

**Saint Cloud Area Planning Organization  
TECHNICAL ADVISORY COMMITTEE MINUTES  
October 5, 2017**

A regular meeting of the Saint Cloud Area Planning Organization's (APO) Technical Advisory Committee (TAC) was held on Thursday, October 5, 2017 at Stearns County Public Works. In the absence of Joseph Mueller, Mr. Brian Gibson, APO's Executive Director, presided with the following members present:

|               |                 |
|---------------|-----------------|
| Chris Byrd    | Benton County   |
| Jodi Teich    | Stearns County  |
| Jon Halter    | Sartell/SEH     |
| Todd Schultz  | Sauk Rapids     |
| Matt Glaesman | Saint Cloud     |
| Steve Foss    | Saint Cloud     |
| Brian Gibson  | Saint Cloud APO |

Additionally, the following people were also in attendance:

|                  |                        |
|------------------|------------------------|
| Kim Pettman      | Public Policy Advocate |
| Doug Diedrichsen | Saint Cloud APO        |
| Alex McKenzie    | Saint Cloud APO        |
| Dorothy Sweet    | Saint Cloud APO        |

**CONSIDER TAC MINUTES OF September 7, 2017:**

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

**UPDATED 2017-2021 APO TIP (FOR MnDOT 2018-2021 STIP):**

Mr. Diedrichsen, the APO's GIS/Multi-Modal staff member, reviewed the status of the current TIP, which had been completed and approved in September. However, at the September TAC meeting, Mr. Steve Voss noted several discrepancies in the project table. Because of those discrepancies, the APO staff spent a considerable amount of time making revisions so that our TIP is congruent with MnDOT's version. The public comment period for these revisions will end on October 22. After this revision is completed and submitted, the APO staff plans to investigate the reasons for these major discrepancies and the breakdown between the TIP and ATIP and will report to the TAC members when this information is known. Mr. Diedrichsen also plans to revise and create a streamlined process so that these discrepancies do not occur in the future when the TIP is being done. Mr. Diedrichsen said he was looking for approval of the revised TIP project table, assuming there are no comments received during the public comment period.

Mr. Byrd noted that several Benton County projects were crossed off. Mr. Diedrichsen responded that some projects were crossed off because they are not in our planning area. Mr. Diedrichsen suggested that if some projects were crossed off but were still needed or desired, TAC members should contact Steve Voss or Jon Mason. Mr. Halter asked about the timeline frame for making these changes. Mr. Diedrichsen responded that it is urgent to get these approved today because MnDOT and FHWA want these corrected ASAP and so that funding for 2018 projects are not affected. Mr. Byrd expressed his concern about a 2021 project in East Saint Cloud to Industrial Park. Mr. Diedrichsen responded that he will check with Mr. Voss about Mr. Byrd's concerns. Mr. Foss raised questions about Project #162-151-003 and 003AC. Mr. Diedrichsen reiterated that projects listed for 2018 are of the most concern now and that smaller amendments can be addressed at a later date. Mr. Halter said a 2018 Sartell SRTS project will be constructed in 2019 instead of 2018, but that the scope of the project has not changed. He also suggested that the headings of the table be carried over from one page to another. Mr. Diedrichsen will email an easier-to-read project table to all the TAC members. Mr. Gibson noted that there are issues for 2019 through 2022, but that we will continue to work with TAC members on these.

**Mr. Foss motioned to approve the updated 2017—2021 APO TIP, assuming there are no comments received during the public comment time and Mr. Halter seconded the motion. Motion carried.**

#### **STATE OF GOOD REPAIR PERFORMANCE TARGETS FOR METRO BUS:**

Mr. McKenzie reviewed the State of Good Repair Performance Targets for Metro Bus. Metro Bus is required to establish Federal Performance Targets under the **F**ixing **A**merica's **S**urface **T**ransportation (FAST) Act, and Minnesota MPO's are required to submit targets for Transit Assets Management by October 28, 2018. The purpose of the requirement is to help achieve and maintain a **s**tate of **g**ood **r**epair (SGR) for the nation's public transportation assets using transit asset condition to guide the optimal prioritization of funding. The Federal SGR performance measures for capital assets are broken into four categories (Equipment, Rolling Stock, Infrastructure, and Facilities). Mr. McKenzie's review of the SGR Performance Targets by category for 2018 included Useful Life Remaining and Exceeds Useful Life and also included the number of assets and the percentage of assets. Mr. McKenzie's review also included additional SGR Performance targets by sub asset category (Land, Buildings, Improvements Other Than Buildings, Rolling Stock, Equipment, Furnishings & Miscellaneous Machinery), as suggested by Metro Bus. The additional categories are not required, but give insight into the full amount of assets Metro Bus maintains and operates. In addition to the Performance Target information, the agenda packet also included an FTA Default **U**seful **L**ife **B**enchmark (ULB) sheet which showed the expected service years for each vehicle class. In addition to the required SGR Performance Targets, Metro Bus developed additional Targets they wish to track and want to base it on value. Mr. Gibson stated that each state sets targets, and Metro Bus has the option of accepting the state's targets or create their own. Ms. Teich expressed concern about the APO being tied to funding Metro Bus facilities. Mr. Gibson responded that targets do not allocate dollars and that at

this point if the MPO fails to meet our targets, there are no repercussions. However, if the state does not meet their targets, there will probably be issues. Mr. Gibson said we are in the beginning stages of developing all of our targets, and in the end, targets will cover all assets, facilities, modes, etc.

**Ms. Teich motioned to approve the SGR Performance Targets for Metro Bus, and Mr. Glaesman seconded the motion. Motion carried.**

#### **TA FUNDING OPPORTUNITY – LOI'S**

Mr. Gibson reviewed a memo from the Senior Planner regarding a **T**ransportation **A**lternative (TA) Grant through ATP-3/MnDOT which is now open and accepting solicitations for programs. TA funding is used to help fund transportation projects that focus on multimodal, non-motorized means of travel, especially relating to pedestrians, bicyclists, and **S**afe **R**outes **t**o **S**chool (SRTS). Letters of Intent need to be submitted to MnDOT D-3 and the St. Cloud APO by October 31, 2017. Approximately \$1.7 million is available for TA projects in District #3. Mr. Diedrichsen is available to assist with the Letters of Intent.

#### **OTHER BUSINESS/OPEN FLOOR:**

Ms. Kim Pettman, Public Policy Advocate, made the following comments.

- Regarding the colors used on the Project Tables for the TIP, red on green is very difficult to read for a visually impaired person.
- **J**ob **A**ccess **W**ith **S**peech (JAWS) and Window-Eyes are two screen readers for visually impaired persons. Standard black font on white is easiest to read.
- Buildings should be as accessible as possible.
- **M**innesota **C**ouncil **o**n **T**ransportation **A**ccess (MCOTA) is an agency to study, evaluate, oversee, and make recommendations to improve the coordination, availability, accessibility, efficiency, cost-effectiveness, and safety of transportation service provided to the transit public. Members were encouraged to dial-in to MCOTA conferences.
- The Minnesota Public Transit Conference, which rotates among cities in Minnesota, is being held in St. Cloud.
- Olmstead Plan – a broad series of key activities our state must accomplish to ensure people with disabilities are living, learning, working, and enjoying life in the most integrated setting.

#### **ADJOURNMENT:**

The meeting was adjourned at 10:40 a.m.