

# Transportation Committee

**Business Item**

Item: 2008-249

**Meeting date: September 22, 2008**

## ADVISORY INFORMATION

**Date:** September 18, 2008  
**Subject:** 2009 Unified Planning Work Program (UPWP), Authorization to File Grant Application  
**District(s), Member(s):** All  
**Policy/Legal Reference:** SAFETEA-LU  
**Staff Prepared/Presented:** Arlene McCarthy, Director, MTS, 651-602-1754  
Amy Vennewitz, Deputy Director, Finance & Planning, MTS, 651-602-1058  
Connie Kozlak, Manager, Transportation Planning & Programming, MTS, 651-602-1720  
Elaine Koutsoukos, Senior Planner, MTS, 651-602-1717  
**Division/Department:** Metropolitan Transportation Services (MTS)

### Proposed Action

- That the Metropolitan Council adopt the proposed 2009 Unified Planning Work Program with a budget of \$4,010,072.
- That the Council adopt the attached resolution authorizing the filing of an application with the Minnesota Department of Transportation for a planning grant under the Safe, Accountable, Flexible, Efficient Transportation Equity Act for the 21<sup>st</sup> Century – A Legacy for Users.
- That the Regional Administrator be authorized to enter into agreement with the State of Minnesota, Department of Transportation, for distribution of FHWA and FTA planning funds.

### Background

- Includes work proposed by the Metropolitan Council, the Minnesota Department of Transportation (Mn/DOT), the Minnesota Pollution Control Agency (MPCA), and Metropolitan Airports Commission (MAC).
- There are six planning activities (Planning Program Support and Administration, TIP Development and Management, Comprehensive and Land Transportation Planning, Research and Travel Forecasting, Operations and Management, and Aviation Transportation Planning) in the proposed 2009 UPWP with an overall budget of \$4,010,072 (Appendix A attached).

### Rationale

The main purpose of the UPWP is to serve as an application to US DOT for federal transportation planning funds and to ensure coordination of planning activities among the various agencies involved in the transportation planning process.

### Funding

The proposed UPWP is based on the assumption that \$2,696,027 will be available in 2009 from Federal Highway Administration and Federal Transit Administration for the proposed Council work. If the final approved grant amounts are different, the Council reserves the right to reconsider the work program. The local match is \$1,314,045, with the Metropolitan Council providing \$1,209,546 and MAC providing \$104,499.

### Known Support / Opposition

The 2008 UPWP was reviewed by the Transportation Advisory Committee and approved by the Transportation Advisory Board on September 17, 2008 (Action item attached). There is no known opposition.

METROPOLITAN COUNCIL  
390 Robert Street North, St. Paul, Minnesota 55101-1805

RESOLUTION NO. 2008-\_\_\_

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE MINNESOTA  
DEPARTMENT OF TRANSPORTATION,  
FOR A CONSOLIDATED PLANNING GRANT UNDER THE  
SAFE, ACCOUNTABLE, FLEXIBLE , EFFICIENT TRANSPORTATION EQUITY ACT  
FOR THE 21<sup>ST</sup> CENTURY – A LEGACY FOR USERS

- WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation projects and transportation planning; and
- WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs; and
- WHEREAS, it is required by the U.S. Department of Transportation in accord with the provisions of the Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant give an assurance that it will comply with the Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and
- WHEREAS, Title 23, U.S. Code requires that a continuing, comprehensive, and cooperative (3-C) transportation planning process be carried out between the state and local governments in urbanized areas; and
- WHEREAS, the Metropolitan Council is eligible to receive Federal Highway Administration and Federal Transit Administration grant funds for the 2009 transportation planning work program.

NOW, THEREFORE, BE IT RESOLVED:

1. THAT the Regional Administrator is authorized to execute and file an application on behalf of the Metropolitan Council, to aid in the financing of FTA Technical Studies Projects in the calendar 2009 Council's transportation work program;
2. THAT the Metropolitan Council enter into an agreement for distribution of Federal Highway Administration and Federal Transit Administration Planning Funds with the State of Minnesota, Department of Transportation.
3. THAT the Regional Administrator is hereby authorized to execute the following agreement: Minnesota Department of Transportation agreement(s) for Federal Highway Administration and Federal Transit Administration planning funds;
4. THAT the Regional Administrator is authorized to furnish such additional information as the Mn/DOT or the U.S. Department of Transportation may require in connection with applications, projects, or agreements.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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Peter Bell, Chair

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Pat Curtiss, Recording Secretary

**Appendix A**  
**2009 Unified Planning Work Program Budget**  
**Metropolitan Council - Metropolitan Transportation Services**

	Staff Weeks 2009	Salary Cost	Consult- ant Cost	Overhead and Expenses	Total Cost	Federal	Local	MAC	Total	Percent Local
A Planning Program Support & Adm	307	\$566,221		\$489,516	\$1,055,737	\$844,589	\$211,148		\$1,055,737	20%
B TIP Development & Management	53	\$78,947		\$27,978	\$106,925	\$85,540	\$21,385		\$106,925	20%
C Comprehensive & Land Transp PI	513	\$842,061	\$135,000	\$270,806	\$1,247,867	\$966,405	\$281,462		\$1,247,867	23%
D Research & Travel Forecasting	154	\$267,433	\$50,000	\$196,283	\$513,716	\$370,973	\$142,743		\$513,716	28%
E Operations and Management	445	\$728,269		\$207,459	\$935,728	\$428,520	\$507,208		\$935,728	54%
<b>Federally Funded</b>	1,472	\$2,482,931	\$185,000	\$1,192,042	\$3,859,973	\$2,696,027	\$1,163,946		\$3,859,973	30%
F Aviation Transportation Planning	62	\$117,370		\$32,729	\$150,099		\$45,600	\$104,499	\$150,099	100%
<b>Locally Funded</b>	62	\$117,370	\$0	\$32,729	\$150,099	\$0	\$45,600	\$104,499	\$150,099	100%
<b>Total</b>	1,534	\$2,600,301	\$185,000	\$1,224,771	\$4,010,072	\$2,696,027	\$1,209,546	\$104,499	\$4,010,072	33%



# Transportation Advisory Board

of the Metropolitan Council of the Twin Cities

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Donn R. Wiski  
Chair

September 18, 2008

County Commissioners

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Anoka County

Tom Workman  
Carver County

Paul Krause  
Dakota County

Linda Koblick  
Hennepin County

Tony Bennett  
Ramsey County

Jon Ulrich  
Scott County

Myra Peterson  
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Blaine City Council

Bethany Tjornhom  
Chanhassen City Council

Liz Workman  
Burnsville City Council

Julia Whalen  
Champlin City Council

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James Meyers - C

Chuck Haik - D

Bart Ward - E

Donn Wiski - F

Jill Smith - G

Ken Johnson - H

Agency Representatives

Peggy Leppik  
Metropolitan Council

Khani Sahebjam  
Minnesota DOT

Vacant  
M.A.C.

David Thornton  
M.P.C.A.

Modal Representatives

Richard Mussell  
Transit

Glenn Olson  
Transit

Ron Have  
Freight


David Gepner  
Non-motorized

Peter Bell, Chair  
Metropolitan Council  
390 Robert Street No.  
St. Paul, MN 55101

Mr. Bell:

On September 17, 2008 the Transportation Advisory Board (TAB) voted to recommend that the Metropolitan Council adopt the 2009 Unified Planning Work Program for the Twin Cities Metropolitan Area.

Sincerely,



kk Donn Wiski, Chair  
Transportation Advisory Board

kjr/kjr

**Transportation Advisory Board**  
of the Metropolitan Council of the Twin Cities

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**ACTION TRANSMITTAL**

No. 2008-27

**DATE:** September 18, 2008  
**TO:** Metropolitan Council  
**FROM:** Transportation Advisory Board  
**SUBJECT:** 2009 Unified Planning Work program.

**MOTION:** Recommend adoption of the 2009 Unified Planning Work Program (UPWP) for the Twin Cities Metropolitan Area.

**BACKGROUND AND PURPOSE OF ACTION:** The Unified Planning Work Program (UPWP) includes activities required by federal regulation that address planning priorities of the metropolitan area. The document identifies budgeted expenditures, funding sources, and allocation of staff resources for transportation planning activities of many participants. Participants in the UPWP include the Metropolitan Council, the Minnesota Department of Transportation, Minnesota Pollution Control Agency, and the Metropolitan Airports Commission. These planning activities are organized into six general categories, including:

- Transportation Planning Process
- TIP Development and Management
- Comprehensive and Land Transportation Planning
- Research and Travel Forecasting
- Operations and Management
- Aviation Transportation Planning

For Metropolitan Transportation Services, the total UPWP budget is close to \$4 million. Of this, an estimated \$2.7 million will come from a federal consolidated planning grant (FHWA and FTA). The UPWP serves as the application for this grant.

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**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>DATE COMPLETED</b>
TAC Planning Committee	Review & Recommend	July 31, 2008
Technical Advisory Committee	Review & Recommend	August 6, 2008
TAB Policy Committee	Review & Recommend	September 17, 2008
Transportation Advisory Board	Review & Recommend	September 17, 2008
Metropolitan Council Transportation Committee	Review & Recommend	
Metropolitan Council	Review & Adopt	