED PLANNING WORK PROGRAM (UPWP)

Mr. Gibson presented the Draft FY 2025 Unified Planning Work Program (UPWP). The 2025-2026 UPWP is both our budget & work plan. This consists of:

- CPG funding, which is a Federal grant, of \$677,620,

- Congressionally Directed funding of \$800,000 with a local match of \$100,000 from Saint Cloud and \$100,000 from APO financial reserves (with the understanding that it will be paid back over time by a slight increase in dues), and
- Local match assessments as shown below.

2025 Local Match Assessments								
	APO 2024 Operations Assessment	Pavement Condition Update	Environmental Work for Bridge	Community Liaison	David Turch Contract	Total Assessments	1st Half Assessment	2nd Half Assessment
St. Cloud	\$67,141.00	\$12,035.00	\$100,000.00	\$481.00	\$17,615.00	\$197,272.00	\$98,636.00	\$98,636.00
Sauk Rapids	\$12,800.00	\$2,294.00		\$92.00	\$3,437.00	\$18,623.00	\$9,311.50	\$9,311.50
Sartell	\$18,508.00	\$3,318.00		\$133.00	\$5,152.00	\$27,111.00	\$13,555.50	\$13,555.50
Waite Park	\$7,971.00	\$1,429.00		\$57.00	\$2,415.00	\$11,872.00	\$5,936.00	\$5,936.00
St. Joseph	\$6,719.00	\$1,204.00		\$48.00	\$1,604.00	\$9,575.00	\$4,787.50	\$4,787.50
LeSauk Twn	\$1,422.00	\$255.00		\$10.00	\$0.00	\$1,687.00	\$843.50	\$843.50
Steams Co	\$14,719.00	\$2,638.00		\$106.00	\$13,145.00	\$30,608.00	\$15,304.00	\$15,304.00
Benton Co	\$4,807.00	\$861.00		\$34.00	\$3,513.00	\$9,215.00	\$4,607.50	\$4,607.50
Sherburne Co	\$2,471.00	\$443.00		\$18.00	\$1,119.00	\$4,051.00	\$2,025.50	\$2,025.50
Metro Bus	\$2,950.00	\$529.00		\$21.00	\$0.00	\$3,500.00	\$1,750.00	\$1,750.00
Total	\$139,508.00	\$25,006.00	\$100,000.00	\$1,000.00	\$48,000.00	\$313,514.00	\$156,757.00	\$156,757.00

Mr. Glaesman inquired about the local 50/50 arranged for the crossing. Specifically, he asked if the motion that was made was of the whole body. Mr. Gibson responded, yes, everyone agreed. Mr. Glaesman countered that well everyone seated that day agreed, and that his understanding was that Mayor Kleis was not there. Mr. Gibson stated it was a long and good discussion prior to the vote.

Ms. Haakonson asked if it has been determined as to how we will deal with the environmental reviews in the future, with that cost breakdown?

Mr. Glaesman stated his recollection is that this would be the formula we're talking about now, would be the position we take on the other quadrants of the beltline. Ms. Johnson stated her memory is that that hadn't been agreed upon. Upon review of the minutes Ms. Johnson stated no formal action was taken regarding future environmental reviews. The APO and jurisdictions still need to have a plan regarding future beltline needs and spending in place by the end of the year, however, no formal action has been taken at this time.

Mr. Glaseman stated that by accepting this proposal he was under the impression that this would establish a precedent in which the jurisdiction/agency of any respective quadrant in which a new beltline component would be proposed would then be responsible for the lion's share of that work. Meaning if this scenario happens again in another area (outside of the City of Saint Cloud), those corresponding agencies/jurisdictions would be responsible for a majority of the local match and other APO member jurisdictions/agencies would be able to rely on the reserve draw down (and subsequent increase in dues over time) to come up with the remaining local match needed to leverage those federal dollars. Thereby, for purposes of the beltline, local match would not be solely funded by jurisdictions with the largest population. Since dues to the APO are based on population, the City of Saint Cloud would disproportionately be paying the majority of any work on the beltline (even outside of the municipal boundary) **IF** dues payment by population was the way beltline components would be handled going forward. Mr. Glaseman stated **IF** the City of Saint Cloud were to support this UPWP, then it

would be the City's position that this would be the start of a precedent stating that jurisdiction(s) in which a new component of the beltline would be located would be responsible for paying the lion's share of that work with other APO member units being allowed to draw down from the APO's reserves (and subsequently increase dues over time) to assist in securing that local match.

Ms. Haakonson stated her concern and that of the Sartell City Council in supporting the draft UPWP would be how the remaining \$100,000 used to fund the local match of this environmental study would be obtained. She stated the Sartell City Council would not be in favor of supporting this.

Ms. Teich stated that it's her understanding that over time, Saint Cloud is going to be paying \$150,000, and that looking at it as from a road authority standpoint it's a good deal. In the past they've always had to pay 100% of the local share.

Ms. Teich made a Motion to recommend Policy Board approval of the 2025-2026 UPWP. Mr. Witter seconded to the motion.

Ms. Johnson and Mr. Gibson reiterated that the Policy Board didn't want to send the \$800,000 back therefore they came to the conclusion that they would pull the \$100,000 from the APO reserves and the City of Saint Cloud would pay the other \$100,000 for the local match.

Mr. Byrd has a hard time supporting this because in the early 2000s when Benton County received Congressionally Directed Spending dollars to preserve the right of way for the CSAH 29 extension. The county had to come up with 100% of the match. Most recently, the County received additional Congressionally Directed Spending dollars to construct the CSAH 29 extension, and the County is having to pay the entire local match component for this piece of the beltline. He stated that we can't use past practices when it comes to the beltline because past practices would dictate each jurisdiction would need to come up with their own funding.

The Motion didn't carry, therefore Ms. Johnson asked if there should be a roll call vote. Everyone agreed to a roll call vote. There were 7 Ayes: Ms. Teich, Mr. Sabart, Mr. Blommel, Mr. Witter, Mr. Kedrowski, Mr. Borgerding, and Mr. Glaesman. There were 3 Nays: Mr. Schultz, Mr. Byrd, and Ms. Haakonson. Motion carried.

Mr. Gibson stated they will make sure the Policy Board is aware of the TAC's concerns.

OTHER BUSINESS AND ANNOUNCEMENTS

- November 2024 TAC meeting – there will be a meeting. Ms. Johnson will be sending out a DoodlePoll shortly.
- Update on the ATP-3 Surface Transportation Block Grant Program (STBGP) formula discussion. Ms. Johnson said she is in the process of requesting data from MnDOT District 3 as well as MnDOT Central Office.

ADJOURNMENT

The meeting adjourned at 12:14 p.m.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Technical Advisory Committee
FROM: Brian Gibson, Executive Director
RE: Staff Report on Policy Board Meeting
DATE: June 18, 2024

A Policy Board meeting was held on Thursday, June 13, 2024. The Board took the following actions:

1. The Board approved amendments to the 2024-2027 Transportation Improvement Program (TIP), as recommended by the TAC.
2. The Board approved awarding Carbon Reduction Program funding to all three applicants, as recommended by the TAC.
 - a. City of Sartell - \$165,333 for the purchase of four EV police vehicles
 - b. City of Sauk Rapids - \$179,334 for the installation of an EV charging station downtown
 - c. City of Saint Cloud - \$95,333 for the construction of a sidewalk along Lincoln Ave between 4th Street SE and 7th Street SE.
3. The Board approved publication of the draft 2025-2028 Transportation Improvement Program (TIP) for public review and comment.
4. The Board tabled consideration of the 2025-2026 Unified Planning Work Program until their August meeting.
5. The Board requested that APO staff provide them with information about how ATP funding might be distributed based on updated data, such as bridge area, federal aid lane-miles, vehicle miles traveled, heavy commercial vehicle miles traveled, etc.

Suggested Action: None, informational.



Future Regional Arterials and Collectors Study TAC Meeting #3

St. Cloud Area Planning Organization Technical Advisory Committee

June 27, 2024

Agenda

1. Project Update
 - a. *Meeting goal:* Review schedule and status of tasks
2. Task 3.1: Peer Review Results
 - a. *Meeting goal:* Note that Task 3.1 memo has been finalized
3. Task 3.2: Adopted Future Functional Classification Inventory by Agency
 - a. *Meeting goal:* Note that Task 3.2 memo has been finalized
4. Task 4.1 Access Spacing Guidance Best Practices
 - a. *Meeting goal:* Provide an update on best practices direction for the access spacing guidance document
 - b. *TAC Input:* Provide comments and feedback on the proposed best practices guidance direction
5. Task 4.2: Right of Way Preservation Guidance Best Practices
 - a. *Meeting goal:* Provide an update on best practices direction for the right of way preservation guidance document
 - b. *TAC Input:* Provide comments and feedback on the proposed best practices guidance direction
6. Task 5.1: Develop Roadway Segment Existing Condition Data Profiles
 - a. *Meeting goal:* Review new additions to the [segment map](#), discuss the existing conditions methodology, and discuss the existing condition data profiles
 - b. *TAC Input:* Provide comments and feedback on the existing conditions methodology and existing conditions profiles
7. Next Steps and Schedule



Comprehensive Safety Action Plan (SS4A) TAC Meeting #1

June 27, 2024

Agenda

1. Introductions
 - a. Bolton & Menk team
 - b. Toole Design team
 - c. TC² team
2. Study Overview
 - a. Purpose and goals
 - b. Key tasks
 - c. Schedule
 - d. TAC meeting objectives
 - e. *Meeting goal:* Understand study overview items, provide feedback
3. Public Engagement Plan
 - a. *Meeting goal:* Discuss and provide feedback on the draft engagement plan and process.

	2024			2025					April/May	
	June	July	August	September	October	November	December	January		February
Task 1: Project Management and Coordination	Monthly APO staff mtg	Monthly APO staff mtg	Monthly APO staff mtg	Monthly APO staff mtg	Monthly APO staff mtg	Monthly APO staff mtg (if needed)	Monthly APO staff mtg (if needed)	Monthly APO staff mtg	Monthly APO staff mtg	Monthly APO staff mtg
Task 2: Policy Review and Development	Equity		Draft policy/equity review	Final policy/equity review, Draft TZD Policy	Final TZD Policy					
Task 3: Agency Engagement and Meetings	TAC Kickoff		TAC 1	TAC 2	TAC 3			TAC 5		TAC 6
Task 4: Community Engagement			Phase 1			Phase 2			Phase 3	
Task 5: Existing Safety Data Analysis		DSA, HIN	DSA, HIN, StreetLight analysis, Equity spatial analysis	HIN, StreetLight analysis, Safety countermeasures	Safety countermeasures, top recommended solutions					
Task 6: Project Identification and Implementation Plan					coordinate with countermeasures			concept design, project identification report	concept design/cost estimates	
Task 7: Final Plan Documentation										Plan Adoption/docu mentation/Grant preparation

USDOT SS4A Implementation Grant Solicitation Window



Saint Cloud Area Planning Organization
Safe Streets for All (SS4A) Safety Action Plan

**Public Engagement and
Communications Plan**

DRAFT June 17, 2024

Project Summary

Project item	Item description
Public project name	Saint Cloud Area Planning Organization Safe Streets for All (SS4A) Safety Action Plan
Project area	Saint Cloud Metropolitan region
Schedule	June 2024 – March 2025
Branding	Branding based on Saint Cloud Area Planning Organization
Website	(StoryMap Link)
Project Contacts	Robin Caufman, Lead – robin.caufman@bolton-menk.com Dylan Edwards, Engagement – dylan.edwards@bolton-menk.com Emily Holman, Communications – Emily.Holman@bolton-menk.com
Objective	Inform- Provide the public with consistent project information to aid understanding. Consult - Obtain meaningful public feedback and share how they influenced the outcome.

Engagement Goals

The purpose of public involvement in Safe Streets for All projects is to make better decisions, create a better end product, and decrease the time required to implement by:

1. Facilitating a dialogue with a broad cross-section of citizens in the planning process
2. Organizing and recording information and other input for consideration and use by staff, planning partners, and the Board
3. Informing stakeholders and the community of the impact their input has on the development of regional policies.

Project Overview

What is a Safety Action Plan?

The [Safety Action Plan](#) is a fundamental step in the [Safe Streets for All](#) (SS4A) grant program to significantly improve roadway safety administered by the US Department of Transportation. These plans are aimed to reduce and eliminate serious injuries and fatal crashes affecting all roadway users. Through public engagement and data analysis, roadway safety problems are characterized, and projects and strategies that address the most significant safety risks are identified. According to the USDOT, the SS4A program is guided by the “[Safe System Approach](#), which involves a paradigm shift to improve safety culture, increase collaboration across all safety stakeholders, and refocus transportation system design and operation on anticipating human mistakes and lessening impact forces to reduce crash severity and save lives.”

Who is leading the Safety Action Plan?

St. Cloud APO received an FY24 SS4A Action Plan Grant and initiated the Safety Action Plan to create a safer street network. The APO hired Bolton & Menk, Inc. to prepare the Safety Action Plan and conduct public engagement.

Why are we doing this study?

The St. Cloud metropolitan region has robust air, rail, road, and pedestrian/trail transportation infrastructure for many users. This study will specifically focus on roadway infrastructure safety for all users. The goal is to identify issues, trends, problematic infrastructure, and areas needing improvement so that the city can design safety improvements and apply for implementation funding.

How can the public be involved?

Community engagement is a key component of the Safety Action Plan. St. Cloud APO engages with the public and relevant stakeholders, including the private sector and community groups, to identify issues

and collaborate on solutions. Safety concerns and improvement opportunities identified through engagement will be analyzed and incorporated into the Safety Action Plan.

The different ways the public can be involved in the study are:

- Attending community pop-up events
- Taking an online survey
- Giving feedback on the web-based mapping tool
- Participate in a focus group
- Stay informed through communications materials shared throughout Willmar and online

These engagement efforts will be broken into two phases.

- Phase 1 will focus on understanding existing conditions, concerns, and opportunities.
- Phase 2 will share draft recommendations based on Phase 1 input to confirm that final recommendations align with the community and stakeholders.

Key Messages

Theme 1: Committed to Safety

The St. Cloud APO understands the importance of reducing or eliminating fatal and serious incidences for all roadway users, including those who walk, bike, drive, ride transit, and travel by other modes in the community. The St. Cloud APO and its members are committed to a holistic approach to transportation safety and prioritize investments across the metro area's entire transportation system to build a safer system for users of all modes of transportation.

Theme 2: Collaboration

As part of this planning process, the St. Cloud APO will proactively collaborate with leaders from overlapping jurisdictions such as school districts, the five member cities of St. Cloud, Sartell, Sauk Rapids, Waite Park, and St. Joseph, the three-member counties of Stearns, Benton, Sherburne, Metro Bus, and MnDOT. Additional collaboration with leaders from historically underrepresented and disadvantaged community groups will ensure that project goals are met.

Theme 3: Representative Engagement

The St. Cloud APO strives to provide opportunities to the community through an early, open, and active engagement process so decision-makers understand and incorporate civic insights. This study aims to engage the St. Cloud regional community demographic. Inclusive and representative processes will be used to ensure all populations within the region can robustly participate in community engagement efforts that will be incorporated into the Safety Action Plan. An emphasis on equity and outreach will be given to people of color, low-income residents, people with disabilities, and older people. To build participation across this diverse community, public engagement efforts will look to the organizations outlined in the St. Cloud APO's Stakeholder Engagement Plan.

Communication Strategies

The following strategies will keep the community informed about the project.

Website

A project website will be maintained and updated throughout the planning process. This website will provide information about the project, communicate how to get involved, provide access to draft plans, and eventually include a digital version of the final plan. People can submit comments through the website either through an online comment form or survey.

Project Fact Sheet

A project fact sheet will be created to share key messages, timelines, and the project website with the public. This flyer will be available digitally to stakeholders and community gathering spots such as libraries and the Offices. This fact sheet will also allow project partners to share information about the project with their networks. Smaller versions of the fact sheet can be formatted as a table tent and distributed to area restaurants and coffee shops. The fact sheet will be translated into Spanish, Somali, and other languages.

Articles and Social Media

Newsletters and social media will educate about the project and next steps and build interest in input opportunities. We will work with the St. Cloud APO' and project partners' communication staff to share with local media outlets, post on social media accounts, and email stakeholders to inform the community of the project. We will also ask community groups with a social media presence to share with their networks.

Engagement Strategies

The following strategies will be used to seek meaningful public input and share how they influenced the outcome.

INPUTiD

The team will maintain and update an interactive project map using Bolton & Menk's INPUTiD™, a custom web-based application that allows the public to provide comments specific to locations. Users can leave comments about the project anonymously and read and respond to other users' comments. In Phase 1, this tool will gather feedback on safety concerns and opportunities for improvement; to make this more engaging, we will package it as a game for people to use following a walk or bike ride. In Phase 2, INPUTiD will be updated to allow the public to provide feedback on draft recommendations. Respondents can choose what language they want to review and provide feedback.

Survey

Online surveys are an efficient, cost-effective way to gather information about project concerns and to learn more about the project area and the audience involved. This survey aims to gather input on the existing conditions in this region. The digital survey will be available in English, Spanish, and Somali and distributed via the project website, email, social media, and QR code. Community partners will be encouraged to share this survey. While online distribution will be the primary communication of this survey, paper copies in English, Spanish, and Somali will also be printed and distributed to key public locations such as City Offices, public libraries, senior centers, and faith-based gathering spaces. Results will be summarized as part of the public input summary at the end of Phase 1.

Community Pop-Ups

The purpose of community pop-ups is to engage the public at community events to collect input on existing conditions and feedback on the draft plan. These pop-ups will target large community events where people will already be gathered to reach the public who would not otherwise attend a public meeting.

We will host up to five community pop-ups throughout the summer, such as:

- Sartell Summerfest – (June),
- Waite Park Family Fun Fest (June),
- Summertime By George (July),
- Benton County Fair (August), and
- Rocktober Fest (September)

The pop-ups will focus on input on existing conditions for phase one of the project.

Overlapping Jurisdictions

A specific set of questions for feedback and collaboration will be developed to collaborate with leaders from overlapping jurisdictions. Along with other community feedback, this feedback will be incorporated into the final Safety Action Plan. We will seek specific engagement from the school districts, the 5 area cities, the three area counties, Metro Bus, and MNDOT.

Stakeholder Interviews/Focus Groups

Focus groups will be used to reach historically underrepresented communities. These conversations will take place in July and August to share information about the project, provide an opportunity for feedback, and invite continued communication throughout the remainder of the project.

To ensure that we engage a diverse cross-section of the community, we will host two focus groups that invite a mix of communities with the partnership of key community organizations as but not limited to:

- Tri-County Action Program
- Central Minnesota Community Empowerment Organization
- Hands Across the World, Create Community
- Mid-Minnesota Cycling Club
- Stearns County Health and Human Services

- The Community Out Post House
- WACOSA
- African Women’s Alliance
- Saint Cloud Salvation Army
- Islamic Center of St. Cloud
- Central Minnesota Council on Aging

As we kick off Phase 2, we will assess the demographics of the Phase 1 feedback to understand gaps in the voices we haven’t heard from. Focus groups during Phase 2 will be targeted to fill those gaps, providing opportunities for input on their experiences and feedback on draft recommendations.

Public Open House Meetings

During Phase 2, draft plans will be presented at public open house meetings for community feedback. We will host one open house. This event will be publicized through previously mentioned communication channels, as well as on local media outlets, partner organization calendars, and the project website.

Action Plan

Note: All communication materials will be available in English, Spanish, and Somali and accessible to screen readers.

Activity	Roles and Goals	Frequency
Engagement plan	<ul style="list-style-type: none"> • Identify stakeholders, key messages, and schedule • Detail online and in-person engagement and communication strategies 	-June
Fact sheet	<ul style="list-style-type: none"> • General project information 	-June
Website (creation and three updates)	<ul style="list-style-type: none"> • Develop a graphics-based Story Map, including upcoming events and options for public comment 	-June – Create -Updates throughout Phase 1 and 2
Social (3)	<ul style="list-style-type: none"> • Project information and updates on Facebook • Promote engagement opportunities and events 	-June – Launch -Updates throughout Phase 1 and 2
Emails/articles (Up to 2)	<ul style="list-style-type: none"> • Project information and updates • Promote online engagement and events 	-June – Launch -Updates throughout Phase 1 and 2

Activity	Roles and Goals	Frequency
	<ul style="list-style-type: none"> Talking points provided to City Staff for Lakeland Broadcasting Open Mic Shows Press releases to the West Central Tribune and Lakeland Broadcasting 	
Survey (1)	<ul style="list-style-type: none"> Identify issues and opportunities; seek feedback on priorities and options 	-Create by June 15 -Available for feedback June 17 – July 8
INPUTiD™	<ul style="list-style-type: none"> Gather input on existing conditions via an online survey and map Built on Google Translate, allows the public to choose their preferred language to review and comment 	-Create by June 30 -Available for feedback June 30 – August 30 -Update September 15 for Phase 2, available for feedback September 30 – October 15.
Pop-ups (up to 5)	<ul style="list-style-type: none"> Engage people at community events who wouldn't typically attend a public meeting Gather input on issues and concerns 	Examples: - Sartell Summerfest – (June), Waite Park Family Fun Fest (June), Summertime By George (July), Benton County Fair (August), Rocktober Fest (September)
Overlapping jurisdictions	<ul style="list-style-type: none"> Seek input and identify issues or opportunities for improvement from overlapping jurisdictions such as school districts, Stearns, Benton, and Sherburne County, or MnDOT 	-Conversations in July and August
Public meetings (1)	<ul style="list-style-type: none"> Share what we've heard and how that information was used in developing the plan Seek input on options 	-February/March
Focus groups (5)	<ul style="list-style-type: none"> Identify key stakeholder groups such as youth, disabled community, schools, seniors, social services, bicyclists, business groups, etc., to identify issues related to their community and discuss options for improvement 	-Conversations in July/August
Visualizations (up to 10)	<ul style="list-style-type: none"> Develop visuals that can be used in communications and at public meetings to help people understand where safety issues exist and what safety improvements might look like 	-Phase 2 production October/March

Activity	Roles and Goals	Frequency
Engagement summary report	<ul style="list-style-type: none">• Summarize engagement strategies, what we hear, who we heard from, and how we are using the data• Promote transparency and build trust with the community	-Create after public engagement through INPUTiD and Survey from Phase 1 is complete (August) -Final summary after the project



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Technical Advisory Committee
FROM: Vicki Johnson, Senior Transportation Planner
RE: Draft Looking Ahead 2050 Metropolitan Transportation Plan
DATE: June 18, 2024

By Federal regulation, the Metropolitan Transportation Plan (MTP) must be updated at least every five years. The last MTP was approved on Oct. 30, 2019.

As the region's long-range, multimodal, surface transportation plan, the MTP establishes a vision for transportation in the region, along with establishing goals, objectives, and performance measures. The MTP also documents the significant transportation projects which are eligible for future federal funding assistance by virtue of being included in the MTP.

Since 2020, APO staff and various consulting firms have worked on updating the MTP through planning-horizon year 2050. To date, APO staff would estimate the plan is approximately 90% complete.

Below are the links to the finalized draft sections of the plan.

- [Chapter 2: Existing Conditions](https://tinyurl.com/3wvhssex) (https://tinyurl.com/3wvhssex).
- [Chapter 3: Environmental Conditions](https://tinyurl.com/yv46ah2u) (https://tinyurl.com/yv46ah2u).
- [Chapter 4: 2050 Regional Vision](https://tinyurl.com/mr4274y4) (https://tinyurl.com/mr4274y4).
- [Chapter 5: Travel Demand Modeling](https://tinyurl.com/22zknfzt) (https://tinyurl.com/22zknfzt).
- [Chapter 6: Transportation Funding](https://tinyurl.com/ydrpkycy) (https://tinyurl.com/ydrpkycy).
- [Chapter 7: Transportation Infrastructure Investments](https://tinyurl.com/36xezxzu) (https://tinyurl.com/36xezxzu).
- [Chapter 8: Urban Beltline Corridor](https://tinyurl.com/yhtnkzzb) (https://tinyurl.com/yhtnkzzb).
- [Plan Appendices A-Q](https://tinyurl.com/bdtxm8jp) (https://tinyurl.com/bdtxm8jp).

Additional sections that are either being internally reviewed and/or in the process of being drafted include:

- Chapter 1: Introduction (awaiting internal review).
- Chapter 9: Transportation and Technology (awaiting internal review).
- Chapter 10: Implementation.
- Plain Language Summary.
- Glossary/Acronyms/Resolution.

Once the final draft has been fully assembled, copies of the MTP will be provided to MnDOT as well as Federal Highway Administration and Federal Transit Administration for their review and comment.

It is the hope APO staff will be able to begin public comment in mid- to late-July on the draft MTP with ideal adoption of the Looking Ahead 2050 MTP by September/October.

Suggested Action: Recommend Policy Board approval to release the draft Looking Ahead 2050 MTP out for the 30-day public comment period by no later than Aug. 7, 2024.



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

T. 320.252.7568 F. 320.252.6557

TO: Saint Cloud Area Planning Organization Technical Advisory Committee
FROM: Brian Gibson, Executive Director
RE: Beltline Recommendations
DATE: June 20, 2024

At the June 13th Policy Board meeting, as the Board members discussed the proposed 2025 Unified Planning Work Program (UPWP), the Policy Board requested recommendations from the TAC regarding how future beltline projects should be handled. Specifically, the Policy Board seems to be seeking your recommendations regarding which steps in the planning and implementation process should be regionalized, and how those steps should be funded.

You may recall our February workshop meeting at which we wrestled with these questions. At the end of that workshop there was no final decision. In April, the Policy Board did approve a funding scheme for the environmental review process for the 33rd Street South bridge corridor using our Congressionally Directed Spending, but they made it clear that the decision was relevant **ONLY** to the current project and would not necessarily apply to future beltline projects.

So, going forward, the questions remain:

1. Of the project implementation steps, which should be regionalized versus which should be the responsibility of the implementing jurisdiction(s)?
 - a. Planning
 - b. Environmental Review
 - c. Final Design
 - d. Right-of-Way
 - e. Construction
2. For steps in the implementation process that are regionalized, how should those steps be funded?
 - a. According to the typical APO formula
 - b. A majority is paid for by the implementing jurisdiction, with other jurisdictions paying a proportionately smaller share
 - c. Some other funding scheme

At the February workshop, there appeared to be at least some agreement or willingness that both planning and environmental review could be regionalized for

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beltline projects. There appeared to be little appetite for regionalizing steps beyond environmental review. Attachment F

Suggested Action: Make recommendations to the Policy Board regarding how future beltline projects will be handled.