



Saint Cloud

# Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643  
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**APO Executive Board Meeting**  
**Thursday, August 11, 2016 - 5:00 p.m.**  
**St. Cloud APO Office, 1040 County Rd. 4, St. Cloud**

1. Approval of Agenda
2. Consideration of Executive Board Meeting Minutes from July 14, 2016 (*Attachment A*)
  - a. Requested Action: Preliminary Approval
3. Consideration of Bills (*Attachment B*)
  - a. Requested Action: Approval
4. Consideration of Computer Purchase (*Attachment C*)
  - a. Requested Action: Approval
5. Consideration of FY 2017 APO Budget (*Attachment D*)
  - a. Requested Action: Approval
6. Presentation by Executive Director of APO Vision and Mission (*Attachment E*)
  - a. Requested Action: No formal action is required, but discussion is encouraged
7. Other Business
8. Adjournment

*St. Cloud APO meeting facilities will be accessible to mobility impaired individuals. If translation or interpretative services are required, the St. Cloud APO will make a good faith effort to accommodate these requests if time and resources permit. Please contact Dorothy Sweet at the St. Cloud APO 320-252-7568 at least three days in advance of the meeting if these special accommodations are required.*

**ST. CLOUD AREA PLANNING ORGANIZATION  
EXECUTIVE BOARD MINUTES  
July 14, 2016**

The St. Cloud Area Planning Organization's Executive Board was held on Thursday, July 14, 2016, at 5:00 p.m. at the St. Cloud APO. Chair Mayor Brad Gunderson presided with the following Members present:

Mayor Brad Gunderson	City of Sauk Rapids
Mayor Rick Schultz	City of St. Joseph
Mayor Dave Kleis	City of St. Cloud
John Libert	City of St. Cloud
Jeff Goerger	City of St. Cloud
Mayor Rick Miller	City of Waite Park
Mayor Bob Kroll	City of St. Augusta
Jake Bauerly	Benton County
Ewald Petersen (Alt)	Sherburne County
Mark Bromenschenkel	Stearns County
John Krehbiel	LeSauk Township

Also Present: Brian Gibson	Exec Director, St. Cloud APO
Stacy Morse	Congressman Emmer's Office
Kodiak Hill-Davis	David Turch and Associates
Dorothy Sweet	St. Cloud APO

Introductions were made.

**APPROVAL OF AGENDA:** Mayor Bob Kroll motioned to approve the agenda, and Commissioner Mark Bromenschenkel seconded the motion. Motion carried.

**CONSIDERATION OF POLICY BOARD MEETING MINUTES FROM MAY 12, 2016:** Commissioner Jake Bauerly motioned to approve the Policy Board minutes from May 12, 2016, and City Council President and Member Jeff Goerger seconded the motion. Motion carried.

**CONSIDERATION OF EXECUTIVE BOARD MEETING MINUTES FROM MAY 12, 2016:** Mayor Kroll motioned to approve the May 12 Executive Board meeting minutes, and Commissioner Ewald Petersen seconded the motion. Motion carried.

**CONSIDERATION OF BILLS:** Mayor Kroll motioned to approve the bills as presented, and Mayor Rick Miller seconded the motion. Motion carried.

**CONSIDERATION OF DISCREPANCY ON AECOM BILL FOR METRO BUS TRANSPORTATION PLAN:** Executive Director Brian Gibson summarized the discrepancy on the AECOM bill that amounts to \$1,225.53 in Ineligible Expenses and his

recommendation for not paying the ineligible expenses. Federal regulations are very clear about services that take place outside the contract dates being an unreimbursable expense. Mr. Gibson stated that the APO could choose to pay the disputed costs purely from local matching funds, but because of the 80:20 matching ratio for local funds, paying \$1,223.53 in local funds to AECOM would actually cost the APO \$6,117.65 in foregone opportunity. In response to board members' concerns, Mr. Gibson stated that he had not obtained a legal opinion, but that he felt that the issues were very clear. Mayor Dave Kleis motioned to follow Mr. Gibson's recommendation of not paying for the ineligible expenses, and Mayor Miller seconded the motion. Motion carried.

**FY 2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM (TIP):**

***Resolution #2016-07 Self Certification Resolution Approving the TIP:*** Mr. Gibson summarized this resolution as being an agreement by which the APO follows federal rules regarding the Clean Air Act, Civil Rights, Discrimination, Disadvantaged Business Enterprises, Equal Employment Opportunity programs, Disabilities and Older Americans, among others. Council President Goerger motioned to approve Resolution #2016-07, and Commissioner Bauerly seconded the motion. Motion carried.

***Resolution #2016-08 Disclosure of Lobbying Activities:*** Mr. Gibson announced that as an organization that receives federal funds, the APO cannot use federal funds for lobbying and this disclosure certifies that the APO will not use its federal grants for that purpose. Mayor Kroll motioned to approve Resolution #2016-08, and Commissioner Petersen seconded the motion. Motion carried.

***Adoption of TIP Document:*** Mr. Gibson distributed a map listing the names and locations of TIP projects for the APO area. The TIP was presented at the May Policy Board meeting and for public comment and review. No comments were received and final adoption of the TIP is requested. Commissioner Bromenschenkel motioned to approve the adoption of the TIP, and Council President Goerger seconded the motion. Motion carried.

**OTHER BUSINESS:**

APO Chair, Mayor Gunderson, presented a Certification of Appreciation to Mayor Schultz for his work during his two year term of Chair of the APO.

Mr. Gibson noted that an annual MPO Conference in Arden Hills will be taking place on the same day as the August 11 Executive Board meeting. Mr. Gibson plans to leave the MPO conference early to be back at the APO for the Executive Board, but asked for the members' understanding if he is late.

Ms. Kodiak Hill-Davis, from David Turch and Associates, briefly updated the board about what was happening in Washington, DC. She mentioned that there is very positive talk about transportation infrastructure.

Ms. Stacy Morse from Congressman Emmer's office announced that a Highway 10 Summit Tour will take place on August 9 and will end up at the APO. She encouraged everyone to attend.

Mayor Kroll thanked Dorothy Sweet, Administrative Assistant for her work during the last three months while the APO was without an Executive Director.

**ADJOURNMENT:** Mayor Miller motioned to adjourn at 5:11 p.m. and City Council member Goerger seconded the motion.

APPROVED JULY DISBURSEMENTS

Executive Board Authorization	Confirmation #/ Disbursement	Method Of Payment	To Whom Paid	What Check is for	Amount Paid
5221	1425-1427	Direct Dep.	Net Payroll (including vacation payout)	7/1/2016 Payroll Paid	\$ 3,418.90
5222		Electronic	Social Security, Medicare & Federal Tax PAID	7/1/2016 Payroll Paid	\$ 1,425.58
5223		Electronic	MN Department of Revenue-Withholding PAID	7/1/2016 Payroll Paid	\$ 281.11
5224		Electronic	PERA	7/1/2016 Payroll Paid	\$ 786.63
5225		Electronic	Great West Annuity	7/1/2016 Payroll Paid	\$ 199.20
5226		Electronic	Minnesota State Retirement System	7/1/2016 Payroll Paid	\$ 124.21
5227		Electronic	Select Account (H.S.A.)	7/1/2016 Payroll Paid	\$ 115.38
5228	1428-1431	Direct Dep.	Net Payroll (including vacation payout)	7/15/2016 Payroll Paid	\$ 4,374.35
5229		Electronic	Social Security, Medicare & Federal Tax PAID	7/15/2016 Payroll Paid	\$ 1,713.95
5230		Electronic	MN Department of Revenue-Withholding PAID	7/15/2016 Payroll Paid	\$ 322.24
5231		Electronic	PERA	7/15/2016 Payroll Paid	\$ 961.35
5232		Electronic	Great West Annuity	7/15/2016 Payroll Paid	\$ 199.20
5233		Electronic	Minnesota State Retirement System	7/15/2016 Payroll Paid	\$ 124.21
5234		Electronic	Select Account (H.S.A.)	7/15/2016 Payroll Paid	\$ 115.38
5235	1432	VOID	VOID	VOID (Processing Error)	\$ -
5236	1433-1436	Direct Dep.	Net Payroll (including vacation payout)	7/29/2016 Payroll Paid	\$ 5,873.18
5237		Electronic	Social Security, Medicare & Federal Tax PAID	7/29/2016 Payroll Paid	\$ 2,661.31
5238		Electronic	MN Department of Revenue-Withholding PAID	7/29/2016 Payroll Paid	\$ 492.58
5239		Electronic	PERA	7/29/2016 Payroll Paid	\$ 1,326.64
5240		Electronic	Great West Annuity	7/29/2016 Payroll Paid	\$ 199.20
5241		Electronic	Minnesota State Retirement System	7/29/2016 Payroll Paid	\$ 124.21
5242		Electronic	Select Account (H.S.A.)	7/29/2016 Payroll Paid	\$ 115.38
5243		Electronic	BlueCross BlueShield	July Premiums	\$ 1,761.83
5244		Electronic	Delta Dental	July Premiums	\$ 158.36
5245		Electronic	BlueCross BlueShield	August Premiums	\$ 1,761.83
5246		Electronic	Marco	Copier	\$ 581.82
5247		Lbp7795	Cloudnet	Internet	\$ 27.00
5248		Lbp7796	David Turch & Associates	July Lobbying	\$ 3,500.00
5249		Lbp7797	Liberty Savings Bank Credit Card	IT, Background check	\$ 99.95
5250		Lbp7798	Principal Financial	Insurance	\$ 167.12
5251		Lbp7800	St. Cloud Area Chamber of Commerce	Membership Dues	\$ 502.00
5252		Lbp7799	Spectrum Business	Internet & Phone	\$ 267.95
5253		Lbp7801	City of St. Cloud	Sewer & Water	\$ 88.64
5254		Lbp7802	Premium Waters, Inc.	Drinking Water	\$ 23.23
5255		Lbp7803	Schlenner Wenner & Co.	Accounting	\$ 1,015.00
5256		Lbp7804	Stearns Electric	Utilities	\$ 199.57
5257		Lbp7805	Sunset Mowing LLC	Lawn Care Services	\$ 230.86
5258		Lbp7806	Wacosa	June Services	\$ 111.50
5259		Lbp7807	West Central Sanitation, Inc	Waste Management	\$ 29.78
5260		Lbp7808	Xcel Energy	Utilities	\$ 57.18
5261	10047	Check	American Planning Association, MN Chapter	Job Posting	\$ 25.00
5262	10048	Check	Select Account	Employer Contribution	\$ 750.00
TOTAL					<u>\$ 36,312.81</u>
Deposit Date					
<b>LIBERTY BANK DEPOSITS</b>					
	7/7/2016		St. Augusta - 2nd half member assessment		\$ 1,786.50
	7/11/2016		Benton County - 2nd half member assessment		\$ 3,531.50
	7/14/2016		LeSauk Township - 2nd half member assessment		\$ 712.00
	7/14/2016		Waite Park - 2nd half member assessment		\$ 3,968.00
	7/14/2016		Stearns County - 2nd half member assessment		\$ 9,577.50
	7/20/2016		Metro Bus - May Grant Submission		\$ 122.37
	7/20/2016		PERA Reimbursement		\$ 906.50
	7/20/2016		St. Joseph - 2nd half member assessment		\$ 3,400.00
	7/25/2016		Metro Bus - 2nd half member assessment		\$ 2,100.00
	7/25/2016		St. Cloud - 2nd half member assessment		\$ 33,772.50
	7/31/2016		Interest		\$ 42.82
TOTAL					<u>\$ 59,919.69</u>

**PROPOSED AUGUST DISBURSEMENTS**

<b>Executive Board Authorization</b>	<b>Confirmation #/ Disbursement</b>	<b>Method Of Payment</b>	<b>To Whom Paid</b>	<b>What Check is for</b>	<b>Amount Paid</b>
		Electronic	Liberty Savings Bank Credit Card	IT, Office Supplies	\$ 270.31
			Cloudnet	Internet	\$ 25.00
			David Turch & Associates	August Lobbying	\$ 3,500.00
			Neopost USA Inc	Postage Meter	\$ 59.59
			Spectrum Business	Internet & Phone	\$ 268.01
			TOTAL		<u>\$ 4,122.91</u>
	<u>Deposit Date</u>		<b>LIBERTY BANK DEPOSITS</b>		
			TOTAL		<u>\$ -</u>

**Computer Quote Comparison -- July 27, 2016**

	<b>Dell</b>	<b>CyberPower PC</b>	<b>Lenovo</b>	<b>CDWG - HP</b>
<b>Processor</b>	Intel i7-6700, 3.4GHz, 8MB Cache w/HD Graphics	Intel i7-6700 4GHz 8MB Cache	Intel i7-6700, up to 4.0GHz, 8MB Cache	Intel i7-6700 with Intel HD Graphics 530 (3.4 GHz, up to 4 GHz with Intel Turbo Boost, 8 MB cache)
<b>Graphics</b>	Nvidia Quadro K620 2GB	Nvidia GeForce GT 730 2GB GDDR3	Nvidia GeForce GT 720 1GB DP	NVIDIA® Quadro® K620 (2 GB)
<b>RAM</b>	8GB (2 x 4GB) 2133Mhz DDR4	8GB (2 x 4GB) DDR4 2800MHz	8GB DDR4 2133MHz UDIMM	8 GB (1 x 8GB) DDR4-2133
<b>Hard Drive</b>	1TB, 3.5" SATA @ 7200 rpm	1TB SATA-III 6.0Gb/s 32MB Cache @ 7200 rpm	1TB 3.5" SATA, @ 7200 rpm	1 TB 7200 rpm SATA
<b>Optical Drive</b>	8X Slimline DVD +/-RW	24X Double Layer Dual Format DVD+-R/+-RW and CD-R/RW	DVD Rambo	SuperMulti DVD Burner
<b>Power</b>	240W	600W	400W	240W
<b>Operating System</b>	Windows 7 Pro, 64-bit (Includes license for Windows 10)	Windows Pro 10, 64-bit	Windows Pro 10, 64-bit	Windows 7 Pro, 64-bit (Includes license for Windows 10)
<b>Warranty</b>	3 Year Hardware Service with Onsite Service After Remote Diagnosis	3 Yr labor; 1 yr parts (longer warranties available)	3Y Onsite Next Business Day	3-year (3-3-3) limited warranty and service offering includes 3 years of parts, labor and on-site repair.
<b>Unit Price</b>	<b>\$1,188.53</b>	<b>\$1,075.00</b>	<b>\$1,098.00</b>	<b>\$1,168.26</b>

All units include keyboard and mouse; none of the units includes a monitor or MS Office software

## 2017 Projected Member Agency Assessments

Member	2015 Population Estimates	2017 Local Assessment (\$0.52 per cap.)	2016 Local Assessment (\$0.81 per cap)	Washington Lobbyist Assessment	2016 Lobbyist Assessment	Total 2017 Local + Lobbyist Assessment	2016 Local + Lobbyist Assessment
St. Cloud	67,010	\$34,845	\$53,834	\$16,000	\$13,682	\$50,845	\$67,516
St. Joseph	6,772	\$3,521	\$5,512	\$1,478	\$1,285	\$5,000	\$6,797
Sartell	17,203	\$8,946	\$13,729	\$4,383	\$3,734	\$13,329	\$17,463
Sauk Rapids	13,406	\$6,971	\$10,779	\$3,039	\$2,592	\$10,010	\$13,371
St. Augusta	3,432	\$1,785	\$2,757	\$954	\$815	\$2,739	\$3,572
Waite Park	7,415	\$3,856	\$6,053	\$2,336	\$1,880	\$6,192	\$7,933
LeSauk Township	1,786	\$929	\$1,424	\$0	\$0	\$929	\$1,424
Benton County (Watab, Sauk Rapids, and Minden Townships)	5,469	\$2,844	\$4,397	\$3,051	\$2,691	\$5,895	\$7,088
Sherburne County (Haven Township)	2,025	\$1,053	\$1,639	\$883	\$1,111	\$1,936	\$2,750
Stearns County (Brockway, Le Sauk, St. Wendel, St. Joseph, and Rockville Townships & City of St. Stephen)	11,386	\$5,921	\$9,169	\$11,076	\$9,996	\$16,997	\$19,165
MetroBus	N/A	\$1,852	\$3,000	\$4,800	\$4,200	\$6,652	\$7,200
<b>Total</b>	<b>135,904</b>	<b>\$72,522</b>	<b>\$112,293</b>	<b>\$48,000</b>	<b>\$41,986</b>	<b>\$120,522</b>	<b>\$154,279</b>

\*Assessable population based on 2015 Minnesota State Demographer estimates.

## Cost Sharing Formula for Washington Lobbyist

Member Agency	Tax Capacity			Population			Average of % Tax Capacity & % Population	
	2015 Certified Adjusted Net Tax Capacity	% of Total	Jurisdiction Share	2015 Population Estimate	% of Total	Jurisdiction Share	Average %*	Jurisdiction Share - 2015 Data
St. Cloud	\$46,872,726	24.11%	\$11,572	67,010	49.96%	\$23,982	33.33%	\$16,000
St. Joseph	\$3,488,772	1.79%	\$861	6,772	5.05%	\$2,424	3.08%	\$1,478
Sartell	\$14,512,905	7.46%	\$3,583	17,203	12.83%	\$6,157	9.13%	\$4,383
Sauk Rapids	\$7,920,751	4.07%	\$1,956	13,406	10.00%	\$4,798	6.33%	\$3,039
St. Augusta	\$3,616,085	1.86%	\$893	3,432	2.56%	\$1,228	1.99%	\$954
Waite Park	\$10,275,695	5.29%	\$2,537	7,415	5.53%	\$2,654	4.87%	\$2,336
Benton County	\$19,536,116	10.05%	\$4,823	5,469	4.08%	\$1,957	6.36%	\$3,051
Sherburne County	\$5,008,583	2.58%	\$1,237	2,025	1.51%	\$725	1.84%	\$883
Stearns County	\$83,186,833	42.79%	\$20,538	11,386	8.49%	\$4,075	23.07%	\$11,076
Metro Bus	N/A	N/A	\$0	N/A	N/A	\$0	10.00%	\$4,800
<b>Total</b>	<b>\$194,418,466</b>	<b>100.00%</b>	<b>\$48,000</b>	<b>134,118</b>	<b>100.00%</b>	<b>\$48,000</b>	<b>100.00%</b>	<b>\$48,000</b>

\* Jurisdictional averages are reduced by 10% to allow for MetroBus contribution.



2017-2018 Line Item Revenue Report		
Revenue Sources	2017 Revenue	2018 Projected Revenue
Local		
APO Member Assessments	\$72,522	\$72,522
Local Match for Consultant Projects	\$23,592	\$13,617
Lobbyist Fees	\$48,000	\$48,000
<b>Total Local</b>	<b>\$144,114</b>	<b>\$134,139</b>
Federal		
Annual Federal CPG	\$521,281	\$531,707
Estimated Unspent Federal CPG from Prior Years	\$76,444	\$0
<b>Total Federal</b>	<b>\$597,725</b>	<b>\$531,707</b>
Other		
State of Minnesota Planning Grant	\$62,815	\$62,815
Miscellaneous & Interest Income	\$10,000	\$10,000
<b>Total Other</b>	<b>\$72,815</b>	<b>\$72,815</b>
<b>Total Revenue</b>	<b>\$814,655</b>	<b>\$738,661</b>

2017 - 2018 Line Item Expense Report		
Expense Line Items	2017 Expense Budget	2018 Provisional Budget
APO Staff Salaries and Benefits	\$491,675	\$506,426
APO Overhead	\$87,520	\$90,146
Consultant Study: General Regional Transportation Planning Assistance	\$50,000	TBD
Consultant Studies: TBD	\$117,961	\$68,083
<b>Total Expenses Eligible for Federal CPG Funds</b>	<b>\$747,157</b>	<b>\$664,654</b>
Turch & Associates Lobbying Contract	\$48,000	\$48,000
APO Staff Salaries and Benefits for Lobbying	\$6,162	\$6,347
Lobbying Travel Budget	\$3,000	\$3,090
<b>Total Other</b>	<b>\$57,162</b>	<b>\$57,437</b>
<b>Total Expenses</b>	<b>\$804,318</b>	<b>\$722,091</b>

2017-2018 Line Item Difference Between Budget and Expenses		
Revenue Sources	2017 Difference	2018 Projected Difference
Local		
APO Member Assessments	\$335	\$3,494
Local Match for Consultant Projects	\$0	\$0
Lobbyist Fees	\$0	\$0
<b>Total Local</b>	<b>\$335</b>	<b>\$3,495</b>
Federal		
Annual Federal CPG	\$0	\$0
Estimated Unspent Federal CPG from Prior Years	\$0	\$0
<b>Total Federal</b>	<b>\$0</b>	<b>\$0</b>
Other		
State of Minnesota Planning Grant	\$1	\$2
Miscellaneous & Interest Income	\$10,000	\$10,000
<b>Total Other</b>	<b>\$10,001</b>	<b>\$10,002</b>
<b>Total Difference Between Revenue &amp; Expenses</b>	<b>\$10,336</b>	<b>\$13,497</b>

Overhead Detail		
Line Item	2017 Budget	2018 Budget
Office Property Liability Insurance	\$8,240	\$8,487
Office Supplies	\$4,635	\$4,774
Auditing Services	\$7,210	\$7,426
Accounting Services	\$15,450	\$15,914
Telephone	\$3,605	\$3,713
Postage	\$1,030	\$1,061
Travel	\$7,210	\$7,426
Printing/Publishing	\$1,030	\$1,061
Office Building Maintenance	\$1,545	\$1,591
Utilities	\$11,330	\$11,670
Legal Services	\$1,030	\$1,061
Copy Machine	\$6,695	\$6,896
Dues and Subscriptions	\$4,120	\$4,244
IT Support/Software	\$7,210	\$7,426
Professional Development	\$5,665	\$5,835
Miscellaneous	\$1,515	\$1,560
<b>Total</b>	<b>\$87,520</b>	<b>\$90,146</b>

<b>Saint Cloud Area Planning Organization</b>				
<b>2017 Work Activities by Revenue Source</b>				
<b>Work Activity Category</b>	<b>Federal Funding</b>	<b>State Funding</b>	<b>Local Funding</b>	<b>Total Funding</b>
100 Administration & Overhead	\$174,929	\$23,714	\$20,018	\$218,661
200 Budget & UPWP	\$15,615	\$2,117	\$1,787	\$19,519
300 Transportation Improvement Program (TIP)	\$27,923	\$3,785	\$3,195	\$34,903
400 Transportation System Management	\$9,760	\$1,323	\$1,117	\$12,200
500 Transportation Project Development	\$31,363	\$4,252	\$3,589	\$39,203
600 Long-Range Transportation Plan (LRTP)	\$30,154	\$4,088	\$3,451	\$37,692
610 LRTP - Bicycle/Pedestrian Planning	\$27,635	\$3,746	\$3,163	\$34,544
620 LRTP - Transit Planning	\$18,625	\$2,525	\$2,131	\$23,281
700 Transportation Planning Coordination & Meetings	\$84,266	\$11,423	\$9,643	\$105,333
800 Transportation Data	\$43,088	\$5,841	\$4,931	\$53,860
900 Locally Funded Activities	\$0	\$0	\$9,162	\$9,162
<i>Sub-Total for APO Staff and Operations</i>	<i>\$463,356</i>	<i>\$62,814</i>	<i>\$62,187</i>	<i>\$588,357</i>
Consultant Services: David Turch & Associates	\$0	\$0	\$48,000	\$48,000
Consultant Services: General Regional Transportation Planning Assistance	\$40,000	\$0	\$10,000	\$50,000
Consultant Services: TBD	\$94,369	\$0	\$23,592	\$117,961
<b>Grand Total Expenses</b>	<b>\$597,725</b>	<b>\$62,814</b>	<b>\$143,779</b>	<b>\$804,318</b>



### TODAYS GOALS

Ensure a common understanding of the APO

Provide insight into the new Exec. Director's guiding principles



## THE APO IS AN MPO

MPO = Metropolitan  
Planning  
Organization

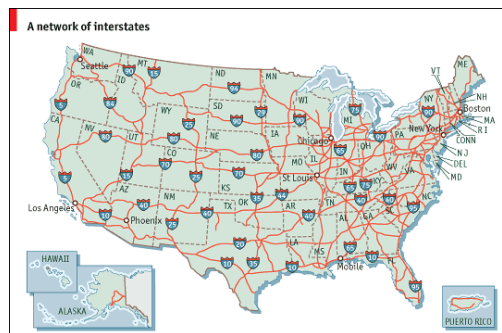
APO = MPO +  
Recommending  
policies,  
ordinances, and  
regulations to  
promote orderly  
development  
(land-use)

## ORIGIN OF MPOS

1950's

The Eisenhower  
Interstate  
network

Poor (or no)  
planning fostered  
public anger



## ORIGIN OF MPOS

Poor neighborhoods  
more impacted  
than wealthy  
ones

Activists and  
jurisdictions  
began suing to  
stop progress



## ORIGIN OF MPOS

1962 Federal  
Highway Act:  
Continuing,  
cooperative, and  
comprehensive  
(3-C) planning in  
urban areas >  
50,000



## ORIGIN OF MPOS

Many urban areas lacked qualified planning agencies to conduct the planning process so MPOs become a requirement.



## WHAT IS THE APO?

A Federally-required, regional, cooperative, decision-making body for the wise investment of Federal surface transportation funding.

Created by joint-powers agreement between the State and local jurisdictions

The Policy Board is the APO.

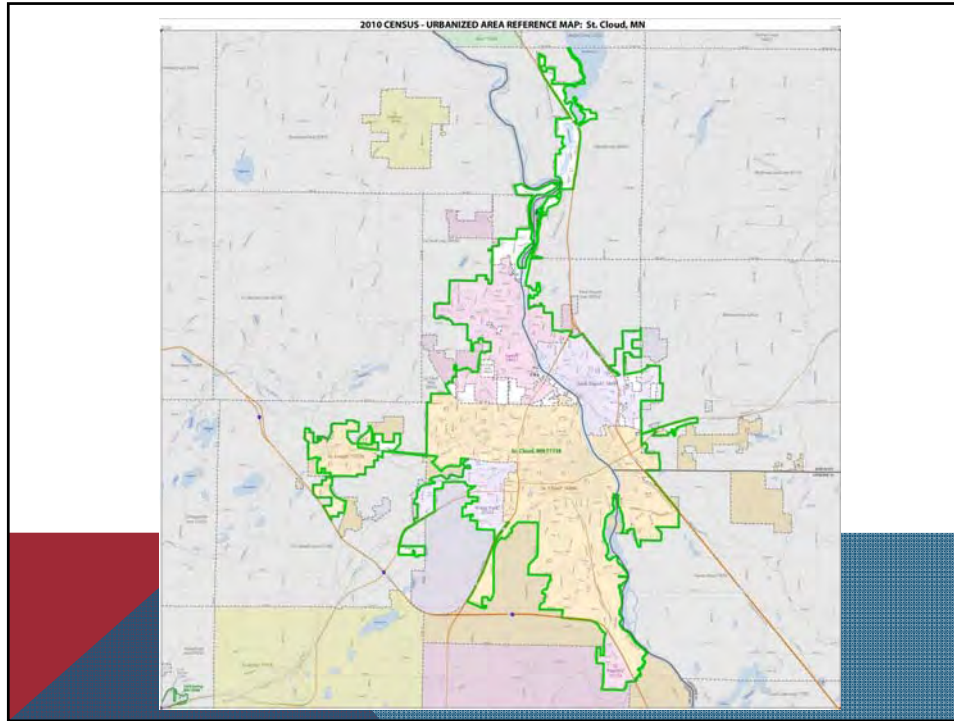
The Exec. Board is a subcommittee that has been delegated some authority to act

The TAC is an advisory committee

APO staff is the staff of the Policy Board

- Not beholden to any single member

Federal requirement: Needs-based decision-making



### 2009-2013 ACS WORKER FLOWS

Location of Job:	Benton Co. Residents	Sherburne Co. Residents	Stearns Co. Residents
Anoka Co.	79	4,356	342
Benton Co.	7,117	1,158	5,735
Hennepin Co.	514	12,337	1,625
Mille Lacs Co.	293	864	206
Ramsey Co.	93	1,600	389
Sherburne Co.	923	13,354	1,288
Stearns Co.	9,070	4,003	63,128
Wright Co.	390	4,959	1,615



## MISSION\*

Provide for consideration and implementation of projects, strategies, and services that will address the following factors:

- (1) Support the 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 the security of the transportation system for motorized and non-motorized users;
- (4) Increase accessibility and mobility of people and 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; and
- (8) Emphasize the preservation of the existing transportation system.

*\*See full regulations in 23 CFR 450, Subpart C*

## REQUIRED COORDINATION

Coordinate with State transportation plans

Coordinate with ITS plans

Coordinate with public transit and human services plans

Urbanized areas over 200,000 have to consider air quality impacts

(St. Cloud 2010 urbanized area pop = 110,621)

## REQUIRED PRODUCTS

### Public Participation Plan

Defines a process for providing:

1. citizens,
2. affected public agencies,
3. representatives of public transportation employees,
4. freight shippers,
5. providers of freight transportation services,
6. private providers of transportation,
7. representatives of users of public transportation,
8. representatives of users of pedestrian walkways and bicycle transportation facilities,
9. representatives of the disabled,
10. and other interested parties

with reasonable opportunities to be involved in the metropolitan transportation planning process.

## REQUIRED PRODUCTS

### Unified Planning Work Program (UPWP)

**Documents metropolitan transportation planning activities**

Must include:

1. a description of the major activities to be performed during the next one- or two-year period
2. who (e.g., State, MPO, public transportation operator, local government, or consultant) will perform the work,
3. the resulting products,
4. and a summary of the total amounts and sources of Federal and matching funds.

\$0.80 of every dollar spent is Federal, except for lobbying activities\*

*\*Use of Federal funds for lobbying is illegal*

## REQUIRED PRODUCTS

### Long-Range Transportation Plan (LRTP)

#### 20-year planning horizon minimum

Strategies, actions, projects, etc. that lead to an integrated multimodal system

Update at least every 5 years (our next due date is May 2020)

#### Minimum content:

1. Projected transportation demand of persons and goods in the metropolitan planning;
2. Existing and proposed facilities (including major roadways, transit, multimodal and intermodal facilities, pedestrian walkways and bicycle facilities, and intermodal connectors) that should function as an integrated metropolitan transportation system, giving emphasis to facilities that serve important national and regional transportation functions.
3. Operational and mgmt. strategies to improve facility performance and maximize the safety and mobility of people and goods;
4. Assessment of capital investment and other strategies to preserve the existing and projected future transportation infrastructure and provide for multimodal capacity increases based on regional priorities and needs;
5. All proposed improvements shall be described in sufficient detail to develop cost estimates;
6. Discussion of types of potential environmental mitigation activities and areas to carry out these activities. The discussion may focus on policies, programs, or strategies, rather than projects; developed in consultation with land management, wildlife, and regulatory agencies.
7. Pedestrian walkway and bicycle transportation facilities;
8. Transportation and transit enhancement activities, as appropriate; and
9. A financial plan that demonstrates how the adopted transportation plan can be implemented (financial plan shall contain estimates of costs and revenue that are reasonably expected to be available to operate and maintain Federal-aid highways).

## REQUIRED PRODUCTS

### Transportation Improvement Program (TIP):

shall cover a period of no less than four years, be updated at least every four years, and be approved by the MPO and the Governor;

shall include capital and non-capital surface transportation projects (or phases of projects) within the boundaries of the metropolitan planning area proposed for Federal funding;

shall contain all regionally significant projects requiring an action by the FHWA or the FTA whether or not the projects are to be Federally funded;

shall include a financial plan that demonstrates how the TIP will be achieved

## REQUIRED PRODUCTS

### Annual Listing of Obligated Projects:

a listing of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which Federal funds were obligated in the preceding program year;

shall include all federally funded projects authorized or revised to increase obligations in the preceding program year, and shall at a minimum identify, for each project, the amount of Federal funds requested in the TIP, the Federal funding that was obligated during the preceding year, and the Federal funding remaining and available for subsequent years;

shall be published or otherwise made available in accordance with the MPO's public participation criteria for the TIP.

## TAKE AWAYS

Policy Board is the APO and is the decision-making body (Exec. Board has been given some decision-making authority)

Regional focus; the health of the whole body, not just parts

Preserving existing infrastructure is currently a higher priority than building new

Declining Federal buying power (gas tax)

Public input and regional cooperation – hear every voice; make better decisions

Leads to faster project implementation

Competent staff; independent of member jurisdictions; non-political

Ask staff for needed information; we also help protect you from violating rules and regulations

Everything we do is public and belongs to the members