

St. Cloud Area Planning Organization
TECHNICAL ADVISORY COMMITTEE MINUTES
June 21, 2017

A regular meeting of the St. Cloud Area Planning Organization's (APO) Technical Advisory Committee (TAC) was held on Wednesday, June 21, 2017 at Stearns County Public Works. Mr. Joseph Mueller, APO Senior Transportation Planner, presided with the following members present:

Chris Byrd	Benton County
Andrew Witter	Sherburne County
Jodi Teich	Stearns County
Jon Halter	SEH/Sartell
Jon Mason	MnDOT, Dist #3
Randy Sabart	SEH/Saint Joseph
Tom Cruikshank	Metro Bus
Todd Schultz	Sauk Rapids
Kelvin Howieson	MnDOT
Brian Gibson	Saint Cloud APO
Joseph Mueller	Saint Cloud APO
Vicki Ikeogu	Saint Cloud APO
Doug Diedrichsen	Saint Cloud APO
Dorothy Sweet	Saint Cloud APO

Mr. Mueller introduced the newest APO staff members to the Committee, Vicki Ikeogu-Transportation Planner I and Doug Diedrichsen, GIS/Multi-Modal Planner.

MINUTES OF MAY 4, 2017 TAC MEETING:

Approval of the May 4 TAC meeting minutes was delayed to allow members sufficient time to review the minutes.

TSM 2015 BASE DATA:

The 2015 TSM Base Data was compiled by the Planning Technician before he retired in April. This data is an important component of the 2045 Long Range Transportation Plan (LRTP). Mr. Schultz raised concerns about the accuracy of the Sauk Rapids data and felt there were some residential units missing, and asked if there was urgency in obtaining approval of this. He also stated that he thought there was some concern expressed last month about Saint Cloud's information. Mr. Gibson responded that we would be unable to start the calibration process until this is approved.

Mr. Schultz motioned to approve the TSM 2015 Base Data contingent upon receiving updated data from Sauk Rapids and Saint Cloud. Ms. Teich seconded the motion. Motion carried.

2045 POPULATION PROJECTIONS BY CITY:

Mr. Diedrichsen provided a Powerpoint presentation covering this topic. SRF has developed a population forecast to the target year of 2045. The highlights of Mr. Diedrichsen's presentation included:

- The study area includes municipalities of Saint Cloud, Sauk Rapids, Sartell, Saint Joseph, Waite Park, Saint Augusta, and Unincorporated areas of the counties of Stearns, Benton and Sherburne counties within the APO planning boundary.
- The forecasts are derived from the US Census.
- Population changes for the years 2009-2015 were used to establish average growth rates for each jurisdiction. The projections assume that each jurisdiction will continue to grow at its average rate based on the last six years of growth..

- Collectively, the cities have experienced an average annual growth rate of approximately 1.5% over the last six years. Each city's percent growth as well as the city's share of municipal APO growth was shown. Sartell had a 19% growth increase, while Saint Cloud showed a 6% growth increase. In 2012 and 2014 Saint Cloud and Waite Park declined in population.
- To calculate growth in Unincorporated areas of APO, the area within the APO planning areawas divided by the total block group area resulting in a ratio. This ratio was then multiplied by the total block group population to determine an estimated population within the APO planning area. The APO's 2015 unincorporated population was approximately 4,556 and the 2015 observed population for the APO's jurisdiction was approximately 120,000.
- Sartell is expected to grow 76% larger by 2045 and have the largest share of growth of the cities in the APO planning area.
- Unincorporated Areas are forecasted to grow slightly – around 5%.
- Municipalities in the APO should be proactive and communicative in the anticipation of future development.
- While the population forecast assumes that the APO planning boundary will remain static throughout the plan horizon, it is recognized that growth within and around the cities in the APO will likely change.

Mr. Schultz expressed his concern about the accuracy of the Sauk Rapids forecast since so many apartments are being built that Sauk Rapids is already at the 2025 predicted level and has been very consistent in its growth rate. He also expressed concern that that the statistical model being used includes the time period of the recession which may not be a true reflection of average growth rates. Mr. Diedrichsen explained that the method assumes there will be ups and downs in population growth in each jurisdiction. Mr. Gibson noted that no one can accurately predict the future, so we are looking for “reasonableness”. Mr. Gibson said that TAC members need to be comfortable with these numbers and once the population forecast numbers are accepted, SRF will distribute to TAZ zones to be able to run the model for 2045. The best we can do is reasonable for purposes of transportation traffic model. Mr. Byrd noted that there is some discrepancy in the numbers in the SRF memo, in particular for Watab Township, which he thought were quite low.

All jurisdictions who felt the data was inaccurate were requested to get their revised data to the APO and the APO will forward the info to SRF. Approval of the population projections will be made after the revised data is sent in and incorporated into SRF's projections.

DRAFT 2018 UNIFIED PLANNING WORK PROGRAM:

Mr. Gibson reviewed the APO's 2018 draft work plan and budget. The member assessments, which are based on population, will remain the same as 2017. To keep assessment rates low, APO investment interest income is being used. Mr. Gibson briefly reviewed the UPWP Objectives, Funding Sources, Revenue Sources, Budgeting of Overhead and Indirect Costs. He also reviewed the major categories, planned activities and projects, including those which APO staff will be providing assistance such as Administration, Budget and UPWP, Transportation Improvement Program, Transportation System Performance Monitoring, Transportation Project Development, Long Range Transportation Plan, Bicycle/Pedestrian Planning, Transit Planning, Transportation Planning Coordination and Meetings, Transportation Modeling, Mapping & Support, and Locally Funded Activities. Ms. Teich noted that there was a typo in the 2018 Budgeted Funding column under Bicycle/Pedestrian Planning. Special projects planned for 2018 include an APO website update for ADA compliance, Travel Demand Model Support, Saint Cloud CSAH 75 Corridor Study Refresh and Benton County ADA Transition Plan. Mr. Gibson commented that the APO has not spent all of its federal funds in the last few years. While we were instructed by MnDOT to program those funds, we will not receive those unspent funds until MnDOT has completed an audit, at which time the funds can then be released.

Ms. Teich motioned to approve the 2018 UPWP pending the correction in the Bicycle/Pedestrian Planning section, and Mr. Schultz seconded the motion. Motion carried.

FREIGHT PLANNING UPDATE:

Mr. Gibson updated the members regarding the current status of our freight planning efforts. SRF is assisting the APO with this project by concentrating on first and last mile connections. However, connections between corridors can be just as critical. SRF is looking at criteria for identifying critical rural freight corridors and urban corridors.

STEARNS COUNTY ADA PLAN:

Mr. Gibson reported that the APO provided funding for the Stearns County ADA Plan, which has already been approved, but needs the APO's acceptance of the document. All Stearns County intersections were reviewed for ADA compliance and sorted into three priority tiers using five or six criteria. Ms. Teich stated that their plan focuses on roadways and that Tier I (locations that are fully compliant) will be updated and reviewed yearly, and that she is the designated ADA Title II Coordinator to oversee the County policies and procedures. She also noted there was very little public participation at the public input meetings.

Mr. Witter motioned to accept the Stearns County ADA Plan, and Mr. Byrd seconded the motion. Motion carried.

Mr. Gibson stated that at this year's MnDOT mid-year review, FHWA stressed that they are concentrating on ADA compliance. The goal is that each MPO will certify that our members are compliant. Mr. Howieson noted that State Aid will be requiring some sort of letter from county and city engineers that they are actively completing transition plans. Mr. Cruikshank asked that Metro Bus be placed on the list for assistance with ADA transition as did Mr. Schultz from Sauk Rapids. Mr. Byrd said that he was unable to confirm that all buildings in Benton County are ADA compliant, though they may be. Mr. Gibson said the APO's federal planning dollars cannot be spent on all aspects of ADA compliance, only for compliance of roadways and sidewalks.

SARTELL 15TH STREET CORRIDOR STUDY:

Sartell's population has increased 65 percent since 2000. Part of the city's future transportation network includes the extension of 15th Street North between Pinecone Road and 30th Avenue North (aka, Townline Road). This study was commissioned to better understand the feasibility and design of constructing the roadway extension to accommodate growth in the area. Mr. Halter said the study was not controversial and hopes to provide some relief to 19th Avenue. Four alternative alignments were considered as well as their feasibility and impacts. The impacts included social, economic, environmental and cost. Mr. Gibson gave his understanding of the preferred alternative—Alternative A (a direct east-west connection between Pinecone Rd and 30th Ave No, while minimizing the overall right of way impacts to adjacent properties. This connection supports a "transportation grid" system by avoiding curvatures or indirect connections to North-South routes). Mr. Halter expressed his concern about delivering the project on the section line. Right of Way was included in the costs. Mr. Halter stressed that this is a planning document and that some design deviations may occur as it gets closer to construction.

Ms. Teich motioned to accept the planning document with the understanding that some deviations may occur, and Mr. Halter seconded the motion. Motion carried.

LOCAL HUMAN SERVICES TRANSIT COORDINATION PLAN:

Mr. Jon Mason, MnDOT Dist #3/Region 7W Transportation Planner, gave a Powerpoint presentation on the update of Region 7W/APO Local Human Service Transit Coordination Plan. Four counties were considered in this plan (Stearns, Benton, Sherburne and Wright). Mr. Mason reviewed the purpose, scope of work, planning area, types of coordination, plan review, questionnaire/survey and focus group responses, transportation service assessment, planning workshop, strengths and weaknesses, top strategies to improve transit coordination, project ideas and next steps. Mr. Gibson added that one of the biggest issues is lack of a regional mobility

manager. He also added that since we (APO) are a regional body, the APO might consider this, pending board approval and the position defined. A project idea summary of effort vs impact was distributed and reviewed.

Ms. Teich motioned to accept the Local Human Services Transit Coordination Plan assuming there are no changes, and Mr. Byrd seconded the motion. Motion carried.

OTHER BUSINESS:

- Mr. Mueller presented a request from Metro Bus to amend the FY 2017 TIP for a technology project. Mr. Witter noted an error in the spreadsheet containing the new Metro Bus information.

Mr. Byrd motioned to approve the TIP Amendment, and Ms. Teich seconded the motion. Motion carried.

- Mr. Mueller said that since the APO is finally fully staffed and projects are starting to take off, we will be returning to monthly TAC meetings on the first Thursday of each month starting with August 3. The meetings will continue to take place at the same location at 10:00 a.m.
- Mr. Howieson said they are in the process of finalizing the draft STIP. This will be sent out soon.

ADJOURNMENT:

The meeting was adjourned at 11:34 a.m.