

**Saint Cloud Area Planning Organization  
EXECUTIVE BOARD COMMITTEE MINUTES  
August 10, 2017**

A regular meeting of the Saint Cloud Area Planning Organization's (APO) Executive Board Meeting was held on Thursday, August 10, 2017 at the Saint Cloud APO Office. Chair Jeff Goerger presided with the following members present:

Mayor Dave Kleis	Saint Cloud
Councilmember John Libert	Saint Cloud
Councilmember Jeff Goerger	Saint Cloud
Councilmember Nick Sauer	Sauk Rapids
Mayor Rick Schultz	Saint Joseph
Mayor Rick Miller	Waite Park
Township Supervisor Jeff Westerlund	LeSauk Township
Commissioner A. Jake Bauerly	Benton County

Also Present:

Stacy Morse	Congressman Emmer's Office
Brian Gibson	Executive Director, APO
Doug Diedrichsen	APO
Vicki Ikeogu	APO
Joseph Mueller	APO
Alex McKenzie	APO
Dorothy Sweet	APO

**APPROVAL OF AGENDA:**

**Mayor Schultz motioned to approve the agenda, and Mayor Miller seconded the motion. Motion carried.**

**CONSIDERATION OF MINUTES OF JULY 13, 2017 MEETING:**

**Councilman Sauer motioned to approve the July 13, 2017 minutes, and Mayor Miller seconded the motion. Motion carried.**

**CONSIDERATION OF THE BILLS:**

**Mayor Schultz motioned to approve the bills, and Mayor Miller seconded the motion. Motion carried.**

**CONSIDER TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT:**

Mr. Mueller, APO Senior Planner, briefed the members on the necessity for the amendment. Metrobus received additional FTA funds (\$2.5 million) to "Increase the project to include the implementation of new system-wide software, including finance, human resources, and asset and fleet management." This project was brought to the TAC's attention in June, and the TAC voted to recommend approval. No public comments were received during the public comment period.

**Mayor Miller motioned to approve the TIP amendment, and Commissioner Bauerly seconded the motion. Motion carried.**

### **CONSIDER ALTERNATIVE ORGANIZATIONAL STRUCTURES FOR THE APO:**

At the April Executive Board meeting, Mr. Gibson was requested to look into alternative organizational structures for the APO. Mr. Gibson noted that Federal requirements allow broad discretion for local jurisdictions to decide how best to organize and structure an MPO. At least 75 percent of the population of the planning area must be represented in the MPO. Only one MPO is allowed per urbanized area. The duties of an MPO include:

- Development of a regional transportation plan,
- Development of the regional Transportation Improvement Program,
- Applying for grants to accomplish the APO's planning activities
- Advising and providing technical assistance to member jurisdictions on transportation issues.

MPOs are allowed to increase or decrease membership. Mr. Gibson reviewed the background history of how and when MPO's began. There are 408 MPO's in the U.S. Results from a 2013 survey of MPO's, of which 197 responded, revealed:

- The average number of Policy Board members was 11
- The average number of voting members on a Policy Board was 10
- The average number of non-voting members on a Policy Board was 3
- The median number of Policy Board positions filled by elected officials was 7

The 2013 survey revealed non-voting members included Freight, Citizen groups, Port Authority, Airport, Transit Agencies, State DOT and School Boards. The St. Cloud APO allows for one citizen group, but no groups have volunteered in the past few years. Since the passage of the FAST Act, Transit agencies have been required to be members. Twenty-six percent of Policy Boards used weighted representation in the composition of their Policy Boards; 13% of Policy Boards used weighted voting procedures on their Policy boards; only 35% of Policy Boards with weighted voting always used weighted voting; 32% used weighted voting less than once per year or never used it even though it could have been used; and 81.5% of Policy Boards permit the designation of alternates for members.

Mr. Gibson reviewed comparisons to peer MPOs with similar size urban area populations (St. Cloud APO, Rochester, MN, Sioux City IA-NE, Waterloo, IA and Dover, DE). Policy Board sizes ranged 16 to seven members, as compared to the APO's 36 members.

Mr. Gibson offered the following options for alternative APO structures:

- a. Do nothing
- b. Redefine the existing Executive Board as the new Policy Board and disband the current Policy Board
- c. Change Executive Committee to Advisory Only and have a Chair, Vice-Chair and Past Chair
- d. Change voting membership on Policy Board to have three elected officials and three alternates from St. Cloud and one elected official and one alternate from Sartell, Sauk Rapids, Saint Joseph, Waite Park, LeSauk Township, Stearns, Benton, Sherburne County, Metro Bus
- e. Equal representation from each jurisdiction

- f. Add stakeholders to the Policy Board such as Regulatory Agencies, Education/School Districts, Housing, Economic Development, Redevelopment, Health & Welfare, Emergency Services and Transportation Modes.
- g. One or more small towns and villages have rotating seats

Mayor Miller commented that this was good information and suggested this go to the Policy Board for discussion. Mr. Bauerly asked if it was possible for one person could represent both the airport and bus. The representation issue was raised if St. Cloud Airport turns into a Regional facility.

**Mayor Miller motioned to send this issue to the Policy Board for discussion, and then the Executive Board would decide after the Policy Board has discussed this. Commissioner Bauerly seconded the motion. Motion carried. This will be placed on the October Policy Board agenda.**

**REPORT ON EXECUTIVE DIRECTOR PERFORMANCE EVALUATION:**

Mr. Goerger summarized the process used and the results of Mr. Gibson's annual performance evaluation. Overall his performance was viewed as very positive, he is doing a good job, and that the APO is on the right path. No salary increase was recommended.

**OTHER BUSINESS & ANNOUNCEMENTS:**

Mr. Goerger announced that starting in September, all future APO Executive Board meetings will be held at the Saint Cloud Public Library in the Array Room, with the exception of October when the meeting will be held upstairs in the Library.

**ADJOURNMENT:**

Mayor Miller motioned and Mayor Schultz seconded to adjourn the meeting at 5:30 p.m. Motion carried.