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*Minnesota Biennial Budget*

*Transportation & Other Agencies*

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BIENNIAL BUDGET  
for updates.**

Presented by Governor Arne H. Carlson to the 79th Legislature

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1996-97 BIENNIAL BUDGET

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1996-97 BIENNIAL BUDGET

PROGRAM STRUCTURE

AGENCY: TRANSPORTATION, DEPARTMENT OF (Mn/DOT)

PROGRAM

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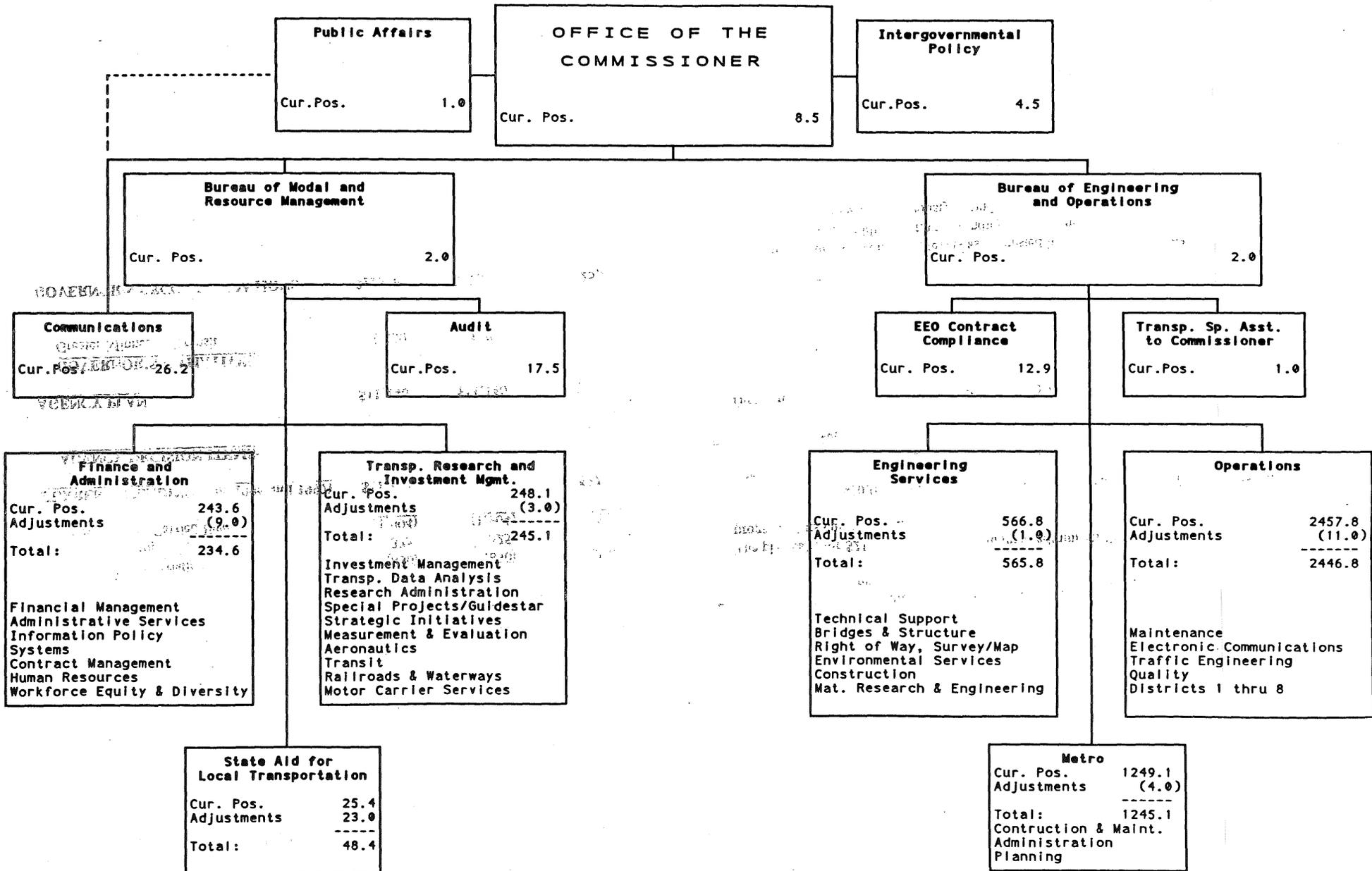
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# DEPARTMENT OF TRANSPORTATION ORGANIZATION CHART 7/1/94



# 1996-97 Biennial Budget Agency Budget Brief (\$ in thousands)

Agency: Transportation, Department of (Mn/DOT)

Fund: General

**Summary of Agency Actions:**

**Brief Explanation of Agency Plan:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b>BASE YEAR (F.Y. 1995)</b>	\$13,555	\$13,555	\$27,110
<b>BASE ADJUSTMENT:</b>			
One-time Appropriations	(830)	(830)	(1,660)
Biennial Appropriations	325	325	650
Appropriations Carried Fwd	(1,904)	(1,904)	(3,808)
<b>CURRENT SPENDING (For 1996 and 1997)</b>	<b>\$11,146</b>	<b>\$11,146</b>	<b>\$22,292</b>
<b>AGENCY DECISION ITEMS:</b>			
<b>AGENCY PLAN</b>	<b>\$11,146</b>	<b>\$11,146</b>	<b>\$22,292</b>
<b>GOVERNOR'S INITIATIVES:</b>			
Greater Minnesota Transit	1,500	1,500	3,000
<b>GOVERNOR'S RECOMMENDATIONS</b>	<b>\$12,646</b>	<b>\$12,646</b>	<b>\$25,292</b>

- The plan calls for \$21,444,000 over the biennium to support existing transit systems in Greater Minnesota with the possibility of some reduction in service levels.
- The plan calls for \$484,000 to provide the current level of administrative services for rail activities for the biennium.
- The plan calls for \$214,000 over the biennium to administer the hazardous materials registration program at its current level.
- The plan calls for \$50,000 over the biennium to continue the same level of support for work zone safety.

**Revenue Summary:**

There are no revenue implications from the agency action.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding levels as requested in the agency plan and also incorporates an initiative to provide the additional transit funding which is needed to bring the new systems on line for which initial funding was previously provided.

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of (Mn/DOT)

Fund: State Airports

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	<b>\$17,349</b>	<b>\$17,349</b>	<b>\$34,698</b>
<b><u>BASE ADJUSTMENT:</u></b>			
One-time Appropriations	(50)	(50)	(100)
Appropriations Carried Fwd	<u>(1,900)</u>	<u>(1,900)</u>	<u>(3,800)</u>
<b><u>CURRENT SPENDING (For 1996 and 1997)</u></b>	<b>\$15,399</b>	<b>\$15,399</b>	<b>\$30,798</b>
<b><u>AGENCY DECISION ITEMS:</u></b>			
Airport Construction Grants	413	813	1,226
Airport Maintenance	200	200	400
Information Resources Management	23	24	47
Aviation Education Materials	20	20	40
Reduction of Air Service Grants	(109)	(110)	(219)
Pine Creek Airport	<u>4</u>	<u>4</u>	<u>4</u>
<b><u>AGENCY PLAN</u></b>	<b>\$15,950</b>	<b>\$16,350</b>	<b>\$32,300</b>
<b><u>GOVERNOR'S INITIATIVES:</u></b>			
<b><u>GOVERNOR'S RECOMMENDATIONS</u></b>	<b>\$15,950</b>	<b>\$16,350</b>	<b>\$32,300</b>

**Brief Explanation of Agency Plan:**

- The plan calls for \$1,226,000 over the biennium, for an increased program of Capital Improvements at publicly owned airports.
- The plan calls for \$408,000 over the biennium for additional support of Airport Maintenance Grants.
- The plan includes an increase of \$47,000 over the biennium, for Information Resource Management. This is a zero based item.
- The plan calls for an additional \$20,000 per year for Aviation Education materials.
- The plan reduces \$219,000 over the biennium for Air Service Grants.

**Revenue Summary:**

This request is based on current tax and fee rates.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of

Fund: Municipl/St Aid-Street

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	<b>\$84,268</b>	<b>\$84,268</b>	<b>\$168,536</b>
<b><u>BASE ADJUSTMENT:</u></b>			
Ded Stat Approp Spending	<u>2,810</u>	<u>4,972</u>	<u>7,782</u>
<b><u>CURRENT SPENDING</u></b>	<b>\$87,078</b>	<b>\$89,240</b>	<b>\$176,318</b>
<b><u>AGENCY DECISION ITEMS:</u></b>			
<b><u>AGENCY PLAN</u></b>	<b>\$87,078</b>	<b>\$89,240</b>	<b>\$176,318</b>
<b><u>GOVERNOR'S INITIATIVES:</u></b>			
<b><u>GOVERNOR'S RECOMMENDATIONS</u></b>	<b>\$87,078</b>	<b>\$89,240</b>	<b>\$176,318</b>

**Brief Explanation of Agency Plan:**

- The plan calls for directly funding State Aid Technical Assistance from the State Aid Administrative account; instead of from the Trunk Highway Fund with a following reimbursement from the State Aid Administrative account.

**Revenue Summary:**

There are no revenue implications from the agency actions.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

**Agency:** Transportation, Department of (Mn/DOT)      **Fund:** Cnty/State Aid-Hghwy

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	<b>\$313,695</b>	<b>\$313,695</b>	<b>\$627,390</b>
<b><u>BASE ADJUSTMENT:</u></b>			
One-Time Appropriation	(35,000)	(35,000)	(70,000)
Ded Stat Approp Spending	<u>6,947</u>	<u>14,373</u>	<u>21,320</u>
<b><u>CURRENT SPENDING</u></b>	<b>\$285,642</b>	<b>\$293,068</b>	<b>\$578,710</b>
<b><u>AGENCY DECISION ITEMS:</u></b>			
<b><u>AGENCY PLAN</u></b>	<b>\$285,642</b>	<b>\$293,068</b>	<b>\$578,710</b>
<b><u>GOVERNOR'S INITIATIVES:</u></b>			
<b><u>GOVERNOR'S RECOMMENDATIONS</u></b>	<b>\$285,642</b>	<b>\$293,068</b>	<b>\$578,710</b>

**Brief Explanation of Agency Plan:**

- The plan calls for directly funding State Aid Technical Assistance from the State Aid Administrative account; instead of from the Trunk Highway Fund with a following reimbursement from the State Aid Administrative account.

**Revenue Summary:**

There are no revenue implications from the agency actions.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of (Mn/DOT)

Fund: Trunk Highway

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	<b>\$723,825</b>	<b>\$723,825</b>	<b>\$1,447,650</b>
<b><u>BASE ADJUSTMENT:</u></b>			
One-time Appropriations	\$(15,200)	\$(15,200)	\$(30,400)
Biennial Appropriations	250	250	500
Appropriations Carried Fwd	(29,523)	(29,523)	(59,046)
Non-Recurring Expenditures	(151)	(151)	(302)
Base Transfer Between Funds)	(2,586)	(2,586)	(5,172)
Base Transfer (Btwn Agencies)	19,743	17,617	37,360
Documented Rent/Lease Inc/Dec	450	551	1,001
<b><u>CURRENT SPENDING (For 1996 and 1997)</u></b>	<b>\$696,808</b>	<b>\$694,783</b>	<b>\$1,391,591</b>
<b><u>AGENCY DECISION ITEMS:</u></b>			
Federal Mandates	775	725	1,500
Modular Equipment Mn/DOT Building	169	475	644
Information Resource Management	3,500	3,500	7,000
Elderly and Disabled Services	164	165	329
Motor Carrier Deregulation	(231)	(231)	(462)
<b><u>AGENCY PLAN</u></b>	<b>\$701,185</b>	<b>\$699,417</b>	<b>\$1,400,602</b>
<b><u>GOVERNOR'S INITIATIVES:</u></b>			
State Road Construction	42,200	43,500	85,700
Road System Operations and Congestion Mgmt	2,283	2,521	4,804
MnRoad Research Project	1,500	1,500	3,000
Minority & Disadvantaged Youth Outreach	450	450	900
<b><u>GOVERNOR'S RECOMMENDATIONS</u></b>	<b>\$747,618</b>	<b>\$747,388</b>	<b>\$1,495,006</b>

**Brief Explanation of Agency Plan:**

- The plan calls for directly funding State Aid Technical Assistance from the State Aid Administrative account; instead of from the Trunk Highway Fund with a following reimbursement from the State Aid Administrative account.
- The plan includes \$1,500,000 over the biennium, to meet various federal mandates such as metric conversion and bridge inspection.
- The plans include \$644,000 over the biennium to lease/purchase modular equipment as part of the Mn/DOT building remodeling project.
- The plan calls for \$7,000,000 over the biennium, for Information Resource Management. This is a zero based item. The Information Policy Office has reviewed and supports the project as presented in the agency plan consistent with any requirement identified in its analysis.
- The plan calls for \$329,000 to meet legislatively mandated inspection programs of vehicles, providers, training involving transportation of the elderly and persons with disabilities.
- The plan calls for a reduction of \$462,000 due to the deregulation of most motor carriers.

**Revenue Summary:**

There are no revenue implications from the agency actions.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding levels as requested in the agency budget plan and also incorporates initiatives which total \$46,433,000 in F.Y. 1996 and \$47,971,000 in F.Y. 1997. The biennial initiatives of \$94,404,000 are made possible by a recent allocation of an additional \$70,000,000 from the federal government and \$24,404,000 in state generated funds. The state funds result from growth in gas tax and motor vehicle registration revenues and anticipated balances from F.Y. 1995.

The additional funds are recommended to be used for the following purposes:

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
State Road Construction	\$42,200	43,500

Of these amounts, \$35,000,000 each year is anticipated from the federal government. The remaining \$7,200,000 in F.Y. 1996 and \$8,300,000 in state generated funds is made possible by growth in highway user revenue and internal departmental reallocations. This additional construction activity will provide stability to the quality of state roads and contribute to the state's economic vitality.

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Road System Operations & Congestion Mgmt	\$2,283	\$2,521

Improved traffic management will help to alleviate highway congestion problems and decrease the need for more lane mile construction. Expansion of traffic management efforts will directly benefit the travelling public by improving traffic flow and decreasing accident rates.

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Mn/Road Research Project	\$1,500	\$1,500

The building of longer lasting roads will be enhanced through the Minnesota Road Research Project. Through partnerships with private industry, the federal government, foreign governments and the academic community, Minnesota has constructed a major road research project which is now operational. The experience gained from this ongoing research project should result in extended pavement life and reduced maintenance costs.

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Minority & Disadvantaged Youth Outreach	\$450	\$450

The SEED's program established by Mn/DOT provides immediate employment to minority and disadvantaged youth in addition to exposing and attracting them to future technical, engineering and professional jobs. This program may also serve as a model for other government agencies and the private sector.

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of (Mn/DOT)

Fund: Environmental

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	\$354	\$354	\$708
<b><u>BASE ADJUSTMENT:</u></b>			
Appropriations Carried Fwd	(154)	(154)	(308)
Non-Recurring Expenditures	<u>(200)</u>	<u>(200)</u>	<u>(400)</u>
<b><u>CURRENT SPENDING (For 1996 and 1997)</u></b>	\$-0-	\$-0-	\$-0-

**Brief Explanation of Agency Plan:**

The Environmental Fund provided resources for the junkyard program. Mn/Dot's efforts in the screening and elimination of junkyards is now virtually completed.

**Revenue Summary:**

There are no revenue implications from the agency actions.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

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## 1996-97 Biennial Budget

AGENCY: Transportation, Department of (Mn/DOT)

### AGENCY DESCRIPTION:

The Minnesota Department of Transportation (Mn/DOT) was established and operates in accordance with statutory authority "...to provide a balanced transportation system, including aeronautics, highways, motor carriers, ports, public transit, railroads, and pipelines...". Further, Mn/DOT is sanctioned to function as the "...principal agency of the state for the development, implementation, administration, consolidation, and coordination of state transportation policies, plans, and programs."

Mn/DOT has undertaken strategic planning for a number of years; the most recent effort has been underway since 1992. These processes have resulted in a mission that goes well beyond a role that citizens might perceive - that of planning, designing, constructing, and maintaining the transportation infrastructure. Mn/DOT seeks to establish a seamless transportation system that offers more choice, flexibility, and ways of moving people and goods. Fundamental to this vision is the need to provide connectivity to local, regional, national, and international markets at the greatest possible cost advantage, consistent with the state's economic, social, and environmental values.

The department is organized into 8 programmatic areas: 1) Aeronautics; 2) Transit; 3) Railroads and Waterways; 4) Motor Carrier; 5) Local Roads; 6) State Road Construction; 7) State Road Operations; and 8) General Support.

Mn/DOT works with cities, counties, and townships to provide services for the traveling public.

### AGENCY CHALLENGES:

The following factors are shaping the development of Mn/DOT policies and programs:

- **Integration of Transportation Modes** Minnesota's transportation system needs to provide a minimum level of critical access to all people, sustain and enhance regional economic centers, and exploit the strength and utility of all modes. Transportation solutions must recognize the interdependence of transportation systems in creatively and efficiently moving people and goods. The 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) has encouraged multi-modal planning and promoted transportation alternatives. Demand for services is increasing in all modes--air traffic, highways, transit, and railroads and waterways. Some examples include the increasing role of aviation in transporting patients to regional hospitals from outstate Minnesota and, also, the increasing reliance on transit, and the need to change design standards of existing highways to serve the growing number of people 65 years or older.
- **Service and Investment Preservation** The aging infrastructure and diminishing financial resources have challenged the department to focus its resources on maintaining and preserving acceptable levels of service on existing state and local roads and bridges.
- **Safety** The agency faces many challenges related to safety, including the increased level of vehicle traffic and congestion on highways, higher speed rail traffic and its exposure to high traffic levels at rail crossings, and the high level of accidents in work zones.
- **Customer Focus** Mn/DOT is working closely with local communities to assess and recognize local transportation needs, design appropriate systems, and, where applicable, implement transportation services according to the requirements of the community. Furthermore, ISTEA requires that this dialogue take place with the public, as well as with regional and local governmental entities.
- **Economic Development** There is a need to complement economic development strategies with transportation systems that effectively move people and goods within the state. There is also a renewed emphasis on the social and economic effects of transportation projects.
- **Technology** Mn/DOT is committed to research and development and the application of new technologies. The department needs to foster, develop, and strategically manage new technology and research. This can lead to more effective use of the new infrastructure and efficient delivery of services, including researching and implementing new methods of monitoring road and weather conditions during severe weather. In addition, Mn/DOT recognizes the need to develop better methods for snow and ice control and traffic management systems to handle highway congestion.
- **Environment** Mn/DOT recognizes the need to be responsible partners and caretakers in the world in which we live through efforts that reduce the levels of pollutants and toxins and promote greater energy efficiency. The department is aware it needs to balance transportation needs with environmental concerns. It continues to encourage innovation in using less road salt, reducing the amount of litter and hazardous debris along the road and right of way, and creating a more aesthetic environment.
- **Partnerships** Mn/DOT seeks creative solutions through public and private partnerships to provide effective and innovative transportation services that support future economic development and recognize individual expectations. The development of partnerships with public and private organizations is critical to implementation of long range planning through the statewide transportation improvement program (STIP). There is also greater interest in partnerships with other governmental entities to do more with less, to establish a seamless transportation system, and to best utilize human and natural resources and equipment. In addition, recent legislation requires the department, in conjunction with the Met Council, to study road pricing, an endeavor that could precipitate partnering ventures and funding alternatives.
- **Federal Action** In August 1994, Congress passed legislation, which takes effect on January 1, 1995, that pre-empts the rights of states to impose economic regulations on for-hire transporters of property other than household and goods carriers. This law will result in reduced revenues from the approximately 3,000 intrastate for-hire motor carriers, because fees will no longer be collected for economic regulation purposes. The level of reduction is unknown, depending upon what action the legislature takes to require these carriers to continue to register and file evidence of insurance. The state will continue to request safety, hazardous materials, vehicle weight and length, and route restrictions.

1996-97 Biennial Budget

AGENCY: Transportation, Department of (Mn/DOT)  
(Continuation)

**AGENCY STRATEGIES:**

The agency's budget plan is constructed to achieve the following outcomes:

- To preserve essential elements of the transportation system;
- To enhance access for economic development;
- To enhance safety and access in the heaviest travelled interregional travel corridors;
- To promote new technologies that enhance the efficiency and effectiveness of existing transportation systems;
- To work together with state, regional, and local governments and the private sector to provide transportation facilities and services;
- To integrate the transportation modes to efficiently move people and goods;
- To develop informed consent among potentially affected interests for transportation programs and projects; and
- To consider the full costs and benefits of modal choices.

**REVENUE SUMMARY:**

Approximately 68% of Mn/DOT's revenues come from the Highway User Tax Distribution Fund (HUTDF). The principal sources of revenue to the HUTDF are the 20 cent per gallon motor fuel tax and motor vehicle registration taxes. Revenues are distributed from the HUTDF to the Trunk Highway Fund, the County State Aid Highway Fund, and the Municipal State Aid Street Fund.

Federal funds contribute about 26% of the department's revenues. The General Fund finances rail and transit operations, and the State Airports Fund finances aeronautics operations. Each contributes about one percent to the department's revenues. The remaining four percent comes from investment income, drivers' license fees and other miscellaneous revenue sources.

**SUMMARY OF BUDGET REQUEST:**

The agency budget plan objective is to manage congestion and preserve the transportation system.

The plan increases funding by \$1,634,000 for the biennium for construction and maintenance to support capital improvements at publicly-owned airports and reduces funding by \$219,000 for air service grants.

The plan increases funding for aviation education by \$40,000 and for data processing equipment purchases by \$47,000 for the biennium.

The plan provides additional funding of \$329,000 and 3 positions for the biennium to regulate Special Transportation Services for the Elderly and Persons with Disabilities.

The plan reduces 6 positions and \$231,000 in each fiscal year due to the elimination of economic regulation in the motor carrier program.

The plan also provides for funding of federal mandates of \$1,500,000 for the biennium for the development and implementation of the ISTEA-required safety management system, a bridge management system, fracture critical bridge inspection, metric conversion, and drug and alcohol testing.

It also provides \$7,000,000 to support Information Resource Management initiatives for F.Y. 1996-97.

Finally, the plan provides \$644,000 for the biennium for modular furniture for the Transportation Building.

No additional requests are made from the Environmental Fund. The junkyard program is virtually completed and additional appropriations are not required for F.Y. 1996-97.

The County State Aid Highway Fund and the Municipal State Aid Street Fund will no longer reimburse the Trunk Highway Fund for state aid technical assistance expenditures, but will make those expenditures directly from the 2 funds up to the amounts defined in M.S. 162.06 Subd.1 and M.S. 162.12, Subd. 1.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan. In addition, the following initiatives are proposed:

	Dollars in Thousands	
	F.Y. 1996	F.Y. 1997
General Fund	\$1,500	\$1,500

An additional \$3 million for the biennium is recommended for Greater Minnesota Transit Assistance. This additional funding will provide the needed assistance for implementation of public transit service for commitments made through F.Y. 1995.

	Dollars in Thousands	
	F.Y. 1996	F.Y. 1997
Trunk Highway Fund	\$46,433,000	\$47,971,000

The Governor recommends funding levels as requested in the agency budget plan and also incorporates initiatives which total \$46,433,000 in F.Y. 1996 and \$47,971,000 in F.Y. 1997. The biennial initiatives of \$94,404,000 are made possible by a recent allocation of an additional \$70,000,000 from the federal government and \$24,404,000 in state generated funds. The state funds result from growth in gas tax and motor vehicle registration revenues and anticipated balances from F.Y. 1995.

The additional funds are recommended to be used for the following purposes:

	Dollars in Thousands	
	F.Y. 1996	F.Y. 1997
State Road Construction	\$42,200	\$43,500
Road System Operations & Congestion Mgmt	\$2,283	\$2,521
Mn/Road Research Project	\$1,500	\$1,500
Minority & Disadvantaged Youth Outreach	\$450	\$450

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF

PROGRAM RESOURCE ALLOCATION:	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
AERONAUTICS	52,775	41,031	53,521	61,464	62,015	62,015	61,524	62,475	62,475
TRANSIT	15,660	20,196	22,244	22,606	22,606	24,106	22,606	22,606	24,106
RAILROADS & WATERWAYS	4,660	9,119	15,579	7,780	7,780	7,780	7,280	7,280	7,280
MOTOR CARRIER REGULATION	2,603	2,373	2,853	2,741	2,674	2,674	2,719	2,653	2,653
LOCAL ROADS	466,276	421,327	496,768	475,326	475,326	475,326	485,110	485,110	485,110
STATE ROAD CONSTRUCTION	487,457	459,754	491,555	480,407	480,949	524,939	476,256	476,798	521,940
STATE ROAD OPERATIONS	180,256	175,002	204,576	190,773	190,906	192,899	190,800	190,883	193,262
GENERAL SUPPORT	31,637	33,156	39,137	34,374	38,143	38,593	34,448	38,523	38,973
BUILDINGS		979							
TOTAL EXPENDITURES BY PROGRAM	1,241,324	1,162,937	1,326,233	1,275,471	1,280,399	1,328,332	1,280,743	1,286,328	1,335,799
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	9,926	9,557	13,555	11,146	11,146	12,646	11,146	11,146	12,646
STATE GOVT SPEC REV	798								
STATE AIRPORTS	17,363	14,405	17,349	15,399	15,950	15,950	15,399	16,350	16,350
MUNICPL/ST AID-HGHWY	112,686	80,000	85,313	87,078	87,078	87,078	89,240	89,240	89,240
CNTY/STATE AID-HGHWY	271,503	250,000	317,159	285,642	285,642	285,642	293,068	293,068	293,068
TRUNK HIGHWAY	668,628	651,713	723,825	696,808	701,185	747,618	694,783	699,417	747,388
ENVIRONMENTAL	200	46	354						
OPEN APPROPRIATIONS:									
STATE AIRPORTS	45	51	51	51	51	51	51	51	51
TRUNK HIGHWAY	2,734	2,939	3,100	3,100	3,100	3,100	3,100	3,100	3,100
HGHWY USER TAX DISTR	445	398	412	412	412	412	412	412	412
TRANSPORTATION	63	13							
STATUTORY APPROPRIATIONS:									
GENERAL		13							
MN RESOURCES		100	79						
STATE GOVT SPEC REV	84								
SPECIAL REVENUE	2,222	17,582	8,795	10,191	10,191	10,191	7,666	7,666	7,666
STATE AIRPORTS	1,087	1,446	1,773	1,580	1,580	1,580	1,640	1,640	1,640
MUNICPL/ST AID-HGHWY				1,777	1,777	1,777	1,821	1,821	1,821
CNTY/STATE AID-HGHWY				5,829	5,829	5,829	5,981	5,981	5,981
TRUNK HIGHWAY	28,709	237	921	686	686	686	686	686	686
TRANSPORTATION		14							
FEDERAL	123,671	134,083	153,216	155,441	155,441	155,441	155,419	155,419	155,419

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF

PROGRAM RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
AGENCY	1,154	340	331	331	331	331	331	331	331
GIFTS AND DEPOSITS	6								
TOTAL FINANCING	1,241,324	1,162,937	1,326,233	1,275,471	1,280,399	1,328,332	1,280,743	1,286,328	1,335,799
FTE BY EMPLOYMENT TYPE:									
REGULAR	4,503.6	4,386.6	4,311.2		4,303.1			4,303.1	
TEMP/SEAS/PART_TIME	609.3	548.2	444.2		447.2			447.1	
OVERTIME	155.8	138.3	111.0		111.0			110.9	
TOTAL FTE	5,268.7	5,073.1	4,866.4		4,861.3	4,923.3		4,861.1	4,928.6

STATE OF MINNESOTA - DEPARTMENT OF FINANCE  
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT  
 BY SEC SEQ

AGENCY: TRANSPORTATION, DEPARTMENT OF

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	1,326,233	1,326,233	13,555	13,555	1,159,462	1,159,462	153,216	153,216
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<51,080>	<51,080>	<830>	<830>	<50,250>	<50,250>		
BIENNIAL APPROPRIATIONS	575	575	325	325	250	250		
APPROPRIATIONS CARRIED FWD	<36,488>	<36,488>	<1,904>	<1,904>	<34,269>	<34,269>	<315>	<315>
NON-RECURRING EXPENDITURES	<351>	<351>			<351>	<351>		
BASE TRANSFER (BTWN FUNDS)	511	707			511	707		
BASE TRANSFER (BTWN AGENCIES)	19,743	17,617			19,743	17,617		
DED STAT APPROP SPENDING	13,525	20,648			13,525	20,648		
DOCUMENTED RENT/LEASE INC/DEC	450	551			450	551		
FEDERAL RECEIPTS	2,353	2,331			<187>	<187>	2,540	2,518
SUBTOTAL BASE ADJ.	<50,762>	<45,490>	<2,409>	<2,409>	<50,578>	<45,284>	2,225	2,203
CURRENT SPENDING	1,275,471	1,280,743	11,146	11,146	1,108,884	1,114,178	155,441	155,419

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Transportation, Department of (Mn/DOT)  
**PROGRAM:**  
**ACTIVITY:**

**ITEM TITLE:** Road System Operations and Congestion Management

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- State Operations	\$2,283	\$2,521	\$2,521	\$2,521
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
Trunk Highway Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes \_\_\_ No X

If yes, statute(s) affected: M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$4,804,000 for the biennium for Road System Operations and Congestion Management.

**RATIONALE:**

Since 1989, Mn/DOT has experienced rapid expansion with programs relating to traffic management and motorist information. Mn/DOT's strategic plan has been to manage traffic and optimize its highway infrastructure, through the use of more traffic management systems rather than trying to build its way out of congestion with more lanes. These traffic management systems utilize the latest electrical/electronic technologies to improve traffic flow and safety. The current freeway traffic management efforts have been successful as demonstrated by a decrease of 35% in the peak period freeway accident rate from 1988 to 1992, roadway capacity increased from 1,800 to 2,200 vehicles per lane per hour and peak period fuel consumption and air pollutant emissions have been reduced.

The roadway mileage, the number of ramp meters and detectors, the number of cameras used for surveillance and the number of changeable message signs that are part of the traffic management system is expected to quadruple from 1989 and 1997. Along with the increased number of devices, the complexity of operation and maintenance increases with the high technology equipment.

The initiative also addresses signal and lighting maintenance which is focused to improve night visibility and traffic flow. Mn/DOT experiences a consistent growth of 5% in the number of traffic signals and 4% in the number of roadway lights. Since 1990 this represents a growth of 26%. These devices are essential for the safe and efficient movement of people and goods over the major

highway arterials. Mn/DOT must maintain these devices and other traffic management devices to optimize our investments and to avoid premature failure of these systems.

These funds are requested to operate and maintain systems utilized for traffic management, motorist information, traffic control signals, roadway lighting and new technologies to reduce congestion and improve safety.

**PROGRAM OUTCOMES:**

The Road System Operations and Congestion Management Initiative will provide positive and tangible outcomes in Customer Focus, Integration of Transportation Modes, Service and Investment Preservation, New Technologies, Economic Development, Safety, Environment, and Collaboration and Partnering.

- 1. Customer Focus**  
The operation and maintenance of traffic management systems provides valuable information to the public. We are committed to 24-hour maintenance of these systems to provide for the safe and efficient movement of people and commodities.
- 2. Integration of Transportation Modes**  
These traffic management systems improve the efficiencies of existing transportation systems through the effective operation and maintenance of ramp meters, HOV lanes, traffic signals, roadway lighting and other transportation technologies.
- 3. Service and Investment Preservation**  
The operations and maintenance traffic management systems are an investment of the current in place transportation system that extends and expands the usefulness to the citizenry. Traffic congestion will be reduced, night visibility will be increased and the service life of traffic devices will be extended.
- 4. Technology**  
The new technologies involved in traffic management also provide for improved efficiencies in operation and maintenance of these devices. The new systems, while more complex, once put into operation, don't require as much operational attention and are more reliable from a maintenance perspective.
- 5. Economic Development**  
The effective operation and maintenance of traffic management systems improve the economic well-being of the citizenry by reducing transportation costs (reduced congestion, improved accessibility, reduced fuel consumption and air pollutant emissions and more efficient maintenance activities).
- 6. Safety**  
Mn/DOT must ensure that these traffic management devices are maintained and operated to provide a safe operational transportation system to the public. New traffic management technologies provide for safer operation and maintenance practices.
- 7. Environment**  
The operation and maintenance of traffic management systems help preserve the environment by reducing fuel consumption and pollution. New lighting systems are more energy efficient. Electrical maintenance activities also reduce hazardous waste.

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Transportation, Department of (Mn/DOT)  
**PROGRAM:**  
**ACTIVITY:**

**ITEM TITLE:** Road System Operations and Congestion Management  
(Continuation)

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**8. Collaboration and Partnering**

The I-494 Integrated Corridor Traffic Management Project is a project where Mn/DOT, Mn Guidestar, FHWA, AWA Traffic Systems America, Hennepin County, Bloomington, Richfield, Edina, and Center for Transportation Studies - University of Minnesota have partnered to design, install, operate and maintain this integrated corridor together.

**LONG-TERM IMPACT:**

This initiative is necessary to maintain and operate the essential traffic management systems and new technologies that have proven to reduce congestion and improve safety. Our commitment centers on 24-hour operation and maintenance of traffic signals, roadway lighting and traffic management systems to provide for the safe and efficient movement of people and commodities. We see a future in which customer satisfaction and safety will be our source of pride.

**PROGRAM DISTRIBUTION**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
State Road Construction	\$290	\$142
State Road Operations	<u>1,993</u>	<u>2,379</u>
Total	\$2,283	\$2,521

1996-97 Biennial Budget

**PROGRAM:** Aeronautics  
**AGENCY:** Transportation, Department of (Mn/DOT)

**PROGRAM DESCRIPTION:**

The Aeronautics program exists to accomplish the following goals:

- Provide for protection and promotion of aviation safety.
- Develop a system of airports.
- Develop a system of navigation aids.
- Foster the development of aviation.

These goals are addressed through the following activities; Airport Development and Assistance, Aviation Support, and Air Transportation.

Issues associated with these activities are:

- Improvement in aviation safety is an ongoing effort which must receive top priority.
- Local communities that own airports continue to need funding to assist with capital improvements to their facilities so they meet the needs of the community.
- Navigation aids continue to be needed to enhance the operations of the airports.
- Resources must be invested in disseminating information to ensure the long-term economic health of the aviation industry.

**PROGRAM STATUS:**

The agency continues to work closely with all elements of the aviation industry attempting to meet the varying needs with the resources available. All state funds for this program continue to come from the State Airports Fund. In addition, the agency manages the application fund, and the dissemination of, federal Airport Improvement Program (AIP) grants on behalf of the local units of government.

**PLANNED RESULTS:**

The agency budget plan will allow the performance objectives identified in the 1994 Annual Performance Report to be accomplished as follows:

- By the end of F.Y. 1997, the agency will continue to provide safety seminars for pilots, aviation weather data will be collected at 5 to 7 additional airports, additional weather data will be disseminated to pilots, and all public-use airports will continue to be inspected to enhance operational safety.
- By the end of F.Y. 1997, the agency will increase funding for state construction grants and state maintenance grants, and federal AIP grants will continue to be issued to assist local governments in funding capital improvements and maintenance of their airports.
- By the end of F.Y. 1997, the agency will maintain the state's existing system of navigation aids at current levels, as well as add 2 to 5 aids to the system.

- By the end of F.Y. 1997, the agency's aviation partnership initiatives will continue to flourish and aviation information will be disseminated to an increased number of clients (students, educators, general public).

**BUDGET AND REVENUE SUMMARY:**

Summary of the program plan is as follows:

- Increase of \$413,000 in F.Y. 1996 and \$813,000 in F.Y. 1997 for construction grants to support capital improvements at publicly-owned airports.
- Increase of \$200,000 each fiscal year to provide additional support for maintenance grants.
- A reduction of \$109,000 in F.Y. 1996 and \$110,000 in F.Y. 1997 for support of air service grants.
- Increase of \$4,000 each fiscal year to provide additional support for maintenance of the Piney-Pinecreek Airport.
- Increase of \$20,000 each fiscal year to provide additional aviation education resource materials for dissemination to clientele.
- Increase of \$23,000 in F.Y. 1996 and \$24,000 in F.Y. 1997 for purchase of data processing equipment.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: AERONAUTICS

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
AIRPORT DEVELOP & ASSIST	43,962	33,884	45,402	53,461	53,969	53,969	53,521	54,428	54,428
AVIATION SUPPORT	8,111	6,384	7,079	6,976	7,019	7,019	6,976	7,020	7,020
AIR TRANSPORTATION	702	763	1,040	1,027	1,027	1,027	1,027	1,027	1,027
TOTAL EXPENDITURES BY ACTIVITY	52,775	41,031	53,521	61,464	62,015	62,015	61,524	62,475	62,475
AGENCY PLAN ITEMS:			FUND						
AIRPORT CONSTRUCTION GRANTS			AIR		413			813	
AIRPORT MAINTENANCE			AIR		200			200	
INFORMATION RESOURCES MANAGEMENT			AIR		23			24	
AVIATION EDUCATION MATERIALS			AIR		20			20	
REDUCTION OF AIR SERVICE GRANTS			AIR		<109>			<110>	
PINE CREEK AIRPORT MAINTENANCE			AIR		4			4	
TOTAL AGENCY PLAN ITEMS					551			951	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
STATE AIRPORTS	17,239	13,370	17,162	15,329	15,880	15,880	15,329	16,280	16,280
TRUNK HIGHWAY	1,620	159							
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	24	22	20	20	20	20	20	20	20
STATE AIRPORTS	1,087	1,446	1,773	1,580	1,580	1,580	1,640	1,640	1,640
FEDERAL	32,799	26,034	34,566	44,535	44,535	44,535	44,535	44,535	44,535
GIFTS AND DEPOSITS	6								
TOTAL FINANCING	52,775	41,031	53,521	61,464	62,015	62,015	61,524	62,475	62,475
FTE BY EMPLOYMENT TYPE:									
REGULAR	39.2	39.0	37.0		37.0			37.0	
TEMP/SEAS/PART_TIME	7.5	9.5	8.7		8.7			8.7	
OVERTIME	.4	.6	.6		.6			.6	
TOTAL FTE	47.1	49.1	46.3		46.3	46.3		46.3	46.3

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Airport Development and Assistance  
**PROGRAM:** Aeronautics  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The airport development and assistance activity provides technical and financial assistance to local units of government that own and operate the 138 publicly-owned airports. This includes planning, zoning, project development, programming, design, land acquisition, construction, and construction inspection assistance. It also reimburses them for a portion of airports operating and maintenance costs and provides financial support for maintenance and improvements to the Piney-Pinecreek Border Airport. This airport is jointly owned and operated under international agreement by the State of Minnesota and the Local Government District of Piney, Manitoba.

This activity enhances aviation safety by installing and operating a system of electronic navigation aids and automated weather stations, and assists municipalities develop and improve their airport lighting systems.

**BUDGET ISSUES:**

- **Construction Grants-State**  
 An increase of \$413,000 in F.Y. 1996 and \$813,000 in F.Y. 1997 is requested to provide additional funding to support capital improvements at the publicly-owned airports. This increase is to restore funding that was reduced last biennium and help offset the increased costs of construction.
- **Maintenance Grants-State**  
 An increase of \$200,000 each year of the biennium to provide additional funding to support a portion of the operating and maintenance costs of the publicly-owned airports. This increase will accommodate increased payments to airports that have moved to a higher category, and hence reimbursement level.
- **Air Service Grants**  
 The federal Essential Air Service program permits the addition of new cities to the program if they meet a set of restricted criteria. One of the provisions is that the local government must participate on a cost matching basis. Cost for development and support of the service provided at Fergus Falls, Minnesota, is less than previously estimated. Consequently, a reduction of \$109,000 in F.Y. 1996 and \$110,000 in F.Y. 1997 is requested.
- **Piney-Pinecreek Border Airport**  
 This airport was paved and a new lighting system added during the last biennium. Maintenance costs are anticipated to rise slightly. An increase of \$4,000 is requested each year of the biennium to support its needs.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - Special	\$21	\$22	\$20	\$20	\$20
Dedicated - State Airports	464	499	1,232	600	660
Dedicated - Federal	31,128	24,000	32,000	42,000	42,000
Dedicated - Gift	2	-0-	-0-	-0-	-0-
Non-dedicated - State Airports	402	157	250	250	250
Total	\$32,017	\$24,678	\$33,502	\$42,870	\$42,930

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: AERONAUTICS  
ACTIVITY: AIRPORT DEVELOP & ASSIST

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	5								
EXPENSES/CONTRACTUAL SRVCS	1,304	551	786	786	786	786	786	786	786
MISC OPERATING EXPENSES	89	139	128	128	128	128	128	128	128
SUPPLIES/MATERIALS/PARTS	125	115	109	109	109	109	109	109	109
CAPITAL EQUIPMENT	596	965	1,297	1,118	1,118	1,118	1,118	1,118	1,118
OTHER	479	743	805	620	620	620	680	680	680
<b>SUBTOTAL STATE OPERATIONS</b>	<b>2,598</b>	<b>2,513</b>	<b>3,125</b>	<b>2,761</b>	<b>2,761</b>	<b>2,761</b>	<b>2,821</b>	<b>2,821</b>	<b>2,821</b>
LOCAL ASSISTANCE	41,364	31,371	42,277	50,700	51,208	51,208	50,700	51,607	51,607
<b>TOTAL EXPENDITURES</b>	<b>43,962</b>	<b>33,884</b>	<b>45,402</b>	<b>53,461</b>	<b>53,969</b>	<b>53,969</b>	<b>53,521</b>	<b>54,428</b>	<b>54,428</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
AIRPORT CONSTRUCTION GRANTS			AIR		413			813	
AIRPORT MAINTENANCE			AIR		200			200	
REDUCTION OF AIR SERVICE GRANTS			AIR		<109>			<110>	
PINE CREEK AIRPORT MAINTENANCE			AIR		4			4	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>508</b>			<b>907</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
STATE AIRPORTS	12,369	9,128	12,597	10,841	11,349	11,349	10,841	11,748	11,748
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	21	22	20	20	20	20	20	20	20
STATE AIRPORTS	426	734	785	600	600	600	660	660	660
FEDERAL	31,146	24,000	32,000	42,000	42,000	42,000	42,000	42,000	42,000
<b>TOTAL FINANCING</b>	<b>43,962</b>	<b>33,884</b>	<b>45,402</b>	<b>53,461</b>	<b>53,969</b>	<b>53,969</b>	<b>53,521</b>	<b>54,428</b>	<b>54,428</b>

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Aviation Support  
**PROGRAM:** Aeronautics  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

This activity promotes aviation and air safety through aerospace education programs, pilot safety seminars, and aviation and aerospace education for schools. This activity inspects and licenses public, private, and personal-use airports, helipads, seaplane bases, and commercial operations in accordance with standards set by state statutes and agency rules. This activity also registers all general aviation aircraft, collects annual registration fees, and maintains records of aircraft owned by Minnesota residents. In addition, the activity disseminates weather information to pilots through use of computer terminals and provides access to weather information through a home user program. Finally, the activity provides for the budgeting, accounting, personnel records, and office management support services for the Aeronautics program, including the Mid-America Aviation Resource Consortium (MARC) and the Civil Air Patrol (CAP).

**BUDGET ISSUES:**

The agency budget plan will affect the following:

- An increase of \$20,000 each year of the biennium is requested to support increased efforts in developing, printing, and disseminating aviation education resource materials to satisfy an ever-increasing number of requests.
- An increase of \$23,000 in F.Y. 1996 and \$24,000 in F.Y. 1997 is requested for purchase of data processing equipment to support program administrative activities.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$2	\$-0-	\$-0-	\$-0-	\$-0-
Dedicated - Federal	1,637	2,038	2,556	2,535	2,535
Non-dedicated - State General	12	15	16	16	16
Non-dedicated - State Airports	<u>14,417</u>	<u>14,526</u>	<u>15,197</u>	<u>15,615</u>	<u>16,024</u>
Total	\$16,068	\$16,579	\$17,769	\$18,166	\$18,575

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: AERONAUTICS  
ACTIVITY: AVIATION SUPPORT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
STATE OPERATIONS:									
PERSONAL SERVICES	2,017	2,103	2,145	2,145	2,145	2,145	2,145	2,145	2,145
EXPENSES/CONTRACTUAL SRVCS	1,487	1,733	1,369	1,287	1,302	1,302	1,287	1,302	1,302
MISC OPERATING EXPENSES	63	140	141	141	141	141	141	141	141
SUPPLIES/MATERIALS/PARTS	155	169	814	814	819	819	814	819	819
CAPITAL EQUIPMENT	2,723	174	24	24	47	47	24	48	48
<b>SUBTOTAL STATE OPERATIONS</b>	<b>6,445</b>	<b>4,319</b>	<b>4,493</b>	<b>4,411</b>	<b>4,454</b>	<b>4,454</b>	<b>4,411</b>	<b>4,455</b>	<b>4,455</b>
LOCAL ASSISTANCE	1,666	2,065	2,586	2,565	2,565	2,565	2,565	2,565	2,565
<b>TOTAL EXPENDITURES</b>	<b>8,111</b>	<b>6,384</b>	<b>7,079</b>	<b>6,976</b>	<b>7,019</b>	<b>7,019</b>	<b>6,976</b>	<b>7,020</b>	<b>7,020</b>
<b>AGENCY PLAN ITEMS:</b>									
			FUND						
INFORMATION RESOURCES MANAGEMENT			AIR		23			24	
AVIATION EDUCATION MATERIALS			AIR		20			20	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>43</b>			<b>44</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
STATE AIRPORTS	4,814	4,180	4,499	4,427	4,470	4,470	4,427	4,471	4,471
TRUNK HIGHWAY	1,620	159							
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	3								
STATE AIRPORTS	15	11	14	14	14	14	14	14	14
FEDERAL	1,653	2,034	2,566	2,535	2,535	2,535	2,535	2,535	2,535
GIFTS AND DEPOSITS	6								
<b>TOTAL FINANCING</b>	<b>8,111</b>	<b>6,384</b>	<b>7,079</b>	<b>6,976</b>	<b>7,019</b>	<b>7,019</b>	<b>6,976</b>	<b>7,020</b>	<b>7,020</b>

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: AERONAUTICS  
ACTIVITY: AVIATION SUPPORT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	33.3	33.0	32.0		32.0		32.0		
TEMP/SEAS/PART_TIME	7.5	9.5	8.7		8.7		8.7		
OVERTIME	.4	.6	.6		.6		.6		
<b>TOTAL FTE</b>	<b>41.2</b>	<b>43.1</b>	<b>41.3</b>		<b>41.3</b>	<b>41.3</b>	<b>41.3</b>		<b>41.3</b>

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Air Transportation  
**PROGRAM:** Aeronautics  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The agency's Air Transportation Services Section operates 2 twin-engine, turbo-prop aircraft. These aircraft are available for transporting the governor, legislators, other elected officials and their staff, and agency heads and staff of state agencies. This service increases the efficiency of state government by reducing travel time of officials and employees. Using centrally-located air transportation services increases the ability of state government to respond more productively and immediately to constituents' needs in Greater Minnesota. This reduces the need to duplicate services in multiple locations by ensuring that all citizens have access to state government services in a timely manner.

**BUDGET ISSUES:**

Support for operating the air transportation service is funded through a revolving account. Rates for use of the aircraft are set so that the costs of operating the aircraft, maintenance of the aircraft, pilot salaries, and recovery of the acquisition costs are covered by the account. Rates are periodically reviewed and adjusted so that a positive cash flow is maintained.

This activity provides scheduling services for the agency's aircraft and, as needed for charter flights. The schedulers also arrange for flights on scheduled air carriers for agency personnel. Additional funding is needed to continue this service at today's level.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - State Airport	\$666	\$752	\$950	\$966	\$966

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: AERONAUTICS  
ACTIVITY: AIR TRANSPORTATION

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	303	310	348	343	343	343	343	343	343
EXPENSES/CONTRACTUAL SRVCS	288	329	532	508	508	508	508	508	508
MISC OPERATING EXPENSES	7	9	23	23	23	23	23	23	23
SUPPLIES/MATERIALS/PARTS	104	104		16	16	16	16	16	16
CAPITAL EQUIPMENT		11	137	137	137	137	137	137	137
<b>SUBTOTAL STATE OPERATIONS</b>	<b>702</b>	<b>763</b>	<b>1,040</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>
<b>TOTAL EXPENDITURES</b>	<b>702</b>	<b>763</b>	<b>1,040</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
STATE AIRPORTS	56	62	66	61	61	61	61	61	61
<b>STATUTORY APPROPRIATIONS:</b>									
STATE AIRPORTS	646	701	974	966	966	966	966	966	966
<b>TOTAL FINANCING</b>	<b>702</b>	<b>763</b>	<b>1,040</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>	<b>1,027</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	5.9	6.0	5.0		5.0			5.0	
<b>TOTAL FTE</b>	<b>5.9</b>	<b>6.0</b>	<b>5.0</b>		<b>5.0</b>	<b>5.0</b>		<b>5.0</b>	<b>5.0</b>

1996-97 Biennial Budget

**PROGRAM:** Transit  
**AGENCY:** Transportation, Department of (Mn/DOT)

**PROGRAM DESCRIPTION:**

The transit program provides access to transit for persons who have no alternative mode of transportation available and increases the efficiency and productivity of public transit systems. The transit program provides technical assistance and grants to Greater Minnesota Public Transit Providers.

Transit services provided through this program are funded through a local, state, and federal funding partnership that shares in the total cost of providing public transit trips to residents of Minnesota. The agency's Office of Transit administers the program in geographic areas located outside the 7-county Twin Cities Metropolitan Area.

Mn/DOT also administers the distribution of state funds for planning, preliminary engineering design and construction of light rail transit facilities in the Twin Cities Metropolitan Area.

**PROGRAM STATUS:**

In 1991, the legislature declared that transit service be provided throughout the state to meet the needs of transit users. The Greater Minnesota transit program benefits thousands of Minnesotans in areas where public transit is often the only means of access to life-sustaining goods, services, and work opportunities.

These areas typically have shrinking tax bases, lower revenues, higher shares of low income residents, and a growing elderly population. The proportion of people who are typically dependent upon public transportation (the elderly, persons with disabilities, and the poor) are expected to increase more rapidly than the population as a whole.

The Office of Transit's Statewide Transit Plan sets the vision for transit in Greater Minnesota and establishes a process for providing comprehensive, coordinated service. The plan is a result of numerous public meetings that provided excellent exchange of ideas between local and state participants. It focuses on a strategy that acknowledges the diversity of service options available to meet transit needs throughout Greater Minnesota.

The need for local transit, particularly in Greater Minnesota, is increasing, especially among elderly and low-income citizens. A number of communities have requested assistance to start up new transit service. As of June, 1994, 19 counties had no public service and 22 counties had only municipal service.

The current priorities for transit operating and capital financial assistance are:

1. Existing Systems - Operating (Same level).
2. Existing Systems - Capital Assistance (critical for continued system operation).
3. Establishing New Systems - Operating and Capital Funding.

Thirty-nine of the 80 Greater Minnesota counties have county-wide transit service. Counties with only municipal-based service account for nearly 28% of the counties (22 counties). Nineteen counties, approximately 24% of the total in Greater Minnesota, have no public transit service.

**PLANNED RESULTS:**

Detailed transit needs assessments have been completed for some regions and other studies are in progress. Several counties are positioned to begin service in the first part of C.Y. 1995. Another group of counties is in the final stage of needs assessment work and service design in preparation for new service starts within the 1996-1997 biennium. Finally, some counties are beginning needs assessments or have needs assessments pending. These activities are expected to be completed within the first year of the biennium.

Base level funding will result in the following:

- Existing systems will be supported with some reduction in service levels.
- Capital replacement will be approved only for safety reasons.
- Implementation of new public transit service in counties without service and counties with only municipal service will be postponed.

**BUDGET AND REVENUE SUMMARY:**

- Maintaining funds at base level will result in a reduction of operating assistance to existing systems due to normal inflationary increases in the overall costs of operating these systems (the state is required by law to pay a fixed percentage of operating costs). Base level funding will also preclude the establishment of the capital replacement program. Additionally, funds will not be available for new service in counties and communities without public transit service.
- Transit performance measures contained in Mn/DOT's Annual Performance Report assume implementation of a statewide transit network. Performance measures were based upon estimated funding requirements to meet needs identified in regional needs assessments conducted in Greater Minnesota.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding levels as requested in the agency budget plan and also incorporates an initiative of \$1,500,000 each year to maintain current systems and to bring on line more systems for which initial funding was previously provided. Of this amount, \$45,000 is recommended each year for administration of the Transit Program.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: TRANSIT

ACTIVITY RESOURCE ALLOCATION:	FY 1993			FY 1994			Est. FY 1995			FY 1996			FY 1997		
	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
GREATER MINN TRANSIT ASSIST	12,459	17,201	18,307	14,117	14,117	15,572	14,117	14,117	15,572	14,117	14,117	15,572	14,117	14,117	15,572
TRANSIT ADMINISTRATION	2,505	2,365	2,767	2,519	2,519	2,564	2,519	2,519	2,564	2,519	2,519	2,564	2,519	2,519	2,564
METRO TRANSIT	696	630	1,170	5,970	5,970	5,970	5,970	5,970	5,970	5,970	5,970	5,970	5,970	5,970	5,970
TOTAL EXPENDITURES BY ACTIVITY	15,660	20,196	22,244	22,606	22,606	24,106	22,606	22,606	24,106	22,606	22,606	24,106	22,606	22,606	24,106
GOV'S INITIATIVES:	FUND														
(A) GREATER MN TRANSIT	GEN														
TOTAL GOV'S INITIATIVES						1,500						1,500			
SOURCES OF FINANCING:	FUND														
DIRECT APPROPRIATIONS:	GEN														
GENERAL	9,528	9,190	12,446	10,722	10,722	12,222	10,722	10,722	12,222	10,722	10,722	12,222	10,722	10,722	12,222
TRUNK HIGHWAY	294	195	533	288	288	288	288	288	288	288	288	288	288	288	288
STATUTORY APPROPRIATIONS:	GEN														
FEDERAL	5,592	10,471	8,934	11,265	11,265	11,265	11,265	11,265	11,265	11,265	11,265	11,265	11,265	11,265	11,265
AGENCY	246	340	331	331	331	331	331	331	331	331	331	331	331	331	331
TOTAL FINANCING	15,660	20,196	22,244	22,606	22,606	24,106	22,606	22,606	24,106	22,606	22,606	24,106	22,606	22,606	24,106
FTE BY EMPLOYMENT TYPE:	FUND														
REGULAR	14.7	13.4	16.7				16.6				16.6				
TEMP/SEAS/PART_TIME	1.9	3.0	1.7				1.7				1.6				
TOTAL FTE	16.6	16.4	18.4				18.3	19.3				18.2	19.2		

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Transportation, Department of (Mn/DOT)  
**PROGRAM:** Transit  
**ACTIVITY:**

**ITEM TITLE:** Greater Minnesota Transit Assistance

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$45	\$45	\$45	\$45
- Grants	\$1,455	\$1,455	\$1,455	\$1,455
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes \_\_\_ No X

If yes, statute(s) affected: M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$1,500,000 each year for the transit program. Of that amount, \$45,000 each year is recommended for 1.0 position to administer contract grants.

**RATIONALE:**

Mn/Dot's statewide transit plant contains a strategy to meet the diverse mobility needs of Greater Minnesota. This additional funding is to provide for operating and capital assistance for implementation of public transit service commitments made through F.Y. 1995.

**PROGRAM OUTCOMES:**

The objective of the transit program is to continue to increase the availability of public transit service to a greater number of people in the general public and transit dependent people throughout Greater Minnesota. This initiative will expand the number of systems operable in a greater number of counties and communities currently without service. More citizens will have access to medical services, retail outlets, and recreational functions.

**LONG-TERM IMPACT:**

As of June 1994, 19 counties had no public transportation service and 22 counties had only municipal service. This funding increase will further expand the availability of public transportation to the citizens in Greater Minnesota, a population that is becoming more transit dependent.

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Greater Minnesota Transit Assistance  
**PROGRAM:** Transit  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Greater Minnesota transit activity provides needed transportation service to an area containing approximately 64% of Minnesota's population. The type of transit service provided by each recipient varies, and includes fixed route, demand responsive, and specialized services.

Without this program, users of these systems would have little or no mobility. Trip purposes include trips to work, medical appointments, shopping, recreation, and congregate meal sites.

The Greater Minnesota Transit Plan broadly identified transit service deficiencies. More detailed regional needs assessments and service design are required to prepare for new service implementation. Needs assessments have been conducted in cooperation with Regional Development Commissions and local transit advisory groups.

**BUDGET ISSUES:**

The transit services provided through this grant program are funded through a local, state, and federal funding partnership that shares in the total cost of providing public transit trips to residents of Greater Minnesota.

Activities directed toward establishment of a comprehensive Greater Minnesota transit network include the following:

- During 1994, 6 regional needs assessments were completed. As a result, 16 counties are positioned to implement new public transit service.
- Six additional needs assessments are in progress with anticipated completion dates in early 1995.
- County-wide transit service is now available and fully operational in Brown County. Clay County service has been approved for Mn/DOT funding and is preparing for service implementation.

Base level funding will not permit service expansion to provide public transit service throughout Greater Minnesota in the 19 counties that currently have no service. Base level funding is insufficient to support the following:

- Maintenance of existing transit system service levels;
- Initiation of a capital investment program; and
- Implementation of public transit service in all Greater Minnesota counties.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Non-dedicated - Gen'l	\$9	\$12	\$-0-	\$-0-	\$-0-
Dedicated - Special	246	340	331	331	331
Dedicated - Federal	<u>3,005</u>	<u>7,412</u>	<u>6,147</u>	<u>3,467</u>	<u>3,467</u>
Total	\$3,260	\$7,764	\$6,478	\$3,798	\$3,798

**GRANTS:**

Mn/DOT is responsible for administering state and federal transit assistance funds for Greater Minnesota under M.S. 174. In addition, Mn/DOT has statewide responsibility for administering Federal Transit Administration programs (Sections 3, 8, 16, 18, and 26).

Key statutory purposes include: to provide access to transit for persons who have no alternative mode of transportation available, to increase the efficiency and productivity of public transit systems, to maintain a state commitment to public transportation, and to meet the needs of individual transit systems to the extent they are consistent with other objectives stated above.

Since 1-1-84, all transit systems in Greater Minnesota and several in the Metropolitan area have received state assistance through a fixed-share funding formula (M.S. 174.24).

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: TRANSIT  
ACTIVITY: GREATER MINN TRANSIT ASSIST

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES		24	94	84	84	84	84	84	84
EXPENSES/CONTRACTUAL SRVCS	19	81	2,786	1	1	1	1	1	1
MISC OPERATING EXPENSES		2	4	1	1	1	1	1	1
SUPPLIES/MATERIALS/PARTS	2	4	14	16	16	16	16	16	16
CAPITAL EQUIPMENT		4	50	50	50	50	50	50	50
<b>SUBTOTAL STATE OPERATIONS</b>	<b>21</b>	<b>115</b>	<b>2,948</b>	<b>152</b>	<b>152</b>	<b>152</b>	<b>152</b>	<b>152</b>	<b>152</b>
AIDS TO INDIVIDUALS	26	79	167	173	173	173	173	173	173
LOCAL ASSISTANCE	12,412	17,007	15,192	13,792	13,792	15,247	13,792	13,792	15,247
<b>TOTAL EXPENDITURES</b>	<b>12,459</b>	<b>17,201</b>	<b>18,307</b>	<b>14,117</b>	<b>14,117</b>	<b>15,572</b>	<b>14,117</b>	<b>14,117</b>	<b>15,572</b>
<b>GOV'S INITIATIVES:</b>									
			<b>FUND</b>						
(A) GREATER MN TRANSIT			<b>GEN</b>			1,455			1,455
<b>TOTAL GOV'S INITIATIVES</b>						<b>1,455</b>			<b>1,455</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	9,103	8,809	11,829	10,319	10,319	11,774	10,319	10,319	11,774
<b>STATUTORY APPROPRIATIONS:</b>									
FEDERAL	3,110	8,052	6,147	3,467	3,467	3,467	3,467	3,467	3,467
AGENCY	246	340	331	331	331	331	331	331	331
<b>TOTAL FINANCING</b>	<b>12,459</b>	<b>17,201</b>	<b>18,307</b>	<b>14,117</b>	<b>14,117</b>	<b>15,572</b>	<b>14,117</b>	<b>14,117</b>	<b>15,572</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR		.5	.5		.5			.5	
<b>TOTAL FTE</b>		<b>.5</b>	<b>.5</b>		<b>.5</b>	<b>.5</b>		<b>.5</b>	<b>.5</b>

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Transit Administration  
**PROGRAM:** Transit  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The transit administration activity manages public transit assistance programs located outside the 7-county Twin Cities Metropolitan Area. Activities, conducted in partnership with the federal government and local communities, are achieved through:

- Examining, negotiating, approving, and administering annual contracts with eligible public and private providers for transit system operating and capital assistance.
- Providing technical, professional, and management assistance to recipients of public transit funds, local officials, and prospective providers to augment local transit management resources and expertise.
- Directing financial analysis, budget preparation and management, accounting, reporting, and program review work in the development and implementation of programs mandated through federal/state appropriations.
- Directing the design, development, management, and support of transit related automated/integrated networking systems.
- Coordinating public transit systems to achieve an equitable balance between available resources and the transportation needs of the general public and transit dependents throughout Minnesota through increased use and operation of existing transportation facilities.

**BUDGET ISSUES:**

This activity's administrative budget consists of General, Trunk Highway and limited federal funds. Salaries presently comprise approximately 97% of the administrative budget. To provide technical assistance to the systems, it is necessary for our staff to travel to the site and meet with local representatives to negotiate contracts, conduct program reviews, review budgets, and review service design and performance.

The agency plan will result in the following transit administration activities:

Transit needs assessments are in progress throughout Greater Minnesota. Partnerships have been formed with Regional Development Commissions, local governments, and local advisory committees to determine transit needs and begin service design appropriate to individual communities. Mn/DOT's partnership responsibilities include provision of technical assistance related to design, operation management, and capital acquisition.

A Federal Transit Administration grant will allow Mn/DOT to participate in a Magnetic Fare System Demonstration Project, to be implemented by Mankato Heartland Express, to evaluate the use of smart card technology applications in Greater Minnesota transit.

The legislature granted Mn/DOT a one time appropriation (F.Y. 1995) for \$200,000 to conduct an Electric Vehicle Study in Saint Cloud. Partners in the study include Mn/DOT, St. Cloud Metropolitan Transit Commission, St. John's University, and the College of St. Benedict. The study, addressing safety, technology, weather and cost effectiveness of road powered electric vehicles, is expected to be completed in July, 1995.

This activity provides technical assistance for rideshare projects in Greater Minnesota. Rideshare is used to reduce the number of single-occupancy vehicles, replace transit routes with low ridership, and provide transit service in areas where service is not available.

This activity is also working with the Metropolitan Council to coordinate activities eligible for surface transportation funding for Transportation Demand Management programs in the Statewide Transportation Improvement Program.

**REVENUE:**

This activity generates dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - Federal	\$1,724	\$1,789	\$1,817	\$1,828	\$1,828

**GRANTS:**

Mn/DOT is responsible for administration of state, Federal Transit Administration programs Sections 3, 8, 16, 18, and 26 (M.S. 174), and federal rideshare funds (M.S. 473.375). These grants to Greater Minnesota urban, small urban, and rural transit providers and local organizations are for transit operating and capital, transit research, demonstration programs, and project management.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: TRANSIT  
ACTIVITY: TRANSIT ADMINISTRATION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	776	744	1,036	984	984	1,029	984	984	1,029
EXPENSES/CONTRACTUAL SRVCS	15	22	10	10	10	10	10	10	10
MISC OPERATING EXPENSES	51	39	60	100	100	100	100	100	100
SUPPLIES/MATERIALS/PARTS	16	16	49	9	9	9	9	9	9
CAPITAL EQUIPMENT	11	54	5	23	23	23	23	23	23
<b>SUBTOTAL STATE OPERATIONS</b>	<b>869</b>	<b>875</b>	<b>1,160</b>	<b>1,126</b>	<b>1,126</b>	<b>1,171</b>	<b>1,126</b>	<b>1,126</b>	<b>1,171</b>
AIDS TO INDIVIDUALS		7	73	39	39	39	39	39	39
LOCAL ASSISTANCE	1,636	1,483	1,534	1,354	1,354	1,354	1,354	1,354	1,354
<b>TOTAL EXPENDITURES</b>	<b>2,505</b>	<b>2,365</b>	<b>2,767</b>	<b>2,519</b>	<b>2,519</b>	<b>2,564</b>	<b>2,519</b>	<b>2,519</b>	<b>2,564</b>
<b>GOV'S INITIATIVES:</b>									
			<b>FUND</b>						
(A) GREATER MN TRANSIT			<b>GEN</b>			45			45
<b>TOTAL GOV'S INITIATIVES</b>						<b>45</b>			<b>45</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	425	381	417	403	403	448	403	403	448
TRUNK HIGHWAY	294	195	533	288	288	288	288	288	288
<b>STATUTORY APPROPRIATIONS:</b>									
FEDERAL	1,786	1,789	1,817	1,828	1,828	1,828	1,828	1,828	1,828
<b>TOTAL FINANCING</b>	<b>2,505</b>	<b>2,365</b>	<b>2,767</b>	<b>2,519</b>	<b>2,519</b>	<b>2,564</b>	<b>2,519</b>	<b>2,519</b>	<b>2,564</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	14.7	12.9	16.2		16.1			16.1	
TEMP/SEAS/PART_TIME	1.9	3.0	1.7		1.7			1.6	
<b>TOTAL FTE</b>	<b>16.6</b>	<b>15.9</b>	<b>17.9</b>		<b>17.8</b>	<b>18.8</b>		<b>17.7</b>	<b>18.7</b>

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Metro Transit  
**PROGRAM:** Transit  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The metro transit activity provides state funds for distribution to regional rail authorities in the metropolitan area for planning, preliminary engineering, design, and construction of light rail transit (LRT) facilities. It also provides appropriations from the state transportation fund for transit capital improvements in the Metropolitan area.

The Federal Transit Administration (FTA), Mn/DOT, Hennepin County Regional Railroad Authority (HCRRA), and Ramsey County Regional Railroad Authority (RCRRA) are jointly completing the necessary studies and environmental documents to make major transit capital improvements in the central corridor (Minneapolis-St. Paul) eligible for federal design and construction funding. The federal, state, and local governmental units are joint lead agencies developing the project, with Mn/DOT as the responsible governmental unit (RGU). The studies will produce an alternatives analysis/draft environmental impact statement (AA/DEIS) for the central corridor.

The central corridor links downtown St. Paul, the State Capitol area, the main campus of the University of Minnesota, and downtown Minneapolis. It is identified in the 1992 Regional Transit Facilities Plan as the region's priority corridor for light rail transit, and is the first of 2 corridors proposed as an initial 2-corridor LRT system for the Twin Cities.

**BUDGET ISSUES:**

The agency budget will result in the following Metro Transit activities:

The governor and legislature eliminated LRT grants in F.Y. 1992-93 biennial budget appropriations. On 9-17-92, the Legislative Advisory Commission granted permission for Mn/DOT to accept \$1,000,000 from the FTA in F.Y. 1993 to prepare an alternative analysis and an environmental impact statement for the central corridor between Minneapolis and St. Paul. An additional \$1,000,000 was approved in F.Y. 1994, for a total of \$2,000,000. The local "soft" match for this grant consists of the salaries of the joint lead agency staff members involved in the preparation of the AA/DEIS.

The legislature granted Mn/DOT a one-time General Fund appropriation (F.Y. 1995) for Central Corridor Analysis federal grant match through a partnership with the Ramsey County Regional Railroad Authority and the Hennepin County Regional Railroad Authority. It also approved \$10 million in bonding funds to match a \$10 million federal grant for preliminary engineering and final design of light rail transit in the central corridor. By the end of F.Y. 1997, an alternative analysis/final environmental impact statement will be completed and, if LRT is the selected alternative, preliminary design will begin for the Minneapolis-Saint Paul Central Corridor. The project must be managed by the Commissioner of Transportation, who delegated this activity to Metro Transit.

The legislature also appropriated \$10 million in transit capital improvements (F.Y. 1995) to the metro transit activity for a grant to the Metropolitan Transit Commission, or its successor agency, to acquire, construct, and improve land, buildings, and related improvements for transit purposes. The appropriation is intended for construction of a new transit facility in Saint Paul. These state transportation funds cannot be used for light rail transit.

This activity coordinates with the Federal Transit Administration, Metropolitan Council, and Regional Railroad Authorities to effectively and efficiently use transit capital and light rail transit facilities resources in the metropolitan area.

**REVENUE:**

This activity generates dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - Federal	\$696	\$630	\$970	\$5,970	\$5,970

Mn/DOT is responsible for administration of state and federal funds for light rail transit planning and certain capital improvements in the Twin Cities metropolitan area.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: TRANSIT  
ACTIVITY: METRO TRANSIT

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
EXPENSES/CONTRACTUAL SRVCS	696	630	1,170	5,970	5,970	5,970	5,970	5,970	5,970
SUBTOTAL STATE OPERATIONS	696	630	1,170	5,970	5,970	5,970	5,970	5,970	5,970
TOTAL EXPENDITURES	696	630	1,170	5,970	5,970	5,970	5,970	5,970	5,970
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL			200						
<b>STATUTORY APPROPRIATIONS:</b>									
FEDERAL	696	630	970	5,970	5,970	5,970	5,970	5,970	5,970
TOTAL FINANCING	696	630	1,170	5,970	5,970	5,970	5,970	5,970	5,970
<b>FTE BY EMPLOYMENT TYPE:</b>									
TOTAL FTE									

1996-97 Biennial Budget

**PROGRAM:** Railroads & Waterways  
**AGENCY:** Transportation, Department of (Mn/DOT)

**PROGRAM DESCRIPTION:**

The Railroads & Waterways program is the Department of Transportation's primary link for railroad and waterway transportation activities in the state. Activities associated with this program include: 1) working with railroads and local road authorities to promote and develop safety improvements at railroad grade crossings; 2) developing agreements and providing loans for rail acquisition, rail rehabilitation, and capital improvements with regional railroad authorities and shippers through the Minnesota Rail Service Improvement program, so that rail service in the state can be improved; 3) administering federal Intermodal Surface Transportation Efficiency Act (ISTEA) safety funds and federal local rail freight assistance funds; and 4) developing railroad and waterway plans that provide guidance for future investment of state and federal monies, as well as establishing a framework for future policy development.

**PROGRAM STATUS:**

Guided by the 1994 State Rail Plan, the Railroads & Waterways program will continue to respond to program goals by identifying investment opportunities to improve safety at railroad grade crossings and to preserve and improve rail freight transportation in Minnesota. Current funding levels provide \$4 million per year for grade crossing safety improvements and nearly \$5 million per year for rail service improvement projects.

Base level funding for the Rail Service Improvement program will be adequate to meet predicted needs for rail acquisition, rail rehabilitation, capital improvement projects, and rail banking activities in the F.Y. 1996-97 biennium.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Report to be accomplished as follows:

By the end of F.Y. 1997, the agency will have improved safety at an additional 480 railroad grade crossings.

By the end of F.Y. 1997, the agency will have acquired and/or improved an additional 225 miles of railroad for continued freight service.

By the end of F.Y. 1997, the agency, through preservation and improvement of rail lines, will have provided the opportunity for shippers to ship and/or receive nearly 100,000 carloads by rail.

**BUDGET AND REVENUE SUMMARY:**

The program budget is a base level budget. The rail service improvement activity is funded through a general obligation bond authorization. In 1982, a constitutional amendment was approved allowing the sale of \$25.5 million in bonds for rail acquisition/rehabilitation purposes. Since that time, \$18.5 million in bonds have been sold. It is expected that the balance of \$7 million in bond authority will be sold in the 1996-97 biennium.

The use of this bond authorization, in combination with federal rail service improvement grants and funding from railroads, shippers, and local units of government, has driven investments in projects totalling \$79 million. This amount includes grants totalling nearly \$2.7 million in emergency grants for railroad companies that experienced serious flood damage in 1993. The bond investments are generally made in the form of loans. Revenues from the repayment of loans under the Minnesota Rail Service Improvement program are deposited in the Minnesota Rail Service Improvement Account for future project investments. These revenues, anticipated to be approximately \$1.5 million per year, are needed to support anticipated program activities in the F.Y. 1996-97 biennium. Therefore, the program is to some degree self-sustaining.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: RAILROADS & WATERWAYS

ACTIVITY RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
RAIL SERVICE IMPROVEMENTS	2,063	6,901	6,667	6,050	6,050	6,050	5,550	5,550	5,550
RAILROADS & WATERWAYS ADMIN	2,597	2,218	8,912	1,730	1,730	1,730	1,730	1,730	1,730
TOTAL EXPENDITURES BY ACTIVITY	4,660	9,119	15,579	7,780	7,780	7,780	7,280	7,280	7,280

SOURCES OF FINANCING:

DIRECT APPROPRIATIONS:

GENERAL	257	225	890	242	242	242	242	242	242
TRUNK HIGHWAY	1,130	923	952	939	939	939	939	939	939
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	2,122	6,901	6,667	6,050	6,050	6,050	5,550	5,550	5,550
FEDERAL	1,151	1,070	7,070	549	549	549	549	549	549
TOTAL FINANCING	4,660	9,119	15,579	7,780	7,780	7,780	7,280	7,280	7,280

FTE BY EMPLOYMENT TYPE:

REGULAR	21.9	20.7	20.0		20.0			20.0	
TEMP/SEAS/PART_TIME	2.4	2.8	2.4		2.4			2.4	
TOTAL FTE	24.3	23.5	22.4		22.4	22.4		22.4	22.4

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Rail Service Improvement  
**PROGRAM:** Railroads & Waterways  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Rail Service Improvement activity preserves and improves rail lines that might otherwise be lost through abandonment when rail line viability is likely by providing loans and/or grants to regional railroad authorities, shippers, and railroad companies. It also increases rail use by providing capital improvement loans to rail shippers to improve rail shipping facilities.

In addition, this activity purchases and preserves abandoned railroad rights-of-way for potential future commercial transportation uses, including recreational trail use.

**BUDGET ISSUES:**

This budget activity is funded through a general obligation bond authorization. In 1982, a constitutional amendment was approved allowing the sale of \$25.5 million in bonds for rail acquisition/rehabilitation purposes. Since that time, \$18.5 million in bonds have been sold. It is expected that the balance of \$7 million in bond authority will be sold in the 1996-97 biennium.

The use of this bond authorization, in combination with federal rail service improvement grants and funding from railroads, shippers, and local units of government, has driven investments in projects totalling \$79 million. This amount includes grants totalling nearly \$2.7 million in emergency grants for railroad companies that experienced serious flood damage in 1993. The bond investments are generally made in the form of loans. Revenues from the repayment of loans under the Minnesota Rail Service Improvement program are deposited in the Minnesota Rail Service Improvement Account for future project investments. These revenues, anticipated to be approximately \$1.5 million per year, are needed to support anticipated program activities in the F. Y. 1996-97 biennium.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$1,808	\$3,954	\$4,150	\$6,050	\$5,550

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: RAILROADS & WATERWAYS  
ACTIVITY: RAIL SERVICE IMPROVEMENTS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
EXPENSES/CONTRACTUAL SRVCS			50	50	50	50	50	50	50
MISC OPERATING EXPENSES	3								
CAPITAL EQUIPMENT	10								
OTHER	1,439	4,992	6,117	5,500	5,500	5,500	5,000	5,000	5,000
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,452</b>	<b>4,992</b>	<b>6,167</b>	<b>5,550</b>	<b>5,550</b>	<b>5,550</b>	<b>5,050</b>	<b>5,050</b>	<b>5,050</b>
LOCAL ASSISTANCE	611	1,909	500	500	500	500	500	500	500
<b>TOTAL EXPENDITURES</b>	<b>2,063</b>	<b>6,901</b>	<b>6,667</b>	<b>6,050</b>	<b>6,050</b>	<b>6,050</b>	<b>5,550</b>	<b>5,550</b>	<b>5,550</b>
<b>SOURCES OF FINANCING:</b>									
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	2,053	6,901	6,667	6,050	6,050	6,050	5,550	5,550	5,550
FEDERAL	10								
<b>TOTAL FINANCING</b>	<b>2,063</b>	<b>6,901</b>	<b>6,667</b>	<b>6,050</b>	<b>6,050</b>	<b>6,050</b>	<b>5,550</b>	<b>5,550</b>	<b>5,550</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
<b>TOTAL FTE</b>									

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Railroads & Waterways Administration  
**PROGRAM:** Railroads & Waterways  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The railroads and waterways administration activity ensures the safe and efficient movement of goods via rail and vessels for all geographical areas and economic sectors of the state. This budget activity is accomplished by:

Promoting the safe interaction of rail transportation with highway and pedestrian movements through administration of the Federal Grade Crossing Safety Improvement Program agreements between the state, railroads, and local units of government.

Developing and maintaining comprehensive rail and water transportation plans that identify the major needs and issues of shippers, receivers, rail, and water transportation carriers and providing the basis for prioritizing those needs.

Expediting the relocation and restoration of railroad facilities and acquisition of railroad rights-of-way where affected by trunk highway construction projects.

Providing information and technical assistance to rail users who face loss of service through railroad abandonments.

Administering the Minnesota Rail Service Improvement Program, which provides for the acquisition and/or rehabilitation of rail lines and the preservation of rail rights-of-way for future transportation purposes, and for capital improvements to other rail facilities.

**BUDGET ISSUES:**

The Office of Railroads & Waterways' administrative budget is comprised of General Funds, trunk highway funds, and a small amount of federal funds. Current funding levels are expected to be adequate to meet current levels of service.

**REVENUE:**

This activity generates dedicated revenue.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Dedicated - Federal	\$1,153	\$1,108	\$7,036	\$549	\$549

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: RAILROADS & WATERWAYS  
ACTIVITY: RAILROADS & WATERWAYS ADMIN

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	1,176	1,120	1,313	1,146	1,146	1,146	1,146	1,146	1,146
EXPENSES/CONTRACTUAL SRVCS	224	15	525	25	25	25	25	25	25
MISC OPERATING EXPENSES	45	43	60	51	51	51	51	51	51
SUPPLIES/MATERIALS/PARTS	13	4	6	5	5	5	5	5	5
CAPITAL EQUIPMENT	36	19	5						
OTHER	1,091	1,017	7,003	3	3	3	3	3	3
<b>SUBTOTAL STATE OPERATIONS</b>	<b>2,585</b>	<b>2,218</b>	<b>8,912</b>	<b>1,230</b>	<b>1,230</b>	<b>1,230</b>	<b>1,230</b>	<b>1,230</b>	<b>1,230</b>
LOCAL ASSISTANCE	12			500	500	500	500	500	500
<b>TOTAL EXPENDITURES</b>	<b>2,597</b>	<b>2,218</b>	<b>8,912</b>	<b>1,730</b>	<b>1,730</b>	<b>1,730</b>	<b>1,730</b>	<b>1,730</b>	<b>1,730</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	257	225	890	242	242	242	242	242	242
TRUNK HIGHWAY	1,130	923	952	939	939	939	939	939	939
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	69								
FEDERAL	1,141	1,070	7,070	549	549	549	549	549	549
<b>TOTAL FINANCING</b>	<b>2,597</b>	<b>2,218</b>	<b>8,912</b>	<b>1,730</b>	<b>1,730</b>	<b>1,730</b>	<b>1,730</b>	<b>1,730</b>	<b>1,730</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	21.9	20.7	20.0		20.0			20.0	
TEMP/SEAS/PART_TIME	2.4	2.8	2.4		2.4			2.4	
<b>TOTAL FTE</b>	<b>24.3</b>	<b>23.5</b>	<b>22.4</b>		<b>22.4</b>	<b>22.4</b>		<b>22.4</b>	<b>22.4</b>

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1996-97 Biennial Budget

**PROGRAM:** Motor Carrier  
**AGENCY:** Transportation, Department of (Mn/DOT)

**PROGRAM DESCRIPTION:**

The purpose of the Motor Carrier program is to improve and ensure the safe transportation of people and property on Minnesota's highways through comprehensive licensing, educational, and enforcement programs; to form and maintain cooperative relationships with carriers, shippers, manufacturers, and others to obtain compliance with transportation regulations; and to create and support transportation alternatives that address personal, social, economic, and environmental values. The program administers and enforces the safety and economic regulations governing the for-hire and private motor carrier industry in Minnesota. It regulates for-hire carriers of freight and passengers, private carriers who transport their own goods, building movers, hazardous material and waste transporters, special transportation services for the elderly and persons with disabilities, limousine services, and personal transportation services.

**PROGRAM STATUS:**

Intrastate for-hire motor carriers have been subject to both economic and safety regulation in Minnesota since 1925. In 1992, the legislature determined that for-hire transportation in Minnesota should continue to be subject to a competitive entry process and to regulation of rates charged by the carriers and enacted the Motor Carrier Modernization Act. In August, 1994, Congress passed a law that pre-empts the right of the states to impose economic regulation on for-hire transporters of property other than household goods carriers. That law takes effect 1-1-95. States may continue to impose economic regulation on passenger carriers and may continue to regulate safety, insurance, hazardous materials, and vehicle weight, length, and route restrictions. This will remove approximately 3,000 intrastate for-hire motor carriers from operating authority and rate regulation in Minnesota. The fees those carriers have been paying will be reduced depending on what action the legislature takes to require those carriers to continue to register and file evidence of insurance.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Report to be accomplished as follows:

- By the end of F.Y. 1997, the agency will have increased the number of compliance reviews by 1600% in order to better monitor compliance with motor carrier safety regulations.
- By the end of F.Y. 1997, the agency will improve the safety compliance of intrastate motor carriers by establishing intrastate motor carrier safety audits and will audit 900 carriers. The office will also establish a process to assign each audited carrier a safety rating that indicates the extent to which it complies with safety regulations.
- By the end of F.Y. 1995, the agency will create a motor carrier safety rating system that will target unsafe carriers for audit and education. This system will be used in conjunction with the department's random audit program and educational programs and will be based on records that describe the carrier's safety performance, past violations, and financial stability.

- By the end of F.Y. 1997, the office will have continued to inspect and audit all special transportation services and vehicles used to transport elderly and persons with disabilities so that these persons are assured of safe transportation.
- By the end of F.Y. 1997, the special transportation service program for the elderly and persons with disabilities will be improved by auditing 85 training classes that are required by law to be provided to individuals who transport persons with disabilities and the elderly to make sure that the drivers are trained in the proper methods of assisting persons with disabilities for the safety of those transported.
- By the end of F.Y. 1997, the agency will double the number of audits it conducts on carriers' loading docks in order to determine whether hazardous material shipments are properly packaged and labeled so as to protect the public and the carrier from spills or accidents related to hazardous materials.
- By the end of F. Y. 1997, the agency will increase the number of audits of shippers of hazardous materials by 100% to determine whether shippers comply with the hazardous material packaging requirements and to provide them with assistance in learning to properly package hazardous materials for transportation.

The Motor Carrier program will continue to work with the Transit program and with passenger carriers to identify the most efficient and economical means of regulating transportation service in order to make it readily available. This includes identifying regulatory impediments to the effective provision of passenger transportation services.

**BUDGET AND REVENUE SUMMARY:**

The agency has carefully examined the budget of the Motor Carrier program and has determined that 6 positions and \$231,000 will be eliminated during each fiscal year. The 6 positions include:

- 1 clerk typist who processes authority applications for the Transportation Regulation Board;
- 1 rate and tariff analyst and 1 transportation rate and tariff specialist who review tariffs filed by property carriers who are no longer required to file tariffs;
- 1 auditor intermediate who reviews and analyzes annual financial reports filed by carriers (the agency will ask the legislature to repeal this requirement); and
- 2 motor transportation representatives who enforce economic operating authority requirements.

Under the federal preemption law, states may still regulate household goods carriers and passenger carriers. Those carriers will still be required to file rates and tariffs so 1 rate and tariff analyst will continue to be needed. If the Legislature deregulates those carriers in 1996, then the 1 remaining rate and tariff analyst position could be eliminated. If not, the position will continue to be needed.

The agency budget plan will provide funding for 3 positions in the program that regulates the Special Transportation Services for the Elderly and Persons with Disabilities. At the express direction of the legislature, the agency, in 1992, adopted rules significantly strengthening inspection of vehicles and qualifications and training of drivers. The law requires Mn/DOT to inspect each vehicle and audit each provider every year to certify that service providers meet driver, vehicle, insurance, and training safety requirements mandated by the state. Three positions were provided for this activity as well as \$164,000 in 1996 and \$165,000 in 1997.

1996-97 Biennial Budget

**PROGRAM:** Motor Carrier  
**AGENCY:** Transportation, Department of (Mn/DOT)  
 (Continuation)

The legislature also directed the department to conduct random unannounced inspections of 5% of the vehicles each quarter.

Those inspections are very ineffective because the vehicles are already out providing service when inspectors show up unannounced. The agency is monitoring whether defects discovered during annual inspections and audits are corrected and will ask the legislature to repeal the requirement that there be random unannounced inspections as the activity is not cost-effective.

The agency budget plan will provide public information to respond to increased requests for information about changes in laws and rules from carriers and shippers. The funds will provide a comprehensive motor carrier regulation handbook, newsletters, fact sheets, and training materials. It is more effective to obtain compliance through education before accidents or hazardous materials spills occur.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - General	\$-0-	\$-0-	\$5	\$10	\$10
Dedicated - Special	2	-0-	-0-	-0-	-0-
Dedicated - Trunk Highway	39	1,839	2,100	2,060	2,060
Dedicated - Federal	394	341	511	408	386
Non-Dedicated - General	-0-	-0-	220	440	440
Non-Dedicated - Trunk Highway	<u>2,452</u>	<u>2,526</u>	<u>2,556</u>	<u>2,556</u>	<u>2,556</u>
Total	\$2,887	\$4,706	\$5,392	\$5,474	\$5,452

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION,DEPARTMENT OF  
PROGRAM: MOTOR CARRIER REGULATION  
ACTIVITY: MOTOR CARRIER ADMINISTRATION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	1,915	2,072	2,594	2,259	2,136	2,136	2,237	2,114	2,114
EXPENSES/CONTRACTUAL SRVCS	385	94	33	240	283	283	240	284	284
MISC OPERATING EXPENSES	109	110	108	91	96	96	91	96	96
SUPPLIES/MATERIALS/PARTS	163	66	54	80	84	84	80	84	84
CAPITAL EQUIPMENT	31	31	30	37	41	41	37	41	41
OTHER			34	34	34	34	34	34	34
<b>SUBTOTAL STATE OPERATIONS</b>	<b>2,603</b>	<b>2,373</b>	<b>2,853</b>	<b>2,741</b>	<b>2,674</b>	<b>2,674</b>	<b>2,719</b>	<b>2,653</b>	<b>2,653</b>
<b>TOTAL EXPENDITURES</b>	<b>2,603</b>	<b>2,373</b>	<b>2,853</b>	<b>2,741</b>	<b>2,674</b>	<b>2,674</b>	<b>2,719</b>	<b>2,653</b>	<b>2,653</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
ELDERLY AND DISABLED SERVICES			THI		164			165	
MOTOR CARRIER DEREGULATION			THI		<231>			<231>	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>&lt;67&gt;</b>			<b>&lt;66&gt;</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	100	101	118	107	107	107	107	107	107
TRUNK HIGHWAY	2,099	1,813	2,224	2,226	2,159	2,159	2,226	2,160	2,160
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	2								
FEDERAL	402	459	511	408	408	408	386	386	386
<b>TOTAL FINANCING</b>	<b>2,603</b>	<b>2,373</b>	<b>2,853</b>	<b>2,741</b>	<b>2,674</b>	<b>2,674</b>	<b>2,719</b>	<b>2,653</b>	<b>2,653</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	42.3	44.1	48.0		45.0			45.0	

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: MOTOR CARRIER REGULATION  
ACTIVITY: MOTOR CARRIER ADMINISTRATION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TEMP/SEAS/PART_TIME	6.1	8.2	5.1		5.1		5.1		
OVERTIME	.3	.3	.3		.3		.3		
TOTAL FTE	48.7	52.6	53.4		50.4	50.4	50.4	50.4	

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1996-97 Biennial Budget

**PROGRAM:** Local Roads  
**AGENCY:** Transportation, Department of (Mn/DOT)

**PROGRAM DESCRIPTION:**

The Commissioner of Transportation is charged with promulgating the rules under which the state aid systems are operated. The cities and counties implement the program in accordance with the goals of the statewide transportation system. The Local Roads program provides technical assistance and leadership in the development and maintenance of the County State Aid Highway (CSAH) system and the Municipal State Aid Street (MSAS) system so these systems provide an integrated and coordinated network of roads for the movement of people and goods, particularly in rural areas and small cities. This network must be safe. The program strives to achieve a maximum benefit preservation from its investments in existing infrastructure.

This program contributes to the goal of providing access for all people to goods and services through transportation that balances personal, social, economic, and environmental values with safety.

**PROGRAM STATUS:**

The State Aid for Local Transportation Division assists the counties and cities in the utilization of state and federal monies for the construction of local roads and bridges on the transportation network.

- The State Aid for Local Transportation Division acts as agent for the local authority in the administration of federal construction contracts. The changes in how the federal transportation funds are allocated are due to the Intermodal Surface Transportation Efficiency Act that requires that State Aid be more oriented towards planning and the total network.
- New municipalities qualify for participation in the distribution of the highway users tax distribution fund (HUTDF) as their population grows. The State Aid for Local Transportation Division provides these cities with guidance in establishing a state aid street system that will help them move people and goods and be economically viable.
- The increasing complexity of project development has increased the amount of time the agency spends with individual agencies helping them to fulfill the requirements for public involvement and environmental and historical documentation. This increases the time and money it takes to get to project letting for both the State Aid for Local Transportation Division and the local agency.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Report to be accomplished as follows:

- By the end of F.Y. 1997, 20.5% of the outstate district CSAH systems, and 55% of the Metro division CSAH system will carry legal loads year-round.

- By the end of F.Y. 1997, the accident rate on the MSAS system statewide will decrease to 5.1 accidents per million vehicle miles traveled and the accident rate on the CSAH system statewide will be reduced to 2.7 per million vehicle miles traveled.
- By the end of F.Y. 1997, less than 22% of the bridges on the local roads system will be deficient.

**BUDGET AND REVENUE SUMMARY:**

In previous biennial budgets, the State Aid Technical Assistance activity has been funded from the Trunk Highway appropriation, and then the Trunk Highway Fund has been reimbursed from the State Aid Administrative Account. This will no longer be the case. The State Aid Technical Assistance, as well as the County State Aids and Municipal State Aids activities, will be funded directly from the State Aid Administrative Account. The previous amounts shown in the Trunk Highway Fund in this program, State Road Construction, State Road Operations, and General Support, have been decreased, and all the funds to support the county and municipal programs are in the State Aid Administrative Account.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: LOCAL ROADS

ACTIVITY RESOURCE ALLOCATION:	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
COUNTY STATE AIDS	271,566	250,013	317,159	287,099	287,099	287,099	294,563	294,563	294,563
MUNICIPAL STATE AIDS	112,686	80,014	85,313	87,522	87,522	87,522	89,695	89,695	89,695
FEDERAL-COUNTY ROAD & BRIDG	80,906	90,104	93,052	95,000	95,000	95,000	95,000	95,000	95,000
STATE AID TECHNICAL ASSIST	1,118	1,196	1,244	5,705	5,705	5,705	5,852	5,852	5,852
TOTAL EXPENDITURES BY ACTIVITY	466,276	421,327	496,768	475,326	475,326	475,326	485,110	485,110	485,110
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
MUNICPL/ST AID-HGHWY	112,686	80,000	85,313	87,078	87,078	87,078	89,240	89,240	89,240
CNTY/STATE AID-HGHWY	271,503	250,000	317,159	285,642	285,642	285,642	293,068	293,068	293,068
TRUNK HIGHWAY	1,118	1,196	1,244						
OPEN APPROPRIATIONS:									
TRANSPORTATION	63	13							
STATUTORY APPROPRIATIONS:									
MUNICPL/ST AID-HGHWY				1,777	1,777	1,777	1,821	1,821	1,821
CNTY/STATE AID-HGHWY				5,829	5,829	5,829	5,981	5,981	5,981
TRANSPORTATION		14							
FEDERAL	80,906	90,104	93,052	95,000	95,000	95,000	95,000	95,000	95,000
TOTAL FINANCING	466,276	421,327	496,768	475,326	475,326	475,326	485,110	485,110	485,110
FTE BY EMPLOYMENT TYPE:									
REGULAR	20.7	20.5	24.0		44.0			44.0	
TEMP/SEAS/PART_TIME	1.6	3.4	.4		3.4			3.4	
TOTAL FTE	22.3	23.9	24.4		47.4	47.4		47.4	47.4

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** County State Aids  
**PROGRAM:** Local Roads  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The County State Aid activity represents the 29% of the highway users tax distribution fund (HUTDF) allocated to the counties. These dollars are allocated to the counties for both maintenance and construction activities on the 30,000 miles of county state aid highways. Many of the dollars spent in the rural areas are to improve the structural capacity of the roadways for the movement of goods, while the dollars spent in the metro area are more often for capacity improvements. The counties select the construction projects and maintenance activities on which to spend these dollars. Since the needs of the system are greater than the funds available, the counties select projects that have maximum benefit and, wherever possible, preserve the structure in place.

**BUDGET ISSUES:**

The agency budget plan will affect the delivery of these services in that the total dollars available for transportation purposes has not been increased at a rate that can keep up with the increasing needs of the aging infrastructure. The agency must assist the counties to use these dollars on the highest priority projects in their areas. Because of the limited dollars, it is likely that more money will be spent on system preservation-type projects, such as overlays, rather than on work that provides system upgrades. The 1994 Legislature increased the amount set aside for research activities from 0.25% to 0.5% of the projected revenue. In F.Y. 1996 and 1997, about \$1.2 million (\$420,000 in F.Y. 1996 and 800,000 in F.Y. 1997) will be allocated for research.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - County State Aid	\$377	\$413	\$400	\$400	\$400
Non-dedicated - County State Aid	<u>13,153</u>	<u>10,601</u>	<u>13,000</u>	<u>16,250</u>	<u>16,250</u>
Total	\$13,530	\$11,014	\$13,400	\$16,650	\$16,650

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: LOCAL ROADS  
ACTIVITY: COUNTY STATE AIDS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
STATE OPERATIONS:									
EXPENSES/CONTRACTUAL SRVCS	2,705	3,313	3,464	1,457	1,457	1,457	1,495	1,495	1,495
MISC OPERATING EXPENSES	15	9							
SUPPLIES/MATERIALS/PARTS	14	3							
OTHER	84	15							
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	2,818	3,340	3,464	1,457	1,457	1,457	1,495	1,495	1,495
LOCAL ASSISTANCE	268,748	246,673	313,695	285,642	285,642	285,642	293,068	293,068	293,068
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	271,566	250,013	317,159	287,099	287,099	287,099	294,563	294,563	294,563
<b>SOURCES OF FINANCING:</b>									
DIRECT APPROPRIATIONS:									
CNTY/STATE AID-HGHWY	271,503	250,000	317,159	285,642	285,642	285,642	293,068	293,068	293,068
OPEN APPROPRIATIONS:									
TRANSPORTATION	63	13							
STATUTORY APPROPRIATIONS:									
CNTY/STATE AID-HGHWY				1,457	1,457	1,457	1,495	1,495	1,495
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FINANCING	271,566	250,013	317,159	287,099	287,099	287,099	294,563	294,563	294,563
<b>FTE BY EMPLOYMENT TYPE:</b>									
=====									
TOTAL FTE									

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Municipal State Aids  
**PROGRAM:** Local Roads  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Municipal State Aid activity represents 9% of the highway users tax distribution fund (HUTDF) allocated to the cities over 5,000 population. These dollars are allocated to the cities for both maintenance and construction activities on the 2,500 miles of state aid streets. Within the Twin Cities metro area, many of the projects are designed to relieve congestion, while in the rural cities they provide for the movement of goods. The cities select the construction projects and maintenance activities on which to spend these dollars. Since the needs of the system are greater than the funds available, the cities select projects that have maximum benefit and, whenever possible, preserve the structure in place.

**BUDGET ISSUES:**

The total dollars available for transportation purposes has not been increasing at a rate that can keep up with the increasing needs of the aging infrastructure. We must assist the cities in using these dollars on the highest priority projects in their areas. Because of the limited dollars, it is likely that more money will be spent on system preservation-type projects, such as overlays, rather than on work that provides system upgrades. The 1994 Legislature increased the amount set aside for research activities from 0.25% to 0.5% of the projected revenue. Revenues allocated for research will be \$160,000 in F.Y. 1996 and \$270,000 in F.Y. 1997.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated-Municipal State Aid	\$2,899	\$45	\$400	\$400	\$400
Non-dedicated-Municipal State Aid	<u>8,880</u>	<u>6,065</u>	<u>7,000</u>	<u>8,750</u>	<u>8,750</u>
Total	\$11,779	\$6,110	\$7,400	\$9,150	\$9,150

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: LOCAL ROADS  
ACTIVITY: MUNICIPAL STATE AIDS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
STATE OPERATIONS:									
EXPENSES/CONTRACTUAL SRVCS	811	950	1,045	444	444	444	455	455	455
MISC OPERATING EXPENSES	4	3							
SUPPLIES/MATERIALS/PARTS	7	2							
OTHER	34	9							
SUBTOTAL STATE OPERATIONS	856	964	1,045	444	444	444	455	455	455
LOCAL ASSISTANCE	111,830	79,050	84,268	87,078	87,078	87,078	89,240	89,240	89,240
<b>TOTAL EXPENDITURES</b>	<b>112,686</b>	<b>80,014</b>	<b>85,313</b>	<b>87,522</b>	<b>87,522</b>	<b>87,522</b>	<b>89,695</b>	<b>89,695</b>	<b>89,695</b>
<b>SOURCES OF FINANCING:</b>									
DIRECT APPROPRIATIONS:									
MUNICPL/ST AID-HGHWY	112,686	80,000	85,313	87,078	87,078	87,078	89,240	89,240	89,240
STATUTORY APPROPRIATIONS:									
MUNICPL/ST AID-HGHWY				444	444	444	455	455	455
TRANSPORTATION		14							
<b>TOTAL FINANCING</b>	<b>112,686</b>	<b>80,014</b>	<b>85,313</b>	<b>87,522</b>	<b>87,522</b>	<b>87,522</b>	<b>89,695</b>	<b>89,695</b>	<b>89,695</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
<b>TOTAL FTE</b>									

**BUDGET ACTIVITY:** Federal-County Road and Bridge  
**PROGRAM:** Local Roads  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Federal-County Road and Bridge activity represents the portion of the federal Intermodal Surface Transportation Efficiency Act (ISTEA) funds allocated to Minnesota that are to be distributed to the cities and counties and other agencies for construction activities on roads, bridges, and for transportation enhancement projects. These roads can be any local road that is classed as a major collector or higher in a rural area or an arterial in an urban area. The bridges that qualify are those on a local road system that are 20 feet or greater in length. Since the needs of the system are greater than the funds available, the counties, cities, and other agencies select projects to submit to the Area Transportation Partnerships which have maximum benefit and preserve the structure in place, whenever possible, so that they can successfully compete for funds among many other projects.

**BUDGET ISSUES:**

The agency budget plan recognizes that the number of projects has increased primarily because of the enhancement program under ISTEA. Also this program has involved several new entities as project proposers who have no previous experience with the federal-aid process, thereby increasing the need for more frequent contact with those entities during project development. The agency will be providing more support for the federal project development process because of this increased project load.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Federal	\$81,929	\$90,586	\$92,010	\$95,000	\$95,000

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: LOCAL ROADS  
ACTIVITY: FEDERAL-COUNTY ROAD & BRIDGE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	16	22	30	30	30	30	30	30	30
EXPENSES/CONTRACTUAL SRVCS	331	226							
MISC OPERATING EXPENSES	40								
OTHER	71,976	79,940	83,052	85,000	85,000	85,000	85,000	85,000	85,000
<b>SUBTOTAL STATE OPERATIONS</b>	<b>72,363</b>	<b>80,188</b>	<b>83,082</b>	<b>85,030</b>	<b>85,030</b>	<b>85,030</b>	<b>85,030</b>	<b>85,030</b>	<b>85,030</b>
LOCAL ASSISTANCE	8,543	9,916	9,970	9,970	9,970	9,970	9,970	9,970	9,970
<b>TOTAL EXPENDITURES</b>	<b>80,906</b>	<b>90,104</b>	<b>93,052</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>
<b>SOURCES OF FINANCING:</b>									
<b>STATUTORY APPROPRIATIONS:</b>									
FEDERAL	80,906	90,104	93,052	95,000	95,000	95,000	95,000	95,000	95,000
<b>TOTAL FINANCING</b>	<b>80,906</b>	<b>90,104</b>	<b>93,052</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
<b>TOTAL FTE</b>									

1996-97 Biennial Budget

**BUDGET ACTIVITY:** State Aid Technical Assistance  
**PROGRAM:** Local Roads  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The State Aid Technical Assistance activity represents the operating expenditures for the State Aid for Local Transportation Division. Minnesota Statutes 162.12 and 162.06 allow up to 1-1/2% of the total dollars available to be used for administration.

The State Aid for Local Transportation Division acts as agent for the local authority in the administration of federal construction contracts. We assist individual agencies to fulfill the requirements for public involvement and environmental and historical documentation.

The State Aid for Local Transportation Division provides cities and counties with guidance in establishing or modifying a state aid system that will help them move people and goods. We assist them with technical issues in the area of design, construction techniques, and materials so that they can get the maximum benefit from their investment in a project.

**BUDGET ISSUES:**

In previous biennial budgets, the operating expenditures for this activity were budgeted from the Truck Highway Fund and reimbursed from the State Aid Administrative accounts. Starting with F.Y. 1996 expenditures for state aid technical assistance will be made directly from the 2 state aid funds. This change is supported by both the Minnesota County Engineers Association and the City Engineers Association of Minnesota. The statutory appropriation is being established at 1 1/2% of the estimated amount available for distribution as defined, in M.S. 162.06 Subd. 1 and 162.12 Subd. 1.

The activity addresses the relationship between appropriation and expenditure and helps the local agencies spend their appropriation on construction projects to improve the state aid road systems.

**REVENUE:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: LOCAL ROADS  
ACTIVITY: STATE AID TECHNICAL ASSIST

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	1,075	1,124	1,131	3,107	3,107	3,107	3,107	3,107	3,107
EXPENSES/CONTRACTUAL SRVCS	22	19	35	1,203	1,203	1,203	1,619	1,619	1,619
MISC OPERATING EXPENSES	18	16	22	701	701	701	106	106	106
SUPPLIES/MATERIALS/PARTS	3	26	36	125	125	125	57	57	57
CAPITAL EQUIPMENT		11	20	569	569	569	963	963	963
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,118</b>	<b>1,196</b>	<b>1,244</b>	<b>5,705</b>	<b>5,705</b>	<b>5,705</b>	<b>5,852</b>	<b>5,852</b>	<b>5,852</b>
<b>TOTAL EXPENDITURES</b>	<b>1,118</b>	<b>1,196</b>	<b>1,244</b>	<b>5,705</b>	<b>5,705</b>	<b>5,705</b>	<b>5,852</b>	<b>5,852</b>	<b>5,852</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	1,118	1,196	1,244						
<b>STATUTORY APPROPRIATIONS:</b>									
MUNICPL/ST AID-HGHWY				1,333	1,333	1,333	1,366	1,366	1,366
CNTY/STATE AID-HGHWY				4,372	4,372	4,372	4,486	4,486	4,486
<b>TOTAL FINANCING</b>	<b>1,118</b>	<b>1,196</b>	<b>1,244</b>	<b>5,705</b>	<b>5,705</b>	<b>5,705</b>	<b>5,852</b>	<b>5,852</b>	<b>5,852</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	20.7	20.5	24.0		44.0			44.0	
TEMP/SEAS/PART_TIME	1.6	3.4	.4		3.4			3.4	
<b>TOTAL FTE</b>	<b>22.3</b>	<b>23.9</b>	<b>24.4</b>		<b>47.4</b>	<b>47.4</b>		<b>47.4</b>	<b>47.4</b>

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## 1996-97 Biennial Budget

**PROGRAM:** State Road Construction  
**AGENCY:** Transportation, Department of (Mn/DOT)

### PROGRAM DESCRIPTION:

The State Road Construction program has adopted the following 5 goals:

- Safety - a safe highway system for all users.
- Fiscal Stewardship - a state highway system that utilizes and extends the value of transportation investments.
- Accessibility - a broadly based system of state-aided highways, which provides access to all areas of the state.
- Economic Development - a preserved or improved standard of living for Minnesota citizens through reliable and predictable transportation systems and services and a reduced total cost of transportation.
- Environmental Stewardship - an environment that is preserved and enhanced through proactive programs.

The following 5 budget activities support these goals:

#### **State Road Construction**

- Safety Improvements: Contract expenditures for roadway safety and operational improvements.
- Rail Crossing Safety: Payments for rail crossing improvements and signals on any public highway.
- Road and Bridge Construction: Contract expenditures to preserve and improve state highways.
- Construction-Related Expenses: Payments for the relocation of public utilities and cooperative work with local governments and railroad companies.
- Right of Way Acquisition: Payments for property necessary for state highway construction.
- Environmental: Junkyard regulations (financed by allocation from the environmental fund motor vehicle title transfer fee), wetland, historical site, and other mitigation activities.

#### **Highway Debt Service**

- Repayment of trunk highway debt, which includes principal and interest on state bonds, principal on loans and advances from other government entities, and service fees.

#### **Research and Investment Management**

- Develop truck and intermodal policy and positions.
- Develop and update the State Transportation Plan.
- Manage development of Intermodal Surface Transportation Efficiency Act (ISTEA) "Management Systems".
- Develop innovative financing techniques and new ways to encourage public-private partnership.
- Manage Minnesota Guidestar program to enhance system capacity, system safety, commercial productivity, and metro wide systems integration. This is known as Intelligent Transportation System (ITS), and was formerly referred to as IVHS.
- Provide highway and regional planning, program development, and bicycle planning and coordination. This includes grants to Regional Development Commissions (RDCs) and Metropolitan Planning Organizations (MPOs) for transportation planning.
- Provide transportation data collection, data base development, and maintenance and analysis for use in making informed transportation decisions.
- Manage transportation research, new initiatives, and long-range, strategic initiatives.
- Coordinate bike and pedestrian activities.

**Design Engineering** - Central office pre-construction program delivery work and constituent services; central office and satellite office construction support.

- Technical Support
- Bridges and Structures
- Right of Way, Surveying & Mapping
- Materials Research and Pavement Engineering
- Construction Contract Administration
- Equal Employment Opportunity Program Administration
- Environmental Services
- Scientific and Engineering Equipment

**Construction Engineering** - Pre-construction and construction program delivery work and constituent services in the 8 geographic districts: the Twin Cities metropolitan area; Duluth; Bemidji; Brainerd; Detroit Lakes; Rochester; Mankato, and Willmar.

### PROGRAM STATUS:

#### **State Trunk Highway Fund**

State road construction needs identified by the Transportation Study Board (\$854 million/year) greatly exceed trunk highway fund revenue estimates. State trunk highway system operating costs have gradually increased, while revenues from user fees have remained rather constant. Given a funding scenario of no state transportation funding increase in the next biennium and through the end of the decade, the state's transportation system will begin to deteriorate.

For the F.Y. 1994-95 biennium, \$65 million per year in state highway construction projects were deferred. The rebuilding cycle for state highways and bridges went from 105 years to approximately 125 years, compared to a desirable replacement cycle of 50-60 years. While the effectiveness indicators, in most cases, are not expected to decline over 1994-1995, the indicators will decrease in the long-term. Continued reductions in the construction program will make increases in state road construction investments necessary in future bienniums. Thus, spending "cuts" are actually spending "delays." The potential exists for increased road weight restrictions and other system constraints.

#### **Federal Aid for Highways, Bridges, and Transportation**

The federal ISTEA of 1991 restructured the federal transportation program and established funding targets for the 6 years F.Y. 1992 to F.Y. 1997.

This restructuring has allowed more flexibility for state and local transportation investments. Project eligibility has also broadened to include transit equipment and right-of-way, scenic, bicycle, pedestrian or other enhancements, and operational improvements beyond the traditional highway capital and preservation projects. Area Transportation Partnerships (ATP's) were established in each of the 8 geographic districts to accommodate these more flexible and broad federal funding approaches. There is no guarantee the annual appropriations from Congress will reach the authorized transportation funding targets shown in the ISTEA of 1991. Mn/DOT expects a larger share of federal aid for Minnesota will be shifted to high priority local projects compared with use on state trunk highways; roads, bridges, transit capital, and enhancements.

#### **Planning**

Both M.S. 174.03 and federal law (ISTEA) require the agency to perform transportation planning. Statewide, intermodal, research, strategic, business, regional, district, and metropolitan planning are necessary to provide an analytical basis to operate, manage, and invest in the state's transportation systems. ISTEA provides opportunities to develop new processes for identifying transportation needs and more active involvement of stakeholders than in the past.

**PROGRAM:** State Road Construction  
**AGENCY:** Transportation, Department of (Mn/DOT)  
 (Continuation)

**PLANNED RESULTS:**

The agency budget plan allows the department to work towards the targeted performance levels identified in the 1994 Annual Performance Report. The following summaries present the direction established in the report:

- Mn/DOT will continue to improve the safety and operations of state trunk highways.
- Mn/DOT will continue to improve and maintain the rideability and quality of the state roadway and bridge system each year. The existing pavement quality index (PQI) level will be maintained for all principal arterials, but the lesser traveled road's (minor arterials, collectors and local roads) PQI will be allowed to drop.
- Mn/DOT will maintain accessibility for high volume people movement and high volume freight shipments between and within significant economic centers.
- Mn/DOT will maximize available federal funding under ISTEA using state, local or private funds to match federal funds. Pursue partnerships as alternative funding options.
- Mn/DOT will continue the operational testing of ITS, further exploring options to help manage congestion.
- Mn/DOT will continue to use the statewide investment process, which allows Area Transportation Partnerships to make regional transportation priority recommendations.
- By the end of F.Y. 1997, Mn/DOT will develop federally-mandated management systems so that data bases and performance measures are improved and refined and become a viable tool in the investment decision process.
- Mn/DOT will continue to encourage activities that enhance and protect the environment, social and economic base in Minnesota, such as: landscape partnerships, construction projects (to reduce travel times, shipping costs, or increase safety), and advance-financing with businesses and local governments.
- Mn/DOT will continue to improve the productivity, efficiency, and quality of program delivery processes by using more automation and new managerial techniques.
- Mn/DOT will continue to emphasize citizen and agency involvement in project development so that a wide range of customer needs are met.

**BUDGET AND REVENUE SUMMARY:**

State road construction program resource allocations among budget activities are as follows:

	<u>Dollars in Thousands</u>			
	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
State Road Construction	\$348,629	\$356,583	\$341,663	\$339,663
Highway Debt Service*	13,754	14,397	21,728	19,602
Research and Investment Management	13,716	17,682	11,727	11,702
Design Engineering	44,088	57,891	50,939	50,939
Construction Engineering	53,321	57,414	54,350	54,350

\* Actual debt payoff amounts. Some debt is redeemed via transfer to the state debt service fund and will not show as an expenditure in the history years of the budget detail pages.

Re-payment to Bloomington for previously advanced funding for construction continues in F.Y. 1996-97 in addition to other scheduled bond payments, under the Highway Debt Service Budget Activity.

Research and Investment Management performed about \$3.5 million per year of ITS project Guidestar research in F.Y. 1994 and F.Y. 1995. The federal funding of this project ended in F.Y. 1995 reducing resource allocations for this activity to \$11.7 million per year for F.Y. 1996 and F.Y. 1997.

MPOs in Greater Minnesota and the Twin Cities will receive state funds (\$180,000 available per year) to supplement their budgets for transportation planning and coordination. Nine RDCs will be eligible for transportation planning grants of \$37,000 annually, and the areas not represented by existing RDCs will be handled by the local Mn/DOT District office. These efforts will assist Mn/DOT in meeting recent mandates of the ISTEA.

Bicycle and Pedestrian program coordination will be enhanced using federal revenues for the administrative staff activities.

ISTEA includes requirements that call for increased levels of intermodal information about truck-rail, rail-barge, truck-air, air-transit, rail-transit and other types of shipments or travel. Meeting expanded information needs with existing staff levels may require a reduction in traditional information products.

Summary of the program plan is as follows:

- Increase of \$35,000 in F.Y. 1996 and \$35,000 in F.Y. 1997 for the bridge management system to provide information for prudent investment and maintenance decisions for optimal management of the state's 20,000 bridges.
- Increase of \$375,000 in both F.Y. 1996 and F.Y. 1997 to convert all plans and specifications submitted to the federal government to metric units.
- Increase of \$132,000 in F.Y. 1996 and \$132,000 in F.Y. 1997 to staff inspection teams to conduct "in-depth" inspections of fracture critical bridges in the state to meet federal guidelines.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding levels as requested in the agency's plan, but also incorporates initiatives for the following purposes:

	<u>Dollars in Thousands</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Road Operations and Congestion Management	\$ 290	\$ 142
Minnesota Road Research Project	1,500	1,500
State Road Construction	<u>42,200</u>	<u>43,500</u>
Total	\$43,900	\$45,142

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD CONSTRUCTION

ACTIVITY RESOURCE ALLOCATION:	FY 1993			FY 1994			FY 1995			FY 1996			FY 1997		
	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
STATE ROAD CONSTRUCTION	343,431	348,513	354,083	339,163	339,163	380,463	337,163	337,163	379,763						
HIGHWAY DEBT SERVICE	28,155		1,985	21,728	21,728	21,728	19,602	19,602	19,602						
RESEARCH AND INVESTMENT MANAGEMENT	8,694	13,832	20,182	14,227	14,227	14,367	14,202	14,202	14,344						
DESIGN ENGINEERING	52,186	44,088	57,891	50,939	51,481	52,981	50,939	51,481	52,981						
CONSTRUCTION ENGINEERING	54,991	53,321	57,414	54,350	54,350	55,400	54,350	54,350	55,250						
TOTAL EXPENDITURES BY ACTIVITY	487,457	459,754	491,555	480,407	480,949	524,939	476,256	476,798	521,940						
AGENCY PLAN ITEMS:	FUND														
FEDERAL MANDATES	THI														
				542			542			542			542		
TOTAL AGENCY PLAN ITEMS				542			542			542			542		
GOV'S INITIATIVES:	FUND														
(A) ROAD OPERATIONS/CONGESTION MANAGEMET	THI														
				290			290			290			142		
(A) MN/ROAD RESEARCH PROJECT	THI														
				1,500			1,500			1,500			1,500		
(A) STATE ROAD CONSTRUCTION	THI														
				42,200			42,200			42,200			43,500		
TOTAL GOV'S INITIATIVES				43,990			43,990			43,990			45,142		
SOURCES OF FINANCING:	FUND														
DIRECT APPROPRIATIONS:	GENERAL														
TRUNK HIGHWAY	455,903	442,999	479,995	472,403	472,945	516,935	470,277	470,819	515,961	25	25	25	25	25	25
ENVIRONMENTAL	200	46	354												
STATUTORY APPROPRIATIONS:	MN RESOURCES														
				100			79			79			79		
STATE GOVT SPEC REV	84														
SPECIAL REVENUE	66	10,630	2,043	4,082	4,082	4,082	2,057	2,057	2,057						
TRUNK HIGHWAY	28,409	138	400	213	213	213	213	213	213						
FEDERAL	2,795	5,841	8,659	3,684	3,684	3,684	3,684	3,684	3,684						
TOTAL FINANCING	487,457	459,754	491,555	480,407	480,949	524,939	476,256	476,798	521,940						

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD CONSTRUCTION

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	1,599.0	1,641.9	1,563.2		1,546.2		1,546.2		
TEMP/SEAS/PART_TIME	217.7	202.1	167.9		167.9		167.9		
OVERTIME	79.7	60.9	45.7		45.7		45.7		
TOTAL FTE	1,896.4	1,904.9	1,776.8		1,759.8	1,776.8	1,759.8		1,776.8

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Transportation, Department of (Mn/DOT)  
**PROGRAM:** State Road Construction  
**ACTIVITY:**

**ITEM TITLE:** State Road Construction

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- State Operations	\$42,200	\$43,500	\$43,500	\$43,500
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
Trunk Highway Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes \_\_\_ No X

If yes, statute(s) affected: M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$42,200,000 in F.Y. 1996 and \$43,500,000 in F.Y. 1997 for the State Road Construction Program.

**RATIONALE:**

The Federal Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 restructured the federal transportation program and established funding for 6 (1992-1997) federal fiscal years. The funding made available to the states has varied considerably during the past 3 years. It appears, as of the date of this writing, that increased federal funds will be available to Minnesota for state F.Y. 1996 and 1997. To take advantage of these federal funds, the Governor recommends an increase in the appropriation level for the State Road Construction Program. Sufficient state funds are available to match the increased federal funds.

**PROGRAM OUTCOMES:**

The Annual Performance Report (APR) was completed using the previous funding levels. The APR predicted a decline in the percent of the state trunk highway system with a good or excellent sufficiency rating (a combined measure of the condition, safety and service characteristics) and a decline in the pavement quality index (a combined measure of the "ride" and the condition of the driving surface). The increased funding for the state road construction program will help maintain the sufficiency rating and the pavement quality index at stable levels. This is expected to maintain the 87% satisfaction rating of Minnesota's roadways.

**LONG-TERM IMPACT:**

Maintaining traditional sufficiency and pavement quality rating levels does not necessarily support sustainable communities, serve economic development, decrease congestion, or satisfy increased travel demands. The cost to fulfill these goals exceed estimated highway revenues from current sources.

1996-97 Biennial Budget

**BUDGET ACTIVITY:** State Road Construction  
**PROGRAM:** State Road Construction  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The state road construction activity includes:

- Safety improvements program
- Rail crossing safety program
- Road and bridge construction
- Right of way (ROW) acquisition and relocations
- Construction-related expenses (e.g. cooperative agreements, cost overruns)
- Environmental (regulation of junkyards visible from trunk highways) - program is now complete

**BUDGET ISSUES:**

Annual construction program investment needs of the state trunk highway system were estimated by the Transportation Study Board (1991 report) to be \$854 million per year. These needs are in addition to the required design engineering, construction engineering, debt service and research and investment management costs associated with each investment.

The existing 12,100 mile trunk highway system has a value of approximately \$20 billion. Just repairing the existing system requires about \$300 million per year in construction expenditures. Since available resource allocations are estimated to be about \$340 million per year, the state road construction program will emphasize safety and preservation of the 12,100-mile system.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	Dollars in Thousands				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$-0-	\$9,746	\$1,770	\$4,000	\$2,000
Dedicated - Trunk Highway	11,592	14,957	16,726	16,731	18,893
Dedicated - Agency	-0-	1	24	24	24
Non-Dedicated - Trunk Highway	11,818	14,075	9,580	10,680	10,680
Non-Dedicated - Federal	<u>174,454</u>	<u>199,080</u>	<u>180,000</u>	<u>225,000</u>	<u>225,000</u>
Total	\$197,864	\$237,859	\$208,100	\$256,435	\$256,597

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD CONSTRUCTION  
ACTIVITY: STATE ROAD CONSTRUCTION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
STATE OPERATIONS:									
PERSONAL SERVICES		13	20						
EXPENSES/CONTRACTUAL SRVCS	2,958	6,539							
MISC OPERATING EXPENSES	1,491	1,312							
SUPPLIES/MATERIALS/PARTS	2,786	1,520	284						
CAPITAL EQUIPMENT	35	298							
OTHER	336,148	338,720	353,799	339,163	339,163	380,463	337,163	337,163	379,763
<b>SUBTOTAL STATE OPERATIONS</b>	<b>343,431</b>	<b>348,409</b>	<b>354,083</b>	<b>339,163</b>	<b>339,163</b>	<b>380,463</b>	<b>337,163</b>	<b>337,163</b>	<b>379,763</b>
LOCAL ASSISTANCE		104							
<b>TOTAL EXPENDITURES</b>	<b>343,431</b>	<b>348,513</b>	<b>354,083</b>	<b>339,163</b>	<b>339,163</b>	<b>380,463</b>	<b>337,163</b>	<b>337,163</b>	<b>379,763</b>
<b>GOV'S INITIATIVES:</b>									
			FUND						
(A) STATE ROAD CONSTRUCTION			THI			41,300			42,600
<b>TOTAL GOV'S INITIATIVES</b>						<b>41,300</b>			<b>42,600</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	343,187	338,721	351,675	335,163	335,163	376,463	335,163	335,163	377,763
ENVIRONMENTAL	200	46	354						
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE		9,746	1,770	4,000	4,000	4,000	2,000	2,000	2,000
FEDERAL	44		284						
<b>TOTAL FINANCING</b>	<b>343,431</b>	<b>348,513</b>	<b>354,083</b>	<b>339,163</b>	<b>339,163</b>	<b>380,463</b>	<b>337,163</b>	<b>337,163</b>	<b>379,763</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
<b>TOTAL FTE</b>									

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Highway Debt Service  
**PROGRAM:** State Road Construction  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Highway Debt Service activity repays trunk highway debt funding used for highway construction yet staying within the debt limit established by the Minnesota Department of Transportation debt management policy. Debt service expense includes principal and interest on state trunk highway bonds, principal on loans and advances from other government entities, and service fees to the state's debt service fund.

The agency's debt management policy dictates that bonds are sold only after conducting an analysis of a 10-year revenue and expenditure forecast. This forecast is to demonstrate that for the first 6 years of the 10-year period, debt cost for both existing and proposed bonds will not exceed 25% of estimated available capital funds for any 1 of the 6 year analysed.

Further, the proceeds from trunk highway bonds are used solely for long term capital investment purposes that have an expected useful life greater than the normal 20-year term of the bonds. The budgeted principal and interest costs are reflective of the current outstanding debt repayment requirements for the F.Y. 1994-95 biennium. The last trunk highway bonds sold occurred in F.Y. 1985.

State law requires that the sums required for timely payment of state bonded debt principal and interest must be transferred to the state debt service fund 1 year in advance of the time when payment is due to debt holders. Since monies transferred in advance will earn interest income, the amount that must be transferred in any year will be less than the amount actually paid to bond debt holders.

Some state road projects are constructed with monies advanced by local governments or by local governments using their own money with the state promising to pay them back at a future date. Upon completion of the project, the advance is repaid with federal or state dollars, depending on the contract terms.

The outstanding financial obligations shown in the budget issues section for F.Y. 1994, 1995, 1996 and 1997 are those amounts owed to debt holders. The agency request shows the maximum amount that will be required for payment to the state debt service fund this biennium.

**BUDGET ISSUES:**

The key issues associated with this activity are the payments to be made each year and the balances outstanding which are summarized below. There will be no change to the agency's debt management policy over the next biennium.

	Dollars in Thousands			
	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
■ Payments on Bonded Debt	\$ 8,204	\$ 7,152	\$13,806	\$9,625
■ Payments on intergovernmental loans and advances	5,550	7,245	7,922	9,977
■ Total debt service	13,754	14,397	21,728	19,602
■ Bonded debt outstanding to bondholders at the end of fiscal year: principal and interest	61,876	53,060	45,820	33,594

Outstanding financial obligations to local governments:

■ Owatonna I-35 Bridge Street	\$ -0-	\$ 613	\$ -0-	\$ -0-
■ Ramsey Co I-694 Victoria St	1,185	1,185	-0-	-0-
■ Bloomington: TH 77 and I-494	36,820	31,560	26,300	21,040
■ Sebeka TH 227	526	526	-0-	-0-
■ Vadnais Heights I-35E at Co Rd E	2,417	2,417	2,417	-0-
■ Dakota Co TH 52 Cahill Interchange	2,220	2,010	2,010	-0-
■ Washington Co TH 36 at TH 5	500	500	500	-0-
■ I-35 at CSAH 46	4,160	2,160	2,160	2,160
■ Stewartville TH 63	1,700	-0-	-0-	-0-
■ Percent of capital funds available for additional debt retirements up to the 25% limit	17.0%	14.4%	13.0%	14.3%

**REVENUE:**

This activity can generate dedicated revenues. The amounts shown are local government cash advances on the projects listed above as well as anticipated new projects starting in F.Y. 1995.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - Trunk Highway	\$4,428	\$-0-	\$-0-	\$-0-	\$-0-

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD CONSTRUCTION  
ACTIVITY: HIGHWAY DEBT SERVICE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
OTHER	28,155		1,985	21,728	21,728	21,728	19,602	19,602	19,602
SUBTOTAL STATE OPERATIONS	28,155		1,985	21,728	21,728	21,728	19,602	19,602	19,602
TOTAL EXPENDITURES	28,155		1,985	21,728	21,728	21,728	19,602	19,602	19,602
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY			1,985	21,728	21,728	21,728	19,602	19,602	19,602
<b>STATUTORY APPROPRIATIONS:</b>									
TRUNK HIGHWAY	28,155								
TOTAL FINANCING	28,155		1,985	21,728	21,728	21,728	19,602	19,602	19,602
<b>FTE BY EMPLOYMENT TYPE:</b>									
TOTAL FTE									

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Research and Investment Management  
**PROGRAM:** State Road Construction  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Research and Investment Management activity exists to provide its customers (the District Area Transportation Partnerships, Governor, and Legislature) expert analytical support in evaluating transportation problems, proposing and evaluating solutions, and making transportation investments by establishing statewide priorities.

- Develop the statewide transportation plan.
- Support transportation planning activities with Regional Development Commissions (RDCs), the Metropolitan Council, and Metropolitan Planning Organizations (MPOs) for informed decisions on transportation programs and projects.
- Develop and manage the State Transportation Improvement Program (STIP).
- Manage the state construction budgets and provide full utilization of available federal (FHWA) funding.
- Initiate and coordinate state agency bicycle and pedestrian programs. Assist in the production of bicycle maps.
- Explore and implement innovative financing techniques and public-private partnerships (eg. road pricing, tolls, etc.).
- Manage the major information system for physical and operational characteristics of the transportation system.
- Forecast traffic for use by Mn/DOT, counties, cities, and consultants in the design of highway resurfacing, reconstruction, and construction projects.
- Manage the Intelligent Transportation System (ITS) program. This is a national effort in transportation that looks for transportation productivity improvements through advanced technology (e.g., computers, communication, advanced sensors, and defense technology adaptations). Minnesota Guidestar has the lead responsibility for this program.
- Develop and implement a research program that meets the needs of Mn/DOT specialists, management, industry partners, and citizens.

**BUDGET ISSUES:**

The funding level for the agency requires that this activity give priority to maintaining the safety of transportation and enhancing pavement quality, while making major capacity improvement projects a lower priority (See the State Road Construction program's annual performance report for actual and projected performance).

The federal reauthorization act (Intermodal Surface Transportation Efficiency Act (ISTEA)) emphasizes intermodal flexibility and efficiency. Federal guidance and mandates, as well as Minnesota's own transportation needs, are requiring new and additional activities and initiatives. Information and data needs are increasing, becoming more complex and requiring information system re-engineering, integration, and updating efforts. Management system development and ongoing statewide planning guidance also require additional resources or redirecting of resources.

Mn/DOT's contracts with the Regional Development Commissions (RDC's) are now required because of the additional planning requirements established under the federal transportation law (ISTEA). Funding increased to \$37,000 per year in F.Y. 1995 for existing RDC's and areas not represented by RDC's. Funding was last increased during the F.Y. 1990-91 budget cycle.

**REVENUE:**

This activity generates dedicated federal revenue from Section 112 Federal Planning Grants.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - Special	\$-0-	\$822	\$175	\$25	\$-0-
Dedicated - Federal	<u>3,020</u>	<u>5,999</u>	<u>9,199</u>	<u>3,897</u>	<u>3,897</u>
Total	\$3,020	\$6,821	\$9,374	\$3,922	\$3,897

**GRANTS:**

**Transportation Grants to Metropolitan Planning Organizations**

Statutory Reference: M.S. 174.03, Subd. 4. Federal highway funds are allocated to urban areas over 50,000 population (MPO's) to pay 80% of the cost for continuing, cooperative, and comprehensive transportation planning. One percent of the total federal highway aid is dedicated for urban transportation planning organizations on the basis of equity, need, and primarily, population. ISTEA increased the amount of federal planning funds going to metropolitan planning organizations beginning late in F.Y. 1992. Mn/DOT Office of Investment Management coordinates transportation planning activities through administration and management of federal planning funds.

Metropolitan Planning Organizations in Greater Minnesota and the Twin Cities will receive state funds to match federal aid and support coordination of additional activities. These cities and their surrounding areas are: Duluth-Superior, St. Cloud, Rochester, LaCrosse-LaCrescent, Fargo-Moorehead, East Grand Forks-Grand Forks, and the Twin Cities Metro.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD CONSTRUCTION  
ACTIVITY: RESEARCH AND INVESTMENT MANAGEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
STATE OPERATIONS:									
PERSONAL SERVICES	4,893	5,407	6,659	5,689	5,689	5,829	5,689	5,689	5,831
EXPENSES/CONTRACTUAL SRVCS	1,000	3,359	8,062	3,136	3,136	3,136	3,111	3,111	3,111
MISC OPERATING EXPENSES	199	226	436	426	426	426	426	426	426
SUPPLIES/MATERIALS/PARTS	184	2,231	132	130	130	130	130	130	130
CAPITAL EQUIPMENT	133	336	58	11	11	11	11	11	11
OTHER	53	14	2,350	2,350	2,350	2,350	2,350	2,350	2,350
<b>SUBTOTAL STATE OPERATIONS</b>	<b>6,462</b>	<b>11,573</b>	<b>17,697</b>	<b>11,742</b>	<b>11,742</b>	<b>11,882</b>	<b>11,717</b>	<b>11,717</b>	<b>11,859</b>
LOCAL ASSISTANCE	2,232	2,259	2,485	2,485	2,485	2,485	2,485	2,485	2,485
<b>TOTAL EXPENDITURES</b>	<b>8,694</b>	<b>13,832</b>	<b>20,182</b>	<b>14,227</b>	<b>14,227</b>	<b>14,367</b>	<b>14,202</b>	<b>14,202</b>	<b>14,344</b>
<b>GOV'S INITIATIVES:</b>									
FUND									
(A) ROAD OPERATIONS/CONGESTION MANAGEMET						140			142
THI									
<b>TOTAL GOV'S INITIATIVES</b>						<b>140</b>			<b>142</b>
<b>SOURCES OF FINANCING:</b>									
DIRECT APPROPRIATIONS:									
TRUNK HIGHWAY	5,639	6,974	11,144	10,248	10,248	10,388	10,248	10,248	10,390
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	65	879	263	82	82	82	57	57	57
TRUNK HIGHWAY	239	138	400	213	213	213	213	213	213
FEDERAL	2,751	5,841	8,375	3,684	3,684	3,684	3,684	3,684	3,684
<b>TOTAL FINANCING</b>	<b>8,694</b>	<b>13,832</b>	<b>20,182</b>	<b>14,227</b>	<b>14,227</b>	<b>14,367</b>	<b>14,202</b>	<b>14,202</b>	<b>14,344</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	85.5	97.1	93.3		93.3			93.3	

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
 PROGRAM: STATE ROAD CONSTRUCTION  
 ACTIVITY: RESEARCH AND INVESTMENT MANAGEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TEMP/SEAS/PART_TIME	21.9	19.5	14.5		14.5		14.5		
OVERTIME	1.4	.8	.8		.8		.8		
TOTAL FTE	108.8	117.4	108.6		108.6	111.6	108.6	111.6	

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Design Engineering  
**PROGRAM:** State Road Construction  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The design engineering activity exists to provide engineering and technical support up to and including the construction contract awards. The primary customers of this activity are Mn/DOT's Greater Minnesota districts and its Metropolitan Division. Other customers include local road agencies.

This activity consists of the following centralized aspects of these functions:

- Road and bridge design, including engineering standards and specifications.
- Environmental engineering.
- Right of way (ROW) land and building acquisition, including relocations and legal settlements.
- Surveying and mapping.
- Materials research and pavement engineering.
- Equal employment opportunity (EEO) program management.
- Contract administration.
- Construction quality control, scheduling and expediting.
- Consultant administration.
- Project Management.

The work consists of the centralized technical efforts that directly support the project development process, management systems, and construction of transportation facilities, including:

- Developing plans, estimates, and specifications for construction contracts.
- Developing and deploying new automation technology (Geographic Information Systems, Computer Aided Design, etc.).
- Designing bridge construction plans.
- Providing environmental expertise to project managers.
- Developing and issuing specifications, manuals, and standards used by the department and other levels of government.
- Acquiring land.
- Developing high-resolution base maps, specialty maps, and high-order geodetic control.
- Conducting research and implementing results in all areas of transportation.
- Administering consultant agreements.
- Providing the Statewide Project Management System.
- Administering the Work Zone Safety Program.
- Awarding construction contracts.
- Monitoring contractors for EEO compliance.
- Coordinating with the Federal Highway Administration.
- Providing materials and pavement recommendations.
- Administering the historical and archeological program.

These centralized efforts reduce the need for the districts to each maintain a complete staff of technical experts. They also promote sharing of expertise among the district offices and consistent

quality throughout the state. In addition to the more traditional program delivery activities, a number of services and activities lie outside direct program delivery, such as:

- Answering public inquiries.
- Providing technical services to local road authorities.
- Managing Minnesota Road Research Project (MnROAD).
- Providing technical training.
- Conducting environmental compliance investigations.

**BUDGET ISSUES:**

Funding for this activity is generally related to the level of the highway construction program. As the highway construction program increases, the resources required to deliver it increases. Conversely, as the highway construction program decreases as in the F.Y. 1994-95 biennium, this activity is reduced. The number of full-time-equivalent employees (FTE's) in this budget activity has declined by 9.5% over 2 years, from 641 in F.Y. 1993 to a projected 580 for F.Y. 1995.

The agency budget plan for the 1996-97 biennium anticipates a stable highway construction program. No change, therefore, is requested for the program delivery portion of the design engineering activity. The number of FTE's are projected to remain at 580. We are requesting increases to fund metric conversions of plans and specifications submitted to the federal government (\$375,000 in both F.Y. 1996 and F.Y. 1997); the bridge management system (\$35,000 in both F.Y. 1996 and F.Y. 1997); and the fracture critical bridge inspection team (\$132,000 in each of the fiscal years).

The agency plan anticipates the Minnesota Road Research Project becoming operational and places the managerial responsibility under this activity. Partial funding for this function has been accomplished with internal shifts of resources.

The complexity of program delivery continues to grow particularly in the pre-construction phase. Improvements in processes, technology, and procedures are relied upon to alleviate the need for budget increases.

**REVENUE:**

This activity generates dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - Special	\$1	\$-0-	\$-0-	\$-0-	\$-0-

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD CONSTRUCTION  
ACTIVITY: DESIGN ENGINEERING

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	29,200	28,464	34,522	27,649	27,731	28,339	27,649	27,731	28,339
EXPENSES/CONTRACTUAL SRVCS	18,282	12,868	18,936	18,857	19,167	19,167	18,857	19,167	19,167
MISC OPERATING EXPENSES	993	818	1,083	1,083	1,133	1,133	1,083	1,133	1,133
SUPPLIES/MATERIALS/PARTS	1,275	638	1,046	1,046	1,146	2,038	1,046	1,146	2,038
CAPITAL EQUIPMENT	2,436	1,300	2,304	2,304	2,304	2,304	2,304	2,304	2,304
<b>SUBTOTAL STATE OPERATIONS</b>	<b>52,186</b>	<b>44,088</b>	<b>57,891</b>	<b>50,939</b>	<b>51,481</b>	<b>52,981</b>	<b>50,939</b>	<b>51,481</b>	<b>52,981</b>
<b>TOTAL EXPENDITURES</b>	<b>52,186</b>	<b>44,088</b>	<b>57,891</b>	<b>50,939</b>	<b>51,481</b>	<b>52,981</b>	<b>50,939</b>	<b>51,481</b>	<b>52,981</b>
<b>AGENCY PLAN ITEMS:</b>									
<b>FUND</b>									
<b>FEDERAL MANDATES</b>									
<b>THI</b>									
<b>TOTAL AGENCY PLAN ITEMS</b>									
<b>542</b>									
<b>542</b>									
<b>542</b>									
<b>GOV'S INITIATIVES:</b>									
<b>FUND</b>									
<b>(A) MN/ROAD RESEARCH PROJECT</b>									
<b>THI</b>									
<b>1,500</b>									
<b>1,500</b>									
<b>1,500</b>									
<b>1,500</b>									
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
<b>GENERAL</b>									
TRUNK HIGHWAY	52,086	43,988	57,787	50,914	51,456	52,956	50,914	51,456	52,956
<b>STATUTORY APPROPRIATIONS:</b>									
<b>MN RESOURCES</b>									
STATE GOVT SPEC REV	84	100	79						
SPECIAL REVENUE	1								
TRUNK HIGHWAY	15								
<b>TOTAL FINANCING</b>	<b>52,186</b>	<b>44,088</b>	<b>57,891</b>	<b>50,939</b>	<b>51,481</b>	<b>52,981</b>	<b>50,939</b>	<b>51,481</b>	<b>52,981</b>

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD CONSTRUCTION  
ACTIVITY: DESIGN ENGINEERING

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	563.8	550.5	523.9		522.9		522.9		
TEMP/SEAS/PART_TIME	68.7	68.7	51.6		51.6		51.6		
OVERTIME	8.3	4.2	4.2		4.2		4.2		
<b>TOTAL FTE</b>	<b>640.8</b>	<b>623.4</b>	<b>579.7</b>		<b>578.7</b>	<b>592.7</b>	<b>578.7</b>		<b>592.7</b>

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Transportation, Department of (Mn/DOT)  
**PROGRAM:** State Road Construction  
**ACTIVITY:** Design Engineering

**ITEM TITLE:** Mn/ROAD Research Project

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- State Operations	\$1,500	\$1,500	\$1,500	\$1,500
- Grants	-0-	-0-	-0-	-0-
<b>Revenues: (\$000s)</b>				
Trunk Highway Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes \_\_\_ No X

If yes, statute(s) affected: M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$1,500,000 per year for the Mn/ROAD Research Project.

**RATIONALE:**

Mn/DOT, in a major cooperative effort with several industry, federal agencies, academic and foreign government partners has constructed a world class pavement research project on I-94. The project is now in operation. These funds are required to operate and maintain the facility to gather and analyze the data and to perform research.

**PROGRAM OUTCOMES:**

This research project should result in extended pavement life, reduced maintenance costs, fewer maintenance and contractor's personnel exposed to work zone hazards and fewer accidents and traffic delays to the traveling public.

**LONG-TERM IMPACT:**

This project will impact \$225 million of paving contracts currently being let and constructed by state, city and county highway agencies annually. A conservative estimate of 5% in savings on pavement costs is \$11 million saved per year as a result of this research project.

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Construction Engineering  
**PROGRAM:** State Road Construction  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Construction Engineering activity exists within the Department of Transportation's Greater Minnesota district offices and Metropolitan Division to provide services in transportation planning and design, administration of construction contracts and quality-monitoring of construction work. Its customers are construction contractors, adjacent landowners, utilities, local governments, the Area Transportation Partnerships, state trunk highway users, and the general public.

The following district level functions in this activity include transportation corridor studies, including route locations and alternative studies, cost analyses and comparison reports, and environmental studies and impact statements.

Preparing all the pre-construction plans and documents necessary to process a project from conception to contract bid-letting. Pre-letting activity includes the following functions:

- Planning and program development.
- Project management.
- Scoping activities.
- Surveys and mapping.
- Preliminary design, including layout development.
- Environmental impact and design documentation.
- Public involvement activities, including meetings and hearings.
- Detail design, including plan preparation.
- Right of way and land acquisition.
- Management of consultant contracts.

Providing construction management through the coordination of district engineering and technical staff. Construction management activity includes the following functions:

- Construction surveys and staking.
- Grading, base, bituminous, concrete, and culvert inspection.
- Plant (bituminous and concrete) inspection.
- Bridge inspection and documentation.
- Measurement and certification of quantities.
- Preparation of final plans (as-built).
- Contract closeout documentation and payments.
- Administration of consultant contracts.
- Administration of the bituminous quality management program (which includes the design and monitoring of bituminous mixtures).
- Administering all phases of construction contracts.
- Recommending contract awards.
- Reviewing and approving supplemental agreements.
- Recommending approval of partial and final payment vouchers.

Providing constituent services in 3 major focus areas in order to maximize Mn/DOT's contribution to the State of Minnesota as both a major landowner and a partner with local units of government.

As transportation experts in both engineering and technical areas, Mn/DOT provides these services:

- Local coordination, including construction staging of other governmental units' projects; traffic control; cooperative agreements for funding; approval of environmental documents; and joint planning with regional development commissions.
- Land management, including reconveyance of land; turnbacks of land and roads; plat reviews; entrance permitting; monumenting right of way; utility permitting; and ditch and stream (hydraulic) management.
- Traffic management, including speed zoning on trunk highways; signal system management; and technical assistance to cities and counties.

**BUDGET ISSUES:**

The department's strategy is to gradually shift emphasis from highway construction and major reconstruction to preservation and maintenance of the existing system and infrastructure. With smaller and fewer complex construction projects forecasted for the next biennium, this budget activity will hold the number of full-time-equivalent employees (FTE's) at the F.Y. 1995 level, a reduction of 75.6 FTE's or 6.5% from the F.Y. 1994 level. Transportation safety, through quality construction and cost minimization by selective construction techniques, will continue to be this activity's top priorities.

Funding for the planning, pre-construction, and construction management elements of this activity are generally related to the level of our highway construction program. As the highway construction program increases, the resources required to deliver the program increase. Conversely, as the highway construction program decreases as in the 1994-95 biennium, this activity is reduced.

The agency budget plan for the 1996-97 biennium anticipates a stable highway construction program. This is reflected in this activity in that no change is requested for the program delivery portion of the construction engineering activity.

Because the agency emphasizes customer service, constituent service activities have required a greater commitment of resources through internal shifts of human and fiscal resources. It further requires implementation of market research strategies, management systems required by the Intermodal Surface Transportation Efficiency Act (ISTEA), and participation in Area Transportation Partnerships under ISTEA.

**REVENUE:**

This activity generates dedicated revenue.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Dedicated - Special	\$-0-	\$5	\$10	\$-0-	\$-0-

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD CONSTRUCTION  
ACTIVITY: CONSTRUCTION ENGINEERING

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
STATE OPERATIONS:									
PERSONAL SERVICES	51,060	51,932	53,877	50,854	50,854	50,854	50,854	50,854	50,854
EXPENSES/CONTRACTUAL SRVCS	1,303	321	308	308	308	1,208	308	308	1,208
MISC OPERATING EXPENSES	982	807	1,231	1,200	1,200	1,200	1,200	1,200	1,200
SUPPLIES/MATERIALS/PARTS	1,562	517	1,978	1,978	1,978	2,128	1,978	1,978	1,978
CAPITAL EQUIPMENT	84	172	10	10	10	10	10	10	10
OTHER		<428>	10						
<b>SUBTOTAL STATE OPERATIONS</b>	<b>54,991</b>	<b>53,321</b>	<b>57,414</b>	<b>54,350</b>	<b>54,350</b>	<b>55,400</b>	<b>54,350</b>	<b>54,350</b>	<b>55,250</b>
<b>TOTAL EXPENDITURES</b>	<b>54,991</b>	<b>53,321</b>	<b>57,414</b>	<b>54,350</b>	<b>54,350</b>	<b>55,400</b>	<b>54,350</b>	<b>54,350</b>	<b>55,250</b>
<b>GOV'S INITIATIVES:</b>									
(A) ROAD OPERATIONS/CONGESTION MANAGEMET						150			
(A) STATE ROAD CONSTRUCTION						900			900
<b>TOTAL GOV'S INITIATIVES</b>						<b>1,050</b>			<b>900</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	54,991	53,316	57,404	54,350	54,350	55,400	54,350	54,350	55,250
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE		5	10						
<b>TOTAL FINANCING</b>	<b>54,991</b>	<b>53,321</b>	<b>57,414</b>	<b>54,350</b>	<b>54,350</b>	<b>55,400</b>	<b>54,350</b>	<b>54,350</b>	<b>55,250</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	949.7	994.3	946.0		930.0		930.0		
TEMP/SEAS/PART_TIME	127.1	113.9	101.8		101.8		101.8		
OVERTIME	70.0	55.9	40.7		40.7		40.7		
<b>TOTAL FTE</b>	<b>1,146.8</b>	<b>1,164.1</b>	<b>1,088.5</b>		<b>1,072.5</b>	<b>1,072.5</b>	<b>1,072.5</b>		<b>1,072.5</b>

**PROGRAM:** State Road Operations  
**AGENCY:** Transportation, Department of (Mn/DOT)

**PROGRAM DESCRIPTION:**

The state road operations program preserves and maintains the quality of travel on Minnesota's existing highway system by ensuring that the system is structurally sound, safe, convenient to use, and protected from deterioration.

The activities of this program include:

- Preservation and maintenance of the trunk highway (TH) system.
- Removal of obstructions or impediments on the highways.
- Maintenance of a system of traffic signs and markings.
- Maintenance and improvement of roadsides.
- Centralized engineering and technical efforts that directly support the management and maintenance of transportation facilities.
- Design and maintenance of several state agencies' communications networks.
- Design and maintenance of statewide radio towers, mobile/portable radios, computer, and other electronic systems.

The issues associated with these activities address these agency priorities:

- Deteriorating infrastructure, such as roadways, bridges.
- Barriers to mobility: bottlenecks, system disruption, weight restrictions.
- Safety (accidents, work zones).
- Accessibility (changing demographics).
- Environmental stewardship awareness and sensitivity to the environment.
- Fiscal/investment/ sound decisions - extend value/obtain highest value for our investment.

**PROGRAM STATUS:**

This program needs to deliver an increased level of preservation and maintenance due to reduced new construction and major reconstruction in order to accomplish the following Mn/DOT long-term goals.

- Support the state's economy.
- Enhance rural accessibility for people and goods.
- Improve safety.
- Enhance access to transit services for all persons.
- Reduce congestion.
- Reduce impediments to transportation efficiency.
- Preserve investments in existing system by helping prevent wear from weather and use.
- Take advantage of technological innovations.
- Support the state's social, energy, and environmental objectives.
- Create and support high-quality jobs throughout the state.

The preservation strategy will only prevent the effectiveness indicators from declining in the short-run. In future bienniums, state road construction investments will have to increase significantly due to the limited road design life and high traffic volumes.

**PLANNED RESULTS:**

The agency budget plan allows the reported performance measures from 1994 Annual Performance Report to be accomplished as follows:

In order to address the increased level of preservation and maintenance of the existing infrastructure, we have maintained the \$190 million per year investment level for this program in F.Y. 1994-95 levels, an increase of \$10 million per year over the F.Y. 1993 level. Our strategy includes providing for sufficient materials to perform needed repairs and maintenance, as well as continuing our business planning efforts, and continuing efforts to solicit and respond to constituent concerns. Strategies are being developed within a process-oriented and customer-based business plan.

Although no significant funding shifts are planned for the F.Y. 1996-97 biennium, strategies continue to address gaining optimum use of existing funds through business planning efforts. These efforts have included adoption of the "Transportation Worker" Concept. This concept is being developed as a joint effort of Mn/DOT management and labor representatives (AFSCME, Co. No. 6).

As noted in the Annual Performance Report, budget program and activities have been restructured somewhat to recognize the common objectives between the operations of the systems and the road equipment and traffic engineering activities. Further development and implementation of the Transportation Worker Concept will lead to the ultimate merging of the State Road Construction and State Road Operations programs.

State Road Operations, perhaps more than any other Mn/DOT program, is driven by highway users' needs. Highway users provide feedback to Mn/DOT in a variety of ways. Highway users want to get the maximum useful life from the existing infrastructure to keep their highway user gasoline tax and motor vehicle registration taxes low.

Highway users want smooth roads to minimize trip and goods delivery times, minimize wear to their vehicles' suspension, and provide a comfortable ride. They expect signs and pavement markings to be sufficient in number, mounted correctly, and readable day and night. Environmental concerns are increasingly causing people to want minimal use of road salt and roads and roadsides kept free of litter and other ugly or hazardous debris.

There is more demand for snow and ice control and congestion management to satisfy time-conscious highway users.

**BUDGET AND REVENUE SUMMARY:**

The agency plan provides for additional funding of \$133,000 in F.Y. 1996 and \$83,000 in F.Y. 1997 to continue development and implementation of the Intermodal Surface Transportation Efficiency Act (ISTEA)-required safety management system to improve safety of state roadways by considering driver, vehicle, and roadway components through partnerships with other state agencies, organizations, and private entities.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding as requested in the agency's plan and also incorporates an initiative for road operations and management of \$1,993,000 in F.Y. 1996 and \$2,379,000 in F.Y. 1997.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD OPERATIONS

ACTIVITY RESOURCE ALLOCATION:	FY 1993			FY 1994			Est. FY 1995			FY 1996			FY 1997		
	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
STATE ROAD OPERATIONS	176,504	171,281	200,045	186,655	186,788	188,631	186,682	186,765	188,994						
ELECTRONIC COMMUNICATIONS	3,752	3,721	4,531	4,118	4,118	4,268	4,118	4,118	4,268						
TOTAL EXPENDITURES BY ACTIVITY	180,256	175,002	204,576	190,773	190,906	192,899	190,800	190,883	193,262						
AGENCY PLAN ITEMS: FUND															
FEDERAL MANDATES					133			83							
TOTAL AGENCY PLAN ITEMS					133			83							
GOV'S INITIATIVES: FUND															
(A) ROAD OPERATIONS/CONGESTION MANAGEMET						1,993			2,379						
TOTAL GOV'S INITIATIVES						1,993			2,379						
SOURCES OF FINANCING:															
DIRECT APPROPRIATIONS:															
GENERAL			35	9	9	9	9	9	9						
STATE GOVT SPEC REV	798														
TRUNK HIGHWAY	178,216	174,833	203,965	190,277	190,410	192,403	190,304	190,387	192,766						
STATUTORY APPROPRIATIONS:															
GENERAL		13													
SPECIAL REVENUE	8	29	65	24	24	24	24	24	24						
TRUNK HIGHWAY	300	99	511	463	463	463	463	463	463						
FEDERAL	26	28													
AGENCY	908														
TOTAL FINANCING	180,256	175,002	204,576	190,773	190,906	192,899	190,800	190,883	193,262						
FTE BY EMPLOYMENT TYPE:															
REGULAR	2,513.0	2,365.0	2,366.6		2,367.6			2,367.6							
TEMP/SEAS/PART_TIME	257.0	244.2	191.3		191.3			191.3							
OVERTIME	75.2	75.6	63.5		63.5			63.4							
TOTAL FTE	2,845.2	2,684.8	2,621.4		2,622.4	2,646.4		2,622.3	2,651.8						

1996-97 Biennial Budget

**BUDGET ACTIVITY:** State Road Operations  
**PROGRAM:** State Road Operations  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The state road operations activity exists within the Department of Transportation's Operations Division and Metropolitan Division to provide maintenance of the trunk highway (TH) system and infrastructure (facilities, land, and equipment), ensuring the system's safety and efficiency. The trunk highway system is essential to provide for the mobility of the public and the movement of people and goods to support our agricultural, industrial, commercial, and tourism economic base.

The objectives of the state road operations activities are to provide for the safe travel of the public on the existing trunk highway system through the following activities:

- Responding promptly and effectively to constituent concerns.
- Maintaining and repairing the road surfaces, shoulders, and approaches of the 28,836 lane miles of trunk and interstate highways.
- Providing snow and ice removal services during the winter season.
- Repairing, inspecting, paving, and resurfacing trunk highway bridges.
- Managing over 225,000 acres of highway right of way.
- Providing over-dimension and over-weight transportation permits and route determination.
- Providing traffic control services, speed zoning, lighting, and informational signing of the system, pavement marking, traffic signals, guard rails, concrete barriers, and detour maintenance.
- Cooperating with county and local governments to ensure continuous service on all state roads and highways.
- Acquiring, operating, maintaining, and replacing an efficient fleet of road equipment to enable maintenance and construction supervision activities to be performed on state transportation facilities and the trunk highway system.
- Managing and operating Mn/DOT's buildings, equipment, and safety rest areas (except the Mn/DOT central office Transportation Building in St. Paul).
- Cooperating with neighboring states in managing interstate highway segments and bridges.
- Providing for continuous improvement in the quality of maintenance operations by using new technology and managerial techniques.
- Providing support services to ensure fiscal and financial accountability, including human resource services, training, accounting, labor relations, materials management, safety programs, procurement, and informational systems.

This activity is provided through the 7 Greater Minnesota transportation districts and the Metropolitan Division (with a combined total of 13 maintenance areas) located throughout the state, the central maintenance office at Fort Snelling, the central traffic engineering office, and the truck services center in South St. Paul. The level of service provided in the delivery of the above activities is determined through periodic internal review as well as administering public surveys and conducting safety forums throughout the state, which are attended by users of these services. Input is also received from comment cards collected at safety rest areas. Expected results of this activity include the safe and uninterrupted travel of constituents and the provision of a consistent level of service statewide, based on each road's traffic volume, that is responsive to clients' expressed needs.

Road equipment and shop equipment funds are now included in the budget activity. Mn/DOT currently has \$130 M of equipment when valued at its replacement cost. Road equipment includes approximately 200 classes (over 14,000 pieces of equipment) and over 75% of the Mn/DOT equipment budget dollars. This equipment ranges from bridge inspection units and snowplows to lawn mowers and trailers and is used by maintenance and construction workers statewide for patching roads, snow and ice control, vegetation control, mowing, spraying, brush cutting, bridge maintenance, design, and soils exploration.

Shop equipment includes the equipment necessary to service and maintain the road equipment fleet.

**BUDGET ISSUES:**

The department's strategy is to gradually shift emphasis from major construction to preservation and maintenance of the existing system and infrastructure. The major challenge will be to achieve efficiency and effectiveness in the operations through strategic planning and allocation decisions. Business planning efforts assist in the identification of operational efficiencies with a strong emphasis on meeting customer identified needs. These efforts address the question "are we doing the right things right"? The level of service provided above is determined through periodic internal review as well as public survey and safety forums throughout the state.

The agency budget plan increases funding in F.Y. 1996 by \$133,000 and in F.Y. 1997 by \$83,000 for the Safety Management System to improve safety on state highways.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - General	\$-0-	\$13	\$-0-	\$-0-	\$-0-
Dedicated - Special	8	70	24	24	24
Dedicated - Trunk Highway	1,393	1,525	1,076	1,078	1,078
Dedicated - Federal	26	28	-0-	-0-	-0-
Dedicated - Agency	908	-0-	-0-	-0-	-0-
Non-Dedicated - Trunk Highway	1	-0-	-0-	-0-	-0-
Total	\$2,336	\$1,636	\$1,100	\$1,102	\$1,102

**GRANTS:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD OPERATIONS  
ACTIVITY: STATE ROAD OPERATIONS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	113,005	106,598	120,307	111,126	111,185	111,930	111,126	111,185	112,324
EXPENSES/CONTRACTUAL SRVCS	12,859	15,163	12,592	12,436	12,498	12,898	12,463	12,475	12,875
MISC OPERATING EXPENSES	6,153	6,218	11,155	11,155	11,164	11,176	11,155	11,167	11,180
SUPPLIES/MATERIALS/PARTS	31,057	32,362	37,991	37,979	37,979	38,606	37,979	37,979	38,606
CAPITAL EQUIPMENT	13,710	10,687	17,997	13,956	13,959	14,018	13,956	13,956	14,006
OTHER	<282>	252							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>176,502</b>	<b>171,280</b>	<b>200,042</b>	<b>186,652</b>	<b>186,785</b>	<b>188,628</b>	<b>186,679</b>	<b>186,762</b>	<b>188,991</b>
AIDS TO INDIVIDUALS	2	1	3	3	3	3	3	3	3
<b>TOTAL EXPENDITURES</b>	<b>176,504</b>	<b>171,281</b>	<b>200,045</b>	<b>186,655</b>	<b>186,788</b>	<b>188,631</b>	<b>186,682</b>	<b>186,765</b>	<b>188,994</b>
<b>AGENCY PLAN ITEMS:</b>									
<b>FUND</b>									
<b>FEDERAL MANDATES</b>									
					133			83	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>133</b>			<b>83</b>	
<b>GOV'S INITIATIVES:</b>									
<b>FUND</b>									
<b>(A) ROAD OPERATIONS/CONGESTION MANAGEMET</b>									
						1,843			2,229
<b>TOTAL GOV'S INITIATIVES</b>						<b>1,843</b>			<b>2,229</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
STATE GOVT SPEC REV	798								
TRUNK HIGHWAY	174,546	171,195	199,567	186,268	186,401	188,244	186,295	186,378	188,607
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL		13							
SPECIAL REVENUE	8	29	65	24	24	24	24	24	24
TRUNK HIGHWAY	218	16	413	363	363	363	363	363	363
FEDERAL	26	28							

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD OPERATIONS  
ACTIVITY: STATE ROAD OPERATIONS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
AGENCY	908								
TOTAL FINANCING	176,504	171,281	200,045	186,655	186,788	188,631	186,682	186,765	188,994
FTE BY EMPLOYMENT TYPE:									
REGULAR	2,455.6	2,305.2	2,310.6		2,311.6			2,311.6	
TEMP/SEAS/PART_TIME	252.7	241.1	191.2		191.2			191.2	
OVERTIME	75.0	75.4	63.5		63.5			63.4	
TOTAL FTE	2,783.3	2,621.7	2,565.3		2,566.3	2,586.3		2,566.2	2,591.7

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Electronic Communications  
**PROGRAM:** State Road Operations  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

This activity provides specialized technical and engineering expertise in electronic communication technologies by assisting state agencies and local units of government in their delivery of public safety services, management of resources, and performance of daily operations. The activity provides telecommunications and related electronic services to Mn/DOT and other state agencies by designing and maintaining statewide communications networks, mobile fleet radios, base station radio equipment, microwave radio infrastructure, local area and wide area networks, computer and peripheral equipment, aeronautical navigational aids, electronic truck weighing, and close circuit television (CCTV) surveillance systems. There are 127 base station transmission sites strategically located throughout the state in order to provide statewide communications. Sixteen electronic repair shops are located throughout the state to install and maintain these systems in a timely manner. Central office provides the engineering services to support existing and changing statewide communications systems.

State agencies utilizing these services are the Departments of Transportation (Mn/DOT), Natural Resources (DNR), Public Safety (DPS), Administration, Agriculture, Corrections and Health; also State universities, hospitals and the Metropolitan Council Transit Operations (MCTO) use these services. About 40% of the activity work load is for other agencies. The services are provided to non-Mn/DOT agencies through service contracts requiring reimbursement to the Trunk Highway Fund for all related costs incurred by Mn/DOT.

The effectiveness of this activity will impact the safety, efficiency, and delivery of statewide highway services such as snow and ice control, construction, and maintenance.

**BUDGET ISSUES:**

Our customers' equipment is getting more compact in size, and the number of features they demand is increasing. This has increased the cost of new equipment and the complexity and cost of repairing and maintaining it. To maximize funding resources we are sharing and exchanging tower facilities to eliminate the cost of new construction.

Budget decisions affect Mn/DOT's ability to provide new electronic systems, upgrades of existing systems, requested expansion of current systems, replacement of aging or inefficient communications equipment, and services to our customers. The F.Y. 1996 and 1997 budget projections shown below are based on budget allocations equaling F.Y. 1994 and 1995. The impacts on major activity objectives are as follows:

- **Equipment Replacement Schedule:** The activity will not maintain established equipment replacement cycles. Equipment replacement cycles are based on equipment age, repair history, obsolescence of technology, availability of spare and replacement parts, and radio and computer user needs. These items are compared versus equipment replacement costs to establish a replacement cycle.

- **Equipment Maintenance:** Current levels of maintenance will continue. Due to the age of equipment and inability to obtain replacement parts, maintenance costs per unit will increase and the number of radios we are able to maintain for external agencies or new initiatives will decrease.
- **Engineering Services:** Response time for engineering services, such as system planning and development and frequency coordination, has increased due to the growth of systems and complexity of communications system design. Internal services to Mn/DOT will be first priority.
- **Computer Repair:** The activity will not meet the increased need for replacement parts for computer maintenance, including local area network and wide area network maintenance. Individual districts will be responsible for these costs, since this service is essential to meet their program delivery needs.
- **Research and Development:** Current levels of support will continue for new technologies and department initiatives. These systems include Intelligent Transportation Systems (ITS), Automatic Vehicle Location systems (AVL), Road Weather Information Systems (RWIS), call boxes, highway message signs, Highway Advisory Radio (HAR), Mn/ROAD, mobile data systems, and Global Positioning Systems (GPS). Further expansion of research and development may not be supported under current funding levels. As systems become more prevalent and more complex, the level of support by this activity will likely decrease.

**REVENUE:**

This activity generates dedicated revenues. These are dedicated receipts due to extraordinary circumstances. An example of extraordinary circumstances would be overtime labor cost incurred due to forest fire emergencies.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Dedicated-Trunk Highway	\$82	\$83	\$98	\$100	\$100

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: STATE ROAD OPERATIONS  
ACTIVITY: ELECTRONIC COMMUNICATIONS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	2,687	2,767	3,003	2,614	2,614	2,764	2,614	2,614	2,764
EXPENSES/CONTRACTUAL SRVCS	70	45	108	108	108	108	108	108	108
MISC OPERATING EXPENSES	100	107	121	121	121	121	121	121	121
SUPPLIES/MATERIALS/PARTS	485	341	733	709	709	709	709	709	709
CAPITAL EQUIPMENT	410	461	566	566	566	566	566	566	566
<b>SUBTOTAL STATE OPERATIONS</b>	<b>3,752</b>	<b>3,721</b>	<b>4,531</b>	<b>4,118</b>	<b>4,118</b>	<b>4,268</b>	<b>4,118</b>	<b>4,118</b>	<b>4,268</b>
<b>TOTAL EXPENDITURES</b>	<b>3,752</b>	<b>3,721</b>	<b>4,531</b>	<b>4,118</b>	<b>4,118</b>	<b>4,268</b>	<b>4,118</b>	<b>4,118</b>	<b>4,268</b>
<b>GOV'S INITIATIVES:</b>									
			<b>FUND</b>						
(A) ROAD OPERATIONS/CONGESTION MANAGEMET			<b>THI</b>			150			150
<b>TOTAL GOV'S INITIATIVES</b>						<b>150</b>			<b>150</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL			35	9	9	9	9	9	9
TRUNK HIGHWAY	3,670	3,638	4,398	4,009	4,009	4,159	4,009	4,009	4,159
<b>STATUTORY APPROPRIATIONS:</b>									
TRUNK HIGHWAY	82	83	98	100	100	100	100	100	100
<b>TOTAL FINANCING</b>	<b>3,752</b>	<b>3,721</b>	<b>4,531</b>	<b>4,118</b>	<b>4,118</b>	<b>4,268</b>	<b>4,118</b>	<b>4,118</b>	<b>4,268</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	57.4	59.8	56.0		56.0			56.0	
TEMP/SEAS/PART_TIME	4.3	3.1	.1		.1			.1	
OVERTIME	.2	.2							
<b>TOTAL FTE</b>	<b>61.9</b>	<b>63.1</b>	<b>56.1</b>		<b>56.1</b>	<b>60.1</b>		<b>56.1</b>	<b>60.1</b>

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**PROGRAM:** General Support  
**AGENCY:** Transportation, Department of (Mn/DOT)

**PROGRAM DESCRIPTION:**

The general support program provides policy direction, service, support, and structure to Mn/DOT. The goal is to accomplish the general mission of the department and other program entities in a timely, efficient manner. This program has 2 activities: general management and general services.

General management, including the Commissioner's Office, Financial Management, Audit, Human Resources, Administrative Services, Workforce Equity and Diversity, Systems, Information Policy, Communications, Strategic Initiatives, and Measurement and Evaluation, exists to provide leadership and strategic management and administrative support to Mn/DOT.

General services is composed solely of appropriations used to pay for services or activities of a general benefit to the entire department. These include the funds for buildings and leases, central office supplies, mail services, blueprinting, indirect costs, and information management development, and legal services.

**PROGRAM STATUS:**

Mn/DOT is committed to an information resource management strategy of building shared information resources to provide accurate, accessible, and integrated information for the agency, its partners, and the public. The Information Leadership Council and the Office of Information Policy, in cooperation with the Department of Administration's Information Policy Office, are establishing the policies, standards, plans, organizational structure, and skills base that will support this shared information environment. Mn/DOT's subcouncils for geographic and administrative information are steering the development of major shared resources, such as GIS base map, transportation information system, and the Statewide Systems Project.

Looking ahead to the year 2000, by investing in shared information resources, Mn/DOT will be approaching an environment in which data can be accessed and integrated quickly in order to create the information necessary to support the agency's changing needs. Mn/DOT's operational activities and transportation decision making will be improved through quick access to accurate information. Time and resources invested in duplicate data collection and maintenance will be reduced, with a similar reduction in time and resources required to assemble or modify new applications.

The agency is aggressively pursuing implementation of the Statewide Systems Project for payroll, accounting, human resources, and procurement to maximize its capabilities in business functions. Considerable department functionality is incorporated, other required peripheral systems are being interfaced, and efforts continue to further enhance the use and value of the statewide systems to the department. This system will enable Mn/DOT to streamline its internal financial operations. The department's internal cost accounting and federal billing system will be replaced by subsystems of the statewide system. The new system will eliminate the need for multiple input of data to many internal systems by allowing us to collect information in various formats and automatically feed it to other operating systems.

During the past 2 years, Mn/DOT has engaged in multiple strategies to promote diversity, including special focus groups; the Commissioner's Minority Issues Study Team; creation of SEEDS, a special recruitment and employment program for minority and disadvantaged students; and implementation of division/district/office workforce diversity action plans. Plans for the next biennium include: more focus groups; expansion of SEEDS program; ongoing implementation of diversity plans throughout the department; and involvement in the national TRAC program, a special partnership between Mn/DOT and public schools to encourage students to become civil engineers through hands-on curriculum emphasizing math and physics skills.

The Department of Administration is currently renovating and remodeling the Transportation Building, a multi-phase project that will be completed by the year 2000. Floors 8 and 7 were completed this biennium and floors 6 through 3 will be completed next biennium. The renovation will bring the building up-to-date with current life safety codes and requirements, remove asbestos from the building, upgrade the electrical and mechanical systems improving air circulation, provide greater control of air quality and temperature, install new windows and insulation to the exterior walls for increased energy efficiency, provide greater capacity and flexibility of electrical power, and add a raised floor system, new lighting and controls. An open space design will be used on the floors which will provide greater flexibility, efficiency of space use and greater occupant access to natural daylight.

In the human resource management arena, succession planning, a staffing process that assures the movement and development of key people in Mn/DOT, was implemented during the last year. The process includes assessing future staff requirements, identifying candidates who meet these requirements, and matching demand and supply to determine the employee development necessary to train the employees to fill the critical positions as needed.

Mn/DOT and AFSCME Council 6 are developing a transportation worker classification in order to create a more flexible workforce and enhance employee skills. In some cases, the transportation worker will combine the skills needed for highway and bridge maintenance work with those needed for highway technician work. This concept will make better use of employee resources by skill and location, reduce the impact of workload peaks, and provide greater ability to match employee skill levels with job requirements.

Mn/DOT's technical certification program provides certification in bituminous technology, bridge construction, safety and inspections, signal and lighting, concrete, and grading and base. Skill building in metrication will be added in the next biennium to meet the federal guidelines. In addition, to ensure that our workforce can meet organizational objectives, we also offer an academy for managers, a leadership program for supervisors, and a course on principles of productive, focused work groups for non-supervisory employees.

The department's Office of Strategic Initiatives, in conjunction with the Strategic Management Committee, spent the last biennium discovering, adapting, and introducing new management practices that will increase Mn/DOT's effectiveness in delivering a transportation system that offers sufficient choice and flexibility in moving people and goods.

In the last biennium, Mn/DOT increased the quantity and quality of internal and external information available to make decisions and to anticipate, represent, and address the information needs and interests of millions of external transportation customers. Our customers expect and demand timely, relevant, and accurate information to make informed decisions. The Office of Communications initiated research on customer expectations. The Office of Measurement and Evaluation completed

**PROGRAM:** General Support  
**AGENCY:** Transportation, Department of  
(Continuation)

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a bridge customer focus study that surveyed customers in order to improve the process based on customer input. Responses to a variety of customer-focused research activities are beginning to influence the priorities and decisions within the department.

The Office of Measurement and Evaluation is planning to develop measurement systems by starting with strategic, department-wide measures. The Department's Management Team is defining a set of measures that look at performance in the areas of system performance, public issues, and organizational performance. Next biennium, these broad measures will serve as the basis for similar measurement development efforts at the division, office, and district levels.

The growth in the Intelligent Transportation System program this last biennium from \$2 million to \$10 million has resulted in more external audits. Any expansion in the existing transit service in counties and cities also will increase the number of required audits. Some new, internal areas that the Audit Section will audit include the statewide system, disaster recovery, sign costs study, fleet management, and inventory.

**BUDGET AND REVENUE SUMMARY:**

- Increase of \$100,000 in each fiscal year to provide random drug and alcohol testing on employees in safety sensitive positions as required by the Omnibus Transportation Employee Testing Act of 1991, which will be effective for the state on 1-1-95.
- Request of \$3,500,000 each fiscal year to support the Information Resource Management initiatives that will reduce duplication; increase accuracy, accessibility and integration of information; and, therefore, provide better support of Mn/DOT's transportation activities. Initiatives include ARTEMIS (project scheduling), mandated Intermodal Surface Transportation Efficiency Act (ISTEA) management systems, maintenance applications, and geographic information systems. This request is \$3,010,000 higher than the F.Y. 1994-95 level of \$3,990,000.
- Request for \$169,000 in F.Y. 1996 and \$475,000 in F.Y. 1997 to provide modular equipment for the Mn/DOT headquarters building, as it is being remodeled. This amount would cover the master lease payments for the coming biennium.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding as requested in the agency's plan and also incorporates an initiative for minority and disadvantaged youth of \$450,000 each year of the biennium.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: GENERAL SUPPORT

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
GENERAL MANAGEMENT	17,166	20,039	24,831	21,899	22,168	22,618	21,899	22,474	22,924
GENERAL SERVICES	14,471	13,117	14,306	12,475	15,975	15,975	12,549	16,049	16,049
TOTAL EXPENDITURES BY ACTIVITY	31,637	33,156	39,137	34,374	38,143	38,593	34,448	38,523	38,973
AGENCY PLAN ITEMS:				FUND					
FEDERAL MANDATES					100			100	
MODULAR EQUIPMENT MN/DOT BUILDING					169			475	
INFORMATION RESOURCE MANAGEMENT					3,500			3,500	
TOTAL AGENCY PLAN ITEMS					3,769			4,075	
GOV'S INITIATIVES:				FUND					
(A) MINORITY AND DISADVANTAGED YOUTH OUTREACH						450			450
TOTAL GOV'S INITIATIVES						450			450
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	41	41	41	41	41	41	41	41	41
STATE AIRPORTS	124	56	187	70	70	70	70	70	70
TRUNK HIGHWAY	28,248	29,595	34,912	30,675	34,444	34,894	30,749	34,824	35,274
OPEN APPROPRIATIONS:									
STATE AIRPORTS	45	51	51	51	51	51	51	51	51
TRUNK HIGHWAY	2,734	2,939	3,100	3,100	3,100	3,100	3,100	3,100	3,100
HGHWY USER TAX DISTR	445	398	412	412	412	412	412	412	412
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE				15	15	15	15	15	15
TRUNK HIGHWAY			10	10	10	10	10	10	10
FEDERAL		76	424						
TOTAL FINANCING	31,637	33,156	39,137	34,374	38,143	38,593	34,448	38,523	38,973

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: GENERAL SUPPORT

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
REGULAR	252.8	242.0	235.7		226.7		226.7		
TEMP/SEAS/PART_TIME	115.1	75.0	66.7		66.7		66.7		
OVERTIME	.2	.9	.9		.9		.9		
TOTAL FTE	368.1	317.9	303.3		294.3	314.3	294.3	314.3	

1996-97 Biennial Budget

**BUDGET ACTIVITY:** General Management  
**PROGRAM:** General Support  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The general management activity sets policy and provides the leadership and executive management necessary for the department to accomplish its mission. This activity also provides support services to department managers and staff in the areas of financial, contract, human resource, and information management; general administration; internal and external communication; and strategic management and measurement and evaluation.

1. The Office of the Commissioner ultimately has the responsibility for the development, implementation, administration, consolidation, and coordination of state transportation policies, plans, and programs. Major activities include setting priorities and initiatives; presenting the department's issues and funding needs to the public and government officials and agencies; obtaining input from the department's customers and stakeholders; and providing the internal direction, leadership, and management of the department.
2. Financial Management services ensures the proper and efficient receipt and use of fiscal resources through financial planning and forecasting; budget development, maintenance, and control; investment strategy, accounting, and billing for federal and state aids for local governments; consultant contract management; financial reports and statements preparation for use by the department, external financial community, and federal government; and liaison with the Department of Finance, State Treasurer, and State Board of Investment. Management analysis enhances the ability of the department to make change by reviewing performance against policy, procedure, and objectives; analyzing potential cost reductions; recommending innovative solutions, and helping managers make informed resource management decisions.
3. Internal Audit reviews Mn/DOT's operations to provide management with information on whether or not financial and compliance requirements are being met. Internal audit also examines and evaluates the adequacy and effectiveness of the organization's system of internal control, economic and efficient management of resources, and effectiveness in achieving its program objectives. External Audit examines contracts Mn/DOT has with consultants, transit operators, railroads, public utilities, municipalities, and other political subdivisions. The audits are conducted to determine if the organization's accounting system is capable of identifying costs for cost-type contracts and, if charges billed under contract, are supported and reimbursable under state and federal laws, rules, and regulations.
4. Human Resources supports Mn/DOT managers and supervisors to ensure the most effective and efficient use of department staff; acquire and retain a diverse and effective work force; create a supportive and safe work environment; and provide progressive human resources management practices for employees. Services include recruitment, selection, and placement of employees; union contract negotiation and administration; employee development, and technical training of department and local government employees; management of the Mn/DOT training center; employee health, safety, workers' compensation, and well-being; organizational development and consultation; and liaison with the Department of Employee Relations.
5. The Office of Workforce Equity and Diversity provides leadership, investigative, and consultative services in the areas of equal opportunity, affirmative action, and workforce diversity. One specialized recruitment initiative is the SEEDS program. Training and information services are provided in the areas such as sexual harassment and accommodation of disabilities in the workplace. These activities are intended to enhance the productivity of the work environment for all employees, to maximize the diversity of the workforce, and to minimize exposure to complaint and lawsuit because of violation of human rights laws.
6. Administrative Services provides centralized support services on a department-wide basis in mail and supply distribution, photo services, purchasing, desktop publishing, records management and storage, consumable and fixed asset inventory; development and documentation of administrative procedures through calendar control activities for all department rule changes and contested cases; maintenance and distribution of policy manuals; disaster planning; and liaison with the Department of Administration. A primary area of coordination with the Department of Administration is the Life Safety/Remodeling Project. Safety enhancements and remodeling will be performed through the year 2000. Additional services in central office include photocopy; blueprint; word processing; space management; and the sale of county, municipal, and special maps to the public and specification books to construction contractors.
7. The Office of Information Policy supports the department-wide directions, priorities, and policies set by Mn/DOT's Information Leadership Council for information management; establishes department-wide data and technology architecture and standards; establishes department-wide systems development methodology and guidelines; and serves as liaison with the Department of Administration.
8. The Central Information Systems Section provides department-wide information systems services; administers department databases; maintains department-wide data, applications, and technology repository; develops and maintains department-wide systems and office automation; provides network telecommunications infrastructure; and provides user support and training.
9. Public Education and Information Services provides internal and external communication. Internal activities are designed to assist managers in communicating with customers, stakeholders, and staff, and to provide employees with the information they need to do their jobs, represent the department, and understand how they contribute to the department's mission. External activities educate and inform the traveling public and other interested parties so they can make better decisions about transportation issues, such as road closings, alternative modes of transportation, traffic safety, and transportation funding. These activities are conducted through various services and communication media--video productions, slide tape and audio productions, display design, illustration and forms design, media relations and news releases, communications and information publications, consultation, and specialized information services (e.g., newspaper clippings, inter-library loans, and identification and tracking of technical and managerial issues).
10. Strategic Initiatives assists the department's management in developing a shared vision for Minnesota's transportation system, and identifying strategic directions that are critical to implementing the vision and adapting business management techniques for achieving the strategic directions.
11. Measurement and Evaluation designs processes and, together with Mn/DOT leadership, identifies expected, measurable results that match operational outcomes with customer needs.

1996-97 Biennial Budget

**BUDGET ACTIVITY:** General Management  
**PROGRAM:** General Support  
**AGENCY:** Transportation, Department of (Mn/DOT)  
 (Continuation)

The office analyzes and presents information to facilitate management decisions that direct strategy, business re-engineering, planning, and resource allocation, and support continuous improvement throughout Mn/DOT.

**BUDGET ISSUES:**

- Increase of \$100,000 in each fiscal year to provide random drug and alcohol testing on employees in safety sensitive positions as required by the Omnibus Transportation Employee Testing Act of 1991, which will be effective for the state on 1-1-95.
- Request for \$169,000 in F.Y. 1996 and \$475,000 in F.Y. 1997 to provide modular equipment for the Mn/DOT headquarters building as it is being remodeled. This amount would cover the master lease payments for the coming biennium.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$18	\$6	\$-0-	\$15	\$15

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: GENERAL SUPPORT  
ACTIVITY: GENERAL MANAGEMENT

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	14,499	17,575	21,204	18,616	18,616	19,066	18,616	18,616	19,066
EXPENSES/CONTRACTUAL SRVCS	1,069	1,312	1,823	1,673	1,773	1,773	1,673	1,773	1,773
MISC OPERATING EXPENSES	656	468	834	829	829	829	829	829	829
SUPPLIES/MATERIALS/PARTS	648	399	357	372	372	372	372	372	372
CAPITAL EQUIPMENT	351	274	603	399	568	568	399	874	874
OTHER	<69>		10	10	10	10	10	10	10
<b>SUBTOTAL STATE OPERATIONS</b>	<b>17,154</b>	<b>20,028</b>	<b>24,831</b>	<b>21,899</b>	<b>22,168</b>	<b>22,618</b>	<b>21,899</b>	<b>22,474</b>	<b>22,924</b>
AIDS TO INDIVIDUALS	12	11							
<b>TOTAL EXPENDITURES</b>	<b>17,166</b>	<b>20,039</b>	<b>24,831</b>	<b>21,899</b>	<b>22,168</b>	<b>22,618</b>	<b>21,899</b>	<b>22,474</b>	<b>22,924</b>
<b>AGENCY PLAN ITEMS:</b>									
<b>FUND</b>									
FEDERAL MANDATES					100			100	
MODULAR EQUIPMENT MN/DOT BUILDING					169			475	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>269</b>			<b>575</b>	
<b>GOV'S INITIATIVES:</b>									
<b>FUND</b>									
(A) MINORITY AND DISADVANTAGED YOUTH OUTREACH						450			450
<b>TOTAL GOV'S INITIATIVES</b>						<b>450</b>			<b>450</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	17,166	19,963	24,397	21,874	22,143	22,593	21,874	22,449	22,899
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE				15	15	15	15	15	15
TRUNK HIGHWAY			10	10	10	10	10	10	10
FEDERAL		76	424						

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: GENERAL SUPPORT  
ACTIVITY: GENERAL MANAGEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TOTAL FINANCING	17,166	20,039	24,831	21,899	22,168	22,618	21,899	22,474	22,924
FTE BY EMPLOYMENT TYPE:									
REGULAR	250.8	235.3	230.7		226.7			226.7	
TEMP/SEAS/PART_TIME	113.6	72.1	63.8		63.8			63.8	
OVERTIME	.2	.8	.8		.8			.8	
TOTAL FTE	364.6	308.2	295.3		291.3	311.3		291.3	311.3

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Transportation, Department of (Mn/DOT)  
**PROGRAM:** General Support  
**ACTIVITY:** General Management

**ITEM TITLE:** Minority and Disadvantaged Youth Outreach

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- State Operations	\$450	\$450	\$450	\$450
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
Trunk Highway Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes \_\_\_ No X

If yes, statute(s) affected: M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$450,000 each fiscal year for the SEEDS program, an initiative to employ minority and disadvantaged youth during their high school and college years in order to interest them in careers with Mn/DOT or other state departments.

**RATIONALE:**

The SEEDS program is Mn/DOT's outreach to minority and disadvantaged youth. It allows young people to work for Mn/DOT as student workers in the clerical, custodial/maintenance, paraprofessional and paraprofessional senior classes while they are attending school. The work opportunities are tied to the student's curriculum and long-term job goals and cover a number of job categories. Numerous studies have shown that many minority youth have removed themselves from the mainstream of studies for technical, engineering and high-level professional jobs or they have never been encouraged to enter. Often, they have found themselves confronted with negative messages of low expectations which, when combined with low self-esteem resulting from decades of severe economic and social conditions, often render many minority youth incapable of developing or sustaining the confidence needed to do well with difficult curriculum. Thus there is a need for intervention programs like SEEDS. In June, 1994, 3.9% of Mn/DOT's full-time permanent employees were racial or ethnic minorities. The department has not met its affirmative action goals for craft, technical, professional, supervisory, engineers and managers. SEEDS is designed to help correct this disparity by attracting students and providing a work climate receptive to minorities.

**PROGRAM OUTCOMES:**

Minority and disadvantaged youth and young adults will be assisted with linking their education to permanent technical or professional jobs in transportation. Mn/DOT will make progress in this biennium towards meeting its affirmative action goals for the employment of minorities. Qualified minorities, who Mn/DOT cannot absorb into its workforce, will be referred to other state agencies for employment, resulting in an increase in the employment of minorities in the state service.

**LONG-TERM IMPACT:**

Mn/DOT will meet its affirmative action goals and have an integrated and diverse workforce representative of the population it serves that values individual uniqueness and cultural differences and able to serve its customers. The department will no longer recruit outstate for minority candidates to meet its affirmative action goals. Enough qualified candidates will be available from Minnesota residents. Other state agencies will see the success of the program and may adopt a similar program. The minority candidates employed in the various state agencies will return to their communities in highly visible professional jobs, become community leaders and serve as role models to others.

GRANTS:

**BUDGET ACTIVITY:** General Services  
**PROGRAM:** General Support  
**AGENCY:** Transportation, Department of (Mn/DOT)

None.

ACTIVITY DESCRIPTION:

The general services activity exists to:

1. Provide leased work space and attendant housekeeping services for Mn/DOT central office personnel housed in the Transportation Building or elsewhere in rental buildings.
2. Furnish Mn/DOT employees statewide with necessary forms, office supplies and materials, and printed information.
3. Provide for equipment lease and service contracts.
4. Coordinate with Department of Administration-Intertechnology for consultant services needed to develop information management systems.
5. Provide printing of the official Minnesota highway map.
6. Fund development of Mn/DOT's department-wide data and information technology infrastructure to increase efficiency of application development, quality of information, and access to information; reduce redundancy; and provide pertinent information for decision-making purposes.
7. Perform other administrative services for department management.

BUDGET ISSUES:

- Increase of \$3,500,000 each fiscal year to support the Information Resource Management initiatives that will reduce duplication; increase accuracy, accessibility, and integration of information; and, therefore, provide better support for Mn/DOT's transportation activities. Initiatives include ARTEMIS (project scheduling), mandated Intermodal Surface Transportation Efficiency Act (ISTEA) management systems, maintenance applications, and geographic information systems. This request is \$3,010,000 higher than the F.Y. 1994-95 level of \$3,990,000.

REVENUE:

This activity generates non-dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997

Type of Revenue:

Non-dedicated - Trunk Highway	\$89	\$3	\$12	\$12	\$12
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1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: GENERAL SUPPORT  
ACTIVITY: GENERAL SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	226	641	409	388	388	388	388	388	388
EXPENSES/CONTRACTUAL SRVCS	4,544	5,113	6,977	4,934	8,434	8,434	5,008	8,508	8,508
MISC OPERATING EXPENSES	2,370	2,609	2,687	2,687	2,687	2,687	2,687	2,687	2,687
SUPPLIES/MATERIALS/PARTS	1,648	1,063	561	561	561	561	561	561	561
CAPITAL EQUIPMENT	2,459	303	109	342	342	342	342	342	342
OTHER	3,224	3,388	3,563	3,563	3,563	3,563	3,563	3,563	3,563
<b>SUBTOTAL STATE OPERATIONS</b>	<b>14,471</b>	<b>13,117</b>	<b>14,306</b>	<b>12,475</b>	<b>15,975</b>	<b>15,975</b>	<b>12,549</b>	<b>16,049</b>	<b>16,049</b>
<b>TOTAL EXPENDITURES</b>	<b>14,471</b>	<b>13,117</b>	<b>14,306</b>	<b>12,475</b>	<b>15,975</b>	<b>15,975</b>	<b>12,549</b>	<b>16,049</b>	<b>16,049</b>
<b>AGENCY PLAN ITEMS:</b>									
<b>FUND</b>									
INFORMATION RESOURCE MANAGEMENT					3,500			3,500	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>3,500</b>			<b>3,500</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	41	41	41	41	41	41	41	41	41
STATE AIRPORTS	124	56	187	70	70	70	70	70	70
TRUNK HIGHWAY	11,082	9,632	10,515	8,801	12,301	12,301	8,875	12,375	12,375
<b>OPEN APPROPRIATIONS:</b>									
STATE AIRPORTS	45	51	51	51	51	51	51	51	51
TRUNK HIGHWAY	2,734	2,939	3,100	3,100	3,100	3,100	3,100	3,100	3,100
HGHWY USER TAX DISTR	445	398	412	412	412	412	412	412	412
<b>TOTAL FINANCING</b>	<b>14,471</b>	<b>13,117</b>	<b>14,306</b>	<b>12,475</b>	<b>15,975</b>	<b>15,975</b>	<b>12,549</b>	<b>16,049</b>	<b>16,049</b>

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION, DEPARTMENT OF  
PROGRAM: GENERAL SUPPORT  
ACTIVITY: GENERAL SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	2.0	6.7	5.0						
TEMP/SEAS/PART_TIME	1.5	2.9	2.9		2.9			2.9	
OVERTIME		.1	.1		.1			.1	
TOTAL FTE	3.5	9.7	8.0		3.0	3.0		3.0	3.0

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1996-97 Biennial Budget

AGENCY: Metropolitan Council Transit (MCT)

**AGENCY DESCRIPTION:**

The Metropolitan Council is responsible for transit planning, policy making, administration and facilitation of transit services in the metropolitan area. Its operations division which includes the former Metropolitan Transit Commission, is the largest transit provider in the state. The major transit functions of the council include:

- administer state and metropolitan area transit subsidies;
- foster effective delivery of transit services;
- prepare and revise a transit service and capital plan that provides a blueprint for regional transit activities.
- establish and implement regional fare policies;
- adopt Metropolitan Transit budget including the Metropolitan Council Transit Operations (MCTO) budget;
- coordinate replacement service "opt-out" programs;
- establish regional transit facilities including transit hubs;
- advise and work cooperatively with local governments, regional rail authorities and other public agencies, transit providers, developers and other persons in order to coordinate all transit modes and to increase the availability of transit services; and
- conduct transit research and evaluation.

**GOALS AND OBJECTIVES:**

The public transit and paratransit programs coordinated and funded by the council contribute to the achievement of several goals:

- Providing metropolitan residents with access to jobs.
- Helping individuals and families, especially those who are transit dependent to maintain reasonable standards of living by providing cost-effective transportation to jobs.
- The reduction of average annual energy use per person.
- The reduction of emission of air pollutants.
- Limiting the number and percentage of congested freeway miles in the region.
- Increasing ridership on urban public transit systems.

**REVENUES:**

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
State Appropriation	\$28,630	\$32,792	\$36,291	\$34,541	\$34,542
Property Taxes	\$58,664	\$64,656	\$65,695	\$67,197	\$68,841
Fares*	\$36,555	\$40,282	\$43,441	\$44,515	\$45,497
Federal	\$ 9,674	\$11,819	\$10,292	\$10,323	\$12,300
Other	\$ 2,427	\$ 8,580	\$ 8,549	\$ 8,878	\$ 8,988
<b>TOTAL</b>	<b>\$142,950</b>	<b>\$158,129</b>	<b>\$164,538</b>	<b>\$165,453</b>	<b>\$170,168</b>

\*Fares received directly council programs.

**AGENCY BUDGET PLAN:**

The challenge for F.Y. 1996-97 is to maintain existing transit services in the region and to provide new services to meet the demand for travel. This challenge occurs at a time when all of the existing transit funding sources are either flat (federal operating assistance) or growing at a pace less than the growth of inflation (property taxes for operating support). Carryover funds, or fund balance, was also available in previous years to supplement current resources, but is now depleted to a level that should not be further reduced.

There are 4 main sources of revenue for transit operations: the regional property tax, state funding, federal grants and the farebox. Projections show no growth in federal funding and only minimal growth in the property tax levy. Fare increases are also not expected in the 1996-97 biennium. This leaves state funding as the only source of the additional funding necessary to match increases in operating costs.

Factors impacting metropolitan transit funding needs include:

- The property tax levy grows by only 2%;
- The cost of providing transit services increases by 3.5% annually or approximately \$14.5 million over the biennium.
- Loss of one-time demonstration revenues for I-394 service and loss of one-time revenue for bus warranty. Total: \$5.5 million
- No fare increases are planned. The last increase (1993) resulted in a drop in ridership of about 3%. The council is also reluctant to negatively affect transit dependent people by raising costs.
- No fund balances are available. Reduced fund balance by \$5.4 million in 1994.

Although transit operating costs have been held at or below the rate of inflation, the slow growth or no growth in funding sources results in the reliance on state General Fund support to maintain existing service.

In addition to increased direct state support for metropolitan transit, the council will seek authorization to shift the capital costs of the Metro Mobility program vehicles to regional transit bonds.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding levels as requested in the agency's plan and also incorporates an initiative which provides an additional \$20,000,000 for the biennium. The additional funding will sustain existing regular route service in the Metropolitan Area and fund the Metro Mobility Program and maintain existing community based rural and small urban systems.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: MET COUNCIL TRANSIT  
PROGRAM: MET COUNCIL TRANSIT  
ACTIVITY: MET COUNCIL TRANSIT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
LOCAL ASSISTANCE	27,130	32,792	36,291	34,542	34,542	44,542	34,542	34,542	44,542
<b>TOTAL EXPENDITURES</b>	<b>27,130</b>	<b>32,792</b>	<b>36,291</b>	<b>34,542</b>	<b>34,542</b>	<b>44,542</b>	<b>34,542</b>	<b>34,542</b>	<b>44,542</b>
<b>GOV'S INITIATIVES:</b>									
			<b>FUND</b>						
(A) GENERAL TRANSIT GRANT			<b>GEN</b>			10,000			10,000
<b>TOTAL GOV'S INITIATIVES</b>						<b>10,000</b>			<b>10,000</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	27,130	32,792	36,291	34,542	34,542	44,542	34,542	34,542	44,542
<b>TOTAL FINANCING</b>	<b>27,130</b>	<b>32,792</b>	<b>36,291</b>	<b>34,542</b>	<b>34,542</b>	<b>44,542</b>	<b>34,542</b>	<b>34,542</b>	<b>44,542</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
<b>TOTAL FTE</b>									

STATE OF MINNESOTA - DEPARTMENT OF FINANCE  
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT  
 BY SEC SEQ

AGENCY: MET COUNCIL TRANSIT

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	36,291	36,291	36,291	36,291				
BASE ADJUSTMENTS								
BIENNIAL APPROPRIATIONS	<1,749>	<1,749>	<1,749>	<1,749>				
SUBTOTAL BASE ADJ.	<1,749>	<1,749>	<1,749>	<1,749>				
CURRENT SPENDING	34,542	34,542	34,542	34,542				

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Metropolitan Council Transit (MCT)  
**PROGRAM:**  
**ACTIVITY:** Metropolitan Council Transit

**ITEM TITLE:** Metropolitan Council Transit Assistance Program

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- Grants	\$10,000	\$10,000	\$10,000	\$10,000
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

**Statutory Change?** Yes \_\_\_ No X

**If yes, statute(s) affected:** M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding transit programs administered by the Metropolitan Council at an increased level of \$20,000,000 for F.Y. 1996-97. The state assistance will be used to sustain existing regular route services in the Twin Cities metropolitan area, to adequately fund the Metro Mobility program and to maintain existing community based/rural and small urban systems now funded by the council.

**RATIONALE:**

This recommendation represents a strategy to maintain existing transit services in the region, as well as to fund the system at a level necessary to achieve the statutory goal of maintaining effective transit alternatives for individuals who do not have other means of transportation and to achieve the overall goals of reducing pollution and traffic congestion problems in the Twin Cities.

State funding amounts to 22% of transit funding for F.Y. 1995; other sources of revenue include fares, property taxes and federal funding. The recommendation is an increase over that of last year because 1) the property tax levy grows by only 2%; the cost of providing transit services increases by 3.5% annually; one-time demonstration revenues for I-394 have been lost and bus warranties have expired; no fare increases are planned due to the 3% drop in ridership which resulted from the last fare increase in 1993; and the fund balance was spent down by \$5.4 million in 1994.

**PROGRAM OUTCOMES:**

Transit reduces overall pollution, saves money both for individual riders and for the community, decreases traffic congestion, reduces wear and tear on the region's roads and highways, decreases reliance on foreign oil and provides a way to get to work, school or other places for those without access to a car.

About one-half of the individuals who use transit in the region could drive alone to work each day. Instead they use transit to help reduce pollution and congestion in the major transportation corridors in the Twin Cities. The other half of riders have no other means of transportation to work, shopping, or other destinations. Many of these individuals are older people with disabilities or economically disadvantaged.

The council will conduct a systematic study of the way transit services are delivered in the region. By restructuring and redesigning transit services, coordinating transit activities, and sharing resources, the council will look for ways to make the system even more efficient.

**LONG-TERM IMPACT:**

The requested funds will provide sufficient dollars to maintain existing transit services in the region for the remainder of the biennium. Without this funding, systems which contract with the Metropolitan Council will be required to raise fares which will result in a significant loss of ridership or make significant service reductions. A fully funded transit system benefits millions of users who need the service for work or other trips, or who choose to be good citizens by using transit to reduce pollution and congestions.

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AGENCY: Transportation Regulation Board (TRB)

**AGENCY DESCRIPTION:**

The Transportation Regulation Board (TRB) exists to insure safe and efficient movement of passengers and commodities, and to further insure fair and equitable rates for the public as well as the carriers through the granting of authority based on fitness, ability and need.

The board, acting in a quasi-judicial function, has the authority in the determination of adequacy of transportation services, the reasonableness of rates, and the issuing of franchises to common carriers and all other categories of commercial haulers.

The Commissioner of Minnesota Department of Transportation (Mn/DOT) supervises, investigates and enforces state regulation of the transportation industry while being free to function as an advocate for the best interests of the state. With the creation of the board as a separate entity, the TRB has been able to concentrate its effort in dealing with the industries within their jurisdiction. This concentration has permitted more transportation expertise to be involved in the regulatory decision-making with qualified members dealing totally with transportation issues, thereby providing a focus for the industry, minimizing administrative problems, duplications and eliminating confusion for the public.

The clientele of the TRB consists of:

- the citizens of the state who use the products and services provided by the transportation industry and are protected by the regulatory actions of the board;
- the motor carriers and railroads which operate within the state;
- stake-holders, municipalities, counties and townships which may become involved in certain railroad regulatory matters;
- the shippers and users of transportation;
- legal community;
- legislature;
- Administrative Law Judges; and
- Department of Transportation.

**REVENUES:**

This activity generates dedicated and non-dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997

Type of Revenue:					
Non-dedicated - Gen'l	\$12	\$13	\$9	\$3	\$-0-
Dedicated - Special	-0-	-0-	-0-	-0-	-0-
Dedicated - Federal	-0-	-0-	-0-	-0-	-0-

**EXPLANATION OF AGENCY'S BUDGET PLAN:**

By an act of Congress (Public Law 103-305) and effective on 1-1-95, states will no longer be allowed to regulate the routes, rates, and services of certain motor carriers. Effectively, this is deregulation of most motor carriers. Household Carriers (HHC) and passenger carriers (both regular route service and charter service were not affected by this Federal Preemption of State Regulatory law.

In 1994, 60% of the activity of the TRB was concerned with the regulation of the now exempt category of trucking regulation.

Major changes appear on the horizon for Mn/DOT and the TRB. However, many questions cloud any clear and immediate analysis of the true role of the TRB and the way in which truckers and shippers will be served in the future. Listed below are just a few of the questions posed by this troubling Federal legislation:

1. Does the state retain the right to issue certificates or permits? If so, under what criteria?
2. If a carrier is found unfit, can a state prevent them from conducting intrastate operations in their state? If suspensions or cancellations are allowed, what method of hearings and appeals can and/or should be used?
3. What is the state's power to conduct audits of carriers' records and operations?
4. What regulation should remain on those operations not preempted by this new legislation? Should a task force be appointed to perform a complete study and recommend possible revisions?
5. Minnesota currently exempts some operations from the registration and authority requirements. Can we still allow these exemptions or is it a restriction on service to limit their operations to those exempt movements?
6. Currently the board holds hearings on rate reasonableness for both consumer protection and fair competition reasons. Can the consumer protection functions be continued on operations conducted by property carriers other than household goods? Should the board continue these functions on those operations not preempted? If the state is prohibited from performing consumer protection actions, should the state actively seek Congressional action to correct this problem?
7. Our current laws direct the board to supervise and comprehensively regulate collective ratemaking among intrastate carriers. Because of the preemption the state could not enforce laws or regulations. The federal preemption legislation does allow a state to have regulations related to anti-trust immunity for joint line rates or routes, classifications and mileage guides when the carrier requests the state to so regulate (this is a carrier-by-carrier basis). Should collective ratemaking on interline rates still be allowed on an intrastate basis?
8. Presuming that the state elects not to allow collective ratemaking what agency would monitor and enforce potential antitrust violations? State or federal?
9. What happens to the structure of the state regulatory agencies? What changes are needed?
10. What impact will this legislation have on state revenues?
11. Should the state look at increasing safety enforcement personnel and number of scale locations because of the possible increase in the number of vehicles and carriers in the state?
12. What will be the impact on the environment because of the increased number of vehicles? Currently we have a limited number of carriers running fairly efficient operations with well-loaded entrants into the market. Since there is only so much freight to carry, it will mean that these new carriers, and the remaining old carriers will have to divide up the freight. Because of this the less efficient and, therefore, greater impact on the environment. This problem may

AGENCY: Transportation Regulation Board (TRB)  
(Continuation)

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be short term and the numbers will balance out after a few years when some of the carriers go out of business and the marketplace settles out. Should studies be conducted to monitor possible long term effects?

The TRB is proposing the following:

Continue the full agency function through F.Y. 1996. During that year, the board will:

- A. Continue normal regulation of the remaining 40% of the industry.
- B. Hold statewide meetings for truckers and other transportation entities to determine any affects resulting from the federal preemption. The board would seek both negative and positive affects.
- C. Prepare a report for the legislature including full recommendations for F.Y. 1997 concerning the role of the board and, more generally, the need for further legislative action to modify the regulation of the transportation industry.

We are proposing that the budget for ALJ services be reduced to \$50,000 per year, in-state travel be increased to \$10,000 to allow for a number of proposed statewide trucker/shipper meetings.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION REGULATION BOARD  
PROGRAM: TRANSP REGULATION BD  
ACTIVITY: TRAN REG BD - TRB

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	471	425	442	442	442	442	442	442	
EXPENSES/CONTRACTUAL SRVCS	230	257	252	162	140	140	164	164	
MISC OPERATING EXPENSES	16	15	12	12	20	20	12	12	
SUPPLIES/MATERIALS/PARTS	14	4	3	3	3	3	3	3	
CAPITAL EQUIPMENT	13								
<b>SUBTOTAL STATE OPERATIONS</b>	<b>744</b>	<b>701</b>	<b>709</b>	<b>619</b>	<b>605</b>	<b>605</b>	<b>621</b>	<b>621</b>	
<b>TOTAL EXPENDITURES</b>	<b>744</b>	<b>701</b>	<b>709</b>	<b>619</b>	<b>605</b>	<b>605</b>	<b>621</b>	<b>621</b>	
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
DE-REGULATION(ALJ COSTS)			THI		<14>				
MOTOR CARRRIER DEREGULATION			THI				<621>	<621>	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>&lt;14&gt;</b>		<b>&lt;621&gt;</b>	<b>&lt;621&gt;</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	744	701	709	619	605	605	621	621	
<b>TOTAL FINANCING</b>	<b>744</b>	<b>701</b>	<b>709</b>	<b>619</b>	<b>605</b>	<b>605</b>	<b>621</b>	<b>621</b>	
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	9.3	8.2	8.2		8.2				
<b>TOTAL FTE</b>	<b>9.3</b>	<b>8.2</b>	<b>8.2</b>		<b>8.2</b>		<b>8.2</b>	<b>8.2</b>	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE  
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT  
 BY SEC SEQ

AGENCY: TRANSPORTATION REGULATION BOARD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	709	709			709	709		
BASE ADJUSTMENTS								
DOCUMENTED RENT/LEASE INC/DEC		2				2		
ATTORNEY GENERAL COSTS	<90>	<90>			<90>	<90>		
SUBTOTAL BASE ADJ.	<90>	<88>			<90>	<88>		
CURRENT SPENDING	619	621			619	621		

1996-97 BIENNIAL BUDGET

PROGRAM STRUCTURE

AGENCY: PUBLIC SAFETY, DEPARTMENT OF

PROGRAM

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ADMINISTRATION AND RELATED SERVICES

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Public Safety Support  
Information Systems Management

EMERGENCY MANAGEMENT

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Emergency Response Commission

CRIMINAL APPREHENSION

G-150

Criminal Justice Evidence Analysis  
Criminal Justice Records  
Criminal Investigation and Assistance  
Police Training and Development  
Criminal Apprehension Support

FIRE MARSHAL

G-172

Fire Prevention Protection and Investigation

STATE PATROL

G-178

Patrolling Highways  
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Capitol Complex Security

DRIVER AND VEHICLE SERVICES

G-200

Vehicle Registration and Title  
Interstate Registration and Reciprocity  
Licensing Drivers  
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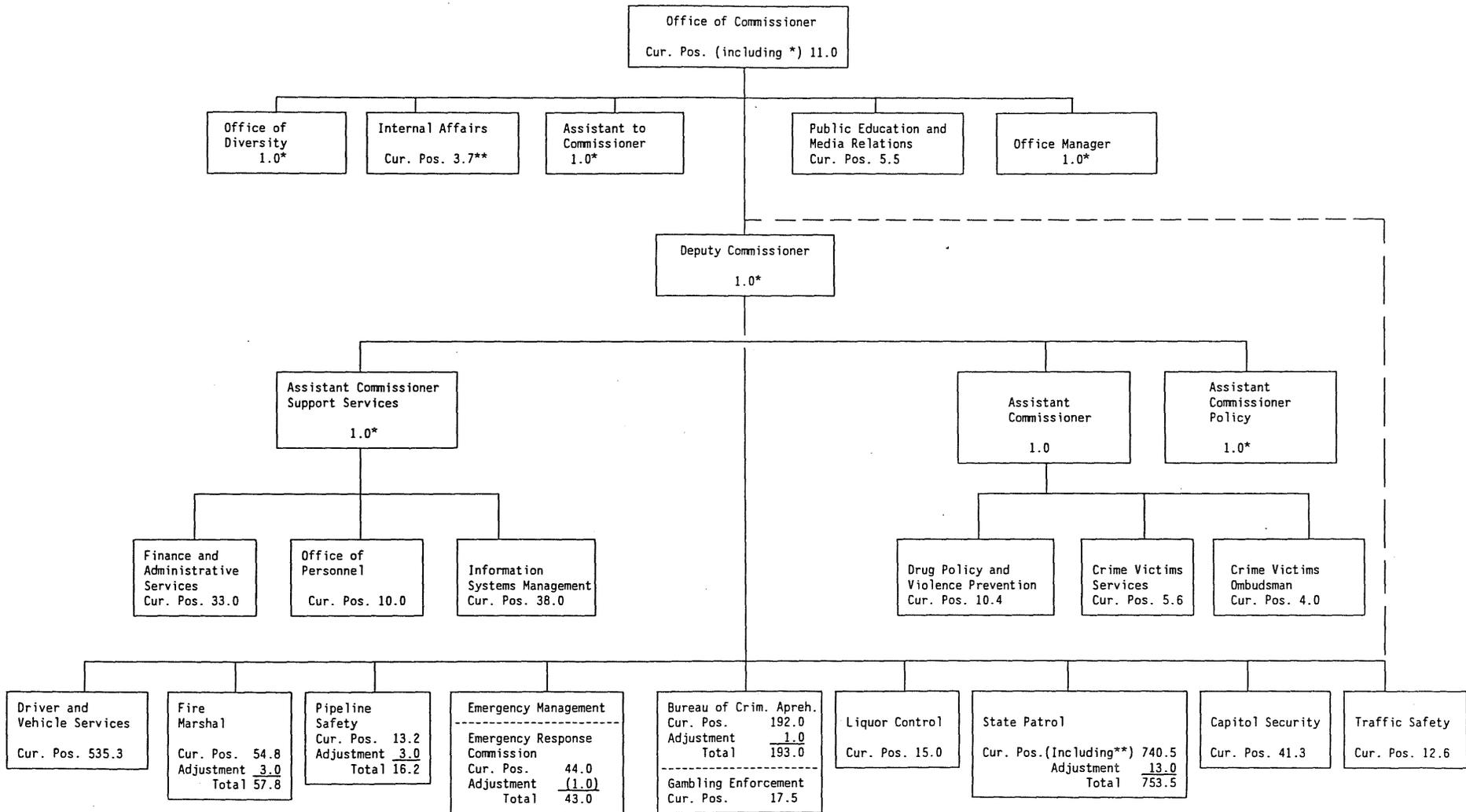
**1996-97 BIENNIAL BUDGET**

**PROGRAM STRUCTURE**

**AGENCY: PUBLIC SAFETY, DEPARTMENT OF**  
**(Continued)**

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**DEPARTMENT OF PUBLIC SAFETY ORGANIZATION CHART 7/1/94**



**June 30, 1994, FTE: 1,649.6**

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: General

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b>BASE YEAR (F.Y. 1995)</b>	\$35,585	\$35,585	\$71,170
<b>BASE ADJUSTMENT:</b>			
One-Time Appropriations	\$(2,910)	\$(2,910)	\$(5,820)
Appropriations Carried Forward	(2,517)	(2,517)	(5,034)
Base Transfer (BTWN Agencies)	(25)	(25)	(50)
Documented Rent/Lease Increase	85	108	193
Attorney General Costs	(31)	(31)	(62)
<b>CURRENT SPENDING</b>	<b>\$30,187</b>	<b>\$30,210</b>	<b>\$60,397</b>
<b>AGENCY DECISION ITEMS:</b>			
Annualized New Program Costs	\$100	\$100	\$200
Fire Arson Investigations	100	100	200
Federal Requirements (State Match)	15	-0-	15
Non-Dedicated Fee Spending (Up to 3%)	2	4	6
Agency Relocation/Lease Adjustment	45	48	93
Completion of Pilot Crime Fax Project	-0-	(275)	(275)
Bomb Squad Reimbursement	82	100	182
Fire Life Safety Inspections	82	82	164
<b>AGENCY PLAN</b>	<b>\$30,613</b>	<b>\$30,369</b>	<b>\$60,982</b>
<b>GOVERNOR'S INITIATIVES:</b>			
Criminal Justice Communications Network	\$1,160	\$1,450	\$2,610
Flood Relief/Hazard Mitigation	719	-0-	719
BCA Lab Improvements/5 Scientists	1,151	610	1,761
<b>GOVERNOR'S RECOMMENDATIONS</b>	<b>\$33,643</b>	<b>\$32,429</b>	<b>\$66,072</b>

**Brief Explanation of Agency Plan:**

- The agency plan calls for \$100,000 in both F.Y. 1996-97 to annualize costs for hazardous materials safety under Emergency Management. \$100,000 was provided only in F.Y. 1994 for payments to the emergency response teams for hazardous materials incidents.
- The plan calls for a state match of \$15,000 in F.Y. 1996 to complete the administration of \$12.8 million in federal hazard mitigation projects. Hazard mitigation efforts are those actions that will reduce or eliminate the long-term risk to human life and property from natural disasters.
- The plan calls for the reallocation of \$275,000 in F.Y. 1997 from the Administration and Related Services Program, the Crime Fax Project, to the Criminal Apprehension Program for the bomb squad reimbursement program for local law enforcement agencies in the amount of \$82,000 in F.Y. 1996 and \$100,000 in F.Y. 1997. The Crime Fax Project will be completed in F.Y. 1996. A system of state reimbursement of out-of-jurisdiction requests will ensure that all law enforcement agencies would be able to utilize the services of the bomb squad experts. The agency

- will contract with 5 police departments with bomb disposal units to provide this service for a fee.
- The plan calls for an increase in funding of \$82,000 each year for the Fire Marshal Program/Fire Life Safety Inspection Activity. A like amount must be transferred from Fund 17—State Government Special Revenue Fund to the General Fund to cover these inspection costs. The Department of Health contracts with the Fire Marshal to conduct fire safety inspections of health care facilities to meet federal certification and state licensing requirements. The Department of Health recovers the state's portion of the inspection costs through fees. The federal share of the activity has been reduced.
- The plan calls for \$45,000 in F.Y. 1996 and \$48,000 in F.Y. 1997 for lease adjustments related to the agency relocation of the Office of Drug Policy and Violence Prevention, Crime Victims Services, and Crime Victims Ombudsman. The Drug Policy and Violence Prevention Program was relocated with other programs from the Transportation Building to downtown St. Paul in February of 1994. Crime Victims Services and Crime Victims Ombudsman were moved to St. Paul in January of 1994 due to environmental and safety problems with the Midway location.
- The plan calls for an increase in funding in the Liquor Control Program of \$2,000 in F.Y. 1996 and \$4,000 in F.Y. 1997 to cover non-salary inflationary increases related to the liquor licensing and enforcement activities of this program. Revenues will be sufficient to cover these increases.
- The plan calls for the reallocation of \$144,000 in F.Y. 1996 and \$124,000 in F.Y. 1997 from the criminal justice records activity of the Criminal Apprehension Program to 2 other activities in this program. Of that amount, \$61,000 was reallocated in F.Y. 1996 and \$34,000 in F.Y. 1997 to the criminal justice evidence analysis activity to cover workers compensation obligations; \$83,000 in F.Y. 1996 and \$90,000 in F.Y. 1997 was reallocated to the criminal investigation activity to cover salary and other operating costs of this activity.
- The plan calls for \$100,000 in F.Y. 1996 and \$100,000 in F.Y. 1997 to fund 2 additional State Fire Marshal Arson Investigators. The 1994 projections predict a 12% increase in demand for fire investigations. This increase in arson investigators will allow state and local agencies to jointly investigate more arson cases and bring more cases to prosecution.

**Revenue Summary:**

- Agency plans have no impact on future revenue collections.

**Affected Statutes:**

- M.S. 299C.10; M.S. 3.732, subd.1(2); M.S. 176.192.
- The plan calls for a change in the criminal history record background check charge of \$8.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends an alternative Department of Public Safety General Fund funding level of \$ 66,072,000 for the biennium, which incorporates initiatives for the following: \$2,610,000 for the criminal justice communications network; \$719,000 for flood relief projects for hazardous mitigation; and \$1,761,000 for BCA DNA laboratory improvements, including 5 forensic scientists.

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: Special Revenue

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	<b>\$2,188</b>	<b>\$2,188</b>	<b>\$4,376</b>
<b><u>BASE ADJUSTMENT:</u></b>			
Appropriations Carried Forward	\$(111)	\$(111)	\$(222)
Dedicated State Appropriation Spending	73	111	184
Attorney General Costs	<u>(3)</u>	<u>(3)</u>	<u>(6)</u>
<b><u>CURRENT SPENDING</u></b>	<b>\$2,147</b>	<b>\$2,185</b>	<b>\$4,332</b>
<b><u>AGENCY DECISION ITEMS:</u></b>			
Dedicated Fee Spending (over 3%)	<u>97</u>	<u>97</u>	<u>194</u>
<b><u>AGENCY PLAN</u></b>	<b>\$2,244</b>	<b>\$2,282</b>	<b>\$4,526</b>
<b><u>GOVERNOR'S INITIATIVES:</u></b>			
	\$-0-	\$-0-	\$-0-
<b><u>GOVERNOR'S RECOMMENDATIONS</u></b>	<b>\$2,244</b>	<b>\$2,282</b>	<b>\$4,526</b>

**Brief Explanation of Agency Plan:**

- The spending level was increased in the Emergency Management Program/nuclear plant preparedness activity by \$25,000 in F.Y.1996 and F.Y.1997 to cover salary and non-salary inflationary increases. \$12,000 of the increase will be allocated for grant payments to local units of government. Revenues will be sufficient to support the increase.
- The spending level was increased in the Criminal Apprehension Program/criminal justice evidence analysis activity by \$21,000 in F.Y. 1996 and \$32,000 in F.Y. 1997 to cover salary and non-salary inflationary increases related to the forensic laboratory operations. An increase in funding was provided in the criminal apprehension support activity of \$3,000 in F.Y. 1996 and \$6,000 in F.Y. 1997 for grants to local law enforcement agencies for purposes of providing funding for expenses related to long-term multi-jurisdictional investigations. In both cases, funds are sufficient to cover these increases.

- The spending level was increased in the Driver and Vehicle Services Program/vehicle registration and title activity by \$2,000 in F.Y.1996 and \$3,000 in F.Y.1997 to cover salary and non-salary inflationary increases for the bicycle registration program. Funding is sufficient to cover these increases.
- The spending level for the Pipeline Safety program was increased by \$22,000 in F.Y. 1996 and \$45,000 in F.Y. 1997 to cover salary and non-salary inflationary increases.
- The agency plan includes a \$97,000 increase for each year in the Pipeline Safety program to cover an increase in the number of required inspections. Two additional inspector positions and related expenses will be funded with this increased level of funding. An increase in inspections is required due to federal code changes that have added to the state's jurisdiction over pipeline operators. The increased costs will be recovered through quarterly billings to the pipeline operators under the pipeline inspection program.

**Revenue Summary:**

- Agency plans will be financed through current fund balances and by increased revenues generated by inspection activities.

**Affected Statutes:**

- No statutory changes are required to implement agency plans.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: Trunk Highway

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	<b>\$67,352</b>	<b>\$67,352</b>	<b>\$134,704</b>
<b><u>BASE ADJUSTMENT:</u></b>			
Appropriations Carried Forward	\$(3,401)	\$(3,401)	\$(6,802)
Documented Rent/Lease Increase	546	576	1,122
Attorney General Costs	<u>(754)</u>	<u>(754)</u>	<u>(1,508)</u>
<b><u>CURRENT SPENDING</u></b>	<b>\$63,743</b>	<b>\$63,773</b>	<b>\$127,516</b>
<b><u>AGENCY DECISION ITEMS:</u></b>			
Annualized New Program Cost	\$73	\$73	\$146
Moorhead Scale\Maintain Current Trooper Staffing	654	802	1,456
Replace Intoxilyzers	<u>500</u>	<u>500</u>	<u>1,000</u>
<b><u>AGENCY PLAN</u></b>	<b>\$64,970</b>	<b>\$65,148</b>	<b>\$130,118</b>
<b><u>GOVERNOR'S INITIATIVES:</u></b>			
Criminal Justice Communications Network	\$677	\$568	\$1,245
Diversity, Safety, Training Programs	171	172	343
School Bus Safety	20	20	40
<b>GOVERNOR'S RECOMMENDATIONS</b>	<b>\$65,838</b>	<b>\$65,908</b>	<b>\$131,746</b>

**Brief Explanation of Agency Plan:**

- The agency plan calls for \$73,000 in both F.Y. 1996 and F.Y. 1997 as an annualization of costs for the commercial vehicle enforcement activity of the State Patrol Program. Funding was provided in F.Y. 1995 for 4 commercial vehicle inspector positions for 6 months. The scheduled opening of the Moorhead weigh scale has been moved to July of 1995.
- In the State Patrol Program, a \$2.1 million budget shortfall in projected personnel expenses in F.Y. 1995-97 was covered within current spending levels, in part, through the reallocation of \$1.3 million from the equipment budget. The remainder of the shortfall will be resolved by management of overtime costs and by holding 9 commercial vehicle inspector positions vacant

and 11 trooper positions vacant as retirements occur in the 1996-97 biennium. The Orchard Gardens weigh scale will be closed in the 1996-97 biennium and will be relocated in the 1998-99 biennium near the Iowa border on I-35. Some of the commercial vehicle inspectors from the Orchard Gardens scale will be transferred to the St. Croix weigh scale.

- The plan calls for \$654,000 in F.Y. 1996 and \$802,000 in F.Y. 1997 to provide 24 hour coverage at the new Moorhead weigh scale (\$381,000 in F.Y. 1996 and \$382,000 in F.Y. 1997) and to maintain the current complement of State Patrol Troopers (\$273,000 in F.Y. 1996 and \$420,000 in F.Y. 1997) on Minnesota highways. The addition of 11 new commercial vehicle inspectors at the new weigh scale facility near Moorhead will improve the safety of commercial vehicles and reduce the rate of deterioration of highways caused by overweight vehicles.
- The plan calls for \$500,000 in both F.Y. 1996 and F.Y. 1997 for the replacement of the state's intoxilyzers that are used for DWI testing. The DWI breath testing devices are over 10 years old and need to be replaced. All intoxilyzers will be replaced over a 4 year period.

**Revenue Summary:**

- Lost revenues from the closure of the Orchard Gardens scale will be more than offset by revenues collected from fines and penalties from the Moorhead and St. Croix weigh scales.
- Revenues are projected to increase by \$456,000 each year with the addition of 11 new commercial vehicle inspectors at the Moorhead Weigh Scale.

**Affected Statutes:**

- No statutory changes are required to implement agency plans.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends an alternative Department of Public Safety Trunk Highway Fund funding level of \$131,746,000 for the biennium, which incorporates initiatives for the following: \$1,245,000 for the criminal justice communications network; \$343,000 for the department's diversity, safety, and training programs; and \$40,000 for the school bus safety program..

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: Highway User

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	\$10,770	\$10,770	\$21,540
<b><u>BASE ADJUSTMENT:</u></b>			
Appropriations Carried Forward	\$(543)	\$(543)	\$(1,086)
Documented Rent/Lease Increase	3	10	13
Attorney General Costs	<u>(30)</u>	<u>(30)</u>	<u>(60)</u>
<b><u>CURRENT SPENDING</u></b>	\$10,200	\$10,207	\$20,407
<b><u>AGENCY DECISION ITEMS:</u></b>	\$ <u>-0-</u>	\$ <u>-0-</u>	\$ <u>-0-</u>
<b><u>AGENCY PLAN</u></b>	\$10,200	\$10,207	\$20,407
<b><u>GOVERNOR'S INITIATIVES:</u></b>			
	\$-0-	\$-0-	\$-0-
<b>GOVERNOR'S RECOMMENDATIONS</b>	\$10,200	\$10,207	\$20,407

**Brief Explanation of Agency Plan:**

- The agency plan is based on funding the continuation budget as is.

**Revenue Summary:**

- Agency plans have no impact on future revenue collections.

**Affected Statutes:**

- No statutory changes are required to implement agency plans.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1996-97 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: Environmental

**Summary of Agency Actions:**

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<b><u>BASE YEAR (F.Y. 1995)</u></b>	\$41	\$41	\$82
<b><u>BASE ADJUSTMENT:</u></b>			
Appropriations Carried Forward	<u>(1)</u>	<u>(1)</u>	<u>(2)</u>
<b><u>CURRENT SPENDING</u></b>	\$40	\$40	\$80
<b><u>AGENCY DECISION ITEMS:</u></b>	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$-0-</u>
<b><u>AGENCY PLAN</u></b>	\$40	\$40	\$80
<b><u>GOVERNOR'S INITIATIVES:</u></b>			
	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$-0-</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	\$40	\$40	\$80

**Brief Explanation of Agency Plan:**

- The agency plan is based on funding the continuation budget as is.

**Revenue Summary:**

Agency plans have no impact on future revenue collections.

**Affected Statutes:**

- No statutory changes are required to implement agency plans.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

AGENCY: Public Safety, Department of

**AGENCY DESCRIPTION:**

The mission of the Department of Public Safety is to protect people and property in Minnesota through prevention, regulation, enforcement, information and service. The achievement of this mission is fulfilled through 14 programs which: utilize existing technology to communicate vital public safety issues to employees and the general public; provide coordination, training and technical assistance to the federal, state and local criminal justice agencies that utilize the criminal justice network; provide reparations and assistance for crime victims; promote a fire safe environment through education and inspection of day care, health care, schools, and other facilities; inspect intrastate pipeline operations in Minnesota on a regular schedule and enforce the laws pertaining to them; conduct investigations of legal and illegal gambling; manage liquor licensing, education, regulation and enforcement of liquor laws; provide comprehensive forensic laboratory services and DNA analysis to criminal justice agencies statewide; gather and make available information on illegal drug demand and efforts to reduce use throughout the state; provide leadership and support to all state and local units of government whose responsibilities include mitigation, preparedness, response and recovery to natural and technological disasters; enhance the safety of transportation of children by conducting inspections of school buses; reduce the number of accidents involving property damage and personal injury; and reduce the number of motor vehicle fatalities, through enforcement of Minnesota traffic laws, primarily speed, alcohol, drug impaired driving and seat belt laws.

The clientele for these programs include: federal, state and local criminal justice, fire safety, emergency management, licensing and inspection agencies; community based non-profit organizations; other government agencies; private businesses that engage in activities of public safety significance; and the general public. It also includes individuals, agencies and organizations impacted by the department's enforcement and regulatory activities.

**AGENCY CHALLENGES:**

The need for developing partnerships for public safety services is emphasized throughout this budget. Building relationships, supporting field operations and providing information on prevention strategies are the 3 principal components of an effective public safety agency. The following factors are shaping the development of policies and programs at the Department of Public Safety:

- **A Violent Society.** The number of violent crimes are increasing annually, particularly among the youth. Reports of domestic and child abuse, including sexual assaults on children, are increasing and have extensive cyclical impact.
- **Increase in Traffic.** The number of motor vehicles, licensed drivers and vehicle miles traveled is increasing. The number of reported accidents is up. Nearly 200 fatalities are alcohol related. The number of persons reached in safety education programs continues to increase, but only 55% of the people wear seat belts and half of the vehicles on Minnesota roadways exceed the speed limit.
- **Demands in Communications.** The criminal justice network has more than doubled in the past 4 years. Continued growth is expected, and additional national and state information projects will need to be incorporated into Minnesota's systems over the next 5 years. Many paid and unpaid jobs now require background checks for employment, licensing, and volunteer purposes,

and expansion of these mandates is expected to continue. External customer service is expected to continue to expand as demands for public data increase. Backlogs in computer applications have delayed new division projects that would enhance operations.

- **Advancements in Technology.** Mobile data terminals (MDTs) in police cars, digital imaging for driver's licenses, and microwaving public safety answering points are examples of the state of the art technology that can make more efficient use of the work force with more effective results. The demand for systems and network services continues to exceed the capability to provide those services.
- **Implementing Partnerships in Public Safety.** Recognizing that a state public safety agency cannot directly provide all services which will fulfill its mission, the Department of Public Safety works in partnership with local agencies and citizens. Because of dwindling budget resources at all levels of government, there is more need than ever to increase coordination among local law enforcement, government officials, schools, businesses, churches, the court system, victim's services, and residents. Interstate compacts have developed, and the federal government has mandated cooperation between the states for such purposes as increasing traffic safety and facilitating interstate operations. Statewide regional hazardous response teams are responding to incidents involving chemical spills. Internally, the department is holding regular "cluster meetings" with divisions that serve similar customers.
- **Valuing a Diverse Work Force.** An increasingly diverse population will require stepped up affirmative action efforts so that the department is representative of the community it serves. It is essential that employees have the necessary skills to work with all segments of the community and be responsive to their needs.
- **Customer Satisfaction.** Customers feel that taxes are increasing while services are decreasing. Continuous quality improvement methods are not only necessary, but expected. Customer satisfaction must be measured to determine program impact. The timeliness, relevancy, and accuracy of service will help determine what is working and what is not.
- **Priority on Prevention.** Prevention strategies can be the most cost effective path to follow. This means education and intervention at the critical ages of development for children. Public Safety fosters community based programs that provide numerous services to children and youth.
- **Labor/Management Gaps.** Trust between labor and management is essential to creating a productive workforce. The uncertainties of the future and institutional change contribute to employee frustrations. Emphasis on worker participation committee input and enhanced communication with collective bargaining groups will foster employee involvement.
- **Federal Action.** Indications are that federal funding of Emergency Management may be reduced 50% during the biennium, jeopardizing the entire program. Also, state funding matches have limited the level of federal funding available for the administration of the Traffic Safety program. The state could be placed in jeopardy of loss or redirection of federal funding due to the failure to enact certain traffic safety legislation.

**AGENCY STRATEGIES:**

The agency budget plan is constructed to achieve the following goals:

- provide leadership and support to all state and local units of government whose responsibilities encompass safety;
- assure the safe transportation of people;
- reduce the detrimental effect of drug and alcohol use on people;
- lessen the impact of violent crime on people;
- safeguard and promote the safety of children;
- inform and educate people on safety issues;

1996-97 Biennial Budget

AGENCY: Public Safety, Department of  
(Continuation)

- 
- provide timely and caring services in times of emergency and disaster; and
  - provide quality records and documents, in a timely manner, for the use and protection of people and business;

See the Annual Performance Report, dated September 1994, for specific strategies, agency results and outcomes.

Current strategies are focused to encourage changes in individual behavior in areas like DWI enforcement, the youth access to alcohol program, hazard mitigation strategies, fire safety promotions, and the Drug Abuse Resistance Education (DARE) program.

**REVENUE SUMMARY:**

Departmental earnings fees contribute 5% (\$89,809,000) of revenue for the Department of Public Safety. The major income generating fees for the department are the Driver License fees at an estimated \$40,474,000 for the biennium which are deposited in the Trunk Highway Fund and the motor vehicle titling fee at an estimated \$17,800,000 of which \$9,200,000 is deposited in the General Fund. Special revenue of \$17,516,000 contributes 6% of the agency funding from motorcycle endorsements, DWI reinstatement fees, pipeline safety inspection fees, and Indian reservations gambling compacts. Federal funds of \$37,689,000 contribute 14% of the agency funding.

**SUMMARY OF BUDGET REQUEST:**

The major objective used by the department to develop the proposed budget and key budget issues largely relate to provision of client and kindred agency services. A brief summary of the agency budget plan is as follows:

- Salary and non-salary inflationary increases in the Liquor Control, Emergency Management, Criminal Apprehension, Driver and Vehicle Services, and Pipeline Safety programs.
- Annualization of costs for the Commercial Vehicle Enforcement and Hazardous Materials Safety activities.
- State match to complete the administration of federal hazard mitigation projects.
- Reallocations of funds between programs for the bomb squad reimbursement program.
- Increase funding (and Fund 17 transfer) for the Fire Marshal fire life safety inspection activity.
- Increase in funding for the Fire Marshal arson investigation program.
- Lease adjustments related to the agency relocation to downtown St. Paul.
- Reallocation of funding between activities in the Criminal Apprehension program for workers compensation and other operating costs.
- Reallocation of funding within the State Patrol program to cover a projected shortfall in personnel expenses.
- Increase in funding and 11 new positions to provide 24-hour staffing at the new Moorhead Weigh Scale.
- Increase in funding to replace the State's Intoxilyzers that are used in DWI testing.

- Increase in quarterly billings to pipeline operators to cover increased volume and costs for the inspection program.
- Amending the non-criminal justice background check fee to a statutorily mandated charge for service.

**GOVERNOR'S RECOMMENDATION:**

**General Fund**

The Governor recommends an alternative Department of Public Safety General Fund funding level of \$ 66,072,000 for the biennium, which incorporates initiatives for the following: \$2,610,000 for the criminal justice communications network; \$719,000 for flood relief projects for hazardous mitigation; and \$1,761,000 for BCA DNA laboratory improvements, including 5 forensic scientists.

**Special Revenue Fund**

The Governor concurs with the agency's plan.

**Trunk Highway Fund**

The Governor recommends an alternative Department of Public Safety Trunk Highway Fund funding level of \$131,746,000 for the biennium, which incorporates initiatives for the following: \$1,245,000 for the criminal justice communications network; \$343,000 for the departments' diversity, safety, and training programs; and \$40,000 for the school bus safety program..

**Highway User Tax Distribution Fund**

The Governor concurs with the agency's plan.

**Environmental Fund**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF

PROGRAM RESOURCE ALLOCATION:	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
ADMIN & RELATED SERVICES	5,409	5,373	5,888	6,011	6,011	8,019	6,028	5,900	8,090
EMERGENCY MANAGEMENT	12,036	36,158	20,852	5,314	5,429	6,148	5,278	5,378	5,378
CRIMINAL APPREHENSION	18,031	18,671	19,328	17,692	18,274	19,425	17,729	18,329	18,939
FIRE MARSHAL	3,022	3,043	3,318	3,173	3,355	3,355	3,173	3,355	3,355
STATE PATROL	44,724	45,184	52,164	50,271	50,998	51,018	50,276	51,151	51,171
CAPITOL SECURITY	1,496	1,406	1,462	1,456	1,456	1,456	1,456	1,456	1,456
DRIVER & VEHICLE SERVICES	30,594	28,089	32,377	29,608	29,608	29,608	29,622	29,622	29,622
LIQUOR CONTROL	648	658	775	757	759	759	757	761	761
GAMBLING ENFORCEMENT	1,231	1,111	1,675	1,387	1,387	1,387	1,390	1,390	1,390
TRAFFIC SAFETY	2,521	3,505	5,866	5,769	5,769	5,769	5,770	5,770	5,770
DRUG POLICY & VIOLENCE PREVENTION	8,659	9,296	10,872	9,235	9,241	9,241	9,235	9,242	9,242
PIPELINE SAFETY	781	807	1,055	1,074	1,171	1,171	1,097	1,194	1,194
CRIME VICTIMS SERVICES	2,420	2,473	2,626	2,572	2,597	2,597	2,644	2,670	2,670
CRIME VICTIMS OMBUDSMAN	155	166	308	203	217	217	203	218	218
<b>TOTAL EXPENDITURES BY PROGRAM</b>	<b>131,727</b>	<b>155,940</b>	<b>158,566</b>	<b>134,522</b>	<b>136,272</b>	<b>140,170</b>	<b>134,658</b>	<b>136,436</b>	<b>139,256</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	29,749	31,123	35,585	30,187	30,613	33,643	30,210	30,369	32,429
SPECIAL REVENUE	1,740	1,657	2,188	2,147	2,244	2,244	2,185	2,282	2,282
TRUNK HIGHWAY	62,567	60,701	67,352	63,743	64,970	65,838	63,773	65,148	65,908
HGHWY USER TAX DISTR	10,403	9,694	10,770	10,200	10,200	10,200	10,207	10,207	10,207
ENVIRONMENTAL	38	39	41	40	40	40	40	40	40
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL	1,421	1,705	2,124	1,925	1,925	1,925	1,926	1,926	1,926
SPECIAL REVENUE	1,688	1,923	7,058	6,495	6,495	6,495	6,495	6,642	6,642
TRUNK HIGHWAY	494	715	648	768	768	768	768	768	768
FEDERAL	22,521	45,310	32,773	18,993	18,993	18,993	19,030	19,030	19,030
AGENCY	998	3,042							
GIFTS AND DEPOSITS	108	31	27	24	24	24	24	24	24
<b>TOTAL FINANCING</b>	<b>131,727</b>	<b>155,940</b>	<b>158,566</b>	<b>134,522</b>	<b>136,272</b>	<b>140,170</b>	<b>134,658</b>	<b>136,436</b>	<b>139,256</b>

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF

PROGRAM RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
REGULAR	1,701.2	1,649.6	1,784.7		1,800.2		1,803.7		
TEMP/SEAS/PART_TIME	51.8	64.6	35.6		31.8		31.5		
OVERTIME	53.6	58.6	50.0		48.8		48.8		
TOTAL FTE	1,806.6	1,772.8	1,870.3		1,880.8	1,899.8	1,884.0	1,903.0	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE  
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT  
 BY SEC SEQ

AGENCY: PUBLIC SAFETY, DPT OF

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	158,566	158,566	37,709	37,709	88,084	88,084	32,773	32,773
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<2,910>	<2,910>	<2,910>	<2,910>				
APPROPRIATIONS CARRIED FWD	<7,207>	<7,207>	<2,726>	<2,726>	<4,481>	<4,481>		
BASE TRANSFER (BTWN AGENCIES)	<25>	<25>	<25>	<25>				
DED STAT APPROP SPENDING	59	98	10	11	49	87		
DOCUMENTED RENT/LEASE INC/DEC	634	694	85	108	549	586		
FEDERAL RECEIPTS	<13,780>	<13,743>					<13,780>	<13,743>
ATTORNEY GENERAL COSTS	<815>	<815>	<31>	<31>	<784>	<784>		
SUBTOTAL BASE ADJ.	<24,044>	<23,908>	<5,597>	<5,573>	<4,667>	<4,592>	<13,780>	<13,743>
CURRENT SPENDING	134,522	134,658	32,112	32,136	83,417	83,492	18,993	19,030

**PROGRAM:** Administration and Related Services  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

Through the use of computer technology and data communications, personnel and fiscal services, public education, and media services the administration and related services program supports all of Public Safety's programs. These education, awareness, prevention, and investigative programs are very much dependent on the services of the administration program to enable the various divisions of Public Safety to carry out their missions and goals.

**PROGRAM STATUS:**

- Decision-making is made at the lowest service level.
- The agency welcomes, values and respects people of all cultures, races and ethnic backgrounds.
- The agency maintains a high level of compliance with affirmative action goals.
- Requests for systems development and enhancements far exceed the resources of this program. Personal computer usage has grown significantly and most department employees are now linked through networking.
- This program continues to be more responsive to electronic media inquiries. A computer generated phone processing system responds to inquiries from electronic media across Minnesota. This system provides more accurate tracking of news inquiries, requests for printed material, and requests for electronic public service announcements.
- Public Safety has a consistently high prompt payment compliance rating of 98% or greater, exceeding the statewide rate of 96%.
- There has been an overall reduction in worker's compensation costs through employee health and wellness efforts, training and provision of safety equipment. However, rising attorney fees, administrative costs and medical compensation reduce the impact of any significant decreases in claims.
- Enhanced recruitment efforts are needed in order to increase staff diversity. Federal and state workplace safety mandates need to be actively addressed and met. Training in workplace safety issues and diversity would result in enhanced productivity and would reduce lawsuits, grievances, injuries and fines.

**PLANNED RESULTS:**

The agency budget plan will allow this program to continue current level services.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency budget plan is as follows:

- Reallocation of \$275,000 in General Funds in F.Y. 1997 from this program's crime fax project to the Criminal Apprehension Program for bomb squad reimbursement to local units of government. The crime fax project will be completed in F.Y. 1996.
- An increase in a Special Revenue statutory appropriation of \$147,000 in F.Y. 1997 under the Statewide Indirect Cost Plan for costs related to the Statewide Systems Project (SSP).

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends an alternative program funding level of \$16,109,000 for the biennium, which incorporates initiatives for the following: \$2,610,000 General Funds for the criminal justice communications network; \$1,245,000 Trunk Highway Funds for the criminal justice communications network; and \$343,000 for the department's diversity, safety, and training programs.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: ADMIN & RELATED SERVICES

ACTIVITY RESOURCE ALLOCATION:	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
PUBLIC EDUC & MEDIA RELATIONS	565	535	636	641	641	641	643	643	643
PUBLIC SAFETY - SUPPORT	3,375	3,547	3,361	3,533	3,533	3,704	3,542	3,689	3,861
INFORMATION SYSTEM MANAGEMENT	1,469	1,291	1,891	1,837	1,837	3,674	1,843	1,568	3,586
TOTAL EXPENDITURES BY ACTIVITY	5,409	5,373	5,888	6,011	6,011	8,019	6,028	5,900	8,090
AGENCY PLAN ITEMS:			FUND						
COMPLETION OF PILOT CRIME FAX PROJECT			GEN				<275>		
STATEWIDE SYSTEMS PROJECT-INDIRECT COST PLAN			SR				147		
TOTAL AGENCY PLAN ITEMS							<128>		
GOV'S INITIATIVES:			FUND						
(A) DIVERSITY, SAFETY, & TRAINING PROGRAMS			THI			171			172
(A) CRIM JUSTICE DATA COMMUNICATIONS NETWORK			GEN			1,160			1,450
(A) CRIM JUSTICE DATA COMMUNICATIONS NETWORK			THI			677			568
TOTAL GOV'S INITIATIVES						2,008			2,190
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	528	492	858	798	798	1,958	798	523	1,973
TRUNK HIGHWAY	4,151	3,861	4,167	4,347	4,347	5,195	4,364	4,364	5,104
HGHMY USER TAX DISTR	19	19	19	19	19	19	19	19	19
STATUTORY APPROPRIATIONS:									
GENERAL		9							
SPECIAL REVENUE	583	535	698	701	701	701	701	848	848
FEDERAL	120	99	146	146	146	146	146	146	146
AGENCY		353							
GIFTS AND DEPOSITS	8	5							
TOTAL FINANCING	5,409	5,373	5,888	6,011	6,011	8,019	6,028	5,900	8,090

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: ADMIN & RELATED SERVICES

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	84.8	79.1	87.5		87.5			87.5	
TEMP/SEAS/PART_TIME	1.8	4.1	.5						
TOTAL FTE	86.6	83.2	88.0		87.5	101.5		87.5	101.5

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**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Public Education and Media Relations  
**PROGRAM:** Administration and Related Services  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The public education and media relations activity exists to enhance the Department of Public Safety's mission as a whole by providing communication resources and services and by educating and informing all Minnesotans on public safety issues and concerns. The activity encompasses:

- Providing communication leadership and support to all divisions within the department.
- Serving as a resource for Minnesota citizens on public safety issues.
- Development and administration of public education programs as part of on-going federal and state programs.
- Working with citizen groups and committees on selected public safety issues.
- Providing timely news, information and responses to media on department activities.
- Maintaining and distributing current and accurate information through internal newsletters, bulletins, brochures and other communications.
- Providing accurate and timely information on public safety issues to other state and local agencies.
- Coordination of communication support for all divisions working with the legislature.

**BUDGET ISSUES:**

The agency's budget plan will allow this activity to maintain services with current level funding.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - Special	-0-	-0-	-0-	-0-	-0-
Dedicated - Federal	104	76	119	119	119

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: PUBLIC EDUC & MEDIA RELATIONS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	232	230	261	246	246	246	246	246	246
EXPENSES/CONTRACTUAL SRVCS	270	270	313	333	333	333	335	335	335
MISC OPERATING EXPENSES	28	26	28	28	28	28	28	28	28
SUPPLIES/MATERIALS/PARTS	26	9	29	29	29	29	29	29	29
CAPITAL EQUIPMENT	9		5	5	5	5	5	5	5
<b>SUBTOTAL STATE OPERATIONS</b>	<b>565</b>	<b>535</b>	<b>636</b>	<b>641</b>	<b>641</b>	<b>641</b>	<b>643</b>	<b>643</b>	<b>643</b>
<b>TOTAL EXPENDITURES</b>	<b>565</b>	<b>535</b>	<b>636</b>	<b>641</b>	<b>641</b>	<b>641</b>	<b>643</b>	<b>643</b>	<b>643</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	290	280	317	322	322	322	324	324	324
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	171	179	200	200	200	200	200	200	200
FEDERAL	104	76	119	119	119	119	119	119	119
<b>TOTAL FINANCING</b>	<b>565</b>	<b>535</b>	<b>636</b>	<b>641</b>	<b>641</b>	<b>641</b>	<b>643</b>	<b>643</b>	<b>643</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	5.4	4.6	5.5		5.5			5.5	
TEMP/SEAS/PART_TIME		.6							
<b>TOTAL FTE</b>	<b>5.4</b>	<b>5.2</b>	<b>5.5</b>		<b>5.5</b>	<b>5.5</b>		<b>5.5</b>	<b>5.5</b>

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Public Safety Support  
**PROGRAM:** Administration and Related Services  
**AGENCY:** Public Safety, Department of

GRANTS:

\$100,000 is appropriated from the General Fund each year for the soft body armor reimbursement program. Reimbursements are made to state and local full-time peace officers for bulletproof vests. Reimbursement is made in an amount equal to the lesser of one-third of the vest's purchase price or \$165. This is authorized under M.S. 299A.38.

ACTIVITY DESCRIPTION:

The Public Safety support activity provides executive management and centralized support services to the divisions and offices of the department. This involves strategic planning and long range policy decisions as well as administrative support to enable the operating programs to carry-out their missions and goals.

The office of fiscal and administrative services promotes financial responsibility, efficient resource management and adherence to regulations through training, guidance, coordination, innovation and oversight, and by furnishing quality centralized support services. This is done through the provision of budgeting, general accounting, financial reporting, payroll, purchasing, accounts payable, contract and lease management, and administrative support services.

The office of personnel assists the department's programs in efficient methods of human resource management through training, guidance, technical assistance and coordination of employee data. The office provides employee selection, job classification and salary determination services, training opportunities, employee safety coordination and labor contract administration for the department.

The office of diversity develops and implements programs and policies to ensure compliance with all applicable equal employment laws. This is done through employee training, recruitment strategies, and investigation and mediation of complaints.

BUDGET ISSUES:

In the last several years a number of critical human resources programs have been mandated by state and federal law. These include occupational health and safety (OSHA), employee disabilities (ADA) wellness, right-to-know and other programs that would increase staff diversity, provide safe and healthy work environments and provide exceptional recruitment capabilities. The department is currently not in a position to adequately respond to these requirements and related employee needs.

REVENUE:

This activity generates dedicated revenue.

	Dollars in Thousands				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - Special	433	358	498	501	501
Dedicated - Federal	<u>16</u>	<u>23</u>	<u>27</u>	<u>27</u>	<u>27</u>
Total	\$449	\$381	\$525	\$528	\$528

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: PUBLIC SAFETY - SUPPORT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	2,300	2,237	2,402	2,350	2,350	2,521	2,350	2,350	2,522
EXPENSES/CONTRACTUAL SRVCS	322	321	242	428	428	428	437	437	437
MISC OPERATING EXPENSES	371	363	423	387	387	387	387	387	387
SUPPLIES/MATERIALS/PARTS	92	392	42	33	33	33	33	33	33
CAPITAL EQUIPMENT	79	28	20	100	100	100	100	100	100
OTHER	111	106	132	135	135	135	135	282	282
<b>SUBTOTAL STATE OPERATIONS</b>	<b>3,275</b>	<b>3,447</b>	<b>3,261</b>	<b>3,433</b>	<b>3,433</b>	<b>3,604</b>	<b>3,442</b>	<b>3,589</b>	<b>3,761</b>
AIDS TO INDIVIDUALS	55	44	30	30	30	30	30	30	30
LOCAL ASSISTANCE	45	56	70	70	70	70	70	70	70
<b>TOTAL EXPENDITURES</b>	<b>3,375</b>	<b>3,547</b>	<b>3,361</b>	<b>3,533</b>	<b>3,533</b>	<b>3,704</b>	<b>3,542</b>	<b>3,689</b>	<b>3,861</b>
<b>AGENCY PLAN ITEMS:</b>									
									<b>FUND</b>
STATEWIDE SYSTEMS PROJECT-INDIRECT COST PLAN									SR
									147
<b>TOTAL AGENCY PLAN ITEMS</b>									<b>147</b>
<b>GOV'S INITIATIVES:</b>									
									<b>FUND</b>
(A) DIVERSITY, SAFETY, & TRAINING PROGRAMS									THI
									171
<b>TOTAL GOV'S INITIATIVES</b>									<b>171</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	457	430	482	456	456	456	456	456	456
TRUNK HIGHWAY	2,486	2,374	2,354	2,549	2,549	2,720	2,558	2,558	2,730
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL		9							
SPECIAL REVENUE	408	353	498	501	501	501	501	648	648
FEDERAL	16	23	27	27	27	27	27	27	27

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: PUBLIC SAFETY - SUPPORT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
AGENCY			353						
GIFTS AND DEPOSITS	8		5						
TOTAL FINANCING	3,375	3,547	3,361	3,533	3,533	3,704	3,542	3,689	3,861
FTE BY EMPLOYMENT TYPE:									
REGULAR	53.2	50.9	54.0		54.0			54.0	
TEMP/SEAS/PART_TIME	1.1	3.4							
TOTAL FTE	54.3	54.3	54.0		54.0	58.0		54.0	58.0

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** Administration and Related Services  
**ACTIVITY:** Public Safety Support

**ITEM TITLE:** Public Safety Diversity, Safety and Training Programs

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- State Operations	\$171	\$172	\$172	\$172
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-
Statutory Change? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
If yes, statute(s) affected: M.S.				

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$171,000 in F.Y. 1996 and \$172,000 in F.Y. 1997 in Trunk Highway Fund appropriations to fund the Department of Public Safety's diversity, safety, and training programs.

**RATIONALE:**

In the last several years a number of personnel related programs have been mandated or revised by federal and state law. These include: Americans with disabilities act (ADA), family medical leave act (FMLA), fair labor standards act (FLSA), wellness and health promotion, violence in the workplace, and occupational safety health administration (OSHA) programs including the workplace accident and injury reduction act, bloodborne pathogens, right-to-know, personal protective equipment, and pending programs on ergonomics and indoor air quality standards.

In addition, delegations from state staff agencies have increased line agency responsibilities and activities in the areas of recruitment, safety, workers' compensation administration and staff training. Concurrently, increased litigation on the part of employees has forced agencies to adopt a much more proactive position regarding employment concerns.

**PROGRAM OUTCOMES:**

The most valuable resource of the Department of Public Safety is its employees. This initiative will optimize program delivery through enhanced staff selection and training, provide a safe and healthful

environment for clients and workers, maximize the diversity of the workforce, and ensure the workforce is qualified to deliver the agency's mandated services. Through the development of internship and mentorship programs, increased effective outplacement assistance, and development of effective candidate recruitment programs, we will find a reduction in the cost of hiring, training, turnover and discharge. A healthier and safer workforce is more effective, therefore we will work to better identify and evaluate frequency of injury claims, and develop and implement an accident investigation program to identify injury causes.

Through the development and implementation of an injury investigation program, we will identify and monitor incident prevention efforts. The First Report of Injury control program will bring us into compliance with the Minnesota Workers' Compensation Act. In order to try to hold down workers compensation claims and costs, we will coordinate and implement a First Report of Injury and Accident Investigation report tracking system within the Department and identify and monitor workers' compensation claims that may be subrogated into third party liability. Other efforts that will help keep claims down include development and implementation of a supervisor's educational program on appropriate handling of special workers' compensation claims and coordination of return to work programs.

Woven throughout all of these projected outcomes is the need for employee training in order to see results. Cross training of employees will improve job satisfaction, lower turnover and risks of injury, and raise job satisfaction. It is also essential for us to fulfill mandated training in the area of ADA, FMLA, FLSA, harassment, conflict resolution, OSHA, right to know, workers' compensation and workplace violence prevention.

**LONG-TERM IMPACT:**

It is the department's intent and goal to provide and maintain a non-harassing and non-discriminating work environment for all employees. This initiative will help the department reach that goal through increased staff diversity, increased awareness of supervisors in addressing diversity issues, and assurance of quality employment selection. Both enhanced diversity and safety and training programs will result in a reduction of unanticipated, unfunded expenses from lawsuits, grievances, fines, lay-offs and injuries. Greater long-term employee productivity will result from improved recruitment, timely and effective training and provision of a safe work environment. Other anticipated results include a 10% reduction in workers compensation claims and payments, and avoidance of penalties for non-compliance with OSHA.

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Information Systems Management  
**PROGRAM:** Administrative and Related Services  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The Office of Information Systems Management is responsible for the coordination and management of resources necessary for effective and efficient collection, storage, and access to data necessary for the department to meet its statutory responsibilities.

The activity carries out its mission through a coordinated approach, including planning, establishment of standards, compatibility of equipment and systems, data quality control, sharing and security of information, and the availability of information for use in departmental decision-making and program management. The activity:

- Provides leadership through services and support to all divisions and offices of Public Safety in the management and utilization of their information resources.
- Provides coordination and technical assistance between Public Safety's divisions and other state agencies in the area of data communication and information exchange.
- Coordinates all technical issues between Public Safety and the Intertechnologies Group of the Department of Administration.
- Provides coordination, training, and technical assistance to federal, state, and local criminal justice agencies that utilize the criminal justice network and applications available through it.
- Provides coordination between Minnesota's criminal justice systems and the systems of other states and federal systems and programs.
- Serves as an information resource to Minnesota citizens in the area of criminal justice crime data.

**BUDGET ISSUES:**

The demand for systems and network services by the department's programs continues to exceed the capability to provide these services and backlogs continue to increase. The growth in obtaining personal computers and linking them through networks continues, as does the expanded use of minicomputer systems. The use of technology to assist in performing agency functions continues to grow. Public Safety functions are document intensive, and technology handles the data, performs the processing and increases productivity.

The criminal justice network has more than doubled in the past 4 years and continued growth is expected but at a lesser rate. Federal Bureau of Investigation initiatives such as the National Crime Information Center 2000 project and the Identification Revitalization project establish requirements that will need to be incorporated into Minnesota's criminal justice systems over the next 5 years.

In January 1992, responsibilities for management and operation of the state criminal justice systems were transferred to this office. These systems include law enforcement data networks and provide for federal, other state, and local criminal justice agencies. There is a significant growth in the use of these applications and expansion of the network. The funding for the criminal justice portion of this activity is found in the criminal apprehension program, criminal justice records activity.

**REVENUE:**

This activity generates dedicated revenue.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - Special	4	3	-0-	-0-	-0-
Dedicated - Federal	-0-	-0-	-0-	-0-	-0-

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: INFORMATION SYSTEM MANAGEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
STATE OPERATIONS:									
PERSONAL SERVICES	1,283	1,144	1,435	1,303	1,303	1,730	1,303	1,303	1,731
EXPENSES/CONTRACTUAL SRVCS	116	107	387	495	495	1,115	501	226	326
MISC OPERATING EXPENSES	32	27	35	35	35	35	35	35	35
SUPPLIES/MATERIALS/PARTS	21	12	34	4	4	234	4	4	449
CAPITAL EQUIPMENT	17	1				560			45
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	1,469	1,291	1,891	1,837	1,837	3,674	1,843	1,568	2,586
LOCAL ASSISTANCE									1,000
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	1,469	1,291	1,891	1,837	1,837	3,674	1,843	1,568	3,586
<b>AGENCY PLAN ITEMS:</b>									
			FUND						
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
COMPLETION OF PILOT CRIME FAX PROJECT			GEN					<275>	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL AGENCY PLAN ITEMS								<275>	
<b>GOV'S INITIATIVES:</b>									
			FUND						
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
(A) CRIM JUSTICE DATA COMMUNICATIONS NETWORK			GEN			1,160			1,450
(A) CRIM JUSTICE DATA COMMUNICATIONS NETWORK			THI			677			568
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL GOV'S INITIATIVES						1,837			2,018
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	71	62	376	342	342	1,502	342	67	1,517
TRUNK HIGHWAY	1,375	1,207	1,496	1,476	1,476	2,153	1,482	1,482	2,050
HGHWY USER TAX DISTR	19	19	19	19	19	19	19	19	19
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	4	3							
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FINANCING	1,469	1,291	1,891	1,837	1,837	3,674	1,843	1,568	3,586

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: INFORMATION SYSTEM MANAGEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	26.2	23.6	28.0		28.0			28.0	
TEMP/SEAS/PART_TIME	.7	.1	.5						
TOTAL FTE	26.9	23.7	28.5		28.0	38.0		28.0	38.0

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** Administration and Related Services  
**ACTIVITY:** Information Systems Management

**ITEM TITLE:** Criminal Justice Communications Network

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$1,160	\$450	\$110	\$110
- Grants	\$-0-	\$1,000	\$500	\$-0-
Trunk Highway				
- State Operations	\$677	\$568	\$568	\$568
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes  No

If yes, statute(s) affected: M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$677,000 in F.Y. 1996 and \$568,000 in F.Y. 1997 in Trunk Highway Fund appropriations and 10 positions to upgrade and enhance information systems services and communications within the Department of Public Safety and \$1,160,000 in F.Y. 1996 and \$1,450,000 in F.Y. 1997 in General Fund appropriations for services provided to the criminal justice community via the Criminal Justice Data Communications Network.

The Governor recommends that no more than \$500,000 in General Funds be released until the Department of Public Safety has submitted to IPO the required planning tasks identified in its 1996-97 Information Systems Funding Recommendations.

**RATIONALE:**

Information resources of the Department of Public Safety currently are based on technologies of the 1960s and 1970s, using mainframe computers with very limited interconnectivity with other criminal justice information resources. The existing crime information reporting system is 22 years old. Local criminal justice agencies have surpassed the state of Minnesota in information systems, and the state is unable to share valuable criminal justice data effectively. Modern communications technologies are needed to meet the demands of the Department of Public Safety and the Minnesota criminal justice community. Additional informational files will identify and track violent offenders, gang members, and persons on probation.

**PROGRAM OUTCOMES:**

The new information files will provide improved information to law enforcement agencies throughout the state that will contribute to officer safety and improve investigative response to crimes. Resources for the Department of Public Safety will keep the systems up-to-date and operational. This requires a well trained professional staff. Technical staff will be able to address the existing backlog of system projects and assist local criminal justice agencies in sharing information through use of technology. Specific outcomes include:

- Complete a study of the Criminal Justice Data Communications Network (CJDN), develop a plan for conversion to MNET, identify its impact on local criminal justice agencies, and conduct pilot demonstration projects;
- Implement a new incident based reporting system that is compatible with the FBI's National Incident Based Reporting System (NIBRS);
- Implement a supervised probation file and make it available to all criminal justice agencies;
- Implement a violent offender/gang file and make it available for entry and query by all criminal justice agencies;
- Implement the orders of protection file and make it available to all criminal justice agencies;
- Complete department-wide E-Mail to enable statewide communications and scheduling;
- Eliminate the computer programming backlog;
- Reduce the number of computer security violations; and
- Increase the number of computer classes conducted.

**LONG-TERM IMPACT:**

The increased effectiveness of Public Safety's information services will have a positive effect on the efficiencies of state and local criminal justice agencies. More information will be available to a greater audience in a more effective and timely fashion. Changes to systems will occur faster; therefore, our ability as a state to react to changes in society, crime patterns, and legislative policies will be timely and effective.

The impact will be most noticeable to local law enforcement agencies. More information such as violent offender data and information on persons on supervised probation will be available to protect officers. The new crime reporting system will make it easier for local law enforcement agencies to supply data to the state. This crime data will be much more detailed, and stored data will use modern technology that will allow more flexible analysis.

1996-97 Biennial Budget

**PROGRAM:** Emergency Management, Division of (DEM)  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The Division of Emergency Management (DEM) is the state agency responsible for coordination of emergency services during a natural or man-made disaster. The division mission is to reduce or eliminate the effects of natural or technological disasters by promoting prevention and ensuring emergency preparations, coordinating state agency response, and providing resources for recovery. The division carries out its mission by:

- reviewing emergency plans and preparations across the state;
- providing technical and financial assistance to local governments;
- promoting partnerships between the public and private sectors;
- providing communications, facilities, and coordination to ensure an effective state response;
- participating in incident response as requested;
- providing short and long term assistance following a disaster; and
- reviewing responses and recommending corrective actions as well as preventive measures.

**PROGRAM STATUS:**

The program continues to advocate an all-hazard emergency management approach where a single plan is used to address all types of emergencies. This approach promotes an efficient response. To further promote this broad based approach, the program offers training and planning guidance designed to join public and private response efforts, grants to promote the formation of local planning groups, and opportunities for private industry involvement in state emergency processes.

The division is expanding its response and recovery operations through involvement with the state regional hazardous materials response teams. The process for selecting hazardous materials response teams is established in rule. The division is participating in the solicitation of proposals and the contract selection process. Team equipment and supplies have been purchased and await distribution. The first teams are expected to be in operation by early 1995.

The division is upgrading its role in recovery efforts by administering hazard mitigation (prevention) grants. This effort utilizes federal funding to undertake projects that reduce the impact of a disaster. Qualifying projects include relocation of homes out of flood plains and improvement of levies and flood control systems.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- By the end of F.Y. 1997, 100% of the counties will have an all-hazard emergency plan that has been subject to qualified review or will have received direct technical assistance in order to improve the planning process.
- Local emergency groups will be recognized and active in the planning process. This recognition will be shown by a revision of Minnesota's emergency planning districts and local participation in the emergency plan review process.
- Program staff will provide 100% of requested emergency responses throughout the biennium.
- Disaster declarations and assistance will be obtained as needed.

**BUDGET AND REVENUE SUMMARY:**

A summary of the agency plan is as follows:

- Revenue from this program of \$1,500,000 (\$650,000 General Fund; \$850,000 Special Revenue Fund) for each year of the biennium reflect fees from facilities involved with hazardous materials and special revenues collected as part of nuclear plant preparedness. There are no proposed or anticipated fee changes. There may be special revenue changes if the nuclear plant program is impacted by legislative action.
- \$100,000 each year is an annualization of costs for the hazardous materials safety activity of the Emergency Management Program. \$100,000 was provided only in F.Y. 1994 for payments to the emergency response teams for their response to hazardous materials incidents.
- A state match of \$15,000 in F.Y.1996 is requested to complete the administration of \$12.8 million in federal hazard mitigation projects.
- The current spending level was increased in the nuclear plant preparedness activity by \$25,000 each year to cover salary and non-salary inflationary increases. \$12,000 of the increase will be allocated for grant payments to local units of government. Revenues will be sufficient to support the increase.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends an alternative program funding level of \$11,526,000 for the biennium, which incorporates initiatives for the following: \$719,000 for flood relief projects for hazardous mitigation.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: EMERGENCY MANAGEMENT

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EMERGENCY MANAGEMENT ASSISTANCE	10,863	35,030	19,526	4,053	4,168	4,887	4,018	4,118	4,118
NUCLEAR PLANT PREPAREDNESS	799	786	843	850	850	850	850	850	850
EMERGENCY RESPONSE COMMISSION	374	342	483	411	411	411	410	410	410
TOTAL EXPENDITURES BY ACTIVITY	12,036	36,158	20,852	5,314	5,429	6,148	5,278	5,378	5,378
AGENCY PLAN ITEMS:			FUND						
ANNUALIZED NEW PROG COST			GEN		100			100	
FED REQUIREMENTS (STATE MATCH)			GEN		15				
TOTAL AGENCY PLAN ITEMS					115			100	
GOV'S INITIATIVES:			FUND						
(A) FLOOD RELIEF PAYMENTS/HAZARD MITIGATION			GEN			719			
TOTAL GOV'S INITIATIVES						719			
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	2,516	3,969	2,859	1,946	2,061	2,780	1,945	2,045	2,045
SPECIAL REVENUE	699	786	843	850	850	850	850	850	850
ENVIRONMENTAL	38	39	41	40	40	40	40	40	40
STATUTORY APPROPRIATIONS:									
GENERAL	35	31							
SPECIAL REVENUE	9	10	85	63	63	63	63	63	63
FEDERAL	8,639	31,323	17,024	2,415	2,415	2,415	2,380	2,380	2,380
GIFTS AND DEPOSITS	100								
TOTAL FINANCING	12,036	36,158	20,852	5,314	5,429	6,148	5,278	5,378	5,378
FTE BY EMPLOYMENT TYPE:									
REGULAR	36.2	35.0	44.0		44.0			43.0	
TEMP/SEAS/PART_TIME	.9	1.7							

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: EMERGENCY MANAGEMENT

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME	.4	.2							
TOTAL FTE	37.5	36.9	44.0		44.0	44.0		43.0	43.0

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Emergency Management Assistance  
**PROGRAM:** Emergency Management  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The emergency management assistance (EMA) activity administers a comprehensive, all-hazard strategy for developing and improving state and local emergency management capabilities. It develops and implements strategies and policies that will be used to facilitate an effective emergency response and recovery effort throughout the state. The activity coordinates the actions of other state agencies in times of disaster and acts as an interface with local units of government, federal agencies, and the private sector.

EMA trains state and local emergency managers and develops standards for their professional development. It also administers grant assistance directly to counties for developing local emergency management capabilities.

The activity provides a 24-hour duty officer service that acts as the central point of contact for emergency notification and for requests for assistance from state and/or federal agencies.

EMA coordinates the damage assessment process, requests for federal and state disaster assistance and the administration of disaster relief program funds. It also administers hazard mitigation projects which will reduce the future probability of disaster.

This activity administers a hazardous materials safety program which coordinates state and federal reporting requirements, facilitates incident management training, and coordinates recovery functions associated with hazardous materials response, including clean-up and cost recovery.

**BUDGET ISSUES:**

Funding for the duty officer program is generated from state agency fees and direct appropriations. The current staffing level results in excessive overtime and extended work hours.

Part of this activity is currently 100% federally funded. There are indications at the federal level that this funding may be reduced to 50% during the biennium. Such a reduction would jeopardize the entire program since it would impact 7 positions which are involved with planning, emergency exercises and drills, and equipment maintenance.

**REVENUE:**

This activity generates dedicated revenue.

Dollars in Thousands					
<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	
<b>Type of Revenue:</b>					
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - General	44	44	-0-	-0-	-0-
Dedicated - Special	9	10	63	63	63
Dedicated - Federal	<u>8,594</u>	<u>31,323</u>	<u>7,554</u>	<u>2,415</u>	<u>2,380</u>
Total	<u>\$8,647</u>	<u>\$31,377</u>	<u>\$7,617</u>	<u>\$2,478</u>	<u>\$2,443</u>

**GRANTS:**

M.S.12.01 - 12.46 authorizes this activity to administer grants for the Federal Emergency Management Agency (FEMA) to eligible counties in support of their emergency management program development.

This activity also administers the Superfund Amendments and Re-authorization Act, section 305 (SARA) Grant. This grant is used for training of public personnel on hazardous materials emergency processes. A portion of the training is delivered via contract with the Minnesota Technical College System. Training recipients include emergency managers, first responders, and other public personnel.

This activity administers the Hazardous Materials Transportation Act (HMTA) grant under authority of M.S. 299K. HMTA grant funds are used to train hazardous material incident responders, conduct transportation surveys, and fund grants to local entities which promote the formation of local emergency planning groups and/or exercise emergency plans. Local entities may be political subdivisions or private interests; however, an applicant must include both the public and private sectors in grant activities. Grant awards are based on the request and availability of funding.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: EMERGENCY MANAGEMENT  
ACTIVITY: EMERGENCY MANAGEMENT ASSISTANCE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	1,068	1,143	1,515	1,443	1,454	1,454	1,414	1,414	1,414
EXPENSES/CONTRACTUAL SRVCS	364	337	927	755	856	856	752	852	852
MISC OPERATING EXPENSES	155	174	231	207	210	210	204	204	204
SUPPLIES/MATERIALS/PARTS	191	76	975	221	221	221	221	221	221
CAPITAL EQUIPMENT	650	114	220	220	220	220	220	220	220
<b>SUBTOTAL STATE OPERATIONS</b>	<b>2,428</b>	<b>1,844</b>	<b>3,868</b>	<b>2,846</b>	<b>2,961</b>	<b>2,961</b>	<b>2,811</b>	<b>2,911</b>	<b>2,911</b>
AIDS TO INDIVIDUALS	181	1,841							
LOCAL ASSISTANCE	8,254	31,345	15,658	1,207	1,207	1,926	1,207	1,207	1,207
<b>TOTAL EXPENDITURES</b>	<b>10,863</b>	<b>35,030</b>	<b>19,526</b>	<b>4,053</b>	<b>4,168</b>	<b>4,887</b>	<b>4,018</b>	<b>4,118</b>	<b>4,118</b>
<b>AGENCY PLAN ITEMS:</b>									
			FUND						
ANNUALIZED NEW PROG COST			GEN		100			100	
FED REQUIREMENTS (STATE MATCH)			GEN		15				
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>115</b>			<b>100</b>	
<b>GOV'S INITIATIVES:</b>									
			FUND						
(A) FLOOD RELIEF PAYMENTS/HAZARD MITIGATION			GEN			719			
<b>TOTAL GOV'S INITIATIVES</b>						<b>719</b>			
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	2,225	3,666	2,417	1,575	1,690	2,409	1,575	1,675	1,675
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL	35	31							
SPECIAL REVENUE	9	10	85	63	63	63	63	63	63
FEDERAL	8,594	31,323	17,024	2,415	2,415	2,415	2,380	2,380	2,380

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: EMERGENCY MANAGEMENT  
ACTIVITY: EMERGENCY MANAGEMENT ASSISTANCE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TOTAL FINANCING	10,863	35,030	19,526	4,053	4,168	4,887	4,018	4,118	4,118
FTE BY EMPLOYMENT TYPE:									
REGULAR	26.6	26.2	34.2		34.2			33.2	
TEMP/SEAS/PART_TIME	.9	1.7							
OVERTIME	.4	.2							
TOTAL FTE	27.9	28.1	34.2		34.2	34.2		33.2	33.2

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** Emergency Management  
**ACTIVITY:** Emergency Management Assistance

**ITEM TITLE:** Hazard Mitigation Projects/Estimated Relief Payments

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$-0-	\$-0-	\$-0-	\$-0-
- Grants	\$719	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes \_\_\_ No x

If yes, statute(s) affected: M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends a one-time appropriation of \$719,000 in state match monies for hazard mitigation projects to be carried-out through the Federal Emergency Management Agency's (FEMA's) Hazard Mitigation Grant Program (HMGP). The Governor recommends that this appropriation is available until spent.

**RATIONALE:**

As a result of the recent Presidential disaster declarations involving Minnesota, FEMA will provide up to \$12.8 million under the HMGP. The terms of this program are such that FEMA will provide up to 75% of the expense of cost effective hazard mitigation projects. The state match monies will be used, in combination with applicant monies, to make up the 25% non-FEMA share of HMGP project costs. Without the state match monies, it is anticipated that beneficial HMGP projects will not be implemented.

**PROGRAM OUTCOMES:**

Minnesota will be able to utilize the entire FEMA HMGP monies potentially available (\$12.8 million) in order to carry-out cost effective mitigation projects. This will ensure that no worthwhile projects will be dropped by applicants due to insufficient funds.

**LONG-TERN IMPACT:**

While it is recognized that all disaster damages cannot be eliminated, effective mitigation practices will substantially reduce federal, state and local disaster recovery costs when disaster does strike a Minnesota community. Additionally, sound mitigation practices will reduce the threat to public safety.

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Nuclear Plant Preparedness  
**PROGRAM:** Emergency Management  
**AGENCY:** Public Safety, Department of

**GRANTS:**

Pursuant to M.S. 12.14, this activity administers grants to other state agencies (inter-agency agreements), cities and counties which support and carry out nuclear power plant preparedness and response activities at the local level. The activity description above fully explains the purpose, recipients, eligibility and criteria related to nuclear power plant emergency management activities.

**ACTIVITY DESCRIPTION:**

The nuclear power plant preparedness activity includes planning, coordination, and exercise of state and federal agencies, local units of government and service utilities in the event of an incident at one of the nuclear power plants.

This activity coordinates federal and state agencies and power company response to a nuclear power plant incident through activities aimed at the following:

- Increase the public's awareness of protective actions that should be taken.
- Improve the capabilities of the state and local personnel in planning, response, recovery and mitigation efforts.
- Improve the ability of state and local governments to deliver emergency public information in a timely fashion.
- Receive and disseminate timely emergency notification to affected units of government and the private sector, and provide prompt assistance to local governments and the public.

**BUDGET ISSUES:**

This activity will carry out the planned performance goals with an increase in funding of \$25,000 each year.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$482	\$804	\$825	\$850	\$850
Dedicated - Gifts	<u>100</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Total	\$582	\$804	\$825	\$850	\$850

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: EMERGENCY MANAGEMENT  
ACTIVITY: NUCLEAR PLANT PREPAREDNESS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	146	162	180	180	180	180	180	180	180
EXPENSES/CONTRACTUAL SRVCS	37	37	37	50	50	50	50	50	50
MISC OPERATING EXPENSES	56	48	43	43	43	43	43	43	43
SUPPLIES/MATERIALS/PARTS	12	8	22	4	4	4	4	4	4
CAPITAL EQUIPMENT	7	1							
OTHER	4	10	10	10	10	10	10	10	10
<b>SUBTOTAL STATE OPERATIONS</b>	<b>262</b>	<b>266</b>	<b>292</b>	<b>287</b>	<b>287</b>	<b>287</b>	<b>287</b>	<b>287</b>	<b>287</b>
LOCAL ASSISTANCE	537	520	551	563	563	563	563	563	563
<b>TOTAL EXPENDITURES</b>	<b>799</b>	<b>786</b>	<b>843</b>	<b>850</b>	<b>850</b>	<b>850</b>	<b>850</b>	<b>850</b>	<b>850</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
SPECIAL REVENUE	699	786	843	850	850	850	850	850	850
<b>STATUTORY APPROPRIATIONS:</b>									
GIFTS AND DEPOSITS	100								
<b>TOTAL FINANCING</b>	<b>799</b>	<b>786</b>	<b>843</b>	<b>850</b>	<b>850</b>	<b>850</b>	<b>850</b>	<b>850</b>	<b>850</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	3.4	3.7	4.0		4.0			4.0	
<b>TOTAL FTE</b>	<b>3.4</b>	<b>3.7</b>	<b>4.0</b>		<b>4.0</b>	<b>4.0</b>		<b>4.0</b>	<b>4.0</b>

**BUDGET ACTIVITY:** Emergency Response Commission  
**PROGRAM:** Emergency Management  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The emergency response commission activity (ERC) implements the Emergency Planning and Community Right-to-Know Act in the state.

The ERC participates in the emergency planning process by reviewing county hazardous materials emergency response plans. The ERC carries out the review through 7 regional review committees.

The ERC implements community right-to-know by collecting, organizing, and distributing information on hazardous materials which are stored at a facility or released into the environment. This information is provided to first responders and emergency planners to benefit the planning process, and to public and private interests to promote reduction of chemical emissions.

The goals of this activity are to:

- Increase reporting of hazardous materials that are stored or used in the state.
- Encourage the use of hazardous materials information in emergency planning processes.
- Increase public awareness of hazardous materials in their communities.
- Increase the coordination between the public and private sectors to improve emergency response.
- Encourage pollution prevention to reduce toxic chemical emissions and to reduce chemical threats in a community.

**BUDGET ISSUES:**

This activity is fully staffed and current funding levels will maintain the activities and functions of the activity.

**REVENUE:**

This activity generates non-dedicated revenue.

Type of Revenue:	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Non-dedicated - Gen'l	\$243	\$672	\$693	\$650	\$650

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: EMERGENCY MANAGEMENT  
ACTIVITY: EMERGENCY RESPONSE COMMISSION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	253	225	265	264	264	264	264	264	264
EXPENSES/CONTRACTUAL SRVCS	58	69	79	84	84	84	83	83	83
MISC OPERATING EXPENSES	51	38	57	57	57	57	57	57	57
SUPPLIES/MATERIALS/PARTS	12	7	82	6	6	6	6	6	6
CAPITAL EQUIPMENT		3							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>374</b>	<b>342</b>	<b>483</b>	<b>411</b>	<b>411</b>	<b>411</b>	<b>410</b>	<b>410</b>	<b>410</b>
<b>TOTAL EXPENDITURES</b>	<b>374</b>	<b>342</b>	<b>483</b>	<b>411</b>	<b>411</b>	<b>411</b>	<b>410</b>	<b>410</b>	<b>410</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	291	303	442	371	371	371	370	370	370
ENVIRONMENTAL	38	39	41	40	40	40	40	40	40
<b>STATUTORY APPROPRIATIONS:</b>									
FEDERAL	45								
<b>TOTAL FINANCING</b>	<b>374</b>	<b>342</b>	<b>483</b>	<b>411</b>	<b>411</b>	<b>411</b>	<b>410</b>	<b>410</b>	<b>410</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	6.2	5.1	5.8		5.8			5.8	
<b>TOTAL FTE</b>	<b>6.2</b>	<b>5.1</b>	<b>5.8</b>		<b>5.8</b>	<b>5.8</b>		<b>5.8</b>	<b>5.8</b>

## 1996-97 Biennial Budget

**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of

### PROGRAM DESCRIPTION:

The Bureau of Criminal Apprehension (BCA), the principal law enforcement service agency in Minnesota, protects the public by providing investigative assistance, forensic science services, accurate, timely and complete criminal history and fingerprint information, and training to the criminal justice community throughout Minnesota. The BCA accomplishes this mission through its 3 sections: the investigations section, including police training and development, the forensic science laboratory, and the computerized criminal history and identification services section.

### PROGRAM STATUS:

The BCA's investigations section assists local law enforcement agencies in the investigation of homicides, sexual assaults, narcotics, white collar crimes and other felony level crimes. The forensic science laboratory analyzes evidence from these and other crimes submitted by local agencies. The BCA's services are needed more with a rise in such crimes as homicides, sexual assaults and crimes against children. The investigations section has seen an increase in requests for internal affairs/conflict of interest cases, and has added several investigative services in response to client needs. According to client satisfaction surveys, the need for specialized investigative assistance and laboratory services is growing, particularly in greater Minnesota.

State and federal attention have been placed on improvements in criminal records used throughout the criminal justice community. The criminal records compiled by the BCA, as the state's central repository, have become more timely, complete and easier to understand. Extensive backlogs have been eliminated due to the attention this important issue has garnered in recent years.

In 1989, the legislature funded the BCA's DNA lab. Current backlogs are serious because swift administration of justice in the court system often depends on timely DNA test results. Technology exists to speed up the process; however, the BCA uses this in only limited cases due to higher testing costs.

Minnesota was one of the first states to become involved at the state level in training police officers in the Drug Abuse Resistance Education (DARE) program, and has now become one of the first states to offer Gang Resistance Education and Training (GREAT). This program was developed to help children at risk avoid becoming involved with criminal gangs. Minnesota has already experienced success in a few communities in the state with this proven prevention program.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- The BCA will maintain high client service satisfaction. 95% of sheriffs, chiefs, county attorneys and other clients will rate the quality of BCA services and personnel as good or excellent.
- Quality and quantity of fingerprint/arrest cards submitted to the computerized criminal history

(CCH) system will improve. The BCA will receive 5% more fingerprint cards each year due to increased training. The number of suspects identified by fingerprint cards through the Automated Fingerprint Identification System (AFIS) will increase by 10% each year.

- 2,900 Minnesota peace officers will gain expertise and receive POST credit in advanced and technical areas of law enforcement.
- More children will receive DARE and GREAT training, as the number of officers trained to teach these programs increases each year.
- 110 new Intoxilyzers will be in use around the state by the end of the biennium.

### BUDGET AND REVENUE SUMMARY:

A summary of the agency budget plan is as follows:

- In F.Y. 1995, a transfer of \$125,000 from the AFIS budget was made to leverage \$375,000 in federal funds, Bureau of Justice Administration grant program.
- The current spending level was increased in criminal justice evidence analysis by \$21,000 in F.Y. 1996 and \$32,000 in F.Y. 1997 to cover salary and non-salary inflationary increases related to the forensic laboratory operations. An increase in funding was provided in criminal apprehension support of \$3,000 in F.Y. 1996 and \$6,000 in F.Y. 1997 for grants to local law enforcement agencies for purposes of providing funding for expenses related to long term multi-jurisdictional investigations. In both cases, funds are sufficient to cover these increases.
- Reallocation of \$144,000 in F.Y. 1996 and \$124,000 in F.Y. 1997 from criminal justice records to 2 other activities in this program. Of that amount, \$61,000 was allocated in F.Y. 1996 and \$34,000 in F.Y. 1997 to the lab to cover workers compensation obligations; \$83,000 in F.Y. 1996 and \$90,000 in F.Y. 1997 to criminal investigation to cover salary and other operating costs of this activity.
- Amend the criminal history record background check charge of \$8 to a statutorily mandated charge for service.
- Increase of \$500,000 in both F.Y. 1996 and F.Y. 1997 for the replacement of the state's intoxilyzers used for DWI testing. The DWI breath testing devices are over 10 years old and will be replaced over a 4 year period.
- The plan calls for the reallocation in General Funds in the amount of \$82,000 in F.Y. 1996 and \$100,000 in F.Y. 1997 from the Administration and Related Services Program to this program for the bomb squad reimbursement program for local law enforcement agencies. A system of state reimbursement of out-of-jurisdiction requests will ensure that all law enforcement agencies would be able to utilize the services of the bomb squad experts. The agency will contract with 5 police departments with bomb disposal units to provide this service for a fee.

### GOVERNOR'S RECOMMENDATION:

The Governor recommends an alternative program funding level of \$38,364,000 for the biennium, which incorporates initiatives for the following: \$1,761,000 for BCA DNA laboratory improvements, including 5 forensic scientists.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
CRIMINAL JUSTICE EVIDENCE ANALYSIS	4,402	4,131	4,549	4,477	5,038	6,189	4,498	5,032	5,642
CRIMINAL JUSTICE RECORDS	6,159	7,531	7,101	6,158	6,014	6,014	6,164	6,040	6,040
CRIMINAL INVESTIGATION & ASSISTANC	5,584	5,544	5,830	5,436	5,519	5,519	5,440	5,530	5,530
POLICE TRAINING & DEVELOPMENT	1,118	945	1,126	997	997	997	999	999	999
CRIMINAL APPREHENSION SUPPORT	768	520	722	624	706	706	628	728	728
TOTAL EXPENDITURES BY ACTIVITY	18,031	18,671	19,328	17,692	18,274	19,425	17,729	18,329	18,939
AGENCY PLAN ITEMS:			FUND						
BOMB SQUAD REIMBURSEMENT			GEN		82			100	
REPLACE INTOXILYZERS			THI		500			500	
TOTAL AGENCY PLAN ITEMS					582			600	
GOV'S INITIATIVES:			FUND						
(A) BCA LAB IMPROVEMENTS/5 SCIENTISTS			GEN			1,151			610
TOTAL GOV'S INITIATIVES						1,151			610
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	13,458	12,305	14,823	13,458	13,540	14,691	13,478	13,578	14,188
SPECIAL REVENUE	564	338	553	484	484	484	498	498	498
TRUNK HIGHWAY	1,043	942	1,011	988	1,488	1,488	990	1,490	1,490
STATUTORY APPROPRIATIONS:									
GENERAL	846	1,272	1,559	1,537	1,537	1,537	1,538	1,538	1,538
SPECIAL REVENUE	514	624	788	479	479	479	479	479	479
FEDERAL	608	544	591	746	746	746	746	746	746
AGENCY	998	2,644							
GIFTS AND DEPOSITS		2	3						
TOTAL FINANCING	18,031	18,671	19,328	17,692	18,274	19,425	17,729	18,329	18,939

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
=====									
FTE BY EMPLOYMENT TYPE:									
REGULAR	183.4	190.9	202.0		203.0		203.0		
TEMP/SEAS/PART_TIME	2.7	3.3	3.3		2.8		2.5		
OVERTIME	7.6	7.3	6.8		5.6		5.6		
=====									
TOTAL FTE	193.7	201.5	212.1		211.4	216.4	211.1		216.1

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Criminal Justice Evidence Analysis  
**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The criminal justice evidence analysis activity (BCA/Lab) provides state of the art forensic science services to the criminal justice community to facilitate the administration of justice.

The BCA/Lab is the only full service forensic science (crime) laboratory in Minnesota providing scientific examinations of evidence recovered from crime scenes. Laboratory scientists provide expert witness testimony to the courts, assist local agencies in the processing of major crime scenes to recover evidence and participate as instructors in law enforcement training schools. Clients include state and federal law enforcement agencies, coroners and medical examiners, prosecuting attorneys and courts.

The BCA/Lab adheres to the philosophy that "science is neutral." The results of examinations must be held to a high standard as they will be used in courts of law where the individual's basic rights or freedom may be in the balance.

The BCA/Lab was recently accredited by the Association of State Crime Laboratory Directors, and must maintain certain levels of proficiency, quality assurance and quality control of case work and testimony in order to remain accredited.

DNA testing has been operational for several years, and the BCA was one of the first state labs in the nation to provide this forensic tool. Minnesota was the first lab in the world to identify a suspect based solely on DNA left at a sexual assault scene; this identification led directly to the conviction of Troy Bloom, a repeat sex offender.

**BUDGET ISSUES:**

The agency budget plan will result in the replacement of DWI testing equipment throughout Minnesota. This will improve peace officers' ability to process persons suspected of driving while intoxicated. Intoxilyzers currently in use are over 10 years old and in need of replacing. Replacement of parts has become increasingly difficult, and will soon be impossible, as the technology is quickly becoming outdated. Establishment of a mechanism for periodic replacement will provide for on-going improvements in testing, quicker turnaround time, and quicker repair.

New technologies in DNA testing have been developed that reduce turnaround time from 8 weeks to 1 week and allows accurate test results from very small samples of body fluid. Lab turnaround time is a critical factor in swift administration of justice. In many instances, court cases cannot proceed without DNA testing results.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

<u>Dollars in Thousands</u>					
<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	
<b>Type of Revenue:</b>					
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - Special	-0-	-0-	79	79	79
Dedicated - Federal	<u>83</u>	<u>14</u>	<u>52</u>	<u>52</u>	<u>52</u>
<b>Total</b>	<b>\$ 83</b>	<b>\$ 14</b>	<b>\$131</b>	<b>\$131</b>	<b>\$131</b>

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL JUSTICE EVIDENCE ANALYSIS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	3,103	3,283	3,450	3,365	3,426	3,681	3,376	3,410	3,666
EXPENSES/CONTRACTUAL SRVCS	385	372	369	405	405	632	415	415	492
MISC OPERATING EXPENSES	100	96	109	109	109	126	109	109	126
SUPPLIES/MATERIALS/PARTS	359	356	360	370	370	520	370	370	525
CAPITAL EQUIPMENT	338	22	260	227	727	1,229	227	727	832
OTHER	117	2	1	1	1	1	1	1	1
<b>SUBTOTAL STATE OPERATIONS</b>	<b>4,402</b>	<b>4,131</b>	<b>4,549</b>	<b>4,477</b>	<b>5,038</b>	<b>6,189</b>	<b>4,498</b>	<b>5,032</b>	<b>5,642</b>
<b>TOTAL EXPENDITURES</b>	<b>4,402</b>	<b>4,131</b>	<b>4,549</b>	<b>4,477</b>	<b>5,038</b>	<b>6,189</b>	<b>4,498</b>	<b>5,032</b>	<b>5,642</b>
<b>AGENCY PLAN ITEMS:</b>									
			FUND						
REALLOCATION OF SALARY & OTHER OPERATING COSTS			GEN		61			34	
REPLACE INTOXILYZERS			THI		500			500	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>561</b>			<b>534</b>	
<b>GOV'S INITIATIVES:</b>									
			FUND						
(A) BCA LAB IMPROVEMENTS/5 SCIENTISTS			GEN			1,151			610
<b>TOTAL GOV'S INITIATIVES</b>						<b>1,151</b>			<b>610</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	2,797	2,838	3,032	2,971	3,032	4,183	2,979	3,013	3,623
SPECIAL REVENUE	479	337	366	387	387	387	398	398	398
TRUNK HIGHWAY	1,043	942	1,011	988	1,488	1,488	990	1,490	1,490
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL			9						
SPECIAL REVENUE			79	79	79	79	79	79	79
FEDERAL	83	14	52	52	52	52	52	52	52

1996-1997 B I E N N I A L B U D G E T  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL JUSTICE EVIDENCE ANALYSIS

ACTIVITY SUMMARY				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TOTAL FINANCING	4,402	4,131	4,549	4,477	5,038	6,189	4,498	5,032	5,642
FTE BY EMPLOYMENT TYPE:									
REGULAR	61.6	60.9	63.0		63.0			63.0	
TEMP/SEAS/PART_TIME	.8	.3							
OVERTIME	2.2	2.1	1.8		1.7			1.7	
TOTAL FTE	64.6	63.3	64.8		64.7	69.7		64.7	69.7

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** Criminal Apprehension  
**ACTIVITY:** Criminal Justice Evidence Analysis

**ITEM TITLE:** DNA BCA Laboratory Improvements/5 Forensic Scientists

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$1,151	\$610	\$610	\$610
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes  No

If yes, statute(s) affected: M.S.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends a General Fund appropriation of \$1,151,000 in F.Y. 1996 and \$610,000 in F.Y. 1997 to upgrade the Bureau of Criminal Apprehension (BCA) forensic laboratory and add 5 positions, in order to implement new methods of DNA testing and improve the laboratory's turnaround time and service levels to client agencies.

**RATIONALE:**

In 1989, the Legislature funded the BCA's DNA laboratory, one of the first such labs in the country. Since then, several major advances in testing methodologies have been developed, including new technologies that reduce turnaround time from 8 weeks to 1 week and allow accurate tests to be made on very small samples of body fluid.

One of the most important services of the BCA as a whole, according to client satisfaction surveys, is quick turnaround time for evidence analysis. Cases cannot proceed to court in many instances without completed evidence analysis. Therefore, lab evidence analysis plays a critical role in the swift administration of justice in the criminal justice system as a whole.

**PROGRAM OUTCOMES:**

One of the most recent advances, PCR based testing, allows the actual DNA tests to be completed in 1 week, rather than the 8 weeks presently required. Less sample is required for this method,

allowing testing to be done in cases with very little blood or bodily fluid left at the scene. The BCA has begun to use this advanced testing method, but only in limited cases due to higher testing costs. With increased funding the lab can implement new methods of DNA testing.

Currently, all sections of the BCA Laboratory experience backlogs, the most serious of which are in the DNA lab, firearms, arson, intoxilyzer testing, fingerprints, and questioned documents. This initiative will result in the reduction of turnaround time as follows:

	<u>Current (weeks)</u>	<u>Targeted (weeks)</u>
DNA	16	4

**LONG-TERM IMPACT:**

Funding this initiative will result in more cases being analyzed, more suspects being positively identified, and more innocent persons being exonerated. Justice will be served more quickly, as the time needed for the test will be drastically reduced. This will result in better service to local law enforcement, prosecution, courts and suspects and will lead to quicker administration of justice.

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Criminal Justice Records  
**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The criminal justice records activity provides accurate, timely and complete computerized criminal history records and fingerprint identification for criminal justice and non-criminal justice purposes within Minnesota and throughout the country as required by state and federal law.

The activity compiles and provides criminal records on individuals arrested for or convicted of gross misdemeanor and felony offenses. This information is backed up by the positive identification of each individual through fingerprint comparison.

Criminal history information is used to make vital decisions at various steps throughout the criminal justice process. Arrests, charging levels, bail decisions, sentencing levels and monitoring methods are based, in part, on this data. The activity provides information necessary for background checks on persons seeking licenses and employment in a variety of positions. Thousands of the requests are for persons who will be caring for children and other vulnerable persons. This program strives to become more efficient and to provide data quickly to the criminal justice community throughout the state and to the private sector as mandated by law.

**BUDGET ISSUES:**

The BCA provides 69,000 record checks each year for employment, licensing and volunteer (non-criminal justice) purposes. Many paid and volunteer jobs require background checks prior to hire, either as mandated by law, or as required by the employer. BCA personnel scrutinize each record for violations which would preclude employment; record check personnel must be familiar with over 20 laws governing many different occupations, each with its own requirements and prohibitions. Thus the fee of \$8 per background check is not merely a fee for providing data, it is a fee for the service of reviewing criminal history information on persons who may be working with children, vulnerable adults, or in positions which give them unsupervised access to homes or businesses. Additions to these laws are expected in the 1995 legislative session, including apartment managers and caretakers, in response to the Kari Koskinen homicide in 1994.

In June of 1994, certain conviction data became public at the BCA. A computer terminal has been established in the lobby of the building to facilitate the free transmission of this information to users. The effect on the number of requests for non-criminal justice record checks, for which a fee of \$8 is charged, cannot be determined at this time.

This activity has been the subject of much legislative attention over the past several years. Efforts at all levels in the legislative, executive and judicial branches of government to improve the quality, timeliness and completeness of criminal records has resulted in success in several areas. The backlogs in entry of certain court data have been eliminated, several labor intensive steps in the process of creating a criminal history record have been eliminated in favor of automated data exchanges, and many more improvements are planned. These improvements have been funded through legislative appropriations, federal grants and non-criminal justice record check receipts.

Since F.Y. 1994, these non-criminal justice record check receipts have been appropriated directly to the BCA in order to continue record improvements throughout the criminal justice system. Continuing improvements in the system include: additional time saving computerized entry of data, direct computer linkage between the computerized criminal history system and the Automated Fingerprint Identification System (AFIS), direct entry of fingerprint cards from local booking stations (sheriffs and police departments) into the AFIS system, and many others.

The BCA seeks to set the fee charged for the record check service by statute rather than through the fee review process. This will clarify that the \$8 fee is actually a charge for the service of providing a record check for non-criminal justice purposes.

This activity is working closely with the states of North and South Dakota to establish a regional AFIS system. These states would access the Minnesota AFIS via remote work stations, and will submit their latent prints and arrest card fingerprints to the Minnesota AFIS in order to create a multi-state database of fingerprints. This system has several advantages, including a larger database from which to identify multi-jurisdictional suspects. North and South Dakota will pay for most of the expenses required to upgrade the existing system to handle the additional workload.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Non-dedicated - Gen'l	\$561	\$213	\$230	\$230	\$230
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - General	840	1,236	1,497	1,507	1,508
Dedicated - Federal	337	330	360	550	550
Dedicated - Agency	998	2,644	-0-	-0-	-0-
Total	\$2,736	\$4,423	\$2,087	\$2,287	\$2,288

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL JUSTICE RECORDS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	893	1,337	1,753	1,720	1,720	1,720	1,720	1,721	1,721
EXPENSES/CONTRACTUAL SRVCS	3,058	3,024	2,684	2,556	2,556	2,556	2,562	2,562	2,562
MISC OPERATING EXPENSES	500	565	613	607	607	607	607	607	607
SUPPLIES/MATERIALS/PARTS	88	414	89	59	59	59	59	59	59
CAPITAL EQUIPMENT	1,491	2,191	1,937	1,216	1,072	1,072	1,216	1,091	1,091
<b>SUBTOTAL STATE OPERATIONS</b>	<b>6,030</b>	<b>7,531</b>	<b>7,076</b>	<b>6,158</b>	<b>6,014</b>	<b>6,014</b>	<b>6,164</b>	<b>6,040</b>	<b>6,040</b>
LOCAL ASSISTANCE	129		25						
<b>TOTAL EXPENDITURES</b>	<b>6,159</b>	<b>7,531</b>	<b>7,101</b>	<b>6,158</b>	<b>6,014</b>	<b>6,014</b>	<b>6,164</b>	<b>6,040</b>	<b>6,040</b>
<b>AGENCY PLAN ITEMS:</b>									
			FUND						
REALLOCATION OF SALARY & OTHER OPERATING COSTS			GEN		<144>			<124>	
<b>TOTAL AGENCY PLAN ITEMS</b>					<144>			<124>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	4,126	3,315	5,244	4,101	3,957	3,957	4,106	3,982	3,982
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL	698	1,242	1,497	1,507	1,507	1,507	1,508	1,508	1,508
FEDERAL	337	330	360	550	550	550	550	550	550
AGENCY	998	2,644							
<b>TOTAL FINANCING</b>	<b>6,159</b>	<b>7,531</b>	<b>7,101</b>	<b>6,158</b>	<b>6,014</b>	<b>6,014</b>	<b>6,164</b>	<b>6,040</b>	<b>6,040</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	24.8	35.3	46.0		46.0			46.0	
TEMP/SEAS/PART_TIME	.2	.5							

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL JUSTICE RECORDS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME	.9								
TOTAL FTE	25.9	35.8	46.0		46.0	46.0		46.0	46.0

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Criminal Investigation and Assistance  
**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The criminal investigation and assistance activity coordinates investigations for which local law enforcement agencies request assistance, such as complex, multi-jurisdictional or long term felony level investigations, and it brings these investigations to a successful conclusion.

The activity has 11 field offices around the state: St. Cloud, Chisago County, Mankato, Owatonna, Rochester, Marshall, Moorhead, Thief River Falls, Bemidji, Duluth, and Grand Rapids. Field agents provide specialized assistance to local agencies in complex or unusual crimes in greater Minnesota through their statewide arrest power, high level of investigative and technical expertise and experience, and availability of expert colleagues and technical assistance.

The law enforcement community depends upon the BCA for expertise and investigative coordination in cases which are time consuming, complex and multi-jurisdictional. Many requests for investigative assistance involve the use of expensive, sophisticated equipment, such as body bugs, forensic artistry equipment and crime scene processing technology. These are generally not owned by most local departments, nor do they have the expertise needed to use these tools effectively. BCA special agents have developed a vast knowledge in the application of sophisticated investigative equipment.

The agents' expertise in the investigation of serious crimes is well respected. Some cases such as homicides are relatively rare in greater Minnesota, and local officers do not have the expertise to adequately investigate. Other cases, such as kidnapping of a child, go beyond a local agency's capabilities and resources. BCA agents have traditionally been able to spend extended periods of time investigating a single case, such as the Wetterling, Erstad and Koskinen case. Local agencies do not have the resources to devote to intense, lengthy investigations.

**BUDGET ISSUES:**

The agency plan will allow this activity to operate within current funding levels.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Non-dedicated - Gen'l	\$130	\$31	\$30	\$30	\$30
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - Special	411	716	280	300	300
Dedicated - Federal	<u>78</u>	<u>80</u>	<u>90</u>	<u>90</u>	<u>90</u>
Total	\$619	\$827	\$400	\$420	\$420

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL INVESTIGATION & ASSISTANC

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	4,139	4,323	4,491	4,231	4,294	4,294	4,231	4,301	4,301
EXPENSES/CONTRACTUAL SRVCS	445	474	535	549	549	549	553	553	553
MISC OPERATING EXPENSES	375	310	316	294	314	314	294	314	314
SUPPLIES/MATERIALS/PARTS	210	204	160	158	158	158	158	158	158
CAPITAL EQUIPMENT	414	232	327	203	203	203	203	203	203
OTHER	1	1	1	1	1	1	1	1	1
<b>SUBTOTAL STATE OPERATIONS</b>	<b>5,584</b>	<b>5,544</b>	<b>5,830</b>	<b>5,436</b>	<b>5,519</b>	<b>5,519</b>	<b>5,440</b>	<b>5,530</b>	<b>5,530</b>
<b>TOTAL EXPENDITURES</b>	<b>5,584</b>	<b>5,544</b>	<b>5,830</b>	<b>5,436</b>	<b>5,519</b>	<b>5,519</b>	<b>5,440</b>	<b>5,530</b>	<b>5,530</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
REALLOCATION OF SALARY & OTHER OPERATING COSTS			GEN		83			90	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>83</b>			<b>90</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	4,997	4,934	5,161	5,016	5,099	5,099	5,020	5,110	5,110
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL	121	30	53	30	30	30	30	30	30
SPECIAL REVENUE	388	500	526	300	300	300	300	300	300
FEDERAL	78	80	90	90	90	90	90	90	90
<b>TOTAL FINANCING</b>	<b>5,584</b>	<b>5,544</b>	<b>5,830</b>	<b>5,436</b>	<b>5,519</b>	<b>5,519</b>	<b>5,440</b>	<b>5,530</b>	<b>5,530</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	75.0	75.8	74.5		74.5			74.5	
TEMP/SEAS/PART_TIME	1.7	2.5	2.5		2.5			2.5	

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL INVESTIGATION & ASSISTANC

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME	4.1	5.0	4.8		3.7			3.7	
TOTAL FTE	80.8	83.3	81.8		80.7	80.7		80.7	80.7

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**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Police Training and Development  
**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The police training and development activity provides law enforcement personnel with the professional knowledge and skills necessary to effectively serve their respective communities. This is done through the provision of specialized and advanced training for law enforcement officers throughout the state in subjects such as narcotics, child abuse and exploitation, domestic abuse, criminal investigations, evidence collection techniques, arson and law enforcement management.

The training and development section houses the only state funded DARE (Drug Abuse Resistance Education) training center in the country. DARE training specialists instruct law enforcement officers to teach elementary school children effective strategies to build self esteem and avoid drug abuse.

The training and development section recently began training officers in the Gang Resistance Education and Training program (GREAT). It is one of a handful of agencies around the country participating in this innovative new program designed to help children at risk avoid involvement with criminal gangs. Expansion and continuation of this program is dependent upon the availability of federal grant dollars.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to operate within current funding levels.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - Special	101	106	90	90	90
Dedicated - Federal	116	120	89	54	54
Dedicated - Gifts	<u>-0-</u>	<u>2</u>	<u>2</u>	<u>-0-</u>	<u>-0-</u>
Total	\$217	\$228	\$181	\$144	\$144

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: POLICE TRAINING & DEVELOPMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	759	568	579	579	579	579	579	579	579
EXPENSES/CONTRACTUAL SRVCS	231	249	328	261	261	261	263	263	263
MISC OPERATING EXPENSES	42	48	75	58	58	58	58	58	58
SUPPLIES/MATERIALS/PARTS	48	43	87	53	53	53	53	53	53
CAPITAL EQUIPMENT	23	20	34	23	23	23	23	23	23
OTHER		1							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,103</b>	<b>929</b>	<b>1,103</b>	<b>974</b>	<b>974</b>	<b>974</b>	<b>976</b>	<b>976</b>	<b>976</b>
LOCAL ASSISTANCE	15	16	23	23	23	23	23	23	23
<b>TOTAL EXPENDITURES</b>	<b>1,118</b>	<b>945</b>	<b>1,126</b>	<b>997</b>	<b>997</b>	<b>997</b>	<b>999</b>	<b>999</b>	<b>999</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	882	699	851	843	843	843	845	845	845
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	126	124	183	100	100	100	100	100	100
FEDERAL	110	120	89	54	54	54	54	54	54
GIFTS AND DEPOSITS		2	3						
<b>TOTAL FINANCING</b>	<b>1,118</b>	<b>945</b>	<b>1,126</b>	<b>997</b>	<b>997</b>	<b>997</b>	<b>999</b>	<b>999</b>	<b>999</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	15.0	11.0	11.0		11.0			11.0	
OVERTIME	.3	.1	.1		.1			.1	
<b>TOTAL FTE</b>	<b>15.3</b>	<b>11.1</b>	<b>11.1</b>		<b>11.1</b>	<b>11.1</b>		<b>11.1</b>	<b>11.1</b>

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Criminal Apprehension Support  
**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The support activity provides long range planning and day to day financial, administrative and managerial support to the Bureau of Criminal Apprehension (BCA). Members of the support section develop policy and implement innovative management methods in order to provide high quality, sensitive and professional investigative, analytical, educational and support services which address the needs of the criminal justice community.

This activity supports the legislative buy fund, serves as a member of the Peace Officer Standards and Training (POST) Board and the Private Detective Board, and maintains regular contact with the sheriffs association, chiefs of police association, other law enforcement officials, and others in state, local and federal government.

**BUDGET ISSUES:**

The agency budget plan calls for reallocation of funds from the Administration and Related Services to this activity for the bomb squad reimbursement program for local law enforcement agencies. The activity will contract with 5 police departments that have experienced and trained bomb disposal units to provide this service to other local jurisdictions for a fee. Instituting a system of state reimbursement of out-of-jurisdiction requests will ensure that all law enforcement agencies will have this type of technical expertise available to them.

Law enforcement and related agencies will be assured of assistance in situations involving explosives and explosive and incendiary devices and it will also make it possible to conduct statewide programs to eliminate the problem of old or improperly stored explosives. Eventually, the total number of responses for out-of-jurisdiction requests for old or improperly stored devices should decrease. The program will also result in increased cooperation and coordination among the bomb squads.

**REVENUE:**

None.

**GRANTS:**

This activity has provided grants to local police departments and sheriffs' offices, which have been used to reimburse law enforcement agencies for expenses related to long term multi-jurisdictional investigations pursuant to M.S. 299C.065.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL APPREHENSION SUPPORT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	350	384	404	404	436	436	404	436	436
EXPENSES/CONTRACTUAL SRVCS	81	98	92	84	87	87	85	88	88
MISC OPERATING EXPENSES	28	21	23	23	23	23	23	23	23
SUPPLIES/MATERIALS/PARTS	25	15	16	16	16	16	16	16	16
CAPITAL EQUIPMENT	1	1			5	5			
OTHER	1	1	1	1	1	1	1	1	1
<b>SUBTOTAL STATE OPERATIONS</b>	<b>486</b>	<b>520</b>	<b>536</b>	<b>528</b>	<b>568</b>	<b>568</b>	<b>529</b>	<b>564</b>	<b>564</b>
LOCAL ASSISTANCE	282		186	96	138	138	99	164	164
<b>TOTAL EXPENDITURES</b>	<b>768</b>	<b>520</b>	<b>722</b>	<b>624</b>	<b>706</b>	<b>706</b>	<b>628</b>	<b>728</b>	<b>728</b>
<b>AGENCY PLAN ITEMS:</b>									
<b>FUND</b>									
BOMB SQUAD REIMBURSEMENT			GEN		82			100	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>82</b>			<b>100</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	656	519	535	527	609	609	528	628	628
SPECIAL REVENUE	85	1	187	97	97	97	100	100	100
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL	27								
<b>TOTAL FINANCING</b>	<b>768</b>	<b>520</b>	<b>722</b>	<b>624</b>	<b>706</b>	<b>706</b>	<b>628</b>	<b>728</b>	<b>728</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	7.0	7.9	7.5		8.5			8.5	
TEMP/SEAS/PART_TIME			.8		.3				

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
 PROGRAM: CRIMINAL APPREHENSION  
 ACTIVITY: CRIMINAL APPREHENSION SUPPORT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME	.1	.1	.1		.1			.1	
TOTAL FTE	7.1	8.0	8.4		8.9	8.9		8.6	8.6

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## 1996-97 Biennial Budget

**PROGRAM:** Fire Marshal  
**AGENCY:** Public Safety, Department of

### PROGRAM DESCRIPTION:

The mission of the State Fire Marshal Division (SFM) is to protect lives and property by promoting a fire safe environment through investigation, enforcement, and public education. SFM investigates fires to determine cause; inspects day care, health care, schools, hotels and places of assembly; and provides a wide variety of fire prevention and education services throughout Minnesota.

### PROGRAM STATUS:

- Eleven fire investigators are strategically located throughout the state, available 24-hours a day to assist local fire departments with fires of suspicious nature, when there is a death or serious injury, or on large loss fires. On the average each investigator conducts about 64 fire/arson investigations each year. Approximately 40% are found to be deliberately set. The ultimate beneficiary of an arson investigation is the consuming public, who pays about 25 cents of every property insurance dollar to pay off the claims caused by arsonists.
- Sufficient numbers of safe day care facilities are vital to the overall well being of Minnesota. Through the day care inspection program, the SFM assists the Department of Human Services in licensing fire-safe facilities. The measure of success is the excellent fire safety record of day care facilities.
- It has long been recognized that fire prevention efforts and public fire safety education are more cost effective than relying solely on fire suppression in reducing fire losses. The state fire service expects the SFM to provide information concerning local and state fire problems and solutions identified through fire incident reporting. A non-traditional type of enforcement can be accomplished by providing fire safety public education services to create a more informed public, such as smoke detector installation and maintenance education targeted at single family residences.
- Initial inspections of schools reveal that there are serious fire/life safety problems in most of these buildings. In 1990, the Departments of Education and Public Safety entered into a contractual agreement to ensure greater fire safety in Minnesota schools. Through these efforts the children of Minnesota will be able to attend school in more fire safe environments.
- Twenty-four inspectors conduct comprehensive technical inspections of hotels, motels, resorts, schools, day care, hospitals, nursing homes, group homes, foster care facilities, correctional facilities, places of assembly, and flammable/combustible L.P. installations for compliance with requirements of the Minnesota Uniform Fire Code. Inspectors also conduct site visits and provide consultation to building owners and operators, fire officials, architects, engineers, contractors, building inspectors, government officials and the general public to address specific problems and concerns regarding fire and life safety requirements.
- The SFM code advisory panel assists field staff, local fire officials, and the public in interpreting fire codes and statutes and reviewing new technologies designed to prevent fire. The panel evaluates requests from facility owners for variances and time extensions and recommends appropriate equivalencies to meet code requirements.
- Two sprinkler plan reviewers regulate activities to ensure that contractors, designers and installers of automatic fire protection systems are competent and trained and installation of systems are according to code. Plan reviews are conducted for each installation and field

inspection and acceptance testing take place periodically.

- The hazardous material response activity will establish from 2 to 5 hazardous materials response and/or chemical assessment teams that will respond statewide to hazard emergencies. This activity will assure that prompt and appropriate response measures are instituted to control and/or eliminate the danger to life, property, and the environment.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- Fire deaths in Minnesota have declined since the 1970s, from 961 to 776 while the population increased from 3.8 million to 4.4 million. The division is projecting continued decline in fire deaths to a low of 630 by the end of this decade.
- Arson investigations and related assistance to local officials will increase, to respond to the recent increases in arson fires.
- SFM is entering into an agreement with the Department of Human Services whereby SFM inspectors will make initial inspections of day care facilities, document the results and send a report of deficiencies to the county licensing authority. The county will verify that all deficiencies are corrected before issuing a license.
- The number of recurring life safety violations related to existing facilities mandated to be inspected will go down by 16% by F.Y. 1997.

### BUDGET AND REVENUE SUMMARY:

Summary of the agency budget plan is as follows:

- \$100,000 each year to add 2 fire/arson investigators. Arson is the second leading cause of fire in Minnesota. A 12% increase in requests for investigations is anticipated. This plan will provide local fire authorities with the expertise and assistance they need.
- The plan calls for an increase in funding of \$82,000 each year for the life safety inspection activity. The Department of Health contracts with the Fire Marshal to conduct fire safety inspections of health care facilities to meet federal certification and state licensing requirements. The Department of Health recovers the state's portion of the inspection costs through fees. The federal share of the activity has been reduced. Rider language is required in the appropriation bill to implement this plan to provide for a like transfer from Fund 17—State Government Special Revenue Fund to the General Fund to cover these costs.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: FIRE MARSHAL

ACTIVITY RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FIRE PREVENTION PROTECTION & INVES	3,022	3,043	3,318	3,173	3,355	3,355	3,173	3,355	3,355
TOTAL EXPENDITURES BY ACTIVITY	3,022	3,043	3,318	3,173	3,355	3,355	3,173	3,355	3,355
AGENCY PLAN ITEMS:			FUND						
FIRE LIFE SAFETY INSPECTIONS			GEN		82			82	
FIRE MARSHAL ARSON INVESTIGATORS			GEN		100			100	
TOTAL AGENCY PLAN ITEMS					182			182	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	2,412	2,381	2,611	2,486	2,668	2,668	2,486	2,668	2,668
STATUTORY APPROPRIATIONS:									
GENERAL	270	311	388	368	368	368	368	368	368
FEDERAL	340	351	317	317	317	317	317	317	317
GIFTS AND DEPOSITS			2	2	2	2	2	2	2
TOTAL FINANCING	3,022	3,043	3,318	3,173	3,355	3,355	3,173	3,355	3,355
FTE BY EMPLOYMENT TYPE:									
REGULAR	53.6	53.6	54.8		57.8			57.8	
TEMP/SEAS/PART_TIME		.4							
OVERTIME		.2	.2		.2			.2	
TOTAL FTE	53.6	54.2	55.0		58.0	58.0		58.0	58.0

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Fire Prevention Protection and Investigation  
**PROGRAM:** Fire Marshal  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The fire prevention protection and investigation activity performs the following functions:

1. Conduct fire investigations to determine accidental cause of fire, so prevention strategies can be developed.
2. At the request of local authorities, conduct arson investigations to reduce the crime of arson and aid in the prosecution of this felony crime.
3. Conduct fire safety inspections of day care facilities.
4. Conduct inspections of all health care facilities for state licensing and federal certification.
5. Conduct inspections of hotels, motels, and resorts once every 3 years for licensing.
6. Increase the level of awareness of the citizens of Minnesota to the cause and prevention of fire, through public fire safety education efforts.
7. Provide plan review for combustible/flammable liquid storage installations.
8. In conjunction with the Department of Education, ensure that public schools are inspected.
9. Provide prompt competent responses to citizen complaints regarding fire safety concerns and hazards.
10. Analyze fire and life safety problems in Minnesota through the statewide fire incident reporting system submitted by local fire departments.
11. License contractors that sell, design, install, modify or inspect fire protection systems or related equipment. Prepare and administer a certification program or a registered apprentice program for journeyman sprinkler fitters and conduct inspections and plan review of new sprinkler installations.
12. Coordinate the establishment and manage the operation of statewide regional hazardous materials response and chemical assessment teams.

**BUDGET ISSUES:**

- Arson is the second leading cause of fire in Minnesota. 1994 projections predict a 12% increase in demand for fire investigations. A crucial element of the investigation activity is to allow investigators sufficient time to investigate and prepare a case for prosecution. The increase of 2 arson investigators in the budget plan will provide this needed assistance to local officials.

- The day care/foster care inspection program is the only program not mandated by state statute; however, it is required in Department of Human Services rules. Based on the increase of day care/foster care inspections and the present level of funding, the program will have to look at cutting back the inspection program, which would include the elimination of the day care/foster care program.
- The Department of Health contracts with the State Fire Marshal to conduct fire safety inspections of health care facilities to meet federal certification requirements and state licensing requirements. The Department of Health recovers the state inspection costs through licensing fees. Recent federal cutbacks have reduced the amount of Health Department funds the Fire Marshal Division receives. Federal funding, via the Department of Health, is for federal medicare requirements, and state funding relates to state licensing requirements. The agency budget plan increases the amount of state funding the Fire Marshal receives for state licensing inspections and the funding will come from licensing fees. This plan will ensure that the level of fire safety in health care facilities is maintained.
- State regulations require a 10 day turnaround on all plan review for flammable liquid and L.P. installations. Due to demands in other activities, SFM is considering discontinuation of this activity.

**REVENUE:**

This activity generates dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - General	260	325	354	355	355
Dedicated - Federal	340	351	317	317	317
Dedicated - Gifts	<u>-0-</u>	<u>-0-</u>	<u>2</u>	<u>2</u>	<u>2</u>
Total	\$600	\$676	\$673	\$674	\$674

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: FIRE MARSHAL  
ACTIVITY: FIRE PREVENTION PROTECTION & INVES

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	2,450	2,516	2,735	2,642	2,790	2,790	2,642	2,790	2,790
EXPENSES/CONTRACTUAL SRVCS	117	126	125	118	119	119	118	119	119
MISC OPERATING EXPENSES	341	322	406	361	392	392	361	392	392
SUPPLIES/MATERIALS/PARTS	59	44	45	45	47	47	45	47	47
CAPITAL EQUIPMENT	55	35	7	7	7	7	7	7	7
<b>SUBTOTAL STATE OPERATIONS</b>	<b>3,022</b>	<b>3,043</b>	<b>3,318</b>	<b>3,173</b>	<b>3,355</b>	<b>3,355</b>	<b>3,173</b>	<b>3,355</b>	<b>3,355</b>
<b>TOTAL EXPENDITURES</b>	<b>3,022</b>	<b>3,043</b>	<b>3,318</b>	<b>3,173</b>	<b>3,355</b>	<b>3,355</b>	<b>3,173</b>	<b>3,355</b>	<b>3,355</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
FIRE LIFE SAFETY INSPECTIONS			GEN		82			82	
FIRE MARSHAL ARSON INVESTIGATORS			GEN		100			100	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>182</b>			<b>182</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	2,412	2,381	2,611	2,486	2,668	2,668	2,486	2,668	2,668
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL	270	311	388	368	368	368	368	368	368
FEDERAL	340	351	317	317	317	317	317	317	317
GIFTS AND DEPOSITS			2	2	2	2	2	2	2
<b>TOTAL FINANCING</b>	<b>3,022</b>	<b>3,043</b>	<b>3,318</b>	<b>3,173</b>	<b>3,355</b>	<b>3,355</b>	<b>3,173</b>	<b>3,355</b>	<b>3,355</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	53.6	53.6	54.8		57.8			57.8	
TEMP/SEAS/PART_TIME		.4							

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: FIRE MARSHAL  
ACTIVITY: FIRE PREVENTION PROTECTION & INVES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME		.2	.2		.2			.2	
TOTAL FTE	53.6	54.2	55.0		58.0	58.0		58.0	58.0

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## 1996-97 Biennial Budget

**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of

### PROGRAM DESCRIPTION:

The State Patrol provides police traffic services on Minnesota's state and federal highways and provides for the safe and efficient movement of traffic and protection of Minnesota's citizens. It also provides security for the legislature, the governor, the governor's family and residence. Through enforcement, education and assistance, the program components work together to ensure a safe environment on Minnesota's roadways by reducing the number of fatalities and serious injuries caused by motor vehicle crashes. The objectives of the program are to:

- raise the incidence of seat belt use;
- reduce the number of alcohol and drug related traffic accident deaths and injuries;
- improve the traffic safety environment; and
- reduce the number and severity of commercial motor vehicle crashes.

### PROGRAM STATUS:

Using a commonly accepted barometer of traffic safety (number of persons killed per 100 million miles traveled), the impact and performance of this program is excellent. During the previous decade Minnesota was among the 5 safest states in which to drive each year and was the safest state in 4 of those 10 years. The 1993 fatality rate of 1.27 deaths per 100 million miles travelled is the lowest rate in the nation and the lowest rate ever recorded in Minnesota.

The population growth trend within the extended urban area of Minneapolis-St. Paul including Rochester and St. Cloud continues, with greater demand for police traffic services on an expanding and increasingly congested highway system. More agency resources will need to be committed to provide response to calls for service. As demographics continue to change, this program's ability to provide rapid response to highway emergencies statewide will be affected.

The program does not maintain 24-hour coverage in greater Minnesota, diverting local police and county sheriff departments from crime-related activities to respond to calls for traffic crashes and emergency service on the federal and state highways. Increasing use of cellular telephone communication has correspondingly increased the frequency of cellular 911 calls for service statewide. The majority of fatal crashes occur in rural areas where there is little congestion; however, vehicle speeds continue to rise. The increases in direct calls for service have caused the number of hours spent in preventative enforcement activities to decrease.

In the last 8 years, the State Patrol increased the number of commercial motor vehicle inspections and enforcement activities and the number of commercial motor vehicle crashes correspondingly decreased. Unless the current level of funding is maintained, there is a potential for a reversal of this, along with increased damage to highways.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- The State Patrol program has proven to be effective in reducing the number and severity of traffic crashes over recent years. Motor vehicle crash fatalities during the first half of 1994 are 1/3 higher than the first half average of the previous 3 years. The budget plan to increase safety education presentations, priority enforcement in DWI, seat belt/child restraint usage, and commercial motor vehicle inspections should reverse this trend of the first half of 1994.

### BUDGET AND REVENUE SUMMARY:

Summary of the agency plan is as follows:

- The plan calls for \$654,000 in F.Y. 1996 and \$802,000 in F.Y. 1997 to provide 24-hour coverage at the new Moorhead Weigh Scale (\$381,000 in F.Y. 1996 and \$382,000 in F.Y. 1997) and to maintain the current complement of State Patrol Troopers (\$273,000 in F.Y. 1996 and \$420,000 in F.Y. 1997) on Minnesota highways. The addition of 11 new commercial vehicle inspectors at the new weigh scale facility near Moorhead will improve the safety of commercial vehicles and reduce the rate of deterioration of highways caused by overweight vehicles. Revenues are projected to increase by \$456,000 each year with the addition of 11 new commercial vehicle inspectors at the Moorhead Weigh Scale.
- The agency plan calls for \$73,000 each year as an annualization of costs for commercial vehicle enforcement. Funding was provided in F.Y. 1995 for 4 commercial vehicle inspector positions for 6 months. The Moorhead Weigh Scale will open July 1995.
- A \$2.1 million budget shortfall in projected personnel expenses in F.Y. 1995-97 was covered within current spending levels, in part, through reallocation of \$1.3 million from the equipment budget. The remainder will be resolved by management of overtime costs and by holding 9 commercial vehicle inspector positions and 11 trooper positions vacant as retirements occur in 1996-97. The Orchard Gardens Weigh Scale will be closed in the next biennium and relocated in 1998-99 near the Iowa border on I-35. Some of the commercial vehicle inspectors from Orchard Gardens will be transferred to the St. Croix Weigh Scale.
- Lost revenues from the closure of the Orchard Gardens Scale will be more than offset by revenues collected from fines and penalties from the Moorhead and St. Croix Weigh Scales.

### GOVERNOR'S RECOMMENDATION:

The Governor recommends an alternative program funding level of \$102,189,000 for the biennium, which incorporates initiatives for the following: \$40,000 for the school bus safety program.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: STATE PATROL

ACTIVITY RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
PATROLLING HIGHWAYS	36,367	37,286	43,627	41,766	42,039	42,039	41,767	42,187	42,187
COMMERCIAL VEHICLE ENFORCEMENT	6,965	6,471	6,834	6,714	7,168	7,168	6,714	7,169	7,169
EXECUTIVE PROTECTION	437	435	391	391	391	391	391	391	391
STATE PATROL SUPPORT	955	992	1,312	1,400	1,400	1,420	1,404	1,404	1,424
TOTAL EXPENDITURES BY ACTIVITY	44,724	45,184	52,164	50,271	50,998	51,018	50,276	51,151	51,171
AGENCY PLAN ITEMS:			FUND						
ANNUALIZED NEW PROG COST			THI		73			73	
MOORHEAD SCALETROOPERS-MAINTAIN STAFFING			THI		654			802	
TOTAL AGENCY PLAN ITEMS					727			875	
GOV'S INITIATIVES:			FUND						
(A) SCHOOL BUS SAFETY PROGRAM			THI			20			20
TOTAL GOV'S INITIATIVES						20			20
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	437	435	406	406	406	406	406	406	406
TRUNK HIGHWAY	40,864	41,049	44,284	42,469	43,196	43,216	42,474	43,349	43,369
HGHWY USER TAX DISTR	90	50	90	60	60	60	60	60	60
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	103	225	4,593	4,444	4,444	4,444	4,444	4,444	4,444
TRUNK HIGHWAY	494	715	648	768	768	768	768	768	768
FEDERAL	2,736	2,710	2,143	2,124	2,124	2,124	2,124	2,124	2,124
TOTAL FINANCING	44,724	45,184	52,164	50,271	50,998	51,018	50,276	51,151	51,171
FTE BY EMPLOYMENT TYPE:									
REGULAR	680.3	659.5	740.5		749.0			753.5	
TEMP/SEAS/PART_TIME	13.6	23.7	.5		.5			.5	

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: STATE PATROL

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME	40.5	45.5	38.9		38.9			38.9	
TOTAL FTE	734.4	728.7	779.9		788.4	788.4		792.9	792.9

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Patrolling Highways  
**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The patrolling highways activity provides police traffic services on Minnesota's state and federal highways. It provides for the safe and efficient movement of traffic and the protection and service to Minnesota's citizens through enforcement, assistance, and education. This activity includes:

- Uniformed troopers patrol over 12,000 miles of state and federal highways, providing emergency response, traffic law enforcement, accident investigation, law enforcement assistance, and motorist assistance to highway users.
- Airborne assistance and support activities augment road patrolling operations through airborne traffic law enforcement, searches, and surveillance.
- Statewide radio communications are provided for the State Patrol, Department of Natural Resources, and other state and federal agencies.
- A coordinated traffic safety education program is provided throughout the state.

This activity consists of approximately 450 troopers working out of 11 district headquarters to provide service on Minnesota's highways. District offices are located at Rochester, Mankato, Marshall, Oakdale, Golden Valley, St. Cloud, Duluth, Brainerd, Detroit Lakes, Eveleth, and Thief River Falls. The air patrolling activity consists of 11 trooper pilots, 5 airplanes and 3 helicopters based at St. Paul, Cloquet, Mankato and Bemidji. The safety education activity consists of 11 trooper safety education specialists in each district office.

**BUDGET ISSUES:**

State troopers now patrol Minnesota highways 24-hours per day within the 7 county metropolitan area and Rochester, and 16-18 hours per day throughout the remainder of the state. In those areas where 24-hour trooper coverage is not provided, local law enforcement agencies respond to State Patrol calls for service on state and federal highways when requested.

Timely resolution of highway incidents has proven to lessen the potential for additional incidents caused by the disturbance and congestion of the initial incident. Currently, there are lengthy response times to highway emergencies in large geographical areas, and congestion caused by highway incidents results in tremendous slow downs in urban areas.

There are 2 basic categories of activity used to indicate the use of a trooper's time, obligated and unobligated. Obligated time is spent performing those activities which require the trooper to respond, such as calls for service, traffic crash and crash-related activities, court activity and other directed activities. Unobligated time refers to time in which a trooper performs proactive enforcement, motorist assistance, and is available for calls for service. More proactive enforcement results when troopers have more unobligated time to devote to highway patrolling.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
<b>Type of Revenue:</b>					
Non-dedicated - Trunk Highway	\$3,931	\$5,078	\$5,077	\$5,489	\$5,489
Dedicated - Special	123	263	4,564	4,444	4,444
Dedicated - Federal	455	438	590	571	571
Dedicated - Trunk Highway	<u>894</u>	<u>617</u>	<u>648</u>	<u>648</u>	<u>648</u>
Total	\$5,403	\$6,396	\$10,879	\$11,152	\$11,152

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: STATE PATROL  
ACTIVITY: PATROLLING HIGHWAYS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	29,204	29,380	31,818	31,459	31,732	31,732	31,459	31,879	31,879
EXPENSES/CONTRACTUAL SRVCS	2,582	2,872	3,054	2,648	2,648	2,648	2,649	2,649	2,649
MISC OPERATING EXPENSES	418	584	574	545	545	545	545	545	545
SUPPLIES/MATERIALS/PARTS	1,941	1,705	2,604	1,906	1,906	1,906	1,906	1,906	1,906
CAPITAL EQUIPMENT	2,222	2,744	5,576	5,207	5,207	5,207	5,207	5,207	5,207
OTHER		1	1	1	1	1	1	1	1
<b>SUBTOTAL STATE OPERATIONS</b>	<b>36,367</b>	<b>37,286</b>	<b>43,627</b>	<b>41,766</b>	<b>42,039</b>	<b>42,039</b>	<b>41,767</b>	<b>42,187</b>	<b>42,187</b>
<b>TOTAL EXPENDITURES</b>	<b>36,367</b>	<b>37,286</b>	<b>43,627</b>	<b>41,766</b>	<b>42,039</b>	<b>42,039</b>	<b>41,767</b>	<b>42,187</b>	<b>42,187</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
			<b>MOORHEAD SCALETROOPERS-MAINTAIN STAFFING</b>		<b>273</b>			<b>420</b>	
			<b>THI</b>						
			<b>TOTAL AGENCY PLAN ITEMS</b>		<b>273</b>			<b>420</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	35,315	35,908	37,796	35,983	36,256	36,256	35,984	36,404	36,404
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	103	225	4,593	4,444	4,444	4,444	4,444	4,444	4,444
TRUNK HIGHWAY	494	715	648	768	768	768	768	768	768
FEDERAL	455	438	590	571	571	571	571	571	571
<b>TOTAL FINANCING</b>	<b>36,367</b>	<b>37,286</b>	<b>43,627</b>	<b>41,766</b>	<b>42,039</b>	<b>42,039</b>	<b>41,767</b>	<b>42,187</b>	<b>42,187</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	527.9	517.3	586.5		584.3			588.8	
TEMP/SEAS/PART_TIME	12.4	22.7	.5		.5			.5	

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: STATE PATROL  
ACTIVITY: PATROLLING HIGHWAYS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME	37.8	42.1	33.0		33.0			33.0	
TOTAL FTE	578.1	582.1	620.0		617.8	617.8		622.3	622.3

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1996-97 Biennial Budget

**BUDGET ACTIVITY:** Commercial Vehicle Enforcement  
**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The commercial vehicle enforcement activity exists to reduce roadway damage and collisions involving commercial vehicles due to unsafe equipment, unqualified drivers, or illegal size, weight or load.

This activity is responsible for the enforcement of laws, rules, and regulations governing commercial vehicles using the state and interstate highway system. This activity includes 8 fixed scale locations and 11 mobile weight enforcement teams. Fixed scales are located at Worthington (I-90, 2 miles east of the junction with Highway 60), Erskine (junction Highways 2 and 59), Orchard Garden (I-35 near Highway 50), and St. Croix (I-94 near Wisconsin line.) These facilities are operated on a regular basis with permanent staff. Four additional fixed scale locations are operated on an irregular basis with no regular staff assigned.

This activity has a federally funded program, Motor Carrier Safety Assistance Program (MCSAP), specifically aimed at improving the safe mechanical condition of commercial vehicles. Mandatory annual inspection of commercial vehicles, school buses, and vehicles with wheelchair securement devices are performed through this activity. Random roadside inspection of commercial vehicles and the random inspection of school buses are also performed through this activity.

Civil weight troopers inspect shipping documentation and enforce the relevant evidence provisions of the civil weight law. The activity also trains and certifies commercial vehicle inspectors employed in the private sector. Identification certificates are issued to all Minnesota registered commercial vehicles passing an approved inspection by a certified inspector.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to increase the number of commercial motor vehicle inspections and enforce laws regulating the operation of commercial motor vehicles. Full staffing of the new Moorhead scale is planned by the addition of 11 new commercial vehicle inspectors at the new truck weigh facility near Moorhead. This will improve the safety of commercial vehicles, ensure that proper Highway User fees have been paid, and reduce the rate of deterioration on highways caused by overweight vehicles. The Orchard Garden Weigh Scale will be closed in the next biennium. Lost revenues from the closure of the Orchard Gardens scale will be more than offset by revenues collected from the Moorhead and St. Croix scales.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Trunk Highway	\$34	\$25	\$25	\$25	\$25
Non-dedicated - Highway User	456	588	600	669	669
Dedicated - Special	-0-	-0-	-0-	-0-	-0-
Dedicated - Federal	<u>2,281</u>	<u>2,272</u>	<u>1,553</u>	<u>1,553</u>	<u>1,553</u>
Total	\$2,771	\$2,885	\$2,178	\$2,247	\$2,247

**GRANTS:**

The State Patrol is reimbursed for 80% of the cost of commercial vehicle inspection and enforcement activities performed under MCSAP up to a maximum of \$868,000. This grant award is dependent upon the number of commercial vehicle inspections performed.

The State Patrol has been designated as the lead state agency for MCSAP and this activity administers a MCSAP grant to the Minnesota Department of Transportation in the amount of \$589,000. The statutory authority is M.S. 4.07.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: STATE PATROL  
ACTIVITY: COMMERCIAL VEHICLE ENFORCEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	5,251	5,056	5,499	5,393	5,847	5,847	5,393	5,848	5,848
EXPENSES/CONTRACTUAL SRVCS	461	304	247	233	233	233	233	233	233
MISC OPERATING EXPENSES	171	160	156	156	156	156	156	156	156
SUPPLIES/MATERIALS/PARTS	254	203	209	209	209	209	209	209	209
CAPITAL EQUIPMENT	390	219	134	134	134	134	134	134	134
<b>SUBTOTAL STATE OPERATIONS</b>	<b>6,527</b>	<b>5,942</b>	<b>6,245</b>	<b>6,125</b>	<b>6,579</b>	<b>6,579</b>	<b>6,125</b>	<b>6,580</b>	<b>6,580</b>
LOCAL ASSISTANCE	438	529	589	589	589	589	589	589	589
<b>TOTAL EXPENDITURES</b>	<b>6,965</b>	<b>6,471</b>	<b>6,834</b>	<b>6,714</b>	<b>7,168</b>	<b>7,168</b>	<b>6,714</b>	<b>7,169</b>	<b>7,169</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
ANNUALIZED NEW PROG COST			THI		73			73	
MOORHEAD SCALETROOPERS-MAINTAIN STAFFING			THI		381			382	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>454</b>			<b>455</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	4,594	4,149	5,191	5,101	5,555	5,555	5,101	5,556	5,556
HGHWY USER TAX DISTR	90	50	90	60	60	60	60	60	60
<b>STATUTORY APPROPRIATIONS:</b>									
FEDERAL	2,281	2,272	1,553	1,553	1,553	1,553	1,553	1,553	1,553
<b>TOTAL FINANCING</b>	<b>6,965</b>	<b>6,471</b>	<b>6,834</b>	<b>6,714</b>	<b>7,168</b>	<b>7,168</b>	<b>6,714</b>	<b>7,169</b>	<b>7,169</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	131.5	122.2	127.3		138.0			138.0	
TEMP/SEAS/PART_TIME	.3								

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: STATE PATROL  
ACTIVITY: COMMERCIAL VEHICLE ENFORCEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME	.9	.9	3.4		3.4			3.4	
TOTAL FTE	132.7	123.1	130.7		141.4	141.4		141.4	141.4

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**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Executive Protection  
**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

This activity exists to provide protection and to prevent acts of violence directed against the governor and his family, and to investigate all threats against the governor.

Six troopers are assigned to this activity and provide 24-hour protection for the governor and his family at the residence, as well as providing protection for the governor at other locations within the State.

**BUDGET ISSUES:**

This activity has performed the intended purpose. No act of violence has been perpetrated against the governor or his family, and the security of the governor's residence has been maintained. No staff reductions are planned and 24-hour security will be maintained.

**REVENUE:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: STATE PATROL  
ACTIVITY: EXECUTIVE PROTECTION

ACTIVITY SUMMARY				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	400	407	353	353	353	353	353	353	353
EXPENSES/CONTRACTUAL SRVCS	11	6	10	10	10	10	10	10	10
MISC OPERATING EXPENSES	14	16	13	13	13	13	13	13	13
SUPPLIES/MATERIALS/PARTS	8	6	15	15	15	15	15	15	15
CAPITAL EQUIPMENT	4								
<b>SUBTOTAL STATE OPERATIONS</b>	<b>437</b>	<b>435</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>
<b>TOTAL EXPENDITURES</b>	<b>437</b>	<b>435</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	437	435	391	391	391	391	391	391	391
<b>TOTAL FINANCING</b>	<b>437</b>	<b>435</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>	<b>391</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	6.0	5.5	6.0		6.0			6.0	
OVERTIME	1.8	2.5	2.5		2.5			2.5	
<b>TOTAL FTE</b>	<b>7.8</b>	<b>8.0</b>	<b>8.5</b>		<b>8.5</b>	<b>8.5</b>		<b>8.5</b>	<b>8.5</b>

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** State Patrol Support  
**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

This activity enables the State Patrol program to achieve the mission and goals as stated. This activity includes the following:

- Managing all activities of the State Patrol.
- Providing fiscal and administrative support.
- Providing equipment and supplies.
- Maintaining a comprehensive management activity system.
- Providing necessary training and development.
- Developing and administering federal programs which allow the agency to acquire and use federal funding in attaining the objectives.
- Maintaining liaison with the legislature and other agencies.
- Performing program research and planning.
- Providing an information desk sergeant to respond to public inquiries, by telecommunications or in person.
- Providing other staff support as necessary.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to carry out its required activities within current funding levels.

**REVENUE:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: STATE PATROL  
ACTIVITY: STATE PATROL SUPPORT

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
STATE OPERATIONS:									
PERSONAL SERVICES	744	783	1,062	1,062	1,062	1,062	1,062	1,062	1,062
EXPENSES/CONTRACTUAL SRVCS	119	117	128	216	216	216	220	220	220
MISC OPERATING EXPENSES	48	47	61	61	61	61	61	61	61
SUPPLIES/MATERIALS/PARTS	44	45	61	61	61	81	61	61	81
<b>SUBTOTAL STATE OPERATIONS</b>	<b>955</b>	<b>992</b>	<b>1,312</b>	<b>1,400</b>	<b>1,400</b>	<b>1,420</b>	<b>1,404</b>	<b>1,404</b>	<b>1,424</b>
<b>TOTAL EXPENDITURES</b>	<b>955</b>	<b>992</b>	<b>1,312</b>	<b>1,400</b>	<b>1,400</b>	<b>1,420</b>	<b>1,404</b>	<b>1,404</b>	<b>1,424</b>
<b>GOV'S INITIATIVES:</b>									
			<b>FUND</b>						
(A) SCHOOL BUS SAFETY PROGRAM			<b>THI</b>			20			20
<b>TOTAL GOV'S INITIATIVES</b>						20			20
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL			15	15	15	15	15	15	15
TRUNK HIGHWAY	955	992	1,297	1,385	1,385	1,405	1,389	1,389	1,409
<b>TOTAL FINANCING</b>	<b>955</b>	<b>992</b>	<b>1,312</b>	<b>1,400</b>	<b>1,400</b>	<b>1,420</b>	<b>1,404</b>	<b>1,404</b>	<b>1,424</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	14.9	14.5	20.7		20.7			20.7	
TEMP/SEAS/PART_TIME	.9	1.0							
<b>TOTAL FTE</b>	<b>15.8</b>	<b>15.5</b>	<b>20.7</b>		<b>20.7</b>	<b>20.7</b>		<b>20.7</b>	<b>20.7</b>

**F.Y. 1996-97 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** State Patrol  
**ACTIVITY:** State Patrol Support

**ITEM TITLE:** Pupil Transportation Safety/School Bus Safety

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- State Operations	\$20	\$20	\$20	\$20
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-
Statutory Change? Yes ___ No <u>X</u>				
If yes, statute(s) affected:				

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$40,000 in Trunk Highway Funds for the biennium for the School Bus Safety Program.

**RATIONALE:**

The Department of Public Safety was named the lead agency for pupil transportation safety by the 1994 legislature. Part of that action created the office of pupil transportation safety. The director was named from existing staff, but there were no support funds allocated. In 1994, the legislature appropriated \$15,000 from the General Fund to fund expenses only for the School Bus Safety Advisory Committee.

**PROGRAM OUTCOMES:**

The Department of Public Safety will implement the provisions of the 1994 pupil transportation legislation which will result in a safer transportation environment for K - 12 students. The department will work closely with school districts and non-public schools to ensure that students and bus drivers are certified competent in safety rules, that unsafe drivers are disqualified from operating buses, and that vehicles are inspected and in safe operating condition.

**LONG-TERM IMPACT:**

The end result of this initiative will be fewer deaths and injuries related to school transportation by reducing bus accidents and incidents of misconduct during school related transportation.

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**PROGRAM:** Capitol Security  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The Capitol Security program is the primary prevention and emergency response unit in the Capitol complex. The division has 3 main objectives: 1) to keep the Capitol complex population safe; 2) to ensure government runs without interruptions; and 3) to prevent the loss of property, both state and personal. Failure to accomplish any of these objectives can reflect negatively on how citizens perceive their state government and their faith in their elected leaders.

This program has been successful in maintaining a relatively safe and secure environment in which to transact governmental business. The continuation of the success, however, is dependent upon several factors:

- Technology must be integrated into all construction projects and be able to compensate for the absenteeism of uniformed officers.
- Society's trend toward violent behavior both in surrounding neighborhoods and in the work place must remain constant or be lowered.
- Employees must increase their awareness and ability to recognize potential problems and report them promptly to Capitol security.
- The policy on requests to use Capitol complex facilities for rallies and demonstrations must be refined.

**PROGRAM STATUS:**

Close to 1 million visitors a year enjoy the Capitol complex. Two hundred four special events took place last year in state facilities and highly controversial issues continue to be debated in the seat of government. These challenges, along with violence in the work place and crime in the surrounding neighborhoods, are issues which must be adequately addressed.

With the success of crime watch type activities in our Capitol neighborhoods and implementation of similar activities in the Capitol complex, incidents which cause concern appear to be stabilized.

The program is experiencing difficulties in maintaining its video surveillance and emergency intercom systems. Failures are being experienced. This equipment has been provided through funding for remodeling and new construction projects. Funding to maintain these sophisticated systems comes from the Department of Administration.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- Reduce the number of thefts in the Capitol complex by 5% during the biennium.
- Create an environment in which the Capitol complex population feels safe by increasing the number of escorts to employees and citizens by 5%.

**BUDGET AND REVENUE SUMMARY:**

The agency budget plan will allow this program to operate effectively on current funding levels.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CAPITOL SECURITY

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
CAPITOL COMPLEX SECURITY	1,496	1,406	1,462	1,456	1,456	1,456	1,456	1,456	1,456
TOTAL EXPENDITURES BY ACTIVITY	1,496	1,406	1,462	1,456	1,456	1,456	1,456	1,456	1,456
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	1,254	1,372	1,442	1,436	1,436	1,436	1,436	1,436	1,436
STATUTORY APPROPRIATIONS:									
GENERAL	242	34	20	20	20	20	20	20	20
TOTAL FINANCING	1,496	1,406	1,462	1,456	1,456	1,456	1,456	1,456	1,456
FTE BY EMPLOYMENT TYPE:									
REGULAR	41.9	40.3	41.3		41.3			41.3	
OVERTIME	3.3	3.2	2.6		2.6			2.6	
TOTAL FTE	45.2	43.5	43.9		43.9	43.9		43.9	43.9

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Capitol Complex Security  
**PROGRAM:** Capitol Security  
**AGENCY:** Public Safety, Department

**ACTIVITY DESCRIPTION:**

The Capitol security activity is the main prevention and emergency response provider to approximately 6,000 employees, 1 million visitors, 30 Capitol complex buildings and 32 parking facilities. The program accomplishes its goals through field services, electronic surveillance/communications and administrative support.

Field services comprise uniformed officers patrolling the Capitol complex and providing on-site monitoring to buildings. These individuals are the most visible component of the program as they provide the human responses to medical, fire, criminal and special event situations.

The electronic surveillance/communication operation oversees an estimated 13,500 building control devices consisting of fire, security and environmental points. This unit also provides supervision to over 100 key card access control points, 114 closed circuit television cameras and 112 emergency intercoms. Employees in this section responds to approximately 7,700 monthly telephone inquiries and radio transmissions of the division, sergeant-at-arms and service technicians.

The third aspect of Capitol security is the administrative services section. Responsibilities include the employee identification card program, key card coordination and educational services consisting of C.P.R., first aid, personal protection, building emergency planning and work place violence planning.

The success of this program depends upon the close interaction of these 3 elements.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to carry out its assigned duties with current level of funding.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - General	242	34	20	20	20
Dedicated - Federal	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>TOTAL</b>	<b>\$242</b>	<b>\$34</b>	<b>\$20</b>	<b>\$20</b>	<b>\$20</b>

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CAPITOL SECURITY  
ACTIVITY: CAPITOL COMPLEX SECURITY

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	1,368	1,339	1,400	1,392	1,392	1,392	1,392	1,392	1,392
EXPENSES/CONTRACTUAL SRVCS	45	41	36	39	39	39	39	39	39
MISC OPERATING EXPENSES	11	10	9	9	9	9	9	9	9
SUPPLIES/MATERIALS/PARTS	45	15	17	16	16	16	16	16	16
CAPITAL EQUIPMENT	27	1							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,496</b>	<b>1,406</b>	<b>1,462</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>
<b>TOTAL EXPENDITURES</b>	<b>1,496</b>	<b>1,406</b>	<b>1,462</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	1,254	1,372	1,442	1,436	1,436	1,436	1,436	1,436	1,436
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL	242	34	20	20	20	20	20	20	20
<b>TOTAL FINANCING</b>	<b>1,496</b>	<b>1,406</b>	<b>1,462</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>	<b>1,456</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	41.9	40.3	41.3		41.3			41.3	
OVERTIME	3.3	3.2	2.6		2.6			2.6	
<b>TOTAL FTE</b>	<b>45.2</b>	<b>43.5</b>	<b>43.9</b>		<b>43.9</b>	<b>43.9</b>		<b>43.9</b>	<b>43.9</b>

**1996-97 Biennial Budget**

**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The Driver and Vehicle Services (DVS) program has 4 main areas:

- Vehicle Registration and Title collects revenues from motor vehicle registration and excise taxes, issues certificates of title, regulates motor vehicle dealers, manufactures license plates, and registers bicycles.
- Interstate Registration and Reciprocity provides a means of travel for Minnesota motor carriers in all U.S. jurisdictions through base state registration in Minnesota and through the administration of 2 international agreements.
- Licensing Drivers examines, licenses and evaluates drivers; issues driver licenses, identification cards and instructional permits; maintains driver history and traffic accident records; and licenses driver training instructors and schools.
- DVS Support manages the division, develops administrative rules, and provides research and analysis, payroll and personnel services, and word processing.

**PROGRAM STATUS:**

The present Driver and Vehicle Services system was designed over a decade ago. Rapid changes in data processing have rendered the system technically obsolete. The processes used to store, retrieve, index, and archive information are primarily based on paper, an extremely manual process. This situation is complicated by the existence of numerous non-integrated PC based systems and task oriented solutions. Combined, these factors create an environment that is slow, inefficient, costly, and difficult to manage.

Currently the Public Information Center (PIC) is under-staffed and under-equipped to satisfactorily provide service for the public. Increases in responsibilities have occurred in gradual stages over the past 20 years. Each legislative action results in additional inquiries. Despite the addition of an automated attendant (recorded messaging) system which handles 81,000 phone calls per year, it is quite common for public calls to be blocked out due to insufficient resources for the majority of the days.

Each year, over 40,000 written tests and over 165,000 road tests are administered. A recent law change resulted in a reduction in the number of road tests. Tests are no longer required for reinstatements after revocations for offenses that were not a reflection of driving skills (e.g. first time DWI and no-fault insurance violations).

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished as follows:

- All licensed drivers will have a higher quality, more secure driver license within 2 weeks of application by 1998.
- The data base will be updated and titles issued to all motor vehicles required to be titled in Minnesota.
- Registration cards will be issued, and/or data base updated to reflect correct registration information on vehicles required to be registered in Minnesota.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency plan is as follows:

- The current spending level was increased in vehicle registration and title by \$2,000 in F.Y. 1996 and \$3,000 in F.Y.1997 to cover salary and non-salary inflationary increases for the bicycle registration program. Funding is sufficient to cover these increases.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: DRIVER & VEHICLE SERVICES

ACTIVITY RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
VEHICLE REGISTRATION & TITLE	12,299	11,657	12,550	12,016	12,016	12,016	12,024	12,024	12,024
INTERSTATE REGISTRATION & RECIPROC	1,458	1,238	1,516	1,402	1,402	1,402	1,403	1,403	1,403
LICENSING DRIVERS	16,217	14,498	17,605	15,496	15,496	15,496	15,501	15,501	15,501
DRIVER & VEHICLE SUPPORT	620	696	706	694	694	694	694	694	694
TOTAL EXPENDITURES BY ACTIVITY	30,594	28,089	32,377	29,608	29,608	29,608	29,622	29,622	29,622
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	3,788	3,450	3,663	3,511	3,511	3,511	3,512	3,512	3,512
SPECIAL REVENUE	37	30	56	58	58	58	59	59	59
TRUNK HIGHWAY	16,336	14,698	17,715	15,756	15,756	15,756	15,761	15,761	15,761
HGHWY USER TAX DISTR	10,294	9,625	10,661	10,121	10,121	10,121	10,128	10,128	10,128
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	63	87	153	99	99	99	99	99	99
FEDERAL	76	175	107	41	41	41	41	41	41
GIFTS AND DEPOSITS		24	22	22	22	22	22	22	22
TOTAL FINANCING	30,594	28,089	32,377	29,608	29,608	29,608	29,622	29,622	29,622
FTE BY EMPLOYMENT TYPE:									
REGULAR	553.2	523.9	535.3		535.3			535.3	
TEMP/SEAS/PART_TIME	27.8	25.2	25.2		25.2			25.2	
OVERTIME	1.0	1.6	1.0		1.0			1.0	
TOTAL FTE	582.0	550.7	561.5		561.5	561.5		561.5	561.5

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Vehicle Registration and Title  
**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The vehicle registration and title activity collects revenues in the form of motor vehicle registration and excise taxes. In conjunction with the registration of motor vehicles, the activity issues certificates of title as evidence of ownership. This activity also regulates motor vehicle dealers to ensure proper collection of taxes and ownership of vehicles, manufactures license plates and registers bicycles.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to operate within current funding levels.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$211,483	\$237,104	\$257,629	\$256,444	\$264,060
Non-dedicated - HUTD	366,270	380,558	392,361	396,147	410,110
Dedicated - Special	11,316	11,543	11,514	11,514	11,514
Dedicated - Gift	9	32	22	22	22
Transfer Fee	3,871	4,013	3,900	3,900	1,950
Local Government Trust	<u>91,030</u>	<u>102,355</u>	<u>111,695</u>	<u>111,080</u>	<u>114,464</u>
Total	\$683,979	\$735,605	\$777,121	\$779,107	\$802,120

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: VEHICLE REGISTRATION & TITLE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	7,454	7,271	7,557	7,443	7,443	7,443	7,443	7,443	7,443
EXPENSES/CONTRACTUAL SRVCS	1,447	1,355	1,767	1,426	1,426	1,426	1,433	1,433	1,433
MISC OPERATING EXPENSES	1,929	1,753	1,833	1,797	1,797	1,797	1,797	1,797	1,797
SUPPLIES/MATERIALS/PARTS	1,319	1,154	1,266	1,263	1,263	1,263	1,264	1,264	1,264
CAPITAL EQUIPMENT	88	52	52	12	12	12	12	12	12
OTHER	58	72	75	75	75	75	75	75	75
<b>SUBTOTAL STATE OPERATIONS</b>	<b>12,295</b>	<b>11,657</b>	<b>12,550</b>	<b>12,016</b>	<b>12,016</b>	<b>12,016</b>	<b>12,024</b>	<b>12,024</b>	<b>12,024</b>
LOCAL ASSISTANCE	4								
<b>TOTAL EXPENDITURES</b>	<b>12,299</b>	<b>11,657</b>	<b>12,550</b>	<b>12,016</b>	<b>12,016</b>	<b>12,016</b>	<b>12,024</b>	<b>12,024</b>	<b>12,024</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	3,524	3,325	3,456	3,404	3,404	3,404	3,405	3,405	3,405
SPECIAL REVENUE	37	30	56	58	58	58	59	59	59
HGHMY USER TAX DISTR	8,682	8,231	8,909	8,479	8,479	8,479	8,485	8,485	8,485
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	56	71	129	75	75	75	75	75	75
<b>TOTAL FINANCING</b>	<b>12,299</b>	<b>11,657</b>	<b>12,550</b>	<b>12,016</b>	<b>12,016</b>	<b>12,016</b>	<b>12,024</b>	<b>12,024</b>	<b>12,024</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	216.5	205.1	207.8		207.8			207.8	
TEMP/SEAS/PART_TIME	1.0	1.0	1.0		1.0			1.0	
OVERTIME	.4	.8	.4		.4			.4	
<b>TOTAL FTE</b>	<b>217.9</b>	<b>206.9</b>	<b>209.2</b>		<b>209.2</b>	<b>209.2</b>		<b>209.2</b>	<b>209.2</b>

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Interstate Registration and Reciprocity  
**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The interstate registration and reciprocity activity provides an efficient means of travel for Minnesota motor carriers in all U.S. jurisdictions through base state registration in Minnesota. This is accomplished through the administration of 2 international agreements, which reduce the administrative burden for Minnesota motor carriers and provides for the payment of the carriers' taxes to the other jurisdictions. The activity collects registration and fuel taxes from Minnesota motor carriers for fees due Minnesota and all other U.S. jurisdictions, which allows vehicles to operate interstate more easily while ensuring that each state receives the appropriate share of registration and fuel tax revenues. It also administers the reciprocity agreements and the issuance of permits which allow Minnesota vehicles to travel nationwide.

**BUDGET ISSUES:**

Savings in this activity will be realized from efficiencies implemented in F.Y. 1994. A new program of retaining the license plate with the carrier was enacted. This provides a cost savings to the state and improved service to the carrier. Services to the public are also enhanced by expanding the use of fax machines to transmit applications and by billing the carrier immediately. This allows carriers to complete all facets of the registration on-site and requires no return visit or bill payment.

With Minnesota's adoption of the International Fuel Tax Agreement (IFTA) program in 1987, this activity has increased its workload by 35%. Because of this program, the state collects additional revenue in fees and fuel taxes. From F.Y. 1987 through F.Y. 1994, Minnesota collected \$376,000 in license fees (an average yearly increase of 32.5%); \$320,000 in filing fees; and \$243,000 in penalties and interest (an average yearly increase of 21.6%).

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

Type of Revenue:	Dollars in Thousands				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Non-dedicated - Gen'l	\$35	\$62	\$-0-	\$-0-	\$-0-
NHUTD	\$51,883	\$59,718	\$59,851	\$59,851	\$59,851
Dedicated - Federal	<u>59</u>	<u>49</u>	<u>57</u>	<u>41</u>	<u>41</u>
Total	\$51,977	\$59,829	\$59,908	\$59,892	\$59,892

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: INTERSTATE REGISTRATION & RECIPROC

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	952	901	996	996	996	996	996	996	996
EXPENSES/CONTRACTUAL SRVCS	223	216	367	269	269	269	270	270	270
MISC OPERATING EXPENSES	61	61	80	80	80	80	80	80	80
SUPPLIES/MATERIALS/PARTS	139	26	36	36	36	36	36	36	36
CAPITAL EQUIPMENT	83	34	37	21	21	21	21	21	21
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,458</b>	<b>1,238</b>	<b>1,516</b>	<b>1,402</b>	<b>1,402</b>	<b>1,402</b>	<b>1,403</b>	<b>1,403</b>	<b>1,403</b>
<b>TOTAL EXPENDITURES</b>	<b>1,458</b>	<b>1,238</b>	<b>1,516</b>	<b>1,402</b>	<b>1,402</b>	<b>1,402</b>	<b>1,403</b>	<b>1,403</b>	<b>1,403</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
TRUNK HIGHWAY	16								
HGHMY USER TAX DISTR	1,383	1,189	1,459	1,361	1,361	1,361	1,362	1,362	1,362
<b>STATUTORY APPROPRIATIONS:</b>									
FEDERAL	59	49	57	41	41	41	41	41	41
<b>TOTAL FINANCING</b>	<b>1,458</b>	<b>1,238</b>	<b>1,516</b>	<b>1,402</b>	<b>1,402</b>	<b>1,402</b>	<b>1,403</b>	<b>1,403</b>	<b>1,403</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	27.3	25.1	27.0		27.0			27.0	
TEMP/SEAS/PART_TIME	.8	.8	.8		.8			.8	
<b>TOTAL FTE</b>	<b>28.1</b>	<b>25.9</b>	<b>27.8</b>		<b>27.8</b>	<b>27.8</b>		<b>27.8</b>	<b>27.8</b>

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Licensing Drivers  
**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

This activity examines, licenses and evaluates drivers; issues driver licenses, identification cards and instructional permits; and maintains driver history and traffic accident records. Driving privileges are withdrawn for reasons including traffic convictions, court orders and medical conditions. The activity also licenses driver training instructors and schools.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to operate within current funding levels.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$5,533	\$4,422	\$4,565	\$4,565	\$4,565
Trunk Highway	17,073	20,037	21,072	21,072	21,072
Dedicated - Special	1,936	1,985	2,094	2,094	2,094
Dedicated - Federal	<u>17</u>	<u>126</u>	<u>50</u>	<u>-0-</u>	<u>-0-</u>
Total	\$24,559	\$26,570	\$27,781	\$27,731	\$27,731

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: LICENSING DRIVERS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	10,984	10,626	11,209	11,039	11,039	11,039	11,039	11,039	11,039
EXPENSES/CONTRACTUAL SRVCS	3,494	2,848	5,149	3,482	3,482	3,482	3,487	3,487	3,487
MISC OPERATING EXPENSES	1,003	883	1,054	785	785	785	785	785	785
SUPPLIES/MATERIALS/PARTS	482	118	175	175	175	175	175	175	175
CAPITAL EQUIPMENT	205	10	4	1	1	1	1	1	1
OTHER	6	13	14	14	14	14	14	14	14
<b>SUBTOTAL STATE OPERATIONS</b>	<b>16,174</b>	<b>14,498</b>	<b>17,605</b>	<b>15,496</b>	<b>15,496</b>	<b>15,496</b>	<b>15,501</b>	<b>15,501</b>	<b>15,501</b>
LOCAL ASSISTANCE	43								
<b>TOTAL EXPENDITURES</b>	<b>16,217</b>	<b>14,498</b>	<b>17,605</b>	<b>15,496</b>	<b>15,496</b>	<b>15,496</b>	<b>15,501</b>	<b>15,501</b>	<b>15,501</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	148	54	161	61	61	61	61	61	61
TRUNK HIGHWAY	16,010	14,266	17,332	15,373	15,373	15,373	15,378	15,378	15,378
HGHWY USER TAX DISTR	35	36	38	38	38	38	38	38	38
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	7	16	24	24	24	24	24	24	24
FEDERAL	17	126	50						
<b>TOTAL FINANCING</b>	<b>16,217</b>	<b>14,498</b>	<b>17,605</b>	<b>15,496</b>	<b>15,496</b>	<b>15,496</b>	<b>15,501</b>	<b>15,501</b>	<b>15,501</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	298.4	282.2	288.5		288.5			288.5	
TEMP/SEAS/PART_TIME	26.0	23.4	23.4		23.4			23.4	
OVERTIME	.6	.8	.6		.6			.6	
<b>TOTAL FTE</b>	<b>325.0</b>	<b>306.4</b>	<b>312.5</b>		<b>312.5</b>	<b>312.5</b>		<b>312.5</b>	<b>312.5</b>

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Driver and Vehicle Services Support  
**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

This activity provides support services for the Driver and Vehicles Services (DVS) division. The services include management of the division, development of administrative rules, research and analysis, payroll and personnel services, installation and maintenance of all computer equipment within the division, mail service within the division, and maintenance of the motor vehicle data base.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to operate within current funding levels.

**REVENUE:**

None.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: DRIVER & VEHICLE SUPPORT

ACTIVITY SUMMARY				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	514	605	586	576	576	576	576	576	576
EXPENSES/CONTRACTUAL SRVCS	35	27	42	40	40	40	40	40	40
MISC OPERATING EXPENSES	34	33	38	38	38	38	38	38	38
SUPPLIES/MATERIALS/PARTS	20	7	17	17	17	17	17	17	17
CAPITAL EQUIPMENT	17		1	1	1	1	1	1	1
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	620	672	684	672	672	672	672	672	672
LOCAL ASSISTANCE		24	22	22	22	22	22	22	22
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	620	696	706	694	694	694	694	694	694
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	116	71	46	46	46	46	46	46	46
TRUNK HIGHWAY	310	432	383	383	383	383	383	383	383
HGHMY USER TAX DISTR	194	169	255	243	243	243	243	243	243
STATUTORY APPROPRIATIONS:									
GIFTS AND DEPOSITS		24	22	22	22	22	22	22	22
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FINANCING	620	696	706	694	694	694	694	694	694
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	11.0	11.5	12.0		12.0			12.0	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FTE	11.0	11.5	12.0		12.0	12.0		12.0	12.0

1996-97 Biennial Budget

**PROGRAM:** Liquor Control  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The mission of the Liquor Control Division is to protect and serve the public through the uniform interpretation and enforcement of state liquor laws. The program strives to protect the health and safety of the state's youth by enforcing the prohibition against sales to underage people. It operates as the central source of liquor licensee and violation records and makes these readily available to related agencies and the public. The program maintains balance and stability in the alcohol beverage industry through management of liquor licensing, education, enforcement and regulatory programs.

The functions associated with this mission are:

- Regulatory enforcement to create equality throughout the state by basing enforcement on the violation rather than who committed the violation or for the reason it was committed.
- Maintain a level playing field throughout the alcohol beverage industry at the manufacturing, wholesale and retail level.
- Licensing approval to ensure that all issued licenses and licensees conform to state statutes. Endeavor to make this process as easy and as coordinated as possible by seeing that the requirements are commonly known to all. Reduce the paperwork for those who have to comply and for those that seek information or assistance.
- Restrict underage access to alcohol beverages and develop and coordinate underage access programs that pull communities together.

**PROGRAM STATUS:**

The Liquor Control Division restricts liquor sales to responsible people from controlled premises during restricted hours. The division prohibits advertising of the type that induces excessive consumption. The division will attempt to see that no one interest will be allowed to gain control of alcohol distribution and sales. These goals are the foundation for this program's budget.

The division has become more proactive in providing services, both directly and supportive to local communities in the attempt to reduce access of an illegal product to underage people. It is important that municipalities, businesses and others interact and participate with the state to ensure the safe and responsible distribution and use of alcohol.

The division works with liquor licenses and local law enforcement to promote the Badges in Business program. This collaborative effort is aimed at lowering the number of underage attempts to purchase liquor in Minnesota.

Prior to enforcing the delinquent tax list, an average of \$2.7 million in sales tax collections was being paid voluntarily. Since then, approximately \$5.5 million in delinquent taxes is being collected.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished as follows:

- By the end of F.Y. 1996, the division will be at a 63% approval rate of liability insurance policies submitted.
- 78% of licenses and permits will be issued each year without problems on first submission.
- By the end of F.Y. 1997, the division will have a license inspection passing rate of 75%.
- The division will continue to actively promote the Badges in Business program.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency budget plan is as follows:

- Pursue a federal funding grant of \$120,000 each year of the biennium for the continuation and further expansion of the divisions underage access program.
- An increase in funding in Liquor Control of \$2,000 in F.Y. 1996 and \$4,000 in F.Y. 1997 will cover non-salary inflationary increases related to the liquor licensing and enforcement activities of this program; revenues will be sufficient to cover these increases.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: LIQUOR CONTROL

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
LIQUOR LICENSING	648	658	775	757	759	759	757	761	761
TOTAL EXPENDITURES BY ACTIVITY	648	658	775	757	759	759	757	761	761
AGENCY PLAN ITEMS:				FUND					
NON-DEDICATED FEE SPENDING(UP TO 3%)				2			4		
TOTAL AGENCY PLAN ITEMS				2			4		
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	648	622	655	637	639	639	637	641	641
STATUTORY APPROPRIATIONS:									
FEDERAL		36	120	120	120	120	120	120	120
TOTAL FINANCING	648	658	775	757	759	759	757	761	761
FTE BY EMPLOYMENT TYPE:									
REGULAR	14.0	13.9	15.0	15.0			15.0		
TEMP/SEAS/PART_TIME		.3	.3	.3			.3		
TOTAL FTE	14.0	14.2	15.3	15.3			15.3		

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Liquor Licensing  
**PROGRAM:** Liquor Control  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

This activity issues or approves the majority of liquor licenses in the state, thereby, assuring equal application of state law. It is also the central repository of all liquor license records.

This activity investigates complaints from the public and the industry for trade practice violations and statutory criminal violations of the liquor act. Field agents conduct a range of investigations including precense inspections, underage access programs, after hour sales and assisting law enforcement with criminal investigations. Results of the investigations can conclude in warning letters, fines or license suspension/revocation.

**BUDGET ISSUES:**

The agency budget plan will allow the division to operate within current funding levels.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$819	\$779	\$800	\$800	\$800
Dedicated - Federal	<u>36</u>	<u>120</u>	<u>120</u>	<u>120</u>	<u>120</u>
Total	\$855	\$899	\$920	\$920	\$920

**GRANTS:**

The activity receives federal funding pursuant to M.S. 4.075, under the National Highway Traffic Safety Administration's youth access to alcohol program. \$53,000 per year is granted to local governments to fund local enforcement of laws prohibiting underage liquor purchase. This is the badges in business program currently funded in the cities of Minneapolis, St. Cloud, and St. Joseph and Beltrami County. Primary eligibility criteria are the degree to which the unit of government has a youth alcohol traffic problem and the amount of local effort expended to fight the problem.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: LIQUOR CONTROL  
ACTIVITY: LIQUOR LICENSING

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	529	549	635	619	619	619	619	619	619
EXPENSES/CONTRACTUAL SRVCS	38	36	35	33	33	33	33	33	33
MISC OPERATING EXPENSES	32	28	40	40	40	40	40	40	40
SUPPLIES/MATERIALS/PARTS	13	9	12	12	14	14	12	16	16
CAPITAL EQUIPMENT	36	10							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>648</b>	<b>632</b>	<b>722</b>	<b>704</b>	<b>706</b>	<b>706</b>	<b>704</b>	<b>708</b>	<b>708</b>
LOCAL ASSISTANCE		26	53	53	53	53	53	53	53
<b>TOTAL EXPENDITURES</b>	<b>648</b>	<b>658</b>	<b>775</b>	<b>757</b>	<b>759</b>	<b>759</b>	<b>757</b>	<b>761</b>	<b>761</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
NON-DEDICATED FEE SPENDING(UP TO 3%)			GEN		2			4	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>2</b>			<b>4</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	648	622	655	637	639	639	637	641	641
STATUTORY APPROPRIATIONS:									
FEDERAL		36	120	120	120	120	120	120	120
<b>TOTAL FINANCING</b>	<b>648</b>	<b>658</b>	<b>775</b>	<b>757</b>	<b>759</b>	<b>759</b>	<b>757</b>	<b>761</b>	<b>761</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	14.0	13.9	15.0		15.0			15.0	
TEMP/SEAS/PART_TIME		.3	.3		.3			.3	
<b>TOTAL FTE</b>	<b>14.0</b>	<b>14.2</b>	<b>15.3</b>		<b>15.3</b>	<b>15.3</b>		<b>15.3</b>	<b>15.3</b>

1996-97 Biennial Budget

**PROGRAM:** Gambling Enforcement  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The Gambling Enforcement program conducts background investigations and criminal investigations of legal and illegal gambling activities and licenses manufacturers and distributors of video games of chance. Issues associated with this program are as follows:

- Since the introduction of legalized gambling in 1985 and Indian gaming in 1989, background investigations have increased to 30,000 annually. With the growth of the industry, a transient population of gambling employees has emerged. A growing number of individuals with criminal histories are being attracted to the industry due to the vast amount of monies in the system.
- New methods of gambling, such as "Video Lottery System", will be considered. A new generation of computerized gambling devices are emerging which will require a high degree of security assurances and new testing procedures. On-going organized crime investigation is a priority for this activity and required by Congress.
- Increased regulatory activity in tribal Indian gaming will necessitate an increase of resources to meet expected staff and equipment needs. Funding of these activities will be provided by additional revenue from tribal Indian gaming organizations.
- Background and criminal investigations are intended to prevent and/or eliminate persons with criminal behavior from participating in the conduct of legal gambling. This process ensures that funds derived from legal gambling are available for community programs such as parks and recreation, youth athletics, drug and alcohol prevention programs such as "DARE" and environment and natural resources.

**PROGRAM STATUS:**

In 1992, state law required the division to license manufacturers and distributors of gambling devices. The division received many more applications for licensure than were originally anticipated. Although applications are still being submitted periodically, the initial investigation on these licenses will be completed during the 3rd and 4th quarter of F.Y. 1995.

Request for new licenses are leveling off; however, many of the current licensees are in a state of change which requires the background process to be repeated on these. Although, there is a moratorium against new forms of gambling, the demands on this division continue to increase because of employment in Indian gaming and greater complexity in financial and background investigations.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- By the end of F.Y. 1997, the agency will complete 100% of background investigations to reduce the amount of prohibitive persons from being involved in the lawful forms of gambling.
- By the end of F.Y. 1997, the agency will increase the number of random tests of video games of chance and the conduct of blackjack to ensure compliance with the state/tribal compacts at tribal casinos.
- By the end of F.Y. 1997, the agency will increase the cases referred for prosecution by 10%.

**BUDGET AND REVENUE SUMMARY:**

Assuming that the legislature does not authorize any new forms of gambling, the division does not anticipate any significant budgetary changes. Depending on the results of Congressional hearings, the tribal/state compacts with Minnesota's 11 Indian tribal governments may be renegotiated. This could provide a substantial increase in the level of oversight of gaming activities on Indian lands, and may result in as high as a 140% increase in personnel for the division. If this occurs, all costs will be paid by Indian country.

In the last legislative session, the Gambling Enforcement Division was authorized to establish a revolving Indian gaming account to allow for monies received from Indian country to be used in the division's expenses in providing services.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 B I E N N I A L B U D G E T  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: GAMBLING ENFORCEMENT

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
GAMBLING ENFORCEMENT	1,231	1,111	1,675	1,387	1,387	1,387	1,390	1,390	1,390
TOTAL EXPENDITURES BY ACTIVITY	1,231	1,111	1,675	1,387	1,387	1,387	1,390	1,390	1,390
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	1,203	1,011	1,257	1,137	1,137	1,137	1,140	1,140	1,140
STATUTORY APPROPRIATIONS:									
GENERAL	28	48	157						
SPECIAL REVENUE		7	261	250	250	250	250	250	250
AGENCY		45							
TOTAL FINANCING	1,231	1,111	1,675	1,387	1,387	1,387	1,390	1,390	1,390
FTE BY EMPLOYMENT TYPE:									
REGULAR	16.9	16.1	17.5		17.5			17.5	
OVERTIME	.4	.1	.1		.1			.1	
TOTAL FTE	17.3	16.2	17.6		17.6	17.6		17.6	17.6

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Gambling Enforcement  
**PROGRAM:** Gambling Enforcement  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The gambling enforcement activity provides law enforcement services within the gambling industry in Minnesota, conducts criminal investigations relating to the lawful forms of gambling and conducts investigations of illegal gambling. The activity routinely answers questions and resolves issues relating to gambling posed by the public, companies wishing to do business in Minnesota, gambling entities in Minnesota, and other law enforcement agencies. This activity, with guidance from the Attorney General's office, is the state authority on legal gambling.

The criminal investigations conducted by the division consist of investigations done independently by the division and those done jointly or in cooperation with licensing entities in the state, local enforcement agencies and federal task forces.

**BUDGET ISSUES:**

The agency budget plan will allow the division to deliver services at current budget levels.

**REVENUE:**

As of 7-1-94, gambling enforcement has a revolving account authorized by M.S. 299L.02, subd. 6. It is comprised of all monies received from Indian tribal governments for investigations and background checks under tribal compacts, and it is available to the division to carry out the powers and duties under the state/tribal compacts.

An anticipated change in the national Indian Gaming Act may significantly increase revenues and level of services provided to tribal gaming by the division.

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$434	\$291	\$201	\$201	\$201
Dedicated - Special	-0-	20	250	250	250
Dedicated - General	<u>79</u>	<u>108</u>	<u>45</u>	<u>-0-</u>	<u>-0-</u>
Total	\$513	\$419	\$496	\$451	\$451

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: GAMBLING ENFORCEMENT  
ACTIVITY: GAMBLING ENFORCEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	905	876	1,076	1,031	1,031	1,031	1,031	1,031	1,031
EXPENSES/CONTRACTUAL SRVCS	99	107	149	148	148	148	151	151	151
MISC OPERATING EXPENSES	67	108	141	111	111	111	111	111	111
SUPPLIES/MATERIALS/PARTS	30	20	71	61	61	61	61	61	61
CAPITAL EQUIPMENT	130		238	36	36	36	36	36	36
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,231</b>	<b>1,111</b>	<b>1,675</b>	<b>1,387</b>	<b>1,387</b>	<b>1,387</b>	<b>1,390</b>	<b>1,390</b>	<b>1,390</b>
<b>TOTAL EXPENDITURES</b>	<b>1,231</b>	<b>1,111</b>	<b>1,675</b>	<b>1,387</b>	<b>1,387</b>	<b>1,387</b>	<b>1,390</b>	<b>1,390</b>	<b>1,390</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	1,203	1,011	1,257	1,137	1,137	1,137	1,140	1,140	1,140
<b>STATUTORY APPROPRIATIONS:</b>									
GENERAL	28	48	157						
SPECIAL REVENUE		7	261	250	250	250	250	250	250
AGENCY		45							
<b>TOTAL FINANCING</b>	<b>1,231</b>	<b>1,111</b>	<b>1,675</b>	<b>1,387</b>	<b>1,387</b>	<b>1,387</b>	<b>1,390</b>	<b>1,390</b>	<b>1,390</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	16.9	16.1	17.5		17.5			17.5	
OVERTIME	.4	.1	.1		.1			.1	
<b>TOTAL FTE</b>	<b>17.3</b>	<b>16.2</b>	<b>17.6</b>		<b>17.6</b>	<b>17.6</b>		<b>17.6</b>	<b>17.6</b>

**1996-97 Biennial Budget**

**PROGRAM:** Traffic Safety  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The primary purpose of this program is to reduce the number of crashes, injuries and fatalities on Minnesota's streets and highways.

The program focuses on the following primary indicators of traffic safety:

- Number of traffic fatalities. A generally accepted measure of traffic safety effectiveness at both state and national levels is the fatality rate (the number of fatalities per 100 million miles of vehicle travel in the state).
- Percentage of traffic deaths that are alcohol related.
- Percentage of population using seat belts.

Traffic crashes are the leading cause of death for people from age 1 to 40. In an average year, 600 people are killed and 40,000 more are injured. Minnesota participates in a federal traffic safety program directed by the National Highway Traffic Safety Administration and the Federal Highway Administration. In Minnesota, the governor's representative for highway safety is the Commissioner of the Department of Public Safety. The department works through the Traffic Safety program to plan, promote, manage, administer and evaluate traffic safety efforts by utilizing federal, state, and local resources and by providing statistical information on motor vehicle crashes throughout the state.

Through administration of this program the division has developed an overview of state problems that would be difficult to achieve at the local level. It allows the agency to adapt federal priorities to state and local needs and has resulted in benefits that are felt throughout the state (e.g., alcohol and drug testing done at the Bureau of Criminal Apprehension, training for DWI prosecutors, and statewide alcohol and seat belt observations, surveys, training and selective enforcement efforts). Administration of the motorcycle safety, bicycle safety, and intensive probation programs are patterned after administration of the federal highway safety program. This has allowed the division to make statewide improvements more efficiently than if the activities were conducted solely at the local level.

**PROGRAM STATUS:**

Minnesota has an excellent traffic safety record. For 3 consecutive years, 1986, 1987, and 1988, Minnesota had the lowest fatality rate in the nation. In 1993, Minnesota had its lowest fatality rate in its history (1.27 fatalities per hundred million vehicle miles traveled) and one of the lowest in the nation. While property damage crashes and minor injuries have risen slightly over the past 10 years, fatalities, severe injuries and moderate injuries have all declined steadily despite a steady increase in registered vehicles, licensed drivers, and miles traveled. Child car seat use is high, with roughly 80% of observed infants riding in car seats.

Despite Minnesota's fine record in the traffic safety area, there remain several problems which should be addressed:

- Nearly 200 fatalities, or 36% of all traffic fatalities in the state, are alcohol related. 29% of traffic fatalities in the age group 16-20 are alcohol related.
- In 1993, 7 years after Minnesota's seat belt law went into effect, only 55% of those required to wear their belts were actually wearing them when observed.
- Young people continue to be the least likely users of seat belts in fatal and injury crashes. In 1991, only 23% of youth between 11 and 19 years of age were wearing seat belts when they were injured or killed.
- In 1993, 66.9% of vehicles traveling on 55 mph roadways were exceeding the speed limit (the adjusted figure, which takes into account odometer, radar, and other possible electromechanical error, is 49.5%). This makes Minnesota one of the fastest states in the nation in this respect, according to federal Highway Administration data, and places the state in jeopardy of federal sanctions and possible loss or redirection of funding.
- Over 75% of motorcyclists killed in traffic crashes were not wearing helmets.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished as follows:

- Reduce statewide motor vehicle fatality rate per 100 million vehicle miles traveled to 1.10 by 1997.
- Reduce traffic deaths that are alcohol related to 33% by 1997.
- Increase driver and front seat occupant seat belt use to 67% by 1997.

**BUDGET AND REVENUE SUMMARY:**

The agency budget plan will allow this program to operate effectively on current level of spending.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: TRAFFIC SAFETY

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TRAFFIC SAFETY & RESEARCH	2,521	3,505	5,866	5,769	5,769	5,769	5,770	5,770	5,770
TOTAL EXPENDITURES BY ACTIVITY	2,521	3,505	5,866	5,769	5,769	5,769	5,770	5,770	5,770
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	63	1,030	111	61	61	61	61	61	61
TRUNK HIGHWAY	173	151	175	183	183	183	184	184	184
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	323	324	347	347	347	347	347	347	347
FEDERAL	1,962	2,000	5,233	5,178	5,178	5,178	5,178	5,178	5,178
TOTAL FINANCING	2,521	3,505	5,866	5,769	5,769	5,769	5,770	5,770	5,770
FTE BY EMPLOYMENT TYPE:									
REGULAR	11.7	10.3	12.6		12.6			12.6	
TOTAL FTE	11.7	10.3	12.6		12.6	12.6		12.6	12.6

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Traffic Safety and Research  
**PROGRAM:** Traffic Safety  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The traffic safety activity accomplishes the following:

1. Identifies traffic safety problem areas by analyzing Minnesota's traffic crash data and plans appropriate, feasible projects to counteract the identified problem areas, estimating each project's probable impact on traffic crashes, injuries and fatalities.
2. Sets policy and establishes priorities for providing federal and state funds to the proposed traffic safety projects. More than 30 such projects are funded each year.
3. Works with project directors to establish projects by promoting the concept, directing early stages of development, and persuading key participants of the value. This activity manages and administers the projects by helping project directors prepare grant applications, processing claims for reimbursement, verifying appropriateness of activities, and helping project directors solve problems.
4. Evaluates the results of each project to determine whether it was conducted efficiently and if it was effective in reducing traffic crashes, injuries, and fatalities.
5. Gathers and analyzes statistical information about traffic crashes published in the legislatively mandated Minnesota Motor Vehicle Crash Facts.
6. Conducts research and serves as a traffic safety information clearinghouse, providing legislators, professionals, and private citizens with information about traffic safety issues.

Funding for these activities comes from several sources, the largest of which is the federal Department of Transportation which provides approximately \$2.4 million each year for traffic safety projects. Minnesota is allowed to spend a portion for administration of the program, provided the state matches the dollars spent. State match is currently only \$175,000, limiting the level of federal funding spent on administration to an equivalent \$175,000.

The office administers the Minnesota motorcycle safety fund (\$558,000 in dedicated revenue from motorcycle endorsement fees), an appropriation for bicycle safety (\$61,000 of General Fund money used for local bicycle safety activities), and \$500,000 in grants to counties to establish intensive probation programs for repeat DWI offenders.

Services in the form of contract grant monies and technical assistance are provided to other divisions within the Department of Public Safety. For example: State Patrol training, impaired driving, speed enforcement, Department of Health emergency medical services, and local traffic accident reduction projects. Projects conducted with these funds operate strictly on a cost reimbursement basis. This office also works with private citizens, non-profit safety groups and corporations to help solve problems related to traffic safety.

**BUDGET ISSUES:**

M.S. 171.12, subdivision 6, commonly referred to as the Dimler amendment, prohibits the department from keeping records on certain speeding convictions on roadways whose speed limits were reduced because of the 1984 fuel shortage. In 1990, approximately 1/4 of State Patrol speeding arrests were not recorded on drivers' records. From 1986 to 1990, the percent of vehicles exceeding the speed limit on 55 mph roadways increased by 28% from 56.8% to 72.5%; the percent exceeding 60 mph nearly doubled -- from 20.4% to 40%; and the percent exceeding 65 mph increased by 154.7% -- from 5.4% to 13.7%. The roadways to which the Dimler amendment applies have been responsible for nearly 2/3rds (63.2%) of the 3,097 fatal crashes which occurred between 1985 and 1990. If legislation were passed to eliminate the provisions of the Dimler amendment, it would reinstate the integrity of speed laws and restore a degree of normalcy on state and county roadways.

Under the new federal Intermodal Surface Transportation Efficiency Act, since Minnesota did not have a helmet law before 10-1-93, \$1.7 million was transferred from certain Minnesota Department of Transportation construction programs to highway safety programs on 10-1-94. Since such a law was not passed before 10-1-94, \$3.4 million is scheduled to be transferred on 10-1-95.

Enacting a primary seat belt law, which allows law enforcement officers to stop a driver for non-use of seat belts, would accelerate this programs performance by increasing belt use by 10 to 15%. This in turn could translate into 30 to 45 lives saved and 440 to 675 fewer serious injuries each year.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Federal	\$1,962	\$2,000	\$5,066	\$5,011	\$5,011

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: TRAFFIC SAFETY  
ACTIVITY: TRAFFIC SAFETY & RESEARCH

ACTIVITY SUMMARY				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	506	468	566	566	566	566	566	566	566
EXPENSES/CONTRACTUAL SRVCS	891	1,041	1,715	1,660	1,660	1,660	1,661	1,661	1,661
MISC OPERATING EXPENSES	44	54	159	159	159	159	159	159	159
SUPPLIES/MATERIALS/PARTS	24	16	44	32	32	32	32	32	32
CAPITAL EQUIPMENT	18	10							
OTHER	2	3	8	8	8	8	8	8	8
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,485</b>	<b>1,592</b>	<b>2,492</b>	<b>2,425</b>	<b>2,425</b>	<b>2,425</b>	<b>2,426</b>	<b>2,426</b>	<b>2,426</b>
LOCAL ASSISTANCE	1,036	1,913	3,374	3,344	3,344	3,344	3,344	3,344	3,344
<b>TOTAL EXPENDITURES</b>	<b>2,521</b>	<b>3,505</b>	<b>5,866</b>	<b>5,769</b>	<b>5,769</b>	<b>5,769</b>	<b>5,770</b>	<b>5,770</b>	<b>5,770</b>
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	63	1,030	111	61	61	61	61	61	61
TRUNK HIGHWAY	173	151	175	183	183	183	184	184	184
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	323	324	347	347	347	347	347	347	347
FEDERAL	1,962	2,000	5,233	5,178	5,178	5,178	5,178	5,178	5,178
<b>TOTAL FINANCING</b>	<b>2,521</b>	<b>3,505</b>	<b>5,866</b>	<b>5,769</b>	<b>5,769</b>	<b>5,769</b>	<b>5,770</b>	<b>5,770</b>	<b>5,770</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	11.7	10.3	12.6		12.6			12.6	
<b>TOTAL FTE</b>	<b>11.7</b>	<b>10.3</b>	<b>12.6</b>		<b>12.6</b>	<b>12.6</b>		<b>12.6</b>	<b>12.6</b>

## 1996-97 Biennial Budget

**PROGRAM:** Drug Policy and Violence Prevention  
**AGENCY:** Public Safety, Department of

### PROGRAM DESCRIPTION:

The Office of Drug Policy and Violence Prevention coordinates the violence and drug abuse prevention activities and supply reduction efforts of state and local agencies. The purpose of the program is to provide grants to a wide variety of programs whose purpose is to reduce violence and drug abuse in various walks of life.

- Multi-jurisdictional undercover narcotics task forces are statewide with regional programs that integrate federal, state or local agencies for the purpose of enhancing interagency coordination and intelligence and facilitating multi-jurisdictional narcotics investigations.
- Community based crime prevention projects are located throughout the state and target the crime prevention needs and problems of specific communities or neighborhoods.
- Community oriented policing projects are located in 18 communities throughout the state. They receive funds to create alliances between community residents, police and other city services which are essential to making neighborhoods drug free and safe.

### PROGRAM STATUS:

Minnesota established the Office of Drug Policy in 1989. It was modeled after the Federal Office of National Drug Control Policy. The Office of Drug Policy's original purpose was to develop and promote policies designed to reduce drug abuse. Shortly after its inception, the State Planning Agency turned over administration of the Bureau of Justice Assistance (BJA) Edward Byrne Memorial Formula Grant Program and the Federal Governor's Drug Free Schools and Communities Discretionary Grants Program to the office. In 1990, the Minnesota Legislature authorized additional funding for community grant programs and gave the administration of these funds to the Office of Drug Policy. In 1991, the administration of the Drug Free Schools and Communities funds were returned to the Department of Education; however, the Office of Drug Policy continues to provide technical assistance for these grants.

In 1992, the state legislature amended the office's enabling language to include the violence prevention planning component. The office is now responsible for establishing drug abuse and violence prevention policy for the state, coordinating violence and drug abuse prevention activities, as well as administering approximately \$9 million in federal and state grants to state, local and non-profit agencies in Minnesota.

Over the years, the office has had to shift its focus to an expanding definition of the problem which now encompasses drugs, crime, violence, and their root causes. This has been accompanied by a continual evolution of preferred strategies to address the problems and changing national and state mandates.

### PLANNED RESULTS:

This program is charged with the responsibility of working through others to achieve its goals.

Examples of these are:

- Information for Action: The Substance Abuse Monitoring System and Community Assessment and Action Networks. This model is being developed through a grant from the Chemical Abuse Violence Prevention Council (CAVPC) to the Minnesota Department of Human Services - Chemical Dependency Division. The Office of Drug Policy and Violence Prevention provides staff for the CAVPC and provided input into the development of this model. The Information For Action Initiative will provide a framework for collecting and monitoring substance abuse related indicators from multiple sources to assist in decision making about how to reduce drug and alcohol related problems and promote chemical health. This tool will be ready for use by 6-30-95. We plan to utilize this tool in assessing areas of need and measuring changes over time, so that we may direct funding and technical assistance resources accordingly.
- Minnesota Student Survey. The Minnesota Student Survey was first administered in 1989 to students in grades 6, 9 and 12, and was repeated in 1992. The goal of the survey is to establish a standardized mechanism for evaluating students' concerns and problem behaviors across communities and over time. The survey includes a number of significant indicators that measure drug use and family violence. These indicators provide an excellent barometer of the effectiveness of prevention efforts statewide. This program will utilize the information to plan, direct and coordinate efforts and resources. The next scheduled survey is for 1995.

The office will continue working with other local, state and federal agencies, and representatives from various communities to develop sound work plans and evaluation criteria that meet their needs. This program will help grantees measure their effectiveness by helping them develop more meaningful measures and measuring their goals. From those results, this program will be able to decide on continued funding.

### BUDGET AND REVENUE SUMMARY:

Summary of the agency budget plan is as follows:

- The plan calls for \$6,000 in F.Y. 1996 and \$7,000 in F.Y. 1997 for lease adjustments related to agency relocation. Drug Policy and Violence Prevention was relocated with other programs from the Transportation Building to downtown St. Paul in February of 1994. This is a reallocation of funds from the Administration and Related Services Program.
- The agency budget plan will allow this program to operate with current level funding. However, the office will continue to investigate the possibility of shifting funds, through current sources, to be used for evaluation purposes. This will entail getting permission to shift federal funds from one program purpose area into an evaluation activity and developing the criteria for evaluation.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: DRUG POLICY & VIOLENCE PREVENTION

ACTIVITY RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
DRUG POLICY & VIOLENCE PREVENTION	8,659	9,296	10,872	9,235	9,241	9,241	9,235	9,242	9,242
TOTAL EXPENDITURES BY ACTIVITY	8,659	9,296	10,872	9,235	9,241	9,241	9,235	9,242	9,242
AGENCY PLAN ITEMS:	FUND								
AGENCY RELOCATIONLEASE ADJUSTMENTS	GEN			6			7		
TOTAL AGENCY PLAN ITEMS				6			7		
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	1,549	2,171	4,644	2,196	2,202	2,202	2,196	2,203	2,203
STATUTORY APPROPRIATIONS:									
FEDERAL	7,110	7,125	6,228	7,039	7,039	7,039	7,039	7,039	7,039
TOTAL FINANCING	8,659	9,296	10,872	9,235	9,241	9,241	9,235	9,242	9,242
FTE BY EMPLOYMENT TYPE:									
REGULAR	6.5	8.3	11.4	11.4			11.4		
TEMP/SEAS/PART_TIME	2.5	1.4							
OVERTIME	.2	.2							
TOTAL FTE	9.2	9.9	11.4	11.4			11.4		

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Drug Policy and Violence Prevention  
**PROGRAM:** Drug Policy and Violence Prevention  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The office provides funding and technical assistance for violence and drug abuse prevention activities and drug supply reduction efforts throughout the state. Examples of these activities are:

- Grants to state agencies, local levels of government and non-profit agencies.
- Gathering and making available information and educational materials on preventing and reducing violence and drug abuse.
- Providing technical assistance and training aimed at assisting communities in responding to and reducing violence and drug abuse.
- Fostering cooperation and collaboration among state, local and non-profit agencies designed to strengthen their efforts to reduce violence and drug abuse.

**BUDGET ISSUES:**

The agency budget plan will allow this program to carry out its mandates and activities with current level of funding. The office will continue to work with federal, state and local levels of government, as well as the private funding sector to identify funding to further develop and enhance outcome evaluation efforts.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>

Type of Revenue:					
Dedicated - Federal	7,110	7,125	6,228	7,039	7,039

**GRANTS:**

Pursuant to M.S. 299A.29 through 299A.37, this program administers state prevention funds, federal Bureau of Justice Assistance formula grants and provides technical assistance to the Department of Education Drug Free Schools and Communities Governor's discretionary grants programs in Minnesota.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: DRUG POLICY & VIOLENCE PREVENTION  
ACTIVITY: DRUG POLICY & VIOLENCE PREVENTION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	399	440	566	565	565	565	565	565	565
EXPENSES/CONTRACTUAL SRVCS	96	124	67	63	69	69	63	70	70
MISC OPERATING EXPENSES	33	26	24	24	24	24	24	24	24
SUPPLIES/MATERIALS/PARTS	10	41	6	6	6	6	6	6	6
CAPITAL EQUIPMENT	5	4							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>543</b>	<b>635</b>	<b>663</b>	<b>658</b>	<b>664</b>	<b>664</b>	<b>658</b>	<b>665</b>	<b>665</b>
LOCAL ASSISTANCE	8,116	8,661	10,209	8,577	8,577	8,577	8,577	8,577	8,577
<b>TOTAL EXPENDITURES</b>	<b>8,659</b>	<b>9,296</b>	<b>10,872</b>	<b>9,235</b>	<b>9,241</b>	<b>9,241</b>	<b>9,235</b>	<b>9,242</b>	<b>9,242</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
AGENCY RELOCATIONLEASE ADJUSTMENTS			<b>GEN</b>		6			7	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>6</b>			<b>7</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	1,549	2,171	4,644	2,196	2,202	2,202	2,196	2,203	2,203
<b>STATUTORY APPROPRIATIONS:</b>									
FEDERAL	7,110	7,125	6,228	7,039	7,039	7,039	7,039	7,039	7,039
<b>TOTAL FINANCING</b>	<b>8,659</b>	<b>9,296</b>	<b>10,872</b>	<b>9,235</b>	<b>9,241</b>	<b>9,241</b>	<b>9,235</b>	<b>9,242</b>	<b>9,242</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	6.5	8.3	11.4		11.4			11.4	
TEMP/SEAS/PART_TIME	2.5	1.4							
OVERTIME	.2	.2							
<b>TOTAL FTE</b>	<b>9.2</b>	<b>9.9</b>	<b>11.4</b>		<b>11.4</b>	<b>11.4</b>		<b>11.4</b>	<b>11.4</b>

1996-97 Biennial Budget

**PROGRAM:** Pipeline Safety  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The Office of Pipeline Safety exists to protect Minnesota lives and property through the implementation of a quality assurance program of gas and hazardous liquid pipeline inspection, accident/incident investigations and public education. The primary functions of the office are to maintain an emergency notification center and an on-going damage prevention program, assist local governments in developing emergency response plans, gather technical data and pipeline release data and conduct safety inspections of all pipeline facilities as authorized by the U. S. Department of Transportation. The office provides public education through participation in the Metropolitan Utility Coordinating Committee, the Central Utilities Coordinating Committee, the Gopher State One-Call program, public speaking opportunities, the State Fair exhibit, pipeline operator training and excavator damage prevention seminars.

**PROGRAM STATUS:**

Because of the tragic consequences of pipeline accidents, as evidenced in the 1986 explosion in Mounds View and the most recent accident on Maria Street in St. Paul in 1993, the office's goals are to maintain and continually improve its aggressive inspection and enforcement programs and educate the public, especially excavators, about damage prevention.

Since the office's inception in September of 1987, over 7,500 violations of federal minimum safety code standards have been cited, and over 150 pipeline accidents have been investigated.

The office is authorized to employ 10 full-time inspectors. These positions are funded through 2 sources. The office currently receives approximately 1/3 of its revenue from federal grants issued by the U. S. Department of Transportation with the remainder coming from fees charged to Minnesota pipeline operators.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- The program will maintain an aggressive inspection schedule and increase training and public education. Data used to determine the success of the inspection performance measure comes from a report the office is required to submit to the federal Office of Pipeline Safety (FOPS) annually. This report along with an annual audit performed by FOPS is used to determine funding level for the following year. This year Minnesota received the highest score possible (100), and, therefore, received the maximum available federal funds.
- Training performance measures will be accomplished by scheduling all state inspectors into the federal Pipeline Transportation Safety Institute within 3 years of their employment.

- Increase the safety of the public by lowering the leak repair rate per mile of pipelines by 20% by 1997.
- Public education and educational measures are monitored through the program's responsibility to establish a notification center known as the Gopher State One-Call System, "call before you dig."

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency budget plan is as follows:

- The Minnesota Office of Pipeline Safety receives money from 2 sources: assessments from pipeline operators in Minnesota and 2 grants issued by the federal Office of Pipeline Safety (U.S. Department of Transportation). The funds received from the federal grants reduce the Office's expenses assessed to pipeline operators. No dollars are received from the General Fund but the legislature does impose a spending cap.
- The office plans to house at least 1 additional member of the inspection staff outside of the metropolitan area to more effectively respond to incidents in areas of high concentration of pipelines. There is currently 1 satellite office in Grand Rapids.
- The current spending level for Pipeline Safety was increased by \$22,000 in F.Y. 1996 and \$45,000 in F.Y. 1997 to cover salary and non-salary inflationary increases.
- The agency plan includes a \$97,000 increase for each year in Pipeline Safety to cover an increase in the number of required inspections. Two additional inspector positions and related expenses will be funded with this increased level of funding. An increase in inspections is required due to federal code changes that have added to the state's jurisdiction over pipeline operators. The increased costs will be recovered through quarterly billings to the pipeline operators under the pipeline inspection program.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: PIPELINE SAFETY

ACTIVITY RESOURCE ALLOCATION:	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
PIPELINE SAFETY	781	807	1,055	1,074	1,171	1,171	1,097	1,194	1,194
TOTAL EXPENDITURES BY ACTIVITY	781	807	1,055	1,074	1,171	1,171	1,097	1,194	1,194
AGENCY PLAN ITEMS:			FUND						
ABOVE 3% INCR IN DED FEE (NON VOL DRIVEN)			SR		97			97	
TOTAL AGENCY PLAN ITEMS					97			97	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
SPECIAL REVENUE	440	503	736	755	852	852	778	875	875
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	10	9	12	12	12	12	12	12	12
FEDERAL	331	295	307	307	307	307	307	307	307
TOTAL FINANCING	781	807	1,055	1,074	1,171	1,171	1,097	1,194	1,194
FTE BY EMPLOYMENT TYPE:									
REGULAR	10.3	10.0	13.2		16.2			16.2	
TEMP/SEAS/PART_TIME	.8	1.5	.8						
OVERTIME	.2	.3	.4		.4			.4	
TOTAL FTE	11.3	11.8	14.4		16.6	16.6		16.6	16.6

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Pipeline Safety  
**PROGRAM:** Pipeline Safety  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The Office of Pipeline Safety regulates hazardous liquid and gas pipeline operators in Minnesota. This is accomplished through inspections and investigations of pipeline operators and enforcement of the one-call notification program. This activity also educates the public and professional pipeline community by conducting a variety of seminars, conferences and outreach activities through Gopher State One-Call System and specialized presentations, along with the annual State Fair booth staffed by inspectors and a variety of industry professionals. This activity coordinates the Pipeline Safety Program in Minnesota with the federal Office of Pipeline Safety's programs and initiatives as well as those in all other states. This is accomplished by participating in a variety of national meetings and maintaining memberships with a number of national organizations that promote and study pipeline issues.

**BUDGET ISSUES:**

The Office of Pipeline Safety assesses the pipeline operators in Minnesota for expenses incurred by the office, with federal grants reducing the operators' obligations. The agency budget plan will allow the office to add 2 positions and computerize the inspection program. This will allow the office to meet the increased workload that has occurred. This is a result of increased inspection responsibilities required by federal code changes, specifically the addition of jurisdiction over pipelines operating at less than 20% of standard minimum yield strength. The office also intends to increase time spent inspecting new construction activities in the field and time spent providing technical support to local communities, specifically in the area of evacuation planning as mandated by enabling legislation.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Non-dedicated - Gen'l	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Non-dedicated - State Gov't	-0-	-0-	-0-	-0-	-0-
Dedicated - Special	448	399	746	864	887
Dedicated - Federal	<u>331</u>	<u>295</u>	<u>307</u>	<u>307</u>	<u>307</u>
Total	\$779	\$694	\$1,053	\$1,171	\$1,189

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: PIPELINE SAFETY  
ACTIVITY: PIPELINE SAFETY

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	539	567	794	811	869	869	831	890	890
EXPENSES/CONTRACTUAL SRVCS	94	90	95	96	103	103	96	103	103
MISC OPERATING EXPENSES	86	86	126	127	145	145	128	146	146
SUPPLIES/MATERIALS/PARTS	14	20	18	18	20	20	19	21	21
CAPITAL EQUIPMENT	48	44	22	22	34	34	23	34	34
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	781	807	1,055	1,074	1,171	1,171	1,097	1,194	1,194
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	781	807	1,055	1,074	1,171	1,171	1,097	1,194	1,194
<b>AGENCY PLAN ITEMS:</b>									
<b>FUND</b>									
ABOVE 3% INCR IN DED FEE (NON VOL DRIVEN)			SR		97			97	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL AGENCY PLAN ITEMS					97			97	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
SPECIAL REVENUE	440	503	736	755	852	852	778	875	875
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	10	9	12	12	12	12	12	12	12
FEDERAL	331	295	307	307	307	307	307	307	307
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FINANCING	781	807	1,055	1,074	1,171	1,171	1,097	1,194	1,194
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	10.3	10.0	13.2		16.2			16.2	
TEMP/SEAS/PART_TIME	.8	1.5	.8						
OVERTIME	.2	.3	.4		.4			.4	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FTE	11.3	11.8	14.4		16.6	16.6		16.6	16.6

1996-97 Biennial Budget

**PROGRAM:** Crime Victims Services  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The Crime Victims Services program includes the Minnesota Crime Victims Reparations Board and the Minnesota Crime Victim and Witness Advisory Council. The board provides direct financial assistance to victims of violent crime. The council works to improve the treatment of victims in the criminal justice system through legislative advocacy, training and technical assistance.

Issues associated with Crime Victim Services include:

- The rising level of violent crime and increasing medical costs have resulted in steady growth of the reparations program.
- Fast processing of compensation awards in 3 months or less is key to lessening economic hardship for victims and maintaining the confidence of medical providers in the program.
- Expanded assistance for secondary victims is needed. At the same time, the board must continue its efforts to control expenditures.
- Many new laws affecting crime victims have been enacted and there are many new victim assistance programs throughout the state. This has resulted in an increased demand from service providers for training and technical assistance.
- Victims from certain areas, such as the southern part of the state and metro communities of color, still have problems getting information about the reparations board and other services for victims.

**PROGRAM STATUS:**

The number of victims seeking assistance from the reparations board has increased over the past several years at an average of 10% per year. Current turnaround time from claimant application to initial award is 4 months and climbing. The federal standard is 3 months. The increasing cost of health care has also fueled board expenditures. The board has been able to partially contain costs by imposing rate limits on medical and mental health care. However, the demand for financial assistance for new victims, as well as victims already accepted into the program, will continue to grow.

There have also been increasing demands placed on the Advisory Council. In response to requests from crime victim service providers and organizations, the advisory council has increased the level of legislative, training and public awareness activities. This was partially managed during F.Y. 1994-95 by restructuring and coordinating efforts with the Office of Drug Policy. This allowed the addition of an assistant director for the Crime Victim and Witness Advisory Council, and the addition of temporary clerical staff.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- Information about the reparations program will be distributed to reach a broader spectrum of persons.
- Eligible victims and their medical providers will receive more detailed information about program procedures and coverage.
- A greater number of criminal justice professionals receiving training on victims rights will ultimately mean better service for crime victims.
- Victims rights laws and policies will be strengthened and compliance with current laws will improve.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency budget plan is as follows:

- The plan calls for \$25,000 in F.Y. 1996 and \$26,000 in F.Y. 1997 for lease adjustments related to the relocation of Crime Victims Services to the St. Paul site in January of 1994 because of environmental and safety problems with the Midway location. This is a reallocation of funds from the Administration and Related Services Program.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIME VICTIMS SERVICES

ACTIVITY RESOURCE ALLOCATION:	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
CRIME VICTIMS SERVICES	2,420	2,473	2,626	2,572	2,597	2,597	2,644	2,670	2,670
TOTAL EXPENDITURES BY ACTIVITY	2,420	2,473	2,626	2,572	2,597	2,597	2,644	2,670	2,670
AGENCY PLAN ITEMS:									
AGENCY RELOCATIONLEASE ADJUSTMENTS					25			26	
TOTAL AGENCY PLAN ITEMS					25			26	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	1,821	1,817	2,048	2,012	2,037	2,037	2,012	2,038	2,038
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE		4	21						
FEDERAL	599	652	557	560	560	560	632	632	632
TOTAL FINANCING	2,420	2,473	2,626	2,572	2,597	2,597	2,644	2,670	2,670
FTE BY EMPLOYMENT TYPE:									
REGULAR	4.8	5.3	5.6		5.6			5.6	
TEMP/SEAS/PART_TIME	1.7	2.5	3.0		3.0			3.0	
TOTAL FTE	6.5	7.8	8.6		8.6	8.6		8.6	8.6

**1996-97 Biennial Budget**

**BUDGET ACTIVITY:** Crime Victims Services  
**PROGRAM:** Crime Victims Services  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

The crime victims services activity provides compensation to victims of crime who have suffered physical or emotional injury. Victims, and in some cases, immediate family members may receive compensation for medical or dental care, psychological counseling, loss of income, child care or household services, funeral expenses or loss of support for a victim's spouse and children. Payments are made directly to the victim or service provider.

Crime victims services also provides training to crime victim advocates and other criminal justice professionals, advocates for legislation to improve the treatment of victims, and coordinates the efforts of various victim advocacy groups to raise public awareness of victims rights.

Crime victims services' customers include crime victims, the victim's immediate family, victim advocates, medical and other service providers, criminal justice professionals and the public.

**BUDGET ISSUES:**

- Continued program growth is expected, fueled by increases in violent crime and medical costs. Last biennium, the board passed several cost containment measures to slow the growth in medical expenditures. However, any further reductions in medical payment rates or excessive delays in payment could result in medical, dental and mental health providers denying service to victims participating in the reparations program. Excessive delays in payments could have the same result, as well as causing extreme hardship to low and moderate income claimants.
- Each year, more claimants with long-term needs are accepted into the reparations program. This includes, for example, claimants who suffered a permanent disabling injury in a drunk driving crash or dependent children of homicide victims. The economic impact of these long-term claims extends far into the future, since each victim is eligible for up to a total of \$50,000 in reparations.
- Currently, the program offers limited coverage to parents and siblings of child victims, known as "secondary victims." These secondary victims have many unmet needs and continue to demand more assistance. However, any further expansion of coverage would greatly increase program costs and jeopardize the availability of funding to primary victims.
- There is great potential for recovery of restitution payments by offenders, and civil awards to victims.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue, including the collection of restitution,

refunds and civil awards. Approximately 70% of the incoming receipts are deposited in the General Fund as non-dedicated receipts and 30% are reimbursements of current year expenditures.

The reparations board receives an annual grant from the U.S. Department of Justice, Office for Victims of Crime. The grant is a 40% match of state dollars spent on crime victim reparations. No change in the match rate is expected.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Federal	\$599	\$652	\$557	\$557	\$557
Non-Dedicated - Gen'l					
- Restitution	53	70	74	77	81
- Civil Awards	106	51	54	56	59
- Refunds	<u>N/A</u>	<u>76</u>	<u>76</u>	<u>76</u>	<u>76</u>
Total	\$758	\$849	\$761	\$766	\$773

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIME VICTIMS SERVICES  
ACTIVITY: CRIME VICTIMS SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	237	288	336	329	329	329	329	329	329
EXPENSES/CONTRACTUAL SRVCS	51	85	105	60	85	85	60	86	86
MISC OPERATING EXPENSES	2,105	2,074	2,164	2,164	2,164	2,164	2,236	2,236	2,236
SUPPLIES/MATERIALS/PARTS	11	17	11	9	9	9	9	9	9
CAPITAL EQUIPMENT	16	9	10	10	10	10	10	10	10
<b>SUBTOTAL STATE OPERATIONS</b>	<b>2,420</b>	<b>2,473</b>	<b>2,626</b>	<b>2,572</b>	<b>2,597</b>	<b>2,597</b>	<b>2,644</b>	<b>2,670</b>	<b>2,670</b>
<b>TOTAL EXPENDITURES</b>	<b>2,420</b>	<b>2,473</b>	<b>2,626</b>	<b>2,572</b>	<b>2,597</b>	<b>2,597</b>	<b>2,644</b>	<b>2,670</b>	<b>2,670</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
AGENCY RELOCATIONLEASE ADJUSTMENTS			<b>GEN</b>		25			26	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>25</b>			<b>26</b>	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	1,821	1,817	2,048	2,012	2,037	2,037	2,012	2,038	2,038
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE		4	21						
FEDERAL	599	652	557	560	560	560	632	632	632
<b>TOTAL FINANCING</b>	<b>2,420</b>	<b>2,473</b>	<b>2,626</b>	<b>2,572</b>	<b>2,597</b>	<b>2,597</b>	<b>2,644</b>	<b>2,670</b>	<b>2,670</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	4.8	5.3	5.6		5.6			5.6	
TEMP/SEAS/PART_TIME	1.7	2.5	3.0		3.0			3.0	
<b>TOTAL FTE</b>	<b>6.5</b>	<b>7.8</b>	<b>8.6</b>		<b>8.6</b>	<b>8.6</b>		<b>8.6</b>	<b>8.6</b>

## 1996-97 Biennial Budget

**PROGRAM:** Crime Victims Ombudsman  
**AGENCY:** Public Safety, Department of

### PROGRAM DESCRIPTION:

The mission of the Office of the Crime Victims Ombudsman (OCVO) is to ensure statutory protection of crime victim's rights and provide a resource of information and referrals for all victims of crime. The program offers recourse to crime victims who feel their statutory rights have been violated or who feel they have been mistreated by an element of the criminal justice system, a victim witness program, or a victim service provider. The office acts as impartial investigator and liaison between the criminal justice system and victim and acts as a referral source for victims and their families. The ultimate goal of this program is that the criminal justice system treat victims fairly, resulting in a reduction in the number of complaints registered with the office.

### PROGRAM STATUS:

Through the work of the ombudsman, victims are being treated more fairly and equitably by the criminal justice system. This is measured by the positive feedback received from victims concerning their experiences and by reports of others working on their behalf. Although the ultimate objective is to reduce complaints, the reality is that as more crime victims learn of the availability of this office, the services provided, and the results achieved, complaints are skyrocketing. For example, complaints have increased from 14 cases per month in 1991 to 30 cases per month in 1994. A great deal of effort and education is needed before a decline in complaints will ever be seen. Presently the number of calls for services received far outweigh the staff and resources the office has to resolve them. The projection is that complaints and other calls for service will increase from 5% to 10% each year.

There are many factors which play a part in determining how many complaints are received by this office.

- Increase in violent crime. The rate of violent crime, particularly domestic assaults, has increased in recent years. As a result, the program will have an increase in calls for service.
- Increase in public awareness. Printed materials explaining victims rights and direct victim assistance is more readily available through law enforcement and victim/witness programs.
- Duty to inform. Agencies within the criminal justice system are becoming increasingly aware of their duty to inform victims of charges, hearing dates, pleas, and dispositions.
- Equal treatment. Victims rights are being viewed with equal importance as the rights of defendants.
- The number of complaints can increase or decrease depending on the commitment of the county attorney to the statutory requirements.
- Establishing a victim service program in a county will initially increase the number of

complaints but will ultimately play a role in reducing and preventing complaints.

- Education regarding victim's rights and the role of the ombudsman's office historically has been shown as a factor increasing complaints.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1994 Annual Performance Report to be accomplished or accelerated as follows:

- Continue displaying the crime victims ombudsman booth at health fairs, neighborhood involvement fairs and conferences.
- Strive to inform a larger number of victims statewide of their rights under Minnesota law.
- Reach out to more professionals in the criminal justice system to inform them of their obligations under Minnesota law.
- Participate in policy-making and legislation for improving the treatment of crime victims.

### BUDGET AND REVENUE SUMMARY:

Summary of agency budget plan is as follows:

- The plan calls for \$14,000 in F.Y. 1996 and \$15,000 in F.Y. 1997 for lease adjustments related to the relocation of Crime Victims Ombudsman to the St. Paul site in January of 1994 because of environmental and safety problems with the Midway location. This is a reallocation of funds from the Administration and Related Services Program.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan.

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIME VICTIMS OMBUDSMAN

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
CRIME VICTIMS OMBUDSMAN	155	166	308	203	217	217	203	218	218
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES BY ACTIVITY	155	166	308	203	217	217	203	218	218
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
AGENCY PLAN ITEMS:									
AGENCY RELOCATIONLEASE ADJUSTMENTS					14			15	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL AGENCY PLAN ITEMS					14			15	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SOURCES OF FINANCING:									
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
DIRECT APPROPRIATIONS:									
GENERAL	72	68	208	103	117	117	103	118	118
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	83	98	100	100	100	100	100	100	100
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FINANCING	155	166	308	203	217	217	203	218	218
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
FTE BY EMPLOYMENT TYPE:									
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
REGULAR	3.6	3.4	4.0		4.0			4.0	
TEMP/SEAS/PART_TIME		.5	2.0						
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FTE	3.6	3.9	6.0		4.0	4.0		4.0	4.0

1996-97 Biennial Budget

**BUDGET ACTIVITY:** Crime Victims Ombudsman  
**PROGRAM:** Crime Victims Ombudsman  
**AGENCY:** Public Safety, Department of

**ACTIVITY DESCRIPTION:**

This activity carries out the mission of the Office of Crime Victims Ombudsman (OCVO) by:

- Conducting impartial investigations of complaints regarding violations of a victim's rights and mistreatment of a victim.
- Acting as a liaison between victims and the criminal justice system.
- Providing a comprehensive source of information and referral for victims and criminal justice professionals statewide.
- Informing the public and service professionals of crime victims' rights through speaking engagements, training, and the media.
- Monitoring compliance with statutory requirements.
- Providing leadership in policy making and planning regarding services to victims.

**BUDGET ISSUES:**

The agency budget plan will enable this activity to operate with current funding.

**REVENUE:**

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>

Type of Revenue:					
Dedicated - Special	\$83	\$98	\$100	\$100	\$100

1996-1997 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY, DPT OF  
PROGRAM: CRIME VICTIMS OMBUDSMAN  
ACTIVITY: CRIME VICTIMS OMBUDSMAN

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>									
<b>DETAIL BY CATEGORY:</b>									
<b>STATE OPERATIONS:</b>									
PERSONAL SERVICES	133	144	252	184	184	184	184	184	184
EXPENSES/CONTRACTUAL SRVCS	10	6	25	7	21	21	7	22	22
MISC OPERATING EXPENSES	10	11	17	11	11	11	11	11	11
SUPPLIES/MATERIALS/PARTS	2	2	4	1	1	1	1	1	1
CAPITAL EQUIPMENT		3	10						
<b>SUBTOTAL STATE OPERATIONS</b>	<b>155</b>	<b>166</b>	<b>308</b>	<b>203</b>	<b>217</b>	<b>217</b>	<b>203</b>	<b>218</b>	<b>218</b>
<b>TOTAL EXPENDITURES</b>	<b>155</b>	<b>166</b>	<b>308</b>	<b>203</b>	<b>217</b>	<b>217</b>	<b>203</b>	<b>218</b>	<b>218</b>
<b>AGENCY PLAN ITEMS:</b>									
			<b>FUND</b>						
			<b>GEN</b>		14			15	
<b>TOTAL AGENCY PLAN ITEMS</b>					14			15	
<b>SOURCES OF FINANCING:</b>									
<b>DIRECT APPROPRIATIONS:</b>									
GENERAL	72	68	208	103	117	117	103	118	118
<b>STATUTORY APPROPRIATIONS:</b>									
SPECIAL REVENUE	83	98	100	100	100	100	100	100	100
<b>TOTAL FINANCING</b>	<b>155</b>	<b>166</b>	<b>308</b>	<b>203</b>	<b>217</b>	<b>217</b>	<b>203</b>	<b>218</b>	<b>218</b>
<b>FTE BY EMPLOYMENT TYPE:</b>									
REGULAR	3.6	3.4	4.0		4.0			4.0	
TEMP/SEAS/PART_TIME		.5	2.0						
<b>TOTAL FTE</b>	<b>3.6</b>	<b>3.9</b>	<b>6.0</b>		<b>4.0</b>	<b>4.0</b>		<b>4.0</b>	<b>4.0</b>

## 1996-97 Biennial Budget

**AGENCY:** Minnesota Safety Council (MSC)

### AGENCY DESCRIPTION:

MSC's mission is to provide programs, resources and services to prevent or reduce personal and economic loss associated with injuries, accidents and health hazards occurring in our state.

Our vision is that by our 75th year, 2003, we will be the most effective, well-respected and well-recognized champion for improving safety and health in Minnesota. We will:

- Be the recognized leader in providing safety, health and risk avoidance education, training and technical services.
- Be recognized for creating innovative strategies including far-reaching public/private partnerships to prevent unintentional incidents resulting in human and economic loss.
- Provide a forum for debate regarding problems and solutions in injury and environmental illness loss avoidance.
- Conduct research and develop programs to identify new concepts, systems, educational methods and materials for risk avoidance and safety/health enhancements.
- Address the needs of a diverse population of individuals, organizations and communities in terms of geography, age and culture.
- Provide programming at a state-of-the-art headquarters facilities and a network of regional offices serving 200,000 individuals and organizations per year.
- Have successfully placed ourselves on the cutting edge of advanced technology applicable to the advancement of safety and health.

MSC was organized in 1928 by representatives of state governments and the private sector who recognized that preventing injury, illness and incidents from unintentional causes is a responsibility of both government and the private sector. Both have continued to support our work.

Accidents are the primary health risk to our children, the primary cause of death to about age 40, and the fifth leading cause of death to all Minnesotans. Traffic crashes are the primary cause of death to workers on the job, and the primary cause of unintentional death and injury to all Minnesotans. More years of life are lost from accidents than heart disease, cancer, strokes and lung disease. Experts estimate at least 100 disabling injuries for each accidental death recorded. Reducing unintentional injury increases Minnesotans' chance to lead productive, healthy lives.

Economic loss from accidents is significant. In 1993, accidents were estimated to cost Minnesota more than \$7 billion, about 2/3 of which was borne by Minnesota's employers including government employers). MSC assists employers to build strong workplace safety and health programs to free dollars wasted on accidents for economic growth. Employers with strong workplace safety and health programs also enjoy increased productivity with reduced absenteeism, less downtime due to accidents and/or health hazards, and a more motivated workforce. Reducing workplace injuries increases the ability of Minnesota companies to compete in world markets.

The Minnesota Safety Council provides services to reduce unintentional death, illness and injury to Minnesotans. Key areas include:

- Traffic crashes and injuries: They are the primary killer and cause of personal injury among Minnesotans to about age 40, and a significant cause of death and injury to older drivers. Key causes are driver errors. MSC trains about 20,000 licensed drivers in crash avoidance skills, in Defensive Driving Courses held around the state. This includes courses for drivers age 55 and over, who qualify for insurance rate reductions after completing the course.

- Unintentional injury to children: This is the top health hazard to children, yet studies show that parents think their children are more at risk from disease, drug abuse, child abuse and abduction. MSC coordinates efforts in Minnesota to reduce childhood accidental injury and death. Our Minnesota SAFE KIDS Coalition involves more than 140 agencies and organizations working in injury reduction or children's issues. These organizations assist to plan and implement programs for children, parents and other caregivers (teachers, health care professionals, pre-school staff and others). Minnesota SAFE KIDS has twice received White House recognition for program excellence, and last year earned the National Safety Council's Community Service Award for creating and sharing innovative programs.
- Workers compensation cost control: Workers compensation reform has focused on changes in the insurance system, a critical need acknowledged by government, labor and employers. Control through reduction of workplace injuries, claims and resultant costs is another critical side of the issue. MSC provides workplace safety and health consultants who are available via our toll-free telephone line. They assist workers and public and private sector employers to develop and implement effective programs to reduce work-related accidents. MSC develops and conducts training to assist in policy development, regulatory compliance, and employee and management skills-building to support workplace safety and health programs.
- Programs in Greater Minnesota: Almost half of Minnesota's population is outside of the Twin Cities metropolitan area. MSC programs are available throughout the state. In 1993, MSC conducted training in more than 100 Minnesota communities. In addition, our toll-free telephone provides access to program consultants and services without charge from anywhere in Minnesota. We help to organize and provide program support to a network of volunteer community safety councils which bring safety and health programming to cities and counties around the state. Our Minnesota SAFE KIDS program works throughout the state to build grassroots childhood injury prevention programs. For instance, scholarships provided through 1 program resulted in a Grand Rapids group winning national recognition for conducting Safety Camp for children in that community. A program funded through a private national foundation allowed MSC to develop and implement a comprehensive injury reduction program on the Red Lake Indian Reservation, focused on traffic and home safety. The program received national recognition, and is being used as a model for reservation communities around the country.

### EXPLANATION OF AGENCY'S BUDGET PLAN:

State funds are used as seed money for new-program development, Minnesota Safe Kids activities and as a base for funding services in Greater Minnesota and minority communities. Since 1967 when MSC first received statutory funding, MSC has significantly increased its gross budget, from \$75,000 to approximately \$2.8 million in 1993. Each state dollar is matched with over \$7 in private-sector contributions. MSC funds the balance of its activities through revenues from training and sale of training-related materials. Current funding sources: employer contributions 15%; training 55%; state appropriation 2%; program grants 5%; other earned income 23%. The MSC requests same-level funding for its work \$67,000 per year or \$134,000 for the biennium.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan.



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