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**2007
TRANSPORTATION
UNIFIED PLANNING WORK PROGRAM
FOR THE TWIN CITIES
METROPOLITAN AREA**

**Metropolitan Council of the
Twin Cities Area**

This document was prepared in part by a grant from the US DOT.



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I. INTRODUCTION TO THE UNIFIED PLANNING WORK PROGRAM

A. Introduction

The Unified Planning Work Program (UPWP) is a description and documentation of proposed transportation and transportation-related planning activities in the Metropolitan Area for 2007.

The participants in the UPWP include four agencies: the Metropolitan Council, the Minnesota Department of Transportation, Minnesota Pollution Control Agency, and the Metropolitan Airports Commission. (See Appendix C for roles and responsibilities of the participants.) Since the 2007 UPWP also serves as the Metropolitan Council's application for US DOT transportation planning funds, the projects with Metropolitan Council participation are detailed with staff hours and consultant costs to detail how \$3.3 million of federal planning money will be spent, along with the required 20 percent local match. The activities of the other agencies are shown in narrative form only.

Many of the tasks are required by state or federal law, and are ongoing, including the TAC/TAB committee process and corridor studies, or repeat on an annual or biennial cycle, such as the preparation of the TIP and the regional solicitation. A major activity of the regional transportation planning process in 2004-2005 was updating the Council's Transportation Policy Plan and Mn/DOT's Transportation System Plan and many 2006 activities were aimed at implementing those plans. Many of the activities in 2007 will continue to focus on implementation of those plans, such as corridor/AA/DEIS studies or assisting local communities to prepare local comp plans, which must be revised by 2008, that reflect these regional transportation plans. The UPWP projects have been reviewed for consistency with the Transportation Policy Plan/Aviation Policy Plan.

The US DOT has also been encouraging MPOs to become more involved in operations and maintenance (O and M) of the transportation system. This is part of a paradigm shift in the mission of all transportation agencies that has been occurring since the adoption of ISTEA in 1991. Agencies must recognize that operating and maintaining the huge transportation system that has been built up in the post-WWII era, especially completion of the interstate highway system since 1956, is equally, if not more, important than construction of the system.

The Metropolitan Council is committed to pro-active, effective public participation process, and will use a variety of internal and external strategies including newsletters, telephone comment lines, email, website, on-line forum, media relations, community meetings, public hearings, and public information campaigns, in carrying out all of the work program activities. An updated public participation process was prepared in 2006 to be fully compliant with SAFETEA-LU.

B. Organization of the UPWP

The individual work activities and projects are divided into six major categories. The six categories are:

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

A comparison of SAFETEA-LU factors that apply to each element of the Unified Planning Work Program is located in Appendix D.

C. Related Studies

In many years there are transportation studies underway in the region which are not included in the UPWP since the federally funded transportation staff of the planning agencies are not involved to a significant level. No major transportation studies are expected to be conducted in 2007 that are not federally funded.

D. Explanation of Fund Allocation, Indirect Costs and Local Contributions

1. Allocation of Federal Funds:

Allocation of federal funds to each work activity in the UPWP has traditionally been made on the basis of benefits that would be received by each federal agency. Since 2002 the FTA and FHWA funds have come to the Metropolitan Council in the form of a "Consolidated Planning Grant" (CPG) which recognizes the intermodal nature of urban transportation and allows flexibility in planning for issues that frequently result in multimodal solutions. These CPG funds are not used for aviation planning, which is conducted almost entirely with local (nonfederal) dollars except for periodic special studies funded by FAA grants.

2. Statement of Metropolitan Council Regarding Audits as required by OMB Circular A-128. U.S. DOT requires that the following statements be included in the UPWP.

"Arrangements have been made for the required financial and compliance audit and the audit will be made within the prescribed audit reporting cycle. Failure to furnish an acceptable audit as determined by the cognizant federal audit agency may be a basis for denial and/or refunding of federal funds." (FHPM Vol. 1, Chap. 9, Sec. 1, Subsec. 1, #6)

3. Metropolitan Council Cost Allocation Plan:

Indirect costs budgeted in the Unified Planning Work Program for the Metropolitan Council activities were developed in accordance with the Metropolitan Council's cost allocation plan. The cost allocation plan is in accordance with the provision of OMB Circular A-87, "Cost Principles for State and Local Government". The Metropolitan Council's cognizant agency is the U.S. Department of Transportation, Federal Transit Administration. The Metropolitan Council annually submits a cost allocation plan.

4. Local Contributions:

The Agency Program Budget "local costs" shown with the activity descriptions in the following sections refer to contributions of regional and state agencies in matching federal UPWP grants. UPWP budgets do not include the dollar contributions made by counties, cities and other agencies that regularly participate in the 3-C process through the TAB and TAC advisory committees. Staff, elected officials and citizen members of the TAB and TAC committees number more than 150 persons, most of whom meet monthly in regular committee working sessions. Such representatives put in additional hours dealing with written material prepared for their review and response. It is impossible to accurately calculate the tens of thousands of dollars value thus contributed to state and federal project planning for the region. The participation of such persons has been freely given by their respective employers as their contribution to local-regional cooperation. Because these local contributions of time and consultation help to advance federal and state funded highway and transit projects, it is appropriate to acknowledge this further contribution to the 3-C process for the region.

II. 2007 WORK ACTIVITIES

A. TRANSPORTATION PLANNING PROCESS

A-1 Planning Program Support and Administration

A-2 Transportation Financing

TASK A-1 PLANNING PROGRAM SUPPORT AND ADMINISTRATION

PURPOSE: To provide the planning and administrative support to the metropolitan transportation planning process of the Council, Mn/DOT, and others pursuant to state and federal statutes and regulations. The process is required to certify the region for continued federal transportation funding.

APPROACH: The transportation planning process provides a forum for regional decision making and produces plans and programs for all transportation modes. Process participants are the Metropolitan Council, the Minnesota Pollution Control Agency (MPCA), and the Minnesota Department of Transportation (Mn/DOT), the Metropolitan Airports Commission (MAC), local units of government, transit providers and private citizens. The Transportation Advisory Board (TAB) and its Technical Advisory Committee (TAC) are the main forums where the various transportation agencies and interests participate in regional transportation discussions as well as transportation plan preparation and implementation.

Agency staffs are in daily contact on issues, proposed actions by their own agencies, and on upcoming agendas. Key facilitators for coordination are the TAC subcommittee chairs who carry out formal and informal coordination. (Details as to roles and responsibilities are further spelled out in the Prospectus.) The responsibilities of the transportation coordinator, who staffs the Transportation Advisory Board (TAB), are part of this activity. The coordinator advises the TAB chair on the Board's agenda and follows through on Board decisions, prepares background materials, and monitors the transportation planning process.

The Metropolitan Council provides staff support and technical input to all TAB and TAC committees and other special technical advisory committees and task forces. Staff provides necessary assistance to the transportation coordinator and prepares the UPWP. Other products prepared by the Metropolitan Council and Mn/DOT under this activity include state and federally mandated reports such as project approvals and quarterly progress reports.

RELATIONSHIP TO PREVIOUS WORK: Ongoing: In 2006 agency staff participated in meetings of TAC, TAB and their subcommittees as noted above.

RELATIONSHIP TO OTHER AGENCY WORK: The MPCA staff participates in the ongoing interagency coordination activities to administer the Clean Air Act and SAFETEA-LU by participating in the review of the TPP, TIP and the UPWP; participating in the work of the TAB and TAC; by providing needed technical assistance; and categorizing projects for air quality conformity purposes. Mn/DOT is involved in the planning process as an ongoing participant. Staff provide technical input and serve as committee members on several TAB and TAC committees and are in frequent contact with Council staff regarding many issues. Mn/DOT plays a major role in administering and managing the federal planning funds that finance a majority of the planning work done by the Council. Mn/DOT staff also provides guidance to ensure that Federal planning requirements are met.

TASK A-2 TRANSPORTATION FINANCING

PURPOSE: To research and implement funding options to implement the Transportation Policy Plan and to administer the right-of-way acquisition loan fund (RALF) for advance purchase of metropolitan highway rights-of-way.

APPROACH: SAFETEA-LU stresses the importance of reaching a balance between defined regional needs and financial capabilities. Constraints placed on the TPP are more demanding on the planning process than ever. Council transportation staff will undertake budgeting activities as well as activities necessary to obtain additional funding sources as needed for implementation of the 2004 TPP.

Staff will also develop the ten-year capital plan for transit, as well as conduct funding allocation processes to execute this capital plan as part of the implementation of the Transportation Policy Plan. Staff also will work with federal and state funding processes to secure funds.

Staff will continue to work with Mn/DOT and U of M staff on alternative roadway financing such as MnPASS.

A 1982 state law established a revolving loan fund to acquire highway right-of-way in advance of Mn/DOT acquisition. The funds are raised from a metro-wide property tax levy and are administered by the Metropolitan Council. Interest free loans are made to cities and counties to purchase property threatened by imminent development or from owners facing financial hardship who are unable to sell the property because it is known to be required for highway construction. Loans are repaid when Mn/DOT purchases the ROW. In 2007 the Metropolitan Council will continue to administer the RALF and disburse loan funds as required.

RELATIONSHIP TO PREVIOUS WORK: The Council prepares a transit CIP annually. Council staff has been working with Mn/DOT on alternative roadway financing such as HOT lanes and congestion pricing since 1995. The Council received and acted on several RALF applications in 2006.

RELATIONSHIP TO OTHER AGENCY WORK: The Council is the lead agency. Council staff works with the transit operating agencies and opt-outs on transit capital planning, and with Mn/DOT and the cities on RALF loans. Mn/DOT is a user of the Right-of-Way Acquisition Loan Fund (RALF) loans and works in cooperation with the Council on alternative roadway financing such as HOT lanes and congestion pricing.

| <u>PRODUCTS</u> | <u>COMPLETION DATES</u> |
|--|-------------------------|
| | 2007 |
| Committee Agendas, minutes, reports | Ongoing |
| Progress Report to Mn/DOT | Quarterly |
| Close-out 2006 consolidated planning grant | April |
| Annual Update of Title VI, DBE and WBE Goals | July |
| 3-C Planning Process Certification | Sept. |
| Unified Planning Work Program Submittal | October |
| TAC and TAB Progress Reports | Monthly |
| Internal Financial Statements | Monthly |
| Review and approval of various plans and programs | As Needed |
| Analysis of Financing Methods | 2 nd Quarter |
| State Budget Request | Fall |
| Review of RALF Applications/Contract Administration | As Needed |
| Annual RALF Fund Status Report | September |
| Selection of Projects for Regional Transit Capital Funding | December |

| | Metropolitan Council Budget 2007 |
|-------------------------------|--|
| TOTAL STAFF WEEKS: | 335 |
| CONSULTANT: | \$0 |
| TOTAL ESTIMATED EXPENDITURES: | \$808,971 |
| SOURCES OF FUNDS: | |
| FEDERAL: (Grant Sec. 5303) | \$647,177 |
| LOCAL: | \$161,794 |
| TOTAL | \$808,971 |

B. TIP DEVELOPMENT AND MANAGEMENT

TASK B-1 TIP DEVELOPMENT AND MANAGEMENT

PURPOSE: The SAFETEA-LU law requires the Transportation Improvement Program (TIP) preparation and approval, including projects from the regional selection process and air quality conformity analysis.

APPROACH: In 2007 a new 2008-2011 TIP will be prepared, which will include projects selected through the 2007 solicitation of applications for federal funds, including STP, CMAQ, and Enhancements. The draft 2008-2011 TIP will be prepared beginning in March to allow for air quality conformity analysis and citizen input prior to adoption in August/September. The TIP also fulfills the FTA requirement for a Program of Projects (POP). The TIP will be approved by the Transportation Advisory Committee (TAC), Transportation Advisory Board (TAB), and Metropolitan Council. Any TIP amendments received during the year are processed in a similar manner. An annual implementation report is also prepared in late fall to document progress of projects from appearance in the TIP through construction completion. The TIP itself includes a list of projects authorized in the previous fiscal year, in compliance with SAFETEA-LU.

Preliminary work will also begin on the solicitation process to be conducted from June to December 2007. This solicitation will select projects for 2011 and 2012. The solicitation package used in 2005 will be reviewed in 2006 and suggested changes discussed with TAC, TAB and Metropolitan Council. The solicitation will be issued in June 2007.

The 2007 air quality planning activities related to this task will focus on the regional process for conformity determination of the 2008-2011 TIP. The latest EPA regional air quality model, MOBILE6, will be used. The Council converted to using the new model in 2004. Regional modeling inputs, fiscal constraints, status of projects, and new public involvement procedures will be reviewed by Metropolitan Council staff before the Council, upon advice from the MPCA staff, issues a conformity determination.

RELATIONSHIP TO PREVIOUS WORK: The 2008-2011 TIP preparation will build on the 2007-2010 TIP which includes the project list from the 2005 solicitation. In 1996 the TAB/Council adopted the concept of preparing a four year TIP in even years so more time is available for project solicitation and selection in the odd numbered years. In the odd numbered years, when a four-year TIP was not prepared, a three-year TIP was created by updating the previous four-year TIP. Due to SAFETEA-LU requirements, the TIP must be four years in duration. This will require a change in the process used at present.

RELATIONSHIP TO OTHER AGENCY WORK: Staff from the Metropolitan Council, Minnesota Department of Transportation, Minnesota Pollution Control Agency, TAC and TAB representatives were involved in the evaluation of the 2005 TAB Solicitation Package and made comments regarding proposed revisions. Mn/DOT staff works cooperatively with Council staff and TAB/TAC to develop revenue assumptions. In 2007, Mn/DOT will again solicit for the Bridge, Rail Safety and Hazard Elimination Safety programs on behalf of the TAB during the Regional Solicitation. This effort requires a full-time staff person over the span of 2-3 months. Mn/DOT coordinates and monitors TIP data for all federally funded projects, and Mn/DOT Trunk Highway projects. Mn/DOT has a significant role in the development of the TIP providing at least one full time position devoted to the coordination and management of data and fiscal analysis of the document. In addition, the TAC/TAB coordinates TIP amendments. Mn/DOT staff plays an active role in the development and presentation of amendment requests at the TAC Funding and Programming Committee. Mn/DOT also administers STIP amendments, as needed. MPCA will continue to attend committee meetings of TAC and TAB, assisted in TIP development reviews, evaluation of projects for federal funding, project selection and air quality conformity analysis.

PRODUCTS

**COMPLETION
DATES
2007**

| | |
|--|-----------|
| Prepare draft 2008-2011 TIP | March |
| Adopt TIP Incl. Certification of 3-C Process, Major Projects Completed/Obligated in Previous Year, and an Air Quality Conformity Analysis | September |
| Prepare Annual Implementation Report | December |
| Process TIP amendments | As needed |

| | Metropolitan Council Budget 2007 |
|-------------------------------|--|
| TOTAL STAFF WEEKS: | 71 |
| CONSULTANT: | \$0 |
| TOTAL ESTIMATED EXPENDITURES: | \$157,059 |
| SOURCES OF FUNDS: | |
| FEDERAL: (Grant Sec. 5303) | \$125,647 |
| LOCAL: | \$31,412 |
| TOTAL | \$157,059 |

**C. COMPREHENSIVE AND SURFACE TRANSPORTATION
PLANNING**

- C-1 Long-Range Transportation Plan/Regional Development Framework
- C-2 Transportation Corridor Studies
- C-3 Freight Transportation Planning Process
- C-4 Transit System Policy Planning
- C-5 Transportation Planning for People with Disabilities
- C-6 Air Quality Planning
- C-7 Bike/Pedestrian Planning

TASK C-1 LONG RANGE TRANSPORTATION PLAN/REGIONAL DEVELOPMENT FRAMEWORK

PURPOSE: To ensure implementation of the Council's long-range transportation policy plan and its overall Regional Development Framework.

APPROACH: In 2007 this activity will include ongoing transportation division participation in efforts to implement the plans and policies of the Transportation Policy Plan and the Regional Development Framework. Transportation staff will work with local units of government to prepare updates to their local comprehensive plans, which under state law must be completed by 2008. Staff also conducts reviews of local comprehensive plans (and plan amendments) to ensure their consistency with regional land use and transportation plans. Review of comprehensive plan amendments by Council staff will be coordinated with the Mn/DOT Metro District's Review staff to insure that the requirements of the Metro's TSP are satisfied as well. Transportation planning staff works with other council staff to ensure transportation policy is considered in ongoing planning and grant activities of other departments, such as parks, natural resources and the Livable Communities grants program. Staff will continue to evaluate requests for additional interchanges as submitted, and to review environmental documents and project reports for consistency with Council plans. Staff will also review and approve changes to controlled access highways, as required by state law. Staff will continue to work with U of M researchers on CTS and HHH Institute activities in transportation research, including the Access to Destinations studies. During 2007 Council staff will continue working with Mn/DOT on the regional aspects of the statewide Functional Classification Plan, as well as other technical studies leading to the 2008 TPP update. This will include a Principal Arterial Study, whose results will be included in the 2008 TPP. The Council will provide opportunities to the public for participation in the planning process through the Council website, open houses, public hearings, citizen advisory committees, and other means listed in the citizen participation process in Appendix C.

RELATIONSHIP TO PREVIOUS WORK: The Regional Development Framework was adopted in January 2004 and the Transportation Policy Plan was adopted in December 2004. The long-range transportation plan must be updated every four years to meet SAFETEA-LU requirements. The next plan update will be prepared in 2008.

RELATIONSHIP TO OTHER AGENCY WORK: Council staff will work closely with Mn/DOT to coordinate efforts to implement the TPP and TSP. Mn/DOT serves as the lead agency for ITS activities in Minnesota, including the Regional ITS architecture; Council staff continues to participate in Mn/DOT ITS activities. Mn/DOT will provide maps and materials regarding the Functional Classification Plan revisions to the TAC/TAB committees for review and input. Mn/DOT will provide staff resources to the Principal Arterial Study, including one person from Metro District and additional staff time from the Transportation Data Analysis section.

TASK C-2 TRANSPORTATION CORRIDOR STUDIES

PURPOSE: To participate in major corridor studies to ensure implementation of the regional transportation and development policies of the Council.

APPROACH: Metropolitan Council, regional rail authorities, and Mn/DOT staffs participate on corridor study management teams, advisory committees, and task forces for many trunk highway and transit corridors. The scale of each corridor study will be consistent with the investment priorities identified in the TPP and TSP. For instance, studies for highway management corridors may focus primarily on access management and operational activities like ITS; while expansion corridors will be considered for additional investments. Metropolitan Council is the lead agency for bus rapid transit (BRT) studies in the Bottineau Corridor and light rail transit (LRT) studies in the Central Corridor. Council planning staff also provides input on transit corridor studies lead by other agencies. For each corridor study, the lead agency assumes responsibility for public

participation, which typically includes newsletters, meetings, open houses, and websites. Studies will also consider environmental justice impacts at a corridor level. Staff will provide data to municipalities and agencies upon request to support ongoing planning and environmental studies. This may include travel forecasts or review of forecasts prepared by others. Specific corridor studies are included in the product list. At the present time, it is anticipated that new studies will begin in 2007 due to funding available through the SAFETEA-LU bill, but details are not yet known.

RELATIONSHIP TO PREVIOUS WORK: This is part of the ongoing effort to implement regional plans at the corridor level. Most corridor studies take several years and may progress from feasibility studies to alternative analysis and environmental documentation/PE. Council planning staff is typically involved through many early stages until final design and construction of a project, while staff from other agencies may evolve from planning to other departments after preliminary engineering begins.

RELATIONSHIP TO OTHER AGENCY WORK: Mn/DOT is usually the lead agency for highway corridors. Mn/DOT is developing a planning prioritization process to help in the identification and prioritization of Metro District studies. While that is being developed, Mn/DOT plans to continue with the I-94/Commons study, TH 41 – Tier I EIS, and TH 10 study in Ramsey. In addition, the following studies are in the consultant budget and may be started in State Fiscal Year 2007: Scoping of the TH 61 river crossing in Hastings, I-94 Corridor plan from TH 120 to St. Croix River, and TH 252 corridor plan. Mn/DOT also will be a part of the Bloomington Area Study from Minnesota River to I-35W on I-494 and from the Crosstown to the river on Hwy. 77. For many transit corridors, the regional rail authorities are the lead agencies for feasibility, AA or NEPA studies although responsibility is usually transferred to the implementing agency when PE commences. Mn/DOT also works on transit studies, especially where the corridor utilizes a Mn/DOT highway, such as Cedar or I-35W BRT; or commuter rail projects, where Mn/DOT has responsibilities under state law. MPCA staff will provide input regarding the applicability of SAFETEA-LU and CAAA air quality requirements, and state noise rules during environmental document development by reviewing and commenting on proposed highway and transit construction and/or reconstruction projects.

TASK C-3 FREIGHT TRANSPORTATION PLANNING PROCESS

PURPOSE: To establish a multi-modal planning process which involves the Region's shippers, commercial motor carriers, pipelines, railroads, air cargo carriers and barge operators so that the Metropolitan Council and Mn/DOT will have a better understanding of the relationships between the operation of the regional transportation system and the business logistics issues that can affect the vitality of the regional economy. This understanding will greatly improve the planning and programming of investments for public infrastructure that support regional freight functions and serve regional freight facilities. A multi-modal planning process helps to support the efficient operation of interregional freight corridors serving the region.

APPROACH: The efficient movement of goods and services directly influences the regional economy by affecting the cost of doing business, price of consumer products, and the expansion of employment opportunities. The Metropolitan Council and Mn/DOT will continue to implement joint freight planning activities organized around partnerships with private sector freight transportation providers and users. Strategic freight mobility issues and strategies will be reviewed by the Minnesota Freight Advisory Committee (MFAC) created by Mn/DOT in 1999. MFAC is a freight round table that provides a forum for businesses and providers of freight services to identify and respond to freight mobility issues for the region and Greater Minnesota. The committee also includes public officials, business interest groups, Mn/DOT, MAC and the Council staff.

Mn/DOT has developed a series of freight performance measures that it will apply to the operation and expansion of the state transportation system, including the regional transportation system.

the Council on clustering of freight facilities to form freight villages and Mn/DOT's preparation of freight related roadway geometric standards for use by communities to improve the flow of local truck traffic.

RELATIONSHIP TO PREVIOUS WORK: In 2005 through a joint planning effort, Mn/DOT adopted a Statewide Freight Plan. The plan is a multi-modal plan that identifies significant freight system trends, needs and issues. It provides a statewide framework that includes recommended freight policies, strategies and performance measures on transportation system operations that will guide investment decision-making. In 2006 a study was conducted to expand the list of NHS connectors to clusters of regional freight terminals. During 2006 Council staff also continued to work with Mn/DOT, MAC and the air freight community to investigate the feasibility of an off airport regional air freight distribution center

RELATIONSHIP TO OTHER AGENCY WORK: The Metropolitan Council and Mn/DOT will continue to implement joint freight planning activities organized around partnerships with freight transportation providers and users. The 2005 Statewide Freight Plan provides a framework that includes freight policies, strategies, and performance measures. Mn/DOT will work closely with the Council in implementing this plan. Key activities include regional connector route analysis, and continuing outreach efforts with MFAC.

TASK C-4 TRANSIT SYSTEM POLICY PLANNING

PURPOSE: To conduct the mid and long-range regional transit policy planning and implementation activities. To develop short range implementation plans to carry out regional transit policy and ensure, through a comprehensive and coordinated review process, that proposed development plans or implementation programs are consistent with the Council's Transportation Policy Plan and other transportation policy documents. To participate in regional transportation projects to ensure that transit alternatives are adequately addressed and considered.

APPROACH: Activities in this category include short, mid- and long-range transit planning and implementation conducted by the Council's MTS planning staff which is not related to a specific corridor. These include coordinating with Metro Transit staff and other transit operators and communities on specific studies, the implementing of completed studies and participating in joint agency and community projects including community based transit redesign and restructuring. Council staff will continue to participate with Mn/DOT and transit operators in the multi-agency Team Transit which has been identifying and expediting bus related road improvements to improve the multimodal capability of the region's highways for over 10 years. Technical assistance will also be provided to communities on development and implementation of transit and TDM elements of comprehensive plan amendments, transit-pedestrian-bicycle friendly land use coordination, and other transit related activities as appropriate. Metropolitan Council staff maintains a regional park-and-ride database, which keeps track of the capacity, usage, and physical features of each lot. During 2007 cooperative activities will continue with the counties and other social service providers on transportation assistance to clients. This ongoing activity continues the work begun in the Public Transit/Human Services Coordination Plan developed in 2006 as a response to SAFETEA-LU. This plan will guide distribution of funds for the JARC program.

RELATIONSHIP TO PREVIOUS WORK: This activity implements several activities of past years such as the Transportation Policy Plan, Transit Redesign, Public Transit/Human Services Coordination Plan, and other ongoing area-specific projects. In 2005 the 20-Year Park-and-Ride Facilities Plan was complete. LRT and commuter rail feasibility studies are related to this activity but fall under Task C-2, "Corridor Studies."

RELATIONSHIP TO OTHER AGENCY WORK: Mn/DOT, Met Council, Metro Transit, other transit providers, and local governments work jointly on the Team Transit effort. Mn/DOT has dedicated on staff person to coordinate the Team Transit responsibilities for the agency. Team Transit provides planning and coordination on bus shoulder lanes, park-and-ride lots, and HOV by-pass lanes on the Trunk Highway system, as well as the mitigation of highway construction impacts. Mn/DOT will continue to work

cooperatively with the Council to provide planning and coordination on bus shoulders, and park-and-ride lots on the Trunk Highway system.

TASK C-5 TRANSPORTATION PLANNING FOR PEOPLE WITH DISABILITIES

PURPOSE: To formulate plans for the coordination of specialized transportation services in compliance with the Americans with Disabilities Act (ADA) throughout the Metropolitan Area. To conduct public policy research, identify policy issues and recommend policy actions for regional specialized transportation services. To ensure public participation of this community in the transit planning process.

APPROACH: Coordinate the specialized transportation services throughout the Region including Metro Mobility, other ADA transit services and community based paratransit services. Participate with review of Mn/DOT 5310 capital funding requests for paratransit vehicles. Provide staff support to the Transportation Accessibility Advisory Committee (TAAC). Cooperative activities will continue with the counties and other social service providers on transportation assistance to clients. This ongoing activity continues the work begun in the Public Transit/Human Services Coordination Plan developed in 2006 as a response to SAFETEA-LU. This plan will guide distribution of funds for the New Freedoms program.

RELATIONSHIP TO PREVIOUS WORK: These work activities are a continuation of past responsibilities carried out by regional government, including the Public Transit/Human Services Coordination Plan. The ADA Annual Report, written in previous years, is no longer required.

RELATIONSHIP TO OTHER AGENCY WORK: The Council is the lead agency.

TASK C-6 AIR QUALITY PLANNING

PURPOSE: To implement long-term air quality planning required by federal law including the integration of congestion management, transportation, land use, and air quality planning with the requirements of the 1990 Clean Air Act Amendments (CAAA).

APPROACH: During 2007 the Council, Mn/DOT and the MPCA will continue the regional and state air quality planning and coordination activity with interagency air quality/transportation committees and work groups formed to address the CAA conformity requirements. The roles and responsibilities of the interagency committee and work groups are defined in the interagency consultation procedures developed by the MPCA. They will continue to participate in activities of Clean Air Minnesota (CAM), a non-profit organization that promotes public and private partnerships to reduce emissions from criteria pollutants that are precursors to the formation of ozone in the region.

In 2001 the region first experienced air pollution alert days resulting from high levels of ground-level ozone. Efforts are underway from a variety of agencies, environmental interest groups such as CAM, public health organizations and the region's business community to develop effective response strategies to reduce future formation of the emission precursors to ozone. A regional component of a proactive strategy to reduce the formation of ozone needs to be prepared and coordinated with the regional planning and implementation processes. The strategy must be prepared in partnership with the MPCA, Mn/DOT, and other stakeholders. Modeling work underway by the MPCA on the regional ozone issue will provide direction on appropriate and the most effective control measures to reduce precursor emissions from transportation sources. The increases in air toxins in the region as studied by the MPCA also remain a concern. Given the lack of national standards for air toxins, Mn/DOT has proposed a method to the MPCA and U.S. EPA for analysis of air toxins as part of an environmental assessment process. Acceptance of the methodology by the MPCA and the U.S. EPA, and adoption by Mn/DOT to include the methodology in its procedures for environmental analysis of transportation projects, will be monitored by the Council.

RELATIONSHIP TO PREVIOUS WORK: The Council annually prepares a conformity determination of the TIP and prepared the most recent conformity determination of its long range TPP in 2004. The air quality planning activities to review, in cooperation with the MPCA and Mn/DOT, the portions of the TIP which meet a checklist of transportation conformity requirements established by the EPA in its transportation conformity rule are now undertaken as part of the TIP Development activity.

RELATIONSHIP TO OTHER AGENCY WORK: The MPCA and Mn/DOT will play key roles in the development of a regional response strategy to reduce the anticipated increases in the formation of ozone and PM 2.5. Council planning staff also works with other council divisions on this effort, such as Metro Transit staff to increase transit and carpool usage and Environmental Services, who monitor air pollution from waste water treatment plants

TASK C-7 BIKE/PEDESTRIAN PLANNING

PURPOSE: To participate in bike and pedestrian planning in the region and provide technical assistance/coordination to other government units.

APPROACH: Because average bike and pedestrian trips are less than two miles, detailed planning is best done at a local level. The Council's TPP, however, does support and encourage such planning and staff provides regional coordination and technical assistance.

In 2007, staff expects to do additional work on this task. SAFETEA-LU included a demonstration program (\$25 M) for construction of commuter non-motorized facilities in the Twin Cities. Metropolitan Council will work with Mn/DOT and local units to determine construction priorities and evaluation of performance during 2006-2010. Following receipt of system statements in fall 2005, local governments began working on their comprehensive plan updates, which must be completed by 2008. This will require additional technical assistance, as well as helping local governments with the Safe Routes to School Program included in SAFETEA-LU. Metropolitan Council has also agreed to help Mn/DOT maintain the regional bike facility map developed in 2005 so it reflects the most recent facilities as they are built.

RELATIONSHIP TO PREVIOUS WORK: Previous bike planning efforts were done under Long-Range Planning, Task C-1. Metropolitan Council has done bike planning since the mid 1970s, in both its TPP and its Regional Park Plan, which includes a Regional Trail Plan. The region has funded construction of bike and pedestrian facilities, including skyways, since the 1970s.

RELATIONSHIP TO OTHER AGENCY WORK: Mn/DOT's Bicycle and Pedestrian staff works cooperatively with the Council at the regional planning level by providing data and technical information. Mn/DOT is responsible for the Safe Routes to School Program included in SAFETEA-LU. Minneapolis, St. Paul, and most other municipalities do bike and pedestrian planning. Metropolitan Council staff participates on the Mn/DOT State Bicycle Advisory Committee. Mn/DOT has collected information and prepared a GIS map of bicycle facilities in a 9-county Twin Cities region, which the Council has agreed to help keep up to date.

| <u>PRODUCTS</u> | <u>COMPLETION DATES 2007</u> |
|--|--------------------------------------|
| Functional Classification Plan | June |
| Local Comprehensive Plan Reviews | As Needed |
| Participate in various team activities (including Livable Communities, Referrals and Sector Reps) | As Appropriate |
| Review of Livable Communities Demonstration Grants | Semi-annually |
| Review Highway Interchange Additions | As Needed |
| Review EAs and EISs | As Needed |
| Review Controlled Access Highway revisions | As requested |
| Participate in ITS and CTS Activities | Ongoing |
| Principal Arterial Study | December |
| I-94/35W Commons Study | 2007 |
| TH 41 – Tier I EIS | December |
| TH 10 – Ramsey | Ongoing |
| TH 55 – EA | Ongoing |
| TH 10/Anoka – EA | June |
| TH 47 – Sub-Area Analysis and EA | 2 nd Quarter |
| TH 252 Corridor Plan | December |
| Cedar Avenue – Environmental/PE studies | Ongoing |
| Northstar Corridor – Final Design | December |
| Red Rock Corridor Study/AA | December |
| CR 81/NW Corridor Busway Studies (Implement 2008) | Ongoing. |
| Central Corridor Studies – Preliminary Engineering | 2008 |
| SW Transitway – DEIS | Ongoing |
| Rush Line Corridor Studies | Ongoing |
| Robert Street LRT Feasibility Study | July 2008 |
| Regional Freight Performance Measures | 1 st Quarter |
| Project Review and Referral Memoranda Related to Transit | As Needed |
| Access to Jobs Implementation | Ongoing |
| Proposals for development of bus shoulder lanes and other transit-supportive measures in conjunction with the Trunk Highway system | Ongoing |
| Maintain Park-and-Ride Database | Ongoing |
| Review Mn/DOT 5310 Capital Funding Requests | April |
| Annual ADA Service Area Redefinition | October |
| Coordination of Regional Specialized Transportation Services | Ongoing |
| Implement New Freedoms Program | Ongoing |
| Coordinate TAAC Meetings | Monthly |
| Maintain Bike/Pedestrian Facility Map on MetroGIS | Ongoing |
| Participate in Non-Motorized Demo | Ongoing |
| Technical assistance to communities, providers on transit, land use | Ongoing |
| Technical Assistance for Other Private and Public Agencies | Ongoing |

| | Metropolitan Council Budget 2007 |
|-------------------------------|--|
| TOTAL STAFF WEEKS: | 477 |
| CONSULTANT: | \$200,000 |
| TOTAL ESTIMATED EXPENDITURES: | \$1,338,126 |
| | |
| SOURCES OF FUNDS: | |
| FEDERAL: (Grant Sec. 5303) | \$1,070,501 |
| LOCAL: | \$267,625 |
| TOTAL | \$1,338,126 |

D. RESEARCH AND TRAVEL FORECASTING

D-1 Technical Support

D-2 Urban Travel Research and Forecasting

D-3 Traffic Monitoring and Evaluation

TASK D-1 TECHNICAL SUPPORT

PURPOSE: To support Council staff in other divisions who provide data and technical products to transportation planning division.

APPROACH: Metropolitan Council transportation planning staff relies on the support of staff in other divisions of the Council, including GIS, Research, and Community Development. Research staff provides land use and socio-economic data and forecasts for use in the regional travel model and other analyses. GIS division of Research maintains the regional geographic database.

RELATIONSHIP TO PREVIOUS WORK: This is an ongoing effort to provide data and technical products to support a variety of transportation activities. Prior to 2004 this work was included in other project activities or overhead.

RELATIONSHIP WITH OTHER AGENCY WORK: The Council's research division works with the Census Bureau and State Demographer. The Council's GIS division works with the Metro GIS, regional geographic information systems initiative serving the seven-county Minneapolis-St. Paul (Minnesota) metropolitan area. It provides a regional forum to promote and facilitate widespread sharing of geospatial data. MetroGIS is a voluntary collaboration of local and regional governments, with partners in state and federal government, academic institutions, nonprofit organizations and businesses.

TASK D-2 URBAN TRAVEL RESEARCH AND FORECASTING

PURPOSE: To maintain and apply the travel forecast models to support planning for the orderly development and operation of transportation facilities. To maintain socio-economic, travel and traffic count data, and to monitor, revise and update travel forecasts to 2030 and beyond. To provide the projections of traffic demand, air quality emissions and allied data needed to evaluate regional transportation investment alternatives. To continue a program of travel and employment data research such as the Travel Behavior Inventory undertaken every 10 years. This work coordinates travel behavior data with population and economic data and forms the factual basis for forecasting models.

APPROACH: The Metropolitan Council and Mn/DOT will continue joint efforts in developing and implementing travel forecasts and forecasting tools. During 2007 the TBI data which was collected in 2001 will continue to be analyzed; some of this in cooperation with U of MN researchers. Model enhancements may be implemented. Such enhancements may include an improved time-of-day model and techniques to include the impacts of MnPass toll lanes in the regional modeling procedures. The Council will also provide technical assistance and satisfy data requests from other agencies, local units of government and consultants for comprehensive plans, corridor studies, or project planning. Mn/DOT will provide project level, and system level forecasts to support development of Trunk Highway projects, as well as the planning activities of the Mn/DOT Metro District. It is anticipated that the Council will experience an increase in requests for data and technical assistance as new corridor studies are initiated, and as communities begin to prepare the local comprehensive plans due in 2008. Council forecast staff also reviews the reasonableness of forecasts in local plans, EAWs, etc that are transmitted to the Council.

RELATIONSHIP TO PREVIOUS WORK: This activity applies the travel demand forecasting models produced and calibrated as part of the Travel Behavior Inventory during 2000 through 2003.

RELATIONSHIP TO OTHER AGENCY WORK: The Council is the lead agency. Mn/DOT and the Council have a Memo of Understanding on forecasting responsibilities. Mn/DOT will continue to collaborate with the Council regarding any revisions to the regional model. Also, Metro District and/or its consultants will provide project level, and system level forecasts to support development of Trunk Highway projects, as well as the planning activities of the district. Mn/DOT will also involve the Council in Metro District's review and approval of travel demand forecasts developed by consultants for Trunk Highway projects.

TASK D-3 TRAFFIC MONITORING AND EVALUATION

PURPOSE: The purpose of this program is to provide appropriate traffic data as needed to determine annual average daily traffic on trunk highways and state aid highways and indicate travel trends and patterns. Data is also used for analysis of transportation caused air pollution and noise.

APPROACH: The Minnesota Department of Transportation, working through the Traffic Management Center and District Traffic Engineer in the Metro District, has established a cooperative counting program with the counties and municipalities. This cooperative program was undertaken for efficiency, convenience and to prevent duplication of vehicle counts. Special counts will be taken as the need is identified. This work provides a database for identifying trends, and evaluating system performance.

RELATIONSHIP TO PREVIOUS WORK: Traffic counting is conducted on a two year cycle with an estimated 7,500 48-hour machine counts taken by metro district, county and municipal personnel. Counts are taken on all state trunk highways, county state aid highways, municipal state aid streets, and at selected locations on city streets for estimating vehicle miles traveled. Traffic volumes representing A.D.T. are shown on the 52 street series maps covering the seven-county Metropolitan Area and individual municipal maps showing the volumes on the M.S.A.S. system, and on one area-wide map. Data is also available on the Mn/DOT web site.

RELATIONSHIP TO OTHER AGENCY WORK: There is no Metropolitan Council time or funding in this activity although it is essential to the 3C process. Mn/DOT will continue to provide vehicle count data to the region. This work provides a database for identifying trends and evaluating system performance. This data is used by Metropolitan Council to calibrate the regional travel forecast model, and by many implementing agencies for STP applications on the criteria for "traffic volumes served."

PRODUCTS

**COMPLETION
DATES**

| | |
|--|-----------------|
| GIS Database | 2007 Ongoing |
| Demographic Forecasts | Ongoing |
| Technical Assistance to Land Use Planners | Ongoing |
| Transitway Station Area Plans | Ongoing |
| Continue Analysis of 2000 TBI | As Needed |
| TIP Forecast (For Use in Air Quality Conformity finding) | July |
| Satisfy Data Requests | As Needed |
| Analyze Traffic Impacts of Transportation Projects and Development Proposals | As Needed |
| Local Transportation Plan Reviews/Technical Assistance | As Needed |
| Distribute New Model Set and Provide Needed Training | As Needed |
| Provide Traffic Forecasts in Support of Council and Mn/DOT Studies | As Needed |
| Mn/DOT Collar County Study | As Needed |
| Seven-county Metro Area (MSAS) Traffic Volume 2004 Maps | July |
| Seven-county Metro Area traffic volume maps (with 2004 volumes) | July |
| Seven-county Metro Area flow map with 2004 volumes | September |

| | Metropolitan Council Budget 2007 |
|-------------------------------|--|
| TOTAL STAFF WEEKS: | 187 |
| CONSULTANT: | \$209,378 |
| TOTAL ESTIMATED EXPENDITURES: | \$567,469 |
| SOURCES OF FUNDS: | |
| FEDERAL: (Grant Sec. 5303) | \$453,975 |
| LOCAL: | \$113,494 |
| TOTAL | \$567,469 |

E. OPERATIONS AND MANAGEMENT

E-1 Transportation/Transit System Performance Measurement

E-2 Transit Implementation and Evaluation

E-3 Congestion Management Process

TASK E-1 TRANSPORTATION/TRANSIT SYSTEM PERFORMANCE MEASUREMENT

PURPOSE: To develop, maintain, and disseminate information on the performance of the Twin Cities transportation system to inform policy decisions and funding allocations and to comply with state law.

APPROACH: State law requires that the Council conduct a comprehensive audit of the transportation system every four years, and that every four years, on the intervening two years, conduct a comprehensive audit of the transit system. Collection of data for this audit allows the Council to maintain a wide variety of current data on an on-going basis, which is used for other planning activities as well as presented for informational purposes through a wide variety of venues. In 2007 a transit audit will be prepared.

RELATIONSHIP TO PREVIOUS WORK: In 1997, 2001, and 2005 the Council conducted transportation performance audits, and in 1999 and 2003 transit audits.

RELATIONSHIP TO OTHER AGENCY WORK: The Council is the lead agency. Mn/DOT Metro District, Metro Transit and the opt-outs provide data upon request by the Council.

TASK E-2 TRANSIT IMPLEMENTATION & EVALUATION/PROGRAM ADMINISTRATION

PURPOSE: To implement the transit service recommendations from the TPP, the Transit Redesign Project, and Sector Studies Redesign, including application of service planning guidelines and performance standards, achieving a regional consensus on equity and service priorities in the allocation of transit resources, and instituting service changes.

APPROACH: Review and develop service and capital plans to assure consistency with the Transportation Policy Plan; selection of capital projects, monitoring of system performance and financial status, and other activities to ensure coordination and review between the activities of the Metropolitan Council and its operating entities. Apply service-planning guidelines to determine service areas and types best suited for various areas of the Region. Apply performance standards to existing services to determine which services are performing well and which are not that should be the focus of restructuring or elimination. Formulate proposed service changes (enhancement, restructure, or reduction) to take to the community for their reaction and input prior to final implementation.

RELATIONSHIP TO PREVIOUS WORK: This element represents a continuation of transit planning and implementation formerly conducted by the Metropolitan Council, Regional Transit Board, and Metropolitan Transit Commission and other providers. This work represents the implementation phase of the Transit Redesign Project conducted by the Transportation Division in 1995-96 and Sector Study Redesign undertaken by the Metropolitan Council and Metro Transit since 1999 and ongoing through 2005.

RELATIONSHIP TO OTHER AGENCY WORK: The Council is the lead agency.

TASK E-3 CONGESTION MANAGEMENT PROCESS

PURPOSE: Federal law requires MPOs to maintain a congestion management process.

APPROACH: Council staff will work with TAC and TAB to review the current CMS, its results, and whether modifications are required to the process to comply with changes in SAFETEA-LU. It is anticipated consultant assistance will be sought for this work.

RELATIONSHIP TO PREVIOUS WORK: After passage of ISTEA in 1991, the region prepared a congestion management system which was adopted in 1996. The system includes a toolbox of congestion management strategies. The system has been implemented over the last decade through incorporation into the regional solicitation criteria.

RELATIONSHIP TO OTHER AGENCY WORK: Mn/DOT was instrumental in the development of the 1997 Congestion Management System and will continue to provide the Council congestion mapping based on ongoing data collection done by the Regional Traffic Management Center. Mn/DOT Metro District will cooperatively work with the Council to determine any revisions necessary based on SAFETEA-LU rulemaking, as well as implementation of a revised operations and congestion management system plan. TAC/TAB assistance is anticipated in this task through standing committees (such as TAC Planning) or possibly a special task force.

| <u>PRODUCTS</u> | <u>COMPLETION DATES 2007</u> |
|--|--------------------------------------|
| Reports and Presentations of Data | Ongoing |
| Final Report – 2007 Transit Audit | February 2008 |
| Livable Communities Project Selection and Evaluation | December |
| Monitor provider performance and financial status | Ongoing |
| Implementation assistance and activities | Ongoing |
| Develop and Implement Service Changes: | Ongoing |
| Monitor Congestion Management Process | December |
| Updated Congestion Management Process | December |

| | Metropolitan Council Budget 2007 |
|-------------------------------|--|
| TOTAL STAFF WEEKS: | 462 |
| CONSULTANT: | \$0 |
| TOTAL ESTIMATED EXPENDITURES: | \$1,083,638 |
| SOURCES OF FUNDS: | |
| FEDERAL: (Grant Sec. 5303) | \$866,910 |
| LOCAL: | \$216,728 |
| TOTAL | \$1,083,638 |

F. AVIATION TRANSPORTATION PLANNING

TASK F-1 AVIATION TRANSPORTATION PLANNING

PURPOSE: To maintain the long-term viability of the regional aviation system by ensuring compatible land use planning and development, system efficiency, and project effectiveness. To develop and implement long-range regional aviation policy; monitor and periodically review and update the TPP (which now includes the APP) to ensure aviation plan consistency with current and anticipated technical, economic and political conditions. Provide for review and coordination of aviation planning activities among agencies and municipalities.

APPROACH: This activity will continue maintenance of a aviation system planning program including an aviation database, identification of needs, and evaluation of system performance. Coordination activities continue with Mn/DOT Aeronautics, Metropolitan Airports Commission (MAC), other airport owners, communities, and users on the various metro aviation activities. Major work effort in 2007 is coordination with MAC and Mn/DOT initiatives concerning reliever airports, including updates of Long-Term Comprehensive Plans and airport/adjacent land use compatibility efforts. A FAA planning grant application is anticipated for FY 2008, with work to be conducted primarily in 2008 as part of the TPP update. Council staff will review proposed airport actions in relation to the Metropolitan Development Guide, inform the public of proposed actions, and coordinate review processes through the Council and TAB/TAC committee structure. Activities include reviews/approvals of individual airport long-term comprehensive plans, airport project environmental evaluations, airport capital improvement programs, and land use (noise, safety, infrastructure) compatibility planning. Work includes project coordination with affected agencies, local governmental agencies and airport users. This task also includes review of the aviation elements of local comprehensive plans. Continued coordination will occur on implementation of MSP Proposed 2020 Development Plan, noise mitigation, State Airport System Plan, special studies, and reliever airport plans.

RELATIONSHIP TO PREVIOUS WORK: This work is a continuance of legislatively directed responsibility for the Council to develop and update a regional transportation systems plan which includes aviation. The TPP/APP was updated in 2004 and systems statements were provided to communities for local comprehensive plan updates due in 2008.

RELATIONSHIP TO OTHER AGENCY WORK: The Council is the lead agency on system planning and works closely with Metropolitan Airports Commission, who owns most of the region's airports and is responsible for airport comprehensive planning and implementation. Mn/DOT has an aeronautics division for statewide air system planning. Other cities and agencies participate in planning activities through the TAC Aviation Subcommittee.

PRODUCTS

Coordination Activities
System Plan FAA Grant Application
Review MAC's Capital Improvement Program
Review of Local Plan Amendments and EAs
Plan Updates for Reliever Airports – Blaine, Eden Prairie, St. Paul

COMPLETION

DATES

2007

Ongoing

July

February

As needed

May

| | Metropolitan Council Budget 2007 |
|-------------------------------|--|
| TOTAL STAFF WEEKS: | 54 |
| CONSULTANT: | \$0 |
| TOTAL ESTIMATED EXPENDITURES: | \$146,004 |
| SOURCES OF FUNDS: | |
| FEDERAL: FAA | \$105,000 |
| LOCAL: | \$41,004 |
| TOTAL | \$146,004 |

III. APPENDICES

**A. 2007 Unified Planning Work Program Budget
Metropolitan Council - Metropolitan Transportation Services**

| | Staff Weeks 2007 | Salary Cost | Consult- ant Cost | Total Cost | Federal | Local | MAC | Total | Percent Local |
|-------------------------------------|------------------------|--------------------|-------------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|
| A Transportation Planning Process | 335 | \$808,971 | | \$808,971 | \$647,177 | \$161,794 | | \$808,971 | 20% |
| B TIP Development & Management | 71 | \$157,059 | | \$157,059 | \$125,647 | \$31,412 | | \$157,059 | 20% |
| C Compreh & Surface Transp Planning | 477 | \$1,138,126 | \$200,000 | \$1,338,126 | \$1,070,507 | \$267,625 | | \$1,338,126 | 20% |
| D Research & Travel Forecasting | 187 | \$358,091 | \$209,378 | \$567,469 | \$453,975 | \$113,949 | | \$567,469 | 20% |
| E Operations and Management | 462 | \$1,083,638 | | \$1,083,638 | \$866,910 | \$216,728 | | \$1,083,638 | 20% |
| Federally Funded | 1,454 | \$3,545,884 | \$409,378 | \$3,955,262 | \$3,164,210 | \$791,052 | | \$3,955,262 | 20% |
| F Aviation Transportation Planning | 54 | \$146,004 | | \$146,004 | | \$41,004 | \$105,000 | \$146,004 | 100% |
| Locally Funded | 54 | \$146,004 | \$0 | \$146,004 | \$0 | \$41,004 | \$105,000 | \$146,004 | 100% |
| Total | 1,586 | \$3,691,889 | \$409,378 | \$4,101,267 | \$3,164,210 | \$832,057 | \$105,000 | \$4,101,267 | 23% |

2007 PRODUCT LISTING

| <u>Activity</u> | <u>Title and Products</u> | <u>Completion Dates</u> |
|-----------------|--|--|
| A | Planning Program Support and Administration <ul style="list-style-type: none"> - Committee Agendas, Minutes, Reports - Progress Reports to Mn/DOT - Close-out 2006 Outstanding Grant - Update of Title VI and DBE and WBE goals - 3-C Planning Process Certification - Unified Planning Work Program Submittal - TAC and TAB Progress Reports - Internal Financial Statements - Review and Approval of Various Plans and Programs - Analysis of Financing Methods - State Budget Request - Review of RALF Applications/Contract Administration - Annual RALF Fund Status Report - Selection of Projects for Regional Transit Capital Funding | Ongoing Quarterly April July September October Monthly Monthly Continuous 2nd Quarter Fall As Needed September December |
| B | TIP Development and Management <ul style="list-style-type: none"> - Prepare Draft TIP - Adopt TIP Including 3-C Process, Major Projects Completed/ Obligated in Previous Year, and an Air Quality Conformity Analysis - Prepare Annual Implementation Report - Process TIP Amendments | May September December As Needed |
| C | Comprehensive and Land Use Transportation Planning <ul style="list-style-type: none"> - Functional Classification Plan - Local Comprehensive Plan Reviews - Participate in Various Team Activities (including Livable Communities, Referrals, and Sector Reps) - Review Livable Communities Demonstration Grants - Review Highway Interchange Additions - Review EAs and EISs - Review Controlled Access Highway Revisions - Participate in ITS and CTS Activities - Principal Arterial Study - I-94/35W Commons Study - TH 41 - Tier I EIS - TH 10 – Ramsey - TH 55 – EA TH 10/Anoka – EA TH 47 – Sub-Area Analysis and EA - TH 252 Corridor Plan - Cedar Avenue – Environmental/PE Studies - Northstar Corridor – Final Design - Red Rock Corridor Studies - CR 81/NW Corridor Busway Studies (Implement 2008) - Central Corridor – Preliminary Engineering - SW Transitway – DEIS - Rush Line Corridor Studies | June As Needed As Appropriate Semi-annually As Needed As Needed As Requested Ongoing December 2007 December Ongoing Ongoing June 2 nd Quarter December Ongoing December December Ongoing 2008 Ongoing Ongoing |

| | |
|---|--------------------------|
| - Robert Street LRT Feasibility Study | July 2008 |
| - Regional Freight Performance Measures | 1 st Qtr 2007 |
| - Project Review and Referral Memoranda Related to Transit | As Needed |
| - Access to Jobs Implementation | Ongoing |
| - Proposals for Development of Bus Shoulder Lanes and Other Transit Supportive Measures in Conjunction with TH System | Ongoing |
| - Maintain P&R Database | Ongoing |
| - Review Mn/DOT 5310 Capital Funding Requests | April |
| - Annual ADA Service Area Redefinition | October |
| - Coordination of Regional Specialized Transportation Services | Ongoing |
| - Implement New Freedoms Program | Ongoing |
| - Coordinate TAAC Meetings | Monthly |
| - Maintain Bike/Pedestrian Facility Map on MetroGIS | Ongoing |
| - Technical Assistance to Communities, and Providers | Ongoing |
| - Technical Assistance for Other Private and Public Agencies | Ongoing |
| D Research and Travel Forecasting | |
| - GIS Database | Ongoing |
| - Demographic Forecasts | Ongoing |
| - Technical Assistance to Land Use Planners | Ongoing |
| - Transitway Station Area Plans | Ongoing |
| - Continue Analysis of 2000 TBI | As Needed |
| - TIP Forecast (Air Quality) | July |
| - Satisfy Data Requests | As Needed |
| - Analyze Traffic Impacts of Transportation Projects and Development Proposals | As Needed |
| - Local Transportation Plan Reviews/Technical Assistance | As Needed |
| - Distribute New Model Set and Provide Needed Training | As Needed |
| - Provide Traffic Forecasts in Support of Council and Mn/DOT Studies | As Needed |
| - Mn/DOT Collar County Study | As Needed |
| - Seven-county Metro Area Traffic Volume Maps – 2004 | July |
| - Seven-county Metro Area Traffic Volume Maps (2004 volumes) | July |
| - Seven-county Metro Area Flow Map with 2004 volumes | September |
| E Operations and Management | |
| - Reports and Presentations of Data | Ongoing |
| - Final Report – 2007 Transit Audit | February |
| - Livable Communities Project Selection and Evaluation | December |
| - Monitor Provider Performance and Financial Status | Ongoing |
| - Implementation Assistance and Activities | Ongoing |
| - Develop and Implement Service Changes | Ongoing |
| - Monitor CMS | December |
| - Updated CMS | December |
| F Aviation Transportation Planning | |
| - Coordination Activities | Ongoing |
| - System Plan FAA Grant Application | July |
| - Review of MAC's Capital Improvement Programs | February |
| - Review of Local Plan Amendments and EAs | As Needed |
| - Plan Updates for Reliever Airports – Blaine, Eden Prairie, St. Paul | May |

C. Roles and Responsibilities of the Participants

I. OVERVIEW OF THE ON-GOING 3-C PLANNING PROCESS BY THE MPO

As the Metropolitan Planning Organization for the Twin Cities area, the Council is the lead agency responsible for administering and coordinating the activities of participants carrying out the required tasks of the transportation planning process.

Participants in the transportation planning process include the Metropolitan Council; the Minnesota Department of Transportation (Mn/DOT); the Minnesota Pollution Control Agency (MPCA); the Metropolitan Airports Commission (MAC); transit operators; counties and municipalities; local officials; private citizens; and U.S. Department of Transportation (U.S. DOT).

Transportation agency staff from the agencies, counties and municipalities are involved in the policy-making process through the Technical Advisory Committee (TAC), which advises the Transportation Advisory Board. Other subcommittees and task forces of the TAC deal with specific transportation issues. Refer to Figure 1 for a flow-chart that delineates transportation committees of the TAB and TAC involved in the 3-C (continuing, comprehensive, cooperative) transportation planning process. For more detailed information about the roles and responsibilities of agencies and local units of government in the transportation planning process, refer to the Prospectus for the Twin Cities Metropolitan Area, December 1996.

Each of these participants, with the exception of the Transportation Advisory Board and the Technical Advisory Committee, has transportation roles and responsibilities beyond their agency roles as participants in the transportation planning process. In this context, only those roles relative to the transportation planning process will be addressed.

II. PARTICIPANTS IN THE METROPOLITAN PLANNING PROCESS

A. Metropolitan Council

The Metropolitan Council was created in 1967 by the Minnesota Legislature to guide the orderly development of the 3,000 square mile county metropolitan area with its 300 governing units. The sixteen members are appointed at the pleasure of the governor and represent districts of equal population size within the seven county metropolitan area; the Chair represents the region as a whole. (See Figure 2 for Metropolitan Council Districts.)

The Council's powers and responsibilities are derived from several state laws beginning with the Metropolitan Council Act of 1967. Responsibilities were redefined through the Metropolitan Reorganization Act of 1974, the Metropolitan Land Planning Act of 1976, the Metropolitan Governance Act of 1986 and the recent Metropolitan Reorganization Act of 1994.

The 1994 Metropolitan Reorganization Act reorganized metropolitan government in the Twin Cities area by transferring and merging the responsibilities of the Metropolitan Waste Control Commission (MWCC), the Regional Transit Board (RTB) and Metropolitan Transit Commission (MTC) into the Metropolitan Council. (See Figures 3 and 4 for Metropolitan Council's Organization and Policymaking Structure.)

Mission

As part of its broad mission, the Council is a comprehensive planning agency for transportation, the environment and community development and is engaged in regional system planning and operations for the Twin Cities Metropolitan Area.

TRANSPORTATION ADVISORY BOARD

TECHNICAL ADVISORY COMMITTEE STRUCTURE

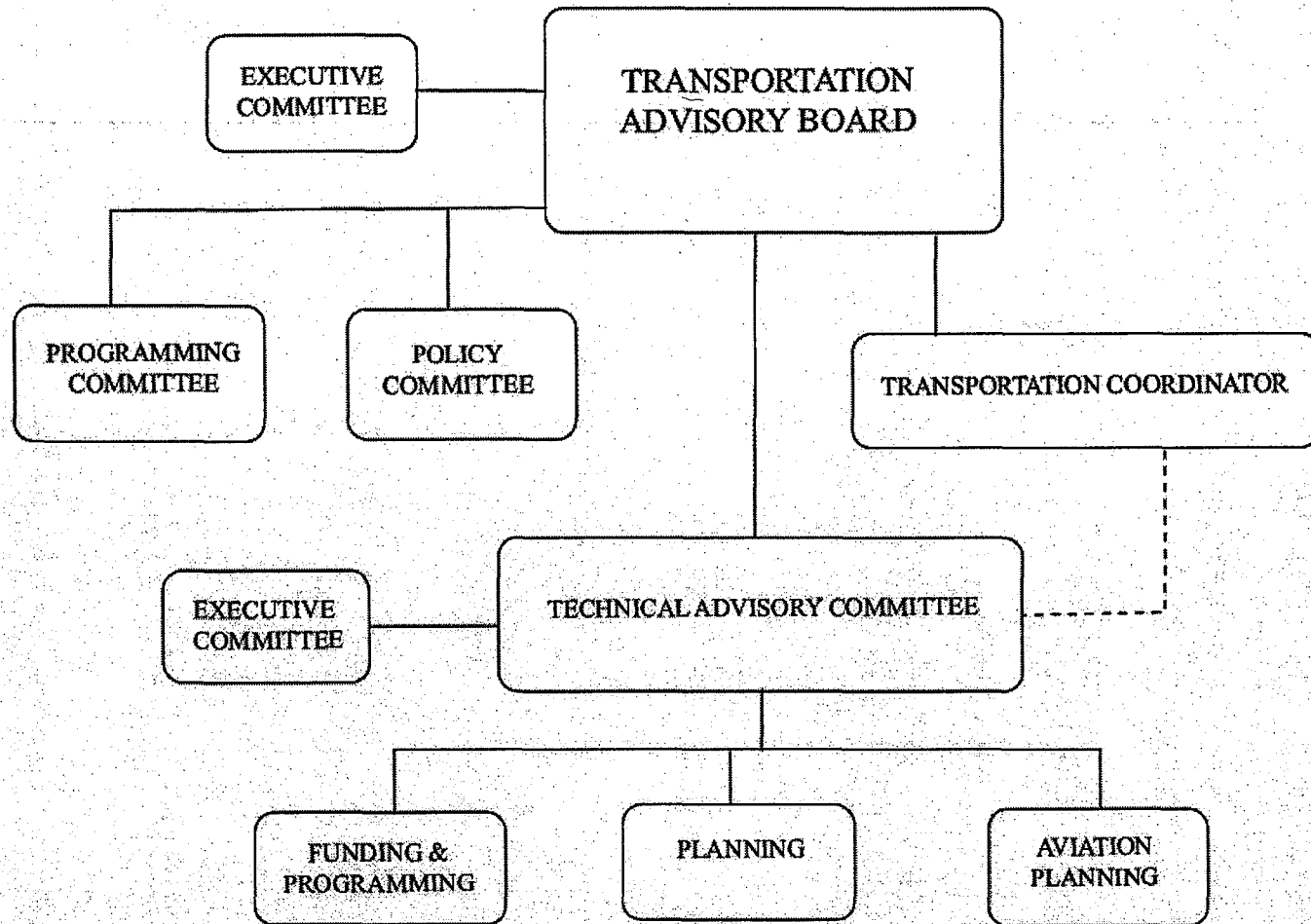
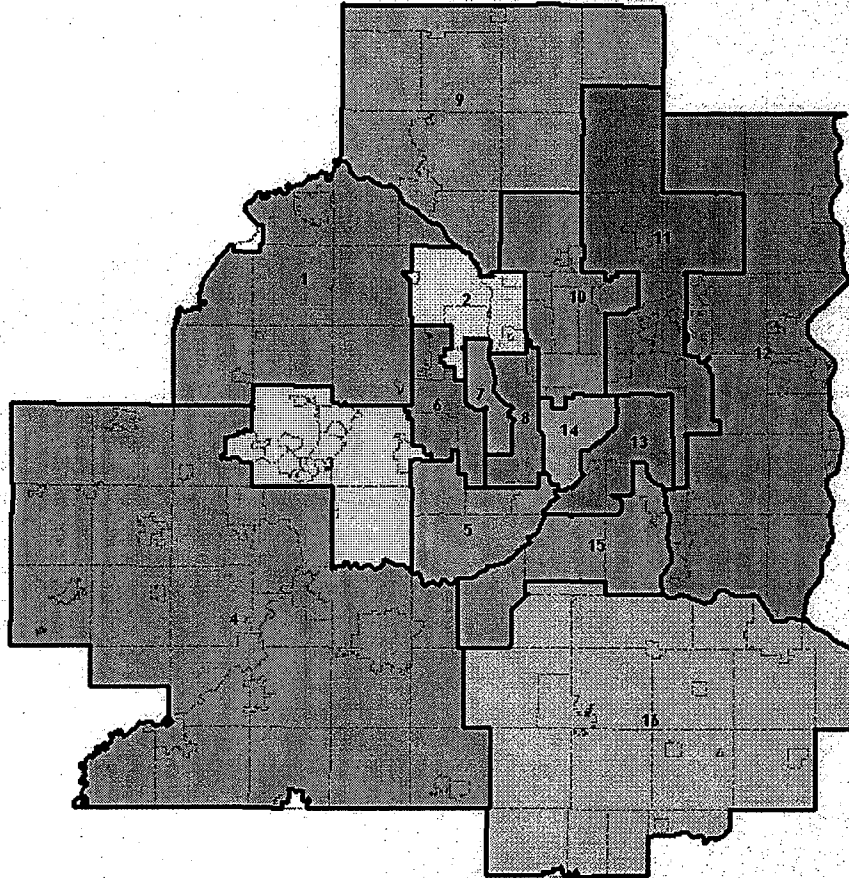


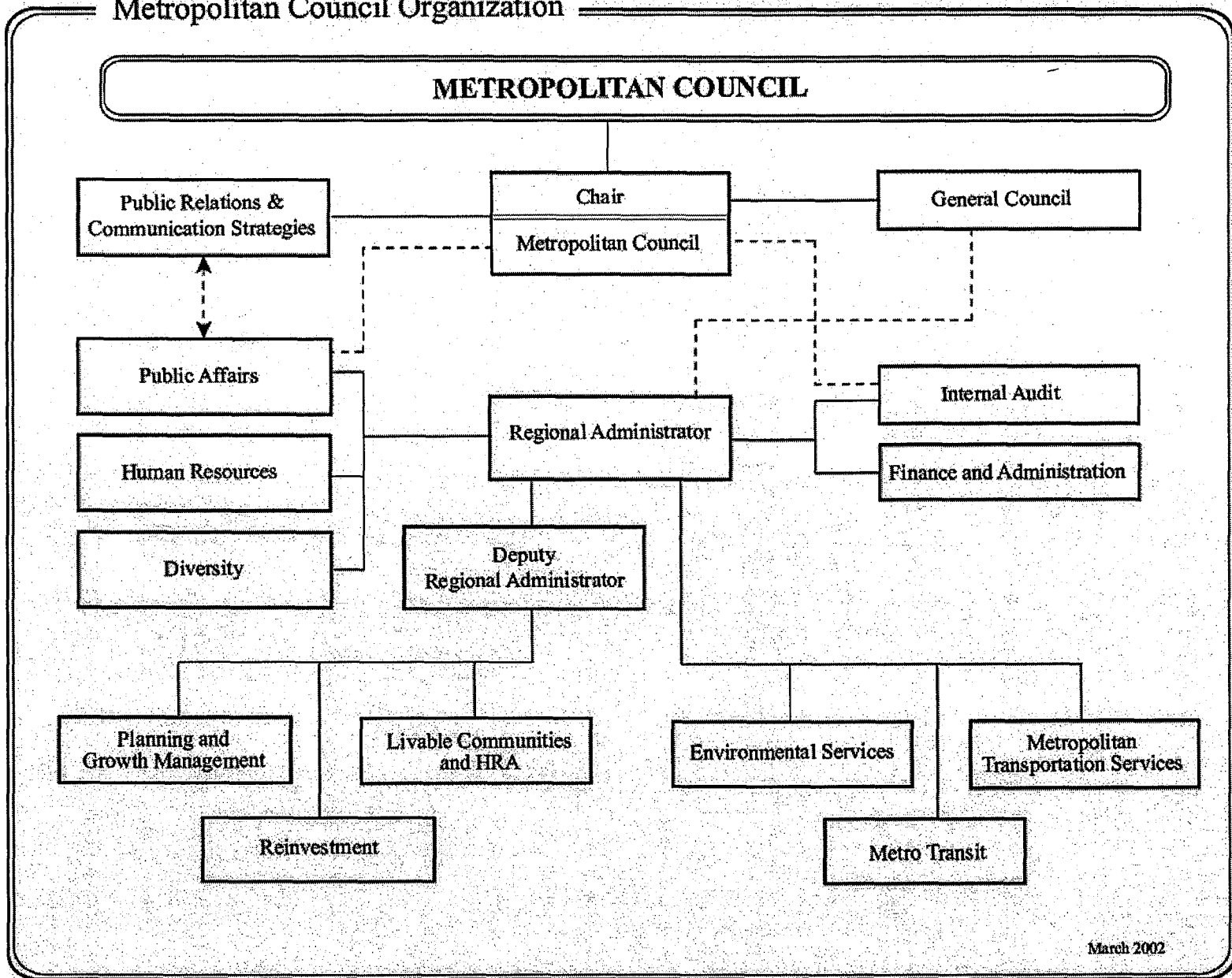
FIGURE 2

2006 Metropolitan Council Districts

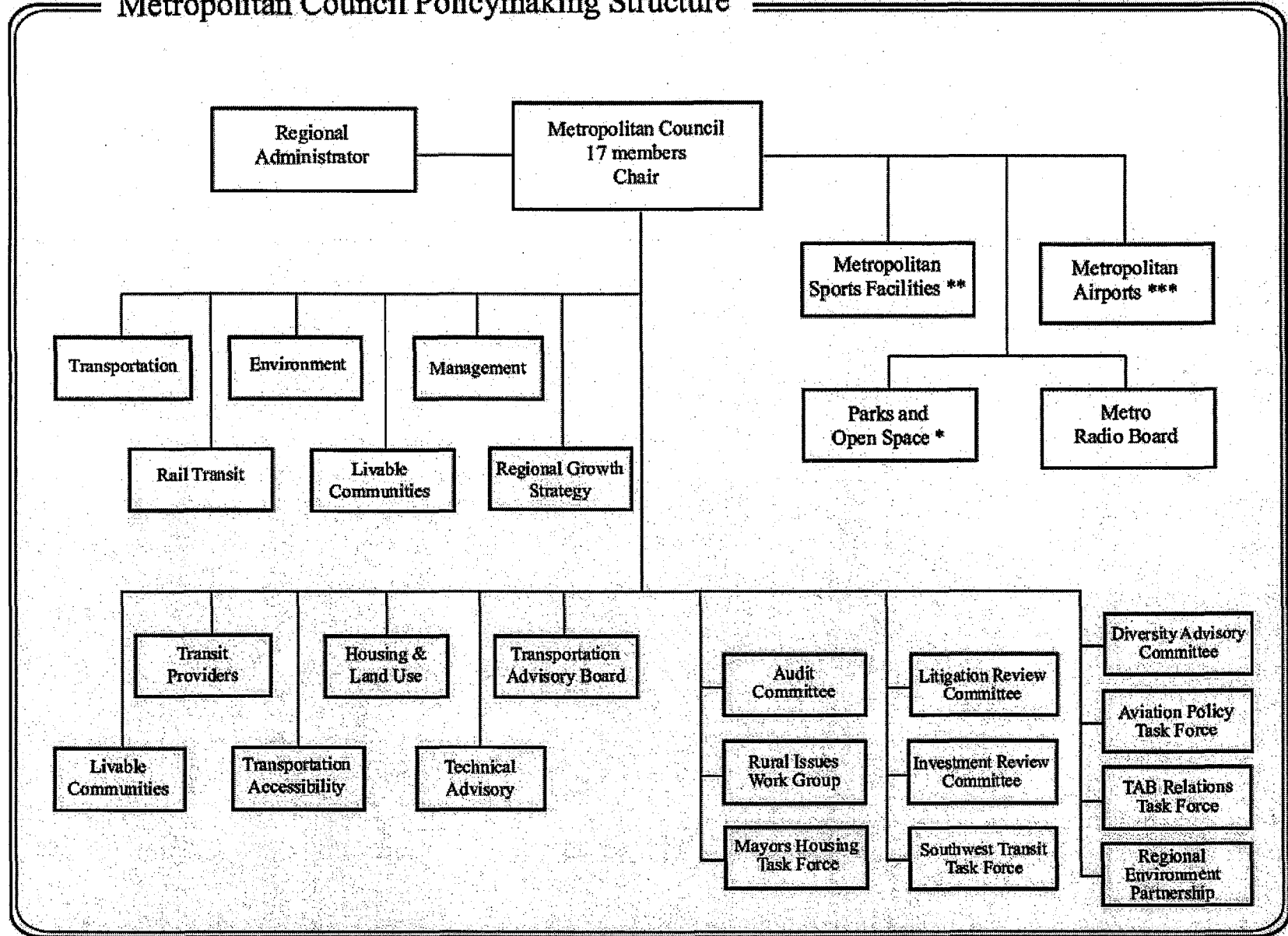


| | | |
|---------------------|----------------------|-----------------------|
| Chair – Peter Bell | | |
| 1 – Roger Scherer | 6 – Peggy Leppik | 11- Georgeanne Hilker |
| 2 – Tony Pistilli | 7 – Annette Meeks | 12 – Chris Georgacas |
| 3 – Mary Hill Smith | 8 – Lynette Wittsack | 13 – Richard Aguilar |
| 4 – Jules Smith | 9 – Natalie Steffan | 14 – Song Lo Fawcett |
| 5 – Russ Susag | 10 – Kris Sanda | 15 – Daniel Wolter |
| | | 16 – Brian McDaniel |

Metropolitan Council Organization



Metropolitan Council Policymaking Structure



* Staff support provided to Commission by Metropolitan Council.
 ** The Metropolitan Council has budget approval and issues bonds for the commission.
 *** The Metropolitan Council reviews the capital budget and approves certain projects.

The Council's mission was broadened with the merger of the MWCC, the RTB and MTC into the Council. Since its creation, the Metropolitan Council has been a regional planning and coordinating agency with oversight responsibilities over the three regional agencies. Under the 1994 legislation, the Council continues its long range planning and coordination role and integrates shorter term planning responsibilities and operation of the public transit systems and the regional sewage collection and treatment system.

Planning Responsibilities

Prepares planning documents and studies which provide direction for regional growth and development and which provide direction for regional commissions and agencies which plan and operate transit, roadways, regional parks, airports, housing and water quality management activities. Documents and studies include:

- Regional Development Framework - A comprehensive regional policy framework.
- Transportation Policy Plan - Provides policy direction for metropolitan transportation investments and includes plans for the metropolitan highway, aviation and transit systems.
- Transportation Improvement Program (TIP) for the Twin Cities - A multi-modal program of highway, transit, bike, walk and transportation enhancement projects and programs proposed for federal funding throughout the seven country metropolitan area in the next four years.
- Congestion Management System - A systematic process for evaluating and developing transportation strategies and plans for addressing existing and future traffic congestion.
- Air Quality Conformity Determinations - determines conformity of plans and programs to requirements of Clean Air Act.
- Functional (Highway) Classification - Describes a roadway's function, determines routes to be metropolitan highway system and which roads should be used for transit service before design and operational guidelines implemented.
- Reviews applications for federal and state funds to assure consistency with regional development goals, policies and programs;
- Reviews local government comprehensive plans for consistency with regional sewer, park, transit airport and transportation plans;
- Provides information to the public and technical assistance to government units;

Transportation Operational Responsibilities

- Operates public transit system and constructs, equips and operates projects including terminal and maintenance and garage facilities, ramps, parking areas and other facilities related to public transit systems;
- Executes and administers transit private provider contracts;
- Provides Metro Mobility (ADA) programs;

- Advises and works cooperatively with local governments, regional railroad authorities and other public agencies, transit providers, developers and other persons in order to coordinate all transit modes and increase availability of transit services;
- Administers state and metropolitan transit subsidies

B. Transportation Advisory Board

The Transportation Advisory Board (TAB) was established by the Council in September 1974, in accord with the Metropolitan Reorganization Act (Minnesota Statute 473.146, Subdivision 4 (1994) (Metropolitan Reorganization Act of 1974); Title 23, U.S. Code, Section 134 (Federal-Aid Highway Act of 1962, as amended); Title 23, U.S.C., Section 104(f) (Federal-Aid Highway Act of 1973); and 49 U.S.C., Chapter 21 (Urban Mass Transportation Act of 1964, as amended). The Board provides the forum for deliberation among state, regional and local officials, and private citizens appointed by the Metropolitan Council. The Board consists of 33 members: 10 municipal elected officials, seven elected county officials, nine private citizens, two state and two regional agencies, and four modal representatives. Municipal officials are appointed by the Association of Metropolitan Municipalities. County officials (one from each county) are appointed by the respective county board. Eight private citizen members are selected by the Metropolitan Council to represent Metropolitan Council districts. The Metropolitan Council appoints three of the four modal representatives – two for public transit and one for non-motorized transportation. The Commissioner of Mn/DOT appoints the fourth modal representative from the freight transportation industry. The Chair is to be free of affiliation with major transportation operating agencies and is appointed by the Metropolitan Council from among the membership for a two-year term. The agency officials, representing the Minnesota Department of Transportation, the Metropolitan Airports Commission, and the Minnesota Pollution Control Agency, are designated by their agencies, but may not be staff members. The Board advises the Metropolitan Council in preparing the long-range transportation plan and the TIP, provides coordination and direction to the agencies responsible for implementing the plan, and selects projects for federal transportation funding through a regional competitive project solicitation program.

TAB is assisted and advised in carrying out its responsibilities by the Technical Advisory Committee (TAC). The TAC was established by the TAB to provide the technical assistance and coordination necessary for the TAB to perform its responsibilities. The TAC membership is composed of professional staff from counties, cities, Association of Metro Municipalities, Mn/DOT, MPCA, MAC, Metropolitan Council, TAB, and Federal Highway Administration (nonvoting).

C. Minnesota Department of Transportation

The Minnesota Department of Transportation (Mn/DOT) was created by the legislature in 1976 to provide a balanced and coordinated multimodal transportation program and system for the State. The Department is organized into six divisions: Finance and Administration Division, Program Management Division, Engineering Services Division, Operations, Safety and Technology Division, State Air for Local Transportation Division, and District Operations Division. Each headed by a Division Director. An organization chart of Mn/DOT's structure is shown at Figure 5.

Mn/DOT is responsible for development of a state transportation plan, and coordinates statewide air, freight, and commercial vehicle operations, waterway, trunk highway, bikeway and transit planning activities. Mn/DOT coordinates operation efforts with local and regional authorities, as well as reviewing their planning projects and administering federal and state highway funds. Mn/DOT coordinates airport zoning and administers a grants-in-aid program for airport development. Mn/DOT administers state and federal transit assistance programs in Greater Minnesota.

Mn/DOT has the authority to locate, improve, maintain, construct and reconstruct a system of trunk highways and interstate routes. Each year Mn/DOT prepares a highway improvement program to be considered for inclusion in the Twin Cities TIP. Mn/DOT coordinates the Metro Area Transportation Partnership (ATP) process to develop an ATP TIP for inclusion in the State TIP.

Mn/DOT participates on the TAC and TAB and various committees, and participates in corridor studies. The Department participates in consultation with the MPO, MPCA, U.S. DOT and EPA on air quality conformity activities. Mn/DOT acts as liaison between the U.S. DOT and the MPO, certifies a valid federal transportation planning process, and administers federal planning funds to the MPO.

D. Metropolitan Airports Commission

The Metropolitan Airports Commission (MAC) established in 1943, is an independent, special purpose agency with broad powers to acquire, develop and operate airports within an area roughly equivalent to the seven county metropolitan area.

The Commission owns and operates seven metropolitan public use airports, including Minneapolis-St. Paul International Airport, and is empowered to raise revenues for the financing of airport development and operations. The Commission prepares comprehensive master plans for each facility and provides for the safe and efficient operating environment for the area's aviation system user.

MAC's plans are subject to Metropolitan Council review under MN. Stat. 473.165 which applies to "independent commissions, boards and agencies." As provided in that section, all MAC long-range plans must be consistent with Metropolitan Council Plans and Policies. In addition, certain airport development projects in the Metropolitan Area which requires capital funding in excess of \$5 million at Minneapolis-St. Paul and \$2 million at other airports must be reviewed and approved by the Metropolitan Council (MN. Stat. 473.621).

Figure 6 is a staff organization chart of MAC.

E. Minnesota Pollution Control Agency

The Minnesota Pollution Control Agency (MPCA) was created in 1967 by the Minnesota Legislature to protect surface waters. This authority was soon expanded in Minn. Stat. Ch. 115 and 116 to include responsibilities for air quality, solid waste disposal, ground water, and later, the management of hazardous wastes.

The nine-member MPCA's Citizens Board is composed of eight citizen members who serve four-year, staggered terms. They are appointed by the Governor, with Senate approval, and come from a variety of occupations and from different parts of the state. The only statutory requirement is that one member must represent agriculture. The Citizens Board is chaired by the Commissioner of MPCA, who is the ninth member.

The MPCA's powers and responsibilities for protection and improvement of the environment include the following services:

- environmental assessment, monitoring and goal-setting
- regulatory approvals
- enforcement and follow-up to complaints
- pollution prevention activities
- response to environmental threats
- technical, educational, and financial assistance

- information on agency activities and environmental issues
- forums for public discussions on environmental issues

Figure 7 is an organizational chart of the Minnesota Pollution Control Agency

F. Counties and Municipalities

All counties, the cities of Minneapolis and St. Paul and suburban municipalities in the Metropolitan Area participate in the transportation planning process at two levels: At the policy level, elected county and municipal officials are represented on the Transportation Advisory Board; and at the technical level, professional staff from principal government units are represented on the Technical Advisory Committee. Within the regional transportation planning process, many planning activities are implemented at the subregional and corridor levels. The transportation implications of such projects as highway improvements or transit service modifications are organized to invite active participation by each affected local government and to seek active citizen participation.

Cities and counties also participate in related 3-C activities but not as members of the TAB or TAC. A range of activities is included such as representatives on corridor studies, conduits for citizen comments on 3-C products and implementation of regionally funded facilities and services.

Counties and cities have the following responsibilities related to the 3-C planning process:

- Prepare and submit comprehensive plans to the Metropolitan Council and respond with amendments as necessary;
- Initiate and submit transportation projects eligible for SAFETEA-LU funding;
- Participate in the Transportation Advisory Board (TAB) and Technical Advisory Committee (TAC) when appropriate;
- Review Mn/DOT's Transportation System Plan;
- Participate in and comment on the Regional Transportation Policy Plan.

G. U.S. Department of Transportation

The U.S. DOT is also involved in the 3-C metropolitan transportation planning process. A representative of the local Federal Highway Administration office participates on the TAC and its subcommittees. This representative's primary role is to ensure that the process adheres to all federal laws and regulations concerning the metropolitan transportation planning process. The U.S. DOT provides guidance to and approves the Council's transportation planning activities, and is the primary funding source for metropolitan transportation planning.

**FIGURE 5
Mn/DOT ORGANIZATIONAL CHART**

**STATE OF MINNESOTA
Department of Transportation
Organization**



February 8, 1988

COMMISSIONER OF TRANSPORTATION
Carol L. Molnar
Governor/Commissioner

DEPUTY COMMISSIONER
Douglas M. Duffert
Deputy Commissioner/Chief Engineer

ASSISTANT TO THE COMMISSIONER
Robert A. McFalls

Communications
Lyle A. Kumber

Personnel Affairs
Richard M. Kumber

ADP
David E. Kerkels

FINANCE AND ADMINISTRATION DIVISION
Gene Z. Berg
Assistant Director

Attorney General's Office
Lynette M. Kucharski

Phil D'Alto and Associates
Michael A. D'Alto

Site to Site
Mark R. Wittaker

Finance
Scott B. Patschke

Special Assistant
Rita M. Peterson

PROGRAM MANAGEMENT DIVISION
Randall K. Robinson
Assistant Director

Accessibility
Douglas J. Knight

Private and Commercial Vehicle Inspection
Scott L. Johnson

Investment Management
Allyson E. Madzinski

Trucks
Dennis R. Adams

ENGINEERING SERVICES DIVISION
Stephen E. Kelly
Assistant Director

Highways
David L. Bergert

Construction and Materials Services
Gary A. Thompson

Construction Services
Frank W. Parks

Land Management
Alan R. Hagg

Materials
Scott L. Hanson

Technical Support
Michael A. Thoben

OPERATIONS, SAFETY AND TECHNOLOGY DIVISION
Richard L. Buschbeck
Assistant Director

Electronic Communications
Andrew W. Knap

Information Resources
William M. Nelson

Operational Research
Mark B. Goffman-Pitt

Operations
Richard L. Johnson

Transportation Data and Analysis
Joseph B. Bockhorst

Vehicle Research and Development
Richard J. Johnson

STATE AND LOCAL TRANSPORTATION DIVISION
Dale A. Madsen
Assistant Director

State and Systems
Richard B. Krause

State Aid Programs
Phil J. Wineman

DISTRICT OPERATIONS DIVISION
Richard C. White
District Director

West District
Shane Stobojan

District 1 - Duluth
Michael C. Anderson

District 2 - Brainerd
Lyle E. Etkin

District 3 - Duluth
Richard R. Hyslop

District 4 - St. Cloud/Lake
Sally M. Bergert

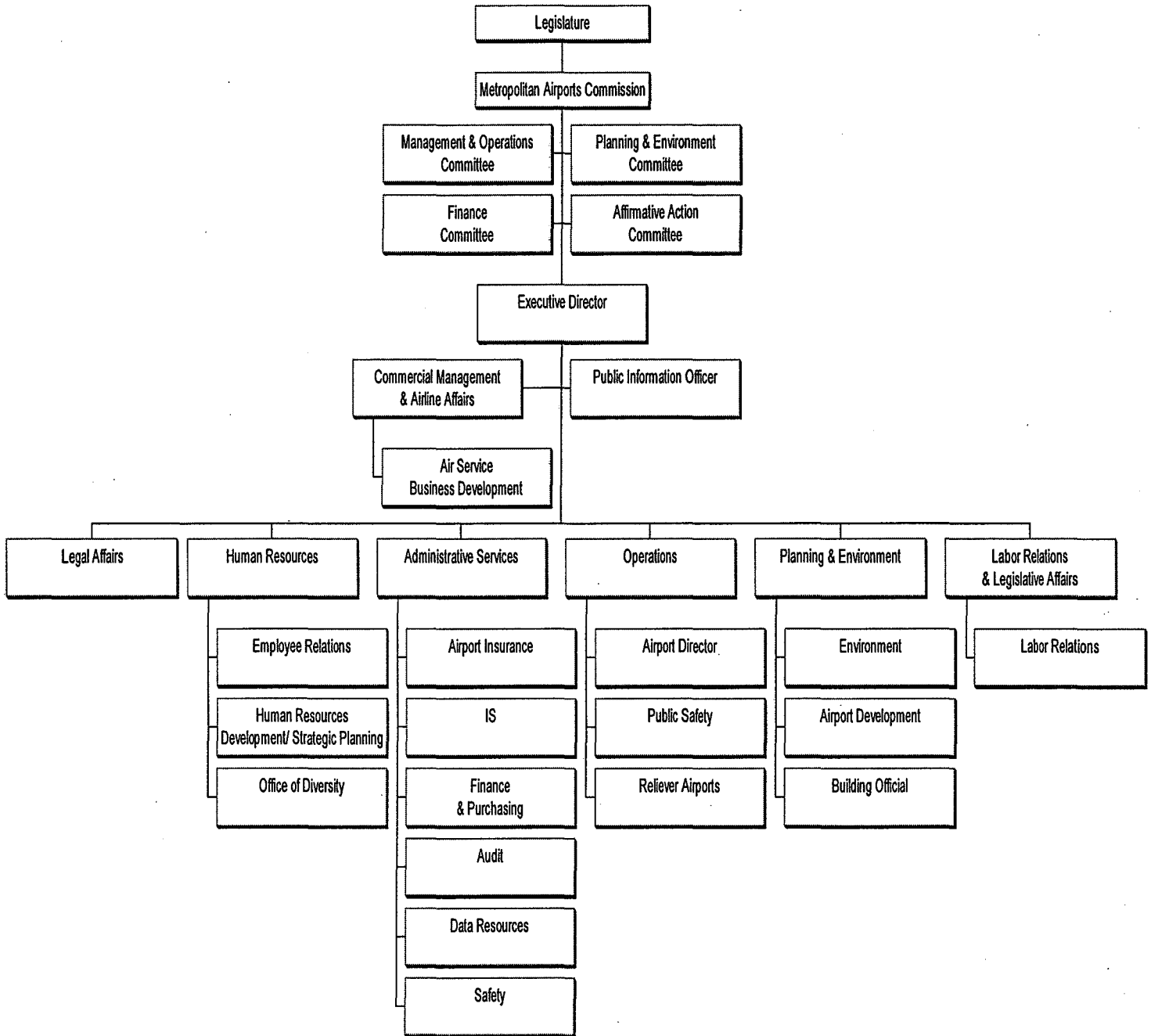
District 5 - Rochester
William B. Ruffin

District 7 - Duluth
James M. Hansen

District 8 - Duluth
Berick A. Tooten

Carol Molnar
Carol Molnar, Lt. Governor/Commissioner of Transportation

**FIGURE 6
METROPOLITAN AIRPORTS COMMISSION ORGANIZATIONAL CHART**



III. CITIZEN PARTICIPATION AND DISSEMINATION OF INFORMATION

A. Metropolitan Council

As the lead participant in the 3C transportation planning process, the Metropolitan Council actively involves the public in its decision-making process at several levels.

Background

The Minnesota State Legislature originally created the Metropolitan Council as a regional planning agency to oversee growth and development in the metropolitan area. In recent years, the Legislature added responsibilities to operate the regional bus system, collect and treat wastewater, and provide affordable housing for low and moderate income families. The Legislature recognized the need for a forum where citizens could participate in the discussion and decisions of regional issues that shape the lives of citizens and the quality of life in the Twin Cities area. The Council recognizes this purpose as central to its legislative charge. In 1998, the Council adopted a Customer Relations and Outreach policy to provide timely and substantial opportunities for public participation, placing importance on easy access and meaningful communication.

As the lead participant in the 3-C transportation planning process, the Metropolitan Council actively involves the public in its decision-making process at several levels. The Council's Communications Office acts as a liaison between the Council and citizens groups and local officials, interacting with the public on a daily basis and supporting the Council's community outreach and public hearing process. The Council has established a broad citizen participation and public education effort to build awareness and understanding of regional issues and to build consensus for solving regional issues.

The Metropolitan Council reaffirms its commitment to pro-active, effective public participation process, using a variety of internal and external strategies including newsletters, telephone comment lines, email, website, on-line forum, media relations, community meetings, public hearings, and public information campaigns.

Citizen Involvement

The community is a valuable source of information and experience; in planning, developing and implementing regional plans and policies, the Council has established an "open appointment" policy and program. The program recruits citizens to become associated with the Council's planning responsibilities through its advisory committees such as the Transportation Advisory Board, Transit Providers' Advisory Committee, and Transportation Accessibility Advisory Committee. The Council advertises the positions in metropolitan newspapers including eight to ten minority-owned papers and mails notices to community groups. Also, news releases and notices on the Council's website help publicize and recruit citizen involvement.

The Council's community involvement goals include:

- An ongoing citizen advisory process
- Public information and education initiatives
- Opportunities for public participation and comment
- Extensive communications with local governments and stakeholder groups
- Outreach activities using a variety of mediums to expand participants in regional policymaking

Citizen Advisory Groups

Standing advisory committees, as well as ad hoc task forces and focus groups conduct studies, develop policy recommendations and advise the Council on major public policy matters. Appointments to most advisory committees are open to the general public. Some committee seats are specifically designated for local elected officials or professional representatives from the discipline. Vacancies may be announced in the Council's regular public information materials, in press releases to newspapers, on the Council's website, through legal notices when required by law, through special mailings or through recruitment by Council members.

Informal citizen review, forums (in person and online), community open houses or expert resources groups are also used to help sort out issues and to gather or provide information.

Public Information and Education Initiatives

Information on metropolitan issues is disseminated through the Council's Data Center, website, staff sector representatives who serve as liaisons with communities, Council members, and through other Council programs. Public education and public/private media campaigns build awareness of specific issues and participation at community and online meetings/forums.

Policy Documents/Publications

Part of the Council's policy to inform and involve the public includes provisions to distribute policy documents which provide citizens with pertinent information about the planning and decision process. Council Directions is mailed bi-monthly to over 7,000 local officials and interested citizens, and its presence on the website reaches thousands per day. It provides information about regional issues, Council program activities and decisions and other publications and events. Regional data on population, the economy, housing vacancies and construction, to name but a few, are available to the public at no charge. The schedule for Metropolitan Council meetings is issued weekly to news media, emailed to subscribers, posted on websites, and publicized further as needed. The Metropolitan Digest, published monthly, summarizes the actions of the Council, Metropolitan Airports Commission and Metropolitan Sports Facilities Commission. Included are appointment vacancies to commissions and advisory committees. Mailings reach 600 local officials and legislators.

Other communications initiatives also build on the Council's organizational identity and include:

- An annual report
- Special purpose brochures and fact sheets to keep local officials and interested groups aware of regional issues
- Collateral materials featuring the Data Center, website and Public comment line

News Media Program

Information on regional issues is provided through the news media—daily and weekly newspapers, local TV and radio, cable TV, local magazines, local media in Council members' districts. The Council sponsors a weekly regional cable program to highlight regional activities. Regular news briefings, news releases, editorial commentaries, and meetings with news media highlight regional issues, Council actions and public participation opportunities.

Speakers Bureau

An active speakers program provides opportunities for Council members and staff to talk with and obtain input on Council issues from local officials, professionals, community organizations and the public.

Public Information Initiatives

The Council regularly conducts major public information and marketing campaigns to support critical regional projects with the goal of heightening public awareness of the issue and the Council's position and soliciting feedback from the public. These efforts are coordinated with other government and community organizations with information being distributed through special public information meetings or through the media.

Public Hearing and Referral Process

Public participation is also evident through the public hearing process and the referral or review process. Public hearings are publicized in local and regional papers and held in both Council offices and in communities and neighborhoods when major policy decisions significantly affect those areas. Public hearings are conducted when the adoption or amendment of any regional policy plan is being considered. Options to provide comments for the public record include online forum, email, voice mail, fax, or written comment card mediums.

The referral process is used to coordinate the implementation of transportation facilities with regional development policies through notices sent to interested persons, groups and other affected parties. For each surface transportation referral, notices are sent to appropriate minority organizations based on a proposed facility location or its service area.

Local Government Input

The Council seeks early input from local and county governments to obtain their perspective on developing regional policies concerning day-to-day regional issues, concerns and needs. Input is obtained through informal discussion meetings and forums, stakeholder focus groups, surveys, and on-going updates.

Nontraditional Participants

Special outreach efforts are made to foster minority and traditional underrepresented perspectives in regional policymaking. This is accomplished, in part, by increasing the visibility of particular issues and cosponsoring events that help to develop new relationships, as well as online forums, mailers, and advertising public involvement opportunities in minority-based media.

Communications Plans

The Council prepares comprehensive communications plans to identify key stakeholders, key messages, and what outreach tools should be used to elicit substantive and meaningful participation. Online planning tools help staff develop public involvement activities.

Council/Staff Assistance

Metropolitan Council members and staff appear at city council meetings to explain Council policy and to hear local concerns. Meetings with civic leaders in business, education and non-profit foundations are frequently convened to discuss Council priorities, regional competitiveness

and opportunities for public/private non-profit cooperation. Technical planning assistance (including staff workshops for communities) is provided for local comprehensive plans so that major metropolitan area issues can be better coordinated.

Electronic and Data Center Info

The Council has a major internet presence at www.metrocouncil.org, a Metro Information Line/Public Comment Line, and email at data.center@metc.state.mn.us, for current information and feedback opportunities on specific topics. The Council's Data Center also uses targeted mailings and emails for disseminating information. As needed, information is translated into other languages or formats.

B. Minnesota Department of Transportation

Mn/DOT conducts a variety of public meetings to present information to the public and to provide a forum for public participation. This is in keeping with Mn/DOT's policy to actively seek the early and continuing participation of all interested and/or affected members of the public in all phases of transportation decision making. Opportunities for public participation are publicized through the media, website and direct contacts. Types of opportunities include public information meetings, public hearings, open houses, task force meetings and neighborhood meetings.

Staff members from Mn/DOT make personal appearances before various public groups presenting information about the Department and its activities. These staff members may be from either the central office or district offices, depending on the nature of the information desired and the geographic location.

In addition, Mn/DOT issues news releases to the media statewide, or in localized geographical areas as needed. Mn/DOT coordinates information activities with its district offices (seven in Greater Minnesota and the Metro District in the Twin Cities Metropolitan Area). Staff from Mn/DOT prepare and disseminate a variety of special brochures and publications and issue radio and television announcements to assist in communicating special subject information to the public.

C. Minnesota Pollution Control Agency

The MPCA Citizens Board provides the opportunity for citizen participation through regular monthly and special meetings and formal public hearings. Citizens can also request that a particular item be considered by the Board. The MPCA staff also answers citizens' inquiries, holds public information meetings, organizes technical advisory committees, publishes notices of intent to solicit public opinion on rules, publishes public notices and solicits formal comment on projects, responds to requests, speaks to interested parties, and responds to reporters' and citizens' inquiries. Communication officers are expected to provide primary contact with the news media regarding pollution control activities, as well as provide other technical and public information duties.

D. Counties and Municipalities

Cities and counties also are directly involved in citizen participation efforts for a variety of projects and studies that are included in this UPWP. The best example of such activities relates to corridor studies. While such studies carry out their individual efforts to ensure citizen participation, the cities and counties involved act as conduits for their citizens' input. These activities may be fostered by the city planning commissions or subcommittees of county boards.

D. SAFETEA-LU FACTORS CONSIDERED BY PROGRAM ELEMENT

On August 10, 2005, Congress signed in law PL 109-50, the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users, which is referred to as SAFETEA-LU. This law requires, under Section 6001 (h), that plans and programs address the eight elements listed below.

- 1) In general. – The metropolitan transportation planning process for a metropolitan area under this section shall provide for consideration of projects and strategies that will –
 - A. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
 - B. Increase the safety of the transportation system for motorized and nonmotorized users;
 - C. Increase the security of the transportation system for motorized and nonmotorized users;
 - D. Increase the accessibility and mobility of people and for freight;
 - E. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
 - F. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
 - G. Promote efficient system management and operation; and
 - H. Emphasize the preservation of the existing transportation system.

The factors that apply to each element of the Unified Planning Work Program are listed below.

| SAFETEA-LU FACTORS | A | B | C | D | E | F | G | H |
|--|----------|----------|----------|----------|----------|----------|----------|----------|
| Transportation Planning Process | | | X | | | X | | |
| TIP Development and Management | X | X | X | X | X | X | X | X |
| Comprehensive and Surface Transportation Planning | X | X | X | X | X | X | X | X |
| Research and Travel Forecasting | X | X | X | X | X | X | X | X |
| Operations and Management | X | X | X | X | X | X | X | X |
| Aviation Transportation Planning | X | | | X | | | X | X |