

## AGENDA

### APO POLICY BOARD MEETING

**THURSDAY, JUNE 11, 2026 - 4:30 P.M.**  
**GREAT RIVER REGIONAL LIBRARY – BREMER ROOM**  
**1300 W. ST. GERMAIN ST., ST. CLOUD, MN 56301**

1. Pledge of Allegiance
2. Introductions
3. Approval of Agenda
4. Public Comment Period
5. Approve Consent Agenda Items (*Attachments A – D*)
  - a. Approve Minutes of May 14, 2026, Policy Board Meeting (*Attachment A*)
  - b. Approve May Bills Lists (*Attachment B*)
  - c. Approve Vision Zero Policy Resolution (*Attachment C*)
  - d. Receive Report on Technical Advisory Committee Meeting (*Attachment D*)
6. Receive Briefing on 2025 Financial Audit (*Attachment E*), *Janel Bitzan, Creative Planning Business Services*
  - a. **Suggested Action: None, Informational Only**
7. Consider Releasing Draft FY 2027-2030 Transportation Improvement Program (TIP) for Public Review (*Attachment F*), *Vicki Johnson, Senior Transportation Planner*
  - a. **Suggest Action: Approve**
8. Consider 2027-2028 Unified Planning Work Program (UPWP) (*Attachment G*), *Brian Gibson, Executive Director*
  - a. **Suggested Action: Approve**
9. Receive Briefing on 2025 Pavement Condition Report (*Attachment H*), *James Stapfer, Planning Technician*
  - a. **Suggested Action: None, Informational Only**
10. Other Business & Announcements
11. Adjournment

## **English**

The Saint Cloud Area Planning Organization (APO) fully complies with the Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act of 1990, 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](mailto:admin@stcloudapo.org) at least seven (7) days in advance of the meeting.

## **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, 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](mailto:admin@stcloudapo.org) ugu yaraan toddobo (7) maalmood kahor kulanka.

## **Spanish**

La Organización de Planificación del Área de Saint Cloud (APO en inglés) cumple plenamente con el Título VI de la Ley de Derechos Civiles de 1964, con el Título II de la Ley sobre los Estadounidenses con Discapacidad de 1990), y los estatutos y reglamentos relacionados. La APO es accesible para todas las personas de todas las capacidades. Una persona que requiere una modificación o acomodación, ayudas auxiliares, servicios de traducción, servicios de interpretación, etc., para poder participar en una reunión pública, incluyendo recibir esta agenda y/o archivos adjuntos en un formato o idioma alternativo, por favor, contacta a la APO al número de teléfono 320-252-7568 o al [admin@stcloudapo.org](mailto:admin@stcloudapo.org) al menos siete (7) días antes de la reunión.

**SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD  
Thursday, May 14, 2026 – 4:30 PM**

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, May 14, 2026, at 4:30 p.m. Chair Jared Gapinski presided with the following members present:

Jake Anderson	City of Saint Cloud
Scott Brodeen	City of Saint Cloud
Mike Conway	City of Saint Cloud
Tim Elness	City of Sartell
Dottie Seamans	City of Sauk Rapids
Joe Perske	Stearns County
Raeanne Danielowski	Sherburne County
Jeff Westerlund	Le Sauk Township
Michael Kedrowski	Metro Bus

Also in attendance were:

Brian Gibson	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Trina Ness	Saint Cloud APO

Absent:

Adam Scepaniak	City of Saint Joseph
Frank Theisen	City of Waite Park

**1. PLEDGE OF ALLEGIANCE**

**2. INTRODUCTIONS**

**3. APPROVAL OF AGENDA:**

***Mr. Anderson motioned to approve the agenda. Ms. Seamans seconded the motion. Motion carried.***

**4. PUBLIC COMMENT PERIOD:**

No members of the public were present.

**5. CONSIDERATION OF CONSENT AGENDA ITEMS:**

- a. Approve Minutes of April 9, 2026, Policy Board Meeting
- b. Approve April Bills List
- c. Approve FY 2026-2029 Transportation Improvement Program (TIP) Amendments
- d. Receive Report on Technical Advisory Committee Meeting

- e. Receive Report on Central Minnesota Area Transportation Partnership (ATP-3) Meeting

***Mr. Conway motioned to approve the Consent Agenda. Ms. Seamans seconded the motion. Motion carried.***

## **6. CONSIDER PUBLISHING THE REGIONAL EVALUATION OF COUNTS FOR ACTIVE PLANNING (RECAP)**

Mr. McKenzie stated the RECAP report summarizes active transportation activity across the Saint Cloud region using data collected from permanent and short-term count locations. The report provides a consistent, data-driven look at how and when people walk and bike, and how those patterns vary by location, season, and time of day. He stated the purpose of the RECAP is to support planning and decision-making by turning raw count data into clear, usable information.

Mr. McKenzie stated that APO staff hope to expand counting to on-street bicycle facilities, monitor before-and-after conditions for key projects, and enhance site-level analysis to compare trends across locations. Currently they have a counter set to count walking/biking on Heatherwood Road before construction begins and will recount at the same location after the completion of the construction to assess how having the continuation of the trail effects walking and biking activity.

Mr. Anderson asked if there could be a one-page document showing all of the count locations so that jurisdictions can assess how trails are being utilized overall. He also stated he is interested in how the data for the Beaver Islands Trails will change once the Heatherwood Road construction is complete.

***Mr. Anderson motioned to approve the publishing of the Regional Evaluation of Counts for Active Planning (RECAP) report. Mr. Elness seconded the motion. Motion carried.***

## **7. RECEIVE PRESENTATION ON FINAL SAFE STREETS AND ROADS FOR ALL (SS4A)**

Mr. Gibson began by explaining that SS4A is a discretionary grant program created by the Infrastructure Investment & Jobs Act (IIJS) in 2021. There are two elements to the grant: Construction and Planning. The APO conducted a large regional plan to complete the Comprehensive Safety Action Plan, so that the cities did not need to conduct five separate individual plans. The study was conducted by Bolton & Menk, but individuals from each jurisdiction from Engineers, Public Works Department, and others from within the APO planning area were involved in the creation of this plan.

Mr. Gibson continued by stating that the purpose of the plan is to look at crashes that result in severe injury or fatalities, and:

- Analyze existing conditions and historical trends for crashes involving fatalities and serious injuries;

- Analyze crash locations, severity, and contributing factors;
- Identify higher risk locations; and
- Analyze systemic and site-specific safety needs.

Mr. Gibson went on to review maps of the APO's metropolitan planning area showing the High Injury Network by: Motor Vehicle, Motorcycle, Bicycle, and Pedestrian crashes. He then went on to discuss the statistics regarding specific roadways and incidents within the planning area. The data is broken into tables representing individual jurisdictions with proposed overall safety countermeasures and potential site-specific improvements.

Mr. Gibson asked the Policy Board to review the plan. He stated that at the June Policy Board meeting he will ask for approval of the Vision Zero policy statement on the consent agenda. As a multijurisdictional body we need to approve the enclosed Vision Zero policy statement. Once approved at the regional level, the city/county staff can use the SS4A plan when applying for SS4A construction dollars.

## **8. OTHER BUSINESS & ANNOUNCEMENTS**

Mr. Perske asked for input on what others thought about the DC trip.

There was discussion on the updates to 322nd Street and Mayhew Lake Road funding as well as the possibilities of State and Federal funding being added for these projects.

Mr. Perske stated he and the MN-23 Coalition have been pushing legislators to fund a MN-23 study from Foley to I-35, and they're hopeful that both state and federal funding will be made available for this project.

## **10. ADJOURNMENT**

***Mr. Gapinski adjourned the meeting at 5:25 p.m.***

# St Cloud Area Planning Organization

Transaction List by Vendor  
May 2026

Date	Amount	Split
<b>4imprint.com</b>		
05/21/2026	273.24	6601 Office Supplies
<b>Total for 4imprint.com</b>	<b>\$273.24</b>	
<b>Abdo LLP</b>		
05/01/2026	2,285.00	6602 Accounting Services
<b>Total for Abdo LLP</b>	<b>\$2,285.00</b>	
<b>Adobe Creative Cloud</b>		
05/08/2026	69.99	6609 IT Support & Software
05/17/2026	21.59	6609 IT Support & Software
05/21/2026	21.59	6609 IT Support & Software
<b>Total for Adobe Creative Cloud</b>	<b>\$113.17</b>	
<b>ADP Tax</b>		
05/05/2026	5,560.86	
05/20/2026	7,792.29	
<b>Total for ADP Tax</b>	<b>\$13,353.15</b>	
<b>AFLAC</b>		
05/08/2026	923.64	2150 Payroll Benefits Payable:2150.5 Aflac Payable
<b>Total for AFLAC</b>	<b>\$923.64</b>	
<b>AMPO - Assoc of Metropol Planning Org</b>		
05/21/2026	905.63	
<b>Total for AMPO - Assoc of Metropol Planning Org</b>	<b>\$905.63</b>	
<b>BCBS of MN</b>		
05/01/2026	5,505.73	6560A Wages and Benefits:6600 Employee Benefits:6600.5 Health/Dental/Life Insurance
<b>Total for BCBS of MN</b>	<b>\$5,505.73</b>	
<b>City of St. Cloud - Water/Sewer</b>		
05/04/2026	61.56	6606 Utilities and Maintenance:6606.1 Utilities
<b>Total for City of St. Cloud - Water/Sewer</b>	<b>\$61.56</b>	
<b>Delta Dental</b>		
05/12/2026	306.75	6560A Wages and Benefits:6600 Employee Benefits:6600.5 Health/Dental/Life Insurance
<b>Total for Delta Dental</b>	<b>\$306.75</b>	

# St Cloud Area Planning Organization

Transaction List by Vendor  
May 2026

Date	Amount	Split
Google Inc.		
05/31/2026	112.00	6609 IT Support & Software
<b>Total for Google Inc.</b>	<b>\$112.00</b>	
HealthEquity		
05/01/2026	4.00	6560A Wages and Benefits:6600 Employee Benefits:6600.6 HSA Account
<b>Total for HealthEquity</b>	<b>\$4.00</b>	
Intuit		
05/05/2026	115.00	6609 IT Support & Software
<b>Total for Intuit</b>	<b>\$115.00</b>	
Larkin Hoffman Public Affairs Inc		
05/21/2026	6,000.00	902 Ineligible Fed Reimbursemt:902.10 Washington Lobbyist
<b>Total for Larkin Hoffman Public Affairs Inc</b>	<b>\$6,000.00</b>	
Loffler Companies		
05/01/2026	105.32	6608 Multifunction Copier
<b>Total for Loffler Companies</b>	<b>\$105.32</b>	
Mailchimp.com		
05/02/2026	20.00	6605 Printing & Publishing
<b>Total for Mailchimp.com</b>	<b>\$20.00</b>	
Metro Sales Inc		
05/04/2026	1,342.58	6609 IT Support & Software
<b>Total for Metro Sales Inc</b>	<b>\$1,342.58</b>	
MN PERA		
05/05/2026	2,598.74	2150 Payroll Benefits Payable:2150.1 PERA Payable
05/20/2026	3,345.11	2150 Payroll Benefits Payable:2150.1 PERA Payable
<b>Total for MN PERA</b>	<b>\$5,943.85</b>	
OpenAI		
05/23/2026	960.00	6609 IT Support & Software
<b>Total for OpenAI</b>	<b>\$960.00</b>	
Premium Waters, Inc.		
05/13/2026	32.22	6601 Office Supplies
05/31/2026	14.00	6601 Office Supplies
<b>Total for Premium Waters, Inc.</b>	<b>\$46.22</b>	

# St Cloud Area Planning Organization

Transaction List by Vendor  
May 2026

Date	Amount	Split
<b>Principal Mutual Life Insurance</b>		
05/01/2026	299.51	6560A Wages and Benefits:6600 Employee Benefits:6600.5 Health/Dental/Life Insurance
<b>Total for Principal Mutual Life Insurance</b>	<b>\$299.51</b>	
<b>Quill.com</b>		
05/14/2026	350.20	6601 Office Supplies
<b>Total for Quill.com</b>	<b>\$350.20</b>	
<b>Shutterstock.com</b>		
05/09/2026	29.00	6605 Printing & Publishing
<b>Total for Shutterstock.com</b>	<b>\$29.00</b>	
<b>Stearns Electric Association</b>		
05/05/2026	173.57	6606 Utilities and Maintenance:6606.1 Utilities
<b>Total for Stearns Electric Association</b>	<b>\$173.57</b>	
<b>The MN Transportation Alliance Inc</b>		
05/08/2026	70.00	6618 Professional Development
<b>Total for The MN Transportation Alliance Inc</b>	<b>\$70.00</b>	
<b>Traut Companies</b>		
05/08/2026	145.00	6606 Utilities and Maintenance:6606.2 Maintenance
<b>Total for Traut Companies</b>	<b>\$145.00</b>	
<b>Weisman Cleaning Inc</b>		
05/25/2026	150.00	6606 Utilities and Maintenance:6606.2 Maintenance
<b>Total for Weisman Cleaning Inc</b>	<b>\$150.00</b>	
<b>West Central Sanitation, Inc</b>		
05/01/2026	60.75	6606 Utilities and Maintenance:6606.1 Utilities
<b>Total for West Central Sanitation, Inc</b>	<b>\$60.75</b>	
<b>Xcel Energy</b>		
05/07/2026	108.12	6606 Utilities and Maintenance:6606.1 Utilities
<b>Total for Xcel Energy</b>	<b>\$108.12</b>	
<b>TOTAL</b>	<b>\$39,762.99</b>	



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

*T. 320.252.7568 F. 320.252.6557*

## **Regional Safe Streets and Roads for All Policy Commitment Resolution #2026-09**

**WHEREAS**, Vision Zero is an international program that acknowledges that even a single death in the transportation system is one death too many; and

**WHEREAS**, the guiding principal for this approach is that all people should feel safe using the streets within the APO region, regardless of where they live or their mode of transportation; and

**WHEREAS**, for Safe Streets and Roads for All (SS4A) grants, leadership commitment requires an official public commitment (e.g., a resolution, ordinance, or policy) from a high-ranking official or governing body; and

**WHEREAS**, it must adopt a goal of eliminating roadway fatalities and serious injuries, utilizing one or both of these timelines:

- A target date to achieve zero traffic deaths.
- A specific percentage reduction by a target year, with the eventual goal of zero; and

**WHEREAS**, the APO wishes to align with the Minnesota Department of Transportation's Toward Zero Deaths goal to reduce and/or eliminate traffic related fatalities.

**THEREFORE, BE IT RESOLVED**, the APO is determined to eliminate traffic deaths and severe injuries on roadways within the APO completely by 2050; and

**BE IT FURTHER RESOLVED**, to achieve the Vision Zero goal, the APO will follow the Safe System approach for regional transportation planning and project programming and implementation, which has six core principles:

- Death or serious injury is unacceptable
- Humans make mistakes
- Humans are vulnerable
- Responsibility is shared
- Safety is proactive
- Redundancy is crucial; and

**BE IT FURTHER RESOLVED**, the St. Cloud APO will support and focus on the five core elements of the Safe System approach through regional planning efforts:

- Safe Road Users
- Safe Speeds

- Safe Vehicles
- Safe Roads
- Post-Crash Care; and

**BE IT FURTHER RESOLVED**, the APO will focus on using the following safety policy guidance:

- The APO will use the High Injury Network (HIN) as a planning tool to prioritize investment and to help meet the Vision Zero goal of zero traffic fatalities by 2050.
- The APO will support the implementation of Complete Streets policies, where appropriate, to ensure safe access and mobility for all users.
- The APO will prioritize creation of a safer transportation system culture by actively partnering with other agencies and organizations to collect and share information to implement strategies and projects that will most benefit transportation safety within the APO.

ATTEST:

---

Jared Gapinski  
St. Cloud APO Chair

---

June 11, 2026  
Date

---

Brian Gibson  
St. Cloud APO Executive Director

---

June 11, 2026  
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:** Staff report of the May 28, 2026, Technical Advisory Committee meeting  
**DATE:** June 2, 2026

The Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC) held a regular meeting on Thursday, May 28, 2026. At that meeting, the following topics were discussed:

**1. Consideration of the draft FY 2027-2030 Transportation Improvement Program**

Saint Cloud APO Senior Transportation Planner Vicki Johnson provided a brief explanation of the purpose of the Transportation Improvement Program as a document used to monitor the expenditure of federal funding or funds spent by the Minnesota Department of Transportation (MnDOT) within the APO's planning area. She provided a summary of funding received by jurisdiction during this past solicitation cycle as well as reviewed the new projects incorporated into this draft. Ms. Johnson also provided a summary of changes to MnDOT sponsored projects as well as provided updates on both Metro Bus and WACOSA transit projects programmed in the TIP.

Ms. Johnson explained the initial draft TIP was submitted to MnDOT, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) for their review and comment on May 15. She indicated the document is pretty solidified but does anticipate minor changes between now and the scheduled public comment period beginning no later than July 15, 2026.

TAC representatives recommended Policy Board approval to release the draft 2027-2030 TIP out for 30 days of public comment by no later than July 15, 2026.

**2. Consideration of the draft 2027-2028 Unified Planning Work Program (UPWP)**

Saint Cloud APO Executive Director Brian Gibson reviewed the proposed APO budget and work plan for 2027/2028. Mr. Gibson stated the Federal Consolidated Planning Grant (CPG) for the APO in 2027 will be \$702,428, requiring a local match of \$165,689. In addition, he has included 2027 lobbying fees and the assessment to the City of Saint Cloud for a portion of their Environmental Impact Assessment for the 33<sup>rd</sup> Street S Mississippi River crossing. In total, Mr. Gibson stated local assessments for jurisdictions will be \$263,689.

Mr. Gibson reviewed the proposed APO work plan budget by activity and reviewed the proposed 2027 consultant contracts – Larkin Hoffman lobbying; community liaisons for hard-to-reach populations; and the 2025 model calibration and 2055 no-build model.

Mr. Gibson also provided a jurisdictional assessment history (2021-2027) and then reviewed the proposed jurisdictional assessments for 2027.

TAC representatives recommended Policy Board approval of the 2027-2028 Unified Planning Work Program.

### **3. Review of the 2025 Consultant-Led Pavement Condition Report**

Saint Cloud APO Transportation Planning Technician James Stapfer introduced the purpose of the 2025 pavement condition study conducted by GoodPointe Technologies. He stated GoodPointe was responsible for collecting data on the APO's functionally classified roadway network that was NOT surveyed as part of MnDOT's annual pavement collection or the county's biannual pavement condition collection data. GoodPointe also reviewed pavement condition for on-road bike lanes as well as the shared use path system.

Mr. Stapfer discussed the collection methodology and then went on to review some of the findings.

### **4. Other Business and Announcements**

Ms. Johnson discussed the launch of the visioning public input period for the APO's 2055 Metropolitan Transportation Plan (MTP) – Imagine 2055. She asked TAC representatives for assistance in promoting the public engagement.

Mr. Gibson provided a brief Congressional update on the transportation authorization act. While there is still a ways to go with the process, an initial bill – Build America 250 – has passed through the House Transportation and Infrastructure Committee. Mr. Gibson touched briefly on some of the provisions outlined in this iteration including an increase in funding for Metropolitan Planning Organizations (MPOs) like the APO.

**Suggested Action:** None, informational.



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, Executive Director  
**RE:** 2025 Financial Audit  
**DATE:** June 2, 2026

Each Spring, the APO undergoes a financial audit for the previous fiscal year.

This year, staff from BerganKDV completed our financial audit for fiscal year 2025.

The results of the audit are two documents.

The first document is a communications letter (<https://stcloudapo.org/wp-content/uploads/2026/06/CL-2025-St.-Cloud-APO-Final.pdf>).

The second document is a report on our financial statements (<https://stcloudapo.org/wp-content/uploads/2026/06/FS-2025-St.-Cloud-APO-Final.pdf>).

A staff member from BerganKDV will be at the June 11 Board meeting to present the results of their audit.

***Suggested Action: None, informational only.***



SAINT CLOUD | AREA PLANNING ORGANIZATION

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 2027-2030 Transportation Improvement Program  
**DATE:** June 1, 2026

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. This update will span the four fiscal year period of 2027 through 2030.

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. The draft 2027-2030 TIP table can be found attached to this memo. To view the draft 2027-2030 TIP document in full please follow this link: <https://tinyurl.com/yb5xn8n2>.

APO staff are in the final stages of preparing the FY 2027-2030 TIP for final approval and incorporation into the Minnesota State Transportation Improvement Program (STIP). The document, as of the drafting of this memo, will still undergo slight changes as APO staff work with MnDOT District 3 staff to reconcile any differences within the next month.

However, in order for the APO's TIP to be incorporated into the STIP, APO staff will need to release the FY 2027-2030 TIP for a 30-day public comment period. Per the TIP development schedule, public comment on the draft TIP will need to begin no later than July 15, 2026.

Prior to being released for public comment, APO staff need to seek approval from the APO's Policy Board. At the May 28, 2026, Technical Advisory Committee (TAC) meeting, TAC representatives were given the opportunity to review and comment on the draft 2027-2030 TIP. TAC representatives ultimately recommended Policy Board approval to release the draft TIP out for 30 days of public comment beginning no later than Wednesday, July 15, 2026.

Final approval of the document is anticipated in September 2026.

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

**Suggested Action:** Approval to release the draft document for 30-day public comment period.



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, Executive Director  
**RE:** Draft 2027-2028 Unified Planning Work Program  
**DATE:** May 28, 2026

The Unified Planning Work Program (UPWP) is both our budget and our work plan. It identifies funding sources, revenues, expenditures, and the tasks we expect to accomplish each calendar year. I need to provide the approved UPWP to MnDOT by September 1<sup>st</sup> each year to ensure our funding is properly obligated prior to January 1<sup>st</sup> of the following year.

For 2027, we are expecting \$702,428 from our USDOT planning grant, also called our Consolidated Planning Grant (CPG). These are formula funds and require a 20% local match.

Our consultant-led projects proposed for 2026 include:

- Continuing our Community Liaisons program to better reach and include people who have been traditionally underserved in the planning process. (\$5,000)

Travel Demand Model Calibration & 2055 Socio-Demographic Forecasts (\$116,000), which will assign 2025 socio-economic data (i.e., households, jobs, etc.) to the Traffic Analysis Zones (TAZs). Assuming that 2025 American Community Survey (ACS) data is available in January or February of 2027, APO staff will distribute the population data to the TAZs prior to providing it to the consultants for calibration. Since 2055 is the horizon planning-year for the next MTP, the consultant will also work with the individual jurisdictions of the APO to develop reasonable estimates of 2055 population, jobs, and other socio-economic data and distribute the forecasted households and jobs to the TAZs. Next, using the 2055 socio-economic data and the 2025 roadway network (provided by APO staff), the consultant will complete a "2055 No-Build" model run in order to highlight future areas-of-concern if no additional investment were made in the roadway network.

**EXHIBIT 2 – 2027 WORK ACTIVITY BY REVENUE SOURCE**

Work Activity Category	Federal Funding (CPG 1)	Federal Funding (CPG 2)	State Funding	Local Match - State Grant	Other Local Funds	Total Funding
100 Administration & Overhead	\$273,555	\$0	\$28,683	\$7,165	\$39,697	<b>\$349,100</b>
200 Budget & UPWP	\$11,362	\$0	\$1,191	\$298	\$1,649	<b>\$14,500</b>
300 Transportation Improvement Program (TIP)	\$37,416	\$0	\$3,923	\$981	\$5,430	<b>\$47,750</b>
400 Transportation System Performance Monitoring (TSPM)	\$41,920	\$0	\$4,396	\$1,100	\$6,084	<b>\$53,500</b>
500 Planning Project Development	\$27,031	\$0	\$2,834	\$710	\$3,925	<b>\$34,500</b>
600 Metropolitan Transportation Plan (MTP)	\$30,363	\$0	\$3,184	\$796	\$4,407	<b>\$38,750</b>
610 MTP – Active Transportation Planning	\$40,423	\$17,561	\$6,080	\$1,520	\$8,416	<b>\$74,000</b>
620 MTP - Transit Planning	\$8,227	\$0	\$863	\$216	\$1,194	<b>\$10,500</b>
630 MTP - Freight, Economic Vitality & Tourism	\$2,546	\$0	\$267	\$67	\$370	<b>\$3,250</b>
640 MTP - Safety, Security & Environmental Planning	\$20,764	\$0	\$2,177	\$545	\$3,014	<b>\$26,500</b>
700 Transportation Planning Coordination & Public Outreach	\$87,172	\$0	\$9,140	\$2,285	\$12,653	<b>\$111,250</b>
800 Transportation Modeling, Mapping & Technical Support	\$18,805	\$0	\$1,972	\$494	\$2,729	<b>\$24,000</b>
900 Locally Funded Activities	\$0	\$0	\$0	\$0	\$27,500	<b>\$27,500</b>
<b>Sub-Total for APO Staff and Operations</b>	<b>\$599,584</b>	<b>\$17,561</b>	<b>\$64,710</b>	<b>\$16,177</b>	<b>\$117,068</b>	<b>\$815,100</b>
Contract Services: Larkin Hoffman	\$0	\$0	\$0	\$0	\$48,000	<b>\$48,000</b>
Contract Services: Community Liaisons for Hard-to-Reach Populations	\$0	\$0	\$4,000	\$1,000	\$0	<b>\$5,000</b>
Contract Services: Travel Demand Model Calibration & 2055 Socio-Economic Forecast	\$85,283	\$0	\$0	\$0	\$30,717	<b>\$116,000</b>
<b>Grand Total Expenses</b>	<b>\$684,867</b>	<b>\$17,561</b>	<b>\$68,710</b>	<b>\$17,177</b>	<b>\$195,785</b>	<b>\$984,100</b>

CPG-2 funding source represents a Federally-required minimum expenditure on eligible Active Transportation planning activities. The minimum expenditure threshold is 2.5% of FHWA funds, which equates to \$17,561 for fiscal year 2027.

### APO BUDGET HISTORY 2021 – 2027

Line Item	2021	2022	2023	2024	2025	2026	2027
Staff Salaries and Benefits	\$463,750	\$470,500	\$512,000	\$552,004	\$596,750	\$614,500	\$624,250
Overhead	\$96,360	\$92,000	\$119,750	\$150,746	\$151,500	\$160,700	\$163,350
Consultant Studies	\$445,000	\$325,000	\$263,500	\$303,000	\$117,000	\$110,000	\$121,000
<b>Sub-Total for CPG Eligible Expenses</b>	<b>\$1,005,110</b>	<b>\$887,500</b>	<b>\$895,250</b>	<b>\$1,005,750</b>	<b>\$871,750</b>	<b>\$885,200</b>	<b>\$908,600</b>
Lobbyist	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000
Staff Time for Legislative Communications	\$4,250	\$4,500	\$6,000	\$6,500	\$6,500	\$5,750	\$7,000
Audit	\$8,250	\$8,500	\$14,000	\$15,000	\$15,000	\$15,000	\$15,000
Legislative Comm. Travel	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
MN Transportation Alliance*	\$0	\$0	\$0	\$0	\$500	\$500	\$500
<b>Sub-Total for Other</b>	<b>\$65,500</b>	<b>\$66,000</b>	<b>\$73,000</b>	<b>\$74,500</b>	<b>\$75,000</b>	<b>\$74,250</b>	<b>\$75,500</b>
<b>Grand Total</b>	<b>\$1,070,610</b>	<b>\$953,500</b>	<b>\$968,250</b>	<b>\$1,080,250</b>	<b>\$940,250</b>	<b>\$959,450</b>	<b>\$984,100</b>

### JURISDICTIONAL ASSESSMENTS HISTORY 2021 – 2027

Jurisdiction	2021	2022	2023	2024	2025	2026	2027
St. Cloud	\$62,037	\$107,149	\$67,687	\$102,405	\$77,977	\$95,386	\$149,035 <sup>1</sup>
St. Joseph	\$6,361	\$7,149	\$7,011	\$10,468	\$7,588	\$9,342	\$9,802
Sartell	\$16,922	\$18,974	\$19,446	\$29,332	\$21,672	\$26,598	\$27,537
Sauk Rapids	\$12,581	\$13,883	\$13,485	\$20,480	\$14,815	\$18,591	\$19,145
Waite Park	\$7,582	\$8,166	\$8,720	\$12,775	\$9,538	\$11,514	\$11,848
LeSauk Township	\$1,237	\$1,385	\$1,133	\$1,851	\$1,268	\$1,611	\$1,670
Benton County	\$6,792	\$27,348	\$7,237	\$10,321	\$7,729	\$9,644	\$9,863
Sherburne County	\$2,251	\$2,414	\$2,936	\$4,385	\$3,320	\$3,870	\$3,973
Stearns County	\$20,752	\$21,552	\$71,726	\$29,426	\$26,692	\$26,862	\$27,589
Metro Bus	\$8,300	\$8,300	\$8,300	\$4,211	\$2,789	\$3,500	\$3,500
<b>Total</b>	<b>\$144,815</b>	<b>\$216,320</b>	<b>\$207,681</b>	<b>\$225,653</b>	<b>\$173,388</b>	<b>\$206,919</b>	<b>\$263,689</b>
% Change Year Over Year		+49.38%	-3.99%	+8.65%	-23.16%	+19.34%	+27.44% (+3.27%) <sup>2</sup>

<sup>1</sup> City of St. Cloud assessments include \$99,035 in local + lobbyist assessments, plus \$50,000 in local match for the Mississippi River Bridge EIS.

<sup>2</sup> 2027 Assessments are 27.44% higher than 2026, but if you remove the \$50,000 assessment for the bridge EIS, then the increase is only 3.27%

Overall local assessments would be about 3.27% higher than in 2026. However, by prior agreement, the City of St. Cloud will be asked to provide an additional \$50,000 in 2027 and 2028 to help provide the local match requirement for the 33<sup>rd</sup> Street South Bridge EIS. If you include that additional \$50,000, assessments would be 27.44% higher.

If you need more details, the entire draft UPWP can be reviewed here:

<https://bit.ly/4uWDQAU>.

The Technical Advisory Committee considered the draft UPWP at their May 28<sup>th</sup> meeting and recommended approval.

***Suggested Action:*** *Approve the 2027-2028 Unified Planning Work Program as presented.*



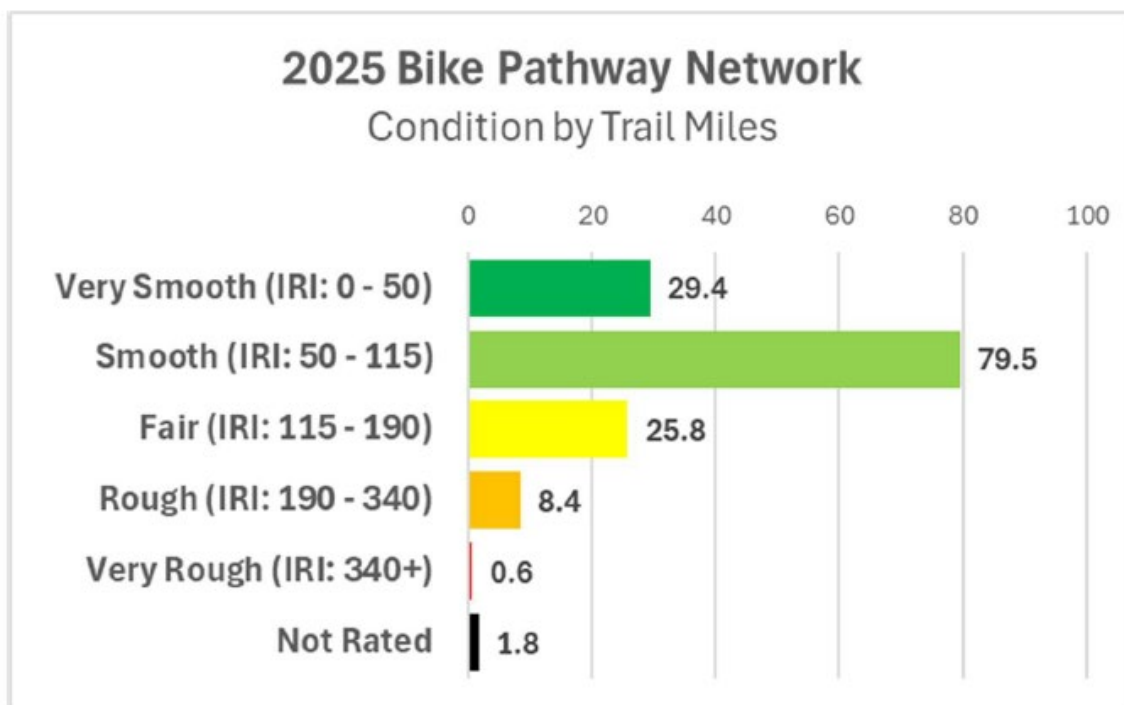
1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** James Stapfer, Planning Technician & Brian Gibson, Executive Director  
**RE:** 2025 Multimodal Pavement Condition Assessment  
**DATE:** June 1, 2026

GoodPointe Technology completed the 2025 Multimodal Pavement Condition Assessment for the Saint Cloud Area Planning Organization. The study evaluated approximately 145.5 miles of shared-use paths and 258.1 lane-miles of non-NHS roadways throughout the APO planning area using International Roughness Index (IRI) pavement condition data collection methods.

The assessment found that the **shared-use path** network is generally in good condition, with an average IRI of 93 inches/mile, classified as "Smooth." The report also noted improvements in pathway conditions since the 2020 assessment due to resurfacing and maintenance activities completed by member agencies.



The **roadway network** averaged 167 inches/mile, classified (barely) as "Fair."

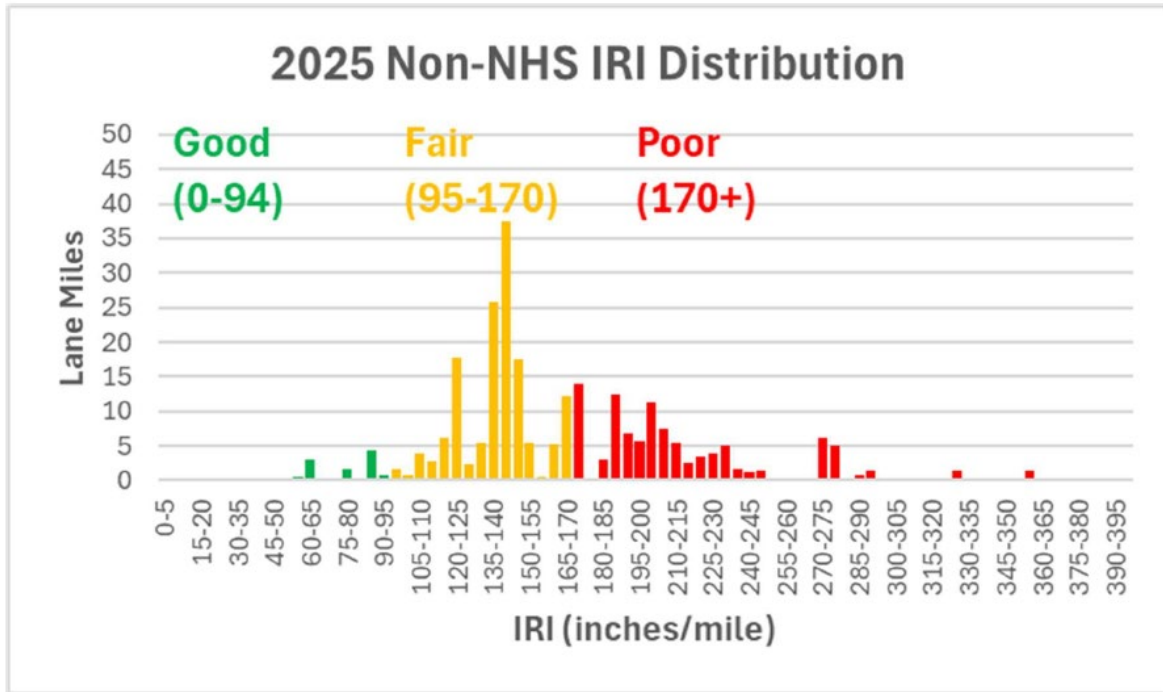
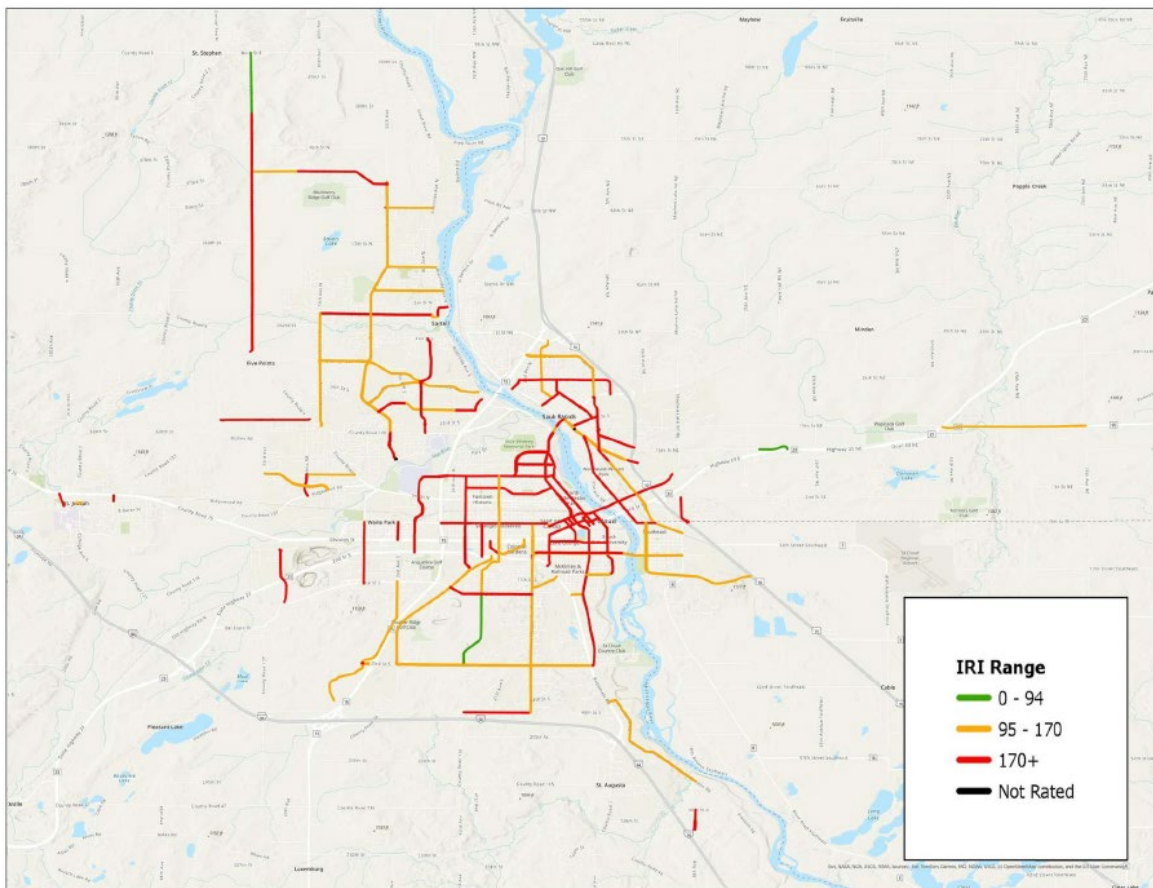


Figure 7-4. Roadway Pavement Condition Map



The report recommends continuing a preservation-first maintenance strategy, prioritizing rehabilitation on connector corridors, and maintaining the APO's pavement monitoring cycle. Additional recommendations include integrating pavement condition data into long-range transportation planning and improving regional data sharing and pavement lifecycle tracking.

The full document can be found here: <https://bit.ly/498jE6p>.

**Suggested Action:** None, informational.