

**Saint Cloud Area Planning Organization  
TECHNICAL ADVISORY COMMITTEE MINUTES  
January 4, 2018**

A regular meeting of the Saint Cloud Area Planning Organization's (APO) Technical Advisory Committee (TAC) was held on Thursday, January 4, 2018 at Stearns County Public Works. Joseph Mueller, APO's Senior Planner, presided with the following members present:

|                |  |
|----------------|--|
| Jodi Teich     | Stearns County                               |
| Jon Halter     | Sartell/SEH                                  |
| Todd Schultz   | Sauk Rapids                                  |
| Matt Glaesman  | Saint Cloud                                  |
| Steve Foss     | Saint Cloud                                  |
| Kurt Franke    | State Non-Motorized Transportation Committee |
| Steve Voss     | MnDOT Dist #3                                |
| Chris Byrd     | Benton County                                |
| Jim Perez      | Metro Bus                                    |
| Nancy Lahr     | Metro Bus                                    |
| Joseph Mueller | Saint Cloud APO                              |

Additionally, the following people were also in attendance:

|                  |                 |
|------------------|-----------------|
| Brian Gibson     | Saint Cloud APO |
| Doug Diedrichsen | Saint Cloud APO |
| Vicki Ikeogu     | Saint Cloud APO |
| Dorothy Sweet    | Saint Cloud APO |

Mr. Mueller announced one modification to the Agenda. Number 6 on the agenda is for Information Only and does not need approval.

**CONSIDERATION OF MINUTES OF DECEMBER 7, 2017:**

Mr. Mueller noted a change in the December minutes regarding the TIP conversation. The corrected minutes pertaining to that subject were included in everyone's packet.

***Mr. Voss motioned to approve the corrected December 7, 2017 TAC meeting minutes, and Ms. Teich seconded the motion. Motion carried.***

**PUBLIC COMMENT PERIOD:**

No public comments were received.

**UPWP AMENDMENT:**

Mr. Gibson briefly reviewed the UPWP, which is the annual work plan and budget. When the 2018 budget was developed, it was assumed that unspent Federal funds from previous years would be available, and the unspent funds were incorporated into the budget. However, the APO has since been informed that those unspent funds will not be available in FY 2018, which requires us to amend the UPWP. The changes affect 2018 consultative services as follows:

- Delaying the APO website until 2019
- Reducing the Federal match and total budget for the Travel Demand Model Support

- Removing the Federal funds from the Saint Cloud CSAH 7 Corridor Study Refresh and instead using \$20,000 from the City of Saint Cloud and \$80,000 in APO local funds to complete the project.
- Removing Federal funds from the Benton County ADA Transition Plan and instead using \$36,000 from Benton County and \$24,000 in APO local funds to complete the project.

The changes will reduce Federal funding from \$612,137 to \$441,010 and Total Funding from \$877,250 to \$810,434. Grants will now be administered using FHWA guidelines instead of FTA. **Mr. Glaesman motioned to approve the UPWP Amendment, and Ms. Teich seconded the motion. Motion carried.**

#### **HIGHWAY 23 COALITION – LETTER OF SUPPORT:**

The Minnesota Highway 23 Coalition is soliciting letters of support for Corridors of Commerce grant applications to widen MN-23 from two lanes to four lanes between Paynesville and Richmond. Although the project area lies outside the APO's planning area, MN-23 is an important corridor to the Saint Cloud metropolitan area. Any improvements along the corridor will likely impact our economy. A draft letter of support and resolution was presented to the TAC members for their recommendation of support to the Board. **Ms. Teich motioned to approve the letter of support, the resolution and to make a recommendation to the Board to support this endeavor. Mr. Byrd seconded the motion. Motion carried.**

#### **CONGRESSIONAL LOBBYING PRIORITIES LIST:**

Mr. Gibson presented last year's priority list for the TAC members to review and update. The priorities list is typically used during the annual Washington trip and trips to St. Paul to meet with local legislators. Last year smaller projects were added to the list, and this was well received. Mr. Halter noted that the 50<sup>th</sup> Avenue project in Sartell was completed last year and can be removed from the list. Mr. Voss noted that there is an I-94 corridor study from Albertville to Saint Cloud currently underway. The TAC members discussed whether the funding inequity issue was a state or federal issue. A word substitution was recommended on one of the priorities (miles vs needs). Mr. Voss described that when MAP-21 was guiding the principles of distribution, our area had significant gains. However, the formula that is being used now has changed and we no longer benefit to the extent we did under the previous formula. The booklet used last year did not prioritize the projects. The TAC members declined to prioritize any of the projects, and felt that should be left up to the Executive or Policy Boards. Ms. Teich suggested rewording the description of Heatherwood Road project, and Mr. Glaesman felt the project should be recharacterized. **Mr. Gibson asked the members to send an email or call him with any changes or updates or bring suggestions to the February meeting.**

#### **STAKEHOLDER ENGAGEMENT PLAN (SEP):**

Ms. Ikeogu reviewed and summarized the Stakeholder Engagement Plan which updates the APO's 2012 Public Participation Plan and has been combined with an updated version of the Title VI Compliance Plan. The draft has been reviewed by Ms. Retzlaff, from MnDOT, and Mr. Perez, Metro Bus. **Feedback from TAC members was requested by January 19.** MnDOT's Title 6 office will be contacting Ms. Ikeogu. After all changes are incorporated into the plan and approximately one week after January 19, a 45-day

public comment period will take place. A new Social Media Policy, which applies to APO staff only, has been added.

Mr. Franke raised the question of what part does public participation play when creating the priorities list? Mr. Gibson responded that in the past we have not considered public comment in the creation of the priorities list, but rather we assumed that the elected officials on the Executive and Policy boards have discussed this with and received feedback from their constituents.

Mr. Voss said last year MnDOT adopted their own public involvement policy. As a result of that process, MnDOT has created a new position for a Public Engagement Coordinator in each district.

#### **2045 POPULATION/DEMOGRAPHIC ANALYSIS REPORT:**

Mr. Gibson noted that this agenda item will not be discussed at this meeting. He apologized for the fact that the final numbers received from the consultant were incorrect and this was not realized until after the agenda was sent out. The information is being reworked and the correct figures and information will be presented at a future meeting. A request was made for a larger font on the charts on the corrected report.

#### **TIP MODIFICATION: ST. CLOUD TA FUND TIMELINE CHANGE: 33<sup>RD</sup> ST S PROJECT:**

Mr. Mueller reviewed Saint Cloud's request for TIP Modification. The City is requesting funds be moved from 2021 to 2018 with payback to 2021 on a 33<sup>rd</sup> Street South project. This would allow the project to keep on schedule and avoid another federal review pending ATP approval. The scope of the project does not change, just the year the money is spent. District 3 MnDOT staff have confirmed that there is no MnDOT policy that would prevent this shift with approval from the ATP. ***Ms. Teich motioned to approve the TIP modification, and Mr. Halter seconded the motion. Motion carried.***

#### **TIP DEVELOPMENT SCHEDULE:**

Mr. Diedrichsen, the APO's GIS/Multi-modal staff person, created a TIP Development Schedule with contains the various deadlines. The Schedule follows the ATP timeline fairly closely. Dates and deadlines are indicated on the schedule. ***Mr. Byrd motioned to approve the TIP Development Schedule as created by Mr. Diedrichsen, and Ms. Teich seconded the motion. Motion carried.***

#### **TIP SOLICITATIONS REMINDER:**

Mr. Diedrichsen noted that TIP solicitation deadline for FY 2019-2023 projects is due on January 5. One project for 2022-23 from Sauk Rapids has been received.

In response to Mr. Voss's question about TAP projects received, Mr. Mueller said that one TAP project request from Sartell has been received.

#### **BNSF RAIL CORRIDOR ABANDONMENT:**

Burlington Northern-Santa Fe (BNSF) is filing for abandonment of a portion of railroad on the east side of St. Cloud, adjacent to the border with Sauk Rapids in Benton County. In conversations with Freight & Rail at MnDOT, it was suggested to Mr. Mueller that a

local entity take ownership of this section because once abandoned, anyone can purchase it. MnDOT is not interested in adding the land to the rail bank. A Rails-to-Trails route was briefly considered, but a long term lease with BSNF would be required, and BSNF could choose to end the lease at any time in the future. Two suggestions are recommended for consideration:

- 1) Use the corridor as a start to multimodal trail corridor that would depart eastward towards Foley and the Milaca region.
- 2) Use a portion of the abandoned corridor (nearest the current St. Cloud Amtrak station) as a potential north-end maintenance garage and siding for a future NorthStar Rail Commuter Train expansion up to Saint Cloud. The remaining portion of the corridor to the east not necessary for NorthStar's needs would then be used for a multimodal trail.

**ADJOURNMENT:**

Meeting was adjourned at 10:58 a.m.