

**T** Transportation Committee  
For the Metropolitan Council meeting of October 10,  
2012

**ADVISORY INFORMATION**

Date Prepared: September 25, 2012

Subject: 2013 Unified Planning Work Program (UPWP)

**Proposed Action:**

That the Metropolitan Council:

- Adopt the proposed 2013 Unified Planning Work Program (UPWP) with a budget of \$5,275,495.
- Adopt the attached resolution authorizing the filing of an application with the Minnesota Department of Transportation for a planning grant under MSP-21
- Authorize the Regional Administrator to enter into an agreement with the State of Minnesota, Department of transportation, for distribution of FHWA and FTA planning funds.

**Summary of Committee Discussion / Questions:**

MTS Senior Planner Elaine Koutsoukos presented this item. Staff responded to questions clarifying the Job Access Reverse Commute (JARC) program and the amount of the budget set aside for consulting.

Motion by Reynoso, seconded by Munt and passed.

Hearing no objection, Chair Elkins stated that this item could proceed to the full Council as a consent item.

# T Transportation Committee

**Business Item**

Item: 2012-300

**Meeting date: September 24, 2012**

**Metropolitan Council meeting: October 10, 2012**

## ADVISORY INFORMATION

<b>Date:</b>	September 14, 2012
<b>Subject:</b>	2013 Unified Planning Work Program (UPWP)
<b>District(s), Member(s):</b>	All
<b>Policy/Legal Reference:</b>	MAP-21
<b>Staff Prepared/Presented:</b>	Arlene McCarthy, Director MTS, 651-602-1754 Amy Vennewitz, Dep. Dir. Finance & Planning, 651-602-1058 Connie Kozlak, Mgr. Systems Planning, 651-602-1720 Elaine Koutsoukos, Senior Planner MTS, 651-602-1717
<b>Division/Department:</b>	Metropolitan Transportation Services (MTS)

## Proposed Action

That the Metropolitan Council:

- Adopt the proposed 2013 Unified Planning Work Program (UPWP) with a budget of \$5,275,495.
- Adopt the attached resolution authorizing the filing of an application with the Minnesota Department of Transportation for a planning grant under MAP-21.
- Authorize the Regional Administrator to enter into agreement with the State of Minnesota, Department of Transportation, for distribution of FHWA and FTA planning funds.

## Background

The UPWP is a program required by federal law through which Metropolitan Planning Organizations (MPOs) receive federal funds to conduct transportation and land use planning activities. It includes work proposed by the Metropolitan Council, the Minnesota Department of Transportation (MnDOT), 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 2013 UPWP with an overall budget of \$5,275,495 (attached).

## Rationale

The main purpose of the UPWP is to serve as an application to the 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 \$3,826,078 will be available in 2013 from the Federal Highway Administration and the 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 \$1,129,417 with the Metropolitan Council providing \$1,019,836 and MAC providing \$109,581. MnDOT State Research Program funds in the amount of \$320,000 are included for the Travel Behavior Inventory.

**Known Support / Opposition**

The 2013 UPWP was reviewed by the Technical Advisory Committee and recommended for adoption by the Transportation Advisory Board on September 19, 2012 (Action item attached). There is no known opposition.

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

RESOLUTION NO. 2012-31

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE MINNESOTA  
DEPARTMENT OF TRANSPORTATION,  
FOR A CONSOLIDATED PLANNING GRANT UNDER THE  
MOVING AHEAD FOR PROGRESS IN THE 21<sup>ST</sup> CENTURY (MAP-21)

- 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 Federal Transit Act of 1991, 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 2013 transportation planning work program.

NOW, THEREFORE, BE IT RESOLVED:

1. THAT the Regional Administrator is authorized to file an application with the Minnesota Department of Transportation, on behalf of the Metropolitan Council, for a consolidated planning grant to aid in financing the Council's 2013 transportation work program;
2. THAT the Metropolitan Council enter into an agreement with the State of Minnesota, Department of Transportation, for distribution of Federal Highway Administration and Federal Transit Administration Planning Funds;
3. THAT the Regional Administrator is hereby authorized to execute the State of 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 Minnesota Department of Transportation or the U.S. Department of Transportation may require in connection with applications, projects, or agreements.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

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Susan Haigh, Chair

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Emily Getty, Recording Secretary

## 2013 Unified Planning Work Program Budget Metropolitan Council – Metropolitan Council Transportation Services

	Staff Weeks 2013	Salary Cost	Consult- ant Cost	Overhead & Expenses	Total Cost	UPWP Federal	Local Met C	Local MAC	Mn/DOT SRP	Total
A Planning Program Support & Admin	288	\$634,397		\$718,678	\$1,353,075	\$1,082,460	\$270,615			\$1,353,075
B TIP Development & Management	53	\$89,774	\$50,000	\$60,599	\$200,372	\$160,298	\$40,074			\$200,372
C Comprehensive & Land Transp PI	643	\$1,098,711	\$710,807	\$664,460	\$2,473,978	\$1,979,183	\$494,796			\$2,473,978
D Research & Travel Forecasting	125	\$237,482	\$390,000	\$160,304	\$787,786	\$374,229	\$93,557		\$320,000	\$787,786
E Operations and Management	81	\$171,572		\$115,814	\$287,387	\$229,909	\$57,477			\$287,387
<b>Federally Funded</b>	1,190	\$2,231,936	\$1,150,807	\$1,719,855	\$5,102,598	\$3,826,078	\$956,520	\$0	\$320,000	\$5,102,598
F Aviation Transportation Planning	58	\$103,221		\$69,676	\$172,897		\$63,316	\$109,581		\$172,897
<b>Locally Funded</b>	58	\$103,221	\$0	\$69,676	\$172,897	\$0	\$63,316	\$109,581	\$0	\$172,897
<b>Total</b>	1,248	\$2,335,157	\$1,150,807	\$1,789,531	\$5,275,495	\$3,826,078	\$1,019,836	\$109,581	\$320,000	\$5,275,495

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

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**ACTION TRANSMITTAL**

No. 2012-32

**DATE:** September 20, 2012  
**TO:** Metropolitan Council  
**FROM:** Transportation Advisory Board  
**PREPARED BY:** Elaine Koutsoukos, Metropolitan Council MTS (651) 602-1717  
Kevin Roggenbuck, TAB Coordinator, (651) 602-1728  
**SUBJECT:** 2013 Unified Planning Work Program (UPWP)  
**MOTION:** Recommended adoption of the 2013 Unified Planning Work Program (UPWP) for the Twin Cities Metropolitan Area to the Metropolitan Council.

**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.

Many of the tasks are required by state or federal law and are ongoing, including the TAC/TAB committee process and corridor studies, or they repeat on an annual or biennial cycle, such as the preparation of the TIP and the regional solicitation.

Projects with Metropolitan Council participation are detailed with staff hours and consultant costs that detail how the \$3.8 million of federal planning money will be spent, along with a 20 percent local match.

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**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>DATE COMPLETED</b>
TAC Planning Committee	Review & Recommend	August 9, 2012
Technical Advisory Committee	Review & Recommend	September 5, 2012
TAB Policy Committee	Review & Recommend	September 19, 2012
Transportation Advisory Board	Review & Recommend	September 19, 2012
Metropolitan Council	Review & Adopt	