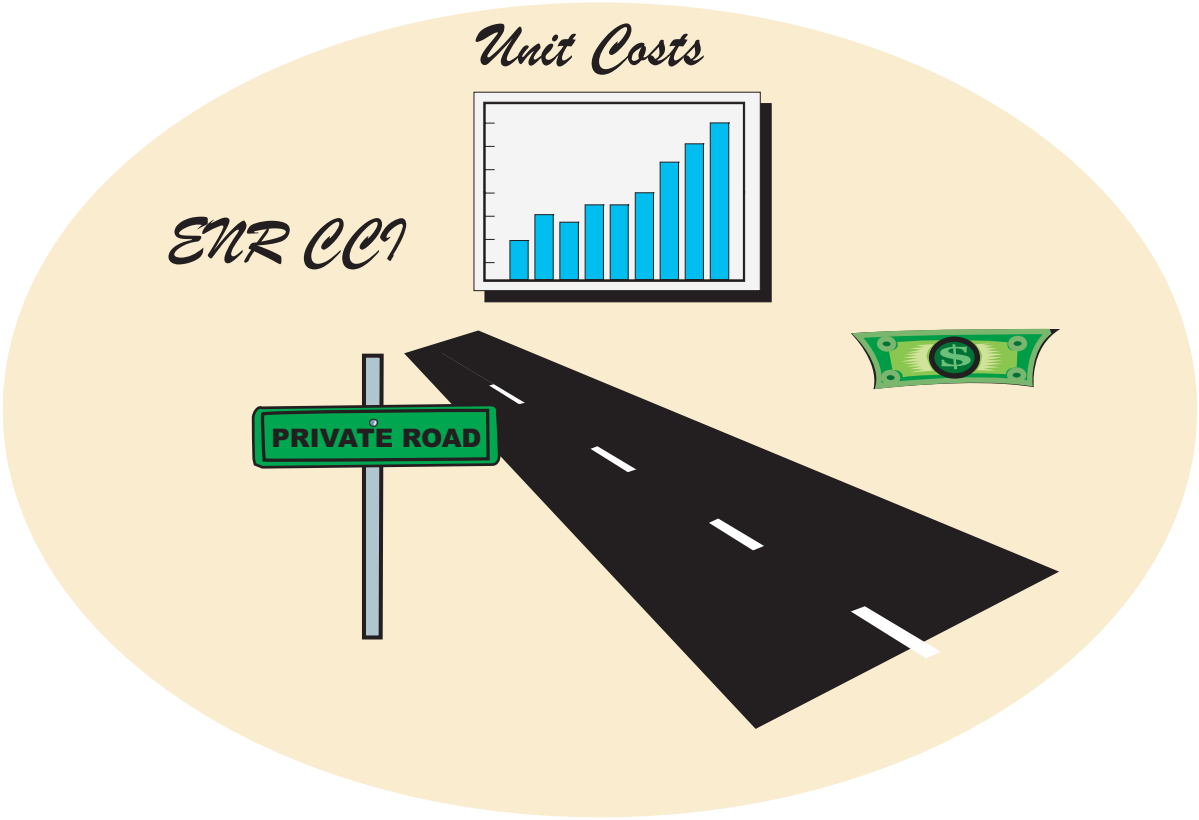
2008 MUNICIPAL SCREENING BOARD DATA



JUNE 2008

Minnesota Department of Transportation

Memo

State Aid for Local Transportation
395 John Ireland Boulevard
Mail Stop 500
St. Paul, MN 55155-1899

Office Tel.: 651 366-3815
Fax: 651 366-3801

Date: **May 1, 2008**

To: **Municipal Engineers**
City Clerks

From: **R. Marshall Johnston**
Manager, Municipal State Aid Needs Unit

Subject: 2008 Municipal Screening Board Data booklet

Enclosed is a copy of the June 2008 "Municipal Screening Board Data" booklet.

The data included in this report will be used by the Municipal Board at its May 28 and May 29, 2008 meeting to establish unit prices for the 2008 Needs Study that is used to compute the 2009 apportionment. The Board will also review other recommendations of the Needs Study Subcommittee and the Unencumbered Construction Funds Subcommittee as outlined in their minutes.

Should you have any suggestions or recommendations regarding the data in this publication, please refer them to your District Screening Board Representative or call me at (651) 366-3815.

This report is distributed to all Municipal Engineers and when the municipality engages a consulting engineer, either a copy is also sent to the municipal clerk or a notice is emailed stating that it is available for either printing or viewing at www.dot.state.mn.us/stateaid .

The State Aid Program Mission Study

Mission Statement:

The purpose of the state-aid program is to provide resources, from the Highway Users Tax Distribution Fund, to assist local governments with the construction and maintenance of community-interest highways and streets on the state-aid system.

Program Goals:

The goals of the state-aid program are to provide users of secondary highways and streets with:

- Safe highways and streets;
- Adequate mobility and structural capacity on highways and streets; and
- An integrated transportation network.

Key Program Concepts:

Highways and streets of community interest are those highways and streets that function as an integrated network and provide more than only local access. Secondary highways and streets are those routes of community interest that are not on the Trunk Highway system.

A community interest highway or street may be selected for the state-aid system if it:

A. Is projected to carry a relatively heavier traffic volume or is functionally classified as collector or arterial

B. Connects towns, communities, shipping points, and markets within a county or in adjacent counties; provides access to rural churches, schools, community meeting halls, industrial areas, state institutions, and recreational areas; serves as a principal rural mail route and school bus route; or connects the points of major traffic interest, parks, parkways, or recreational areas within an urban municipality.

C. Provides an integrated and coordinated highway and street system affording, within practical limits, a state-aid highway network consistent with projected traffic demands.

The function of a road may change over time requiring periodic revisions to the state-aid highway and street network.

State-aid funds are the funds collected by the state according to the constitution and law, distributed from the Highway Users Tax Distribution Fund, apportioned among the counties and cities, and used by the counties and cities for aid in the construction, improvement and maintenance of county state-aid highways and municipal state-aid streets.

The *Needs* component of the distribution formula estimates the relative cost to build county highways or build and maintain city streets designated as state-aid routes.

2008 MUNICIPAL SCREENING BOARD DATA

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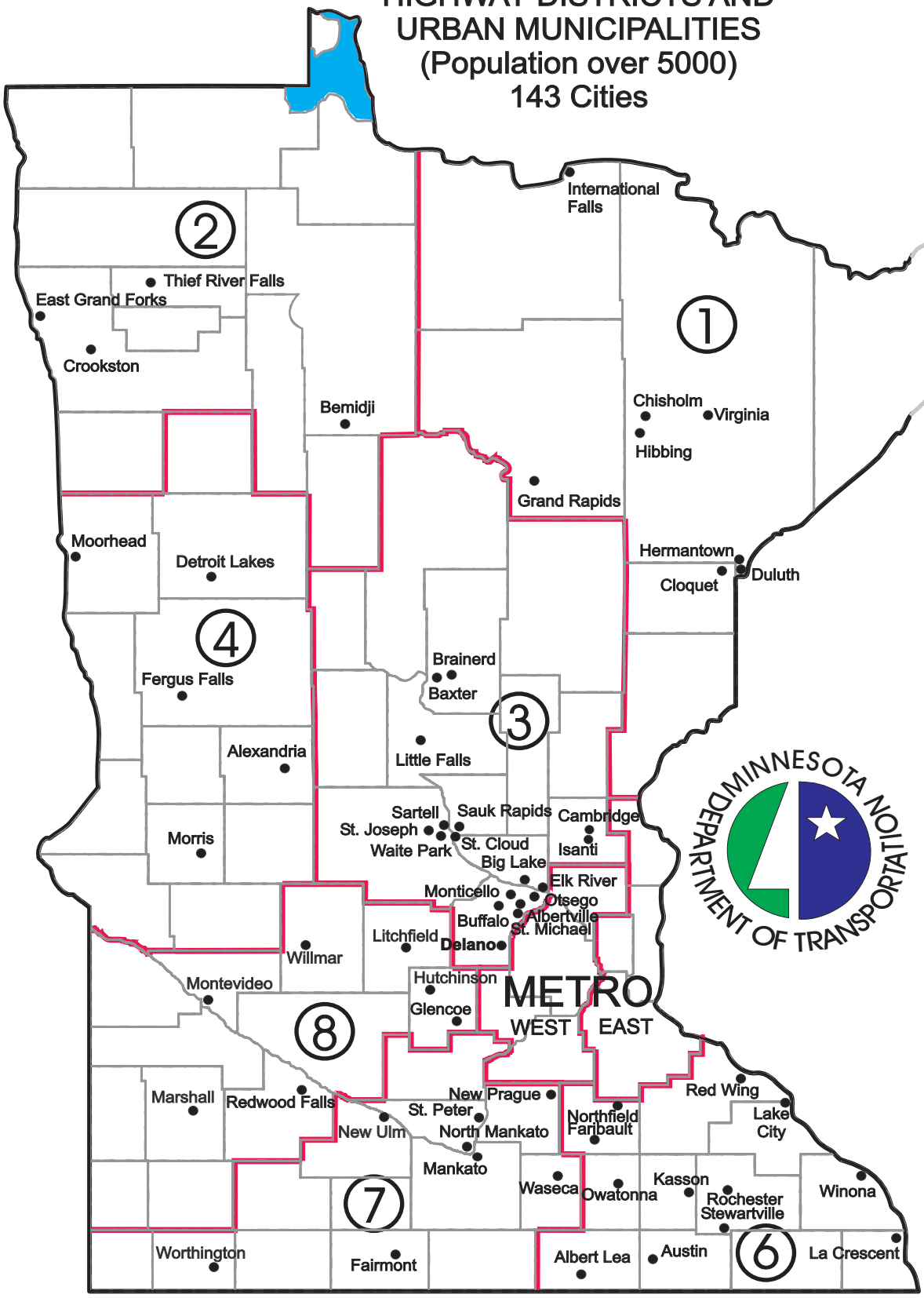
STATE OF MINNESOTA

HIGHWAY DISTRICTS AND URBAN MUNICIPALITIES (Population over 5000) 143 Cities



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June 2008

METRO MUNICIPALITIES

48 Metro West Cities

Andover
Anoka
Belle Plaine
Blaine
Bloomington
Brooklyn Center
Brooklyn Park
Champlin
Chanhassen
Chaska
Circle Pines
Columbia Heights
Coon Rapids
Corcoran
Crystal
Dayton
East Bethel
Eden Prairie
Edina
Fridley
Golden Valley
Ham Lake
Hopkins
Jordan
Lino Lakes
Maple Grove
Minneapolis
Minnetonka
Minnetrista
Mound
New Hope
Oak Grove
Orono
Plymouth
Prior Lake
Ramsey
Richfield
Robbinsdale
Rogers
St. Anthony
St. Francis
St. Louis Park
Savage
Shakopee
Shorewood
Spring Lake Park
Victoria
Waconia

33 Metro East Cities

Apple Valley
Arden Hills
Burnsville
Cottage Grove
Eagan
Falcon Heights
Farmington
Forest Lake
Hastings
Hugo
Inver Grove Heights
Lake Elmo
Lakeville
Little Canada
Mahtomedi
Maplewood
Mendota Heights
Mounds View
New Brighton
North Branch
North St. Paul
Oakdale
Rosemount
Roseville
St. Paul
St. Paul Park
Shoreview
South St. Paul
Stillwater
Vadnais Heights
West St. Paul
White Bear Lake
Woodbury

28-Apr-08

2008 SUBCOMMITTEES

The Screening Board Chair appoints one city Engineer, who has served on the Screening Board, to serve a three year term on the Needs Study Subcommittee.

The past Chair of the Screening Board is appointed to serve a three year term on the Unencumbered Construction Fund Subcommittee.

NEEDS STUDY SUBCOMMITTEE	UNENCUMBERED CONSTRUCTION FUNDS SUBCOMMITTEE
Dave Kildahl, Chair Crookston (218) 281-6522 Expires after 2008	Lee Gustafson, Chair Minnetonka (952) 939-8200 Expires after 2008
Craig Gray Bemidji (218) 759-3581 Expires after 2009	Mike Metso Past Chair (218) 727-3282 Expires after 2009
Deb Bloom Roseville (651) 792-7000 Expires after 2010	Chuck Ahl Maplewood (651) 770-4552 Expires after 2010

2008 MUNICIPAL SCREENING BOARD

screening board stuff\2008\Screening Board June 2008.xls 15-Apr-08

OFFICERS			
Chair	Mel Odens	Willmar	(320) 235-4202
Vice Chair	Shelly Pederson	Bloomington	(952) 563-4870
Secretary	Jeff Hulsether	Brainerd	(218) 828-2309

MEMBERS				
District	Years Served	Representative	City	Phone
1	2008-2010	Jim Prusak	Cloquet	(218) 879-6758
2	2006-2008	Craig Gray	Bemidji	(218) 759-3576
3	2006-2008	Terry Maurer	Elk River	(651) 644-4389
4	2007-2009	Bob Zimmerman	Moorhead	(218) 299-5390
Metro-West	2007-2009	Jean Keely	Blaine	(763) 784-6700
6	2007-2009	Katy Gehler-Hess	Northfield	(507) 645-3006
7	2008-2010	Ken Saffert	Mankato	(507) 387-8631
8	2006-2008	Glenn Olson	Marshall	(507) 537-6774
Metro-East	2008-2010	Russ Matthys	Eagan	(651) 675-5637
Cities	Permanent	Cindy Voigt	Duluth	(218) 730-5200
of the	Permanent	Don Elwood	Minneapolis	(612) 673-3622
First Class	Permanent	Paul Kurtz	Saint Paul	(651) 266-6203

ALTERNATES				
District	Year Beginning		City	Phone
1	2011	Jason Fisher	Chisholm	(218) 254-7907
2	2009	Greg Boppre	East Grand Forks	(218) 773-1185
3	2009	Steve Bot	St. Michael	(763) 497-2041
4	2010	Gary Nansen	Detroit Lakes	(218) 299-5390
Metro-West	2010	Tom Mathisen	Crystal	(763) 531-1160
6	2010	Don Borcherding	Stewartville	(507) 288-6464
7	2011	Jon Rippke	North Mankato	(507) 625-4171
8	2009	Kent Exner	Hutchinson	(320) 234-4212
Metro-East	2011	Mark Graham	Vadnais Heights	(651) 204-6050

2007 MUNICIPAL SCREENING BOARD
Fall Meeting Minutes
October 23 & 24, 2007

TUESDAY AFTERNOON SESSION – Oct. 23, 2007

I. Opening by Municipal Screening Board Chair Chuck Ahl

The 2007 Spring Municipal Screening Board Meeting was called to order at 1:03p.m. on Tuesday, October 23, 2007.

A. Chair Ahl Introduced the Head Table and Subcommittee Chairs/Members:

Chuck Ahl, Maplewood - Chair, Municipal Screening Board
Mel Odens, Willmar - Vice Chair, Municipal Screening Board
Julie Skallman, Mn\DOT - State Aid Engineer
Marshall Johnston, Mn\DOT - Manager, Municipal State Aid Needs Unit
Tim Loose, St. Peter - Chair, Needs Study Subcommittee
Lee Gustafson, Minnetonka - Chair, Unencumbered Construction Funds Subcommittee
Shelly Pederson, Bloomington – Secretary, Municipal Screening Board

B. Secretary Pederson conducted the roll call of the members present:

District 1	Tom Pagel, Grand Rapids
District 2	Brian Freeburg, Bemidji
District 3	Terry Maurer, Elk River
District 4	Bob Zimmerman, Moorhead
Metro West	Tom Mathison, Crystal
District 6	Katy Gehler-Hess, Northfield
District 7	Fred Salsbury, Waseca
District 8	Glen Olson, Marshall
Metro East	Deb Bloom, Roseville
Duluth	Cindy Voigt
Minneapolis	Don Elwood
St. Paul	Paul Kurtz

C. Pederson recognized Screening Board Alternates:

District 1	Jim Prusak, Cloquet
District 7	Ken Saffert, Mankato
Metro East	Russ Mattys, Eagan (*absent*)

D. Pederson recognized Department of Transportation personnel:

Rick Kjonaas	Deputy State Aid Engineer
Patti Lokken	State Aid Programs Engineer

Dan Simon	Assistant Mgr., MSAS Needs Unit
Kim DeLaRosa	Manager, CSAH Needs Unit
Walter Leu	District 1 State Aid Engineer
Lou Tasa	District 2 State Aid Engineer
Kelvin Howeison	District 3 State Aid Engineer
Merle Earley	District 4 State Aid Engineer
Steve Kirsch	District 6 State Aid Engineer
Tom Behm	District 8 State Aid Engineer
Dan Erickson	Acting Metro State Aid Engineer
Mike Kowski	Assistant Metro State Aid Engineer
Andy Schmidt	Assistant District 6 State Aid Engineer

E. Pederson recognized others in attendance:
Larry Veek, Minneapolis
Jim Vanderhoof, St. Paul
Dave Sonnenberg, Chair, CEAM Legislative Committee
Greg Schroeder, Minneapolis

II. Review of the '2007 Municipal State Aid Street Needs Report' booklet

Ahl noted that traditionally, the entire report is reviewed and discussed on Tuesday and any action required is taken on Wednesday morning. This will give all members a chance to informally discuss the various items Tuesday evening.

June Screening Board minutes Pages 16-24
Motion by Salsbury, Seconded by Bloom, to approve the minutes. Motioned carried unanimously.

Marshall Johnston began his review of the Municipal State Aid Street Needs Report booklet.

A. Introductory information in the booklet Pages 1-24:
Johnston pointed out page 11, State of MN cities that share in the State Aid allocation. Delano is a new city added to this list. Page 12, members of this committee with 3 members going off this year include District 1 - Tom Pagel, replaced with Jim Prusak of Cloquet; New alternate will be Jason Fisher from Chisholm. District 7 - Fred Salsbury, with Ken Saffert being on the Screening Board for him. The new alternate is John Ripke from North Mankato. Metro East elected Mark Graham, Vadnais Heights will be their representative. Metro West elected a new alternate Jean Keely from Blaine as the representative, however was not able to attend this meeting so Tom Mathison was elected as the new Metro West alternate. Johnston noted for the record that all board members are now in attendance.

Page 13 shows the two subcommittees – Needs Study Subcommittee with Tim Loose being chair this year, with one of the screening board members going off today being elected to take his place. UCFS - Lee Gustafson leaving, with Chuck Ahl going on for a 3 year term.

Page 14 and 15 – history of who has been on the screening board.
Page 16 – 29 – Spring Screening Board minutes (just approved today).
Page 25 – 36 are Subcommittee issues, which will be discussed at the end of the meeting.

B. Tentative 2008 Population Apportionment Page 38. Explains how 50% of the allocation is based upon population, and reviewed calculations and spreadsheet. This is an estimate at this time and if any changes are made before the end of the year the final dollars will be calculated in January. Each person generates (for the city) about $15.90 in State Aid allocation.

C. Effects of the 2007 Needs Study Update Page 46. Explanation of the table on page 46 which includes normal needs (computer updates, etc) traffic updates, unit costs on roadways, unit costs on structures and railroads, 2007 unadjusted construction needs. Rogers had the largest mileage increase (added 4 miles); Largest dollar figure increase is St. Cloud. Two of the largest decreases were Falcon Heights (percentage decrease due to construction) and Minneapolis (dollar wise decrease - due to needs updating, mostly of pavement removal type I).

D. Mileage, Needs and Apportionment Page 50. Historical Needs changes, with increasing cities and mileage. Page 51, shows increase of 65 miles on the MSA system, which does not include Delano's new system which would add another 6 miles. This means approximately 70 miles of increase between last year and this year.

E. Itemized Tabulation of Needs Pages 52-54. Johnston briefly reviewed the tabulation spreadsheet for how cities generate needs, and the totals. Oakdale has the lowest needs costs, while Crookston is the highest.

F. Tentative 2008 Construction Needs Apportionment and Construction Needs Apportionment Pages 57-62. Page 60 – shows the tentative construction needs apportionment, $14.35 /$1000 of needs in actual dollars.

G. Unencumbered Construction Fund Balance Adjustment Page 65. Estimated adjustment, for the final allocation will use the December 31st balance for the calculations. Any city that is negative, they will get a positive adjustment for that amount.

H. Adjustments to the Needs Pages 69 – 72. Johnston reviewed the excess balance adjustment and redistribution calculation. This is also an estimate; payment requests in before December 1st, amounts will be deducted off the year end balance. Rick Kjonaas – Noted all anticipated advances will be distributed (still requires a resolution).

I. Unamortized Bond Account Adjustment Page 74. Johnston explained how several cities need to correctly finish their paper work to complete the process and be removed from the list.

J. After the fact Bridge Adjustment (for new bridges) Page 75. Farmington and Maple Grove had new bridges; they will get a 15-year positive adjustment.

K. ROW Adjustments Pages 76-79. Johnston reviewed and cited examples, which will be for the 2008 allocation; this is the largest adjustment to the Need).

L. After the Fact Retaining Wall Adjustment Page 80. This is the first year for this adjustment. Cities will have until Nov. 1 2007 to submit paper work on retaining walls on projects that were awarded/constructed after January 1 2006 (need construction costs). There is a category for Individual Adjustments - City of Shakopee only one. Possibly other Individual Adjustments may be needed for the cities of Orono and Duluth.

M. Recommendation to the Commissioner (per State Statute) Page 85. There will be some minor adjustments this year, possible adjustments to the construction needs. Orono and Duluth may need final adjustments; Delano is currently estimating their final needs. There may be some after the fact continual needs submitted. Also this is the last year for needs for concrete pavement removal; after this year, it will be pavement removal (not just concrete). The needs unit price may also change (prices noted).

N. Trunk Highway Turnback Maintenance Allowance Page 87. Johnston reviewed spreadsheet and cited examples. He noted if a road is eligible for trunk highway turnback funding, then it does not generate needs.

O. Tentative 2008 Total Apportionment, Comparisons and Apportionment Rankings Pages 88-90.

P. Miscellaneous Items

Page 91 - Shows a comparison of the actual allocation of last year and what the estimate is for this year and be receiving in January. Alexandria and Rogers has the largest/highest percent of increase.

Pages 94-97 explains Apportionment Rankings, also comparisons of all the cities in Needs per mile. (Page 62 noted for calculating dollar amounts).

Pages 100-101 – Johnston pointed out cities that are certified complete, which means they can spend half their allocation based on population on the other 80% of their roads. (4 cities in the state that have been certified).

Page 103 - Administrative Account – One and one half percent of allocation annually, right of the top goes to the Administrative Account (screening board meeting, district meeting, etc). Leftover monies do not accumulate.

Page 104-105 - Research Account – Will be needing a motion on this item (Wednesday). State statute states you can put up to ½ of 1 percent of your annual allocation to go to research.

Reviewed highlights to current resolution of the Municipal Screening Board:

- Page 111 – last October, pavement removal needs – instead of concrete pavement removal needs.
- Page 113 – 115 – all the units cost changes (in bold).
- Page 117 – bold sentence regarding "After the fact Needs on retaining walls for projects awarded after January 1, 2006."

Q. Issues and Minutes of the NSS and UCFS Combined Subcommittee Meeting Pages 25 – 32. Lee Gustafson leading the discussion.

a) Gustafson stated on page 30 is the Grading Factor issue summary of action taken from last spring's meeting. Some of the grading factor discussion focused on inequities and pavement removal; now everyone is paid for pavement removal. The Joint Subcommittee reviewed the grading factor again. Page 31 is a typical summary of individual construction items. Page 33 is the same summary with seven items crossed out. Page 31-32 shows the 7 year average, of an urban grading factor, and a rural grading factor. The recommendation is to take out the seven items indicated on page 33; replace the grading factor multipliers of both rural (1.56) and urban (1.78).
Ahl noted that the purpose of the calculations is to help with this complicated issue.
Mathison asked about page 32, "using only roadway items that are less than 5% of the total needs", Gustafson noted that any one item is less than 5% of the total Needs (see table on page 32). Gustafson also reviewed the urban and rural grading factors. He added that this resolution would be before the Board for adoption on Wednesday.
Elwood - Asked what the cumulative impact would be on the cities, is it possible to calculate this? Gustafson stated yes, but would need to look at each year and each item (urban or rural, with pavement removal or not, etc.). This should be looked at more as "is this good for the system, not just each individual city".
Kurtz stated he does not think that this simplifies the system and questions why they are eliminating these 7 items; aren't they actually a reflection of what our actual needs are? He does not see the necessity in eliminating these items, and thinks they should all be kept in. Kurtz commented that the items everyone has is fairly detailed. He noted items should be kept (as a true reflection of Needs) and not just put on a multiplier.
Salsbury asked if pavement removal is in the recommendation. Ahl stated yes.
Gustafson commented the committee could go either way and it would still simplify the needs. He added that the recommendation was based on the feedback from the Spring meeting.
Odens referred to the resolution and asked for a clarification on pavement removal, noted on page 33, concrete removal is crossed out. Gustafson noted it will simply read "pavement removal".
Gustafson noted something always comes up, should water quality have its own line item in the needs, this was rolled into the storm sewer. The grading factor is similar.

Discussion and a vote on this item will be taken up again at the Wednesday morning meeting.

b) Private Roads used in computations for MSAS system mileage.
Presentation by Kevin Hogland (Bonestroo) representing the City of Orono.

Hogland presented the events of what happened in the city of Orono as they prepared their pavement management plan which included an inventory of the existing roadway network throughout the city. At the same time the roadway inventory was underway, the city's consultant engineer was preparing the Annual MSA Certification of Mileage. The engineer suggested that the city obtain confirmation from MNDOT Office of State Aid regarding the inclusion of the City's rural cul de sac roads in the calculation of total roadway mileage. See a letter dated October 17, 2007 to MSA Pre-Screening Board Members from Ronald Moorse, Orono City Administrator, explaining in greater detail the chronology of events and reasons why they believe these roadways should be counted toward their MSA mileage.

One of Orono's road types came up as private roads, the question was asked what is a private road. The Orono staff met with state aid staff for definition of private street vs. public street. Hogland presented, a map of existing streets and their designation; statutes 162.09, 169.01 definitions; easement documents used by Orono; Orono street standards; and the letter to the screening board.

Orono requests that this be sent to the committees to be studied

Comments from the Committee's and Board Members: Private Roads vs. City Streets.

Gustafson stated that when the committee reviewed this they did not have all the information that was presented today or at the pre-screening board meeting, He feels it's not fair to go back to the committee recommendation since they did not have all the handed out data.

Bloom asked about roads on a ROW or easement, what is the age of some of these roads (no PMP report) and have they ever been maintained or evaluated. Hogland stated there is no standard for sealcoating, no set maintenance schedule, and the roads in question are included in the plan (plan not yet complete).
Bloom asked if the homeowner's agreement say that the homeowners will have 100% of the responsibility and cost of maintaining the road. Hogland noted this situation has not occurred, but if it does, the homeowners would come to the city and ask for help.

Mathison - Asked who owns and maintains the water and sanitary sewer, Hogland stated the city maintains these. Plowing is the responsibility of the property owners. Mathison asked if any Associations are escrowing funds for long term street maintenance, Hogland does not know. Mathison asked how Orono pays for other local street projects, Hogland stated State Aid funding and some city funding. Mathison asked who does the pothole patching on the green streets, Hogland stated the city would do some, property owners would be responsible for others.

Pagel asked with public easements in place, do the property owners have the right to gate these roads, Hogland stated no.
Mauer asked if a developer comes in which type of road (green or white) would they be encouraged to be build. Hogland stated, based on Orono's Comp Plan, a green

road would be required. Regardless of the type of road, this simply allocates how the city maintains the roadways.

Voigt asked if the roads were built by private money, Hogland stated the roads were paid for by the developer (private). Voigt also asked, after the road construction was completed, were these streets accepted by City Council as a public city street. Hogland stated, in Orono, they are looked at as a private road, and not needed to be accepted as a city (public) street.

Pagel asked if Orono simply accepted these roads (by resolution), as public - couldn't the maintenance agreements with the property owner still exist? All agreed yes they could.

Kjonaas noted on page 84 in the book, Screening Board duties include reviewing the money Needs, page 112 provides a definition for mileage.

Ahl noted this is really an equity issue; is this equal for all the cities. Kowski stated be sure to take time to look at all the data to consider the issue and impacts.

Freeburg - Commented that we don't see the Orono roads any different then a condo association or that type of street, therefore thinks they should not be part of the city system.

Ahl reminded the group to discuss this item this evening for direction tomorrow to approve, deny or send to the committee for additional study.

III. Motion by Voigt, Seconded by Maurer to adjourn the meeting until 8:30 a.m., Wednesday morning.

2007 MUNICIPAL SCREENING BOARD
Fall Meeting Minutes
October 23 & 24, 2007

WEDNESDAY MORNING SESSION – Oct. 24, 2007

The Municipal Screening Board reconvened @ 8:34 a.m. on October 24, 2007.

Attendance note: all screening board members present.

I. Review Tuesday's subjects and take formal action of the Fall 2007 Municipal Screening Board.

A. Recommendations from the combined Subcommittees Pages 25-35
   i. Urban and Rural Grading Factor multipliers
      a. A sample MSB resolution has been prepared for discussion:

      PROPOSED MUNICIPAL SCREENING BOARD RESOLUTION FOR GRADING FACTORS

      <u>Grading Factors (or Multipliers)</u> October 2007

      That Needs for tree removal, pavement removal, curb and gutter removal and sidewalk removal shall be removed from urban segments in the Needs study and replaced with an Urban Grading Multiplier approved by the Municipal Screening Board. This Multiplier will be multiplied by the Grading/Excavation Needs of each deficient proposed urban segment in the Needs study.
      That Needs for tree removal, pavement removal, special drainage, gravel surface and gravel shoulders shall be removed from rural segments in the Needs study and be replaced with a Rural Grading Multiplier approved by the Municipal Screening Board. This Multiplier will be multiplied by the Grading/Excavation Needs of each deficient proposed rural segment in the Needs study. That these Grading Factors shall take effect for the January 2009 allocation.

Ahl commented we have to look at whether this is equitable? (not winners vs. losers). This is a way for distribution of the money (needs and consistency) and also for ease of system and calculation. Should we be calculating items that are less then 1/10th of 1% of the needs?
Olson noted there has been no negative discussion about the proposal for grading factor from his district. There has been more in-depth discussion here at the meeting.

Freeburg added that District 2 cities would adopt the resolution as presented by the subcommittee.
Elwood stated there are going to be winners and losers and that's ok and rather than urban vs. rural, it may be old city vs. new city or metro vs. out state. Could a comparison be done (by the committee) between representative cities (major cities outside the metro vs. inside the metro) over the last five years to determine actual impact.
Gustafson stated yes, a comparison could be done. Will this make a difference on the decision, he thinks no. All the items are less then 1%. Yes there will be winners and losers, but we are looking a system based on what is good for everyone as a whole.
Voigt noted they are all for simplification, but on a more radical note. Leave all the items as is or do something radically different, adding the grading factor makes it more complicated.
Ahl called for a motion.

Motion by Olson, seconded by Bloom to move the resolution as written.

Discussion:
Kurtz hears that some more information might be needed; we need to look at the system as a whole instead of the small pieces. He would like to see the items/needs stay as is. He can't support the motion at this time as he doesn't feel it simplifies the system.
Gustafson added that the committee did look at simplifying the whole system. The Committee previously looked at various ways such as what other states are doing, population based, etc. Major changes would need legislative changes. Kurtz does not think this is simplification, but rather a redistribution of needs. Let's look at the whole system even if we have to go to the legislature for action.
Zimmerman stated that generally, the cities in District 4 support the grading factor proposal.
Mathison commented that the State Aid system is based on the honor system; how do we know how many cities actually go out and count each item instead of estimating?
Johnston said these items are inputted and updated by each city, and are reviewed by the DSAE. The grading factor will not be user inputted; most every deficit segment will generate the needs. It will be done according to the system and applied on appropriate segments.
Per Ahl's request, Pederson called the roll call vote on the previous motion: *(Motion by Olson, seconded by Bloom to move the resolution as written)*.

District 8:	Yes
District 1:	Yes
Metro East:	Yes
District 6:	Yes
Minneapolis:	No
District 7:	Yes

District 4: Yes
Duluth: No
St. Paul: No
District 2: Yes
Metro West: No
District 3: Yes
Motion carried with 8 in favor and 4 against the motion. Motion carries.

Johnston noted this will be shown in the resolutions, but will take effect in next year's reviews for action in January, 2009. Discussion whether the motion established the multiplier in the grading factor adopted (with pavement removal in it). It was determined the multiplier (grading factor) was established according to the booklet.

ii. Dilution of MSAS funding
Ahl noted the general discussion on page 34 of the booklet.
Gustafson said as part of the September 19th 2007 meeting, the committee discussed items related to dilution, and situations regarding the number of new cities coming on board (13) with population of at least 5,000. The Screening Board has the authority not to give full allocation when the cities of 5,000 come on board. Turnback mileage was another item discussed, along with non-existing mileage expiring after a certain time period. State Aid is not recommending any items, for Screening Board consideration.
Ahl asked if we want the committee to look at some of these items – turnback mileage, non-existing mileage, cities of under 5,000, or new cities.
Skallman noted MnDOT is not pushing the committee to discuss any of these items right now. But suggested when looking at your needs, remember what the counties are doing - they have a special task force. Skallman recommended that the cities monitor what the counties are doing until spring 2008, to see how it works for the counties.
Odens asked how many cities will be coming in. Johnston noted there are about 5-6 cities that are over 4,500 and growing that will come on in the next few years.
Olson noted that in District 8 they did not want any changes to the system; just get more money into the fund.
Pagel said that District 1 agreed no changes should be made. Focus on how to increase the revenues instead of cutting out city budgets.
Kurtz commented we should look at the cities of 5,000; as more cities come in on the system. He thinks the committees should look at these items and bring back for further discussion.
Kjonaas stated, after seeing the trends, he thinks the system is working fine. The needs reporting is time consuming, and suggested if city mapping could be incorporated into the reporting system (anything that could improve efficiency).

Ahl summarized that the board is asking the committee to monitor the system and trends; stay on future agendas for discussion. No action required at this time.

iii Private Roads Used in Computations for MSAS System Mileage

Motion by Bloom, seconded by Salsbury; Orono's private roads should not be included towards the center line mileage for the Certificate of Needs Mileage and should not count towards their total mileage in the City of Orono**.**

Discussion:
Bloom - Explained that the declaration of covenants and easement document that was provided are in conflict; specifically, the declaration of covenant states that only the owners, invitees, or public services can use these roads.
Salsbury - Personally feels if we are going to have a public road, it either has to be a public dedicated right-of-way on plotted right-of-way and/or an easement given to the general public for ingress and egress not excluding anyone.
Therefore, the declaration of covenants and easement document basically indicates it's for the owners and their invitees and any other specific things that are necessary for their safety. It does not allow the general public in there for any other purpose and it would seem based on this, that they could, in theory, exclude somebody from walking down there and driving there if they wanted to.
Olson commented that the document also gives the City of Orono the option to take over these roads immediately on page 2. They do have the potential of including them in their state mileage by exercising that right.
Kowski - Bonestroo did come forward with this and from our discussion with them, it was apparent to Mark and I that the City was not trying to get away with something. I understand your vote is to probably get rid of the mileage but I say hold your decision in what sort of penalty applies; they are not trying to cheat the rest of you out of your state aid funds.
Erickson would second that and also state that things are more clear as to whether they are private or non-private now than they were yesterday after the main discussions so I have less reservation about that. His more immediate concern is about the penalty portion and if there is one. It is probably the right thing to take the mileage off.
Salsbury said, assuming this motion passes, that the board provides a definition in the future and gets the word out to make sure that all cities review what they have in their system and give them some sort of time frame to get it corrected, i.e. a year's time otherwise a hefty penalty could come down.

Sonnenberg - Suggestion – A lot of cities accept public streets as right-of-way easements where the underlying ownership remains with the property owners. It's not always a dedicated, platted right of way. The difference is those cities take a council action and they accept that for public roadway purposes and I think that is the difference. If we are looking for a definition to draw a fine line between these two types of roadways, it may lie with that because right now the public is granted limited access by the will of the property owners, not by action of the city.

Ahl called the vote. Motion carried unanimously

The committee considered a second action. Does the Board consider a penalty appropriate in this case?

Motion by Pagel, seconded by Mathison that if the City of Orono accepts these private roads as public streets prior to December 31, 2007, that there would be no Needs adjustment.

Discussion:
Bloom thinks there has been a lot of history with penalties with other cities. Cities have been penalized in the past and I think we need to look at the equity to see if we've been consistent. She will not vote for this motion and would refer this to the subcommittee to discuss and do some research and vote next spring.
Mathison asked what is the precedence and how far back do we typically go with penalties.
Odens referred to page 109 where it talks about the state aid engineer in the district to make a recommendation to the screen board if there is an improper needs reporting.
Ahl called the vote.

District 1:	Yes
District 2:	Yes
District 3:	No
District 4:	Yes
Metro West:	Yes
District 6:	Yes
District 7:	No
District 8:	No
Metro East:	No
Duluth:	Yes
Minneapolis	No
St. Paul:	Yes

Motion carried with 7 in favor and 5 against the motion.

Motion by Bloom, seconded by Mauer that the Board requests the DSAE research what has been done in the past for adjustments and if the deadline is not met in the previous motion, that DSAE comes forward with a recommendation of adjustment at the spring screening board meeting based on what the research is. And ask the Needs Study Subcommittee and UCFS to consider the need for a formal definition. Motion carried unanimously

iv. Unit Cost for Pavement Removal page 28, house keeping item (see recommendation on page 29)

Motion by Zimmerman, Seconded by Voigt to approve a 2007 concrete removal needs price of $2.50 per square yard. Motion carried unanimously.

v. Revising Surface Type codes in the annual Needs Study:

Johnston noted no action is needed; state aid staff would look at concurrence to simplify the types. State Aid staff would bring this back in the spring with a recommendation of revised types (4 or 5 types rather than 10 or 12).

B. Needs and Apportionment Data. Pages 46-86

Motion by Pagel, seconded by Mauer to approve the adoption of the needs booklet and approval of the needs as amended and discussed by actions of this meeting. Motion carried unanimously

When approved, the original of the letter to the Commissioner on page 84 was signed by the Board.

C. Research Account Pages 104-105
In the past, a certain amount of money has been set aside by the Municipal Screening Board for research projects. The maximum amount to be set aside from the Municipal State Aid Street Fund is ½ of 1 percent of the preceding year's apportionment sum.

"Be it resolved that an amount of $572,095 (not to exceed ½ of 1% of the 2007 MSAS Apportionment Sum of $114,419,009) shall be set aside from the 2008 Apportionment Fund and credited to the Research Account.

Motion by Salsbury, Seconded by Bloom to approve a resolution that an amount of $572,095 (not to exceed ½ of 1% of the 2007 MSAS Apportionment Sum of

$114,419,009) shall be set aside from the 2008 Apportionment Fund and credited to the Research Account. Motion carried unanimously

II. Other Topics

A. No State Aid report

i. North Star Funding - Ahl commented about concerns regarding a portion of our fund being used as collateral for the North Star Fund, and not being paid back potentially until 2013. The group was assured by the State Aid staff this will not have impacts on any operations or abilities to advance funds; all construction needs will be met.

B. Legislative Update - Sonnenberg

Sonneberg said at this time the legislature has done nothing. He noted the reports on city street and county roads, and the different types of funding we have requested. There is nothing in legislation for non-state aid city streets. We have been unsuccessful up to this point. We need to work through organizations such as LMC, CEAM, etc. He reviewed a Star Tribune article regarding "Minnesotans aren't clamoring for action from State Leaders in the wake of the Interstate Bridge collapse".

III. Thanks to:

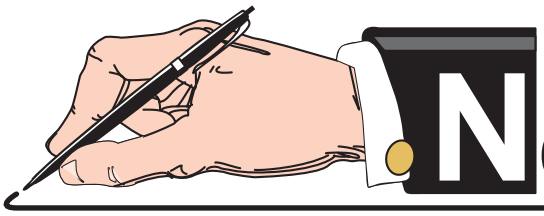
A. Tim Loose, Chair of the Needs Study Subcommittee
B. Lee Gustafson, Chair of the Unencumbered Construction Funds Subcommittee (Noted Gates may be resigning from the UCFS and screening board duties – Gustafson may be filling in for Mr. Gates).
C. State Aid Staff and Screening Board members, Executive board and Alternates
D. Pagel, Bloom, Salsbury – this is their last meeting, thank you for your three year term. Salsbury and Freeburg are also retiring.
E. Odens (vice chair) and Pederson (secretary)
F. Thanks to the alternates as well.

IV. Spring Screening Board date/location will be May 28 – 29, 2008 Bay Lake Lodge at Rutgers's near Garrison.

V. Motion by Salsbury, Seconded by Freeburg to adjourn the meeting. Motion carried unanimously

Respectfully Submitted,

Shelly A. Pederson
MSA Screening Board Secretary
City Engineer, Bloomington

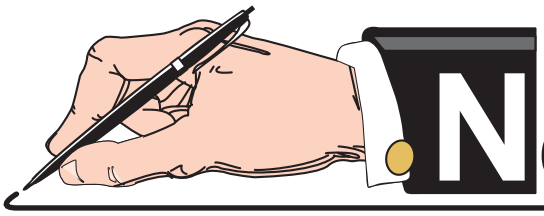


NOTES and COMMENTS

UNIT PRICES

NEEDS YEAR	NO. OF CITIES	QUANTITY	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5 YEAR AVERAGE CONTRACT PRICE
1989	70	1,406,108	$3,024,233	$2.15	$3.00	
1990	65	1,263,652	2,733,063	2.16	3.00	
1991	67	1,260,768	3,303,493	2.62	3.00	
1992	70	1,243,656	3,764,822	3.03	3.00	
1993	64	1,105,710	2,994,010	2.71	3.00	
1994	65	1,464,328	4,965,339	3.35	3.00	$2.52
1995	59	1,317,807	3,419,869	2.60	3.00	2.53
1996	68	1,691,036	4,272,539	2.53	3.00	2.77
1998	60	919,379	3,273,588	3.56	3.00	2.86
1999	56	1,157,353	3,490,120	3.02	3.20	2.84
2000	50	893,338	3,275,650	3.67	3.30	2.95
2001	56	1,018,912	4,523,089	4.44	3.40	2.99
2002					3.67	3.41
2003					3.80	3.34
2004					4.00	3.68
2005						4.06

AND GRAPHS



NOTES and COMMENTS

UNIT PRICE STUDY

The unit price study was done annually until 1997. In 1996, the Municipal Screening Board made a motion to conduct the Unit Price study every two years, with the ability to adjust significant unit price changes on a yearly basis. There were no changes in the unit prices in 1997. In 1999 and 2001, a construction cost index was applied to the 1998 and 2000 contract prices. In 2003, the Screening Board directed the Needs Study Subcommittee to use the percent of increase in the annual National Engineering News Record Construction Cost Index to recommend Unit Costs to the Screening Board.
In 2007, the Municipal Screening Board made a motion to conduct the Unit Price study every three years with the option to request a Unit Price study on individual items in "off years".

These prices will be applied against the quantities in the Needs Study computation program to compute the 2008 construction (money) needs apportionment.

State Aid bridges are used to determine the unit price. In addition to normal bridge materials and construction costs, prorated mobilization, bridge removal and riprap costs are included if these items are included in the contract. Traffic control, field office, and field lab costs are not included.

MN/DOT's hydraulic office furnished a recommendation of costs for storm sewer construction and adjustment based on 2007 construction costs.

MN/DOT railroad office furnished a letter detailing railroad costs from 2007 construction projects.

Due to lack of data, a study is not done for traffic signals, maintenance, and engineering. Every segment, except those eligible for THTB funding, receives needs for traffic signals, engineering, and maintenance. All deficient segments receive street lighting needs. The unit prices used in the 2007 needs study are found in the Screening Board resolutions included in this booklet.

ENR Construction Cost Index Percent of Increase

Year	Year end Percent of Increase from Base Year	Annual Percent of Increase	Five Year Average Percent of Increase	Ten Year Average Percent of Increase
1990	4732			
1991	4835	2.18		
1992	4985	3.10		
1993	5210	4.51		
1994	5408	3.80		
1995	5471	1.16	2.95	
1996	5620	2.72	3.06	
1997	5826	3.67	3.17	
1998	5920	1.61	2.59	
1999	6059	2.35	2.30	
2000	6221	2.67	2.60	2.78
2001	6343	1.96	2.45	2.76
2002	6538	3.07	2.33	2.75
2003	6694	2.39	2.49	2.54
2004	7115	6.29	3.28	2.79
2005	7446	4.65	3.67	3.14
2006	7751	4.10	4.10	3.28
2007	7967	2.79	4.04	3.19
2008				

The ENR CCI percent of increase from the previous year is used to calculate the Unit Prices in the bolded years. Example: The 2007 Annual Percent of Increase is used in the 2008 Needs Study to compute the January 2009 apportionment

ENR Construction Cost Index

for 2007
Used in the 2008 Needs Study
for the January 2009 allocation

In 2006, the annual average CCI increased 7751% from the base year of 1913.
In 2007, the annual average CCI increased 7967% from the base year of 1913.
The annual CCI increased 2.79% in 2007. This is computed by:

(7967 – 7751) *100 /7751 = 2.79%

ENR Construction Cost Index

for 2006
Used in the 2007 Needs Study
for the January 2008 allocation

In 2005, the annual average CCI increased 7446% from the base year of 1913.
In 2006, the annual average CCI increased 7751% from the base year of 1913.
The annual CCI increased 4.10% in 2006. This is computed by:

(7751 – 7446) *100 /7446 = 4.10%

The Mn/DOT Estimating Unit is using 8% as the Mn/DOT Minnesota Construction Cost Index.

URBAN AND RURAL GRADING FACTORS

From the minutes of the September 19, 2007 meeting of the Joint Needs Study/Unencumbered Construction Funds Subcommittee:

> There was discussion by the Subcommittee regarding the urban and rural grading factors and the Subcommittee looked at those items that were less than 5% of the total needs. The urban grading factor utilized the following needs items:
>
> a. Curb and gutter removal
> b. Sidewalk removal
> c. Tree removal
> d. Pavement removal
>
> Using those need percentages, a grading factor was established for those four items of 1.78. The Committee then discussed the rural grading factor needs items included in the rural grading factor are:
>
> a. Special drainage
> b. Tree removal
> c. Gravel surface
> d. Gravel shoulders
> e. Pavement removal
>
> A rural grading factor using those items was calculated resulting in a rural grading factor of 1.56. It was noted that both of these grading factors were calculated using the new pavement removal item within the needs which was 2.91%. This was as a result of action taken at the Spring Screening Board.
>
> After further discussion a motion was made by Dave Kildahl and seconded by Tim Loose to recommend to the MSB an urban grading factor of 1.78 and a rural grading factor of 1.56 and that the urban grading factor includes curb and gutter removal, sidewalk removal, tree removal and pavement removal. The rural grading factor includes special drainage, tree removal, gravel surface, gravel shoulders, and pavement removal. This becomes effective with the 2009 Appropriation. Motion passed unanimously.

The Municipal Screening Board passed a resolution at its October 2007 meeting to apply the Grading Factors and not include the above seven items in the Needs Study.

2008 UNIT PRICE RECOMMENDATIONS

Needs Item		2007 Need Prices	Subcommittee Recommended Prices for 2008	Screening Board Approved Prices For 2008
Grading (Excavation)	Cu. Yd.	$4.95	**$5.10** *	
~~**Aggregate Shoulders #2221**~~	~~**Ton**~~	~~**14.25**~~	**Rural GF**	
~~**Curb and Gutter Removal**~~	~~**Lin.Ft.**~~	~~**2.90**~~	**Urban GF**	
~~**Sidewalk Removal**~~	~~**Sq. Yd.**~~	~~**5.50**~~	**Urban GF**	
~~**Concrete Pavement Removal**~~	~~**Sq. Yd.**~~	~~**5.40**~~	**Urban GF**	
~~**Tree Removal**~~	~~**Unit**~~	~~**310.00**~~	**Urban & Rural GF**	
Class 5 Base #2211	Ton	8.75	**9.00** *	
All Bituminous	Ton	42.00	**45.00** *	
~~**Gravel Surface #2118**~~	~~**Ton**~~	~~**7.10**~~	**Rural GF**	
Curb and Gutter Construction	Lin.Ft.	10.15	**10.45** *	
Sidewalk Construction	Sq. Yd.	28.00	**29.00** *	
Storm Sewer Adjustment	Mile	88,100	**89,700**	
Storm Sewer	Mile	271,000	**278,000**	
~~**Special Drainage - Rural**~~	~~**Mile**~~	~~**36,000**~~	**Rural GF**	
Street Lighting	Mile	100,000	**100,000** *	
Traffic Signals	Per Sig	130,000	**130,000** *	
Signal Needs Based On Projected Traffic				
Projected Traffic Percentage X	Unit Price =	Needs Per Mile		
0 - 4,999 .25	$130,000 =	$32,500	**$32,500** *	
5,000 - 9,999 .50	130,000 =	65,000	**65,000** *	
10,000 & Over 1.00	130,000 =	130,000	**130,000** *	
Right of Way (Needs Only)	Acre	98,850	**98,850** *	
Engineering	Percent	22	**22**	
Railroad Grade Crossing				
Signs	Unit	1,000	**1,500**	
Pavement Marking	Unit	750	**1,100**	
Signals (Single Track-Low Speed)	Unit	175,000	**175,000**	
Signals & Gate (Multiple Track - High & Low Speed)	Unit	200,000	**200,000**	
Concrete Xing Material(Per Track)	Lin.Ft.	1,000	**1,100**	
Bridges				
0 to 149 Ft.	Sq. Ft.	105.00	**110.00**	
150 to 499 Ft.	Sq. Ft.	105.00	**110.00**	
500 Ft. and over	Sq. Ft.	105.00	**110.00**	
Railroad Bridges over Highways				
Number of Tracks - 1	Lin.Ft.	10,200	**10,200** *	
Additional Track (each)	Lin.Ft.	8,500	**8,500** *	

*** 2.79% Construction Cost Index can be applied based on the Engineering News Record**

ANNUAL MAINTENANCE NEEDS COST

The prices below are used to compute the maintenance needs on each segment. Each street, based on its existing data, receives a maintenance need. This amount is added to the segment's street needs. The total statewide maintenance needs based on these costs in 2007 was $30,626,495 or 0.79% of the total Needs. For example, an urban road segment with 2 traffic lanes, 2 parking lanes, over 1,000 traffic, storm sewer and one traffic signal would receive $10,740 in maintenance needs per mile.

2.79% Construction Cost Index from the Engineering News Record applied to all maintenance needs costs

EXISTING FACILITIES ONLY

	2007 NEEDS PRICES		SUBCOMMITTEE SUGGESTED PRICES		SCREENING BOARD RECOMMENDED PRICES	
	Under 1000 ADT	Over 1000 ADT	**Under 1000 ADT**	**Over 1000 ADT**	Under 1000 ADT	Over 1000 ADT
2.79% CCI			$1,850	$3,053		
Traffic Lane Per Mile	$1,800	$2,970	**$1,850**	**$3,050**		
2.79% CCI			1,850	1,850		
Parking Lane Per Mile	1,800	1,800	**1,850**	**1,850**		
2.79% CCI			617	1,213		
Median Strip Per Mile	600	1,180	**620**	**1,210**		
2.79% CCI			617	617		
Storm Sewer Per Mile	600	600	**620**	**620**		
2.79% CCI			617	617		
Per Traffic Signal	600	600	**620**	**620**		
Normal M.S.A.S. Streets			6,126	6,126		
Minimum Allowance Per Mile	5,960	5,960	**6,130**	**6,130**		

"Parking Lane Per Mile" shall never exceed two lanes, and is obtained from the following formula:

(Existing surface width minus (the # of traffic lanes x 12)) / 8 = # of parking lanes.

Existing # of Traffic lanes	Existing Surface Width	# of Parking Lanes for Maintenance Computations
2 Lanes	less than 32'	0
	32' - 39'	1
	40' & over	2
4 Lanes	less than 56'	0
	56' - 63'	1
	64' & over	2

This item was 0.79% of the total needs last year

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A HISTORY OF THE ANNUAL MAINTENANCE NEEDS COSTS

(COMPUTED ON EXISTING MILEAGE ONLY)

30-Apr-08

Year	Traffic Lane Per Mile		Parking Lane Per Mile		Median Strip Per Mile		Storm Sewer Per Mile		Per Traffic Signal		Minimum Maintenance Allowance Per Mile	
	Under 1000 ADT	Over 1000 ADT	Under 1000 ADT	Over 1000 ADT	Under 1000 ADT	Over 1000 ADT	Under 1000 ADT	Over 1000 ADT	Under 1000 ADT	Over 1000 ADT	Under 1000 ADT	Over 1000 ADT
1986	$300	$500	$100	$100	$100	$200	$100	$100	$100	$100	$1,000	$1,000
1987	300	500	100	100	100	200	100	100	100	100	1,000	1,000
1988	600	1,000	200	200	200	400	200	200	400	400	2,000	2,000
1989	1,200	2,000	1,200	1,200	400	800	400	400	400	400	4,000	4,000
1990	1,200	2,000	1,200	1,200	400	800	400	400	400	400	4,000	4,000
1991	1,200	2,000	1,200	1,200	400	800	400	400	400	400	4,000	4,000
1992	1,200	2,000	1,200	1,200	400	800	400	400	400	400	4,000	4,000
1993	1,320	2,200	1,320	1,320	440	880	440	440	440	440	4,400	4,400
1994	1,320	2,200	1,320	1,320	440	880	440	440	440	440	4,400	4,400
1995	1,320	2,200	1,320	1,320	440	880	440	440	440	440	4,400	4,400
1996	1,320	2,200	1,320	1,320	440	880	440	440	440	440	4,400	4,400
1998	1,320	2,200	1,320	1,320	440	880	440	440	440	440	4,400	4,400
1999	1,360	2,260	1,360	1,360	450	900	450	450	450	450	4,500	4,500
2000	1,400	2,300	1,400	1,400	460	910	460	460	460	460	4,600	4,600
2001	1,450	2,400	1,450	1,450	480	950	480	480	480	480	4,800	4,800
2002	1,450	2,400	1,450	1,450	480	950	480	480	480	480	4,800	4,800
2003	1,500	2,500	1,500	1,500	500	980	500	500	500	500	5,000	5,000
2004	1,550	2,575	1,550	1,550	515	1,000	515	515	515	515	5,150	5,150
2005	1,650	2,735	1,650	1,650	550	1,065	550	550	550	550	5,475	5,475
2006	1,725	2,850	1,725	1,725	575	1,125	575	575	575	575	5,720	5,720
2007	1,800	2,970	1,800	1,800	600	1,180	600	600	600	600	5,960	5,960
2008												

THESE MAINTENANCE COSTS ARE USED IN COMPUTING NEEDS .

ALL MAINTENANCE COSTS FOR COMMON BOUNDARY DESIGNATIONS AND APPROVED ONE WAY STREETS ARE COMPUTED USING THE LENGTH REPORTED IN THE NEEDS STUDY.

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25 YEAR CONSTRUCTION NEEDS
FOR EACH INDIVIDUAL CONSTRUCTION ITEM

28-Apr-08

ITEM	2006 APPORTIONMENT NEEDS COST	2007 APPORTIONMENT NEEDS COST	DIFFERENCE	2007 % OF THE TOTAL
Grading/Excavation	$254,418,202	$273,754,017	$19,335,815	7.03%
Special Drainage	4,360,172	**4,111,672**	(248,500)	**0.11%**
Storm Sewer Adjustment	75,419,295	80,801,796	5,382,501	2.07%
Storm Sewer Construction	267,418,612	279,135,312	11,716,700	7.16%
Curb & Gutter Removal	36,181,169	**39,854,469**	3,673,300	**1.02%**
Sidewalk Removal	23,987,970	**25,082,980**	1,095,010	**0.64%**
Concrete Pavement Removal	58,439,424	**16,891,024**	(41,548,400)	**0.43%**
Tree removal	23,109,900	**24,709,790**	1,599,890	**0.63%**
SUBTOTAL GRADING	**$743,334,744**	**$744,341,060**	**$1,006,316**	**19.10%**
Aggregate Base	$418,879,209	$451,876,900	$32,997,691	11.60%
Bituminous Base	360,659,216	413,436,534	52,777,318	10.61%
SUBTOTAL BASE	**$779,538,425**	**$865,313,434**	**$85,775,009**	**22.21%**
Gravel Surface #2118	$89,674	**$89,674**	$0	**0.00%**
Bituminous Surface	333,429,974	377,198,472	43,768,498	9.68%
Surface Widening	2,544,214	3,071,964	527,750	0.08%
SUBTOTAL SURFACE	**$336,063,862**	**$380,360,110**	**$44,296,248**	**9.76%**
Gravel Shoulders #2221	$2,664,011	**$2,569,932**	($94,079)	**0.07%**
SUBTOTAL SHOULDERS	**$2,664,011**	**$2,569,932**	**($94,079)**	**0.07%**
Curb and Gutter	$206,095,093	$222,481,559	$16,386,466	5.71%
Sidewalk	254,813,052	288,146,824	33,333,772	7.39%
Traffic Signals	205,261,875	208,087,750	2,825,875	5.34%
Street Lighting	215,307,000	220,694,000	5,387,000	5.66%
Retaining Walls	21,281,972	0	(21,281,972)	0.00%
SUBTOTAL MISCELLANEOUS	**$902,758,992**	**$939,410,133**	**$36,651,141**	**24.11%**
TOTAL ROADWAY	**$2,764,360,034**	**$2,931,994,669**	**$167,634,635**	**75.25%**
Structures	$155,499,919	$173,274,149	$17,774,230	4.45%
Railroad Crossings	59,081,725	63,553,125	4,471,400	1.63%
Maintenance	28,863,893	30,626,495	1,762,602	0.79%
Engineering	655,367,238	697,140,950	41,773,712	17.89%
SUBTOTAL OTHERS	**$898,812,775**	**$964,594,719**	**$65,781,944**	**24.75%**
TOTAL	**$3,663,172,809**	**$3,896,589,388**	**$233,416,579**	**100.00%**

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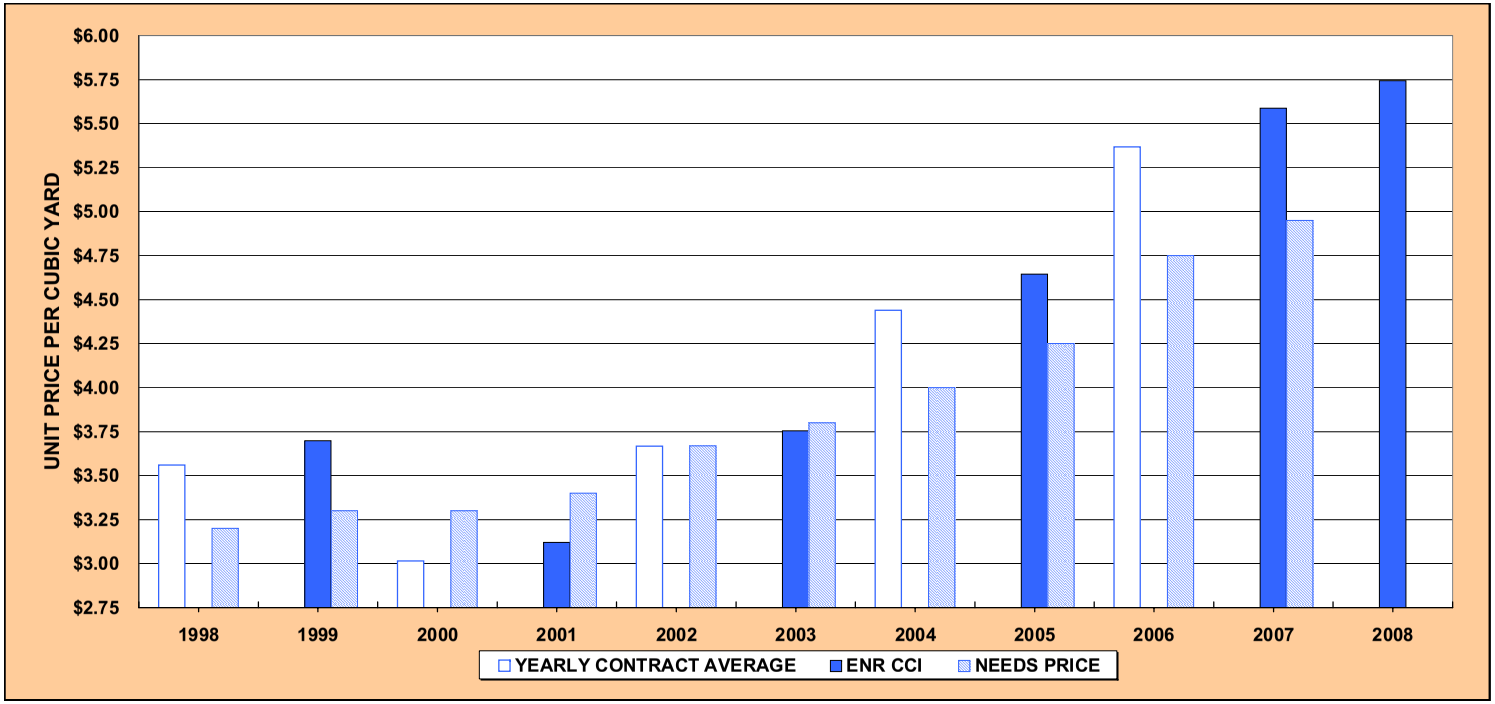
GRADING/EXCAVATION



Needs Year	Number of Cities	Quantity (Cu.Yd)	Total Cost	Yearly Average Contract Price	State Aid Construction Cost Index	Price Used in Needs
1998	60	919,379	$3,273,588	$3.56		$3.20
1999					$3.70	3.30
2000	56	1,157,353	3,490,120	3.02		3.30
2001					3.12	3.40
2002	50	893,338	3,275,650	3.67		3.67
2003					3.75	3.80

Needs Year	Number of Cities	Quantity (Cu. Yd.)	Total Cost	Yearly Average Contract Price	Engineering News Record Construction Cost Index	Price Used in Needs
2004	56	1,018,912	$4,523,089	$4.44		$4.00
2005					$4.65	4.25
2006	48	587,442	3,152,838	5.37		4.75
2007					5.59	4.95
2008					5.74	
2009						

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2008 NEEDS STUDY IS $5.10 PER CUBIC YARD

Applying the ENR Construction Cost Index of 2.79% to last years ENR CCI will result in an increase of $0.15 to the 'Price Used in Needs' in 2007 for a 2008 Unit Price of $5.10

This item was 7.03% of the total needs last year

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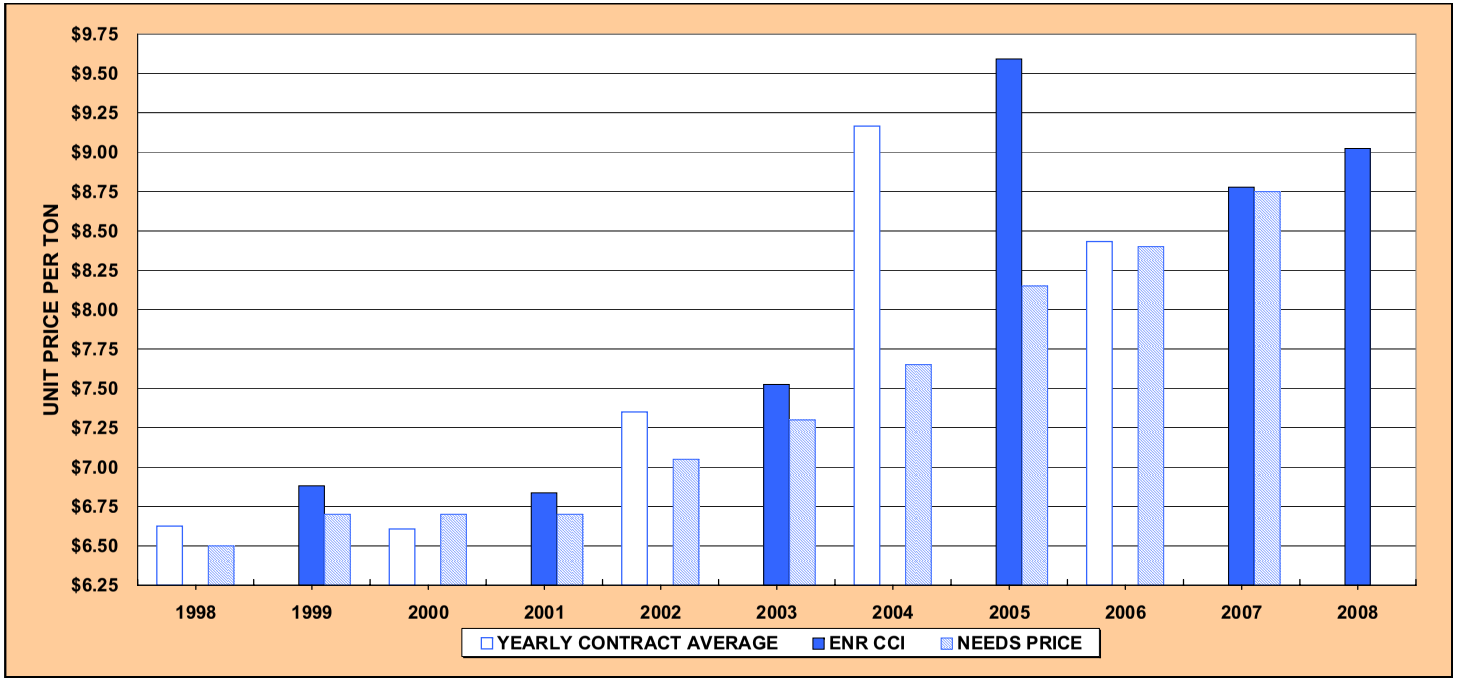
AGGREGATE BASE



Needs Year	Number of Cities	Quantity (Ton)	Total Cost	Yearly Average Contract Price	State Aid Construction Cost Index	Price Used in Needs
1998	67	470,633	$3,118,365	$6.63		$6.50
1999					$6.88	6.70
2000	58	680,735	4,498,220	6.61		6.70
2001					6.84	6.70
2002	52	527,592	3,877,688	7.35		7.05
2003					7.53	7.30

Needs Year	Number of Cities	Quantity (Ton)	Total Cost	Yearly Average Contract Price	Engineering News Record Construction Cost Index	Price Used in Needs
2004	58	573,153	$5,252,804	$9.16		$7.65
2005					$9.59	8.15
2006	46	355,866	3,000,906	8.43		8.40
2007					8.78	8.75
2008					9.02	
2009						

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2008 NEEDS STUDY IS $9.00 PER TON

Applying the ENR Construction Cost Index of 2.79% to last years ENR CCI will result in an increase of $0.24 to the 'Price Used in Needs' in 2007 for a 2008 Unit Price of $8.99

This item was 11.60% of the total needs last year

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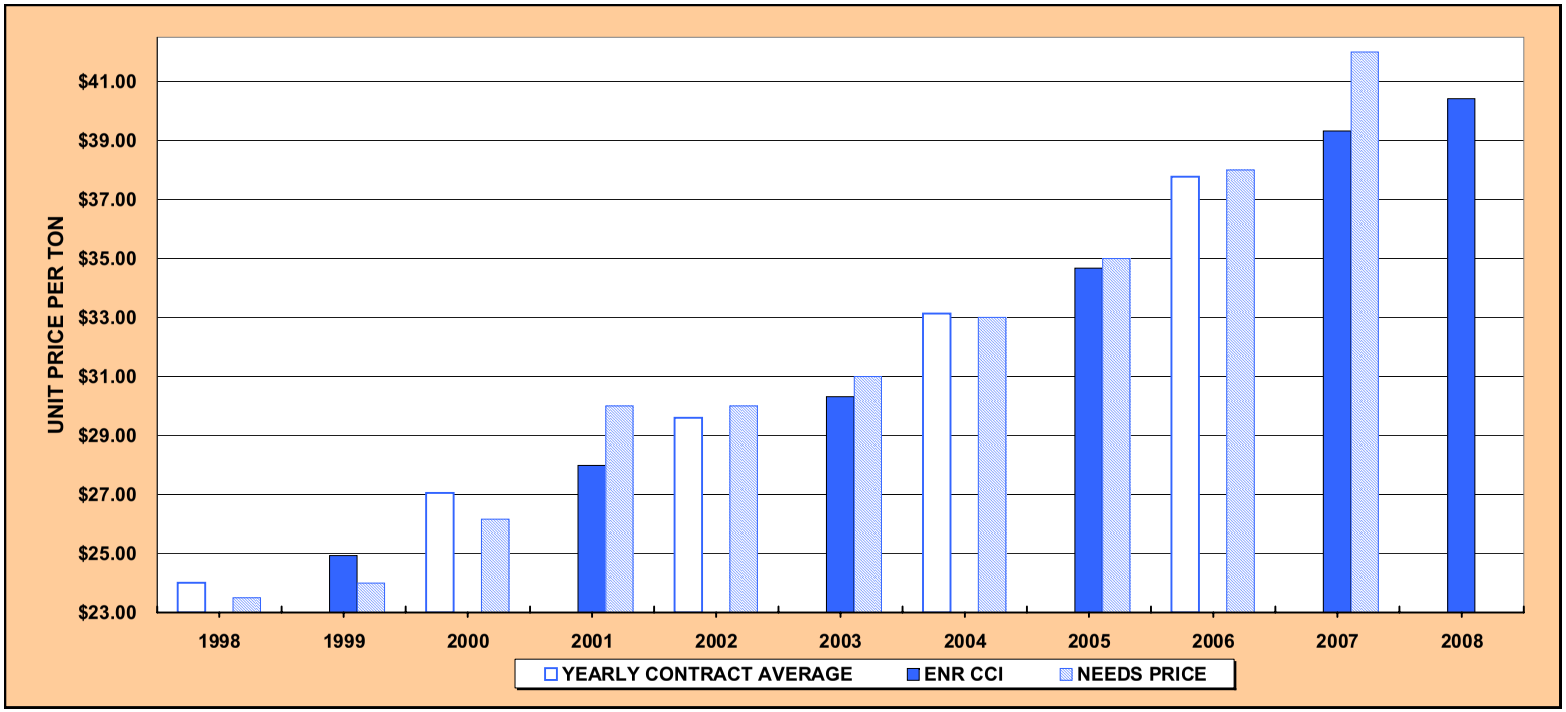
ALL BITUMINOUS BASE & SURFACE



Needs Year	Number of Cities	Quantity (Ton)	Total Cost	Yearly Average Contract Price	State Aid Construction Cost Index	Price Used in Needs
1998	67	505,372	$12,132,901	$24.01		$23.50
1999					$24.93	24.00
2000	51	434,005	11,739,821	27.05		26.17
2001					27.99	30.00
2002	50	371,198	10,989,206	29.60		30.00
2003					30.31	31.00

Needs Year	Number of Cities	Quantity (Ton)	Total Cost	Yearly Average Contract Price	Engineering News Record Construction Cost Index	Price Used in Needs
2004	60	459,606	$15,229,960	$33.14		$33.00
2005					$34.68	35.00
2006	51	305,073	11,524,574	37.78		38.00
2007					39.33	42.00
2008					40.42	
2009						

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2008 NEEDS STUDY IS $45.00 PER TON

Applying the ENR Construction Cost Index of 2.79% to last years ENR CCI will result in an increase of $1.09 to the 'Price Used in Needs' in 2007 for a 2008 Unit Price of $43.09

This item was 20.29% of the total needs last year

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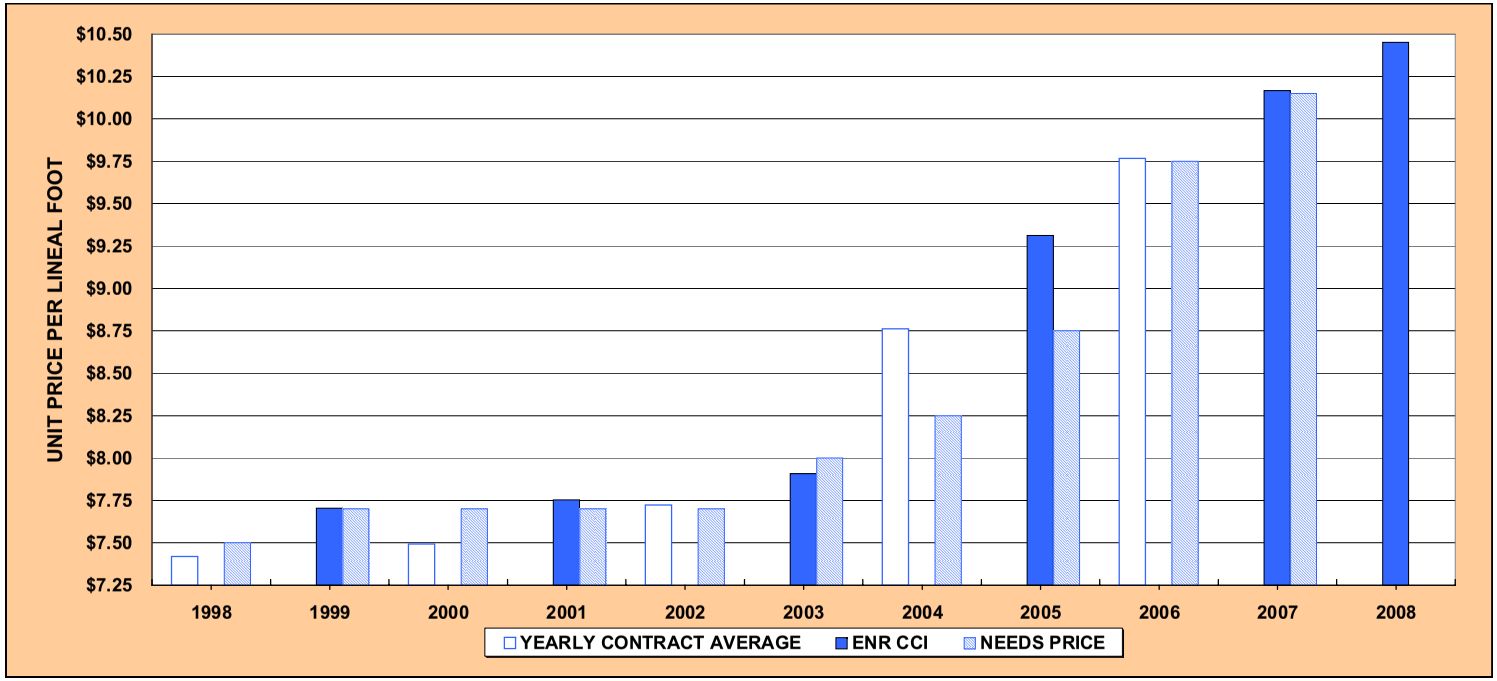
CURB AND GUTTER CONSTRUCTION



Needs Year	Number of Cities	Quantity (Ln. Ft.)	Total Cost	Yearly Average Contract Price	State Aid Construction Cost Index	Price Used in Needs
1998	64	347,973	$2,581,523	$7.42		$7.50
1999					$7.70	7.70
2000	55	418,211	3,133,900	7.49		7.70
2001					7.75	7.70
2002	50	363,497	2,807,345	7.72		7.70
2003					7.91	8.00

Needs Year	Number of Cities	Quantity (Ln. Ft.)	Total Cost	Yearly Average Contract Price	Engineering News Record Construction Cost Index	Price Used in Needs
2004	59	469,131	$4,110,211	$8.76		$8.25
2005					$9.31	8.75
2006	52	327,171	3,195,201	9.77		9.75
2007					10.17	10.15
2008					10.45	
2009						

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2008 NEEDS STUDY IS $10.45 PER LIN. FT.

Applying the ENR Construction Cost Index of 2.79% to last years ENR CCI will result in an increase of $0.29 to the 'Price Used in Needs' in 2007 for a 2008 Unit Price of $10.43

This item was 5.71% of the total needs last year

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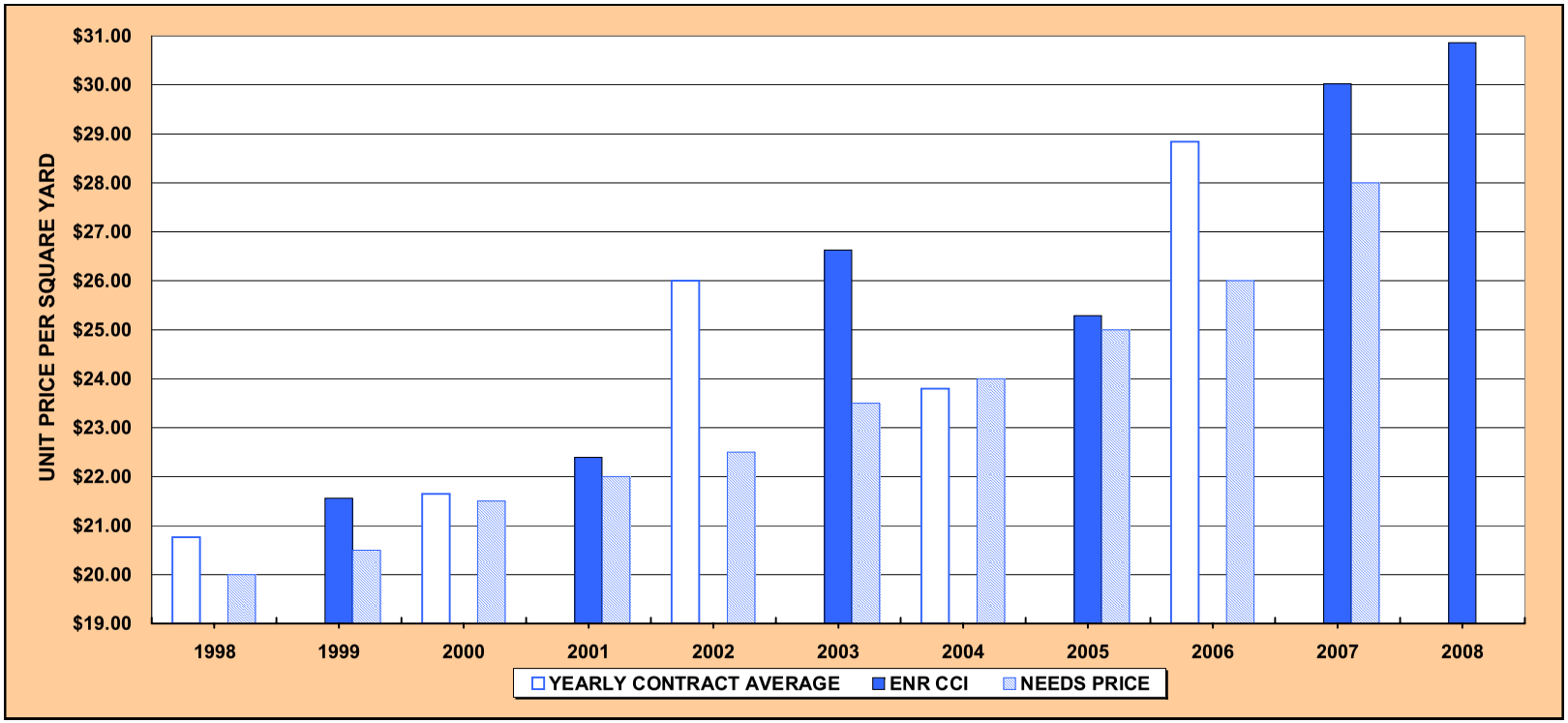
SIDEWALK CONSTRUCTION #2521



Needs Year	Number of Cities	Quantity (Sq.Yd)	Total Cost	Yearly Average Contract Price	State Aid Construction Cost Index	Price Used in Needs
1998	54	71,578	$1,486,101	$20.76		$20.00
1999					$21.56	20.50
2000	45	88,562	1,917,075	21.65		21.50
2001					22.40	22.00
2002	38	61,390	1,596,409	26.00		22.50
2003					26.63	23.50

Needs Year	Number of Cities	Quantity (Sq. Yd.)	Total Cost	Yearly Average Contract Price	Engineering News Record Construction Cost Index	Price Used in Needs
2004	47	123,460	$2,937,553	$23.79		$24.00
2005					$25.29	25.00
2006	43	69,500	2,004,367	28.84		26.00
2007					30.02	28.00
2008					30.86	
2009						

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2008 NEEDS STUDY IS $29.00 PER SQ. YD.

Applying the ENR Construction Cost Index of 2.79% to last years ENR CCI will result in an increase of $0.84 to the 'Price Used in Needs' in 2007 for a 2008 Unit Price of $28.84

This item was 7.39% of the total needs last year

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28-Apr-08

STORM SEWER, LIGHTING AND SIGNAL NEEDS COSTS

NEEDS YEAR	STORM SEWER ADJUSTMENT (Per Mile)	STORM SEWER CONSTRUCTION (Per Mile)	LIGHTING (Per Mile)		SIGNALS (Per Mile)
1991	$62,000	$196,000	$16,000		$18,750-75,000
1992	62,000	199,500	20,000		20,000-80,000
1993	64,000	206,000	20,000		20,000-80,000
1994	67,100	216,500	20,000		20,000-80,001
1995	69,100	223,000	20,000		20,000-80,002
1996	71,200	229,700	20,000		20,000-80,003
1998	76,000	245,000	20,000		24,990-99,990
1999	79,000	246,000	35,000		24,990-99,991
2000	80,200	248,500	50,000		24,990-99,992
2001	80,400	248,000	78,000	**	30,000-120,000
2002	81,600	254,200	78,000		30,000-120,001
2003	82,700	257,375	80,000		31,000-124,000
2004	83,775	262,780	80,000		31,000-124,000
2005	85,100	265,780	82,500		32,500-130,000
2006	86,100	268,035	100,000		32,500-130,000
2007	88,100	271,000	100,000		32,500-130,000
2008					

** Lighting needs were revised to deficient segment only.

MN\DOT'S HYDRAULIC OFFICE RECOMMENDED PRICES FOR 2008:

	Storm Sewer Adjustment	Storm Sewer Construction
2008	**$89,687**	**$277,895**

SUBCOMMITTEE'S RECOMMENDED PRICES FOR 2008:

	Storm Sewer Adjustment	Storm Sewer Construction	Lighting	Signals
2008	**$89,700**	**$278,000**	**$100,000**	**$130,000**

RAILROAD CROSSINGS NEEDS COSTS

NEEDS YEAR	SIGNS (Per Unit)	PAVEMENT MARKING	SIGNALS (Low Speed) (Per Unit)	SIGNALS & GATES (High Speed) (Per Unit)	CONCRETE CROSSING MATERIAL (Per foot)
1991	$500		$80,000	$110,000	$850
1992	600	$750	80,000	110,000	900
1993	600	750	80,000	110,000	900
1994	800	750	80,000	110,000	750
1995	800	750	80,000	110,000	750
1996	800	750	80,000	110,000	750
1998	1,000	750	80,000	130,000	750
1999	1,000	750	85,000	135,000	850
2000	1,000	750	110,000	150,000	900
2001	1,000	750	120,000	160,000	900
2002	1,000	750	120,000	160,000	1,000
2003	1,000	750	120,000	160,000	1,000
2004	1,000	750	150,000	187,500	1,000
2005	1,000	750	150,000	187,000	1,000
2006	1,000	750	150,000	200,000	1,000
2007	1,000	750	175,000	200,000	1,000
2008					

MN\DOT'S RAILROAD OFFICE RECOMMENDED PRICES FOR 2008:

	Signs	Pavement Marking	Signals	Sig. & Gates	Concrete X-ing Surf.
2008	**$1,500**	**$1,100**	**$175,000**	**$200,000-$275,000**	**$1,100**

SUBCOMMITTEE'S RECOMMENDED PRICES FOR 2008:

2008	**$1,500**	**$1,100**	**$175,000**	**$200,000**	**$1,100**

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Minnesota Department of Transportation

Memo

Bridge Office
3485 Hadley Avenue North
Oakdale, MN 55128-3307

Date: February 11, 2008

To: Marshall Johnston
Manager, Municipal State Aid Street Needs Section

From: Mike Leuer MJL
State Aid Hydraulic Specialist

FEB 12 2008

Phone: (651) 366-4469

Subject: State Aid Storm Sewer
Construction Costs for 2007

We have completed our analysis of storm sewer construction costs incurred for 2007 and the following assumptions can be utilized for planning purposes per roadway mile:

- Approximately $277,895 for new construction, and
- Approximately $89,687 for adjustment of existing systems

The preceding amounts are based on the average cost per mile of State Aid storm sewer using unit prices from approximately 93 plans for 2007.

CC: Andrea Hendrickson (file)

Minnesota Department of Transportation

Memo

Office of Freight and Commercial Vehicle Operations
Railroad Administration Section
Mail Stop 470
395 John Ireland Blvd.
St. Paul, Minnesota 55155-1899

Office Tel: 651/366-3644
Fax: 651/366-3720

April 28, 2008

To: Marshall Johnson
Needs Unit – State Aid

From: Susan H. Aylesworth
Manager, Rail Administration Section

Subject: Projected Railroad Grade Crossing Improvements – Cost for 2008

We have projected 2008 costs for railroad/highway improvements at grade crossings. For planning purposes, we recommend using the following figures:

Signals (single track, low speed, average price)*	$175,000.00
Signals & Gates (multiple track, high/low speed, average price)*	$200,000 - $275,000.00
Signs (advance warning signs and crossbucks)	$1,500 per crossing
Pavement Markings (tape)	$5,500 per crossing
Pavement Markings (paint)	$1,100 per crossing
Crossing Surface (concrete, complete reconstruction)	$1,100 per track ft.

*Signal costs include sensors to predict the motion of train or predictors which can also gauge the speed of the approaching train and adjust the timing of the activation of signals.

Our recommendation is that roadway projects be designed to carry any improvements through the crossing area – thereby avoiding the crossing acting as a transition zone between two different roadway sections or widths. We also recommend a review of all passive warning devices including advance warning signs and pavement markings – to ensure compliance with the MUTCD and OFCVO procedures.

2008 MSAS SCREENING BOARD DATA

JUNE, 2008

2007 Bridge Construction Projects

After compiling the information received from the Mn/DOT Bridge Office and the State Aid Bridge Office at Oakdale, these are the average costs arrived at for 2007. In addition to the normal bridge materials and construction costs, prorated mobilization, bridge removal and riprap costs are included if these items are included in the contract. Traffic control, field office and field lab costs are not included.

From minutes of June 6, 2001 Screening Board Meeting:
Motion by David Sonnenberg and seconded by Mike Metso to combine the three bridge unit costs into one. Motion carried without oppostion.

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Bridges Let In Calendar Year 2007

JUNE, 2008

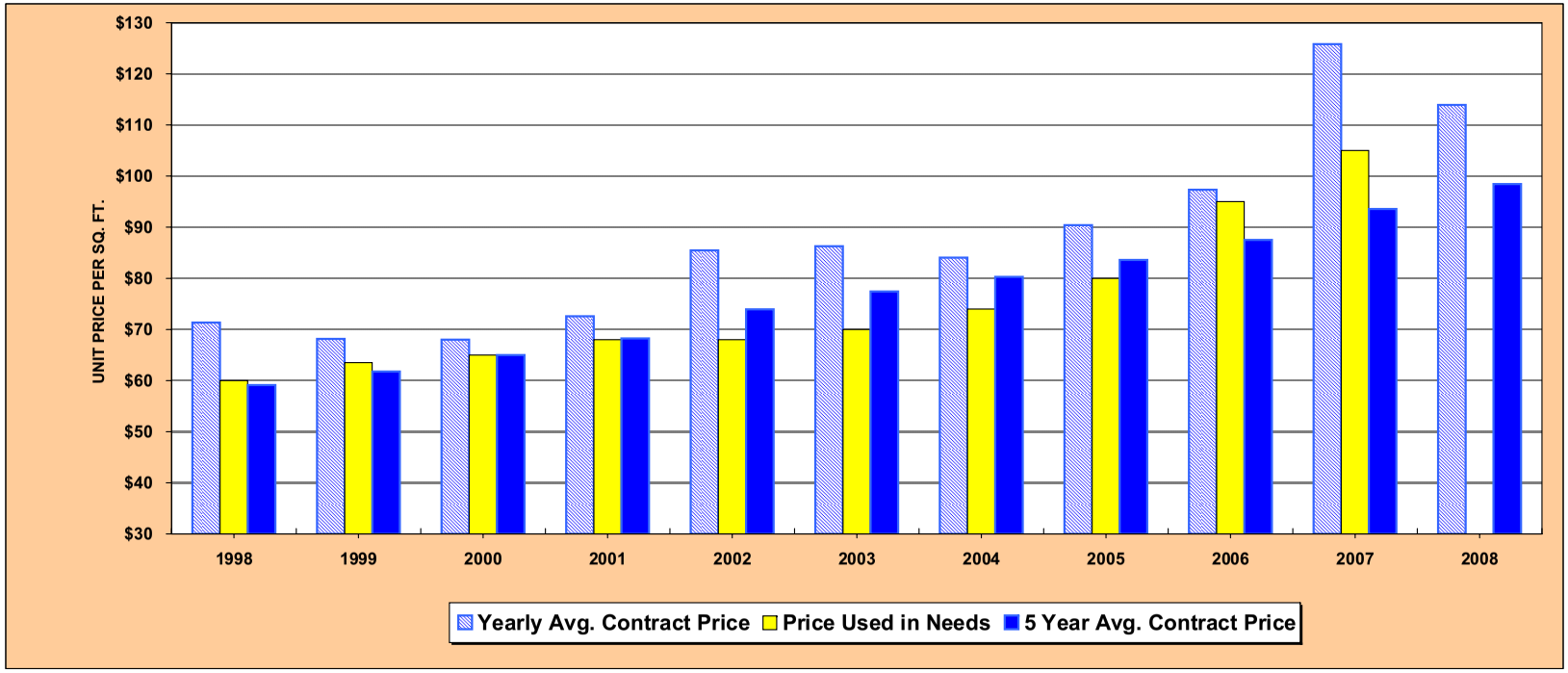
BRIDGE LENGTH 0-149 FEET

NEW BRIDGE NUMBER	PROJECT NUMBER		LENGTH	DECK AREA	BRIDGE COST	COST PER SQ. FT.
2572	SP	02-614-024	94.67	5,499	$1,084,360	$197.19
27J32	SP	27-605-022	80.83	1,293	989,717	765.44
28537	SAP	28-599-060	100.50	3,149	316,813	100.61
28539	SP	28-620-012	76.69	2,713	339,805	125.25
37553	SAP	37-997-001	133.46	4,716	366,513	77.72
39522	SP	38-598-035	66.42	2,081	223,976	107.63
39524	SP	39-598-052	86.67	2,715	294,030	108.30
42562	SAP	42-598-040	119.75	4,711	419,400	89.03
45570	SAP	45-604-021	93.50	3,678	301,535	81.98
50586	SAP	50-597-005	105.90	5,136	630,299	122.72
59512	SAP	59-599-052	81.92	2,567	275,940	107.50
64578	SAP	64-617-027	101.67	5,500	534,857	97.25
67555	SP	67-599-134	143.00	4,481	426,825	95.25
68539	SAP	68-597-001	104.25	3,683	358,928	97.46
72539	SAP	72-618-016	146.06	5,745	457,040	79.55
73569	SAP	73-599-078	70.52	2,210	224,886	101.76
76540	SAP	76-599-042	132.46	4,680	395,819	84.58
78523	SAP	78-599-054	74.00	2,318	257,975	111.29
78514	SP	78-611-004	110.00	4,326	371,087	85.78
78519	SP	78-613-007	76.56	2,705	262,618	97.09
83545	SAP	83-599-069	74.00	2,220	206,845	93.17
83547	SP	83-601-010	120.19	4,247	359,087	84.55
83546	SAP	83-618-009	72.00	2,448	220,375	90.02
46575	SAP	123-101-008	67.67	3,786	356,609	94.00
66546	SAP	125-123-006	89.17	7,520	1,047,921	139.00
TOTAL				**94,127**	**$10,723,260**	**113.92**

Removing the highest cost bridge of $765.44 per sq. ft. would result in an average cost of $104.85 per sq. ft.

BRIDGE COST

O-149 FEET



NEEDS YEAR	NUMBER OF PROJECTS	DECK AREA	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5-YEAR AVERAGE CONTRACT PRICE
1998	52	191,385	$13,651,209	$71.33	$60.00	$59.12
1999	53	193,950	13,219,596	68.16	63.50	61.76
2000	54	210,895	14,341,592	68.00	65.00	64.99
2001	62	221,590	16,085,383	72.59	68.00	68.25
2002	62	274,232	23,435,194	85.46	68.00	73.93
2003	64	299,132	25,806,454	86.27	70.00	77.42

NEEDS YEAR	NUMBER OF PROJECTS	DECK AREA	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5-YEAR AVERAGE CONTRACT PRICE
2004	85	293,925	$24,704,150	$84.05	$74.00	$80.30
2005	35	145,663	13,168,890	90.41	80.00	83.59
2006	42	156,176	15,198,545	97.32	95.00	87.51
2007	41	150,312	18,912,898	125.82	105.00	93.56
2008	25	94,127	10,723,260	113.92		98.44
2009						

***Removing the highest cost bridge at $765 per sq. ft. would result in an average cost of $104.85 per sq. ft.**

BRIDGES LET IN CALENDAR YEAR 2007

JUNE 2008

BRIDGE LENGTH 150 FEET & OVER

NEW BRIDGE NUMBER		PROJECT NUMBER	LENGTH	DECK AREA	BRIDGE COST	COST PER SQ. FT.
6501	SP	06-630-003	214.42	11,507	$1,621,135	$140.88
7579	SP	07-650-001	241.29	11,420	1,318,603	115.46
14544	SAP	14-598-029	382.21	13,505	1,481,100	109.67
19560	SP	19-642-042	166.00	25,121	2,842,034	113.13
23555	SAP	23-599-100	153.46	4,195	369,288	88.03
23574	SAP	23-599-160	204.42	4,770	559,971	117.39
38531	SAP	38-599-004	163.76	5,786	604,760	104.52
45571	SP	45-617-012	162.67	5,748	683,970	118.99
50588	SAP	50-605-013	216.98	7,667	729,086	95.09
54550	SP	54-639-032	801.67	31,532	4,737,200	150.23
62623	SP	62-616-002	374.83	19,998	1,553,630	77.69
66547	SAP	125-123-005	162.35	11,744	1,591,015	135.00
TOTAL				**152,993**	**$18,091,792**	**118.25**

BRIDGES LET IN CALENDAR YEAR 2007

JUNE 2008

RAILROAD BRIDGES

NEW BRIDGE NUMBER	PROJECT NUMBER	Number of Tracks	Bridge Cost	Cost Per Lin. Ft.	Bridge Length
TOTAL			**$0**	**$0**	**0**

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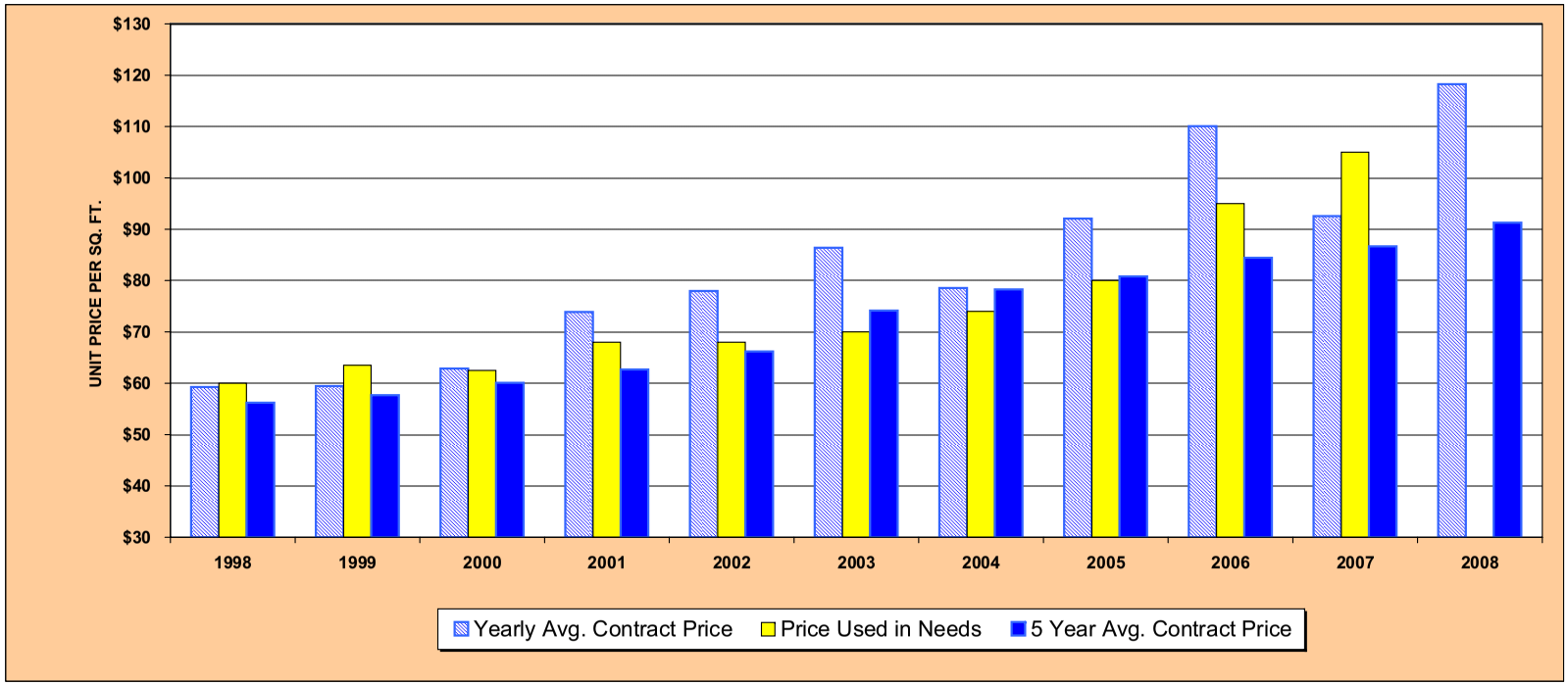
BRIDGE COST

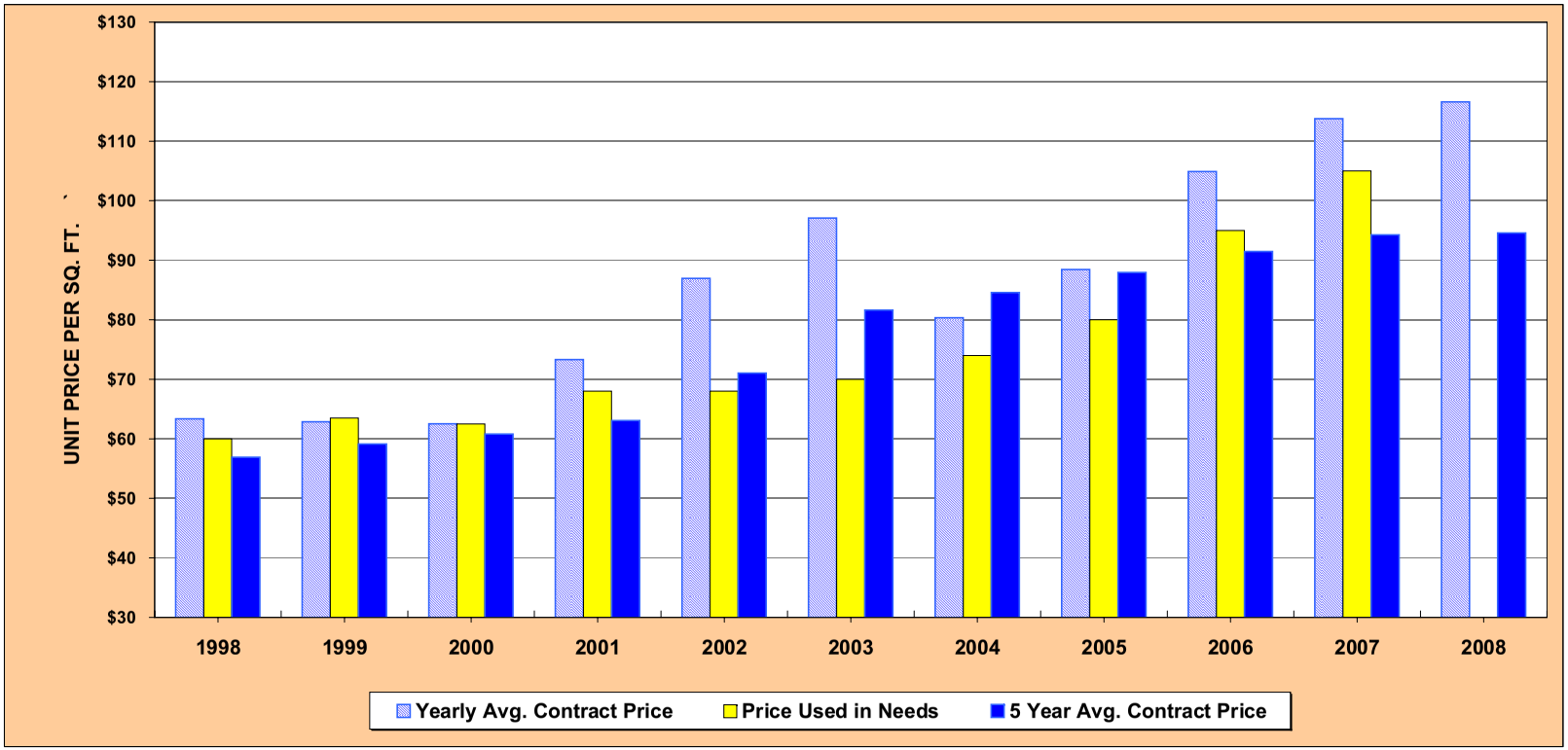
150 FEET AND OVER



NEEDS YEAR	NUMBER OF PROJECTS	DECK AREA	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5-YEAR AVERAGE CONTRACT PRICE
1998	30	483,315	28,642,031	59.26	60.00	56.22
1999	29	455,964	27,104,753	59.44	63.50	57.68
2000	22	275,074	17,296,406	62.88	62.50	60.10
2001	21	272,162	20,110,670	73.89	68.00	62.67
2002	37	443,458	34,577,147	77.97	68.00	66.18
2003	40	667,548	57,671,538	86.39	70.00	74.15

NEEDS YEAR	NUMBER OF PROJECTS	DECK AREA	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5-YEAR AVERAGE CONTRACT PRICE
2004	38	601,026	47,213,777	78.56	74.00	78.29
2005	8	68,194	6,278,305	92.07	80.00	80.81
2006	9	179,285	19,734,941	110.08	95.00	84.45
2007	8	85,193	7,885,285	92.56	105.00	86.67
2008	12	152,993	18,091,792	118.25		91.29
2009						

ALL BRIDGES COMBINED



NEEDS YEAR	NUMBER OF PROJECTS	DECK AREA	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5-YEAR AVERAGE CONTRACT PRICE
1998	85	856,829	$54,296,022	$63.37	$60.00	$56.92
1999	88	851,845	53,553,089	62.87	63.50	59.13
2000	78	648,621	40,560,540	62.53	62.50	60.80
2001	83	493,752	36,196,053	73.31	68.00	63.08
2002	105	1,127,085	97,998,501	86.95	68.00	71.04
2003	114	1,708,572	165,859,117	97.07	70.00	81.61

NEEDS YEAR	NUMBER OF PROJECTS	DECK AREA	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5-YEAR AVERAGE CONTRACT PRICE
2004	126	977,400	$78,528,140	$80.34	$74.00	$84.58
2005	44	252,713	22,351,485	88.45	80.00	87.93
2006	53	533,871	55,999,602	104.89	95.00	91.47
2007	49	235,505	26,798,183	113.79	105.00	94.26
2008	37	247,120	28,815,052	116.60		94.58
2009						
		Without Bridge # 27J32		113.19		

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2008 NEEDS STUDY IS $110.00 PER SQ. FT.

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RAILROAD BRIDGES OVER HIGHWAYS

28-Apr-08

Needs Year	Number Of Projects	Number of Tracks	Bridge Length	Bridge Cost per Lin. Ft. (Actual)	Cost per Lin. Ft. of 1st Track (Unit Price Study)	Cost per Lin. Ft. of Additional Tracks (Unit Price Study)
1986	0	0			$2,250	$1,750
1987	0	0			2,250	1,750
1988	1	3	103.71	$13,988	2,250	1,750
1989	2	1	161.51	8,499	2,250	1,750
		1	317.19	5,423	2,250	1,750
1990	1	2	433.38	8,536	4,000	3,000
1991	0	0			4,000	3,000
1992	1	1	114.19	7,619	4,000	3,000
1993	1	1	181.83	7,307	5,000	4,000
1994	0	0			5,000	4,000
1995	0	0			5,000	4,000
1996	1	1	80.83	12,966	5,000	4,000
1998	1	1	261.02	8,698	8,000	6,500
1999	1	1	150.3	8,139	8,200	6,700
2000	2	1	108.58	12,112		
		1	130.08	10,569	9,000	7,500
2001	1	1	163.00	14,182	9,000	7,500
2002	0	0			9,000	7,500
2003	0	0			9,300	7,750
2004	0	0			9,600	8,000
2005	0	0			10,200	8,500
2006	0	0			10,200	8,500
2007	2	1	56.00	12,760	10,200	8,500
		1	135.00	6,483	10,200	8,500
2008	0	0				

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2005 NEEDS STUDY IS PER LINEAL FOOT FOR THE FIRST TRACK **$10,200**

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2005 NEEDS STUDY IS PER LIN. FT. FOR ADDITIONAL TRACKS **$8,500**

There are 66 Existing Underpasses on the MSAS system

There are 48 proposed Underpasses on the MSAS system

Applying the 2.79% CCI to these costs would be $10,485 and $8,737

N:\msas\excel\2008\JUNE 2008 book\Railroad Bridge Costs.xls

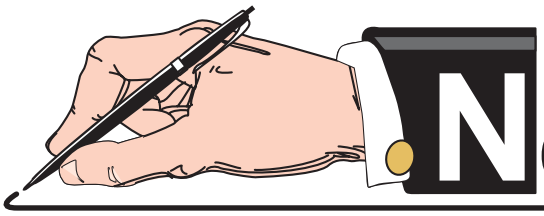
All Structures on the MSAS System

Number of Adequate Structures	Number of Deficient Structures	Structures in Needs for Information	Total Structures	Existing Structure Type
175	128	98	401	1 - Bridge
11	10	1	22	3 - Structural Plate Arch
8	12	8	28	4 - Other
36	18	4	58	5 - Box Culvert Single
18	3	1	22	6 - Box Culvert Double
6			6	7 - Box Culvert Triple
1			1	8 - Box Culvert Quad
		29	29	Unknown Structure Type
255	**171**	**141**	**567**	**TOTAL**

There are 426 Structures on the MSAS sytem that qualify for Needs

Subcommittee

Issues



NOTES and COMMENTS

Municipal State Aid Screening Board
Needs Study Subcommittee &
Unencumbered Construction Funds Subcommittee
Joint Meeting Minutes

The Joint meeting was held on **April 23, 2008** at the offices of Widseth, Smith, Nolting & Associates, in Crookston, Minnesota. NSS Members present were Craig Gray – Bemidji, Dave Kildahl- Crookston, and Debra Bloom- Roseville. UCFS Members present were Lee Gustafson- Minnetonka, Mike Metso- Past Chair, and Chuck Ahl- Maplewood. Also present were Rick Kjonaas, and Marshall Johnston of Mn/DOT State Aid; Mel Odens, Chair Municipal Screening Board.

Lee Gustafson was elected the Chair of the NSS/ UCFS. Debra Bloom was appointed the Secretary for the NSS/ UCFS.

I. NSS meeting:

A. Unit Costs:

Marshall reviewed the information contained in the 2008 Needs Study Subcommittee Data (May 2008) booklet.

In 2003, the Screening Board directed the Needs Study Subcommittee to use the percent of increase in the annual National Engineering News Record Construction Cost Index (CCI) to recommend Unit Costs to the Screening Board. In 2007, the Municipal Screening Board made a motion to conduct the Unit Price Study every three years. The needs study for 2008 is the second year using the CCI to estimate the unit prices. In 2009, a full unit price study will be completed in order to compute the 2009 construction (money) needs apportionment.

Actual average cost is used to determine the needs costs for the following items: State Aid bridges (computed by State Aid staff), storm sewer construction (Mn/DOT's hydraulic office) and railroad costs (Mn/DOT's railroad office).

Due to lack of data, the costs for traffic signals, maintenance and engineering are all established based on cost opinions and estimating experience of the members of the NSS committee and Screening Board.

The unit price recommendations are all based on the CCI. As shown on page 27 of the booklet, the ENR Construction Cost Index (CCI) was 2.79% in 2007. The Mn/DOT Estimating Unit is using 8% as the Mn/DOT Minnesota Construction Cost Index.

The NSS/ UCFS discussed the merits of using 2.79% vs. 8%. Much was said about the current bidding climate, however, it was decided that we would stick to the ENR CCI numbers.

1. **Annual Maintenance Needs Cost.** The table with the suggested Annual Maintenance Needs cost is shown on page 21 of the booklet. ***Using the CCI and rounding, the following unit costs are recommended to the Screening Board for approval: (Moved by Bloom, Seconded by Grey, unanimous)***

	< 1000ADT	>1000 ADT
Traffic Lane per Mile:	$1,850	$3,050
Parking Lane per Mile	$1,850	$1,850
Median Strip per Mile	$ 620	$1,210
Storm Sewer per Mile	$ 620	$ 620

Per Traffic Signal	$ 620	$ 620
Minimum per Mile	$6,130	$6,130

2. **Unit Price Study:** The table with the 2008 unit price recommendations for all items in the study is shown on pg 20 of the booklet. The 7 items on this table that are bold and struck out are no longer a part of the unit price study. Instead they are included in the new Grading Factor, see page 29 for a full explanation of the Urban and Rural Grading Factors.

Items discussed in depth:

- Bituminous: The recommended unit cost for this item based on applying the CCI to 2007 costs was $43.17. The NSS discussed this in depth. Kildahl indicated that last year's prices for Bituminous were around $47/ ton, Grey and Bloom concurred. The NSS agreed that we should adopt $45/ ton for this unit cost.
- Railroad Bridges over highways: the NSS determined that there was no basis for changing the unit prices for this item. So the NSS recommends staying with the 2007 prices in 2008.

Except where noted above, the NSS applied the CCI to the 2007 number and rounded to determine the following unit cost recommendations to the Screening Board for approval: (Moved by Kildahl, Seconded by Grey, unanimous)

	Unit Price	Unit
Grading/ Excavation	$5.10	CY
Aggregate Base	$9.00	Ton
All Bituminous Base & Surface	$45.00	Ton
Curb and Gutter Construction	$10.45	LF
Sidewalk Construction	$29.00	SY
Storm Sewer Adjustment	$89,700	Mile
Storm Sewer Construction	$278,000	Mile
Lighting	$100,000	Mile
Signals	$32,500- $130,000	Mile
Railroad Crossing Signs	$1,500	Crossing
Railroad Pavement Markings	$1,100	Crossing
Railroad Signals (low speed)	$175,000	Crossing
Railroad Signals & Gates (high speed)	$200,000- $275,000	Crossing
Railroad Concrete surfacing	$1,100	Track Ft
Bridges (for all lengths)	$110.00	SF
Railroad Bridges over Highways	$10,200 (first track) $8,500 (each additional track)	LF LF

3. **Engineering:** As reported by Marshall, for Needs purposes, Engineering (includes project development and construction engineering) is calculated at 22% of the Needs cost of a segment. When you subtract maintenance RR Crossings,

and engineering from the Needs costs, engineering is 17.89% of your total needs. This is by far the largest percentage of Needs of any item. ***The NSS recommends "no change" to the Screening Board: (Moved by Grey, Seconded by Bloom, Unanimous)***

4. **Right of Way**. As reported by Marshall, for Needs purposes, right-of-way is currently calculated at $98,850 per acre. This item is not included in the Needs calculations; the unit cost is included for information purposes only. Right- of-way is included as an 'After the Fact' Need. ***The NSS recommends "no change" to the Screening Board: (Moved by Grey, Seconded by Bloom, unanimous)***

B. Discussion Items:

The NSS discussed Railroad bridges over highways (page 44). State Aid questioned if we should continue to include these in our needs calculations. They suggested that they could be considered as an after the fact adjustment. The NSS discussed this matter and did not feel that a change was necessary. ***The NSS recommends that there be no change.***

II. Combined Subcommittee (NSS/ UCFS)

A. Private Roads used in Calculations for State Aid mileage

1. Orono specific discussion:

Marshall reviewed the background from the October 2007 MSB meeting in regards to the issue of Orono using "private roads" in the computation of mileage available for MSAS designation. At that meeting, the MSB passed the following motions:

a) Orono's private road should not be included towards the center line mileage for the Certificate of Needs Mileage and should not count toward their total mileage in the City of Orono. (Ahl called vote, Motion carried unanimously)

AND

b) … if the City of Orono accepts these private roads as public streets prior to December 31, 2007, that there would be no Needs adjustment… (motion carried with 7 in favor and 5 against the motion)

AND

c) … that the MSB requests the DSAE research what has been done in the past for adjustments and if the deadline is not met in the previous motion, that DSAE comes forward with a recommendation of adjustment at the spring screening board meeting based on what the research is. And ask the NSS and UCFS to consider the need for a formal definition. (motion carried unanimously)

Kevin Hoglund- Bonestroo, Orono City Engineer, addressed the NSS/ UCFS describing, in detail, the actions that Orono took after the 2007 fall meeting to meet the requirements of the Board. Going on to define how Orono views these

roads. Since each of these "private roads" is covered by two documents which are attached to these minutes:

- Declaration Of Covenants, Conditions, Restrictions And Private Roadway Easement ("declaration")
- Road, Drainage, and Utilities Easement ("easement")

It is Orono's position that, for all intents and purposes, these are "public streets". However, to satisfy the MSB's motion (b), the Orono Council adopted City Resolution No. 5711 on December 10, 2007.

The DSAE reviewed the resolution and requested that the NSS/ UCFS discuss the language in the resolution and advise if it meets the intent of the MSB's motion (b).

Hoglund highlighted the desire of the City to meet the MSB's requirements, asking the NSS/ UCFS what, if any, further steps were necessary. He emphasized that timing was of the essence and would like to bring a revised resolution to the Orono Council at their next meeting. So that it could be resolved by the 2008 spring MSB meeting.

Gustafson indicated that the "declaration" had a clear process laid out to accept these streets as public streets (included in the "declaration" document section 3, page 2) and that the resolution did not meet the prescribed process. He then asked Hoglund if the Council followed this process on these "private roads" prior to adopting the resolution.

Hoglund indicated that he did not believe that the "declaration" process was completed. However, Orono asserts that the "easement" defines these roads as public.

Gustafson pointed out that there appears to be a conflict between the "declaration" and the "easement" documents. The "declaration" Page 1, section 1 states that the roadway easement is for "use by the Owners and their invitees and other public service providers, such as police, fire, bus, and ambulance services". Whereas the "easement" states that the grantee grants "a perpetual easement for public ingress, egress and access" with no limitations. He opined that the approved resolution had no impact on the "declaration" because the process was not followed; therefore it did not change the "private streets" to "public streets".

Hoglund restated Orono's position is that these are "public streets".

Grey asked if the properties along these "private streets" are required to meet the same zoning requirements (i.e. setbacks etc.) as those on "public streets"

Hoglund indicated that they do and that the "private streets" are built to the same standards as "public streets". It is only that they are maintained by the homeowners along the streets not by the City.

Ahl asked Hoglund to further explain why there was a distinction between the two?

Odens asked if it was the City's intent to save on additional FTEs and maintenance costs.

Hoglund explained that the distinction was a result of homeowner's desire to be in control of the maintenance of the roads (i.e. snow removal, potholes, seal coats, sweeping etc.)

Grey asked what would happen if the homeowners came to the City and said "we don't want them, you fix them".

Hoglund indicated that it's unlikely that the City would take over maintenance, but the situation has never come up.

Ahl asked how the maintenance work was conducted, does the City get prices or the homeowners.

Hoglund indicated that the homeowners would get the prices. He went on to explain that until about 2 years ago, the City did only minimal maintenance on "public streets". No sealcoats, overlays etc… just pothole and curb repair. Bloom asked what changed. Hoglund explained that in 2006, Bonestroo completed a PMP inventory of all City streets. The first year of implementation for the PMP was 2007.

Bloom asked if the "private streets" were inventoried. Hoglund indicated that the PMP does not include the "private streets". He went on to explain that state statute 162.09 subdivision 1 states the streets shall be "…within the jurisdiction of that city…." It is Orono's position that the "easement" shows jurisdiction.

Grey opined that jurisdiction means more than just an easement; it means "I am responsible for them" it does not appear that the City is responsible for these "private streets".

Hoglund asked the NSS/ UCFS what language should the City adopt that would be acceptable and meet the intent of the MSB's motion (b).

Ahl argued that the two documents provided give the City "rights" over the land, not "jurisdiction". He offered that to resolve this conflict the City should implement the last sentence of Section 3 of the "declaration". Section 3 states "In the event that the City shall determine it to be in the public interest to utilize the Roadway as a public street, each Owner shall, after notice in accordance with applicable provision of Code and Minnesota law, convey its undivided interest in the Outlot to City for no additional consideration therefore."

Grey agreed with Ahl's position.

Metso asked if there were public utilities under the "private streets" and what happened when a repair was needed?

Hoglund indicated that if the City were to work on utilities they would repair the road.

Metso offered that the idea behind the state aid system is that we are provided state gas tax money to maintain 20% of our jurisdictional street system.

Counting mileage that is not under the control of the City for maintenance purposes appears to be contrary to the intent.

Hoglund offered that when you look at the MSA system as a whole there are lots of parts. A driver needs to leave their driveway, get on to a smaller road, then on to a collector, and eventually on to an arterial. Wouldn't it make sense that trips should be counted, not mileage?

Metso reiterated that we don't count trips, we count jurisdictional mileage. If the City wants to claim jurisdiction on these roads, it appears that the "declaration" describes a process for making these roads public that is much more involved than the resolution that was passed in December 2007. It appears that there are two options open to Orono:

Option 1: follow the process outlined in "declaration" section 3

Option 2: remove them from MSA certificate of mileage.

Hoglund indicated that they are not opposed to either option, but would like clarification to ensure they are meeting the MSB intent.

Odens asked for a clarification "The developer signs the "easement" and the homeowners sign the "declaration"?" Hoglund indicated that that was the case.

Odens then asked "Does the homeowner even knows that the "easement" document exists?" Hoglund indicated that he was not sure, but it was filed against the property.

Kildahl asked if the reason for the "private streets" was for the developer to be able to increase density or have smaller setbacks. Hoglund said he would check.

Odens agreed with Ahl and Grey that Orono should follow the process outlined in #3 of the "declaration" Until a "private street" has successfully undergone this process, it shall not be counted towards the City's certified centerline mileage.

Grey made the following motion, which was seconded by Ahl:

"The NSS/ UCFS has reviewed the City of Orono Resolution No. 5711 and found that it does not satisfy the 2007 MSB motion. To meet the intent of the MSB motion the City shall successfully complete the process defined in Section 3 of the "declaration" document to convert the "private streets" to "public streets"."

Discussion of the motion:

Hoglund indicated that the Orono City Council will meet on April 28th; however it is very unlikely that they will be able to make the changes by the 2008 Spring MSB meeting.

Kjonaas asked the NSS/ UCFS to discuss the order of magnitude of the adjustments.

Ahl suggested that the MSB should wait to consider adjustments until the 2008 Fall MSB. He also mentioned that if this matter were being considered at that meeting, the MSB should invite Orono to that meeting. He also offered that

Orono has been working to comply with the MSB motions. He supports continuing to work with them and to give them a chance to meet the intent of the motions and not to discuss adjustments at this time. .

Marshall offered a clarification to the motion. He opined that to meet the intent of the motion Orono should provide State Aid with either a signed conveyance document for each street segment or a revised certificate of mileage reduced by the centerline length of the "private street" segments. The NSS/ UCFS discussed this and agreed with the clarification.

Hoglund asked if the NSS/ UCFS/ MSB meetings were public meetings and if any one could attend them? Gustafson answered, yes.

Metso asked a point of order; is our recommendation on these items to the MSB or the DSAE?

Kjonaas indicated that the DSAE, Coughlin, has requested a clarification of the 3 Screening Board motions.

Gustafson indicated that we are providing a recommendation to the MSB to meet the request of the DSAE.

Gustafson called for a vote on the motion. Motion passes unanimously.

Metso asked Hoglund if he had any questions regarding this motion. Hoglund indicated that he did not.

Gustafson requested that the NSS/ UCFS review the three MSB motions to ensure we had covered all of the items.

Kjonaas again requested that the NSS/ UCFS discuss the adjustment.

Ahl again stated his support for the actions of the Orono City Engineer to date. By all intents and purposes, they have tried to comply with the motion and wish to continue to work with the MSB. State Aid has put together the information on how we have adjusted needs for other Cities. Their actions between now and the spring MSB meeting on May 30th will have an impact in how their adjustment should be viewed.

Grey asked if we could just save a step, pass a recommendation that if they are not compliant by a certain date than they will receive a specific adjustment.

Ahl indicated that the MSB motion #3 was for the DSAE to come forward with a recommended adjustment based on their research on past adjustments.

Metso asked the NSS/ UCFS to focus on the task at hand. The NSS/ UCFS were not asked to make a recommendation on the adjustment. We were asked by the DSAE to assist with review of the resolution passed by Orono, and asked by the MSB to consider the need for a formal definition for "public streets". According to motion (c) the DSAE is supposed to "come forward with a recommendation of adjustment at the spring screening board meeting based on the research".

Gustafson agreed that to meet this motion, the state aid staff research of previous adjustments should be brought to the MSB for discussion.

Hoglund requested that the NSS/ UCFS take into consideration that if Orono had known this was an issue a while ago they would have made different decisions regarding designation of state aid street segments.

The group offered that the MSB has made adjustments in the past; however, none have been for more than 5 years.

Ahl made the following motion:

> "Recommend to the MSB that consideration of adjustment is not appropriate until Orono can report to MSB at the May meeting. Due to a need for clarification of the motion, consider extending the 12/31/07 deadline."

Motion fails for lack of a second

The NSS/UCFS discussed that since Orono took action prior to the 12/31/07 deadline is an adjustment appropriate. Upon further discussion, it was determined that for clarity sake we should recommend a deadline for the conversion of the "private streets" to "public streets" for consideration as a part of the certificate of mileage.

Kildahl asked if Orono was clear on the recommendation that the NSS/ UCFS was making in regards to section 3 of the "declaration".

Hoglund affirmed he understood the recommendation.

Ahl made the following motion, which was seconded by Grey:

> "Recommend to the DSAE and the MSB that any "private street" segments not made "public streets" by September 1, 2008, shall be removed from the 2007 certificate of mileage (submitted 1/15/2008)."

The motion passed unanimously.

2. General Issue discussion:

The NSS/ UCFS discussed the question, "do we need a definition of local streets and/ or City streets for State Aid purposes? "

State aid staff provided the NSS/UCFS with the following two existing definitions for "city streets"

- State statute 162.09 subdivision 1:

  "The extent of the municipal state-aid street system for a city shall not exceed:

  (1) 20 percent of the total miles of city streets and county roads partially or totally within the jurisdiction of that City."

- Municipal screening board resolutions state in part:

> "that the maximum mileage for State Aid Street designation shall be 20 percent of the municipality's basic mileage – which is comprised of the total improved mileage of local streets, county roads and county road turnbacks."

The NSS/UCFS recognized the need for a definition, but realized after deliberation that it was difficult. The group came to the consensus that there is not a uniform definition that can be created that will prevent future questions.

Kjonaas offered the following statement "the prevailing practice creates the equity" in this matter.

Grey moved the following, which was seconded by Kildahl:

> "The NSS/UCFS advises the MSB that a definition for public streets is not needed at this time."

The motion passed unanimously.

B. Stormwater Best Management Practices (BMP) items

Marshall restated the May 31, 2007 MSB motion, requesting that "MNDOT staff review and bring back at the 2008 spring meeting, the amount of funds spent on BMPs such as turf reestablishment, erosion control, water quality mandates etc. on state aid projects." He also reviewed previous MSB actions related to this issue. This matter has been brought before the MSB in 2001 and in 2002. Both times, the MSB determined that we should not include these items in the needs.

In an effort to achieve this request, Marshall researched the information readily available at state aid and has determined that due to the wide variety of BMPs used by Cities, it would be difficult to put together a comprehensive summary of costs. He recommends that if this is determined to be necessary it should be completed next year when a full needs study is performed.

Ahl reminded the group that our role is to determine the distribution of funds based on the needs of the MSA transportation system.

The group discussed that since these are mandates, it might be helpful to better understand the extent of the problem so that we can articulate it to the legislators.

Bloom contended that having state aid put together actual costs for these items would prove to be difficult. Also questioning what would be done with this information. Adding more needs to the formula does not create more money. She also contended that there are other groups that are looking at the costs of these items including; MPCA, MPWA and LRRB. Kjonaas added that Frank Pafko, MnDOT has also been looking at this issue.

The NSS/UCFS went on to further discuss our role, the MSB is charged with determining the most equitable way to distribute the funds that we have.

Kildahl asserted that since every City is subject to different rules, it is difficult to come up with standardized requirements.

Ahl moved the following, which was seconded by Metso

> "The NSS/UCFS advises the MSB that it would not be appropriate for state aid staff to pull together a summary of the total funds spent on BMPs at this time. "

The motion passed unanimously.

The NSS/UCFS went on to further discuss our role in assisting with this matter. If the MSB were to determine that this investigation is necessary, the group agreed with state aid staff recommendation that it should be pursued next year with the full needs study.

C. General Discussion, Information items:

1. Cities of the First Class

For our information, Marshall provided the NSS/ UCFS a handout describing Cities of the First Class (CotFC). This is a matter defined by statute. Currently, there are 3 CotFC in Minnesota. Based on statute, SA determined that Rochester could be considered as a CotFC based on either a special census or the 10 yr census. The census bureau will not conduct a special census this close to the 10 yr. Potentially, in 2011 Rochester may become a permanent member of the MSB. According to state statute, even though Duluth no longer has a population of over 100,000, they will be considered a CotFC until their population falls to 75,433.

This was for information purposes only, no action requested or taken by NSS/ UCFS.

2. Time limit for CSAH and CR Turnback Designation

The State Aid engineer made an administrative decision to add the following statement to the County Highway Turnback Policy (pg 49-50). "…for MSAS purposes, a County or CSAH that has been released to a city cannot be a local road for more than two years before it becomes a turnback." The NSS/ UCFS discussed this, and agreed that the language assists City Engineers to better understand the process for CSAH turnbacks being added to the MSAS system.

This was for information purposes only, no action requested or taken by NSS/ UCFS.

3. Non-existing Roads

Marshall provided to the NSS/ UCFS a summary of the miles of "non-existing segments" included on the MSAS system. He went on to explain that these streets draw needs indefinitely. Grey noted that some of the City's had as much as 40% of their total system as "non-existing segments" and went on to ask if there was any limit to the number of miles a City could have of "non-existing" streets. Marshall indicated no and offered further that some of these streets have been on the system for more than 30 years. Ahl suggested to the group that the MSB should consider limiting how long these segments could draw needs. Grey questioned why "non-existing segments" are allowed and if they are allowed should the percentage of miles a city could have on their system be

limited? The group had a lively discussion regarding this issue that ended with the following recommendation for the MSB.

The NSS/ UCFS recommends that the Municipal Screening Board refer the issues identified with "non-existing segments" to the NSS/ UCFS. (Moved by Ahl, Seconded by Grey, passed 5-1 (Grey voted against))

4. Adjournment: Metso adjourned the meeting at 2:00 pm.

Debra Bloom, Secretary
Needs Study Subcommittee

CITY of ORONO

Municipal Offices

Street Address:
2750 Kelley Parkway
Orono, MN 55356

Mailing Address:
P.O. Box 66
Crystal Bay, MN 55323-0066

December 21, 2007

Michael P. Kowski, PE
State Aid Program Engineer
Metro District
Mn/DOT Waters Edge
1500 W. County Road B-2
Roseville, MN 55113

Re: Orono / Municipal State Aid

Dear Mr. Kowski:

Attached to this correspondence please find a certified copy of the Resolution designating privately maintained roads as City streets. As you are aware, the Municipal Screening Board has reviewed the City of Orono's inclusion of privately maintained roads in its city street mileage for the purpose of State Aid calculation.

The City of Orono has pursued a process with the State Aid staff regarding the City continuing its long-standing practice of including its privately maintained rural cul-de-sac roads in the City street mileage that it reports for MSA purposes. While State Aid staff has been supportive of the City's practice, the Screening Board has indicated that the City needs to adopt a Resolution designating the privately maintained roads as City streets, in order for the roads to continue to be included in the City street mileage.

The City has agreed to comply with the Screening Board's request, and it is the City's belief that the attached Resolution fully complies with the Screening Board's request. The City's understanding of the Screening Board's request is based on draft minutes of the Screening Board's November, 2007 meeting, where the issue of the privately maintained roads was discussed. To date, the City has not received formal minutes, an adopted Resolution, or any written direction from the Screening Board. It is important to note that while the City has adopted the attached Resolution designating all privately maintained roads as City streets, this is based on the underlying easements that provide the City the right to ensure these roads remain open as City streets.

Based on the City's compliance with the direction of the Screening Board, we anticipate retaining the MSA funding received in 2007, and receiving a similar level of MSA funding in 2008.

If you have any questions regarding this letter, or the attached Resolution, I would appreciate being contacted at (952) 249-4601. As you can imagine, this is a very important issue to the City of Orono and it is our intent that passing this Resolution fully satisfies all conditions that the Screening Board has imposed on the City of Orono

Sincerely,

Ronald J. Moorse
City Administrator

Enclosure

CITY of ORONO

RESOLUTION OF THE CITY COUNCIL
NO. 5711

A RESOLUTION DESIGNATING PRIVATELY MAINTAINED ROADS AS CITY STREETS

WHEREAS, the City of Orono has a long standing policy formalized in the Rural Transportation Policies section of its 1980 and 2000-2020 Comprehensive Plans of obtaining underlying public ingress, egress and access easements over city streets in the City's defined rural areas that are privately maintained; and

WHEREAS, these easements are titled "road and utilities easements" and contain language to ensure legal access to all properties served by the privately maintained road; and

WHEREAS, the privately maintained roads are open to public ingress, egress and access and ultimately controlled by the City; and

WHEREAS, these roads are built to the same design standards as all other streets within the City; and

WHEREAS, the City has long enforced a requirement that the property owners abutting a privately maintained road establish covenants guaranteeing maintenance of said road to reasonable standards at all times, and that failure of the owners to maintain their privately maintained road will be cause for the City to accomplish needed maintenance and to assess the benefited properties for the direct cost of such maintenance. The maintenance includes routine upgrade of the roads, patchwork and plowing of the street; and

WHEREAS, the privately maintained roads have the same impacts on traffic generation and other transportation impacts as roads dedicated to the public via platting or other means; and

WHEREAS, because of the above listed factors the City has included these privately maintained roads in their mileage for purposes of State Aid calculations; and

WHEREAS, the Minnesota Screening Board has expressed a concern with the City's inclusion of the privately maintained roads that have been termed "private streets" in the State Aid calculations; and

WHEREAS, the Screening Board has required that all the privately maintained roads be formally classified as City streets in order to be included in the State Aid Mileage calculations.

CITY of ORONO

RESOLUTION OF THE CITY COUNCIL
NO. 5711

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Orono, Minnesota:

1. The City of Orono formally declares that all private streets within the City of Orono are City streets and are under the control and authority of the City of Orono.

2. That the properties affected by the private road easements shall continue to be responsible for the maintenance and upkeep of the roads.

3. A copy of this Resolution shall be forwarded to the Minnesota Screening Board.

ADOPTED by the City Council of the City of Orono, Minnesota, at a regular meeting held this 10th day of December, 2007.

ATTEST:

Linda S. Vee
Linda S. Vee, City Clerk

James M White
James M. White, Mayor

STATE OF MINNESOTA)
(ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me on this 21st day of December, 2007, by James M. White and Linda S. Vee, respectively the Mayor and City Clerk of the City of Orono, a Minnesota municipal corporation and said instrument was executed on behalf of the City.

RACHEL DODGE
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2010

Rachel Dodge
Notary Public

ROAD, DRAINAGE AND UTILITIES EASEMENT

THIS INDENTURE, made this _____ day of _____, 20__, by and between _____

_____

hereinafter referred to as "Grantor(s)", and the City of Orono, a municipal corporation, hereinafter referred to as "Grantee".

WITNESS, that Grantor(s), in consideration of the sum of One Dollar ($1.00) and other good and valuable consideration given by Grantee, the receipt of which is acknowledged by Grantor(s), **do(es) hereby grant, bargain, sell and convey to Grantee, its successors and assigns, a perpetual easement for public ingress, egress, and access, for road, drainage and utilities purposes and uses, including the right to construct and maintain the same, together with the right of the public for access over, above, under and across the land** located in the State of Minnesota, County of Hennepin, legally described as follows:

See attached Exhibit A which is made part of this document.

including, but not by way of limitation, a **full and free right and authority to enter upon said land to construct, install, maintain, operate and repair a sanitary sewer interceptor, lift station, main or line, a water main or line, gravel or paved road and any and all appurtenances, including drainage control structures, incidental and related thereto,** (all of which are hereinafter referred to collectively as the Improvements). The Grantee shall have the right to make use of said land as is reasonably necessary and advisable to the construction, installation, maintenance, operation and repair of the Improvements.

In addition to any other remedy the Grantee may have, the covenants and restrictions contained herein may be enforced by injunction.

Grantor(s) covenant that they are in fee title to the above property, have a lawful right and authority to convey and grant this easement, and that the land is free from all encumbrances except:

_____

IN WITNESS WHEREOF, the Grantor(s) have executed this document on the day and year set forth above.

GRANTOR(S)

_____

_____

STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

This instrument was acknowledged before me this _____ day of _____, 20____, by _____
_____.

_____
NOTARY PUBLIC

State Deed Tax Due Hereon:

This instrument was drafted by:
City of Orono
2750 Kelley Parkway
P.O. Box 66
Crystal Bay, MN 55323
(952) 249-4600

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DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS AND PRIVATE ROADWAY EASEMENT

THIS DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS AND PRIVATE ROADWAY EASEMENT ("Declaration") is made effective as of , 20 , by ("Declarant").

RECITALS:

A. Declarant is fee owner of that certain real property located in Hennepin County, Minnesota legally described on Exhibit "A" attached hereto and made a part hereof (the "Property").

B. Declarant desires to provide, for the benefit of (the "Lots") an easement for roadway purposes (the "Roadway") over, across, and upon Outlot , (the "Outlot"), and to further provide for the maintenance, ownership, and restrictions relating to the Roadway and the easement herein granted.

NOW, THEREFORE, in consideration of the foregoing, the Declarant hereby declares that the Lots and Outlot are and shall be held, transferred, sold, conveyed, and occupied subject to the covenants, conditions, restrictions, and easements hereafter set forth, which shall run with the Property and be binding on all parties, now or hereafter having any right, title, or interest in the Property and any part thereof, their heirs, successors, and assigns (each of whom are hereafter referred to individually as an "Owner" or collectively as "Owners"), and shall inure to the benefit of each Owner.

1. Roadway Easement. Declarant hereby declares and creates a perpetual, non-exclusive private road easement over the Outlot for the benefit of the Lots and use by the Owners and their invitees and other public eservice providers, such as police, fire, bus and ambulance services.

2. Maintenance of Roadway.

2.1) Each Owner shall pay an equal, proportionate share for any costs for construction, maintenance or repair of the Roadway. Maintenance shall include construction, reconstruction, resurfacing, snow removal, sanding and salting, as necessary, lighting, striping, and curbing as the Owners shall determine necessary; provided, however, that all Maintenance shall be conducted in compliance with all applicable provisions of the City of Orono Municipal Code (the "Code"). Declarant shall be responsible, at his/her expense, for initial construction of the Roadway, which shall in all respects conform to the requirements of the City of Orono ("City"). All future Maintenance shall be conducted by the Owners or their contractors, at Owners' expense.

2.2) Each Owner's share of costs for Maintenance shall be due and payable on the date such costs for Maintenance are due and payable to the person or entity rendering an account therefore. Each Owner's share of such costs shall bear interest at a rate of percent (%) per

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annum from such due date to the date of payment. Any Owner may bring action, on behalf of the non-defaulting Owners, to collect a defaulting owner's share of such costs which are not paid when due, and shall be entitled to recover such reasonable attorney's fees as the court may allow, together with all necessary costs and disbursements incurred in connection therewith.

2.3) The plans, specifications and the awarding of contracts for Maintenance shall be approved in writing by the Owners of percent (%) of the Lots.

2.4) No Owner may exempt himself from the liability for assessments by waiver of the use or enjoyment of the Roadway or by the abandonment of his Lot.

3. Ownership of the Outlot. Each lot shall be sold, transferred and conveyed together with an undivided one- ( ) interest in the Outlot. In the event City shall determine it to be in the public interest to utilize the Roadway as a public street, each Owner shall, after notice in accordance with applicable provisions of Code and Minnesota law, convey its undivided interest in the Outlot to City for no additional consideration therefore.

4. Prohibitions of Use of Roadway.

4.1) No Owner shall obstruct or interfere whatever with the rights and privileges of other Owners in the roadway and except for Maintenance of the Roadway, nothing shall be planted, altered, constructed upon or removed from the Roadway.

4.2) No Owner shall obstruct or interfere with the passage of any school bus or emergency vehicle over or across the Roadway.

4.3) No vehicles shall be parked in the Roadway for a continuous period of time greater than twenty-four hours.

4.4) No vehicular repair or maintenance may be conducted in the Roadway.

5. Violation and Enforcement.

5.1) In the event the Owners fail to conduct Maintenance, it is agreed by all Owners that City, may undertake such Maintenance and assess each Lot an equal, proportionate share of the Maintenance conducted by the City. Any such Maintenance conducted by the City will not result in the Roadway becoming a public roadway. Each Owner will pay to the City its equal, proportionate cost incurred by the City within thirty (30) days after Owner's receipt of such charges, or else such charge, including attorneys' fees and costs in collection thereof, shall become a lien upon the Lot for which payment has not been made.

5.2) If an Owner shall violate any of the obligations, covenants, conditions or restrictions contained in this Declaration,, the remaining Owners shall

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have the right to enforce this Declaration, and in the event an Owner's violation results in damage to the Roadway, owners may restore the Roadway to its prior condition and assess the cost of such restoration against violating Owner. Any such assessment shall become due and payable upon the demand of any of said remaining Owners. All of the remaining Owners, or any of them, shall have the right and power to enforce this Declaration and to collect the costs of any Maintenance required as a result of an Owners violation, in a legal proceeding for that purpose. The prevailing party in any such legal proceedings shall further be entitled to recover such reasonable attorney's fees as the court may allow, together with all necessary costs and disbursements incurred in connection therewith. Nothing contained in this Section 5.2 is intended to alleviate any obligation of an Owner to pay assessments to City in accordance with Section 5.1 above. In the event any assessments are levied by City as a result of violations of an individual Owner or Owners, then such non-violating Owners may collect such sums paid to City from any violating Owner, in accordance with this Section.

6. Binding Effect. This covenant shall run with the land and shall be binding on and inure to the benefit of the Owners, their heirs, representatives, successors and assigns.

7. No Amendment. This Declaration may be modified or amended only upon the recording of a document setting forth such amendment executed by all of the Owners, their mortgage lenders, City and any other party having a record interest in the Lots.

8. Severability. Invalidation of the covenant, condition, or restriction set forth herein by judgment or court order shall in no way affect any of the other provisions hereof, which shall all remain in full force and effect.

9. Warranties of Title. Declarant represents and warrants that is/are the lawful Owner(s) of the Roadway and the Lots and have full right, title and authority to enter into this Declaration. Any mortgage lender, or other party in interest of the Lots and the Outlot, if any, shall consent to this Declaration, which consent shall be attached and made a part of this Declaration.

IN WITNESS WHEREOF, the parties have hereto executed this Declaration and covenant the day and year first above written.

_____

_____

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

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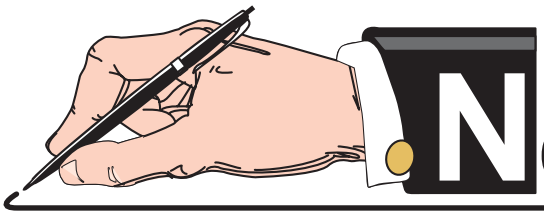
This instrument was acknowledged before me on this _____ day of _____, 20_____, by _____.

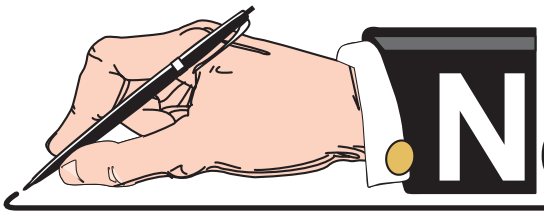
_____
Notary Public



NOTES and COMMENTS

OTHER

TOPICS



NOTES and COMMENTS

MUNICIPAL STATE AID CONSTRUCTION ACCOUNT
ADVANCE GUIDELINES

State Aid Advances

M.S. 162.14 provides for municipalities to make advances from future year's allocations for the purpose of expediting construction. This process not only helps reduce the construction fund balance, but also allows municipalities to fund projects that may have been delayed due to funding shortages.

The formula used to determine if advances will be available is based on the current fund balance, expenditures trends, repayments and the $20,000,000 recommended threshold. The threshold can be administratively adjusted by the State Aid Engineer and reported to the Screening Board at the next Screening Board meeting.

State Aid Advance Code Levels

Guidelines for advances are determined by the following codes.

SEVERE	Code RED - SEVERE- Fund Balances too low. NO ADVANCES - NO EXCEPTIONS
HIGH	Code ORANGE - HIGH - Fund Balance below acceptable levels. Priority system in use. Advances approved thru DSAE and State Aid Engineer only. Resolution required. Approved projects are automatically reserved.
GUARDED	Code BLUE- GUARDED - Fund balance low. Priority system and/or first-come first-serve are used. Resolution required. Reserve option available only prior to bid advertisement by email or phone.
LOW	Code GREEN - LOW - Plush Fund Balance. Advances approved on first-come-first-serve basis while funds are available. Resolution required. Request to Reserve optional.

General Guidelines for State Aid & Federal Aid Advance Construction

City Council Resolution

- ✓ Must be received by State Aid Finance before funds can be advanced.
- ✓ Required at all code levels.
- ✓ Is not project specific.
- ✓ For amount actually needed, not maximum allowable.
- ✓ Does not reserve funds.
- ✓ Good for year of submission only.
- ✓ Form obtained from SALT website.
    - o Mail completed form to Sandra Martinez in State Aid Finance.

Request to Reserve Advanced Funding

- ✓ Not required and used only in green and blue levels.
- ✓ Allow funds to be reserved up to twelve weeks from date signed by City Engineer.
- ✓ Not used for Federal Aid Advance Construction projects.
- ✓ Form obtained from SALT website.
    - o Mail completed form to Sandra Martinez in State Aid Finance.
        - o Form will be signed and returned to City Engineer.

Priority System

- ✓ Projects include, but are not limited to projects where agreements have mandated the city's participation or projects with Advance Federal Aid.
- ✓ Requests are submitted to DSAE for prioritization within each district.
    - o Requests should include negative impact if project had to be delayed or advance funding was not available; include significance of the project.
- ✓ DSAE's submit prioritized lists to SALT for final prioritization.
- ✓ Funds may be reserved in blue level prior to bid advertisement.
    - o Contact Joan Peters in State Aid Finance .
- ✓ Small over-runs and funding shortfalls may be funded, but require State Aid approval.

Advance Limitations

Statutory - None

Ref. M.S.162.14, Supd 6.

State Aid Rules - None

Ref. State Aid Rules 8820.1500, Subp 10& 10b.

State Aid Guidelines

- ✓ Advance is limited to three times the municipalities' last construction allotment or $2,000,000, whichever is less. The limit can be administratively adjusted by the State Aid Engineer.
- ✓ Advances repaid from future year's allocation.
- ✓ Limitation may be exceeded due to federal aid advance construction projects programmed by the ATP in the STIP where State Aid funds are used in lieu of federal funds. Repayment will be made at the time federal funds are converted.
    - o Should federal funds fail to be programmed, or the project (or a portion of the project) be declared federally ineligible, the local agency is required to pay back the advance under a payment plan mutually agreed to between State Aid and the Municipality.

RELATIONSHIP OF CONSTRUCTION BALANCE TO CONSTRUCTION ALLOTMENT

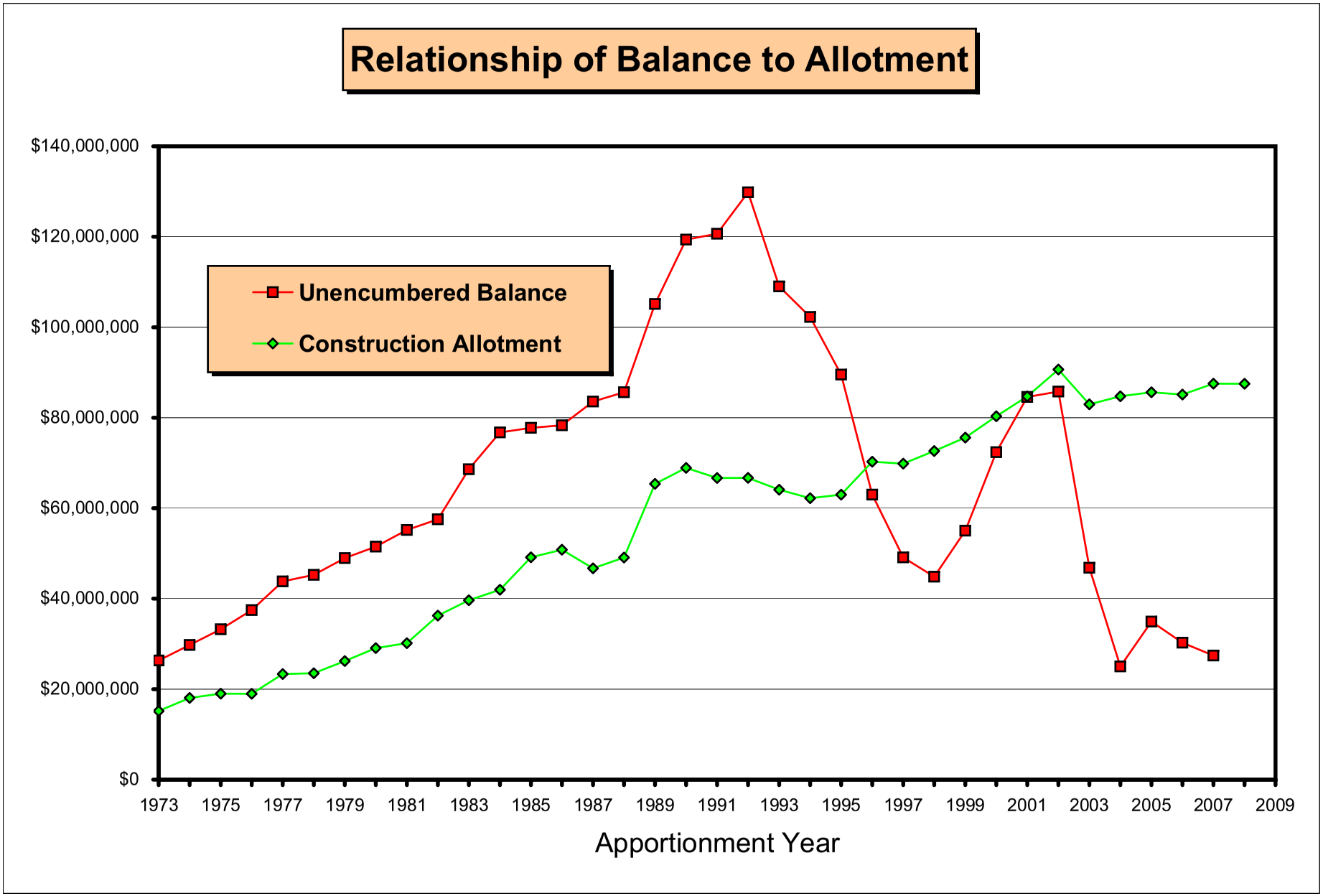
The amount spent on construction projects is computed by the difference between the previous year's and current years unencumbered construction balances plus the current years construction apportionment.

JUNE 2008 BOOK/RELATIONSHIP OF CONSTRUCTION BALANCE TO ALLOTMENT.XLS 28-Apr-08

App. Year		No. of Cities	Needs Mileage	January Construction Allotment	31-Dec Unencumbered Construction Balance	Amount Spent on Construction Projects	Ratio of Construction Balance to Construction Allotment	Ratio of Amount spent to Amount Received
1973		94	1,580.45	$15,164,273	$26,333,918	$12,855,250	1.7366	0.8477
1974		95	1608.06	18,052,386	29,760,552	14,625,752	1.6486	0.8102
1975		99	1629.30	19,014,171	33,239,840	15,534,883	1.7482	0.8170
1976		101	1718.92	18,971,282	37,478,614	14,732,508	1.9755	0.7766
1977		101	1748.55	23,350,429	43,817,240	17,011,803	1.8765	0.7285
1978		104	1807.94	23,517,393	45,254,560	22,080,073	1.9243	0.9389
1979		106	1853.71	26,196,935	48,960,135	22,491,360	1.8689	0.8585
1980		106	1889.03	29,082,865	51,499,922	26,543,078	1.7708	0.9127
1981		106	1933.64	30,160,696	55,191,785	26,468,833	1.8299	0.8776
1982		105	1976.17	36,255,443	57,550,334	33,896,894	1.5874	0.9349
1983		106	2022.37	39,660,963	68,596,586	28,614,711	1.7296	0.7215
1984		106	2047.23	41,962,145	76,739,685	33,819,046	1.8288	0.8059
1985		107	2110.52	49,151,218	77,761,378	48,129,525	1.5821	0.9792
1986		107	2139.42	50,809,002	78,311,767	50,258,613	1.5413	0.9892
1987	*	107	2148.07	46,716,190	83,574,312	41,453,645	1.7890	0.8874
1988		108	2171.89	49,093,724	85,635,991	47,032,045	1.7443	0.9580
1989		109	2205.05	65,374,509	105,147,959	45,862,541	1.6084	0.7015
1990		112	2265.64	68,906,409	119,384,013	54,670,355	1.7326	0.7934
1991		113	2330.30	66,677,426	120,663,647	65,397,792	1.8097	0.9808
1992		116	2376.79	66,694,378	129,836,670	57,521,355	1.9467	0.8625
1993		116	2410.53	64,077,980	109,010,201	84,904,449	1.7012	1.3250
1994		117	2471.04	62,220,930	102,263,355	68,967,776	1.6436	1.1084
1995		118	2526.39	62,994,481	89,545,533	75,712,303	1.4215	1.2019
1996		119	2614.71	70,289,831	62,993,508	96,841,856	0.8962	1.3778
1997	**	122	2740.46	69,856,915	49,110,546	83,739,877	0.7030	1.1987
1998		125	2815.99	72,626,164	44,845,521	76,891,189	0.6175	1.0587
1999		126	2859.05	75,595,243	55,028,453	65,412,311	0.7279	0.8653
2000		127	2910.87	80,334,284	72,385,813	62,976,924	0.9011	0.7839
2001		129	2972.16	84,711,549	84,583,631	72,513,731	0.9985	0.8560
2002		130	3020.39	90,646,885	85,771,900	89,458,616	0.9462	0.9869
2003		131	3080.67	82,974,496	46,835,689	121,910,707	0.5645	1.4693
2004		133	3116.44	84,740,941	25,009,033	106,567,597	0.2951	1.2576
2005		136	3190.82	85,619,350	34,947,345	75,681,038	0.4082	0.8839
2006		138	3291.64	85,116,889	30,263,685	89,800,549	0.3556	1.0550
2007		142	3382.28	87,542,451	27,429,964	90,376,172	0.3133	1.0324
2008		143	3453.10	87,513,282				

* The date for the unencumbered balance deduction was changed from June 30 to September 1. Effective September 1,1986.

** The date for the unencumbered balance deduction was changed from September 1 to December 31. Effective December 31,1996.


Relationship of Balance to Allotment
$140,000,000
$120,000,000
$100,000,000
$80,000,000
$60,000,000
$40,000,000
$20,000,000
$0
Unencumbered Balance
Construction Allotment
1973
1975
1977
1979
1981
1983
1985
1987
1989
1991
1993
1995
1997
1999
2001
2003
2005
2007
2009
Apportionment Year

2008 APPORTIONMENT RANKINGS

Rankings are from highest apportionment per Needs mile to lowest. Bridges in some cities increases the costs.

MSAS\Excel\2008\June 2008 Book\2008 Apportionment Rankings.xls

POPULATION APPORTIONMENT

Rank	Municipality	2007 Total Needs Mileage	2008 Population Apportionment Per Need Mile
1	MINNEAPOLIS	208.02	$29,647
2	FALCON HEIGHTS	3.29	27,908
3	ST PAUL	164.81	27,696
4	HOPKINS	9.99	27,670
5	NEW HOPE	12.70	26,165
6	CIRCLE PINES	3.22	25,439
7	VADNAIS HEIGHTS	8.45	24,586
8	COON RAPIDS	41.83	24,188
9	ROBBINSDALE	9.37	23,960
10	COLUMBIA HEIGHTS	12.50	23,552
11	WASECA	6.71	23,283
12	NEW BRIGHTON	15.26	23,256
13	WEST ST PAUL	13.54	22,782
14	ANOKA	12.64	22,733
15	ST LOUIS PARK	31.38	22,577
16	OAKDALE	19.30	22,443
17	EAGAN	47.71	22,159
18	RICHFIELD	25.11	21,802
19	BURNSVILLE	44.73	21,695
20	BROOKLYN CENTER	21.40	21,669
21	ST ANTHONY	5.95	21,646
22	SHOREVIEW	19.52	21,249
23	APPLE VALLEY	36.91	21,031
24	ARDEN HILLS	7.53	20,906
25	EDEN PRAIRIE	46.95	20,763
26	NORTHFIELD	15.03	20,532
27	CRYSTAL	17.88	20,180
28	ROCHESTER	78.30	20,027
29	STEWARTVILLE	4.59	19,945
30	PLYMOUTH	57.15	19,658
31	BROOKLYN PARK	58.65	19,499
32	WINONA	22.29	19,486
33	CHAMPLIN	19.81	19,146
34	FRIDLEY	22.87	19,079
35	MOUND	8.17	19,068
36	SOUTH ST PAUL	16.82	19,059
37	WHITE BEAR LAKE	20.35	19,001
38	BLAINE	46.40	18,818
39	EDINA	40.27	18,721
40	FARMINGTON	14.88	18,690
41	ROSEVILLE	29.12	18,543
42	SPRING LAKE PARK	5.82	18,496

MONEY NEEDS APPORTIONMENT

Rank	Municipality	2007 Total Needs Mileage	2008 Money Needs Apportionment Per Need Mile
1	CROOKSTON	11.65	$26,643
2	BLOOMINGTON	75.34	24,870
3	DELANO	6.11	24,672
4	MOUND	8.17	24,374
5	ST PAUL	164.81	23,529
6	MINNEAPOLIS	208.02	22,194
7	FARIBAULT	23.60	21,322
8	MAPLEWOOD	34.35	21,211
9	MAPLE GROVE	54.24	20,910
10	THIEF RIVER FALLS	15.23	20,763
11	INVER GROVE HEIGHTS	30.87	20,426
12	FERGUS FALLS	24.67	20,406
13	FAIRMONT	19.70	19,988
14	ALEXANDRIA	23.17	19,902
15	JORDAN	5.89	19,840
16	FARMINGTON	14.88	19,789
17	ST FRANCIS	11.55	19,743
18	LA CRESCENT	5.84	19,727
19	NORTH ST PAUL	11.40	19,699
20	AUSTIN	28.61	19,323
21	BUFFALO	17.26	19,224
22	COLUMBIA HEIGHTS	12.50	19,190
23	RED WING	24.54	19,187
24	DULUTH	114.62	18,984
25	BURNSVILLE	44.73	18,937
26	GRAND RAPIDS	16.99	18,795
27	COTTAGE GROVE	35.51	18,785
28	STEWARTVILLE	4.59	18,746
29	ST PAUL PARK	6.08	18,678
30	LITTLE FALLS	16.83	18,516
31	NEW BRIGHTON	15.26	18,443
32	NEW ULM	16.11	18,426
33	OWATONNA	26.25	18,204
34	WOODBURY	53.67	18,164
35	RICHFIELD	25.11	18,148
36	ST CLOUD	63.22	18,060
37	ALBERTVILLE	7.15	17,937
38	NORTH MANKATO	14.33	17,864
39	NEW HOPE	12.70	17,637
40	MINNETRISTA	11.41	17,615
41	ALBERT LEA	23.40	17,561
42	ST PETER	15.26	17,522

TOTAL APPORTIONMENT

Rank	Municipality	2007 Total Needs Mileage	2008 Total Apportionment Per Need Mile
1	MINNEAPOLIS	208.02	$51,841
2	ST PAUL	164.81	51,225
3	NEW HOPE	12.70	43,802
4	MOUND	8.17	43,441
5	BLOOMINGTON	75.34	42,980
6	COLUMBIA HEIGHTS	12.50	42,742
7	HOPKINS	9.99	42,733
8	NEW BRIGHTON	15.26	41,699
9	COON RAPIDS	41.83	41,685
10	BURNSVILLE	44.73	40,632
11	ST LOUIS PARK	31.38	40,083
12	RICHFIELD	25.11	39,950
13	CIRCLE PINES	3.22	39,697
14	FALCON HEIGHTS	3.29	38,776
15	STEWARTVILLE	4.59	38,691
16	WASECA	6.71	38,555
17	FARMINGTON	14.88	38,479
18	ROBBINSDALE	9.37	38,065
19	MAPLEWOOD	34.35	38,055
20	MAPLE GROVE	54.24	38,052
21	CROOKSTON	11.65	37,821
22	DELANO	6.11	37,811
23	INVER GROVE HEIGHTS	30.87	37,490
24	ANOKA	12.64	37,449
25	VADNAIS HEIGHTS	8.45	37,431
26	ST ANTHONY	5.95	37,346
27	SHOREVIEW	19.52	37,301
28	EDEN PRAIRIE	46.95	36,671
29	FARIBAULT	23.60	36,634
30	EAGAN	47.71	36,471
31	NORTH ST PAUL	11.40	36,333
32	WINONA	22.29	36,132
33	ROCHESTER	78.30	35,954
34	APPLE VALLEY	36.91	35,792
35	PLYMOUTH	57.15	35,721
36	EDINA	40.27	34,955
37	FRIDLEY	22.87	34,911
38	WOODBURY	53.67	34,571
39	CRYSTAL	17.88	34,542
40	ST CLOUD	63.22	34,332
41	ARDEN HILLS	7.53	34,306
42	COTTAGE GROVE	35.51	33,794

POPULATION APPORTIONMENT			
Rank	Municipality	2007 Total Needs Mileage	2008 Population Apportionment Per Need Mile
43	BLOOMINGTON	75.34	$18,110
44	STILLWATER	16.23	17,560
45	WAITE PARK	6.12	17,501
46	KASSON	5.08	17,223
47	CHASKA	21.44	17,213
48	PRIOR LAKE	19.92	17,191
49	MAPLE GROVE	54.24	17,142
50	INVER GROVE HEIGHTS	30.87	17,065
51	MANKATO	33.30	16,943
52	ST JOSEPH	5.52	16,913
53	MAPLEWOOD	34.35	16,844
54	NORTH ST PAUL	11.40	16,634
55	CHANHASSEN	21.22	16,493
56	WOODBURY	53.67	16,407
57	HASTINGS	21.43	16,318
58	MOUNDS VIEW	12.43	16,290
59	ST CLOUD	63.22	16,271
60	MINNETONKA	50.86	16,102
61	WORTHINGTON	11.39	15,839
62	MONTICELLO	11.40	15,528
63	NEW PRAGUE	6.95	15,523
64	FARIBAULT	23.60	15,312
65	SAVAGE	26.10	15,266
66	COTTAGE GROVE	35.51	15,009
67	WACONIA	10.13	14,997
68	OWATONNA	26.25	14,973
69	VICTORIA	6.44	14,906
70	MAHTOMEDI	8.62	14,825
71	SAUK RAPIDS	14.01	14,386
72	LITTLE CANADA	11.16	14,361
73	NORTH MANKATO	14.33	14,218
74	SHAKOPEE	35.00	14,066
75	LA CRESCENT	5.84	14,040
76	ST PAUL PARK	6.08	13,917
77	JORDAN	5.89	13,888
78	LAKEVILLE	60.02	13,858
79	SHOREWOOD	8.61	13,845
80	GOLDEN VALLEY	23.57	13,728
81	BIG LAKE	10.47	13,717
82	LINO LAKES	23.09	13,587
83	NEW ULM	16.11	13,429
84	BRAINERD	16.56	13,388
85	MARSHALL	15.64	13,245
86	INTERNATIONAL FALLS	8.06	13,228
87	AUSTIN	28.61	13,169
88	DELANO	6.11	13,138
89	MOORHEAD	42.66	13,126
90	ALBERTVILLE	7.15	13,019
91	BUFFALO	17.26	12,687
92	MENDOTA HEIGHTS	14.67	12,533

MONEY NEEDS APPORTIONMENT			
Rank	Municipality	2007 Total Needs Mileage	2008 Money Needs Apportionment Per Need Mile
43	ST LOUIS PARK	31.38	$17,506
44	COON RAPIDS	41.83	17,497
45	REDWOOD FALLS	8.20	17,342
46	SAUK RAPIDS	14.01	16,970
47	EAST GRAND FORKS	16.01	16,890
48	HERMANTOWN	14.08	16,754
49	WINONA	22.29	16,645
50	MARSHALL	15.64	16,609
51	LAKEVILLE	60.02	16,541
52	MOORHEAD	42.66	16,532
53	MINNETONKA	50.86	16,465
54	MANKATO	33.30	16,297
55	ST MICHAEL	20.92	16,267
56	EDINA	40.27	16,235
57	LITCHFIELD	8.77	16,197
58	FOREST LAKE	23.05	16,144
59	INTERNATIONAL FALLS	8.06	16,112
60	PLYMOUTH	57.15	16,062
61	SHOREVIEW	19.52	16,052
62	KASSON	5.08	16,001
63	ROCHESTER	78.30	15,927
64	EDEN PRAIRIE	46.95	15,908
65	BELLE PLAINE	8.46	15,855
66	FRIDLEY	22.87	15,832
67	SARTELL	17.97	15,751
68	ST ANTHONY	5.95	15,700
69	LITTLE CANADA	11.16	15,655
70	WILLMAR	24.76	15,590
71	OAK GROVE	24.14	15,539
72	VIRGINIA	15.91	15,388
73	CHISHOLM	7.99	15,360
74	GLENCOE	7.88	15,330
75	WASECA	6.71	15,273
76	CLOQUET	21.67	15,269
77	WORTHINGTON	11.39	15,217
78	LINO LAKES	23.09	15,181
79	HUTCHINSON	19.10	15,137
80	HOPKINS	9.99	15,063
81	WACONIA	10.13	14,961
82	RAMSEY	36.03	14,934
83	APPLE VALLEY	36.91	14,761
84	ANDOVER	41.75	14,737
85	ANOKA	12.64	14,716
86	ROSEMOUNT	30.96	14,658
87	ELK RIVER	34.71	14,531
88	VICTORIA	6.44	14,400
89	CRYSTAL	17.88	14,363
90	HIBBING	53.74	14,317
91	EAGAN	47.71	14,311
92	CIRCLE PINES	3.22	14,258

TOTAL APPORTIONMENT			
Rank	Municipality	2007 Total Needs Mileage	2008 Total Apportionment Per Need Mile
43	LA CRESCENT	5.84	$33,767
44	JORDAN	5.89	33,728
45	BROOKLYN CENTER	21.40	33,288
46	MANKATO	33.30	33,240
47	KASSON	5.08	33,224
48	OWATONNA	26.25	33,177
49	WEST ST PAUL	13.54	32,958
50	NORTHFIELD	15.03	32,928
51	SOUTH ST PAUL	16.82	32,763
52	ST PAUL PARK	6.08	32,596
53	MINNETONKA	50.86	32,567
54	AUSTIN	28.61	32,492
55	NORTH MANKATO	14.33	32,082
56	BUFFALO	17.26	31,911
57	NEW ULM	16.11	31,856
58	OAKDALE	19.30	31,850
59	SAUK RAPIDS	14.01	31,356
60	ROSEVILLE	29.12	31,332
61	WORTHINGTON	11.39	31,056
62	ALBERTVILLE	7.15	30,957
63	DULUTH	114.62	30,955
64	CHASKA	21.44	30,752
65	PRIOR LAKE	19.92	30,544
66	WHITE BEAR LAKE	20.35	30,520
67	STILLWATER	16.23	30,455
68	LAKEVILLE	60.02	30,398
69	MOUNDS VIEW	12.43	30,102
70	ALBERT LEA	23.40	30,038
71	LITTLE CANADA	11.16	30,016
72	WACONIA	10.13	29,958
73	MARSHALL	15.64	29,853
74	RED WING	24.54	29,765
75	MOORHEAD	42.66	29,658
76	ST FRANCIS	11.55	29,653
77	THIEF RIVER FALLS	15.23	29,644
78	FERGUS FALLS	24.67	29,394
79	INTERNATIONAL FALLS	8.06	29,339
80	VICTORIA	6.44	29,307
81	BROOKLYN PARK	58.65	29,084
82	BLAINE	46.40	29,014
83	WAITE PARK	6.12	28,976
84	ST PETER	15.26	28,863
85	CHAMPLIN	19.81	28,834
86	FAIRMONT	19.70	28,775
87	LINO LAKES	23.09	28,768
88	LITCHFIELD	8.77	28,648
89	BELLE PLAINE	8.46	28,247
90	FOREST LAKE	23.05	28,160
91	SARTELL	17.97	28,062
92	REDWOOD FALLS	8.20	27,924

POPULATION APPORTIONMENT			
Rank	Municipality	2007 Total Needs Mileage	2008 Population Apportionment Per Need Mile
93	ALBERT LEA	23.40	$12,476
94	LITCHFIELD	8.77	12,451
95	BELLE PLAINE	8.46	12,392
96	SARTELL	17.97	12,311
97	BEMIDJI	16.99	12,232
98	ISANTI	6.79	12,188
99	WILLMAR	24.76	12,165
100	FOREST LAKE	23.05	12,016
101	DULUTH	114.62	11,971
102	HUTCHINSON	19.10	11,633
103	GLENCOE	7.88	11,615
104	ANDOVER	41.75	11,501
105	ST PETER	15.26	11,341
106	LAKE CITY	7.56	11,226
107	CROOKSTON	11.65	11,178
108	ST MICHAEL	20.92	11,168
109	REDWOOD FALLS	8.20	10,583
110	RED WING	24.54	10,577
111	HERMANTOWN	14.08	10,378
112	ROSEMOUNT	30.96	10,375
113	ELK RIVER	34.71	10,327
114	MONTEVIDEO	8.55	10,157
115	ORONO	12.43	10,029
116	CHISHOLM	7.99	9,948
117	ST FRANCIS	11.55	9,911
118	RAMSEY	36.03	9,732
119	MORRIS	8.83	9,333
120	VIRGINIA	15.91	9,149
121	FERGUS FALLS	24.67	8,988
122	CAMBRIDGE	13.08	8,971
123	ROGERS	11.72	8,911
124	THIEF RIVER FALLS	15.23	8,881
125	FAIRMONT	19.70	8,786
126	CLOQUET	21.67	8,593
127	OTSEGO	21.65	8,561
128	LAKE ELMO	14.39	8,500
129	GRAND RAPIDS	16.99	8,224
130	MINNETRISTA	11.41	8,223
131	DAYTON	9.72	8,198
132	HUGO	20.61	7,991
133	LITTLE FALLS	16.83	7,941
134	EAST GRAND FORKS	16.01	7,878
135	ALEXANDRIA	23.17	7,768
136	HAM LAKE	31.24	7,635
137	BAXTER	16.04	7,526
138	NORTH BRANCH	22.53	7,386
139	EAST BETHEL	28.85	6,690
140	CORCORAN	14.80	6,230
141	DETROIT LAKES	21.05	6,189
142	OAK GROVE	24.14	5,432
143	HIBBING	53.74	5,050
	AVERAGE		**$15,123**

MONEY NEEDS APPORTIONMENT			
Rank	Municipality	2007 Total Needs Mileage	2008 Money Needs Apportionment Per Need Mile
93	BEMIDJI	16.99	$14,123
94	ROBBINSDALE	9.37	14,105
95	EAST BETHEL	28.85	14,099
96	MENDOTA HEIGHTS	14.67	13,842
97	MOUNDS VIEW	12.43	13,811
98	SOUTH ST PAUL	16.82	13,703
99	ORONO	12.43	13,607
100	CHASKA	21.44	13,539
101	OTSEGO	21.65	13,508
102	ARDEN HILLS	7.53	13,400
103	PRIOR LAKE	19.92	13,354
104	GOLDEN VALLEY	23.57	13,290
105	BRAINERD	16.56	13,206
106	SHOREWOOD	8.61	13,156
107	LAKE CITY	7.56	13,146
108	STILLWATER	16.23	12,895
109	VADNAIS HEIGHTS	8.45	12,845
110	ROSEVILLE	29.12	12,789
111	HUGO	20.61	12,397
112	NORTHFIELD	15.03	12,396
113	BAXTER	16.04	12,332
114	MONTEVIDEO	8.55	12,320
115	MONTICELLO	11.40	11,674
116	BROOKLYN CENTER	21.40	11,619
117	WHITE BEAR LAKE	20.35	11,519
118	WAITE PARK	6.12	11,474
119	BIG LAKE	10.47	10,930
120	HAM LAKE	31.24	10,872
121	FALCON HEIGHTS	3.29	10,868
122	NEW PRAGUE	6.95	10,841
123	SAVAGE	26.10	10,769
124	CHANHASSEN	21.22	10,644
125	DETROIT LAKES	21.05	10,617
126	ST JOSEPH	5.52	10,538
127	DAYTON	9.72	10,320
128	ISANTI	6.79	10,254
129	HASTINGS	21.43	10,223
130	LAKE ELMO	14.39	10,200
131	BLAINE	46.40	10,197
132	WEST ST PAUL	13.54	10,176
133	SHAKOPEE	35.00	9,938
134	CHAMPLIN	19.81	9,688
135	NORTH BRANCH	22.53	9,680
136	BROOKLYN PARK	58.65	9,585
137	MORRIS	8.83	9,538
138	OAKDALE	19.30	9,407
139	CAMBRIDGE	13.08	9,311
140	SPRING LAKE PARK	5.82	9,083
141	CORCORAN	14.80	8,865
142	ROGERS	11.72	8,483
143	MAHTOMEDI	8.62	8,322
	AVERAGE		**$15,430**

TOTAL APPORTIONMENT			
Rank	Municipality	2007 Total Needs Mileage	2008 Total Apportionment Per Need Mile
93	WILLMAR	24.76	$27,755
94	ALEXANDRIA	23.17	27,670
95	SPRING LAKE PARK	5.82	27,579
96	ST JOSEPH	5.52	27,451
97	ST MICHAEL	20.92	27,436
98	MONTICELLO	11.40	27,202
99	CHANHASSEN	21.22	27,138
100	HERMANTOWN	14.08	27,131
101	GRAND RAPIDS	16.99	27,020
102	GOLDEN VALLEY	23.57	27,018
103	SHOREWOOD	8.61	27,001
104	GLENCOE	7.88	26,946
105	HUTCHINSON	19.10	26,769
106	BRAINERD	16.56	26,594
107	HASTINGS	21.43	26,540
108	LITTLE FALLS	16.83	26,457
109	MENDOTA HEIGHTS	14.67	26,374
110	NEW PRAGUE	6.95	26,364
111	BEMIDJI	16.99	26,355
112	ANDOVER	41.75	26,238
113	SAVAGE	26.10	26,035
114	MINNETRISTA	11.41	25,837
115	CHISHOLM	7.99	25,308
116	ROSEMOUNT	30.96	25,033
117	ELK RIVER	34.71	24,859
118	EAST GRAND FORKS	16.01	24,768
119	RAMSEY	36.03	24,666
120	BIG LAKE	10.47	24,647
121	VIRGINIA	15.91	24,538
122	LAKE CITY	7.56	24,373
123	SHAKOPEE	35.00	24,005
124	CLOQUET	21.67	23,862
125	ORONO	12.43	23,635
126	MAHTOMEDI	8.62	23,147
127	MONTEVIDEO	8.55	22,476
128	ISANTI	6.79	22,442
129	OTSEGO	21.65	22,069
130	OAK GROVE	24.14	20,971
131	EAST BETHEL	28.85	20,789
132	HUGO	20.61	20,388
133	BAXTER	16.04	19,858
134	HIBBING	53.74	19,367
135	MORRIS	8.83	18,870
136	LAKE ELMO	14.39	18,700
137	DAYTON	9.72	18,519
138	HAM LAKE	31.24	18,507
139	CAMBRIDGE	13.08	18,282
140	ROGERS	11.72	17,394
141	NORTH BRANCH	22.53	17,066
142	DETROIT LAKES	21.05	16,806
143	CORCORAN	14.80	15,094
	AVERAGE		**$30,553**

FY2008 Local Road Research Board Program

Pending Projects

*Projects co-funded from other sources

INV	TITLE	PROJECT TOTAL	LRRB $	LRRB Paid to Date	Comitted Previous Years	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
645	2005-2006 Implementation of Research Findings	401,340	401,340	$358,927			42,413					
645	2007-2008 Implementation of Research Findings	400,000	400,000	$62,243			110,046	124,986				
668*	2006 Technology Transfer Center, U of M - Base	355,000	90,900	90,900								
	Technology Transfer Center, U of M - Cont. Projects:											
	Circuit Training & Assist.Program (CTAP), Instructor-$74,500	74,500	74,500	74,500								
	Circuit Training & Assist.Program (CTAP) T^2 Center-$84,000	84,000	84,000	84,000								
	Minnesota Maintenance Research Expos	26,000	26,000	26,000								
	Transportation Student Development	5,500	5,500	5,500								
668*	2007 Technology Transfer Center, U of M - Base	185,000		71,833			75,667	37,500				
	Technology Transfer Center, U of M - Cont. Projects:											
	Circuit Training & Assist.Program (CTAP), Instructor-$74,500 (Comes to Mn/DOT)	74,500	74,500	74,500								
	Circuit Training & Assist.Program (CTAP) T^2 Center-$84,000	84,000	84,000					84,000				
	Minnesota Maintenance Research Expos	26,000	26,000					26,000				
	Transportation Student Development	5,500	5,500	5,000				500				
668*	FY2008 Technology Transfer Center, U of M - Base	185,000	185,000				185,000					
	Technology Transfer Center, U of M - Cont. Projects:											
	Circuit Training & Assist.Program (CTAP), Instructor-$74,500 (Comes to Mn/DOT)	74,500	74,500				74,500					
	Circuit Training & Assist.Program (CTAP) T^2 Center-$84,000	84,000	84,000				84,000					
	Minnesota Maintenance Research Expos	26,000	26,000				26,000					
	Transportation Student Development	5,500	5,500				5,500					
676	2007 MnRoad Research: Facility Sprt-$500,000, Staff -$60,000	560,000	560,000	280,000			280,000					
676	FY2008 MnROAD Research: Facility Support	560,000	560,000				560,000					
745	2007 Library Services for Local Governments	60,000	60,000	60,000								
745	FY2008 Library Services for Local Governments	60,000	60,000				60,000					
768	Geosynthetics in Roadway Design thru 2011	30,000	30,000	16,000			2,500	2,500	2500	2500	4000	
773*	Shredded Tires Used for Road Bases	137,210	137,210	95,082				42,128				
792*	Pavement Research Institute funded thru CY2007	730,000	300,000	300,000								
801*	Adaptation of Mechanistic 2003 Guide for Design of MN-Low Volume PCC	89,900	25,000	25,000								
808	Pavement Rehabilitation Selection (co PI U of M & Lab)	102,000	102,000	68,850			9,800	23,350				
809	Research Tracking for Local Roads funded thru CY08	115,000	115,000	55,384			4,616	10,000	15,000	10,000	10,000	10,000
810*	Coal Ash Utilization in Gravel Roads	212,995	149,280	149,280								
812	Resilient Modulus & Strength of Base Course with Recycled Asphalt Pavements	94,000	94,000	94,000								
813	Human-Centered Interventions Twrd Zero Deaths in Rural MN	180,874	180,874	180,874								
815*	Calibration of the 2002 AASHTO Pavement Design Guide for Minnesota Portland Cement Concrete Pavements and Hot Mix Asphalt Pavements	292,385	126,600	19,871		48,410	52,319	6,000				
817*	Determination of Optimum Time for the Application of Surface Treatments to Asphalt Concrete Pavements	226,000	113,000	26,600	**72,400**		14,000					
822	Crack Sealing & Filling Performance	72,802	72,802	12,240			5,198	33,648				
823	The Road to a Thoughtful Street Tree Master Plan	31,450	31,450	4,262		21,620	5,568					
824	Dev of Improved Proof Rolling Methods for Roadway Embankment Construction	110,000	110,000	101,200			8,800					
825	Perf Monitoring of Olmsted CR 177/104 & Aggregate Base Material thru CU2010 @ $8K/year	40,000	40,000	16,000				8,000	8,000	8,000		
826	Appropriate Use of RAP	30,789	30,789	5770		15,019	5,000	5,000				
827	Winter Pavement Tenting	25,126	25,126	7,505			17,621					
828	Local Road Material Properties and Calibration of MnPAVE	56,000	56,000	26,000			30,000					
830	Evaluating Roadway Subsurface Drainage Practices	186,735	186,735	1,204	**126,098**	36,722	22,711					
831*	Stripping in MN Class 7 (Rap) & Full Depth Reclamation Base Material	101,621	50,811	11,758		27,221	4,203	375				
832*	Volume Warrants for Right Turn Lanes	71,000	16,620	15,000		1,620						
833*	Design Tool for Controlling Runoff & Sediment from Highway Construction	89,000	44,470	14,500		15,522	13,892	556				
834	Assessment of Storm Water Management Practices on the Water Quality of Runoff	138,000	138,000	138,000								
835	Best Use of Cone Penetration Testing	55,000	55,000	55,000								
836	Design Procedures for Bituminous Stabilized Road Surfaces for low Volume Roads	60,080	60,080	56,421			3,659					
838*	Petroleum Glass Spun Glass Paving Fabric	30,000	20,000	20,000								
839	Warrants for Roundabouts	39,444	39,444	8,443		14,256	16,745					
840	Performance of PG 52-34 Oil	76,200	76,200	28,000				34,000	14,200			
841	Long-Term Maintenace Effect on Hot Mix Asphalts	43,257	43,257	12,625			30,632					
842	Best Practices for Dust Control on Agg Surfc Road	75,000	75,000	61,127			13,873					
843	Predicting Bumps in Overlays - thru 09- CO PROJECT WITH LAB	64,540	64,540	6,028		3,689	17,546	37,277				
844	Update Vehicle Classification for CR Pavement Design	139,094	139,094	17,679		12,231	39,278	67,965	1,941			
845*	Analysis of Highway Design and Geometric Effects on Crashes - Part I and II (Subcontract with CH2MHill)	144,155	74,310				31,742	42,568				
846	Hydraulic, Mechanical, and Leaching Characteristics of Recylcled Materials	135,000	135,000	54,648			70,352	10,000				
847	Use of Fly Ash for Reconstruction of Bitum Roads	170,055	170,055			70,692	44,364	54,999				
848	Warning Efficacy of Active Passive Warnings for Unsignalized Intersection & Mid-Block Pedestrian Sidewalks	118,908	118,908	47,563			59,454	11,891				

FY2008 Local Road Research Board Program

*Projects co-funded from other sources

INV	TITLE	PROJECT TOTAL	LRRB $	LRRB Paid to Date	Comitted Previous Years	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
849	Environmental Effects of De-Icing Salt on Water Quality	108,355	108,355	18,671		32,673	42,011	15,000				
850	Mechanistic Modeling of DCP Test	105,000	105,000	52,500		10,500	36,750	5,250				
851*	Allowable Axle Loads on Pavements	126,042	110,000	16,008		20,430	24,062	49,500				
852	Subsurface Drainage Manual for Pavements in MN	71,638	70,403	40,678		6,270	23,455					
853	Development of Flexural Vibration Equipment PhsII	52,980	52,980	7,947		14,380	21,337	9,316				
854*	The Effects of Implements of Husbandry - Pooled Fund Prjct	1,023,464	105,000				32,000	32,000	34119	6881		
855*	A Property-Based Spec for Coarse Aggregate in Pavement Apps	92,624	46,312				33,601	12,711				
856*	Investigation of In-Place Asphalt Film Thickness and Performance of MN Hot Mix Asphalt Mixtures	77,905	38,905				35,010	3,895				
857*	Report & Analysis of Effects of Seasonal and Climatic Changes on Ride Quality as Observed in MnROAD Low & High Volume Roads	79,493	39,743			26,495	13,248					
858*	Crack & Concrete Deck Sealant Performance	75,000	37,500			32,173	5,327					
860	Compaction Specifications for Unbound Materials	105,000	105,000				45,500	59,500				
861	Best Mgmt Practices for Pavement Preservation of Hot mix Asphalt	71,050	71,050				50,000	21,049				
862*	Real Time Arterial Performance - U of M contribute	140,000	70,000	38,500			3,667	27,833				
863*	Optimal Timing of Preventive Maintenance for Addressing Environmental Aging in HMA Pavements-Pooled Fund Project	412,771	75,000	PENDING CONTRACT			30,000	15,000	15,000	15,000		
864*	Recycled Asphalt Pavements-Pooled Fund Project	392,000	64,552				15,000	15,000	15,000	15,000	4552	
865*	Low Temp Cracking in Asphalt Phase II - Pooled Fund Project	733,947	50,000	PENDING CONTRACT			20,000	10,000	10,000	10,000		
867*	Composite Pavements - Pooled Fund Project	651,800	50,000				12,500	12,500	12,500	12,500		
868*	HMA Surface Characteristics-Pooled Fund Project	300,000	75,000				15,000	15,000	15,000	15,000	15000	
869	TERRA Support	42,500	30,000	30,000								
869	FY2008 TERRA	12,500	12,500				12,500					
870	Cost Analysis of Alternative Culvert Installation Practices in MN	50,663	50,663				24,615	25,415	633			
871*	Statistical Methods for Material Testing	94,876	47,438				21,716	22,164	3,558			
872*	Mn/ROAD Data Mining, Evaluation and Qualification Phase 1	63,500	27,500	Contract in process			15,000	12,500				
873	Use of Foamed Asphalt Base Reclamation on Local Roads	20,000	20,000				12,000	8,000				
874*	Assessment of the Underground Stormwater Management Devices	111,000	55,499				23,651	28,269	3,579			
875*	Estimating Size Distribution of Suspended Sediments in MN Stormwater	55,000	55,000				15,864	31,556	7,580			
876	Best Preventive Maintenance Treatments for Recreational Trails	53,569	53,569				16,785	30,784	6,000			
877	Development and Field Test of Advance Dynamic LED Warning Signals	99,940	99,940				26,250	51,190	22,500			
878	Porous Asphalt Pavement Performance in Cold Regions	82,400	82,400				28,300	33,425	20,675			
879	Pervious Concrete Pavement in Mn/ROAD Low Volume Road - Pooled Fund Prjct	171,493	50,000				25,000	25,000				
880*	Snow Plow Route Optimization	146,787	45,000				15,000	15,000	15,000			
881*	Technical Synthesis Reports (Guardrls, rmble strips, trfc clm, drainage 90612)	17,912	10,000			10,000						
884	Redesign of Local Road Research Board (LRRB) Website	8,400	8,400	7,563			837					
	2007 Program CY07 LRRB Contingency Account	50,000	50,000	31,875			18,125					
	FY2008 Program CY07 LRRB Contingency Account	32,000	32,000				32,000					
998	2006 Operational Research Program	70,000	70,000	42,500			27,500					
998	2007 Operational Research Program	70,000	70,000				70,000					
999	2007 Program Administration (includes web, outreach & publishing)	287,010	287,010	220,801			66,209					
	TOTALS	13,808,579	8,565,614	3,452,360	$198,498	419,923	2,936,818	1,250,100	222,785	94,881	33,552	10,000

Uncommitted Balance Carryforward (as of 2/27/08)	$871,064	$0	$0	$0	$0	$0
Screen Board Approved (10/29/2008)	$2,375,882	$2,391,365	$2,400,000	$2,400,000	$2,400,000	$2,400,000
Amount Unexpended	$3,246,946	$2,391,365	$2,400,000	$2,400,000	$2,400,000	$2,400,000
Total Commitments	$2,936,818	$1,250,100	$222,785	$94,881	$33,552	$10,000
Amount Available	**$310,128**	**$1,141,265**	**$2,177,215**	**$2,305,119**	**$2,366,448**	**$2,390,000**
INV668: Tech Tranfer Center		$375,000	$375,000	$375,000	$375,000	$375,000
INV998: Operational Research Program		$70,000	$70,000	$70,000	$70,000	$70,000
INV676: MnROAD		$560,000	$560,000	$560,000	$560,000	$560,000
INV745: Library Services		$60,000	$60,000	$60,000	$60,000	$60,000
INV999: Project Administration		$249,975	$259,000	$259,000	$259,000	$259,000
INV869: TERRA Board		$12,500	$12,500	$12,500	$12,500	$12,500
INV645 Implementation of Research Findings		$200,000	$200,000	$200,000	$200,000	$200,000
Contingency		$50,000	$50,000	$50,000	$50,000	$50,000
Total On-going Program Commitments		$1,577,475	$1,586,500	$1,586,500	$1,586,500	$1,586,500
Total Available after On-going Program Commitments	**$310,128**	**($436,210)**	**$590,715**	**$718,619**	**$779,948**	**$803,500**

January 3, 2003

COUNTY HIGHWAY TURNBACK POLICY

Definitions:

County Highway – Either a County State Aid Highway or a County Road

County Highway Turnback- A CSAH or a County Road which has been released by the county and designated as an MSAS roadway. A designation request must be approved and a Commissioner's Order written. A County Highway Turnback may be either County Road (CR) Turnback or a County State Aid (CSAH) Turnback. (See Minnesota Statute 162.09 Subdivision 1). A County Highway Turnback designation has to stay with the County Highway turned back and is not transferable to any other roadways.

Basic Mileage- Total improved mileage of local streets, county roads and county road turnbacks. Frontage roads which are not designated trunk highway, trunk highway turnback or on the County State Aid Highway System shall be considered in the computation of the basic street mileage. A city is allowed to designate 20% of this mileage as MSAS. (See Screening Board Resolutions in the back of the most current booklet).

MILEAGE CONSIDERATIONS

County State Aid Highway Turnbacks

A CSAH Turnback **is not** included in a city's basic mileage, which means it **is not** included in the computation for a city's 20% allowable mileage. However, a city may draw Construction Needs and generate allocation on 100% of the length of the CSAH Turnback

County Road Turnbacks

A County Road Turnback **is** included in a city's basic mileage, so it **is** included in the computation for a city's 20% allowable mileage. A city may also draw Construction Needs and generate allocation on 100% of the length of the County Road Turnback.

Jurisdictional Exchanges

County Road for MSAS

Only the **extra** mileage a city receives in an exchange between a County Road and an MSAS route **will be** considered as a County Road Turnback.

If the mileage of a jurisdictional exchange is **even**, the County Road **will not be** considered as a County Road Turnback.

If a city receives **less** mileage in a jurisdictional exchange, the County Road **will not be** considered as a County Road Turnback.

CSAH for MSAS

Only the **extra** mileage a city receives in an exchange between a CSAH and an MSAS route **will be** considered as a CSAH Turnback.

If the mileage of a jurisdictional exchange is **even**, the CSAH **will not be** considered as a CSAH Turnback.

If a city receives **less** mileage in a jurisdictional exchange, the CSAH **will not be** considered as a CSAH Turnback

NOTE:
When a city receives **less** mileage in a CSAH exchange it will have less mileage to designate within its 20% mileage limitation and may have to revoke mileage the following year when it computes its allowable mileage.
Explanation: After this exchange is completed, a city will have more CSAH mileage and less MSAS mileage than before the exchange. The new CSAH mileage was included in the city's basic mileage when it was MSAS (before the exchange) but is not included when it is CSAH (after the exchange). So, after the jurisdictional exchange the city will have less basic mileage and 20% of that mileage will be a smaller number.
If a city has more mileage designated than the new, lower 20% allowable mileage, the city will be over designated and be required to revoke some mileage. **If a revocation is necessary, it will not have to be done until the following year after a city computes its new allowable mileage.**

MSAS designation on a County Road

County Roads can be designated as MSAS. If a County Road which is designated as MSAS is turned back to the city, it will not be considered as County Road Turnback.

MISCELLANEOUS

A CSAH which was previously designated as Trunk Highway turnback on the CSAH system and is turned back to the city will lose all status as a TH turnback and only be considered as CSAH Turnback.

A city that had previously been over 5,000 population, lost its eligibility for an MSAS system and regained it shall revoke all streets designated as CSAH at the time of eligibility loss and consider them for MSAS designation. These roads will not be eligible for consideration as CSAH turnback designation.

In a city that becomes eligible for MSAS designation for the first time all CSAH routes which serve only a municipal function and have both termini within or at the municipal boundary, should be revoked as CSAH and considered for MSAS designation. These roads will not be eligible for consideration as CSAH turnbacks.

For MSAS purposes, a County or CSAH that has been released to a city cannot be local road for more than two years and still be considered a turnback.

2008 Draft Schedule
STATUS OF MUNICIPAL TRAFFIC COUNTING

The current Municipal State Aid Traffic Counting resolution reads:

That future traffic data for State Aid Needs Studies be developed as follows:

1. The municipalities in the metropolitan area cooperate with the State by agreeing to participate in counting traffic every two or four years at the discretion of the city.

2. The cities in the outstate area may have their traffic counted and maps prepared by State forces every four years, or may elect to continue the present procedure of taking their own counts and have state forces prepare the maps.

3. Any city may count traffic with their own forces every two years at their discretion and expense, unless the municipality has made arrangements with the Mn/DOT district to do the count.

In 1998, cities were given the option of counting on a 2 or 4 year cycle. In 2008, cities were given the option to revise their 2 or 4 year cycle as well as the count year. The following traffic counting schedule is a **draft:**

Metro District

Two year traffic counting schedule – to be counted in 2008 and updated in the needs in 2009

Bloomington *	Dayton	New Prague
Coon Rapids	Minneapolis *	

* Counts over more than one year

Two year traffic counting schedule – to be counted in 2009 and updated in the needs in 2010

Blaine	Lakeville	St. Francis
Brooklyn Park	Lino Lakes	Savage
Chanhassen	Orono	Shakopee
Cottage Grove	Plymouth	Shoreview
East Bethel	Prior Lake	Victoria
Forest Lake	Ramsey	Waconia
Inver Grove Heights	Rogers	Woodbury
Lake Elmo	St. Anthony	

Metro District

Four year traffic counting schedule - counted in 2008 and updated in the needs in 2009

Columbia Heights	Mound	St. Paul *
Crystal	South Saint Paul	
Hopkins	Spring Lake Park	

* Counts over more than one year

Four year traffic counting schedule - counted in 2009 and updated in the needs in 2010

Anoka	Mahtomedi	Robbinsdale
Arden Hills	Maplewood	Roseville
Eden Prairie **	New Brighton	Shorewood
Edina	New Hope	Stillwater
Falcon Heights	North St. Paul	St. Louis Park
Fridley	Oak Grove	West St. Paul
Golden Valley	Richfield	White Bear Lake

**Will Count Next in 2012, and then every four year

Four year traffic counting schedule - counted in 2010 and updated in the needs in 2011

Andover	Corcoron	Mendota Heights
Apple Valley	Eagan	Minnetonka *
Belle Plaine	Farmington	Minnetrista
Brooklyn Center	Hugo	Oakdale
Burnsville	Jordan	Rosemount
Champlin	Little Canada	St. Paul Park
Chaska	Maple Grove	Vadnais Heights

* Counts over more than one year

Four year traffic counting schedule - counted in 2011 and updated in the needs in 2012

Circle Pines	Hastings
Ham Lake	Mounds View

Outstate

Two year traffic counting schedule – to be counted in 2007 and updated in the needs in 2008

Northfield*	St. Cloud	Sartell

Two year traffic counting schedule - counted in 2008 and updated in the needs in 2009

Northfield*	Rochester

***** Northfield counted in 2007 and 2008, then every two years

Two year traffic counting schedule - counted in 2009 and updated in the needs in 2011

St. Cloud	Sartell

Outstate
Four year traffic counting schedule - to be counted in 2008 and updated in the needs in 2009

Albertville	Detroit Lakes	Montevideo
Austin	Faribault	Monticello
Buffalo	International Falls	Otsego
Cambridge	Isanti	Saint Michael
Delano	La Crescent	Waseca

Outstate
Four year traffic counting schedule - counted in 2009 and updated in the needs in 2010

Albert Lea	Hutchinson	North Branch
Crookston	Little Falls	Saint Joseph
East Grand Forks	Mankato	Waite Park
Glencoe	Moorhead	
Grand Rapids	Morris	

Outstate
Four year traffic counting schedule - counted in 2010 and updated in the needs in 2011

Alexandria	Elk River	Marshall
Bemidji	Fairmont	New Ulm
Big Lake	Kasson	Stewartville
Cloquet	Lake City	Willmar

Outstate
Four year traffic counting schedule - counted in 2011 and updated in the needs in 2012

Baxter	Litchfield	Thief River Falls
Brainerd	North Mankato	Virginia
Chisholm	Owatonna	Worthington
Duluth*	Red Wing	Winona
Fergus Falls	Redwood Falls	
Hermantown	Saint Peter	
Hibbing	Sauk Rapids	

*Duluth counts 1/4 of the city each year

CURRENT RESOLUTIONS
OF THE
MUNICIPAL SCREENING BOARD

June 2008

Bolded wording (except headings) are revisions since the last publication of the Resolutions

BE IT RESOLVED:

ADMINISTRATION

Appointments to Screening Board - Oct. 1961 (Revised June 1981)

That annually the Commissioner of Mn/DOT will be requested to appoint three (3) new members, upon recommendation of the City Engineers Association of Minnesota, to serve three (3) year terms as voting members of the Municipal Screening Board. These appointees are selected from the Nine Construction Districts together with one representative from each of the three (3) major cities of the first class.

Screening Board Chair, Vice Chair and Secretary- June 1987 (Revised June, 2002)

That the Chair Vice Chair, and Secretary**,** nominated annually at the annual meeting of the City Engineers association of Minnesota and subsequently appointed by the Commissioner of the Minnesota Department of Transportation shall not have a vote in matters before the Screening Board unless they are also the duly appointed Screening Board Representative of a construction District or of a City of the first class.

Appointment to the Needs Study Subcommittee - June 1987 (Revised June 1993)

That the Screening Board Chair shall annually appoint one city engineer, who has served on the Screening Board, to serve a three year term on the Needs Study Subcommittee. The appointment shall be made at the annual winter meeting of the City's Engineers Association. The appointed subcommittee person shall serve as chair of the subcommittee in the third year of the appointment.

Appointment to Unencumbered Construction Funds Subcommittee - Revised June 1979

That the Screening Board past Chair be appointed to serve a three-year term on the Unencumbered Construction Fund Subcommittee. This will continue to maintain an experienced group to follow a program of accomplishments.

Appearance Screening Board - Oct. 1962 (Revised Oct. 1982)

That any individual or delegation having items of concern regarding the study of State Aid Needs or State Aid Apportionment amounts, and wishing to have consideration given to these items, shall, in a written report, communicate with the State Aid Engineer. The State Aid Engineer with concurrence of the Chair of the Screening Board shall determine which requests are to be referred

to the Screening Board for their consideration. This resolution does not abrogate the right of the Screening Board to call any person or persons before the Board for discussion purposes.

Screening Board Meeting Dates and Locations - June 1996

That the Screening Board Chair, with the assistance of the State Aid Engineer, determine the dates and locations for that year's Screening Board meetings.

Research Account - Oct. 1961

That an annual resolution be considered for setting aside ~~a reasonable amount of money~~ up to ½ of 1% of the previous years Apportionment fund for the Research Account to continue municipal street research activity.

~~That an amount of $557,436 (not to exceed 1/2 of 1% of the 2006 MSAS Apportionment sum of $111,487,130) shall be set aside from the 2006 Apportionment fund and be credited to the research account.~~

Soil Type - Oct. 1961 (Revised June, 2005)

That the soil type classification as approved by the 1961 Municipal Screening Board, for all municipalities under Municipal State Aid be adopted for the 1962 Needs Study and 1963 apportionment on all streets in the respective municipalities. Said classifications are to be continued in use until subsequently amended or revised by using the following steps:

a) The DSAE shall have the authority to review and approve requests for Soils Factor revisions on independent segments (if less than 10% of the MSAS system). Appropriate written documentation is required with the request and the DSAE should consult with the Mn/DOT Materials Office prior to approval.
b) If greater than 10% of the municipality's MSAS system mileage is proposed for Soil Factor revisions, the following shall occur:
    Step 1. The DSAE (in consultation with the Mn/DOT Materials Office) and Needs Study Subcommittee will review the request with appropriate written documentation and make a recommendation to the Screening Board.
    Step 2. The Screening Board shall review and make the final determination of the request for Soils Factor revisions.

That when a new municipality becomes eligible to participate in the MSAS allocation, the soil type to be used for Needs purposes shall be based upon the Mn/DOT Soils Classification Map for Needs purposes. Any requests for changes must follow the above process.

Improper Needs Report - Oct. 1961

That the State Aid Engineer and the District State Aid Engineer are requested to recommend an adjustment of the Needs reporting whenever there is a reason to believe that said reports have deviated from accepted standards and to submit their recommendations to the Screening Board, with a copy to the municipality involved, or its engineer.

New Cities Needs - Oct. 1983 (Revised June, 2005)

That any new city having determined its eligible mileage, but has not submitted its Needs to the DSAE by December 1, will have its money Needs determined at the cost per mile of the lowest other city.

Unit Price Study- Oct. 2006

That the Unit Price Study go to a 3 year (or triennial) cycle with the Unit Prices for the two 'off years' to be set using the Engineering News Record construction cost index. The Screening Board may request a Unit Price Study on individual items in the 'off years' if it is deemed necessary.

Construction Cut Off Date - Oct. 1962 (Revised 1967)

That for the purpose of measuring the Needs of the Municipal State Aid Street System, the annual cut off date for recording construction accomplishments shall be based upon the project award date and shall be December 31st of the preceding year.

Construction Accomplishments - Oct. 1988 (Revised June 1993, October 2001, October 2003)

That when a Municipal State Aid Street is constructed to State Aid Standards, said street shall be considered adequate for a period of 20 years from the project award date ~~date of project letting~~ or encumbrance of force account funds.

That in the event sidewalk or curb and gutter is constructed for the total length of the segment, those items shall be removed from the Needs for a period of 20 years.

All segments considered deficient for Needs purposes and receiving complete Needs shall receive street lighting Needs at the current unit cost per mile.

That if the construction of a Municipal State Aid Street is accomplished, only the Construction Needs necessary to bring the segment up to State Aid Standards will be permitted in subsequent Needs after 10 years from the date of the letting or encumbrance of force account funds. For the purposes of the Needs Study, these shall be called Widening Needs. Widening Needs shall continue until reinstatement for complete Construction Needs shall be initiated by the Municipality.

That Needs for resurfacing, and traffic signals shall be allowed on all Municipal State Aid Streets at all times.

That any bridge construction project shall cause the Needs of the affected bridge to be removed for a period of 35 years from the project letting date or date of force account agreement. At the end of the 35 year period, Needs for complete reconstruction of the bridge will be reinstated in the Needs Study at the initiative of the Municipal Engineer.

That the adjustments above will apply regardless of the source of funding for the road or bridge project. Needs may be granted as an exception to this resolution upon request by the Municipal Engineer and justified to the satisfaction of the State Aid Engineer (e.g., a deficiency due to changing standards, projected traffic, or other verifiable causes).

That in the event that an M.S.A.S. route earning "After the Fact" Needs is removed from the M.S.A.S. system, then, the "After the Fact" Needs shall be removed from the Needs Study, except if transferred to another state system. No adjustment will be required on Needs earned prior to the revocation.

~~**Pavement Removal- June 2007**~~

~~**That all deficient segments with Existing Surface Type of F, G, H, I, J, K, L and M in the current (2007) Needs Study shall receive Pavement Removal Needs. This unit cost shall be based upon the most recent unit price of bituminous removal used on the Municipal State Aid System. Needs for Pavement Removal shall become effective on January 1, 2008.**~~

Population Apportionment - October 1994, 1996

That beginning with calendar year 1996, the MSAS population apportionment shall be determined using the latest available federal census or population estimates of the State Demographer and/or the Metropolitan Council. However, no population shall be decreased below that of the latest available federal census, and no city dropped from the MSAS eligible list based on population estimates.

DESIGN

Design Limitation on Non-Existing Streets - Oct. 1965

That non-existing streets shall not have their Needs computed on the basis of urban design unless justified to the satisfaction of the State Aid Engineer.

Less Than Minimum Width - Oct. 1961 (Revised 1986)

That if a Municipal State Aid Street is constructed with State Aid funds to a width less than the design width in the quantity tables for Needs purposes, the total Needs shall be taken off such constructed street other than Additional Surfacing Needs.
Additional surfacing and other future Needs shall be limited to the constructed width as reported in the Needs Study, unless exception is justified to the satisfaction of the State Aid Engineer.

Greater Than Minimum Width (Revised June 1993)

That if a Municipal State Aid Street is constructed to a width wider than required, Resurfacing Needs will be allowed on the constructed width.

Miscellaneous Limitations - Oct. 1961

That miscellaneous items such as fence removal, bituminous surface removal, manhole adjustment, and relocation of street lights are not permitted in the Municipal State Aid Street Needs Study. The item of retaining walls, however, shall be included in the Needs Study.

MILEAGE - Feb. 1959 (Revised Oct. 1994. 1998)
That the maximum mileage for Municipal State Aid Street designation shall be 20 percent of the municipality's basic mileage - which is comprised of the total improved mileage of local streets, county roads and county road turnbacks.

Nov. 1965 – (Revised 1969, October 1993, October 1994, June 1996, October 1998)

However, the maximum mileage for State Aid designation may be exceeded to designate trunk highway turnbacks after July 1, 1965 and county highway turnbacks after May 11, 1994 subject to State Aid Operations Rules.

Nov. 1965 (Revised 1972, Oct. 1993, 1995, 1998)

That the maximum mileage for Municipal State Aid Street designation shall be based on the Annual Certification of Mileage current as of December 31st of the preceding year. Submittal of a supplementary certification during the year shall not be permitted. Frontage roads not designated Trunk Highway, Trunk Highway Turnback or County State Aid Highways shall be considered in the computation of the basic street mileage. The total mileage of local streets, county roads and county road turnbacks on corporate limits shall be included in the municipality's basic street mileage. Any State Aid Street that is on the boundary of two adjoining urban municipalities shall be considered as one-half mileage for each municipality.

That all mileage on the MSAS system shall accrue Needs in accordance with current rules and resolutions.

Oct. 1961 (Revised May 1980, Oct. 1982, Oct. 1983, June 1993, June 2003)

That all requests for revisions to the Municipal State Aid System must be received by the District State Aid Engineer by March first to be included in that years Needs Study. If a system revision has been requested, a City Council resolution approving the system revisions and the Needs Study reporting data must be received by May first, to be included in the current year's Needs Study. If no system revisions are requested, the District State Aid Engineer must receive the Normal Needs Updates by March 31st to be included in that years' Needs Study.

One Way Street Mileage - June 1983 (Revised Oct. 1984, Oct. 1993, June 1994, Oct. 1997)

That any one-way streets added to the Municipal State Aid Street system must be reviewed by the Needs Study Sub-Committee, and approved by the Screening Board before any one-way street can be treated as one-half mileage in the Needs Study.

That all approved one-way streets be treated as one-half of the mileage and allow one-half complete Needs. When Trunk Highway or County Highway Turnback is used as part of a one-way pair, mileage for certification shall only be included as Trunk Highway or County Turnback mileage and not as approved one-way mileage.

NEEDS COSTS

That the Needs Study Subcommittee shall annually review the Unit Prices used in the Needs Study. The Subcommittee shall make its recommendation the Municipal Screening Board at its annual spring meeting.

Grading Factors (or Multipliers) October 2007

That Needs for tree removal, pavement removal, curb and gutter removal and sidewalk removal shall be removed from urban segments in the Needs study and replaced with an Urban Grading Multiplier approved by the Municipal Screening Board. This Multiplier will be multiplied by the Grading/Excavation Needs of each deficient proposed urban segment in the Needs study.
That Needs for tree removal, pavement removal, special drainage, gravel surface and gravel shoulders shall be removed from the rural segments in the Needs study and be replaced with a Rural Grading Multiplied approved by the Municipal Screening Board. This Multiplier will be multiplied by the Grading/Excavation Needs of each deficient proposed rural segment in the Needs study.
That these Grading Factors shall take effect for the January 2009 allocation.

Roadway Item Unit Prices (Reviewed Annually)			
Right of Way (Needs Only)			$98,850 per Acre
Grading (Excavation)			$4.95 per Cu. Yd.
Base:			
	Class 5 Gravel	Spec. #2211	$8.75 per Ton
	Bituminous	Spec. #2350	$42.00 per Ton
Surface:			
	~~**Gravel**~~	~~**Spec. #2118**~~	~~**$7.10 per Ton**~~
	Bituminous	Spec. #2350	$42.00 per Ton
~~**Shoulders:**~~			
	~~**Gravel**~~	~~**Spec. #2221**~~	~~**$14.25 per Ton**~~
Miscellaneous:			
	Storm Sewer Construction		$271,200 per Mile
	Storm Sewer Adjustment		$88,100 per Mile
	~~**Special Drainage (rural segments only)**~~		~~**$36,000 per Mile**~~
	Street Lighting		$100,000 per Mile
	Curb & Gutter Construction		$10.15 per Lin. Ft.
	Sidewalk Construction		$28.00 per Sq. Yd.
	Project Development		22%

~~**Removal Items:**~~			
	~~Curb & Gutter~~		~~$2.90 per Lineal Foot~~
	~~Sidewalk~~		~~$5.50 per Sq. Yd.~~
	~~**Concrete** Pavement~~		~~**$2.50 per Sq. Yd.**~~
	~~Tree Removal~~		~~$310.00 per Unit~~

Traffic Signal Needs Based On Projected Traffic (every segment)			
Projected Traffic	Percentage X	Unit Price =	Needs Per Mile
0 - 4,999	25%	$130,000	$32,500 per Mile
5,000 - 9,999	50%	$130,000	$65,000 per Mile
10,000 and Over	100%	$130,000	$130,000 per Mile

Bridge Width & Costs - (Reviewed Annually)

All Bridge Unit Costs shall be $105.00 per Sq. Ft.

That after conferring with the Bridge Section of Mn/DOT and using the criteria as set forth by this Department as to the standard design for railroad structures, that the following costs based on number of tracks be used for the Needs Study:

Railroad Over Highway	
One Track	$10,200 per Linear Foot
Each Additional Track	$8,500 per Linear Foot

RAILROAD CROSSINGS

Railroad Crossing Costs - (Reviewed Annually)

That for the study of Needs on the Municipal State Aid Street System, the following costs shall be used in computing the Needs of the proposed Railroad Protection Devices:

Railroad Grade Crossings	
Signals - (Single track - low speed)	$175,000 per Unit
Signals and Gates (Multiple Track – high speed)	$200,000 per Unit
Signs Only (low speed)	$1,000 per Unit
Concrete Crossing Material Railroad Crossings (Per Track)	$1,000 per Linear Foot
Pavement Marking	$750 per Unit

Maintenance Needs Costs - June 1992 (Revised 1993)

That for the study of Needs on the Municipal State Aid Street System, the following costs shall be used in determining the Maintenance Apportionment Needs cost for existing segments only.

Maintenance Needs Costs	Cost For Under 1000 Vehicles Per Day	Cost For Over 1000 Vehicles Per Day
Traffic Lanes Segment length times number of Traffic lanes times cost per mile	$1,800 per Mile	$2,970 per Mile
Parking Lanes: Segment length times number of parking lanes times cost per mile	$1,800 per Mile	$1,800 per Mile
Median Strip: Segment length times cost per mile	$600 per Mile	$1,180 per Mile
Storm Sewer: Segment length times cost per mile	$600 per Mile	$600 per Mile
Traffic Signals: Number of traffic signals times cost per signal	$600 per Unit	$600 per Unit
Minimum allowance per mile is determined by segment length times cost per mile.	$5,960 per Mile	$5,960 per Mile

NEEDS ADJUSTMENTS

Bond Adjustment - Oct. 1961 (Revised 1976, 1979, 1995, 2003, Oct. 2005)

That a separate annual adjustment shall be made in total money Needs of a municipality that has sold and issued bonds pursuant to Minnesota Statutes, Section 162.18, for use on State Aid projects.

That this adjustment shall be based upon the remaining amount of principal to be paid minus any amount not applied toward Municipal State Aid, County State Aid or Trunk Highway projects.

Unencumbered Construction Fund Balance Adjustment - Oct. 1961 (Revised October 1991, 1996, October, 1999, 2003)

That for the determination of Apportionment Needs, a city with a positive unencumbered construction fund balance as of December 31st of the current year shall have that amount deducted from its 25-year total Needs. A municipality with a negative unencumbered construction fund balance as of December 31st of the current year shall have that amount added to its 25 year total Needs.

That funding Requests received before December 1st by the District State Aid Engineer for payment shall be considered as being encumbered and the construction balances shall be so adjusted.

Excess Unencumbered Construction Fund Balance Adjustment – Oct. 2002

That the December 31 construction fund balance will be compared to the annual construction allotment from January of the same year.
If the December 31 construction fund balance exceeds 3 times the January construction allotment and $1,000,000, the first year adjustment to the Needs will be 1 times the December 31 construction fund balance. In each consecutive year the December 31 construction fund balance exceeds 3 times the January construction allotment and $1,000,000, the adjustment to the Needs will be increased to 2, 3, 4, etc. times the December 31 construction fund balance until such time the Construction Needs are adjusted to zero.

If the December 31 construction fund balance drops below 3 times the January construction allotment and subsequently increases to over 3 times, the multipliers shall start over with one. This adjustment will be in addition to the unencumbered construction fund balance adjustment and takes effect for the 2004 apportionment.

Low Balance Incentive – Oct. 2003

That the amount of the Excess Unencumbered Construction Fund Balance Adjustment shall be redistributed to the Construction Needs of all municipalities whose December 31st construction fund balance is less than 1 times their January construction allotment of the same year. This redistribution will be based on a city's prorated share of its Unadjusted Construction Needs to the total Unadjusted Construction Needs of all participating cities times the total Excess Balance Adjustment**.**

Right of Way - Oct. 1965 (Revised June 1986, 2000)

That Right of Way Needs shall be included in the Total Needs based on the unit price per acre until such time that the right of way is acquired and the actual cost established. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a 15-year period. Only right of way acquisition costs that are eligible for State-Aid reimbursement shall be included in the right-of-way Construction Needs adjustment. This Directive to exclude all Federal or State grants. The State Aid Engineer shall compile right-of-way projects that are funded with State Aid funds.
When "After the Fact" Needs are requested for right-of-way projects that have been funded with local funds, but qualify for State Aid reimbursement, documentation (copies of warrants and description of acquisition) must be submitted to the State Aid Engineer.

'After the Fact' Non Existing Bridge Adjustment-Revised October 1997

That the Construction Needs for all 'non existing' bridges and grade separations be removed from the Needs Study until such time that a construction project is awarded. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a period of 15 years. The total cost shall include project development and construction engineering costs based upon the current Project Development percentage used in the Needs Study.

Excess Maintenance Account – June 2006

That any city which requests an annual Maintenance Allocation of more than 35% of their Total Allocation, is granted a variance by the Variance Committee, and subsequently receives the increased Maintenance Allocation shall receive a negative Needs adjustment equal to the amount of money over and above the 35% amount transferred from the city's Construction Account to its Maintenance Account. The Needs adjustment will be calculated for an accumulative period of twenty years, and applied as a single one-year (one time) deduction each year the city receives the maintenance allocation.

'After the Fact' Retaining Wall Adjustment Oct. 2006

That retaining wall Needs shall not be included in the Needs study until such time that the retaining wall has been constructed and the actual cost established. At that time a Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a 15 year period. Documentation of the construction of the retaining wall, including eligible costs, must be submitted to your District State Aid Engineer by July 1 to be included in that years Needs study. After the Fact needs on retaining walls shall begin effective for all projects awarded after January 1, 2006.

Trunk Highway Turnback - Oct. 1967 (Revised June 1989)

That any trunk highway turnback which reverts directly to the municipality and becomes part of the State Aid Street system shall not have its Construction Needs considered in the Construction Needs apportionment determination as long as the former trunk highway is fully eligible for 100 percent construction payment from the Municipal Turnback Account. During this time of eligibility, financial aid for the additional maintenance obligation, of the municipality imposed by the turnback shall be computed on the basis of the current year's apportionment data and shall be accomplished in the following manner.
That the initial turnback adjustment when for less than 12 full months shall provide partial maintenance cost reimbursement by adding said initial adjustment to the Construction Needs which will produce approximately 1/12 of $7,200 per mile in apportionment funds for each month or part of a month that the municipality had maintenance responsibility during the initial year.

That to provide an advance payment for the coming year's additional maintenance obligation, a Needs adjustment per mile shall be added to the annual Construction Needs. This Needs adjustment per mile shall produce sufficient apportionment funds so that at least $7,200 in apportionment shall be earned for each mile of trunk highway turnback on Municipal State Aid Street System.

That Trunk Highway Turnback adjustments shall terminate at the end of the calendar year during which a construction contract has been awarded that fulfills the Municipal Turnback Account Payment provisions; and the Resurfacing Needs for the awarded project shall be included in the Needs Study for the next apportionment.

TRAFFIC - June 1971

Traffic Limitation on Non-Existing Streets - Oct. 1965

That non-existing street shall not have their Needs computed on a traffic count of more than 4,999 vehicles per day unless justified to the satisfaction of the Commissioner.

That for the 1965 and all future Municipal State Aid Street Needs Studies, the Needs Study procedure shall utilize traffic data developed according to the Traffic Estimating section of the State Aid Manual (section 700). This manual shall be prepared and kept current under the direction of the Screening Board regarding methods of counting traffic and computing average daily traffic. The manner and scope of reporting is detailed in the above mentioned manual.

Traffic Counting - Sept. 1973 (Revised June 1987, 1997, 1999)

That future traffic data for State Aid Needs Studies be developed as follows:

1. The municipalities in the metropolitan area cooperate with the State by agreeing to participate in counting traffic every two or four years at the discretion of the city.

2. The cities in the outstate area may have their traffic counted and maps prepared by State forces every four years, or may elect to continue the present procedure of taking their own counts and have state forces prepare the maps.

3. Any city may count traffic with their own forces every two years at their discretion and expense, unless the municipality has made arrangements with the Mn/DOT district to do the count.