

**Saint Cloud Area Planning Organization
TECHNICAL ADVISORY COMMITTEE MINUTES
April 4, 2019**

A regular meeting of the Saint Cloud Area Planning Organization’s (APO) Technical Advisory Committee (TAC) was held at 10:00 a.m. on Thursday, April 4, 2019 at Stearns County Public Works. Senior Planner, Joseph Mueller, presided with the following members present:

Jon Halter	Sartell/SEH
Jodi Teich	Stearns County
Matt Glaesman	Saint Cloud
Todd Schultz	Sauk Rapids
Joseph Mueller	Saint Cloud APO
Brian Gibson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Dorothy Sweet	Saint Cloud APO

CONSIDERATION OF TAC MINUTES OF MARCH 7, 2019:

Ms. Teich motioned to approve the TAC meeting minutes of March 7, 2019, and Mr. Glaesman seconded the motion. Motion carried.

PUBLIC COMMENT PERIOD: None.

FY 2019-2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) CHANGES:

In the absence of Mrs. Vicki Johnson, Mr. Mueller reported on the changes. The proposed changes included cost increases, cost decreases, new funding sources, description of work updates and removal of projects. Fiscal constraint has been maintained for each jurisdiction and agency. The thirty-day public comment period on these changes concludes on Monday, April 8, 2019. We are planning to have the Draft TIP at the May meeting. Project sheets will be sent out and are due on Monday, May 6. Mrs. Johnson will send out an email about the results of the ATP meeting.

Mr. Glaesman motioned to approve the FY 2019-2023 TIP changes, and Ms. Teich seconded the motion. Motion carried.

2015 REGIONAL TRAVEL DEMAND MODEL (TDM) CALIBRATION RESULTS:

Mr. McKenzie presented a PowerPoint presentation on the 2015 Regional Travel Demand Model Calibration. The TDM, maintained by the APO, is a mathematically complex computer-based model built using CUBE software from Citilabs. The TDM provides an outlook on how the current system is operating, as well as future conditions based on the socioeconomic forecasts prepared for the Metropolitan Transportation Plan. SRF Consulting Group, Inc was the APO’s consultant through this process and assisted in building, maintaining and calibrating the TDM for base year 2015. Mr. McKenzie’s PowerPoint presentation included information on the following topics pertaining to TDM calibration:

Basic Modeling Information	4-Step Model Structure	Modeling Goals
Transportation Analysis Zones (TAZ) & Land Uses	Roadway Network Model Attributes	Travel Demand Model Roadway Network
Trip Generation & Distribution	Trip Assignment	Validation of Existing Model
Link Deviation from Count	Model Deviation	Daily Capacity
Level of Service	TDM’s 2015 Network LOS Results	LOS MnDOT AADT Results
Moving Forward		

Mr. McKenzie said they are in the process of working on the 2045 model, and SRF will be at the May TAC meeting to update the network to include any capacity projects completed since 2016 and programmed out to 2023.

Ms. Teich motioned to approve the Travel Demand Model Calibration Results and recommended approval to the Policy Board and Mr. Halter seconded the motion. Motion carried.

CHANGING TAC MEETING DATE:

Mr. Mueller asked the TAC members to consider a change in meeting date for future TAC meetings. TAC meetings are currently scheduled on the first Thursday of each month which conflicts with ATP meetings. Also, the APO has a goal of sending out their Policy Board agenda packets ten days prior to each meeting, and at this time we are unable to include final decisions and recommendations made by the TAC in those packets for the Policy Board to consider. TAC members responded that they liked the meeting dates on Thursdays at 10 a.m. but were not necessarily tied to any particular Thursday. ***The TAC members agreed to changing the TAC meetings to the LAST THURSDAY of each month and keeping the 10 a.m. start time.***

OTHER BUSINESS/OPEN FLOOR:

- Mr. Gibson reported that he recently met with the contractor who will be doing pavement quality data gathering starting around the first week in June. The contractor requested that pot holes be filled before the first week of June and that street sweeping be completed before that time. The TAC members attending commented that they felt that most or all the pot holes should be filled and street sweeping should be completed by that time.

- Ms. Teich said she had heard there might be some federal money left over from 2008 and asked if we would be doing a solicitation for those funds since she has a study which Stearns County would like to fund. Mr. Gibson said that although he was going to include this as part of the 2020 Work Plan, he would send out a solicitation for \$175,000 sooner.

- Mr. McKenzie announced training on April 9 at MnDOT for Streetlight data usage and encouraged everyone to attend. Although APO staff are the only ones who can access this information, jurisdictions can forward any requested information to the APO. Ms. Teich stated that from their experience, the information received through this program is amazingly accurate. She cautioned the APO on how the information is relayed to the public and to avoid using the term "tracking people." Mr. Gibson responded to an inquiry from a member and said that the APO will accommodate all requests for information from the jurisdictions.

ADJOURNMENT:

The TAC meeting was adjourned at 10:35 a.m.