

1998-99

*Minnesota Biennial Budget*

# Transportation and Other Agencies

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1998-99 BIENNIAL BUDGET

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1998-99 BIENNIAL BUDGET

PROGRAM STRUCTURE

AGENCY: Transportation, Department of (Mn/DOT)

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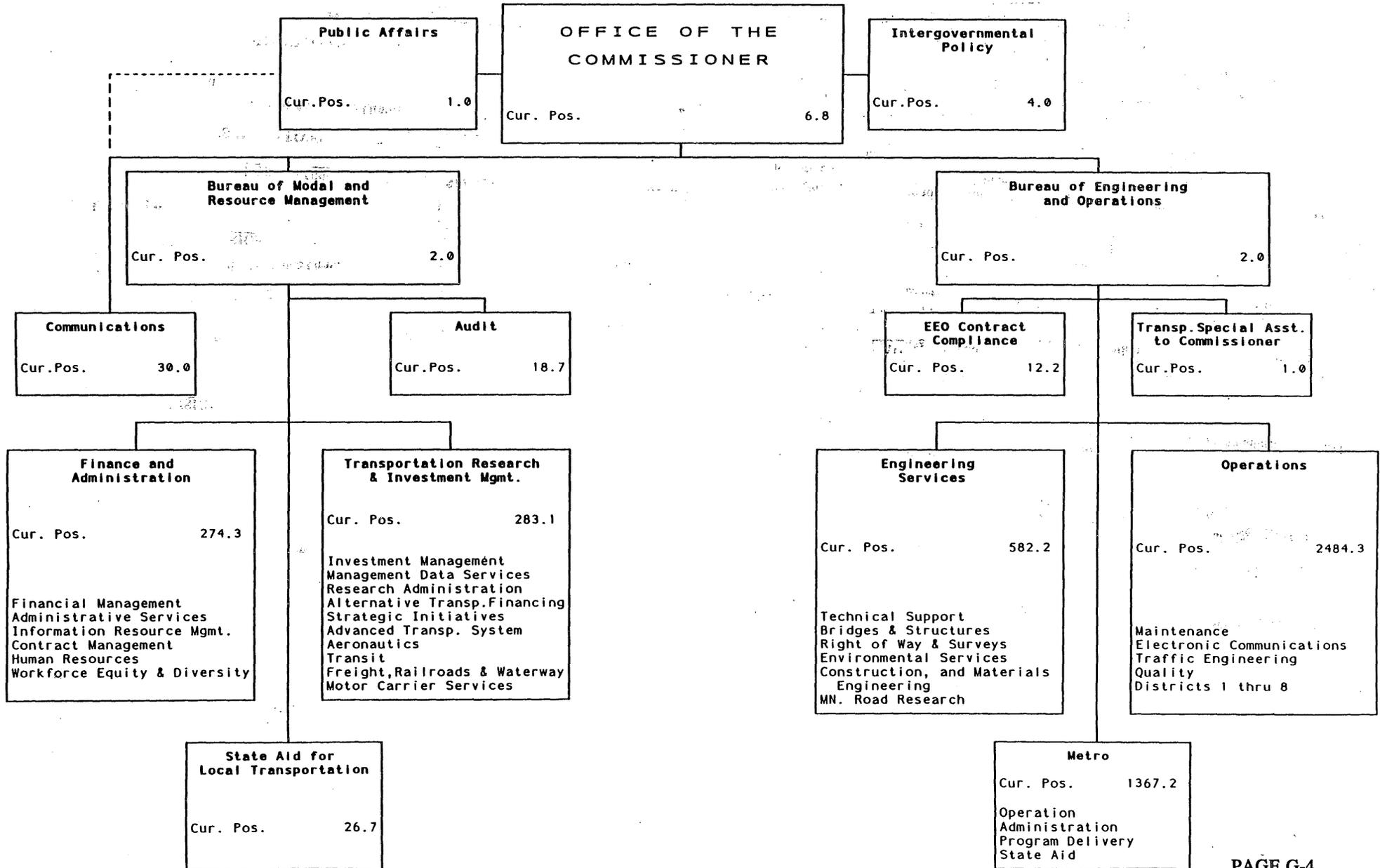
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# DEPARTMENT OF TRANSPORTATION ORGANIZATION CHART 7/1/96



**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of (Mn/DOT)

Fund: General

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$13,613	\$13,613	\$27,226
<b><u>BASE ADJUSTMENT</u></b>			
One-Time Appropriations	(210)	(210)	(420)
Biennial Appropriations	500	500	1,000
1998-99 Compensation Inflation	<u>16</u>	<u>34</u>	<u>50</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	<b>\$12,919</b>	<b>\$12,937</b>	<b>\$25,856</b>
<b><u>AGENCY DECISION ITEMS</u></b>			
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	<b>\$12,919</b>	<b>\$12,937</b>	<b>\$25,856</b>
<b><u>GOVERNOR'S INITIATIVES</u></b>			
Greater Minnesota Transit Assistance Grants	1,500	1,500	3,000
Fleet Addition	<u>400</u>	<u>-0-</u>	<u>400</u>
<b><u>GOVERNOR'S RECOMMENDATIONS</u></b>	<b>\$14,819</b>	<b>\$14,437</b>	<b>\$29,256</b>

**Brief Explanation of Agency Plan:**

- The plan calls for the same level of activity to administer the public transit service program for Greater Minnesota including those systems started during this current biennium.
- The plan calls for same level of administrative services for rail activities over the biennium.
- The plan calls for same level over the biennium to administer the hazardous materials registration program.

**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 plan and also incorporates an initiative to provide financial assistance to those transit systems operating up through and including the current biennium and an initiative for an addition to the fleet of airplanes operated by Mn/Dot.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of (Mn/DOT)

Fund: State Airports

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$16,350	\$16,350	\$32,700
<b><u>BASE ADJUSTMENT</u></b>			
1998-99 Compensation Inflation	68	137	205
Biennial Appropriations	(200)	(200)	(400)
1997 Salary Supplement Transfers	<u>155</u>	<u>155</u>	<u>310</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	<b>\$16,373</b>	<b>\$16,442</b>	<b>\$32,815</b>
<b><u>AGENCY DECISION ITEMS</u></b>			
Airport Construction Grants	1,200	1,200	2,400
Airport Maintenance Grants	200	200	400
Aviation Operations	(75)	(75)	(150)
Aviation Promotion	<u>75</u>	<u>75</u>	<u>150</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	<b>\$17,773</b>	<b>\$17,842</b>	<b>\$35,615</b>
<b><u>GOVERNOR'S INITIATIVES</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	<b>\$17,773</b>	<b>\$17,842</b>	<b>\$35,615</b>

**Brief Explanation of Agency Plan:**

- The plan calls for \$2,400,000 over the biennium, for an increased program of capital improvements at publicly owned airports.
- The plan calls for \$400,000 over the biennium for additional support of airport maintenance grants.
- The plan reduces \$150,000 over the biennium for operating costs.
- The plan includes a request of \$150,000 over the biennium for aviation promotion activities.

**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.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of (Mn/DOT)

Fund: Municipal State Aid Street

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$89,240	\$89,240	\$178,480
<b><u>BASE ADJUSTMENT</u></b>			
Open Appropriation Forecast Adjustment	<u>7,340</u>	<u>10,024</u>	<u>17,364</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	\$96,580	\$99,264	\$195,844
<b><u>AGENCY DECISION ITEMS</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	\$96,580	\$99,264	\$195,844
<b><u>GOVERNOR'S INITIATIVES</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	\$96,580	\$99,264	\$195,844

**Brief Explanation of Agency Plan:**

- All funds received will be allocated to the municipalities eligible by constitutional formula and current statutory provisions.

**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.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of (Mn/DOT)

Fund: County State Aid Highway

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$293,168	\$293,168	\$586,336
<b><u>BASE ADJUSTMENT</u></b>			
Open Appropriation Forecast Adjustment	25,221	34,444	59,665
One-Time Appropriations	<u>(100)</u>	<u>(100)</u>	<u>(200)</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	\$318,289	\$327,512	\$645,801
<b><u>AGENCY DECISION ITEMS</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	\$318,289	\$327,512	\$645,801
<b><u>GOVERNOR'S INITIATIVES</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	\$318,289	\$327,512	\$645,801

**Brief Explanation of Agency Plan:**

- All funds received will be allocated to the counties by constitutional formula and current statutory provisions.

**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.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Transportation, Department of (Mn/DOT)

Fund: Trunk Highway

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$788,156	\$788,156	\$1,576,312
<b><u>BASE ADJUSTMENT</u></b>			
Transfers Between Agencies	(4,441)	(6,063)	(10,504)
Biennial Appropriations	865	865	1,730
Systems Development Costs	(1,500)	(1,500)	3,000
1997 Salary Supplement Transfers	14,632	14,632	29,264
1998-99 Compensation Inflation	6,017	12,172	18,189
Doc Space Rent/Lease Inc/Decreases	<u>533</u>	<u>1,139</u>	<u>1,672</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	<b>\$804,262</b>	<b>\$809,401</b>	<b>\$1,613,663</b>
<b><u>AGENCY DECISION ITEMS</u></b>			
Technology	1,377	1,228	2,605
Information Resource Management	1,730	1,730	3,460
Employee Development & Training	500	500	1,000
Buildings	6,771	-0-	6,771
Cedar Avenue Truck Station	<u>5,500</u>	<u>-0-</u>	<u>5,500</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	<b>\$820,140</b>	<b>\$812,859</b>	<b>\$1,632,999</b>
<b><u>GOVERNOR'S INITIATIVES</u></b>			
State Road Construction	38,060	38,060	76,120
800 MHZ Radio System	1,730	8,170	9,900
Safety	<u>1,790</u>	<u>1,790</u>	<u>3,580</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	<b>\$861,720</b>	<b>\$860,879</b>	<b>\$1,722,599</b>

**Brief Explanation of Agency Plan:**

- The plan includes \$2,605,000 over the biennium for various technology initiatives such as the Orion public/private partnership to deliver advance technology to enhance traffic management traveler information, emergency response, transit and railroad safety. The plan also provides for the development of an interim transportation information system (TIS) for better transportation data access, generation of geographic information system (GIS) base maps, means to view and represent data graphically and enhance staff skills in database design and development. Lastly, the plan provides support for modification of administration and electronic communications legacy systems.
- The plan calls for \$3,460,000 over the biennium, for Information Resource Management. This item will support Mn/DOT's implementation plan for shared information resources. 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 \$1,000,000 over the biennium for Employee Development and Training to implement the transportation worker concept which will enhance the technical skills of some highway maintenance workers and bridge workers.
- The plan includes \$6,771,000 for operational type buildings which include storage buildings, truck stations and rest areas. Large building request will continue to be in the capital budget.
- The plan also includes \$5,500,000 for a larger truck station at Cedar Avenue in Richfield to replace the Fort Snelling truck station.

**1997 STATE ROAD CONSTRUCTION SUPPLEMENT:**

Additional revenues generated in the current biennium allow for an expanded highway construction program in F.Y. 1997. The agency requests that \$25,000,000 be added to F.Y. 1997 appropriation for state road construction.

**Revenue Summary:**

This budget is based on current fee and permit rates.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding levels as requested in the agency plan and also incorporates initiatives which total \$41,580,000 in F.Y. 1998 and \$48,020,000 in F.Y. 1999. These initiatives are made possible as a result of growth in gas tax and motor vehicle registration revenues. The Governor also recommends that \$25,000,000 be added to the F.Y. 1997 appropriation for highway construction.

**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."

According to the transportation goals outlined in M.S. 174.01, Sub. 2, as well as Mn/DOT's internal strategic planning efforts, the department's mission goes beyond the role perceived by most citizens to plan, design, construct, maintain, and operate a transportation infrastructure.

Working with cities, counties, and townships, Mn/DOT seeks to establish a seamless transportation system that offers more choice, flexibility, and ways of moving people and goods. Fundamental to this mission 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, environmental, and safety values.

**AGENCY ISSUES:**

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. Demand for services is increasing in all modes - air traffic, highways, transit, railroads, and waterways.

■ **Investment Preservation**

The aging infrastructure has challenged the department to focus its resources on maintaining and preserving acceptable levels of service on existing state and local roads and bridges. The department has limited ability to expand the capacity of the system; it must focus on preserving and maintaining the existing infrastructure. It is concentrating available resources to reconstruct existing road systems in need of replacement. The department continues to explore the benefits of non-traditional financing mechanisms to expand capacity.

■ **Safety**

The agency faces many challenges related to safety. These include increased level of traffic volume and congestion on highways, higher speed rail traffic and its exposure to high traffic levels at rail crossings, high level of accidents in work zones, and a growing number of elderly drivers. A combination of safety improvement projects, increased public information, and enhanced traffic management techniques will play an important role in dealing with agency safety challenges.

■ **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. Through market research and extensive public outreach, the department must meet the challenge of understanding the needs of all users of its transportation services.

■ **Economic Development**

There is a need to complement state and local economic development strategies with transportation systems that effectively move people and goods within the state. There is renewed public emphasis on the social and economic effects of transportation projects on communities and neighborhoods.

■ **Technology**

Mn/DOT is committed to the research and application of new technologies. The department needs to foster, develop, and strategically manage new technology and research, challenging itself to apply this knowledge in ways that more effectively use the infrastructure and efficiently deliver traveler services.

■ **Environment**

Mn/DOT recognizes the need to be responsible partners and caretakers in the world through efforts that reduce the level of pollutants and toxins and promote greater energy efficiency. The department is aware that 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 transportation system.

■ **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 - mutually beneficial arrangements to share human, natural, and equipment resources to do more with less.

■ **Workforce Flexibility**

Mn/DOT needs to meet the challenge of creating an environment in which flexible, multi-skilled workers are used to their fullest potential. The department and its employees can mutually benefit from more flexible assignment opportunities, broadened employee skill development, expanded employee empowerment, stronger links between employee skills and compensation, and fewer administrative requirements.

**AGENCY STRATEGIES:**

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

1998-99 Biennial Budget

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

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The agency 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 traveled inter-regional corridors.
- To promote new technologies that enhance the efficiency and effectiveness of existing transportation systems.
- To work together with state, regional, local governments, and the private sector to provide transportation facilities and services.
- To capitalize on the strengths of all transportation modes to efficiently move people and goods.
- To develop informed consent among potentially affected interests for transportation programs and projects.
- To consider the full costs and benefits of choices within and among transportation modes.
- To increase the flexibility of the department's existing employee base.
- To continue to explore non-traditional road funding mechanisms for feasibility and potential application.
- To pursue siting, construction, and development of combined inter-modal transportation facilities.
- To provide more driver road information in expanded and new ways to the traveling public.

**AGENCY LEVEL REVENUE SUMMARY**

The Mn/DOT generates non-dedicated revenues, dedicated revenue, and federal funds. Funds collected in F.Y. 1997 are deposited in several state funds:

- General Fund: \$51,000 for F.Y. 1997.
- Special revenue: \$12,260,000 of which \$6.8 million is for rail service improvement, and the rest is primarily partnership agreements throughout the various Mn/DOT programs.
- Cambridge Bank Fund: \$140,000 in hazardous material handling registrations.
- State Airports Fund: \$12.9 million is derived primarily through air flight property taxes as well as aircraft registration tax collections.
- Highway User Tax Distribution Fund: \$1.4 million from investment income to this fund.
- Agency Fund: \$2.1 million from finance company for equipment master lease, right of way damage deposits and local share of transit equipment purchases.
- Hangar Revolving Fund: \$690,000 from payments received for hangar construction loans.
- Air Transportation Revolving Fund: \$969,000 used for recovering the Mn/DOT airplane expenses and borne by all users of the aircraft.
- Municipal State Aid Street Fund: \$8.8 million gained from investment income to this fund.
- County State Aid Street Fund: \$16.3 million derived from investment income to this fund.

- Trunk Highway Fund: \$52.1 million collected from fees, account receivable and investment income. \$233 million in federal formula highway funds are reimbursed to the trunk highway fund.

The mission of the department, in part, is to function as the principal agency of the state for the development, implementation, administration, consolidation, and coordination of state transportation policies, plans, and programs. As such, there are numerous state statutes that require the Department of Transportation to regulate occupational groups, individuals and businesses. These statutes require licensing or registration, endorsement of rules, and provision of education services. Fees are established to partially recover the cost of providing these services to various clients: trucking firms, aeronautics-related customers, rail and waterways transportation, transit, and the general traveling public.

The department collects fees for advertising devices along highway right-of-way and collects rents for use of vacant right-of-way land until it is used for agency roadway purposes. A large portion of agency non-dedicated fee revenue is derived from inter-governmental lab testing and service agreements. Mn/DOT does road products testing for local governments, as well as provides road construction and maintenance for county and municipal agencies that find using this agency as a provider to be more efficient than doing all of their own road activities.

Transportation permits are a final major category of Mn/DOT fees. This income is derived from overweight/size vehicles that increase road wear and thus the demand for road maintenance in the areas traveled.

The remainder of revenues gained by the trunk highway fund are income from investments.

- Federal Fund: the department actively seeks grants from the Federal Government, and as a result was awarded 19 categories of grants in F.Y. 1997 totaling \$154.9 million. This excludes federal formula highway funds which are included in the trunk highway fund above, but does include \$85 million for local government road projects.

**SUMMARY OF BUDGET REQUEST:**

The budget plan includes requests for an:

- additional trunk highway fund appropriation of \$1,000,000 in the F.Y. 1998-99 biennium for technical training of highway maintenance and bridge workers to implement the transportation worker initiative.
- additional trunk highway fund appropriations totaling \$6,065,000 in the F.Y. 1998-99 biennium for technology initiatives.
- additional state airport fund appropriation of \$2,800,000 in the F.Y. 1998-99 biennium for airport construction and maintenance grants.
- appropriation of \$6,771,000 from the trunk highway fund in F.Y. 1998 for land purchase, design, and construction of smaller building projects.
- appropriation of \$5,500,000 from the trunk highway fund in F.Y. 1998 for site development and buildings for a larger truck station near Cedar Avenue and 66th Street in Richfield.

1998-99 Biennial Budget

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

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**F.Y. 1997 STATE ROAD CONSTRUCTION SUPPLEMENT:**

Additional revenues generated in the current biennium allow for an expanded highway construction program in F.Y. 1997. The agency requests that \$25,000,000 be added to the F.Y. 1997 appropriation for state road construction.

**GOVERNOR'S RECOMMENDATION:**

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

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
General Fund	\$1,900	\$1,500

An additional \$3 million for the biennium is recommended for Greater Minnesota Transit Assistance. This additional funding will provide the needed assistance to maintain current levels of service and for the implementation of public transit service for commitments made in the current biennium. Also, \$400,000 is recommended for modifications to a federal surplus jet aircraft for use by the state of Minnesota.

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Trunk Highway Fund	\$41,580	\$48,020

Initiatives of \$41,580,000 in F.Y. 1998 and \$48,020,000 in F.Y. 1999 are made possible as a result of growth in motor fuel tax and motor vehicle registration revenues.

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

State Road Construction	\$38,060	\$38,060
800 MHZ Radio System	\$1,730	\$8,170
Safety	\$1,790	\$1,790

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT

PROGRAM RESOURCE ALLOCATION:	Est.		FY 1998			FY 1999		
	FY 1996	FY 1997	Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
AERONAUTICS	60,464	61,811	62,497	63,897	64,297	62,566	63,966	63,966
TRANSIT	14,041	34,891	22,819	22,819	24,319	23,261	23,261	24,761
RAILROADS & WATERWAYS	4,072	12,336	4,212	4,212	4,212	3,994	3,994	3,994
MOTOR CARRIER REGULATION	2,770	2,983	2,887	2,887	2,887	2,937	2,937	2,937
LOCAL ROADS	540,356	485,565	508,336	508,336	508,336	520,486	520,486	520,486
STATE ROADS	692,914	811,231	784,301	785,290	826,870	786,856	787,872	835,892
GENERAL SUPPORT	34,525	48,700	40,846	43,464	43,464	41,986	44,428	44,428
BUILDINGS	8,900			12,271	12,271			
<b>TOTAL EXPENDITURES BY PROGRAM</b>	<b>1,358,042</b>	<b>1,457,517</b>	<b>1,425,898</b>	<b>1,443,176</b>	<b>1,486,656</b>	<b>1,442,086</b>	<b>1,446,944</b>	<b>1,496,464</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
ENVIRONMENT & NATURAL RESOURCE	100							
GENERAL	10,265	15,762	12,919	12,919	14,819	12,937	12,937	14,437
MINNESOTA RESOURCES		141						
STATE GOVERNMENT SPECIAL REVENUE		360						
STATE AIRPORTS	17,881	14,669	16,366	17,766	17,766	16,428	17,828	17,828
MUNICIPAL STATE AID STREET	112,756	89,883	96,580	96,580	96,580	99,264	99,264	99,264
COUNTY STATE AID HIGHWAY	347,760	293,212	318,289	318,289	318,289	327,512	327,512	327,512
TRUNK HIGHWAY	721,893	829,846	804,262	820,140	861,720	809,401	812,859	860,879
<b>OPEN APPROPRIATIONS:</b>								
TRUNK HIGHWAY	4,054	4,479	4,479	4,479	4,479	4,479	4,479	4,479
HIGHWAY USERS TAX DISTRIBUTION	374	412	423	423	423	433	433	433
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	2							
SPECIAL REVENUE	9,034	15,180	4,763	4,763	4,763	3,136	3,136	3,136
STATE AIRPORTS	751	2,655	1,666	1,666	1,666	1,673	1,673	1,673
MUNICIPAL STATE AID STREET	1,105	2,330	1,971	1,971	1,971	2,026	2,026	2,026
COUNTY STATE AID HIGHWAY	4,202	8,589	6,496	6,496	6,496	6,684	6,684	6,684
TRUNK HIGHWAY	4,468	15,506	14,544	14,544	14,544	14,545	14,545	14,545
FEDERAL	122,764	162,340	142,895	142,895	142,895	143,343	143,343	143,343
AGENCY	633	2,153	245	245	245	225	225	225
<b>TOTAL EXPENDITURES</b>	<b>1,358,042</b>	<b>1,457,517</b>	<b>1,425,898</b>	<b>1,443,176</b>	<b>1,486,656</b>	<b>1,442,086</b>	<b>1,446,944</b>	<b>1,496,464</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT

PROGRAM RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	4,781.6	5,027.8	5,091.5	5,103.0	5,168.0	5,091.5	5,103.0	5,173.0
TEMP/SEAS/PART_TIME	142.7	141.2	140.8	140.8	140.8	140.8	140.8	140.8
OVERTIME	171.2	169.6	168.3	168.3	168.3	168.3	168.3	168.3
<b>TOTAL FTE</b>	<b>5,095.5</b>	<b>5,338.6</b>	<b>5,400.6</b>	<b>5,412.1</b>	<b>5,477.1</b>	<b>5,400.6</b>	<b>5,412.1</b>	<b>5,482.1</b>

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1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT

SUMMARY OF AGENCY REVENUES	FY 1998			FY 1999				
	FY 1996	Est. FY 1997	Forecast	Agency Plan	Governor Recomm.	Forecast	Agency Plan	Governor Recomm.
<b>NON-DEDICATED REVENUE:</b>								
<b>DEPARTMENTAL EARNINGS:</b>								
CAMBRIDGE DEPOSIT FUND	152	140	130	130	130	130	130	130
TRUNK HIGHWAY	16,536	20,910	20,910	20,910	20,910	22,083	22,083	22,083
<b>GRANTS:</b>								
STATE AIRPORTS	138	250	250	250	250	250	250	250
TRUNK HIGHWAY	175,032	233,000	245,000	245,000	245,000	245,000	245,000	245,000
<b>OTHER REVENUES:</b>								
GENERAL	75	50	50	50	50	50	50	50
STATE AIRPORTS	1,933	1,100	1,100	1,100	1,100	1,100	1,100	1,100
MUNICIPAL STATE AID STREET	7,693	8,750	8,750	8,750	8,750	8,750	8,750	8,750
COUNTY STATE AID HIGHWAY	16,436	16,250	16,250	16,250	16,250	16,250	16,250	16,250
TRUNK HIGHWAY	19,283	16,490	16,589	16,589	16,589	16,767	16,767	16,767
HIGHWAY USERS TAX DISTRIBUTION	1,204	1,390	1,390	1,390	1,390	1,390	1,390	1,390
<b>OTHER SOURCES:</b>								
GENERAL	1	1	1	1	1	1	1	1
<b>TAXES:</b>								
GENERAL	39							
STATE AIRPORTS	12,055	11,514	10,871	10,871	10,871	10,979	10,979	10,979
<b>TOTAL NON-DEDICATED RECEIPTS</b>	<b>250,577</b>	<b>309,845</b>	<b>321,291</b>	<b>321,291</b>	<b>321,291</b>	<b>322,750</b>	<b>322,750</b>	<b>322,750</b>
<b>DEDICATED RECEIPTS:</b>								
<b>DEPARTMENTAL EARNINGS:</b>								
SPECIAL REVENUE	7	75	50	50	50	50	50	50
STATE AIRPORTS	704	966	966	966	966	966	966	966
AGENCY		24	24	24	24	24	24	24
<b>GRANTS:</b>								
GENERAL	2							
SPECIAL REVENUE	6,249	11,414	2,393	2,393	2,393	1,016	1,016	1,016
TRUNK HIGHWAY	3,394	13,693	13,693	13,693	13,693	13,693	13,693	13,693
FEDERAL	129,344	154,692	142,895	142,895	142,895	143,343	143,343	143,343
<b>OTHER REVENUES:</b>								
SPECIAL REVENUE	285	271	260	260	260	260	260	260
STATE AIRPORTS	5	33	33	33	33	33	33	33
TRUNK HIGHWAY	998	1,000	850	850	850	850	850	850
AGENCY	26	221	221	221	221	201	201	201
<b>OTHER SOURCES:</b>								

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT

SUMMARY OF AGENCY REVENUES	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Forecast	Agency Plan	Governor Recomm.	Forecast	Agency Plan	Governor Recomm.
SPECIAL REVENUE	1,643	500	2,000	2,000	2,000	1,750	1,750	1,750
STATE AIRPORTS AGENCY	538 608	660 1,831	660	660	660	660	660	660
TOTAL DEDICATED RECEIPTS	143,803	185,380	164,045	164,045	164,045	162,846	162,846	162,846
AGENCY TOTAL REVENUES	394,380	495,225	485,336	485,336	485,336	485,596	485,596	485,596

**1998-99 Biennial Budget  
Federal Funds Summary  
(\$ in Thousands)**

**Agency:** Transportation, Department of (Mn/DOT)

State revenue sources (e.g. motor fuel taxes, motor vehicle registrations) contribute approximately 74% of the department's overall funding, while federal sources contribute approximately 26%. Much of the federal revenue is passed through the department to local governments in the form of direct grants, as well as payments for activities conducted on behalf of the department.

Federal revenues are a major source of overall funding for several of the department's budget programs. Of expenditures in these programs, federal revenues represent approximately the following percents: State Road (30%), Transit (55%), Aeronautics (72%), Rail and Waterways (22%), Motor Carrier (17%), and Local Roads (11%).

Most of the federal revenues are relatively stable. In cases where these revenues have fluctuated, the department has adjusted its activities to compensate for the changes.

Certain other federal revenues are available on a one-time basis, such as the FTA Section 3 Capital Program and Central Corridor Study, or are project-based, such as the Guidestar program.

The department anticipates an increase in overall available federal revenues for the next biennium with the largest dollar increase occurring in the State Roads program.

Although overall federal revenues supporting transit activities are expected to remain at approximately current levels for the F.Y. 1998-99 biennium, there will be a significant decrease in available outstate transit system operating/capital subsidies. The offset will be an increase for rideshare activities.

Mn/DOT aggressively seeks federal sources of funding as opportunities present themselves. New federal programs affecting Minnesota constituents are monitored to maintain as high a level of service as possible with available resources.

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**1998-99 Biennial Budget  
Federal Funds Summary  
(\$ in Thousands)**

Agency: Transportation, Department of (Mn/DOT)

Federal Program	Related State Spending	Primary Purpose	SFY 1996 Revenues	SFY 1997 Revenues	Estimated SFY 1998 Revenues	Estimated SFY 1999 Revenues
<b>AERONAUTICS</b>						
Federal Airport Improvement Program	Airport may be required to provide matching funds.	Upgrade and modernize airports in Minnesota	41,204.2	42,000.0	42,000.0	42,000.0
Airport Inspection Program 5010	None	State airport safety inspection	-0-	35.0	35.0	35.0
Air Traffic Control Training	None	Air traffic control training at Hennepin Vo-Tech, Eden Prairie	750.0	2,500.0	2,500.0	2,500.0
<b>TRANSIT</b>						
Non-Urban Area Formula Grant Program (FTA Section 18)	Greater Mn/Assistance General Fund	Capital and operating assistance to local governments with < 50,000 population	2,124.1	4,064.9	3,432.0	2,995.0
Elderly & Persons w/Disabilities Program (Capital Sec. 16 Vehicle Disposition)	None	Reimbursement of funds originally spent on Sec. 16 vehicles which have been disposed of.	-0-	50.0	50.0	50.0
Elderly & Persons w/Disabilities Program (FTA Capital Purchases)	Local match for capital purchases  Administration by Transit Program	Capital assistance to private/ non-profit & other organizations for elderly & disabled travellers	1,061.0	991.7	878.0	790.0
Capital Program (FTA Sec. 3 Capital)	None	Capital only; discretionary program.	-0-	2,779.0	-0-	-0-
Metropolitan Planning Program State Planning & Research Program (FTA Section 8/26A Planning)	None Greater MN Transit and Administration	Transit planning funds to Metro Planning Orgs. and Mn/DOT	.5	700.7	668.0	634.0

**1998-99 Biennial Budget  
Federal Funds Summary (Cont.)  
(\$ in Thousands)**

Agency: Transportation, Department of (Mn/DOT)

Rideshare	Local match Rideshare Coordinator funded 100% Federal dollars	Fund metropolitan- wide rideshare activity programs.	298.7	3,518.0	4,748.0	5,755.0
Capital Program (Central Corridor Study)	None	Funds for planning and preliminary engineering for Central Corridor Project	133.9	5,970.0	-0-	-0-
<b>RAILROADS &amp; WATERWAYS</b>						
Federal/Local Rail Projects	Most grants require matching funds	Keep marginal railroads operating	542.3	2,578.0	500.0	500.0
<b>MOTOR CARRIER</b>						
Motor Carrier Safety Assistance Program	80/20% federal/state after first \$213,000.	Prevention of commercial vehicle accidents	579.4	408.0	450.0	450.0
<b>LOCAL ROADS</b>						
Federal County Road & Bridge	local match	Local government road construction projects	80,533.0	85,000.0	85,000.0	85,000.0
<b>STATE ROADS</b>						
Federal Formula Highway Funds	80/20% federal/state match	State road & bridge construction projects	175,031.9	233,000.0	245,000.0	245,000.0
Metropolitan Planning Grants (Sec. 112 Planning Grants)	20% local match	Supplement MPO budgets for transportation planning and coordination	1,014.0	3,062.0	2,062.0	2,062.0

**1998-99 Biennial Budget  
Federal Funds Summary (Cont.)  
(\$ in Thousands)**

Agency: Transportation, Department of (Mn/DOT)

Bike/Ped Coordinators	20% state match	Bike/pedestrian planning and construction activities for Mn/DOT	92.3	82.0	72.0	72.0
Mn/Road Pooled Fund Project	20% state match	Pavement research activities	-0-	500.0	500.0	500.0
Federal/State Safety	20% state match	Traffic information database development	116.2	213.0	213.0	213.0
Non-Intrusive Technology (Guidestar)	20% state match	Camera monitoring; freeway traffic control	186.0	128.0	-0-	-0-
Pavement Marking Mgmt System	20% state match	Testing of new marking products	.5	324.0	-0-	-0-
<b>Agency Total</b>			<b>303,667.5</b>	<b>387,904.3</b>	<b>388,108.0</b>	<b>388,556.0</b>

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

AGENCY: TRANSPORTATION DEPT

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y.98	F.Y.99	F.Y.98	F.Y.99	F.Y.98	F.Y.99	F.Y.98	F.Y.99
F.Y.97 APPROPRIATIONS	1,375,386	1,374,197	13,613	13,613	1,218,878	1,217,241	142,895	143,343
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<310>	<310>	<210>	<210>	<100>	<100>		
BIENNIAL APPROPRIATIONS	165	165	<500>	<500>	665	665		
SYSTEMS DEVELOPMENT COSTS	<1,500>	<1,500>			<1,500>	<1,500>		
TRANSFERS BETWEEN AGENCIES	<4,441>	<6,063>			<4,441>	<6,063>		
1997 SALARY SUPPLEMENT TRANSF	14,787	14,787			14,787	14,787		
1998-99 COMPENSATION INFLATIO	6,102	12,345	16	34	6,086	12,311		
DOC SPACE RENT/LEASE INCR/DEC	533	1,139			533	1,139		
OPEN APPROPRIATION FORECAST A	35,176	47,326			35,176	47,326		
SUBTOTAL BASE ADJ.	50,512	67,889	<694>	<676>	51,206	68,565		
BASE LEVEL	1,425,898	1,442,086	12,919	12,937	1,270,084	1,285,806	142,895	143,343

## 1998-99 Biennial Budget

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

### PROGRAM DESCRIPTION:

The Aeronautics program exists to accomplish the following goals:

- Provide for promotion of aviation safety.
- Support development and maintenance of a system of airports.
- Establish and operate 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.

### 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 are received from the state airports fund. In addition, the agency manages the application for, and the dissemination of, federal Airport Improvement Program (A.I.P.) grants on behalf of the local units of government.

Cutbacks in federal appropriations, together with restructured priorities, has reduced availability of A.I.P. funds to smaller airports. This reduction, coupled with limited funds for state construction grants, has generated a backlog of projects awaiting grants.

### PLANNED RESULTS:

The agency budget plan will facilitate the accomplishment of the following related performance measures identified in the 1996 Agency Performance Report:

- By the end of F.Y. 1999, the agency's safety programs will have contributed to reducing aircraft accidents to a level of 24 accidents per year.
- Although airport owners control the operating conditions of their airports, by continuing to inspect airports and report deficiencies to the airport owner, the average number of safety-related deficiencies per airport will decline to 0.5 per inspection by the end of F.Y. 1999.
- Through pilot safety seminars, sponsored in partnership with the Federal Aviation Administration (FAA), pilot attendance at safety seminars will reach 11,000 per year by the end of F.Y. 1999.
- By the end of F.Y. 1999, pilots will request and receive 5.2 million weather products and other related flight planning products via the agency's computer weather program for flight planning and decision making.
- Based on current funding levels, the Agency Performance Report identified that 30% of the targeted projects in the 5-year Capital Improvement Plan (C.I.P.) would receive construction grants. This funding level severely limits the ability to respond to local airport needs. In view of this dilemma, the agency proposes a \$1.2 million increase per year so that, by the end of F.Y. 1999, 75% of the projects in the 5-year C.I.P. will receive construction grants.

- Through continued periodic inspection of airport pavements and collaborative efforts with airport owners to effectively maintain their pavements, the average condition rating of airport pavements will remain at or above target levels throughout the biennium.
- By annually inspecting airport lighting systems and reporting the results to airport owners, the average rating of all airport lighting systems will remain at or above 99% throughout the biennium.
- By diligently maintaining the radio navigation aids, the systems will be operational at least 98% of the time through the end of F.Y. 1999.
- Through the end of F.Y. 1999, 100% of the airports with scheduled air service will have a precision landing system.
- Based on current levels of funding, the Agency Performance Report projected that each year of the biennium, 1,500 students would participate in aviation education activities and 28,000 members of the general public would receive aviation promotion materials. The agency plans to allocate an additional \$75,000 to these educational efforts. In so doing, by the end of F.Y. 1999, 1,600 students per year will participate in aviation educational activities and 30,000 people will receive aviation promotional materials annually.

### BUDGET AND REVENUE SUMMARY:

Summary of the program is as follows:

- A proposed increase of \$1.2 million each fiscal year for construction grants for grants-in-aid to municipalities to support capital improvements at publicly-owned airports.
- An increase of \$200,000 each fiscal year for maintenance grants to support a portion of the maintenance and operating costs of publicly-owned airports.
- A reduction of \$75,000 each fiscal year in support activities so that the funds can be used for other high priority activities.
- An increase of \$75,000 each fiscal year for the agency's outreach efforts to heighten the awareness of students to aviation career opportunities and the general public to the role aviation plays in meeting the needs of society.
- The agency plan includes a 2.5% per year base adjustment for salary inflation within the program.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan and proposes an additional \$400,000 for maintenance and improvements of a surplus federal airplane so that it will be available for state passenger transportation purposes .

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: AERONAUTICS

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
AIRPORT DEVELOPMENT AND ASSIST	54,766	53,245	54,238	55,638	55,638	54,238	55,638	55,638
AVIATION SUPPORT	5,000	7,439	7,215	7,215	7,215	7,276	7,276	7,276
AIR TRANSPORTATION	698	1,127	1,044	1,044	1,444	1,052	1,052	1,052
<b>TOTAL EXPENDITURES BY ACTIVITY</b>	<b>60,464</b>	<b>61,811</b>	<b>62,497</b>	<b>63,897</b>	<b>64,297</b>	<b>62,566</b>	<b>63,966</b>	<b>63,966</b>
<b>AGENCY PLAN ITEMS:</b>			<b>FUND</b>					
CONSTRUCTION GRANTS		AIR		1,200			1,200	
AVIATION OPERATIONS		AIR		<75>			<75>	
AVIATION PROMOTION		AIR		75			75	
MAINTENANCE GRANTS		AIR		200			200	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>1,400</b>			<b>1,400</b>	
<b>GOV'S INITIATIVES:</b>			<b>FUND</b>					
(B) FLEET ADDITION		GEN			400			
<b>TOTAL GOV'S INITIATIVES</b>					<b>400</b>			
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL					400			
STATE AIRPORTS	17,758	14,590	16,296	17,696	17,696	16,358	17,758	17,758
<b>STATUTORY APPROPRIATIONS:</b>								
STATE AIRPORTS	751	2,655	1,666	1,666	1,666	1,673	1,673	1,673
FEDERAL	41,955	44,566	44,535	44,535	44,535	44,535	44,535	44,535
<b>TOTAL EXPENDITURES</b>	<b>60,464</b>	<b>61,811</b>	<b>62,497</b>	<b>63,897</b>	<b>64,297</b>	<b>62,566</b>	<b>63,966</b>	<b>63,966</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	49.2	50.3	50.0	50.0	50.0	50.0	50.0	50.0
OVERTIME	.5	.3	.3	.3	.3	.3	.3	.3
<b>TOTAL FTE</b>	<b>49.7</b>	<b>50.6</b>	<b>50.3</b>	<b>50.3</b>	<b>50.3</b>	<b>50.3</b>	<b>50.3</b>	<b>50.3</b>

## 1998-99 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 \$1.2 million in each year of the biennium is requested to address a backlog of capital improvement projects at publicly-owned airports. Many of the projects are for smaller airports which were affected by changing federal priorities in the distribution of airport improvement program funds.

#### ■ Maintenance Grants-State

An increase of \$200,000 each year of the biennium is requested to provide additional funding to support a portion of the operating and maintenance costs of publicly-owned airports. This increase will offset inflationary costs as well as accommodate increased payments to airports that have moved to a higher category, making them eligible for a higher maximum allowable reimbursement.

### REVENUE:

Federal dedicated revenue for A.I.P. construction grants is not anticipated to increase. However, A.I.P. funding for smaller airports is anticipated to decrease due to changing federal priorities and, in turn, placing greater pressure on the state construction grant program.

### GRANTS:

■ Construction Grants-State, M.S. 360.011, 360.015, 360.305. Construction grants are issued to municipalities that own airports to assist them with capital improvements. Airports must be zoned or in the process of being zoned to be eligible for a construction grant. The agency maintains a 5-year Capital Improvement Plan (C.I.P.) That lists potential projects with their estimated costs and time schedule. The C.I.P. is a compilation of projects identified by the municipalities and is updated annually. Grants are issued in response to requests from the municipalities to support the projects in the C.I.P.

- Maintenance Grants-State, M.S. 360.011, 360.015, 360.305. Maintenance grants are issued to municipalities that own airports to reimburse them for a portion of their operating and maintenance costs. Airports must be zoned or in the process of being zoned to be eligible for a maintenance grant. The agency uses a set of criteria based on size and activity levels to establish reimbursement categories. Each category has a state/local cost share and a maximum allowable reimbursement.
- Air Service Grants, M.S. 360.011, 360.015, 360.305. Air service grants support scheduled air service in communities that participate in the federal Essential Air Service Program under a cost-sharing basis with the federal government. Air service grants assist the community with their portion of the local matching share. Fergus Falls is the only city currently eligible for this program.
- Airport Improvement Program (A.I.P.) Grants-Federal, M.S. 360.011, 360.015, 360.016. The FAA issues A.I.P. grants to municipalities for capital improvements on their airports. The airport must be included in the National Plan of Integrated Airport Systems to be eligible for a grant. The FAA uses a rating system to evaluate and rank projects for programming purposes. Under provisions of Minnesota Statutes, the agency serves as agent on behalf of the community to apply for a federal grant and also acts as agent in receiving and disbursing the funds.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: AERONAUTICS  
ACTIVITY: AIRPORT DEVELOPMENT AND ASSIST

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
OPERATING EXPENSES	2,022	2,096	1,877	1,877	1,877	1,877	1,877	1,877
CAPITAL OUTLAY	2	230	229	229	229	229	229	229
=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	2,024	2,326	2,106	2,106	2,106	2,106	2,106	2,106
LOCAL ASSISTANCE	52,626	49,325	51,442	52,842	52,842	51,442	52,842	52,842
OTHER EXPENSES	116	1,594	690	690	690	690	690	690
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	54,766	53,245	54,238	55,638	55,638	54,238	55,638	55,638
<b>AGENCY PLAN ITEMS:</b>								
CONSTRUCTION GRANTS		AIR		1,200			1,200	
MAINTENANCE GRANTS		AIR		200			200	
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL AGENCY PLAN ITEMS				1,400			1,400	
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
STATE AIRPORTS	13,446	9,651	11,548	12,948	12,948	11,548	12,948	12,948
<b>STATUTORY APPROPRIATIONS:</b>								
STATE AIRPORTS	116	1,594	690	690	690	690	690	690
FEDERAL	41,204	42,000	42,000	42,000	42,000	42,000	42,000	42,000
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	54,766	53,245	54,238	55,638	55,638	54,238	55,638	55,638
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
STATE AIRPORTS	542	690	690	690	690	690	690	690
FEDERAL	41,204	42,000	42,000	42,000	42,000	42,000	42,000	42,000
<b>NONDEDICATED:</b>								

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
 PROGRAM: AERONAUTICS  
 ACTIVITY: AIRPORT DEVELOPMENT AND ASSIST

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
STATE AIRPORTS	138	250	250	250	250	250	250	250
TOTAL REVENUES COLLECTED	41,884	42,940	42,940	42,940	42,940	42,940	42,940	42,940
FTE BY EMPLOYMENT TYPE:								
TOTAL FTE								

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1998-99 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:**

- A decrease of \$75,000 each year of the biennium is requested for Aviation Operations. This decrease will free the funds for other high priority activities. This will neither adversely impact the agency's inspection and enforcement activities nor will it negatively impact the operational safety of the state's airport system.
- An increase of \$75,000 each year of the biennium is requested to increase the agency's aviation outreach efforts. These efforts will enhance student awareness of career opportunities in aviation and the public's awareness of the role of aviation in society thereby strengthening the aviation industry overall.

**REVENUE:**

There are no policy changes that will affect the revenues for this activity.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: AERONAUTICS  
ACTIVITY: AVIATION SUPPORT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	2,293	2,373	2,423	2,423	2,423	2,481	2,481	2,481
OPERATING EXPENSES	1,892	2,500	2,212	2,212	2,212	2,215	2,215	2,215
<b>SUBTOTAL STATE OPERATIONS</b>	<b>4,185</b>	<b>4,873</b>	<b>4,635</b>	<b>4,635</b>	<b>4,635</b>	<b>4,696</b>	<b>4,696</b>	<b>4,696</b>
LOCAL ASSISTANCE	815	2,566	2,565	2,565	2,565	2,565	2,565	2,565
TRANSFERS			15	15	15	15	15	15
<b>TOTAL EXPENDITURES</b>	<b>5,000</b>	<b>7,439</b>	<b>7,215</b>	<b>7,215</b>	<b>7,215</b>	<b>7,276</b>	<b>7,276</b>	<b>7,276</b>
<b>AGENCY PLAN ITEMS:</b>								
AVIATION OPERATIONS					<75>		<75>	
AVIATION PROMOTION					75		75	
<b>TOTAL AGENCY PLAN ITEMS</b>								
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
STATE AIRPORTS	4,249	4,873	4,680	4,680	4,680	4,741	4,741	4,741
<b>STATUTORY APPROPRIATIONS:</b>								
FEDERAL	751	2,566	2,535	2,535	2,535	2,535	2,535	2,535
<b>TOTAL EXPENDITURES</b>	<b>5,000</b>	<b>7,439</b>	<b>7,215</b>	<b>7,215</b>	<b>7,215</b>	<b>7,276</b>	<b>7,276</b>	<b>7,276</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
FEDERAL	750	2,535	2,535	2,535	2,535	2,535	2,535	2,535
<b>NONDEDICATED:</b>								
CAMBRIDGE DEPOSIT FUND	16	15	15	15	15	15	15	15
STATE AIRPORTS	13,988	12,614	11,971	11,971	11,971	12,079	12,079	12,079

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: AERONAUTICS  
ACTIVITY: AVIATION SUPPORT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
TOTAL REVENUES COLLECTED	14,754	15,164	14,521	14,521	14,521	14,629	14,629	14,629
FTE BY EMPLOYMENT TYPE:								
REGULAR	43.1	44.3	44.0	44.0	44.0	44.0	44.0	44.0
OVERTIME	.5	.3	.3	.3	.3	.3	.3	.3
TOTAL FTE	43.6	44.6	44.3	44.3	44.3	44.3	44.3	44.3

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1998-99 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:**

The air transportation service is operated 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 acquisition costs are covered by the account. Rates are periodically reviewed and adjusted so that a positive cash flow is maintained.

This activity also provides scheduling services for the agency's aircraft and arranging for charter flights, when needed. The schedulers also arrange for flights on scheduled air carriers for Mn/DOT personnel. An appropriation is needed to provide salary support for the scheduling function.

**REVENUE:**

This activity does not anticipate any changes in revenues resulting from policy changes.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: AERONAUTICS  
ACTIVITY: AIR TRANSPORTATION

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	338	351	360	360	360	367	367	367
OPERATING EXPENSES	360	776	684	684	1,084	685	685	685
<b>SUBTOTAL STATE OPERATIONS</b>	<b>698</b>	<b>1,127</b>	<b>1,044</b>	<b>1,044</b>	<b>1,444</b>	<b>1,052</b>	<b>1,052</b>	<b>1,052</b>
<b>TOTAL EXPENDITURES</b>	<b>698</b>	<b>1,127</b>	<b>1,044</b>	<b>1,044</b>	<b>1,444</b>	<b>1,052</b>	<b>1,052</b>	<b>1,052</b>
<b>GOV'S INITIATIVES:</b>								
		<b>FUND</b>						
(B) FLEET ADDITION		<b>GEN</b>			400			
<b>TOTAL GOV'S INITIATIVES</b>					<b>400</b>			
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL					400			
STATE AIRPORTS	63	66	68	68	68	69	69	69
STATUTORY APPROPRIATIONS:								
STATE AIRPORTS	635	1,061	976	976	976	983	983	983
<b>TOTAL EXPENDITURES</b>	<b>698</b>	<b>1,127</b>	<b>1,044</b>	<b>1,044</b>	<b>1,444</b>	<b>1,052</b>	<b>1,052</b>	<b>1,052</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
STATE AIRPORTS	705	969	969	969	969	969	969	969
<b>TOTAL REVENUES COLLECTED</b>	<b>705</b>	<b>969</b>	<b>969</b>	<b>969</b>	<b>969</b>	<b>969</b>	<b>969</b>	<b>969</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: AERONAUTICS  
ACTIVITY: AIR TRANSPORTATION

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	6.1	6.0	6.0	6.0	6.0	6.0	6.0	6.0
TOTAL FTE	6.1	6.0	6.0	6.0	6.0	6.0	6.0	6.0

**F.Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** Addition to Fleet

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund	\$400	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$400,000 in F.Y. 1998 to ready a federal surplus jet aircraft for use by the state of Minnesota.

**RATIONALE:**

In early 1996, a used Cessna Citation C-500 jet aircraft became available through the federal surplus property program. Mn/DOT viewed this as an opportunity to upgrade its aircraft fleet and in March, 1996 submitted a "Letter of Intent to Acquire" which requested that Mn/DOT be a candidate to receive the aircraft. On April 9, Mn/DOT was notified that it was selected to receive the aircraft. Before accepting the aircraft, Mn/DOT had an in-depth inspection done to evaluate its current condition as well as determine the need for any modifications or capital improvements and related costs required to make this aircraft usable for passenger transportation purposes. The federal government had modified the aircraft to accommodate special radar and aerial camera equipment. These modifications must be removed so that it can be utilized for carrying passengers.

Mn/DOT proposes to add this aircraft to its fleet and use it to provide air transportation services for elected officials and staff of other state agencies. Mn/DOT will monitor the operating costs of this jet aircraft to the turbo-prop aircraft it now operates. This will provide an opportunity to evaluate the cost effectiveness of operating a jet for the trips served by Mn/DOT.

**LONG-TERM IMPACT:**

After completing the modifications and refurbishing, the aircraft will be worth approximately \$825,000. The airframe will be in "like new" condition and each of the engines have approximately 750 hours of service since new. These engines have an expected service life of 3,500 hours. The selling prices of used aircraft have continued to increase for a number of years. This aircraft is an excellent investment since it could be operated for 1,000 to 1,500 hours and not lose value if it were to be sold.

## 1998-99 Biennial Budget

**PROGRAM:** Transit

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

### PROGRAM DESCRIPTION:

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

### PROGRAM STATUS:

The goals of the state transportation system include providing transit services throughout the state to meet the needs of transit users (M.S. 174.01). 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.

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

The Greater Minnesota Transit Plan established the groundwork for providing transit service within every Minnesota county. The plan focuses on a strategy that acknowledges the diversity of service options available to meet transit needs throughout Greater Minnesota. Currently, the department is working closely with local communities and agencies in Greater Minnesota to fill service gaps and develop a comprehensive, coordinated transit network. As of June, 1996, 12 counties lacked public transit services and 16 counties had only municipal service.

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

- Existing Systems - Operating Assistance (same level).
- Existing Systems - Capital Assistance (critical for continued system operation).
- Establishing New Systems - Operating and Capital Assistance.

### PLANNED RESULTS:

The agency budget plan will facilitate the accomplishment of related performance objectives identified in the 1996 Agency Performance Report as follows:

- The state's commitment to public transportation will be maintained by directing limited resources toward preservation and management of existing public transit systems.
- Public transit service will be maintained in 59 counties, including 35 regional centers, in Greater Minnesota. As economic activity, health care services, government services, and educational facilities become more concentrated in regional centers, the need to travel to and within these centers continues to increase.
- Public satisfaction with the availability of transit services will be measured through the Statewide Omnibus Survey on Public Attitudes and Opinions about Transportation. This information will assist Mn/DOT in determining customer response to public transit service and in tailoring the service to meet local needs.

- Service changes made necessary by limited resources will target operating hours, service frequencies, and routes that have the least impact on ridership and the community as a whole.

Base level funding will:

- support existing systems at a somewhat reduced level of service;
- permit capital replacement only for safety reasons;
- postpone implementation of new public transit service in counties without service and counties with only municipal service.

### BUDGET AND REVENUE SUMMARY:

Since 1-1-84, all transit systems in Greater Minnesota have received state assistance through a fixed local share funding formula (M.S. 174.24). This formula sets a maximum local share of the total operating cost. The remainder of the operating cost is paid from state funds less any assistance received from any federal source. A loss of federal operating funds is expected during the biennium.

A summary of changes follows:

- 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.
- A reduction in federal Section 5307 funds for FTA's Urbanized Area Formula Program (operating and capital assistance for urbanized areas 50,000 to 200,000 in population) and Section 5311 funds for FTA's Nonurbanized Area Formula Program (operating and capital assistance for areas less than 50,000 in population) is anticipated.
- The agency plan includes a 2.5% per year base adjustment for salary inflation within the program.

### 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.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: TRANSIT

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
GREATER MINN TRANSIT ASSIST	12,071	20,381	16,270	16,270	17,770	15,725	15,725	17,225
TRANSIT ADMINISTRATION	1,948	5,649	6,549	6,549	6,549	7,536	7,536	7,536
METRO TRANSIT	22	8,861						
<b>TOTAL EXPENDITURES BY ACTIVITY</b>	<b>14,041</b>	<b>34,891</b>	<b>22,819</b>	<b>22,819</b>	<b>24,319</b>	<b>23,261</b>	<b>23,261</b>	<b>24,761</b>
<b>GOV'S INITIATIVES:</b>		<b>FUND</b>						
(B) GREATER MINNESOTA TRANSIT ASSISTANCE		GEN			1,500			1,500
<b>TOTAL GOV'S INITIATIVES</b>					<b>1,500</b>			<b>1,500</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	9,948	15,061	12,512	12,512	14,012	12,521	12,521	14,021
TRUNK HIGHWAY	157	442	311	311	311	316	316	316
<b>STATUTORY APPROPRIATIONS:</b>								
FEDERAL	3,911	19,094	9,776	9,776	9,776	10,224	10,224	10,224
AGENCY	25	294	220	220	220	200	200	200
<b>TOTAL EXPENDITURES</b>	<b>14,041</b>	<b>34,891</b>	<b>22,819</b>	<b>22,819</b>	<b>24,319</b>	<b>23,261</b>	<b>23,261</b>	<b>24,761</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	17.1	18.8	20.5	20.5	20.5	20.5	20.5	20.5
TEMP/SEAS/PART_TIME	.3	.3						
OVERTIME	.1							
<b>TOTAL FTE</b>	<b>17.5</b>	<b>19.1</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>

1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

The Greater Minnesota Transit Assistance activity provides public transportation service outside the 7-county Twin Cities Metropolitan Area. Local recipients, in partnership with the state and federal government, provide a variety of community-based transit services, such as fixed route, flexible fixed route, demand responsive, and specialized services.

Without this assistance, users of these systems would have few, if any, mobility alternatives. Trip purposes include employment, education, medical appointments, shopping, recreation, and congregate dining. The need for local public transit service, particularly in Greater Minnesota, is increasing, especially among elderly and low-income citizens.

Currently, county-based service is available in 52 of 80 Greater Minnesota counties, leaving 12 counties without public transit and 16 with service only in certain municipalities. Needs assessments are conducted cooperatively between Regional Development Commissions, local officials, and transit advisory groups. A number of communities have requested assistance to start up new transit services.

**BUDGET ISSUES:**

The public 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 service to residents of Greater Minnesota.

Base level funding will support existing operations at somewhat reduced service levels. It will be insufficient, however, to permit service expansion into Greater Minnesota counties that currently have no service or have service only in municipalities. It also precludes investment in transit capital.

**REVENUE:**

Dedicated revenues are federal formula and discretionary funds appropriated by the Federal Transit Administration (FTA) and flexible funds transferred from FHWA to FTA. Flexible funds include Surface Transportation Program (STP) funds and Congestion Mitigation and Air Quality (CMAQ) funds, which are designated for eligible non-operating transit projects. All FTA requirements are applicable to transferred funds.

**GRANTS:**

Mn/DOT is responsible for administering the state's Public Transit Subsidy Program (M.S. 174.24) for Greater Minnesota. In addition, Mn/DOT has statewide responsibility for administering FTA's transit assistance programs (Sections 5303, 5309, 5310, 5311, and 5313) in Minnesota.

The purpose of the Transit Subsidy Program is to carry out the objectives stated in M.S. 174.21 by providing financial assistance from the state to eligible recipients outside of the metropolitan area (M.S. 174.24, Subd. 1). Any legislatively established public transit commission or authority, any county or statutory or home rule charter city providing financial assistance to or operating public transit, any private operator of public transit, or any combination thereof is eligible to receive

financial assistance through the public transit participation program. Eligible recipients must be located outside of the metropolitan area (M.S. 174.24, Subd. 2).

Key statutory purposes include: to provide access to transit for persons who have no alternative mode of transit 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 the other objectives stated above (M.S. 174.21).

Since 1-1-84, all transit systems in Greater Minnesota have received state assistance through a fixed local share funding formula (M.S. 174.24, Subd. 3b). The commissioner distributes funds under this section so that the percentage of total operating cost paid by any recipient from local sources will not exceed the percentage for the recipient's classification. The percentages are: large urbanized area service, 55%; urbanized area service and small urban area service, 40%; rural area service, 35%; and elderly and disabled service, 35%. The remainder of the total operating cost is paid from state funds less any assistance received by the recipient from any federal source.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: TRANSIT  
ACTIVITY: GREATER MINN TRANSIT ASSIST

ACTIVITY SUMMARY	FY 1998			FY 1999		
	Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
ESTIMATED		Est. FY 1997				
=====	=====	=====	=====	=====	=====	=====
EXPENDITURES:						
-----						
DETAIL BY CATEGORY:						
STATE OPERATIONS:						
OPERATING EXPENSES	284	270	270	270	270	270
=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	284	270	270	270	270	270
LOCAL ASSISTANCE	11,787	20,111	16,000	16,000	17,500	15,455
=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	12,071	20,381	16,270	16,270	17,770	15,725
GOV'S INITIATIVES:						
-----						
(B) GREATER MINNESOTA TRANSIT ASSISTANCE					1,500	1,500
=====	=====	=====	=====	=====	=====	=====
TOTAL GOV'S INITIATIVES					1,500	1,500
EXPENDITURES BY FUND:						
-----						
DIRECT APPROPRIATIONS:						
GENERAL	9,613	14,500	12,056	12,056	13,556	12,056
STATUTORY APPROPRIATIONS:						
FEDERAL	2,433	5,587	3,994	3,994	3,994	3,469
AGENCY	25	294	220	220	220	200
=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	12,071	20,381	16,270	16,270	17,770	15,725
REVENUE COLLECTED:						
-----						
DEDICATED:						
FEDERAL	3,185	5,107	4,360	4,360	4,360	3,835
AGENCY	26	220	220	220	220	200
NONDEDICATED:						
GENERAL	75	50	50	50	50	50
=====	=====	=====	=====	=====	=====	=====
TOTAL REVENUES COLLECTED	3,286	5,377	4,630	4,630	4,630	4,085

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
 PROGRAM: TRANSIT  
 ACTIVITY: GREATER MINN TRANSIT ASSIST

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
=====								
FTE BY EMPLOYMENT TYPE:								
-----								
=====								
TOTAL FTE								

**F.Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** Greater Minnesota Transit Assistance Grants

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$1,500	\$1,500	\$1,500	\$1,500
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends an increase in Greater Minnesota Transit Assistance funds to provide operating assistance for existing public transit systems in Greater Minnesota. Funding at this level will enable established systems to maintain current levels of service to their respective communities.

**RATIONALE:**

These additional funds will be used to achieve the statutory goal of maintaining the state's investment in public transportation service for Greater Minnesota (M.S. 174.21). This amount will support current service levels by providing sufficient operating assistance to meet typical inflationary costs (e.g. drivers' wages, fuel, insurance) of operating public transit. Additionally, new service initiated in a minimum of 15 counties during the F.Y. 1996-97 biennium, will receive adequate operating assistance to continue system implementation.

**PROGRAM OUTCOMES:**

Mn/DOT will meet established performance measures associated with maintaining existing public transit service and with utilizing limited resources for the preservation of transit service in Greater Minnesota.

**LONG-TERM IMPACT:**

People who are dependent upon public transportation are often elderly, disabled or economically disadvantaged. Public transit services will enable Greater Minnesota residents to access vital goods and services and remain independent in their communities.

1998-99 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 as follows:

- Examine, negotiate, approve, and administer annual contracts with eligible public and private providers for transit system operating and capital assistance;
- Provide technical, professional, and management assistance to recipients of public transit funds, local officials, and prospective providers to augment local transit management resources and expertise;
- Direct financial analysis, budget preparation and management, accounting, reporting and program review work in the development and implementation of programs mandated through federal/state appropriations;
- Direct the design, development, management, and support of transit related automated/integrated networking systems;
- Coordinate 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; and
- Provide technical assistance for rideshare projects in Greater Minnesota. Rideshare is used to reduce the number of single-occupancy vehicles, replace unproductive transit routes, and provide transit service in areas where service is not available.

**BUDGET ISSUES:**

This activity's administrative budget consists of general, trunk highway, and limited federal funds. Salaries presently comprise approximately 91% of the administrative budget. To provide technical assistance to the systems, it is necessary for 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 additional transit administration activities:

- Conduct a statewide transit survey of current transit riders, non-riders and those for whom transit is unavailable.
- Implement a cooperative procurement process for procuring transit vehicles.
- Manage intelligent transportation system (ITS) projects that demonstrate the use of new technologies for small urban and rural transit systems.
- Administer contracts for non-construction, transit-related CMAQ funds identified in the Statewide Transportation Improvement Program for transportation demand management activities in the Twin Cities Metropolitan Area.

**REVENUE:**

This activity increased revenue is due to federal rideshare funds.

**GRANTS:**

Mn/DOT is responsible for administration of state, Federal Transit Administration programs: Sections 5303, 5309, 5310, 5311, and 5313 (M.S. 174), and federal rideshare funds (M.S. 473.375). Grants are made to Greater Minnesota urban, small urban and rural transit providers and local organizations for transit operations and capital, transit research, demonstration programs, and project management.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: TRANSIT  
ACTIVITY: TRANSIT ADMINISTRATION

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	799	886	983	983	983	1,006	1,006	1,006
OPERATING EXPENSES	63	545	217	217	217	208	208	208
<b>SUBTOTAL STATE OPERATIONS</b>	<b>862</b>	<b>1,431</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,214</b>	<b>1,214</b>	<b>1,214</b>
LOCAL ASSISTANCE	1,086	4,218	5,349	5,349	5,349	6,322	6,322	6,322
<b>TOTAL EXPENDITURES</b>	<b>1,948</b>	<b>5,649</b>	<b>6,549</b>	<b>6,549</b>	<b>6,549</b>	<b>7,536</b>	<b>7,536</b>	<b>7,536</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	335	561	456	456	456	465	465	465
TRUNK HIGHWAY	157	442	311	311	311	316	316	316
<b>STATUTORY APPROPRIATIONS:</b>								
FEDERAL	1,456	4,646	5,782	5,782	5,782	6,755	6,755	6,755
<b>TOTAL EXPENDITURES</b>	<b>1,948</b>	<b>5,649</b>	<b>6,549</b>	<b>6,549</b>	<b>6,549</b>	<b>7,536</b>	<b>7,536</b>	<b>7,536</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
FEDERAL	1,104	4,219	5,416	5,416	5,416	6,389	6,389	6,389
<b>TOTAL REVENUES COLLECTED</b>	<b>1,104</b>	<b>4,219</b>	<b>5,416</b>	<b>5,416</b>	<b>5,416</b>	<b>6,389</b>	<b>6,389</b>	<b>6,389</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	17.1	18.8	20.5	20.5	20.5	20.5	20.5	20.5
TEMP/SEAS/PART_TIME	.3	.3						
OVERTIME	.1							
<b>TOTAL FTE</b>	<b>17.5</b>	<b>19.1</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>

1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

The metro transit activity has historically provided 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 central corridor, which links downtown St. Paul, the State Capitol area, the main campus of the University of Minnesota, and downtown Minneapolis, was identified in the 1992 Regional Transit Facilities Plan as the region's priority corridor for light rail transit. This was the first of 2 corridors proposed as an initial 2-corridor LRT system for the Twin Cities. Corridor studies and environmental documents required for federal design and construction funding are near completion.

**BUDGET ISSUES:**

A final decision on whether to construct LRT depends upon several factors including completion of the required federal documentation, assurance of continuing federal financial support, and design of a proposal that is within the state's financial means. The Federal Transit Administration (FTA), Mn/DOT, Hennepin County Regional Railroad Authority (HCRRRA), and Ramsey County Regional Railroad Authority (RCRRRA) have been participants in the studies and environmental documents necessary to make major transit capital improvements in the central corridor. These federal, state, and local governmental units would be joint lead agencies in developing major projects, with Mn/DOT as the responsible governmental unit (RGU).

In Federal F.Y. 1994 and 1995, Congress earmarked funds for the central corridor.

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.

**REVENUE:**

This activity generates dedicated revenue. Dedicated revenues are federal discretionary funds appropriated by the Federal Transit Administration (FTA). No dollars will be appropriated in F.Y. 1998 or F.Y. 1999 unless a decision is made to construct an LRT in Minnesota.

**GRANTS:**

Mn/DOT is responsible for the administration of state and federal funds for LRT planning and certain capital improvements in the Twin Cities Metropolitan Area.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: TRANSIT  
ACTIVITY: METRO TRANSIT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
OPERATING EXPENSES	22	2,779						
SUBTOTAL STATE OPERATIONS	22	2,779						
LOCAL ASSISTANCE		6,082						
<b>TOTAL EXPENDITURES</b>	<b>22</b>	<b>8,861</b>						
<b>EXPENDITURES BY FUND:</b>								
<b>STATUTORY APPROPRIATIONS:</b>								
FEDERAL	22	8,861						
<b>TOTAL EXPENDITURES</b>	<b>22</b>	<b>8,861</b>						
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
FEDERAL	134	8,749						
<b>TOTAL REVENUES COLLECTED</b>	<b>134</b>	<b>8,749</b>						
<b>FTE BY EMPLOYMENT TYPE:</b>								
<b>TOTAL FTE</b>								

1998-99 Biennial Budget

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

**PROGRAM DESCRIPTION:**

The Railroads & Waterways program is the department's primary link for railroad and waterway transportation activities in the state. Program activities 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 improves; 3) administering federal Intermodal Surface Transportation Efficiency Act (ISTEA) safety funds and federal local rail freight assistance funds; 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; and 5) administering state bonding fund proceeds for port and technical physical improvements that improve shipping and handling on Minnesota's commercial waterway system.

**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 is adequate to meet predicted needs for rail acquisition, rail rehabilitation, capital improvement projects, and rail banking activities in the F.Y. 1998-99 biennium.

The 1996 Minnesota Legislature made \$3 million in general obligation bonding available for infrastructure rehabilitation and improvements of Minnesota's commercial navigation ports. Currently, Mn/DOT is accepting applications from eligible port authorities for projects to be funded before 6-30-97.

**PLANNED RESULTS:**

The agency budget plan will provide for the accomplishment of performance objectives as identified in the 1996 Agency Performance Report as follows:

- By the end of F.Y. 1999, the number of public railroad grade crossings protected to desired standards will be increased by 10%.
- By the end of F.Y. 1999, crashes at railroad grade crossings will be reduced from the 139 which occurred in C.Y. 1995.
- Rail & Water transportation alternatives will be maintained and/or improved for Minnesota shippers by providing increased opportunities for projects through the Port Improvement Program and the Minnesota Rail Service Improvement Program.
- Shippers on project rail lines will demonstrate the value of maintaining and/or improving these rail lines by the numbers of carloads they ship by rail annually.

**BUDGET AND REVENUE SUMMARY:**

The program budget is a base level budget. The Minnesota Rail Service Improvement program is funded through a General Fund obligation bond authorization. In 1982, the sale of \$25.5 million in bonds was authorized for rail acquisition, rail rehabilitation and capital improvement purposes. Since that time \$18.5 million in bonds have been sold. It is anticipated that the remaining \$7 million in bond authority will need to be sold in the F.Y. 1998-99 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 project investments totaling \$86 million. These bond investments are generally made in the form of loans. Revenue from the repayment of the loans under the Minnesota Rail Service Improvement Program is placed in the Minnesota Rail Service Improvement account for future project investments. These revenues, anticipated to be about \$2 million per year, are used to support program activities in the F.Y. 1998-99 biennium.

The Office of Freight, Railroads & Waterways administrative budget is comprised of General Funds and Trunk Highway Funds. Current funding levels are expected to be adequate to meet program delivery needs.

The agency plan includes a 2.5% per year base adjustment for salary inflation within the program.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: RAILROADS & WATERWAYS

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
RAIL & WATERWAYS IMPROVEMENTS	2,888	10,676	2,760	2,760	2,760	2,510	2,510	2,510
RAILROADS & WATERWAYS ADMIN	1,184	1,660	1,452	1,452	1,452	1,484	1,484	1,484
<b>TOTAL EXPENDITURES BY ACTIVITY</b>	<b>4,072</b>	<b>12,336</b>	<b>4,212</b>	<b>4,212</b>	<b>4,212</b>	<b>3,994</b>	<b>3,994</b>	<b>3,994</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	204	280	247	247	247	253	253	253
TRUNK HIGHWAY	839	1,293	1,205	1,205	1,205	1,231	1,231	1,231
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	2,446	8,079	2,260	2,260	2,260	2,010	2,010	2,010
FEDERAL	583	2,684	500	500	500	500	500	500
<b>TOTAL EXPENDITURES</b>	<b>4,072</b>	<b>12,336</b>	<b>4,212</b>	<b>4,212</b>	<b>4,212</b>	<b>3,994</b>	<b>3,994</b>	<b>3,994</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	18.8	23.0	24.0	24.0	24.0	24.0	24.0	24.0
<b>TOTAL FTE</b>	<b>18.8</b>	<b>23.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>

1998-99 Biennial Budget

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

**GRANTS:**

Although resources from the Minnesota rail service improvement account can be made available in the form of either loans or grants, or a combination, the agency does not anticipate the use of grants in the F. Y. 1998-99 biennium. Therefore, no dollars for grants are shown.

**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.

Minnesota's public waterway ports are aging and some of the work necessary to preserve and improve the efficiencies of these port terminals is beyond the ability of the ports to fund alone. The Port Development Assistance Program will help ensure that Minnesota's ports will be competitive for many years into the future.

**BUDGET ISSUES:**

This budget activity is funded through a General Fund obligation bond authorization. In 1982, a \$25.5 million dollar bond authorization was approved for rail acquisition, rail rehabilitation, and capital improvement projects. Since that time, \$18.5 million in bonds have been sold. The sale of the remaining \$7 million in bond authorization is expected in the F. Y. 1998-99 biennium.

The use of this bond authorization, in combination with federal rail service improvement grants and funding from the railroads, shippers, and local units of government, has driven project investments totalling nearly \$86 million. This amount includes nearly \$2.7 million in emergency grants for railroad companies that experienced 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 about \$2 million per year, are needed to support program activities in the F. Y. 1998-99 biennium.

Over the years the federal government has been an important partner in advancing rail service improvement projects. They have provided \$17.3 in federal grants and loans since the program began in the late 1970's. In 1996, the U.S. Congress elected not to fund additional appropriations for the federal local rail freight assistance program. Their action places increased the importance of the continuation and success of the Minnesota Rail Service Improvement Program.

**REVENUE:**

This activity generates dedicated revenue of approximately \$2 million per year in loan repayments which are deposited in the Minnesota rail service improvement account to meet project funding needs. The balance of dedicated revenue is from the General Fund obligation bond authority.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: RAILROADS & WATERWAYS  
ACTIVITY: RAIL & WATERWAYS IMPROVEMENTS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
OPERATING EXPENSES	11	82	50	50	50	50	50	50
CAPITAL OUTLAY	783	4,156	500	500	500	500	500	500
<b>SUBTOTAL STATE OPERATIONS</b>	<b>794</b>	<b>4,238</b>	<b>550</b>	<b>550</b>	<b>550</b>	<b>550</b>	<b>550</b>	<b>550</b>
LOCAL ASSISTANCE	46	710	710	710	710	710	710	710
OTHER EXPENSES	2,048	5,728	1,500	1,500	1,500	1,250	1,250	1,250
<b>TOTAL EXPENDITURES</b>	<b>2,888</b>	<b>10,676</b>	<b>2,760</b>	<b>2,760</b>	<b>2,760</b>	<b>2,510</b>	<b>2,510</b>	<b>2,510</b>
<b>EXPENDITURES BY FUND:</b>								
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	2,305	8,020	2,260	2,260	2,260	2,010	2,010	2,010
FEDERAL	583	2,656	500	500	500	500	500	500
<b>TOTAL EXPENDITURES</b>	<b>2,888</b>	<b>10,676</b>	<b>2,760</b>	<b>2,760</b>	<b>2,760</b>	<b>2,510</b>	<b>2,510</b>	<b>2,510</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	1,878	6,785	2,260	2,260	2,260	2,010	2,010	2,010
FEDERAL	552	2,578	500	500	500	500	500	500
<b>TOTAL REVENUES COLLECTED</b>	<b>2,430</b>	<b>9,363</b>	<b>2,760</b>	<b>2,760</b>	<b>2,760</b>	<b>2,510</b>	<b>2,510</b>	<b>2,510</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
<b>TOTAL FTE</b>								

1998-99 Biennial Budget

**BUDGET ACTIVITY:** Railroad & Waterways Administration  
**PROGRAM:** Railroad & 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.
- Administering the Port Development Assistance Program which provides for the preservation and improvement of public commercial waterway port and terminal facilities.

**BUDGET ISSUES:**

The Office of Freight, Railroads, and Waterways' administrative budget is comprised of General Funds and Trunk Highway Funds. Current funding levels are expected to be adequate to meet current levels of service.

**REVENUE:**

This activity generated dedicated revenue, representing the one-time contributions made by the Metropolitan Council and 3 private railroad companies to the Minnesota Intermodal Rail Terminal Study (MIRTS) partnership with Mn/DOT in F.Y. 1996. The department does not anticipate receipt of dedicated revenues in F.Y. 1998-99.

**GRANTS:**

None

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: RAILROADS & WATERWAYS  
ACTIVITY: RAILROADS & WATERWAYS ADMIN

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	1,042	1,250	1,322	1,322	1,322	1,353	1,353	1,353
OPERATING EXPENSES	142	410	130	130	130	131	131	131
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,184</b>	<b>1,660</b>	<b>1,452</b>	<b>1,452</b>	<b>1,452</b>	<b>1,484</b>	<b>1,484</b>	<b>1,484</b>
<b>TOTAL EXPENDITURES</b>	<b>1,184</b>	<b>1,660</b>	<b>1,452</b>	<b>1,452</b>	<b>1,452</b>	<b>1,484</b>	<b>1,484</b>	<b>1,484</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	204	280	247	247	247	253	253	253
TRUNK HIGHWAY	839	1,293	1,205	1,205	1,205	1,231	1,231	1,231
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	141	59						
FEDERAL		28						
<b>TOTAL EXPENDITURES</b>	<b>1,184</b>	<b>1,660</b>	<b>1,452</b>	<b>1,452</b>	<b>1,452</b>	<b>1,484</b>	<b>1,484</b>	<b>1,484</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	200							
<b>TOTAL REVENUES COLLECTED</b>	<b>200</b>							
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	18.8	23.0	24.0	24.0	24.0	24.0	24.0	24.0
<b>TOTAL FTE</b>	<b>18.8</b>	<b>23.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>

## 1998-99 Biennial Budget

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

### PROGRAM DESCRIPTION:

The purpose of the Motor Carrier program is to promote and ensure the safe transportation of people and property on Minnesota's highways through comprehensive licensing, educational, and enforcement programs; form and maintain cooperative relationships with carriers, shippers, manufacturers, and others to comply with transportation regulations; and support transportation alternatives that address personal, social, economic, and environmental values. The program administers and enforces the safety and economic regulations governing segments of 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 providers of service to the elderly and disabled, limousine and personal transportation service operators.

### PROGRAM STATUS:

Since 1925, for-hire motor carriers transporting property or passengers entirely within Minnesota were subject to both economic and safety regulations. On 1-1-95, Congress preempted the individual states from enacting or enforcing economic regulations governing for-hire transporters of property, except household goods movers. States retained the authority to enforce safety, insurance, and hazardous material regulations and vehicle weight, length, and route restrictions. States could also restrict business entry, regulate rates, and set geographic or other limitations on the service provided by for-hire passenger carriers and household goods movers. In 1995, the legislature exempted transporters of property from a provision requiring carriers to pay a \$40 annual registration fee for each vehicle operated. This resulted in an annual loss of approximately \$880,000 in revenue. The 1996 legislature conformed Minnesota's laws to the federal preemption by exempting for-hire motor carriers of property from all economic regulation. It also declined to provide funding for the Minnesota Transportation Regulation Board after 7-1-96. Under the 1996 legislation, for-hire motor carriers of property may operate without restriction after registering with Mn/DOT and filing proof of insurance. There is no registration fee. Registered carriers remain subject to safety regulations. Passenger carriers and household goods movers remain subject to full economic and safety regulation.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1996 Annual Report to be accomplished as follows:

- By the end of F.Y. 1999, the agency will reduce the rate of driver and vehicle out-of-service violations committed by Minnesota-based motor carriers by increasing the number of safety compliance audits conducted.
- By the end of F.Y. 1999, the agency will improve the compliance of motor carriers by conducting nearly 1400 audits intended to monitor safety regulation compliance of Minnesota-based motor carriers. Approximately 50% of the audits will be compliance reviews (Cr) of Minnesota-based interstate carriers. The other 50% will be Minnesota carrier reviews (MCR) of Minnesota intrastate carriers.
- By the end of F.Y. 1999, the agency will improve the safety compliance of hazardous materials shippers by conducting 115 dock audits on carriers' loading docks (a 10% annual increase) to determine if hazardous material shipments are properly packaged and labeled. Compliance protects the public from spills or accidents during hazardous materials transportation.
- By the end of F.Y. 1999, the agency will improve the safety compliance of hazardous materials shippers by conducting 115 hazardous materials shipper reviews (a 10% annual increase) to determine if shippers comply with the hazardous material packaging requirements and assist with learning to properly package hazardous materials for transportation.

- By the end of F.Y. 1999, the agency will improve the safety compliance of interstate and intrastate motor carriers and shippers by establishing a baseline at the beginning of the biennium for measuring the number of training hours provided to motor carriers, drivers, shippers, and industry organizations. The agency will have increased that amount of training by 20% by the end of the biennium. Classes and seminars presented by the office are designed to explain current safety and hazardous material regulations, how they apply to specific carrier operations, and what carriers must do to comply.
- By the end of F.Y. 1999, the agency will improve the safety compliance of all special transportation service providers by implementing a safety rating system and issuing providers a noncompliance score. The score will be based on a provider's demonstrated performance in critical areas, including driver qualification and training, vehicle equipment, and record keeping. The agency will use the rating to establish a provider and industry safety compliance baseline and to target high risk providers for follow-up audits and education. The agency will reduce the average non-compliance score by 10%.
- By the end of F.Y. 1999, the agency will improve the safety compliance of all limousine operators by using a safety rating system similar to the one used for special transportation providers, and issuing operators a noncompliance score. The score will be based on the operator's demonstrated performance in critical areas including driver qualification, vehicle equipment, and record keeping. The agency will use the rating to establish an operator and industry safety compliance baseline and to target high risk operators for follow-up audits and education. The agency will reduce the average noncompliance score by 10%.
- By the end of F.Y. 1999, the agency will improve the safety compliance of all intrastate motor carriers by implementing a safety rating system applicable to all intrastate motor carriers. The rating will be based on a carrier's demonstrated performance in critical areas including frequency and severity of regulatory violations, accident rates per number of miles traveled, and other safety fitness indicators. The agency will use the rating to establish a carrier and industry safety compliance baseline and to target high risk carriers for follow-up audits and education.

### BUDGET AND REVENUE SUMMARY:

Minnesota continues to impose and enforce economic regulations on for-hire passenger carriers and household goods movers. If the legislature deregulates those carriers during the biennium, the agency will:

- reallocate its one rate and tariff analyst position to conducting licensing compliance audits designed to detect carriers who are operating after having their operating authority temporarily suspended for failure to maintain the required insurance and to determine if carriers registered under the uniform hazardous materials registration program are reporting their hazardous materials transportation accurately and paying the appropriate fees.
- reassign 2 transportation program specialists who currently investigate complaints alleging violations of economic regulations to conducting compliance reviews and Minnesota carrier reviews.

The agency budget plan will continue to provide public information to respond to increased requests for information about changes in laws and rules from carriers and shippers. There are no major changes that affect the revenue in this program.

The agency plan includes a 2.5% per year base adjustment for salary inflation within the program.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: MOTOR CARRIER REGULATION  
ACTIVITY: MOTOR CARRIER ADMINISTRATION

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	2,252	2,385	2,413	2,413	2,413	2,469	2,469	2,469
OPERATING EXPENSES	518	598	474	474	474	468	468	468
<b>SUBTOTAL STATE OPERATIONS</b>	<b>2,770</b>	<b>2,983</b>	<b>2,887</b>	<b>2,887</b>	<b>2,887</b>	<b>2,937</b>	<b>2,937</b>	<b>2,937</b>
<b>TOTAL EXPENDITURES</b>	<b>2,770</b>	<b>2,983</b>	<b>2,887</b>	<b>2,887</b>	<b>2,887</b>	<b>2,937</b>	<b>2,937</b>	<b>2,937</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	69	145	110	110	110	113	113	113
TRUNK HIGHWAY	2,121	2,316	2,327	2,327	2,327	2,374	2,374	2,374
<b>STATUTORY APPROPRIATIONS:</b>								
TRUNK HIGHWAY	19	21						
FEDERAL	561	501	450	450	450	450	450	450
<b>TOTAL EXPENDITURES</b>	<b>2,770</b>	<b>2,983</b>	<b>2,887</b>	<b>2,887</b>	<b>2,887</b>	<b>2,937</b>	<b>2,937</b>	<b>2,937</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
TRUNK HIGHWAY	40							
FEDERAL	579	408	450	450	450	450	450	450
<b>NONDEDICATED:</b>								
CAMBRIDGE DEPOSIT FUND	136	125	115	115	115	115	115	115
TRUNK HIGHWAY	1,811	1,358	1,358	1,358	1,358	1,358	1,358	1,358
<b>TOTAL REVENUES COLLECTED</b>	<b>2,566</b>	<b>1,891</b>	<b>1,923</b>	<b>1,923</b>	<b>1,923</b>	<b>1,923</b>	<b>1,923</b>	<b>1,923</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	52.2	54.9	53.9	53.9	53.9	53.9	53.9	53.9

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
 PROGRAM: MOTOR CARRIER REGULATION  
 ACTIVITY: MOTOR CARRIER ADMINISTRATION

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
OVERTIME	.1	.1	.1	.1	.1	.1	.1	.1
TOTAL FTE	52.3	55.0	54.0	54.0	54.0	54.0	54.0	54.0

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**1998-99 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 according to 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. 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 preservation benefit from its investments in existing infrastructure.

**PROGRAM STATUS:**

The Local Roads program assists the counties and cities in the use 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 federal transportation funds are allocated according to the Intermodal Surface Transportation Efficiency Act (ISTEA) that requires that state aid be focused on planning the total transportation 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 to establish a state aid street system that moves people and goods so that communities are economically viable.
- The increasing complexity of the project development process has exacerbated the amount of time the agency spends with individual agencies helping them to fulfill the requirements for public involvement and environmental and historical documentation. It takes more time and money to reach project letting for both the State Aid for Local Transportation Division and the local agency.
- The program added staff in 2 districts and in the wage rate compliance area to better serve our customers.

**PLANNED RESULTS:**

The agency budget plan will facilitate the accomplishment of related performance objectives as identified in the 1996 Annual Performance Report as follows:

- By the end of C. Y. 1999, 22% of the outstate district CSAH systems, and 59% of the Metro division CSAH systems will carry legal loads year-round.
- There are currently 2,918 deficient bridges on county, city, and township road systems. Since the average service life of a bridge is 60 years, about 1,000 additional bridges will become deficient by the year 2000. While it is anticipated that 18% of bridges will be deficient by C. Y. 1999 compared with 19% in 1996, current funding levels preclude a significant reduction in this number.

- By the end of C. Y. 1999, total accidents per million vehicle miles will be reduced to 5.1 on the MSAS system compared with 5.24 in 1995 and will remain at 2.7 accidents per million vehicle miles on the CSAH system. Stricter adherence to State Aid promulgated rules when reconstructing roadways will affect this reduction.

**BUDGET AND REVENUE SUMMARY:**

The State Aid Technical Assistance activity is funded directly out of the 1.5% State Aid Administrative Account established by M.S. 162.06 and 162.12.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: LOCAL ROADS

ACTIVITY RESOURCE ALLOCATION:	Est.		FY 1998			FY 1999		
	FY 1996	FY 1997	Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
COUNTY STATE AIDS	349,055	294,486	319,913	319,913	319,913	329,183	329,183	329,183
MUNICIPAL STATE AIDS	112,831	90,051	97,073	97,073	97,073	99,770	99,770	99,770
FEDERAL-COUNTY ROAD & BRIDGE	74,533	91,000	85,000	85,000	85,000	85,000	85,000	85,000
STATE AID TECHNICAL ASSISTANCE	3,937	10,028	6,350	6,350	6,350	6,533	6,533	6,533
<b>TOTAL EXPENDITURES BY ACTIVITY</b>	<b>540,356</b>	<b>485,565</b>	<b>508,336</b>	<b>508,336</b>	<b>508,336</b>	<b>520,486</b>	<b>520,486</b>	<b>520,486</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL		110						
MINNESOTA RESOURCES		141						
STATE GOVERNMENT SPECIAL REVENUE		300						
MUNICIPAL STATE AID STREET	112,756	89,883	96,580	96,580	96,580	99,264	99,264	99,264
COUNTY STATE AID HIGHWAY	347,760	293,212	318,289	318,289	318,289	327,512	327,512	327,512
<b>STATUTORY APPROPRIATIONS:</b>								
MUNICIPAL STATE AID STREET	1,105	2,330	1,971	1,971	1,971	2,026	2,026	2,026
COUNTY STATE AID HIGHWAY	4,202	8,589	6,496	6,496	6,496	6,684	6,684	6,684
FEDERAL	74,533	91,000	85,000	85,000	85,000	85,000	85,000	85,000
<b>TOTAL EXPENDITURES</b>	<b>540,356</b>	<b>485,565</b>	<b>508,336</b>	<b>508,336</b>	<b>508,336</b>	<b>520,486</b>	<b>520,486</b>	<b>520,486</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	52.2	51.8	47.5	47.5	47.5	47.5	47.5	47.5
TEMP/SEAS/PART_TIME	1.2	.5	.6	.6	.6	.6	.6	.6
OVERTIME	.3	.1	.1	.1	.1	.1	.1	.1
<b>TOTAL FTE</b>	<b>53.7</b>	<b>52.4</b>	<b>48.2</b>	<b>48.2</b>	<b>48.2</b>	<b>48.2</b>	<b>48.2</b>	<b>48.2</b>

1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

The County State Aid activity represents 29% of the highway users tax distribution fund (HUTDF) that is allocated to the counties. These dollars are apportioned to the counties for both maintenance and construction activities on the 30,000 miles of county state aid highways. Dollars spent in rural areas improve the structural capacity of roads to move goods, while the dollars spent in the metro area are capacity improvements. Counties select construction projects and maintenance activities within their jurisdictions.

**BUDGET ISSUES:**

The agency budget plan will affect the delivery of services since the total dollars available for transportation purposes has not kept up with the increasing needs of the aging infrastructure. The agency must assist the counties to use these dollars wisely on the priority projects in their areas. The counties are attempting to upgrade the entire system to 9-ton standards to provide year-round access to markets. Because of the limited dollars available, it is likely that many of the available dollars will be spent on system preservation-type projects, such as overlays, instead of system upgrades because of the competing need to preserve what is in place.

**REVENUE:**

There were no policy changes that affect revenues for this biennium. Those revenues come from investment income.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: LOCAL ROADS  
ACTIVITY: COUNTY STATE AIDS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	335	86						
OPERATING EXPENSES	1,008	933	1,624	1,624	1,624	1,671	1,671	1,671
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,343</b>	<b>1,019</b>	<b>1,624</b>	<b>1,624</b>	<b>1,624</b>	<b>1,671</b>	<b>1,671</b>	<b>1,671</b>
LOCAL ASSISTANCE	347,712	293,467	318,289	318,289	318,289	327,512	327,512	327,512
<b>TOTAL EXPENDITURES</b>	<b>349,055</b>	<b>294,486</b>	<b>319,913</b>	<b>319,913</b>	<b>319,913</b>	<b>329,183</b>	<b>329,183</b>	<b>329,183</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
STATE GOVERNMENT SPECIAL REVENUE		300						
COUNTY STATE AID HIGHWAY	347,712	293,168	318,289	318,289	318,289	327,512	327,512	327,512
STATUTORY APPROPRIATIONS:								
COUNTY STATE AID HIGHWAY	1,343	1,018	1,624	1,624	1,624	1,671	1,671	1,671
<b>TOTAL EXPENDITURES</b>	<b>349,055</b>	<b>294,486</b>	<b>319,913</b>	<b>319,913</b>	<b>319,913</b>	<b>329,183</b>	<b>329,183</b>	<b>329,183</b>
<b>REVENUE COLLECTED:</b>								
<b>NONDEDICATED:</b>								
COUNTY STATE AID HIGHWAY	16,436	16,250	16,250	16,250	16,250	16,250	16,250	16,250
<b>TOTAL REVENUES COLLECTED</b>	<b>16,436</b>	<b>16,250</b>	<b>16,250</b>	<b>16,250</b>	<b>16,250</b>	<b>16,250</b>	<b>16,250</b>	<b>16,250</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	6.9	1.8						
TEMP/SEAS/PART_TIME	.2							
OVERTIME	.1							
<b>TOTAL FTE</b>	<b>7.2</b>	<b>1.8</b>						

**1998-99 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), which is allocated to cities over 5,000 in population. These dollars are apportioned to cities for both maintenance and construction activities on the 2,500 miles of state aid streets. In the Twin Cities metro area, many projects are designed to relieve congestion while, in rural cities, they provide for the movement of goods. The cities select the construction projects and maintenance activities in which to spend these dollars.

**BUDGET ISSUES:**

The total dollars available for municipal state aid has not increased at a rate that keeps up with the increasing needs of the aging infrastructure. The agency must assist the cities with using these dollars on the highest priority projects in their areas. Therefore, the limited dollars are spent on system preservation-type projects rather than on work that upgrades the system.

**REVENUE:**

There were no policy changes that occurred that will affect revenues for this biennium. Those revenues come from investment income.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: LOCAL ROADS  
ACTIVITY: MUNICIPAL STATE AIDS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	10	151						
OPERATING EXPENSES	812	488	493	493	493	506	506	506
<b>SUBTOTAL STATE OPERATIONS</b>	<b>822</b>	<b>639</b>	<b>493</b>	<b>493</b>	<b>493</b>	<b>506</b>	<b>506</b>	<b>506</b>
LOCAL ASSISTANCE	112,009	89,412	96,580	96,580	96,580	99,264	99,264	99,264
<b>TOTAL EXPENDITURES</b>	<b>112,831</b>	<b>90,051</b>	<b>97,073</b>	<b>97,073</b>	<b>97,073</b>	<b>99,770</b>	<b>99,770</b>	<b>99,770</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
MINNESOTA RESOURCES		141						
MUNICIPAL STATE AID STREET	112,553	89,240	96,580	96,580	96,580	99,264	99,264	99,264
<b>STATUTORY APPROPRIATIONS:</b>								
MUNICIPAL STATE AID STREET	278	670	493	493	493	506	506	506
<b>TOTAL EXPENDITURES</b>	<b>112,831</b>	<b>90,051</b>	<b>97,073</b>	<b>97,073</b>	<b>97,073</b>	<b>99,770</b>	<b>99,770</b>	<b>99,770</b>
<b>REVENUE COLLECTED:</b>								
<b>NONDEDICATED:</b>								
MUNICIPAL STATE AID STREET	7,693	8,750	8,750	8,750	8,750	8,750	8,750	8,750
<b>TOTAL REVENUES COLLECTED</b>	<b>7,693</b>	<b>8,750</b>	<b>8,750</b>	<b>8,750</b>	<b>8,750</b>	<b>8,750</b>	<b>8,750</b>	<b>8,750</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	.1	3.4						
<b>TOTAL FTE</b>	<b>.1</b>	<b>3.4</b>						

**1998-99 Biennial Budget**

**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 federal ISTEA portion of funds distributed to cities, counties, and other agencies for road and bridge construction and transportation enhancement projects. At a minimum, eligible roads must be major collectors in rural areas and arterials in urban areas. Bridges must be 20 feet or longer. Federal guidelines and Area Transportation Partnership (ATP) criteria emphasize the importance of preservation projects rather than new capacity. Cities, counties, and other agencies must select and submit projects to the ATPs that meet these guidelines in order to successfully compete for project funding.

**BUDGET ISSUES:**

The agency budget plan reflects the complexity of the types of projects that have increased, primarily due to the ISTEA enhancement program. One example of enhancement-type projects is a bus transfer station. Also, this activity takes into account the increased work that this division assumes for educating and assisting new project proposers with the federal aid project development process.

**REVENUE:**

There were no policy changes that occurred that will affect revenues for the F.Y. 1998-1999 biennium.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: LOCAL ROADS  
ACTIVITY: FEDERAL-COUNTY ROAD & BRIDGE

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
OPERATING EXPENSES	846							
CAPITAL OUTLAY	73,687	91,000	85,000	85,000	85,000	85,000	85,000	85,000
<b>SUBTOTAL STATE OPERATIONS</b>	<b>74,533</b>	<b>91,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>
<b>TOTAL EXPENDITURES</b>	<b>74,533</b>	<b>91,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>
<b>EXPENDITURES BY FUND:</b>								
<b>STATUTORY APPROPRIATIONS:</b>								
FEDERAL	74,533	91,000	85,000	85,000	85,000	85,000	85,000	85,000
<b>TOTAL EXPENDITURES</b>	<b>74,533</b>	<b>91,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
FEDERAL	80,533	85,000	85,000	85,000	85,000	85,000	85,000	85,000
<b>TOTAL REVENUES COLLECTED</b>	<b>80,533</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
<b>TOTAL FTE</b>								

1998-99 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 162.06 and 162.12 allow up to 1.5% of the total state aid dollars apportioned for administration.

The division acts as agent for the local authorities in the administration of federal construction contracts by assisting individual agencies to fulfill the requirements for public involvement, as well as environmental and historical documentation.

The division also provides cities and counties with guidance to establish or modify a state aid system that moves people and goods. It also assists them with technical issues in the area of design, construction techniques, and materials so they reap the maximum benefit from their investment in a project.

**BUDGET ISSUES:**

The division will streamline and automate business projects to work more effectively with the local agencies. This is taking more staff time during this biennium, but will lead to improvements in service and potential staff decreases in future bienniums.

**REVENUE:**

None

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: LOCAL ROADS  
ACTIVITY: STATE AID TECHNICAL ASSISTANCE

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	2,561	2,670	2,795	2,795	2,795	3,065	3,065	3,065
OPERATING EXPENSES	1,376	7,358	3,555	3,555	3,555	3,468	3,468	3,468
<b>SUBTOTAL STATE OPERATIONS</b>	<b>3,937</b>	<b>10,028</b>	<b>6,350</b>	<b>6,350</b>	<b>6,350</b>	<b>6,533</b>	<b>6,533</b>	<b>6,533</b>
<b>TOTAL EXPENDITURES</b>	<b>3,937</b>	<b>10,028</b>	<b>6,350</b>	<b>6,350</b>	<b>6,350</b>	<b>6,533</b>	<b>6,533</b>	<b>6,533</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
<b>GENERAL</b>								
MUNICIPAL STATE AID STREET	203	643						
COUNTY STATE AID HIGHWAY	48	44						
<b>STATUTORY APPROPRIATIONS:</b>								
MUNICIPAL STATE AID STREET	827	1,660	1,478	1,478	1,478	1,520	1,520	1,520
COUNTY STATE AID HIGHWAY	2,859	7,571	4,872	4,872	4,872	5,013	5,013	5,013
<b>TOTAL EXPENDITURES</b>	<b>3,937</b>	<b>10,028</b>	<b>6,350</b>	<b>6,350</b>	<b>6,350</b>	<b>6,533</b>	<b>6,533</b>	<b>6,533</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	45.2	46.6	47.5	47.5	47.5	47.5	47.5	47.5
TEMP/SEAS/PART_TIME	1.0	.5	.6	.6	.6	.6	.6	.6
OVERTIME	.2	.1	.1	.1	.1	.1	.1	.1
<b>TOTAL FTE</b>	<b>46.4</b>	<b>47.2</b>	<b>48.2</b>	<b>48.2</b>	<b>48.2</b>	<b>48.2</b>	<b>48.2</b>	<b>48.2</b>

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1998-99 Biennial Budget

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

**PROGRAM DESCRIPTION:**

The State Roads Program designs, constructs, maintains and operates the state's highway infrastructure. The goals of this program are:

- Movement of people and goods free of disruption;
- Safe trips through sound engineering, maintenance, education and information;
- Investments aligned with the Statewide Transportation Plan;
- Efficient delivery of high quality transportation products and services; and
- Travel information that allows people to optimize their trips.

This program is comprised of seven budget activities and their related policy objectives:

- **State Road Construction**
  - Increase roadway safety through operational improvements.
  - Increase rail crossing safety through construction of signals and other improvements.
  - Construct roads and bridges to preserve and improve state highways.
  - Acquire property necessary for state highway construction.
  - Pay for the relocation of public utilities and cooperative work with local governments and railroad companies related to state highway construction and improvement.
  - Comply with environmental regulations, such as junkyard regulations (financed through the environmental fund motor vehicle title transfer fee) and perform wetland, historical site and other mitigation activities.
- **Highway Debt Service**
  - Repay the principal and interest on state bonds, principal on loans and advances from other governmental entities and service fees.
- **Research and Investment Management**
  - Manage transportation research, new initiatives and long-range strategic initiatives such as the Mn/ROAD research project.
- **Central Engineering Services**
  - Provide central office pre-construction program delivery work and constituent services
  - Provide central office and satellite office construction support.
- **Design and Construction Engineering**
  - Deliver the pre-construction and construction program delivery work and constituent services in the 8 geographic districts: Twin Cities metropolitan area, Duluth, Bemidji, Brainerd, Detroit Lakes, Rochester, Mankato, Willmar

■ **State Road Operations**

- Preserve and maintain the trunk highway (TH) system.
- Remove obstructions and impediments on the highways.
- Maintain a system of traffic signs and markings.
- Maintain and improve roadsides.
- Provide centralized engineering and technical efforts that directly support the management and maintenance of transportation facilities.

■ **Electronic Communications**

- Design and maintain several state agencies' communications networks.
- Design and maintain statewide radio towers, mobile and portable radios, computer and other electronic systems.

**PROGRAM STATUS:**

- State trunk highway fund revenues have increased over the past few years. This positive growth trend, coupled with improved department operational efficiencies and good fiscal management, will allow an increased funding level for the State Roads program. A higher funding level in the State Road Construction activity, will require more support from the Central Engineering Services and Design & Construction Engineering activities.
- The federal Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 allowed more flexibility in making federally aided state and local transportation investments. Project eligibility was broadened to include transit equipment and transit right of way, bicycle, pedestrian and other enhancements or operational improvements beyond the traditional highway capital and preservation projects. ISTEA encouraged agencies to develop new processes to identify transportation needs and involve stakeholders. In 1992 Area Transportation Partnerships (ATPs) were established in the agency's eight geographical transportation districts to encourage full use of these more flexible and broad federal funding approaches. Both Minnesota Statute 174.03 and ISTEA require the agency to perform transportation planning. Statewide, intermodal, research, strategic, business, regional, district, and metropolitan planning provide the analytical base to operate, manage and invest in the state's transportation systems.

These state and federal changes increase the amount, complexity and importance of investments in the State Roads system and its support structure. The department continues to adopt operational techniques to improve safety, freeway travel times, driver communication systems and emergency responses. These investments are then analyzed using a benefit-cost analysis to ensure the highest possible return to citizens.

**PLANNED RESULTS:**

The budget plan allows the department to attain the targeted performance levels identified in the Agency Performance Report (APR). The following summary presents the direction established in the report and the expected performance, with base level or change level funding, of the activities within the State Roads program.

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

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan. In addition, the Governor recommends an additional \$65,060,000 for road and bridge construction, \$11,060,000 for program delivery costs such as engineering and design, \$9,900,000 for purchase of 800 MHZ radio equipment, and \$3,580,000 for highway safety initiatives.

<u>SELECTED PERFORMANCE MEASURES</u>	<u>BASE LEVEL FUNDING</u>	<u>CHANGE LEVEL FUNDING</u>
■ Percentage of Minnesotans satisfied with the time it takes to travel to the places they want to go	Minor change	Increase
■ Percentage of metro freeway miles congested in A.M. and P.M. peaks	Increase	Same
■ Smooth pavement indicator (PQI)	No change	Increase
■ Spring road restrictions	Minor decrease	Decrease
■ Condition rating of bridges by functional class of the roadway	Decrease	Decrease
■ The level of satisfaction of travelers with winter road condition information	No change	Increase
■ Percentage of Minnesotans who feel safe while driving or riding through highway work zones	No change	Increase
■ Percentage of Minnesotans satisfied with the safety of Minnesota's roadways	Decrease	Increase
■ Crash and fatality rates by roadway class	Increase	Decrease
■ Ratio of program delivery costs to construction expenditures/investments	No change	Decrease
■ Bare pavement ratio	No change	No change

**BUDGET AND REVENUE SUMMARY:**

Summary of the Agency Plan is as follows:

- The Agency Plan includes an increase of \$30,000 per year for technology to enhance a radio tracking system database.
- The Agency Plan calls for an increase of \$805,000 per year in technology funding and staffing increase to develop and operate the ORION - Intelligent Transportation System (ITS). This project is a major public/private partnership formed to deliver advanced technology to enhance productivity in these areas: traffic management, traveler information, emergency response, transit and railroad safety.
- The agency plan includes an increase of \$154,000 in F.Y. 1998 and \$181,000 in F.Y. 1999 to make enhancements to or develop an interim Transportation Information System (TIS) in a relational client server environment.
- The Agency Plan includes a 2.5% per year base adjustment for salary inflation within the program.

**1997 STATE ROAD CONSTRUCTION SUPPLEMENT:**

Additional revenues generated in the current biennium allow for an expanded highway construction program in F.Y. 1997. The agency requests that \$25,000,000 be added to the F.Y. 1997 appropriation for state road construction.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS

ACTIVITY RESOURCE ALLOCATION:	Est.		FY 1998			FY 1999		
	FY 1996	FY 1997	Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
STATE ROAD CONSTRUCTION	390,233	427,166	426,897	426,897	459,427	426,913	426,913	459,443
HIGHWAY DEBT SERVICE	7,413	9,977	15,161	15,161	15,161	13,539	13,539	13,539
RESEARCH & INVESTMENT MGMT	9,941	19,391	14,360	14,514	14,514	14,519	14,700	14,700
CENTRAL ENGINEERING SERVICES	42,606	67,844	56,593	56,593	56,593	57,384	57,384	57,384
DESIGN & CONSTRUCT ENGINEERING	60,203	70,452	66,215	66,215	71,745	66,362	66,362	71,892
STATE ROAD OPERATIONS	178,474	211,300	200,429	201,234	203,024	203,411	204,216	206,006
ELECTRONIC COMMUNICATIONS	4,044	5,101	4,646	4,676	6,406	4,728	4,758	12,928
<b>TOTAL EXPENDITURES BY ACTIVITY</b>	<b>692,914</b>	<b>811,231</b>	<b>784,301</b>	<b>785,290</b>	<b>826,870</b>	<b>786,856</b>	<b>787,872</b>	<b>835,892</b>
<b>AGENCY PLAN ITEMS:</b>		<b>FUND</b>						
RADIO TRACKING DATA BASE		THI		30			30	
TRANSPORTATION INFO SYSTEM (TIS)		THI		154			181	
ORION - INTELLIGENT TRANSP. SYSTEM		THI		805			805	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>989</b>			<b>1,016</b>	
<b>GOV'S INITIATIVES:</b>		<b>FUND</b>						
(B) STATE ROAD CONSTRUCTION		THI			32,530			32,530
(B) PROGRAM DELIVERY		THI			5,530			5,530
(B) 800 MHZ RADIO SYSTEM		THI			1,730			8,170
(B) SAFETY ISSUES		THI			1,790			1,790
<b>TOTAL GOV'S INITIATIVES</b>					<b>41,580</b>			<b>48,020</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
ENVIRONMENT & NATURAL RESOURCE	100							
GENERAL	3	125	9	9	9	9	9	9
STATE GOVERNMENT SPECIAL REVENUE		60						
TRUNK HIGHWAY	680,654	784,029	764,636	765,625	807,205	768,567	769,583	817,603
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	2							
SPECIAL REVENUE	6,485	7,009	2,453	2,453	2,453	1,076	1,076	1,076
TRUNK HIGHWAY	4,449	15,485	14,544	14,544	14,544	14,545	14,545	14,545

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
FEDERAL	1,221	4,495	2,634	2,634	2,634	2,634	2,634	2,634
AGENCY		28	25	25	25	25	25	25
<b>TOTAL EXPENDITURES</b>	<b>692,914</b>	<b>811,231</b>	<b>784,301</b>	<b>785,290</b>	<b>826,870</b>	<b>786,856</b>	<b>787,872</b>	<b>835,892</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	4,253.9	4,464.4	4,529.7	4,539.2	4,604.2	4,529.7	4,539.2	4,609.2
TEMP/SEAS/PART_TIME	136.2	135.4	136.1	136.1	136.1	136.1	136.1	136.1
OVERTIME	168.8	168.1	166.8	166.8	166.8	166.8	166.8	166.8
<b>TOTAL FTE</b>	<b>4,558.9</b>	<b>4,767.9</b>	<b>4,832.6</b>	<b>4,842.1</b>	<b>4,907.1</b>	<b>4,832.6</b>	<b>4,842.1</b>	<b>4,912.1</b>

**F.Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** State Road Construction and Program Delivery

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$38,060	\$38,060	\$19,890	\$19,890
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$38,060,000 in both F.Y. 1998 and F.Y. 1999 for the State Roads Program. Also, \$25,000,000 is recommended to be added to the F.Y. 1977 appropriation for highway construction.

**RATIONALE:**

Mn/DOT has continued to benefit from improvements in the state's economy, good fiscal management and improvements in operational efficiencies. Increased collections from existing state motor fuel taxes and motor vehicle registrations, along with federal funds for demonstration projects, will allow the Governor to recommend that \$32,530 million in both F.Y. 1998 and F.Y. 1999 be used to increase the State Road Construction activity level to \$446 million per year. If revenues come in as projected, Mn/DOT estimates the State Road Construction activity level to be \$430 million in F.Y. 2000 and F.Y. 2001.

To provide transportation planning and design engineering, up to and including construction contract award recommendations, administration of construction contracts and quality-monitoring of construction work for the above mentioned increase in State Road Construction activity, the Governor recommends \$5.530 million in both F.Y. 1998 and F.Y. 1999 be used to increase the Design and Construction Engineering activity level. The recommendation is based on 17% of the increase to the State Road Construction activity.

**PROGRAM OUTCOMES:**

The Agency Performance Report (APR) was completed using the previous funding levels. The APR predicted an increase in Twin Cities metro freeway congestion and no change in pavement smooth-

ness or the condition of bridges on the state trunk highway system. The increased funding for the State Roads program will help hold Twin Cities metro freeway congestion at current levels and improve pavement smoothness on the state trunk highway system.

All currently planned State Roads program funding increases above prior years levels will continue on the track of preservation and operational priorities with limited expansion of the road system.

**LONG-TERM IMPACT:**

Maintaining current Twin Cities metro freeway congestion levels and improving pavement smoothness will not maintain the condition of bridges and does not necessarily support sustainable communities, serve economic development or satisfy increased travel demands. The cost to fulfill these goals exceed estimated highway revenues from current sources.

1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

The State's highway system provides essential access to family, friends, jobs, health care, government services, schools, entertainment and recreational opportunities. In addition, it provides a life line that carries food, clothing, and emergency services. The department's principles for determining transportation investment priorities emphasize preservation and management of existing systems over capital improvements. Safety is a key criteria within each goal.

Specific high priority goals are:

<u>Priority Ranking</u>	<u>Percentage of Total Goal</u>	<u>Investment Required</u>
1	Preservation	30% to 40%
2	Management and Operations	5% to 15%
3	Replacement	25% to 35%
4	Expansion	15% to 25%

To finely tune planning and prioritizing of program investments, the department continues to develop:

- Market research (asking our customers what they need and if we're doing the right things)
- Investment analysis (benefit/cost analysis) for major improvement project alternatives
- ISTE management systems (i.e.: Bridges, Pavement, etc.)

The road and bridge rehabilitation/replacement investments made from this budget activity, all work to provide the citizens of Minnesota an efficient transportation system.

**BUDGET ISSUES:**

Mn/DOT responds to development guidance from the Twin Cities Metropolitan Planning Organization (Met Council), 6 Greater Minnesota Metropolitan Planning Organizations (MPOs) and the 9 Regional Development Commissions.

Several issues influence the agency's road construction budget plan. They include:

- Use of the state's roadways is increasing.
- Freight needs related to tonnage and access to markets are increasing the demands on the road system.
- The usable structural system wide life of existing roads and bridges is diminishing.
- Additional highway capacity, as identified by the State Advisory Council on Major Transportation Projects in 1994, is needed.
- The Met Council is currently deciding on one of three development options for the next 20 years: concentrated, clustered, or current trend. In particular, if the Met Council or other MPO decides on a development pattern that enlarges its Metropolitan Urban Services Area (MUSA), the issue for Mn/DOT is to determine how to pay for roadway expansion, development pattern, and how connectivity to Greater Minnesota can be addressed.

All currently planned state road construction increases above prior year levels will continue on the track of safety, preservation, and operational priorities with limited expansion of the system. By focusing its resources on maintaining acceptable and safe levels of service, the budget plan for road construction will allow the department to address some, but not all, of the overall needs. For example, pavement smoothness and spring road restrictions can be maintained or improved with a state road construction activity level between \$413 and \$446 million per year. However, the condition rating of bridges on the state road system will continue to decrease at those activity levels. The types of road improvements such as significant widening or providing additional access are not possible at funding levels within that range.

**REVENUE:**

There are no policy changes that affect revenues this biennium.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: STATE ROAD CONSTRUCTION

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	625	646	661	661	661	675	675	675
OPERATING EXPENSES	18,276	13,774	13,233	13,233	13,233	13,235	13,235	13,235
CAPITAL OUTLAY	369,736	411,746	412,002	412,002	444,532	412,002	412,002	444,532
<b>SUBTOTAL STATE OPERATIONS</b>	<b>388,637</b>	<b>426,166</b>	<b>425,896</b>	<b>425,896</b>	<b>458,426</b>	<b>425,912</b>	<b>425,912</b>	<b>458,442</b>
LOCAL ASSISTANCE	1,596	1,000	1,000	1,000	1,000	1,000	1,000	1,000
OTHER EXPENSES			1	1	1	1	1	1
<b>TOTAL EXPENDITURES</b>	<b>390,233</b>	<b>427,166</b>	<b>426,897</b>	<b>426,897</b>	<b>459,427</b>	<b>426,913</b>	<b>426,913</b>	<b>459,443</b>
<b>GOV'S INITIATIVES:</b>								
<b>FUND</b>								
<b>(B) STATE ROAD CONSTRUCTION</b>								
<b>THI</b>								
					32,530			32,530
<b>TOTAL GOV'S INITIATIVES</b>					<b>32,530</b>			<b>32,530</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
TRUNK HIGHWAY	386,168	413,276	413,292	413,292	445,822	413,308	413,308	445,838
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	769	7						
TRUNK HIGHWAY	3,287	13,580	13,580	13,580	13,580	13,580	13,580	13,580
FEDERAL	9	275						
AGENCY		28	25	25	25	25	25	25
<b>TOTAL EXPENDITURES</b>	<b>390,233</b>	<b>427,166</b>	<b>426,897</b>	<b>426,897</b>	<b>459,427</b>	<b>426,913</b>	<b>426,913</b>	<b>459,443</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	651							

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: STATE ROAD CONSTRUCTION

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
TRUNK HIGHWAY	3,255	13,580	13,580	13,580	13,580	13,580	13,580	13,580
AGENCY		25	25	25	25	25	25	25
NONDEDICATED:								
GENERAL	40	1	1	1	1	1	1	1
TRUNK HIGHWAY	207,143	267,542	279,641	279,641	279,641	280,992	280,992	280,992
HIGHWAY USERS TAX DISTRIBUTION	1,204	1,390	1,390	1,390	1,390	1,390	1,390	1,390
TOTAL REVENUES COLLECTED	212,293	282,538	294,637	294,637	294,637	295,988	295,988	295,988
FTE BY EMPLOYMENT TYPE:								
REGULAR	13.7	14.0	14.0	14.0	14.0	14.0	14.0	14.0
TEMP/SEAS/PART_TIME	.2	.2	.2	.2	.2	.2	.2	.2
OVERTIME	1.3	.7	.7	.7	.7	.7	.7	.7
TOTAL FTE	15.2	14.9	14.9	14.9	14.9	14.9	14.9	14.9

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1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

The Highway Debt Service activity repays trunk highway debt funding used for highway construction, while verifying that we are within the debt limit established by the 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 years analyzed.

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. 1998-99 biennium. The last trunk highway bond authority 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 projects, the advances are repaid to the local governments in the years Mn/DOT would have completed the projects.

The outstanding financial obligations shown in the budget issues section for F.Y. 1996, 1997, 1998 and 1999 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			
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Payments on bonded debt	\$11,626	\$8,382	\$5,951	\$5,403
Payments on intergovernmental loans and advances*	7,413	9,977	9,210	8,136
<b>Total debt service</b>	<b>\$19,039</b>	<b>\$18,359</b>	<b>\$15,161</b>	<b>\$13,539</b>
<b>Bonded debt outstanding at the end of fiscal year principal and interest</b>	<b>\$45,680</b>	<b>\$33,732</b>	<b>\$26,091</b>	<b>\$20,141</b>
<b>Local Govt. Paybacks:</b>				
Owatonna I-35 Bridge St	613	-0-	-0-	-0-
Ramsey Co. I-694 Victoria Street	1,110	-0-	-0-	-0-
Bloomington: TH77 and I-494	26,300	21,040	15,780	10,520
Sebeka TH227	526	-0-	-0-	-0-
Vadnais Heights I-35E at Co Rd E	-0-	2,682	-0-	-0-
Dakota Co TH52 Cahill Interchange	-0-	1,800	-0-	-0-
Washington Co TH36 at TH5	500	-0-	-0-	-0-
Dakota Co I-35 at CSAH46	-0-	-0-	-0-	2,160
City of Chanhassen	-0-	-0-	660	-0-
Hennepin County 8	-0-	-0-	3,290	-0-
Hennepin County 9	-0-	-0-	-0-	716
<b>Percent of capital funds available for additional debt retirement up to the 25% limit</b>	<b>17.1%</b>	<b>16.9%</b>	<b>17.2%</b>	<b>18.3%</b>

- 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. Repayment to Bloomington for previously advanced funding for construction continues in F.Y. 1998-99 in addition to other scheduled bond payments under the Highway Debt Service budget activity.

**REVENUE:**

None

**GRANTS:**

None.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: HIGHWAY DEBT SERVICE

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
OTHER EXPENSES	7,413	9,977	15,161	15,161	15,161	13,539	13,539	13,539
<b>SUBTOTAL STATE OPERATIONS</b>	<b>7,413</b>	<b>9,977</b>	<b>15,161</b>	<b>15,161</b>	<b>15,161</b>	<b>13,539</b>	<b>13,539</b>	<b>13,539</b>
<b>TOTAL EXPENDITURES</b>	<b>7,413</b>	<b>9,977</b>	<b>15,161</b>	<b>15,161</b>	<b>15,161</b>	<b>13,539</b>	<b>13,539</b>	<b>13,539</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
TRUNK HIGHWAY	7,413	9,977	15,161	15,161	15,161	13,539	13,539	13,539
<b>TOTAL EXPENDITURES</b>	<b>7,413</b>	<b>9,977</b>	<b>15,161</b>	<b>15,161</b>	<b>15,161</b>	<b>13,539</b>	<b>13,539</b>	<b>13,539</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
<b>TOTAL FTE</b>								

1998-99 Biennial Budget

**BUDGET ACTIVITY:** Research & Investment Management  
**PROGRAM:** State Roads  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Research and Investment Management activity provides expert analytical support to its customers (the districts Governor, Legislature, other road jurisdictions) in establishing statewide priorities, evaluating transportation problems, proposing and evaluating new technologies and making transportation investments. Major actions taken include:

- Develop the statewide transportation plan.
- Develop investment policies and analytic tools to maximize efficiency of transportation investment programs.
- 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 ensure full utilization of available Federal Highway Administration 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, (e.g. road pricing, tolls, etc.).
- Manage the major information system for physical and operational characteristics of the transportation system. (Transportation Information System)
- Develop traffic forecasts 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.
- Develop and implement a research program that meets the needs of Mn/DOT specialists, management, industry partners, and citizens.
- Develop, implement and analyze business performance measures to improve processes and provide better services.
- Manage the Minnesota Road Research Project (MnROAD).

**BUDGET ISSUES:**

The federal Intermodal Surface Transportation Efficiency Act (ISTEA) emphasizes intermodal flexibility and efficiency. Federal guidance and mandates, as well as Minnesota's own transportation needs, require new initiatives. Information and data needs are increasing, becoming more complex and requiring information system re-engineering, integration, and updating. Management system development and ongoing statewide planning guidance also require additional resources or redirecting of resources. Development of an upgraded Transportation Information System (TIS) will be required for making investment decisions.

Mn/DOT's contracts with the Regional Development Commissions (RDCs) and the Metropolitan Planning Organizations (MPOs) 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 RDCs and districts or consortiums doing planning for areas without RDCs.

**REVENUE:**

There are no policy changes that affect revenues this biennium.

**GRANTS:**

Transportation Grants to Metropolitan Planning Organizations & Regional Development Commissions.

Statutory Reference: M.S. 174.03, Subdivision 4. Federal highway funds are allocated to urban areas over 50,000 population (6 Greater Minnesota MPOs and the Twin Cities Metro Area MPO) to pay 80% of the cost for continuing, cooperative, and comprehensive transportation planning. One percent of the total federal highway aid is dedicated to 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 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 will receive state funds from Mn/DOT 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-Moorhead and East Grand Forks-Grand Forks. Beginning in S.F.Y. 1991 the MPOs in Greater Minnesota received a total of \$180,000 per year.

RDCs will receive state funds to support planning activities. In areas without a RDC, Mn/DOT's transportation district will provide these functions or an area consortium will be formed to provide them.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: RESEARCH & INVESTMENT MGMT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	5,976	6,278	6,638	6,754	6,754	6,787	6,903	6,903
OPERATING EXPENSES	2,376	9,427	5,036	5,074	5,074	5,046	5,111	5,111
<b>SUBTOTAL STATE OPERATIONS</b>	<b>8,352</b>	<b>15,705</b>	<b>11,674</b>	<b>11,828</b>	<b>11,828</b>	<b>11,833</b>	<b>12,014</b>	<b>12,014</b>
LOCAL ASSISTANCE	1,589	3,686	2,686	2,686	2,686	2,686	2,686	2,686
<b>TOTAL EXPENDITURES</b>	<b>9,941</b>	<b>19,391</b>	<b>14,360</b>	<b>14,514</b>	<b>14,514</b>	<b>14,519</b>	<b>14,700</b>	<b>14,700</b>
<b>AGENCY PLAN ITEMS:</b>								
		<b>FUND</b>						
TRANSPORTATION INFO SYSTEM (TIS)		THI		154			181	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>154</b>			<b>181</b>	
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
ENVIRONMENT & NATURAL RESOURCE	100							
STATE GOVERNMENT SPECIAL REVENUE		60						
TRUNK HIGHWAY	8,089	14,231	11,452	11,606	11,606	11,610	11,791	11,791
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	357	323	60	60	60	60	60	60
TRUNK HIGHWAY	183	936	214	214	214	215	215	215
FEDERAL	1,212	3,841	2,634	2,634	2,634	2,634	2,634	2,634
<b>TOTAL EXPENDITURES</b>	<b>9,941</b>	<b>19,391</b>	<b>14,360</b>	<b>14,514</b>	<b>14,514</b>	<b>14,519</b>	<b>14,700</b>	<b>14,700</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	337	80						
TRUNK HIGHWAY	117	213	213	213	213	213	213	213

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: RESEARCH & INVESTMENT MGMT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
FEDERAL	1,267	3,772	2,634	2,634	2,634	2,634	2,634	2,634
TOTAL REVENUES COLLECTED	1,721	4,065	2,847	2,847	2,847	2,847	2,847	2,847
FTE BY EMPLOYMENT TYPE:								
REGULAR	117.3	123.6	124.9	127.4	127.4	124.9	127.4	127.4
TEMP/SEAS/PART_TIME	2.6	2.6	2.6	2.6	2.6	2.6	2.6	2.6
OVERTIME	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1
TOTAL FTE	121.0	127.3	128.6	131.1	131.1	128.6	131.1	131.1

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1998-99 Biennial Budget

**BUDGET ACTIVITY:** Central Engineering Services  
**PROGRAM:** State Roads  
**AGENCY:** Transportation, Department of (Mn/DOT)

**ACTIVITY DESCRIPTION:**

The Central Engineering Services activity provides engineering and technical support to all Mn/DOT districts and metro division, as well as local road agencies through the construction award process.

This activity consists of the centralized aspects of the following 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 and pavement engineering
- Equal employment opportunity (EEO) program management
- Construction contract administration
- Construction quality control, scheduling and expediting
- Consultant contract administration
- Project Management System maintenance

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 bridges
- 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
- Administering consultant agreements
- Providing the Statewide Project Management System
- Administering 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 programs.

These centralized activities provide high-level technical expertise to the various Mn/DOT offices, districts and divisions. 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
- Providing technical training
- Conducting environmental compliance investigations.

**BUDGET ISSUES:**

The funding needs in this activity are directly related to the State Road Construction activity, which shows an increase for the F.Y. 1998-99 biennium. The State Road Construction activity level will be as high as it has been since 1989. Much of the funding available for the higher State Road Construction activity is the result of improvements in operational efficiencies, good fiscal management, and increased revenues.

**REVENUE:**

There are no policy changes that affect revenues this biennium.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: CENTRAL ENGINEERING SERVICES

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	28,920	31,001	32,020	32,020	32,020	32,788	32,788	32,788
OPERATING EXPENSES	13,676	36,815	24,573	24,573	24,573	24,596	24,596	24,596
CAPITAL OUTLAY	10	28						
<b>SUBTOTAL STATE OPERATIONS</b>	<b>42,606</b>	<b>67,844</b>	<b>56,593</b>	<b>56,593</b>	<b>56,593</b>	<b>57,384</b>	<b>57,384</b>	<b>57,384</b>
<b>TOTAL EXPENDITURES</b>	<b>42,606</b>	<b>67,844</b>	<b>56,593</b>	<b>56,593</b>	<b>56,593</b>	<b>57,384</b>	<b>57,384</b>	<b>57,384</b>
<b>EXPENDITURES BY FUND:</b>								
DIRECT APPROPRIATIONS:								
TRUNK HIGHWAY	42,551	67,816	56,593	56,593	56,593	57,384	57,384	57,384
STATUTORY APPROPRIATIONS:								
SPECIAL REVENUE	55	28						
<b>TOTAL EXPENDITURES</b>	<b>42,606</b>	<b>67,844</b>	<b>56,593</b>	<b>56,593</b>	<b>56,593</b>	<b>57,384</b>	<b>57,384</b>	<b>57,384</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	83							
<b>TOTAL REVENUES COLLECTED</b>	<b>83</b>							
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	575.2	607.3	612.5	612.5	612.5	612.5	612.5	612.5
TEMP/SEAS/PART_TIME	8.2	7.4	8.1	8.1	8.1	8.1	8.1	8.1
OVERTIME	4.3	4.3	4.3	4.3	4.3	4.3	4.3	4.3
<b>TOTAL FTE</b>	<b>587.7</b>	<b>619.0</b>	<b>624.9</b>	<b>624.9</b>	<b>624.9</b>	<b>624.9</b>	<b>624.9</b>	<b>624.9</b>

1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

The Design and Construction Engineering activity in the agency's district offices and Metropolitan Division provides services in transportation planning and design, administration of construction contracts and quality-monitoring of construction work. The primary customers of this activity are the users of the state highway system and the general public. This activity supports the goals identified in the State Roads Program.

This activity includes these decentralized functions: pre-construction, construction management, and constituent services.

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

- Transportation corridor studies
- Planning and program development
- Project management scheduling system
- Project scoping activities
- Surveying 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 land acquisition and relocations
- Consultant contract administration

The districts and metro division provide construction contract management through the following activities:

- Construction surveys and staking
- Grading, base, bituminous, concrete, and culvert inspection
- Bituminous and concrete plant inspections
- Bridge inspection and documentation
- Measurement and certification of quantities
- Preparation of final (as-built) plans
- Contract closeout documentation and payments
- Consultant contract administration
- Bituminous quality management program administration, including the design and monitoring of bituminous mixtures
- Construction contract administration
- Contract award recommendations
- Reviewing and approving of supplemental agreements
- Recommendation for approval of partial and final payment vouchers

This activity provides engineering and other technical constituent services to maximize Mn/DOT's contribution to the state of Minnesota as both a major landowner and a partner with local units of government in the following 3 areas of focus:

- Local and regional coordination and technical assistance, 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 and Area Transportation Partnerships.
- 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
- Traveler information about construction projects and in response to public inquiries.

**BUDGET ISSUES:**

The funding needs in this activity are directly related to the State Road Construction activity, which shows an increase for the F.Y. 1998-99 biennium. The State Road Construction activity level will be as high as it has been since 1989. Much of the funding available for the higher State Road Construction activity is the result of improvements in operational efficiencies, good fiscal management, and increased revenues.

**REVENUE:**

There are no policy changes that affect revenues this biennium.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: DESIGN & CONSTRUCT ENGINEERING

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	52,638	55,992	59,420	59,420	61,573	60,700	60,700	62,853
OPERATING EXPENSES	2,426	8,597	4,495	4,495	7,872	4,649	4,649	8,026
CAPITAL OUTLAY	5,139	5,863	2,300	2,300	2,300	1,013	1,013	1,013
<b>SUBTOTAL STATE OPERATIONS</b>	<b>60,203</b>	<b>70,452</b>	<b>66,215</b>	<b>66,215</b>	<b>71,745</b>	<b>66,362</b>	<b>66,362</b>	<b>71,892</b>
<b>TOTAL EXPENDITURES</b>	<b>60,203</b>	<b>70,452</b>	<b>66,215</b>	<b>66,215</b>	<b>71,745</b>	<b>66,362</b>	<b>66,362</b>	<b>71,892</b>
<b>GOV'S INITIATIVES:</b>								
								<b>FUND</b>
(B) PROGRAM DELIVERY					5,530			5,530
<b>TOTAL GOV'S INITIATIVES</b>					<b>5,530</b>			<b>5,530</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
TRUNK HIGHWAY	54,900	63,963	63,915	63,915	69,445	65,349	65,349	70,879
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	5,303	6,489	2,300	2,300	2,300	1,013	1,013	1,013
<b>TOTAL EXPENDITURES</b>	<b>60,203</b>	<b>70,452</b>	<b>66,215</b>	<b>66,215</b>	<b>71,745</b>	<b>66,362</b>	<b>66,362</b>	<b>71,892</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	4,895	5,235	2,300	2,300	2,300	1,013	1,013	1,013
<b>TOTAL REVENUES COLLECTED</b>	<b>4,895</b>	<b>5,235</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	<b>1,013</b>	<b>1,013</b>	<b>1,013</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
 PROGRAM: STATE ROADS  
 ACTIVITY: DESIGN & CONSTRUCT ENGINEERING

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	1,013.2	1,076.9	1,126.4	1,126.4	1,176.4	1,126.4	1,126.4	1,176.4
TEMP/SEAS/PART_TIME	35.5	35.5	35.5	35.5	35.5	35.5	35.5	35.5
OVERTIME	65.7	65.7	65.7	65.7	65.7	65.7	65.7	65.7
<b>TOTAL FTE</b>	<b>1,114.4</b>	<b>1,178.1</b>	<b>1,227.6</b>	<b>1,227.6</b>	<b>1,277.6</b>	<b>1,227.6</b>	<b>1,227.6</b>	<b>1,277.6</b>

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**1998-99 Biennial Budget**

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

**ACTIVITY DESCRIPTION:**

The State Road Operations activity preserves and maintains the quality of travel on Minnesota's existing highway system by ensuring the system is safe, structurally sound, convenient to use and protected from deterioration.

Specific work conducted in this activity includes:

- Preservation and maintenance of the trunk highway system
- Removal of obstructions or impediments on the highways
- Maintenance of a system of traffic signs and markings
- Maintenance and improvement of roadsides
- Engineering, technical and administrative efforts that directly support the management and maintenance of transportation facilities

The issues associated with these activities address these priorities:

- Safety (accidents, workzones)
- Deteriorating infrastructure, such as roadways and bridges
- Barriers to mobility: bottlenecks, system disruption, weight restrictions
- Accessibility (changing demographics)
- Stewardship, awareness and sensitivity to the environment
- Fiscally sound decision making - extend the value of our existing investments and obtain the highest value for each new investment dollar

**BUDGET ISSUES:**

The aging transportation system, increasing concerns for the environment and changing demographics are increasing the demands for preservation and maintenance efforts in this budget activity. The growing proportion of older drivers require system components that accommodate longer reaction times and signs and markings with higher levels of visibility.

This preservation strategy is necessary to provide the highest level of service on the greatest proportion of the system for the lowest cost. The result of this strategy should be relatively flat costs per mile while accommodating the increased demands above.

Budget programs and budget activities were re-structured for this biennium to correspond with the changing philosophy that includes reducing management distinctions between construction and maintenance. The focus is now to provide smooth roads and a comfortable ride to highway users who want to minimize both the wear to their vehicles suspension and their trip and goods delivery times. They expect signs and pavement markings not only to be sufficient in number, but also readable day and night. Environmental concerns are increasingly causing people to want minimal use of chemicals for de-icing and roads kept free of litter and hazardous debris.

The acute need to listen to the customer and provide the transportation products and services they need and want is requiring Mn/DOT to conduct formal market research and adapt other private sector tools to manage state road operations. The "Business Planning" process is defining products and services along with cause and effect performance indicators. These processes and the implementation of the new Transportation Worker classification will provide greater flexibility to manage state road operations. These efforts help contain costs while still meeting the customer's transportation needs.

**REVENUE:**

This activity can generate revenue through partnership agreements, federal disaster reimbursement programs and remittances from public for accident damages. There are no policy changes that affect revenues this biennium.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: STATE ROAD OPERATIONS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	113,906	120,107	123,052	123,472	123,897	125,735	126,155	126,580
OPERATING EXPENSES	63,959	90,929	77,247	77,632	78,997	77,636	78,021	79,386
CAPITAL OUTLAY	609	58	130	130	130	40	40	40
OTHER EXPENSES		206						
<b>SUBTOTAL STATE OPERATIONS</b>	<b>178,474</b>	<b>211,300</b>	<b>200,429</b>	<b>201,234</b>	<b>203,024</b>	<b>203,411</b>	<b>204,216</b>	<b>206,006</b>
<b>TOTAL EXPENDITURES</b>	<b>178,474</b>	<b>211,300</b>	<b>200,429</b>	<b>201,234</b>	<b>203,024</b>	<b>203,411</b>	<b>204,216</b>	<b>206,006</b>
<b>AGENCY PLAN ITEMS:</b>								
ORION - INTELLIGENT TRANSP. SYSTEM				805			805	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>805</b>			<b>805</b>	
<b>GOV'S INITIATIVES:</b>								
(B) SAFETY ISSUES					1,790			1,790
<b>TOTAL GOV'S INITIATIVES</b>					<b>1,790</b>			<b>1,790</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL		100						
TRUNK HIGHWAY	177,610	209,840	199,736	200,541	202,331	202,808	203,613	205,403
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	2							
SPECIAL REVENUE	1	162	93	93	93	3	3	3
TRUNK HIGHWAY	861	819	600	600	600	600	600	600
FEDERAL		379						
<b>TOTAL EXPENDITURES</b>	<b>178,474</b>	<b>211,300</b>	<b>200,429</b>	<b>201,234</b>	<b>203,024</b>	<b>203,411</b>	<b>204,216</b>	<b>206,006</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: STATE ROAD OPERATIONS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
GENERAL	2							
SPECIAL REVENUE	26	99	93	93	93	3	3	3
TRUNK HIGHWAY	862	750	600	600	600	600	600	600
FEDERAL	36	324						
<b>NONDEDICATED:</b>								
TRUNK HIGHWAY	1,897	1,500	1,500	1,500	1,500	1,500	1,500	1,500
<b>TOTAL REVENUES COLLECTED</b>	<b>2,823</b>	<b>2,673</b>	<b>2,193</b>	<b>2,193</b>	<b>2,193</b>	<b>2,103</b>	<b>2,103</b>	<b>2,103</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	2,470.9	2,578.6	2,587.1	2,594.1	2,604.1	2,587.1	2,594.1	2,604.1
TEMP/SEAS/PART_TIME	87.7	87.7	87.7	87.7	87.7	87.7	87.7	87.7
OVERTIME	95.7	95.6	94.3	94.3	94.3	94.3	94.3	94.3
<b>TOTAL FTE</b>	<b>2,654.3</b>	<b>2,761.9</b>	<b>2,769.1</b>	<b>2,776.1</b>	<b>2,786.1</b>	<b>2,769.1</b>	<b>2,776.1</b>	<b>2,786.1</b>

**F. Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** Safety

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- Freeway Operations	\$500	\$500	\$500	\$500
- Accident Analysis	290	290	290	290
- Safety Initiatives	1,000	1,000	1,000	1,000
- Total	\$1,790	\$1,790	\$1,790	\$1,790
<b>Revenues: (\$000s)</b>				
Trunk Highway Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes  No

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$1,790,000 for each fiscal year for safety initiatives related to the highway helper program, traffic management expansion, incident management enhancement, accident analysis, and other safety initiatives that deal with work zones and education. The Governor recommends 10 full-time-equivalent (FTE) positions for each fiscal year to support this initiative.

**RATIONALE:**

Collectively, this safety initiative represents several efforts. The highway helper program is one of Mn/DOT's most popular traffic management programs. Currently, it assists 13,000 motorists each year in the metro area. The success of this program is due to its ability to clear incidents quickly and, thereby, reduce congestion. Federal Congestion Mitigation Air Quality (CMAQ) funds were used to expand the program by creating these positions during the F.Y. 1996-97 biennium. Since CMAQ funds are no longer available, this initiative seeks to maintain the program at its current level of service.

The Metro Division's \$150 million road construction program coupled with increasing traffic volume require an expansion of the traffic management program to maintain traffic flows, minimize disruptions to road users, and reduce accidents. Additional staff and resources are needed to effectively use the large capital investment made in field equipment, meet the challenges of active deployment of intelligent transportation systems (ITS), and maintain the integrity of existing systems during construction projects.

The incident management program provides motorists with traveler information to plan their trips in the most efficient manner. Current formats include changeable message signs, traffic radio, cable television traffic channel, Trilogy, and the Internet. This initiative will expand services to include broadcast incident and traffic information on Channel 45 and incident and traveler information to include freeway and arterial systems in conjunction with ORION.

Mn/DOT needs to increase its capability to identify and respond to highway locations that are high risk areas for accidents and improve the integrity of accident data. This initiative will allow the department to hire a consultant to examine current database deficiencies and replace it with a more reliable, accurate system with user friendly software.

The remaining funding requests for safety initiatives seek to develop and implement a statewide traffic safety education program that promotes safe driving behaviors and attitudes, develops a marketing strategy to increase public awareness of work zone safety, and purchases air time for radio and television spots on worker and driver safety in work zones.

**PROGRAM OUTCOMES:**

The highway helper program is a cost effective incident management tool that will continue to assist with overall congestion management. Improved incident management and traveler information services will reduce congestion, accidents, and delays. Better identification of high risk accident areas will direct crash and fatality reduction efforts. Increased traffic safety education will also reduce the number of crashes and fatalities.

**LONG-TERM IMPACT:**

Continuation of the highway helper program will ensure a safer roadway by reducing the level of congestion and mitigating the impacts of incidents. Traffic management strategies reduce congestion and transportation costs and improve safety. Incident management techniques, including traveler information programs, will provide motorists with the capability of making informed travel decisions so that they can plan their trips more effectively. By allowing motorists to choose alternate routes to avoid incidents, all motorists benefit from less congestion, fewer delays, and a lower probability of secondary accidents. The benefits of implementing a system with better accident data and accident analysis are more reliable decision making tools that help the department make the best use of highway dollars to make improvements on roadways that currently have high levels of accidents. Traffic safety education can increase the public's knowledge and understanding of traffic safety issues so that they can develop safer driving habits.

## 1998-99 Biennial Budget

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

### ACTIVITY DESCRIPTION:

The Electronic Communications activity provides specialized technical and engineering expertise in electronic communication technologies by assisting state agencies and local units of government with their delivery of public safety services, management of resources, and performance of daily operations. 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. The activity supplies telecommunications and related electronic systems for the Minnesota Department of Transportation (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 closed circuit television surveillance systems.

Agencies using the statewide services of this activity are the Department of Transportation, Natural Resources, Public Safety, Administration, Agriculture, Corrections and Health; also state universities, hospitals and the Metropolitan Council Transit Operations. About 40% of the activity work load supports other agencies. The services provided to non-Mn/DOT agencies through service contracts require reimbursement to the Trunk Highway Fund for all related costs incurred by Mn/DOT.

For this biennium, the activity is involved in a new technology initiative. The activity is responsible for overseeing the development, procurement, installation, acceptance, and ongoing operation and maintenance of the Twin Cities Metropolitan area region-wide digital 800 MHZ radio system. The activity will procure the end user equipment for Mn/DOT and the State Patrol to begin operation on the metro 800 MHZ radio system. End user equipment such as mobile radios, portable radios, and dispatch consoles, are required to communicate over the region-wide infrastructure system. The governor's initiative for the 800 MHZ project is included in this program level request. The initiative includes 5 support positions, mobile and portable radio equipment, fixed dispatch console equipment, test equipment, and system maintenance. The Metropolitan Radio Board will pay 46.4% of the overall system operational costs. The State Patrol will pay 32% of the state's share of the operational costs. These funds will be returned to the trunk highway fund.

This system will improve communication coverage and performance for public safety and local government agencies in the 7 county metro area and extend state agency user coverage to Isanti and Chisago counties. The equipment will enhance public safety user's ability to better protect life and property of Minnesota citizens and expedite daily highway maintenance and construction operations. The system uses digital trunked radio technology. This computer controlled system provides user flexibility, better audio quality, increased throughput, spectrum efficiency as well as voice encryption for increased security. The system will provide communications interoperability between state, county, city, and local public safety providers. The system will provide shared use of the infrastructure and wide area coverage for multiple agencies and jurisdictions. Local subsystems will benefit from wide area coverage and regional users will benefit from localized coverage penetration and emergency backup.

Wide area users of the 800 MHZ metro radio system include Mn/DOT, State Patrol, Metropolitan Council Transit Operations, Emergency Medical Services, and all state agencies. Local units of government will benefit from enhanced interoperability and extended coverage areas. Hennepin

County and the City of Minneapolis will procure their subsystems in conjunction with Mn/DOT's wide area system procurement. Future developments in the 800 MHZ system may provide for statewide communications system coverage. Expansion of the system statewide would further enhance the operations of state agencies and foster additional cost savings and cooperation with local units of government.

### BUDGET ISSUES:

The agency's customers' equipment is becoming more compact in size with more features. This has increased the cost of equipment and the complexity and cost of repairing and maintaining it. To maximize funding resources, agencies share and exchange tower facilities to minimize the cost of new construction.

Budget decisions affect Mn/DOT's ability to provide new electronic systems, upgrade existing systems, expand current systems, replace aging or inefficient communications equipment, and provide services to our customers. The impact of major activity objectives are as follows:

- Equipment Replacement Schedule: Historically this activity has not had adequate funding to maintain recommended equipment replacement cycles. With current funding levels and redeployment of existing analog metro area mobile and portable radios outstate, the agency will meet required replacement schedules. Equipment replacement cycles are based on equipment age, repair history, obsolescence of technology, availability of replacement parts, radio and computer user needs.
- 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 the agency can maintain for external agencies or new initiatives will decrease.
- Engineering Services: Response time for engineering services such as system planning, system development and frequency coordination, has increased due to the growth of new systems and complexity of communications system design. Internal services to Mn/DOT are first priority.
- Computer Technology Support: The activity will continue to provide computer technology support. Enhancements to the existing radio tracking legacy system will improve efficiency and reporting capabilities for our outstate shops. The radio tracking legacy system provides record keeping information required by the FCC. This activity supports the network operations center, the wide area network, and the video conferencing system. The agency is partnering with the Department of Administration to support Mn/NET installation and maintenance.
- Technology Development Support: Current levels of support will continue for new technologies and department initiatives. These systems include Intelligent Transportation Systems, Automatic Vehicle Location systems, Road Weather Information Systems, Highway Message Signs, Highway Advisory Radio, Mn/Road, mobile data systems and Global Positioning Systems. As systems become more prevalent and complex, the need for support from this activity will increase. However, without additional resources the capability for this activity to provide support 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. There are no policy changes that affect revenues this biennium.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: ELECTRONIC COMMUNICATIONS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	3,130	3,226	3,326	3,326	3,558	3,406	3,406	3,757
OPERATING EXPENSES	877	1,875	1,320	1,350	2,848	1,322	1,352	9,171
CAPITAL OUTLAY	37							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>4,044</b>	<b>5,101</b>	<b>4,646</b>	<b>4,676</b>	<b>6,406</b>	<b>4,728</b>	<b>4,758</b>	<b>12,928</b>
<b>TOTAL EXPENDITURES</b>	<b>4,044</b>	<b>5,101</b>	<b>4,646</b>	<b>4,676</b>	<b>6,406</b>	<b>4,728</b>	<b>4,758</b>	<b>12,928</b>
<b>AGENCY PLAN ITEMS:</b>								
		<b>FUND</b>						
RADIO TRACKING DATA BASE		THI		30			30	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>30</b>			<b>30</b>	
<b>GOV'S INITIATIVES:</b>								
		<b>FUND</b>						
(B) 800 MHZ RADIO SYSTEM		THI			1,730			8,170
<b>TOTAL GOV'S INITIATIVES</b>					<b>1,730</b>			<b>8,170</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	3	25	9	9	9	9	9	9
TRUNK HIGHWAY	3,923	4,926	4,487	4,517	6,247	4,569	4,599	12,769
<b>STATUTORY APPROPRIATIONS:</b>								
TRUNK HIGHWAY	118	150	150	150	150	150	150	150
<b>TOTAL EXPENDITURES</b>	<b>4,044</b>	<b>5,101</b>	<b>4,646</b>	<b>4,676</b>	<b>6,406</b>	<b>4,728</b>	<b>4,758</b>	<b>12,928</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: STATE ROADS  
ACTIVITY: ELECTRONIC COMMUNICATIONS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
TRUNK HIGHWAY	118	150	150	150	150	150	150	150
<b>TOTAL REVENUES COLLECTED</b>	<b>118</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	63.6	64.0	64.8	64.8	69.8	64.8	64.8	74.8
TEMP/SEAS/PART_TIME	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
OVERTIME	.7	.7	.7	.7	.7	.7	.7	.7
<b>TOTAL FTE</b>	<b>66.3</b>	<b>66.7</b>	<b>67.5</b>	<b>67.5</b>	<b>72.5</b>	<b>67.5</b>	<b>67.5</b>	<b>77.5</b>

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**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Transportation, Department of (Mn/DOT)  
**PROGRAM:** State Roads  
**ACTIVITY:** Electronic Communications  
**ITEM TITLE:** 800 MHZ Radio System

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- 800 MHZ Radio System	\$1,730	\$8,170	\$709	\$735
<b>Revenues: (\$000s)</b>				
Trunk Highway Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$1,730,000 for F.Y. 1998 and \$8,170,000 for F.Y. 1999 for the purchase of ancillary equipment for the 800 MHZ system for Mn/DOT and the State Patrol. The Governor also recommends 5 full-time-equivalent (FTE) positions in F.Y. 1998 and F.Y. 1999 to support the development, installation, testing, maintenance, and long term operation of the system and 5 temporary laborer positions in F.Y. 1999 to support the installation and testing of mobile radio equipment.

**RATIONALE:**

The 1996 legislature provided funding to design and implement a regional public safety radio system infrastructure. This system is intended to improve communication coverage and performance for public safety and local government agencies in the 9 county metro area, including county and city subsystems. However, the original funding covered only part of the infrastructure development. This initiative will fund subscriber (end user) equipment; parts, modules and boards for the 800 MHZ base station equipment, microwave infrastructure equipment, trunking system switching and control equipment, and end user mobile and portable radio equipment; support personnel; and ongoing maintenance costs of the system. Subscriber equipment is required for state users to operate on the system. When installed, the equipment will enhance patrol officers' ability to protect life and property of Minnesotans, as well as the daily operations for highway maintenance and construction personnel.

**PROGRAM OUTCOMES:**

Public safety communications for Mn/DOT, the State Patrol, Hennepin County, MCTO, and emergency medical service providers will be improved. System support will ensure that the system

and the equipment function properly and meet end users' needs. Interagency public safety officers can communicate with one another and respond to emergencies. Mn/DOT personnel can communicate better and more reliably on construction, maintenance, and weather-related situations.

**LONG-TERM IMPACT:**

Implementation of the public safety radio system in the metro area will improve the equipment replacement cycle for aging equipment in the outstate areas by reusing existing subscriber equipment from the metro area. Implementation of the metro system will reduce frequency congestion and increase the availability of frequencies for other local governmental agencies. This initiative will result in compliance with FCC frequency loading requirements.

## 1998-99 Biennial Budget

**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 and the Offices of Financial Management, Audit, Human Resources, Administrative Services, Workforce Equity and Diversity, Information Resource Management, Communications and Strategic Initiatives, 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 building and leases, central office supplies, mail services, blueprinting, indirect costs, and information management development, and legal services.

### PROGRAM STATUS:

To achieve the mission of delivering better information more quickly and at a lower cost, Mn/DOT has adopted the statewide Information Resource Management (IRM) strategy of building information resources that can be shared and reused across organizational and functional boundaries. With management direction from the Information Leadership Council (ILC), Mn/DOT has established agency-wide IRM policies, standards, organizational responsibilities, models and plan. Today's information systems will be obsolete in the next 5 to 10 years. Mn/DOT's policies, standards, models and plan provide a strategic context for replacing these systems with information that can be shared across organizational boundaries.

Looking ahead to the year 2000, by investing in shared information resource, 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.

In the last biennium, the department successfully implemented the MAPS system including the cost accounting and federal billing portions. We have become the statewide resource on the operation of the federal aid billing portion of MAPS. We have also created a new Materials Management Section in the Office of Financial Management. This section, which is composed of resources transferred from other parts of the department, creates a unit that provides skilled professionals to aid the department inventory centers in operating the consumable inventories of the department. It also supports the business function of the department in purchasing actions. This section is also responsible for the implementation of a new consumable inventory system, which will be compatible with the operations of MAPS.

The Department of Administration is involved in a multi-phase project renovating and remodeling the Transportation Building. Completion is expected in 2000. Floors 8 and 7 were completed last biennium and floors 6 through 3 will be completed this 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.

This past biennium, Mn/DOT expanded existing programs and initiated new strategies to promote diversity. Mn/DOT became a key participant in the national TRAC program. TRAC is a special partnership between DOT's and public schools to encourage students to become civil engineers and technicians. TRAC at Mn/DOT provides local teachers with computer based "hands on" math and physics lesson plans along with participation of Mn/DOT advisors when these lessons are taught. Mn/DOT has expanded its SEEDS program, a special outreach to minority and economically disadvantaged students, which provides student workers with the opportunity for employment while attending school in careers that Mn/DOT needs. The aim is to develop a pool of diverse candidates for future permanent employment with Mn/DOT. Mn/DOT updated its Strategic Plan for Diversity and the Diversity Committee was reconfigured to include the commissioner, members of his staff, and representatives from protected classes and other managers. Other special strategies initiated include harassment and violence prevention and employee surveys.

The transportation worker (TW) concept began as a pilot in F.Y. 1997. The classification combines three classification series—the highway maintenance worker, bridge worker and highway technician into one flexible multi-skilled classification. TW is designed to help Mn/DOT to remain competitive, through flexible, multi-skilled workers and to reward skill development and experience which enhance work transferability.

A formal reengineering project, scheduled for the end of F.Y. 1997, will focus on the effectiveness and efficiency of human resource activities related to recruitment and selection, performance management/appraisals, job evaluation/job descriptions and career management. The thrust of the project will be to utilize a "best practices" evaluation by contrasting current approaches with those of both private and public sector organizations.

Mn/DOT developed and implemented a mentoring program that pairs current employees with varying levels and types of career histories with new or existing employees who want career guidance and information about Mn/DOT. The goal of the program is to encourage information exchanges regarding the department's culture, norms and career development opportunities.

Mn/DOT offers computer software end-user training and support to its employees to enhance their skill levels.

A new approach to individual development planning will be implemented on a pilot basis in late F.Y. 1997. This process will provide a mix of instruction and practices so employees can enhance their skills and abilities to improve performance on their current jobs as well as compete for other Mn/DOT positions.

The Offices of Public Affairs and Communications launched a new employee publication to provide more timely, newsworthy information. It is an important resource for learning what initiatives are under way and what results we are getting from projects. The offices have also developed the Mn/DOT Home Page on Internet with links to important transportation information of interest internally and externally.

The Office of Strategic Initiatives worked closely with selected offices and districts to develop pilot business plans designed to increase Mn/DOT's effectiveness in delivering products and services. Plans were completed for the Office of Transit and the Mn/DOT District 2. The office supported the

1998-99 Biennial Budget

**PROGRAM:** General Support

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

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department's activity based costing initiative and tracked implementation of its major strategic directions. Activity based costing training was provided for senior management. The costing demonstration project was initiated in District 3B (St. Cloud). Cost development assistance was provided to the sign shop study.

The growth in the Intelligent Transportation Systems program 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, and systems security.

**BUDGET AND REVENUE SUMMARY:**

Summary of the Agency Plan is as follows:

- A proposed increase of \$500,000 each year for technical training of Highway Maintenance and Bridge workers to implement the Transportation Worker concept.
- An increase of \$1,730,000 each year to the department's Information Resource Management budget to allow sharing of information across organizational boundaries.
- A request of \$388,000 for F.Y. 1998 and \$212,000 for F.Y. 1999 for improvements to the new inventory system and modifications to other administrative systems to increase functionality.
- The agency plan includes a 2.5% per year base adjustment for salary inflation within the program.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: GENERAL SUPPORT

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
GENERAL MANAGEMENT	20,770	28,914	24,531	25,649	25,649	25,032	25,974	25,974
GENERAL SERVICES	13,755	19,786	16,315	17,815	17,815	16,954	18,454	18,454
<b>TOTAL EXPENDITURES BY ACTIVITY</b>	<b>34,525</b>	<b>48,700</b>	<b>40,846</b>	<b>43,464</b>	<b>43,464</b>	<b>41,986</b>	<b>44,428</b>	<b>44,428</b>
<b>AGENCY PLAN ITEMS:</b>		<b>FUND</b>						
INFORMATION RESOURCE MANAGEMENT		THI		1,730			1,730	
EMPLOYEE DEVELOPMENT & TRAINING		THI		500			500	
LEGACY SYSTEMS (ADMIN)		THI		388			212	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>2,618</b>			<b>2,442</b>	
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	41	41	41	41	41	41	41	41
STATE AIRPORTS	123	79	70	70	70	70	70	70
TRUNK HIGHWAY	29,222	41,766	35,783	38,401	38,401	36,913	39,355	39,355
<b>OPEN APPROPRIATIONS:</b>								
TRUNK HIGHWAY	4,054	4,479	4,479	4,479	4,479	4,479	4,479	4,479
HIGHWAY USERS TAX DISTRIBUTION	374	412	423	423	423	433	433	433
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	103	92	50	50	50	50	50	50
AGENCY	608	1,831						
<b>TOTAL EXPENDITURES</b>	<b>34,525</b>	<b>48,700</b>	<b>40,846</b>	<b>43,464</b>	<b>43,464</b>	<b>41,986</b>	<b>44,428</b>	<b>44,428</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	338.2	364.6	365.9	367.9	367.9	365.9	367.9	367.9
TEMP/SEAS/PART_TIME	5.0	5.0	4.1	4.1	4.1	4.1	4.1	4.1
OVERTIME	1.4	1.0	1.0	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FTE</b>	<b>344.6</b>	<b>370.6</b>	<b>371.0</b>	<b>373.0</b>	<b>373.0</b>	<b>371.0</b>	<b>373.0</b>	<b>373.0</b>

## 1998-99 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; audit, internal and external communication; and strategic management.

- 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.
- Financial Management services ensure 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. It also is responsible to the Department of Finance for the management of the trunk highway fund and other related transportation funds. The Management Analysis Section 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. The Material Management section aids the department inventory centers and business offices in inventory management and procurement issues.
- 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 were billed under contract, are supported and reimbursable under state and federal laws, rules, and regulations.
- 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.
- 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 for minority and disadvantaged students 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, maximize the diversity of the workforce, and minimize exposure to complaint and lawsuit because of violation of human rights laws.
- 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.
  - The Office of Information Resource Management (IRM) was established in June, 1996, integrating the functions of the former Offices of Information Policy and Systems. The new office is responsible for IRM planning and project support, GIS coordination, data resource management, applications resource management, and technology resource management. The office serves as a liaison with the Department of Administration.
  - 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, Internet, consultation, and specialized information services (e.g., newspaper clippings, inter-library loans, and identification and tracking of technical and managerial issues).
  - Strategic Initiatives assist 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.

### BUDGET ISSUES:

The \$500,000 per year request for technical training will provide highway maintenance workers and bridge workers and highway technicians with new skills and competencies to implement the transportation worker concept.

The increase of \$388,000 in F.Y. 1998 and \$212,000 in F.Y. 1999 for improvements to the new inventory system and changes to other administrative systems will help Mn/DOT meet the needs of internal and external customers. It will also improve the federal aid management system.

Increase of \$230,000 each year for Information Resource Management operating expenses to implement Mn/DOT's plan to allow sharing of systems across organizational boundaries.

### REVENUE:

There were no policy changes that will affect revenues for this biennium.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: GENERAL SUPPORT  
ACTIVITY: GENERAL MANAGEMENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	17,598	19,488	19,796	20,026	20,026	20,280	20,510	20,510
OPERATING EXPENSES	3,172	9,426	4,735	5,623	5,623	4,752	5,464	5,464
<b>SUBTOTAL STATE OPERATIONS</b>	<b>20,770</b>	<b>28,914</b>	<b>24,531</b>	<b>25,649</b>	<b>25,649</b>	<b>25,032</b>	<b>25,974</b>	<b>25,974</b>
<b>TOTAL EXPENDITURES</b>	<b>20,770</b>	<b>28,914</b>	<b>24,531</b>	<b>25,649</b>	<b>25,649</b>	<b>25,032</b>	<b>25,974</b>	<b>25,974</b>
<b>AGENCY PLAN ITEMS:</b>								
		<b>FUND</b>						
INFORMATION RESOURCE MANAGEMENT		THI		230			230	
EMPLOYEE DEVELOPMENT & TRAINING		THI		500			500	
LEGACY SYSTEMS (ADMIN)		THI		388			212	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>1,118</b>			<b>942</b>	
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
TRUNK HIGHWAY	20,059	26,991	24,481	25,599	25,599	24,982	25,924	25,924
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	103	92	50	50	50	50	50	50
AGENCY	608	1,831						
<b>TOTAL EXPENDITURES</b>	<b>20,770</b>	<b>28,914</b>	<b>24,531</b>	<b>25,649</b>	<b>25,649</b>	<b>25,032</b>	<b>25,974</b>	<b>25,974</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	114	61	50	50	50	50	50	50
AGENCY	608	1,831						
<b>TOTAL REVENUES COLLECTED</b>	<b>722</b>	<b>1,892</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: GENERAL SUPPORT  
ACTIVITY: GENERAL MANAGEMENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	332.9	355.6	356.9	358.9	358.9	356.9	358.9	358.9
TEMP/SEAS/PART_TIME	5.0	5.0	4.1	4.1	4.1	4.1	4.1	4.1
OVERTIME	1.4	1.0	1.0	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FTE</b>	<b>339.3</b>	<b>361.6</b>	<b>362.0</b>	<b>364.0</b>	<b>364.0</b>	<b>362.0</b>	<b>364.0</b>	<b>364.0</b>

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1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

The general services activity exists to:

- Provide leased work space and attendant housekeeping services for Mn/DOT central office personnel housed in the Transportation Building or elsewhere in rental buildings.
- Furnish Mn/DOT employees statewide with necessary forms, office supplies and materials, and printed information.
- Provide for equipment lease and service contracts.
- Print highway construction plans and proposals.
- Oversee printing and distribution of the official Minnesota highway map.
- Fund ongoing implementation of development projects outlined in Mn/DOT's plan for shared information resources.
- Perform other administrative services for department management.
- Fund charges from the Attorney General for legal services.

**BUDGET ISSUES:**

Increase of \$1,500,000 each year to the Information Resource Management current level to allow sharing of systems across organizational boundaries. The plan for shared information resources will realize savings through reduction in redundant data collection and storage, duplication of efforts, and maintenance of interfaces.

**REVENUE:**

None

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: GENERAL SUPPORT  
ACTIVITY: GENERAL SERVICES

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	295	500	515	515	515	527	527	527
OPERATING EXPENSES	13,460	19,286	15,800	17,300	17,300	16,427	17,927	17,927
<b>SUBTOTAL STATE OPERATIONS</b>	<b>13,755</b>	<b>19,786</b>	<b>16,315</b>	<b>17,815</b>	<b>17,815</b>	<b>16,954</b>	<b>18,454</b>	<b>18,454</b>
<b>TOTAL EXPENDITURES</b>	<b>13,755</b>	<b>19,786</b>	<b>16,315</b>	<b>17,815</b>	<b>17,815</b>	<b>16,954</b>	<b>18,454</b>	<b>18,454</b>
<b>AGENCY PLAN ITEMS:</b>								
		<b>FUND</b>						
INFORMATION RESOURCE MANAGEMENT		THI		1,500			1,500	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>1,500</b>			<b>1,500</b>	
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	41	41	41	41	41	41	41	41
STATE AIRPORTS	123	79	70	70	70	70	70	70
TRUNK HIGHWAY	9,163	14,775	11,302	12,802	12,802	11,931	13,431	13,431
<b>OPEN APPROPRIATIONS:</b>								
TRUNK HIGHWAY	4,054	4,479	4,479	4,479	4,479	4,479	4,479	4,479
HIGHWAY USERS TAX DISTRIBUTION	374	412	423	423	423	433	433	433
<b>TOTAL EXPENDITURES</b>	<b>13,755</b>	<b>19,786</b>	<b>16,315</b>	<b>17,815</b>	<b>17,815</b>	<b>16,954</b>	<b>18,454</b>	<b>18,454</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	5.3	9.0	9.0	9.0	9.0	9.0	9.0	9.0
<b>TOTAL FTE</b>	<b>5.3</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

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1998-99 Biennial Budget

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

**PROGRAM DESCRIPTION:**

The 1996 Governor's recommendations for the Capital Building Budget (Executive Summary) included the following: "In future biennia, the Governor will propose a more streamlined and efficient budget process by including the smaller ongoing building projects in the operating budget and concentrating in the capital budget on larger projects. Therefore, future capital budgets will include only major projects such as headquarter building replacements, additions or renovations. Other projects will be presented in the operating budget which represent ongoing operational needs such as truck station replacements or additions, chemical and other storage buildings, associated design fees and land acquisitions, rest areas, and related items."

The Biennial Budget Buildings program was developed to conform with this recommendation. These Mn/DOT Buildings program funds are appropriated from the trunk highway fund and would not require issuance of bonds.

Mn/DOT's regional and maintenance headquarters buildings in the 7 Greater Minnesota Transportation Districts and the Metropolitan Division total 17 major buildings. These headquarter buildings provide space for the engineering, operations, technical and constituent services efforts that directly support the management and maintenance of Minnesota's transportation infrastructure. These facilities contain: office space, vehicle repair shops, parts and inventory storage rooms, vehicle storage space, materials laboratories, radio repair and installation shops, sign and bridge crew shops. In many cases they also contain District State Patrol offices.

In addition, Mn/DOT owns 134 truck station sites, 17 regional and maintenance headquarter sites, 5 special services sites, 54 Class I rest area sites, 22 Class II rest area sites, 9 truck weigh stations, approximately 70 radio communications sites, and 70 salt/sand loading sites -- a total of 381 sites. Mn/DOT operates 910 buildings at these locations totaling over 4 million square feet, with an estimated total replacement cost of \$251 million.

These buildings and sites allow Mn/DOT to provide services to the public by providing space for staff and equipment needs in close proximity to the transportation infrastructure.

This program provides for the major replacement, expansion, reroofing or remodeling/updating of certain of these buildings and sites. This can include: heating ventilating and air conditioning (HVAC) replacements, HVAC upgrades and major maintenance, chemical storage buildings, unheated storage buildings, design and construction document consultant fees, land acquisition for building sites, asbestos removal & site surveys, rest area rehabilitation and related building needs.

Of particular note, Class I safety rest area rehabilitation projects include replacements of picnic shelter roofs, rotting structural beams, window systems and excavations of leaking earth-sheltered buildings. Districts have been deferring these projects to avoid exceeding their district facilities maintenance budgets.

Routine building maintenance expenditures are made from the State Road Operations budget activity.

**PROGRAM STATUS:**

Mn/DOT has a capital building budget process wherein reviews are done every other year with building users and division staff to identify deficiencies and needs for building space and renewals. This process generally results in an 8 to 10 year plan for projects. Presently, this plan lists 132 smaller ongoing projects, totaling \$24.3 million, awaiting funding over the next 4 biennia. The plan also identifies 13 major projects, totaling \$46 million, for which funding will be requested through the Capital Budget.

Mn/DOT has received appropriations in the current 1996-1997 biennium process equivalent to \$7.6 million for projects in this operating budget Buildings Program and \$23 million for Capital Building Budget projects, or a total of \$30 million in building-related projects.

Mn/DOT facilities need to be routinely upgraded to provide the required space, at the correct locations for operations, so that the agency can efficiently and promptly respond to the highway users needs. Some upgrades are program-related and some are code-required.

**PLANNED RESULTS:**

Mn/DOT facilities will be built and maintained to meet transportation system user needs and respond to environmental and safety concerns. Environmental concerns pertain to both natural and personal health considerations:

- Proper facilities for environmentally sound salt and chemical storage are constructed on an ongoing basis. All raw salt is covered to prevent runoff today; however, only 30% of mixed sand/salt in inventory is covered today. The dollars identified in this Buildings Program should increase this covered amount to 45%.
- HVAC personal health environment upgrades provide adequate exhaust of diesel fumes from truck storage and repair shops, and proper ventilation per code for office areas. While almost all of Mn/DOT buildings are up to state building code ventilation requirements, only 50% meet Mn/DOT's diesel exhaust standards of 2.0 cubic feet of air per minute, for each square foot of building area.
- Safety concerns are also addressed by providing adequate space within buildings for storage and service of equipment. This results in fewer injuries and workman's compensation insurance cases and a more productive workforce.

**BUDGET AND REVENUE SUMMARY:**

Truck Station Projects:

Detroit Lakes & Mankato Shop Rehabilitation	\$ 610,000
Glencoe Truck Station: Replacement	605,000
Alexandria Truck Station: Building Addition	575,000
North Branch Truck Station: Building Addition	460,000
Elk River Truck Station: Building Addition	365,000
Hallock Truck Station: Building Addition	285,000
Remer Truck Station: Building Addition	285,000
Ada Truck Station: Building Addition	285,000

1998-99 Biennial Budget

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

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Salt Storage Buildings:	
Replacement Building: Statewide (29 Sites)	1,000,000
Unheated Storage Buildings:	
New Buildings: Statewide (16 Sites)	400,000
Design & Construction Document Fees:	
Detroit Lakes Headquarters: Const. Documents	156,000
Mankato Headquarters: Design Update	25,000
Land Acquisition Funds:	
Maple Grove Truck Station: Replacement Site	350,000
Litchfield Truck Station: Replacement Site	60,000
Paynesville Truck Station: Replacement Site	60,000
Asbestos:	
Removal and Site Surveys (Statewide)	250,000
Safety Rest Areas:	
Class I: Rehabilitation Projects	550,000
Hader Rest Area Building	290,000
Class II: New Buildings (4 Sites)	160,000
<b>Operational Buildings Subtotal</b>	<b>\$6,771,000</b>
Emergency Building Request:	
Cedar Avenue Truck Station	5,500,000
<b>Total F.Y. 1998 Request</b>	<b>\$12,271,000</b>

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: TRANSPORTATION DEPT  
PROGRAM: BUILDINGS  
ACTIVITY: BUILDINGS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
CAPITAL OUTLAY	8,900			12,271	12,271			
<b>SUBTOTAL STATE OPERATIONS</b>	<b>8,900</b>			<b>12,271</b>	<b>12,271</b>			
<b>TOTAL EXPENDITURES</b>	<b>8,900</b>			<b>12,271</b>	<b>12,271</b>			
<b>AGENCY PLAN ITEMS:</b>								
			<b>FUND</b>					
TRUCK STATIONS, REST AREAS, STORAGE			THI	6,771				
CEDAR AVENUE TRUCK STATION			THI	5,500				
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>12,271</b>				
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
TRUNK HIGHWAY	8,900			12,271	12,271			
<b>TOTAL EXPENDITURES</b>	<b>8,900</b>			<b>12,271</b>	<b>12,271</b>			
<b>FTE BY EMPLOYMENT TYPE:</b>								
<b>TOTAL FTE</b>								

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**F.Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** Cedar Avenue Truck Station

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- Trunk Highway Fund	\$5,500	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
Trunk Highway Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**AGENCY PLAN:**

Mn/DOT's budget plan includes an emergency request for a new truck station facility at Cedar Avenue in Richfield.

**RATIONALE:**

Recent changes in the highway construction schedule for the interchange at the junction of the crosstown TH62 and TH55 at Fort Snelling require that construction of a bypass for bridge construction will begin in November 1998. The bypass is going to pass directly through the Fort Snelling Truck Station. A replacement building is proposed for a site near Cedar Avenue and 66th Street in Richfield. The 17 acre site is being purchased from the Metropolitan Airport Commission with right of way relocation funds since the existing facility is being forced to close because of road construction. The new building must be ready for occupancy by September 1998.

**LONG-TERM IMPACT:**

With a new facility at the proposed location, Mn/DOT will also be able to consolidate this site with France Avenue Truck Station in Bloomington. This action will allow the sale of property considered more valuable for commercial development. At the same time, trucks that service I35W into downtown Minneapolis will be closer to their routes. We estimate the sale of France Avenue property will bring approximately \$3.5 million into the trunk highway fund.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1998-99 Biennial Budget**

**AGENCY:** Metropolitan Council Transit

**AGENCY DESCRIPTION:**

The Metropolitan Council is responsible for transit planning, policy making, administration and coordination of varied transit services throughout the metropolitan area. The Metropolitan Council Transit Operations (MCTO), the largest transit provider in the state, is the operating division of the council. The major transit responsibilities of the council include:

- foster cost-effective and efficient delivery of transit services;
- continue implementation of transit redesign initiatives;
- develop transit service and capital investment plans;
- adopt annual transit operating and capital budgets including MCTO;
- administer state and metropolitan area transit subsidies;
- establish and implement regional fare policies;
- program and coordinate regional transit capital investments including transit hubs;
- work cooperatively to assist local governments, transit providers, opt-out systems, regional rail authorities, transportation management organizations, developers and others to coordinate and integrate all transit modes and services; and
- conduct performance evaluation of the transit system.

**GOALS AND OBJECTIVES:**

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

- provide maximum mobility of the region's residents in support of the council's adopted growth option;
- provide metropolitan area residents enhanced access to jobs;
- assist transit dependent individuals and families through expanded job seekers and welfare to work programs with cost-effective transit service to jobs;
- increase ridership on the regional transit system;
- implement Transit Redesign initiatives to restructure and redefine transit services including opportunities for competition;
- comply with the requirements of the Americans with Disabilities Act (ADA);
- minimize congested freeway miles;
- reduce energy consumption per person; and
- reduce overall vehicle emissions.

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

The Metropolitan Council is faced with the challenge in F.Y. 1998-99 to reverse the decline of the regional transit system that has transpired over the last 4 years. The base service must be preserved with minimal funding increases and supplemented with new initiatives funding.

Revenue sources that support regional transit operations include the regional property tax, farebox, federal grants and state funding. The property tax is projected to grow modestly during the biennium while no increased revenues are expected from the farebox or federal funding.

Key factors impacting metropolitan transit funding requirements include:

- cost of service preservation increases by 1.6% annually or approximately \$5 million over the biennium;
- property tax level excluding opt-out communities is projected to increase by 2.9% in the F.Y. 1998 and 3.2% in F.Y. 1999;
- no fare increase is planned during the biennium as the 7-1-96 fare increase resulted in a ridership loss of approximately 4%;
- federal operating assistance is assumed to remain constant at \$3 million; and
- fund balances are not available as they are maintained at minimum levels to adequately fund cash flow requirements.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends an increase of \$9,960 in addition to the current level of state resources for metropolitan area transit services. The additional funds are needed to preserve existing service levels, provide incentives for business, jobseekers and reverse commuters, and increase transit system service reliability.

Total funding for services including this increase will be as follows:

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
State Appropriation	\$36,291	\$42,037	\$47,058	\$49,351	\$49,351
Property Taxes	65,695	68,011	71,491	73,983	76,966
Fares	43,441	42,718	49,479	49,479	49,479
Federal	10,292	4,230	3,600	4,850	4,850
Other	<u>8,549</u>	<u>6,922</u>	<u>6,670</u>	<u>5,911</u>	<u>5,911</u>
<b>TOTAL</b>	<b>\$164,538</b>	<b>\$163,918</b>	<b>\$178,298</b>	<b>\$183,574</b>	<b>\$186,557</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

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

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
LOCAL ASSISTANCE	42,037	47,058	44,371	44,371	49,351	44,371	44,371	49,351
<b>TOTAL EXPENDITURES</b>	<b>42,037</b>	<b>47,058</b>	<b>44,371</b>	<b>44,371</b>	<b>49,351</b>	<b>44,371</b>	<b>44,371</b>	<b>49,351</b>
<b>GOV'S INITIATIVES:</b>								
								<b>FUND</b>
(A) SERVICE PRESERVATION					2,480			2,480
(A) INCENTIVES FOR BUSINESS, JOB SEEKERS					1,000			1,000
(A) INCREASE SERVICE RELIABILITY					1,500			1,500
<b>TOTAL GOV'S INITIATIVES</b>					<b>4,980</b>			<b>4,980</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	42,037	47,058	44,371	44,371	49,351	44,371	44,371	49,351
<b>TOTAL EXPENDITURES</b>	<b>42,037</b>	<b>47,058</b>	<b>44,371</b>	<b>44,371</b>	<b>49,351</b>	<b>44,371</b>	<b>44,371</b>	<b>49,351</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: METROPOLITAN COUNCIL TRANSIT

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y.98	F.Y.99	F.Y.98	F.Y.99	F.Y.98	F.Y.99	F.Y.98	F.Y.99
F.Y.97 APPROPRIATIONS	41,058	41,058	41,058	41,058				
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<177>	<177>	<177>	<177>				
BIENNIAL APPROPRIATIONS	3,490	3,490	3,490	3,490				
SUBTOTAL BASE ADJ.	3,313	3,313	3,313	3,313				
BASE LEVEL	44,371	44,371	44,371	44,371				

**F.Y. 1998-99 BUDGET INITIATIVE**

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

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

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$4,980	\$4,980	\$4,980	\$4,980
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-
Statutory Change? Yes ___ No <u>X</u>				
If yes, statutes(s) affected:				

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends funding transit programs administered by the Metropolitan Council at an increased level of \$9,960,000 for F.Y. 1998-1999. The state assistance will be used to fund 3 key initiatives: 1) preserve the existing service levels for the metropolitan transit system, including regular route services, the Metro Mobility program and community-based small urban/rural programs (\$4,960,000), 2) provide incentives for business, job seekers and reverse commuters (\$2,000,000) and 3) increase service reliability (\$3,000,000).

**RATIONALE:**

This recommendation includes three initiatives to make it possible for the transit system to be an effective alternative for individuals who do not have other means of transportation, to provide access to jobs and help the economy grow and to contribute to reduced traffic congestion.

The first initiative will maintain and preserve the existing transit service levels throughout the region (i.e. frequency, coverage and dependability). The second initiative will provide additional resources to establish partnerships with businesses to improve transit accessibility to employment sites and to facilitate more "reverse commute" services between the core areas where many potential employees live and suburban areas where many jobs are located. The third initiative will provide additional resources to increase service reliability through better on-time service performance and reduced Metro Mobility trip denials.

State funding will amount to about 27 percent of metropolitan transit funding in 1998; other sources of revenues include fares, property taxes and federal funding. The recommendation includes an increase over last biennium because: 1) no fare increase is planned during the biennium as the July 1, 1996 fare increase resulted in an approximately 4% ridership loss, 2) federal transit operating assistance is assumed to remain constant in the best case scenario, if not reduced, 3) property tax

levels, excluding opt out communities, are expected to increase by about 3%, 4) operating costs are expected to increase at 2.5% per year for salaries and benefits and at 3% per year for other expenses and 5) there is a need to improve access to jobs and increase service reliability.

**PROGRAM OUTCOMES:**

Transit provides access to jobs and other key destinations for metropolitan residents, helps decrease traffic congestion, reduces wear and tear on the region's roads, reduces overall pollution, decreases reliance on foreign oil and assists transit dependant individuals who do not have access to a car. Many of those people are individuals with disabilities or economically disadvantaged.

The Council is committed to pursuing a cost-effective and efficient delivery of regional transit services, including enhanced access to jobs via transit for metropolitan residents and continued implementation of transit alternatives with the involvement of local units of government and other affected groups. The Council is also committed to enhancing transit service reliability.

**LONG-TERM IMPACT:**

This initiative will provide sufficient funds to maintain existing transit services in the region for the 1998-1999 biennium. Without these funds, the different components of the transit system will be required to raise fares with a corresponding loss in ridership or make significant service reductions. The job related initiative and service reliability enhancements would not be possible without these funds.

**1998-99 Biennial Budget**

**AGENCY:** Transportation Regulation Board

**AGENCY DESCRIPTION:**

Due to the Federal pre-emption of most motor carrier regulatory functions, the Transportation Regulation Board ceased to exist on June 30, 1996. The remaining functions were transferred to the Department of Transportation.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

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

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES		358						
OPERATING EXPENSES		178						
<b>SUBTOTAL STATE OPERATIONS</b>	<b>536</b>							
<b>TOTAL EXPENDITURES</b>	<b>536</b>							
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
TRUNK HIGHWAY		536						
<b>TOTAL EXPENDITURES</b>	<b>536</b>							
<b>REVENUE COLLECTED:</b>								
<b>NONDEDICATED:</b>								
TRUNK HIGHWAY		6						
<b>TOTAL REVENUES COLLECTED</b>	<b>6</b>							
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR		6.4						
<b>TOTAL FTE</b>	<b>6.4</b>							

**AGENCY:** Safety Council

**AGENCY DESCRIPTION:**

The Minnesota Safety Council's mission is to make Minnesota a safer and healthier place to live by providing information, education and training, and to influence safety and health in communities throughout the region.

Our vision for 2003, when the Minnesota Safety Council celebrates its 75th anniversary, is that we will be the most effective, well-respected and well-recognized champion for improving safety and health in Minnesota. We will:

- Create and execute innovative strategies, including far-reaching public/private partnerships, to reduce preventable incidents resulting in human and economic loss.
- Provide a forum for resolving problems and offering solutions in injury and illness prevention.
- Conduct research and develop programs to identify new concepts for risk avoidance and safety/health enhancements.
- Improve the safety and health status of our diverse communities in terms of economic status, geography, age and culture.
- Provide programming at a state-of-the-art headquarters facility and a network of regional offices around the state.
- Apply advanced technology to the advancement of safety and health.

The Minnesota Safety Council was organized in 1928 by representatives of state government and the private sector who recognized that preventing injury, illness and incidents from unintentional causes is a responsibility of government and the private sector. Both still support our work.

Unintentional injury is the primary health risk to our children, the primary cause of death to Minnesotans 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 preventable death and injury to all Minnesotans. More years of life are lost from unintentional injury than heart disease, cancer, stroke and lung disease. Experts estimate at least 100 disabling injuries for each death recorded. Reducing unintentional injury significantly increases Minnesotans' chance to lead productive, healthy lives.

The economic loss is also significant. In 1995, unintentional injuries were estimated to cost Minnesota more than \$7 billion in hard costs. Lost quality of life from those injured was valued at another \$12.5 billion. About 2/3 of hard costs were borne by Minnesota's employers (including government employers). The Minnesota Safety Council assists employers to build strong workplace safety and health programs to free dollars wasted on the consequences of unintentional injury for economic growth. Employers with strong workplace safety and health programs see increased productivity with reduced absenteeism, less downtime and a more motivated workforce. Reducing workplace injuries increases Minnesota's ability 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 injury to Minnesotans to about age 40, and a significant cause of death and injury to older drivers. Key causes are driver errors. The Minnesota Safety Council trains licensed drivers in crash avoidance skills. We train about 30,000 licensed drivers a year 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. The Youth in the Workplace traffic safety program (in cooperation with the Minnesota Department of Public Safety and the National Highway Traffic Safety Administration) has won state and national awards.

- **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. We coordinate efforts in Minnesota to reduce unintentional injury and death to kids. Our Minnesota SAFE KIDS coalition involves more than 140 agencies and organizations working in injury reduction or children's issues. They help plan and implement programs for children, parents and other care givers (teachers, health care professionals, pre-school staff and others). Minnesota SAFE KIDS has twice received White House recognition for excellence and effectiveness in programming, and has earned the National Safety Council's Community Service Award for creating and sharing innovative programs.
- **Workers compensation cost control:** Workers compensation reform has concentrated on changes in the insurance system, a critical need acknowledged by government, labor and employers. Cost control through reduction of workplace injuries, reduction of claims and resultant costs is another critical side to the issue. The Minnesota Safety Council provides workplace safety and health consultants who are available through our toll-free telephone line, Electronic Bulletin Board System, and the Internet. We assist workers and employers in both public and private sectors to develop and implement effective programs to reduce work-related accidents. We develop and conduct training to assist in policy development, regulatory compliance, and employee and management skills-building to support workplace safety and health programs. The majority of our work is with small and medium-sized employers.
- **Programs in Greater Minnesota:** Almost half of Minnesota's population is outside of the Twin Cities metropolitan area. Our programs are available throughout the state. In 1995, we conducted training in over 150 different Minnesota communities. In addition, our toll-free telephone line provides access to program consultants and services without charge from anywhere in Minnesota. We organize and provide program support to a network of volunteer 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 one program resulted in a Grand Rapids group winning national recognition for conducting a Safety Camp for children in that community. A program funded through a private national foundation allowed us 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 was 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 the Minnesota Safety Council first received statutory funding, we have significantly increased our gross budget, from \$75,000 to approximately \$4.2 million in 1996-97. Each state dollar is matched with over \$8 in private-sector contributions. We fund the balance of our activities through revenues from training and sale of training-related materials. Current funding sources: membership contributions - 13%; training - 52%; state appropriation - 1%; program grants - 11%; other earned income - 23%.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: SAFETY COUNCIL  
PROGRAM: MINN SAFETY COUNCIL  
ACTIVITY: MINN SAFETY COUNCIL

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
LOCAL ASSISTANCE	67	67	67	67	67	67	67	67
<b>TOTAL EXPENDITURES</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
TRUNK HIGHWAY	67	67	67	67	67	67	67	67
<b>TOTAL EXPENDITURES</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>	<b>67</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
<b>TOTAL FTE</b>								

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**1998-99 BIENNIAL BUDGET**  
**PROGRAM STRUCTURE**

**AGENCY:** Public Safety, Department of

**PROGRAM**

**ADMINISTRATION AND RELATED SERVICES**

Office of Communications  
Public Safety Support  
Technical Support Services

**PAGE**

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**EMERGENCY MANAGEMENT**

Emergency Management Assistance  
Nuclear Plant Preparedness  
Emergency Response Commission

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**CRIMINAL APPREHENSION**

Forensic Science Laboratory  
Criminal Justice Information System  
Criminal Investigations  
Police Training and Development  
Criminal Apprehension Support

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**FIRE MARSHAL**

Fire Marshal

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**STATE PATROL**

Patrolling Highways  
Commercial Vehicle Enforcement  
Capitol Complex Security  
State Patrol Support

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**DRIVER AND VEHICLE SERVICES**

Vehicle Registration and Title  
Interstate Registration and Reciprocity  
Licensing Drivers  
Driver and Vehicle Support

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**ALCOHOL AND GAMBLING ENFORCEMENT**

Gambling Enforcement  
Alcohol Enforcement

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**TRAFFIC SAFETY**

Traffic Safety and Research

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**DRUG POLICY AND VIOLENCE PREVENTION**

Drug Policy and Violence Prevention

G-252

**PIPELINE SAFETY**

Pipeline Safety

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**CRIME VICTIMS SERVICES**

Crime Victims Services

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**CRIME VICTIMS OMBUDSMAN**

Crime Victims Ombudsman

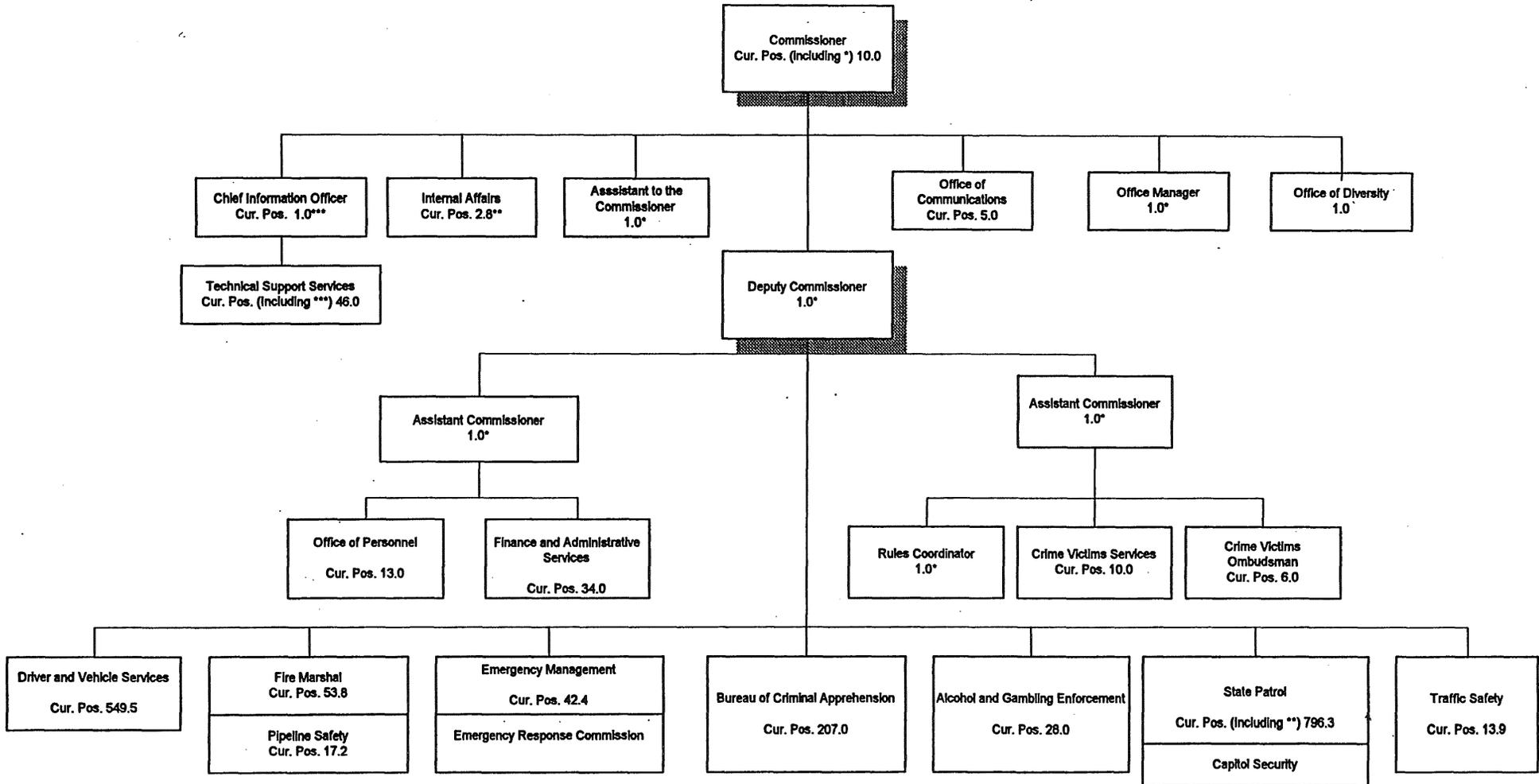
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**LAW ENFORCEMENT AND COMMUNITY GRANTS**

Law Enforcement and Community Grants

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**Department of Public Safety Organization Chart**  
**July 1, 1996**



June 30, 1996, FTE: 1,730.4

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: General Fund

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$35,344	\$35,344	\$70,688
<b><u>BASE ADJUSTMENT</u></b>			
One-time Appropriation	(4,741)	(4,741)	(9,482)
Documented Space Rent/Lease Increase	153	179	332
Biennial Appropriations	150	150	300
Transfers Between Agencies	100	100	200
Annualization of New Program Costs	104	104	208
1998-99 Compensation Inflation	<u>489</u>	<u>991</u>	<u>1,480</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	<b>\$31,599</b>	<b>\$32,127</b>	<b>\$63,726</b>
<b><u>AGENCY DECISION ITEMS</u></b>			
Salary Increase Internal Comp. Study	35	70	105
Hazardous Materials Incident Response	75	75	150
Natural Disaster Assist. - State Match	1,300	1,300	2,600
Fire Sprinkler Certification Inspection	103	100	203
Legislative and Executive Protection	<u>398</u>	<u>404</u>	<u>802</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	<b>\$33,510</b>	<b>\$34,076</b>	<b>\$67,586</b>
<b><u>GOVERNOR'S INITIATIVES</u></b>			
Enhanced Criminal Justice Computer	5,889	3,894	9,783
Law Enforcement Overtime and Gang Unit	2,752	2,454	5,206
State Patrol Special Response	1,441	883	2,324
Bullet Proof Vest Reimbursement	100	100	200
Delinquent Traffic Fine Collection Study	<u>200</u>	<u>-0-</u>	<u>200</u>
<b><u>GOVERNOR'S RECOMMENDATIONS</u></b>	<b>\$43,892</b>	<b>\$41,407</b>	<b>\$85,299</b>

**Brief Explanation of Agency Plan:**

- The agency plan calls for a base adjustment of \$25,000 in both F.Y. 1998-99 as a biennial appropriation to fund a portion of the costs for the hazardous materials safety activity of the Emergency Management Program. \$50,000 was provided in F.Y. 1996 only, for payment to the emergency response teams for their response to hazardous materials incidents.

- The agency plan calls for a base adjustment of \$125,000 each year as a biennial appropriation to fund the costs of the Crime Fax Alert Network. \$250,000 was appropriated in F.Y. 1996 only, to fund the network.
- The plan calls for a base adjustment (transfers between appropriations) of \$100,000 each year of the biennium to fund a portion of the Crime Victims Ombudsman program. Laws of 1995, Chapter 226, Article 1, Section 11, Subdivision 4, transfers \$200,000 from the Department of Corrections to the Crime Victims Ombudsman.
- The plan calls for the annualization of costs by \$111,000 each year. The supplemental appropriation of \$119,000 for F.Y. 1997, as found in Laws of 1996, Chapter 455, Article 1, Section 4, only partially funded critical computer operation systems of the agency.
- The plan calls for the annualization of costs for Bureau of Criminal Apprehension laboratory improvements by \$43,000 each year. \$450,000 was appropriated in the Laws of 1996, Chapter 408, Article 1, Section 4, to partially fund laboratory improvements and an increase in special agents.
- The plan calls for a base level decrease of \$50,000 each year to annualize the costs related to designating parents on the Minnesota drivers licenses of drivers under age 21. \$111,000 was appropriated in F.Y. 1997 in the Laws of 1996, Chapter 455, Article 1, Section 4, to implement this program.
- The plan includes a compensation inflation base adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The agency plan calls for \$35,000 in F.Y. 1998 and \$70,000 in F.Y. 1999 to implement wage increases for employees in Bargaining Unit 201, Law Enforcement. These wage adjustments are based on an internal Hay study conducted by the Department of Employee Relations.
- The agency plan includes an appropriation of \$1,300,000 each year to cover projected state match obligations under federal natural disaster assistance and hazard mitigation grants to local units of government.
- The agency plan includes an increase in funding of \$75,000 each year under the Hazardous Materials Incident Response Act. The appropriation will be used to reimburse state hazardous materials response teams for costs incurred in responding to incidents when no responsible party can be identified.
- The agency plan calls for an increase in the level of funding of \$103,000 in F.Y. 1998 and \$100,000 in F.Y. 1999 for the fire sprinkler system licensing activity. Fees generated by this activity are sufficient to cover the increase level of funding.
- The agency plan calls for an increase in the level of funding of \$398,000 in F.Y. 1998 and \$404,000 in F.Y. 1999 to enhance enforcement capabilities within the Capitol Complex.

**1997 DEFICIENCIES:**

This budget includes 2 F.Y. 1997 deficiency appropriations. \$1,393,000 is to reimburse local governments for disaster recovery costs related to the spring flooding of 1996. \$226,000 is to reimburse the Trunk Highway Fund for costs incurred by the State Patrol in providing assistance to local law enforcement in the City of Minneapolis during the summer of 1996.

**Agency Budget Brief**  
**Agency:** Public Safety, Department of  
(Continuation)

**1998-99 Biennial Budget**  
**Fund:** General Fund

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**Revenue Summary:** The agency plan has no impact on revenue collection.

**Affected Statutes:** None.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends a General Fund level of \$85,299,000 for the biennium, which incorporates initiatives for the following: \$9,783,000 for enhanced criminal justice computers; \$5,206,000 for law enforcement overtime grants and gang unit expenditures; \$2,234,000 for enhanced patrolling services statewide; and \$200,000 for bullet proof vest reimbursements. These items are part of the Governor's overall Anti-Crime initiative that totals \$58.2 million for the 1998-99 biennium. In addition to these funds for the Department of Public Safety, it includes funds for the Departments of Corrections, Military Affairs, Children, Families & Learning, and the Office of Planning. The Governor also recommends \$200,000 for a delinquent traffic fine collection study.

The Governor also recommends that the legislature act on the 2 deficiencies included in the agency plan.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: State Government Special Revenue Fund

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$7	\$7	\$14
<b><u>BASE ADJUSTMENT</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	\$7	\$7	\$14
<b><u>AGENCY DECISION ITEMS</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	\$7	\$7	\$14
<b><u>GOVERNOR'S INITIATIVES</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	\$7	\$7	\$14

**Brief Explanation of Agency Plan:**

The agency plan will be financed within the current level of funding for F.Y. 1998 and 1999.

**Revenue Summary:**

None.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: Special Revenue Fund

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$1,365	\$1,365	\$2,730
<b><u>BASE ADJUSTMENT</u></b>			
1997 Salary Supplement	38	38	76
1998-99 Compensation Inflation	15	30	45
Documented Space Rent/Lease Increase	2	3	5
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	<b>\$1,420</b>	<b>\$1,436</b>	<b>\$2,856</b>
<b><u>AGENCY DECISION ITEMS</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	<b>\$1,420</b>	<b>\$1,436</b>	<b>\$2,856</b>
<b><u>GOVERNOR'S INITIATIVES</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	<b>\$1,420</b>	<b>\$1,436</b>	<b>\$2,856</b>

**Brief Explanation of Agency Plan:**

- The agency plan includes a compensation inflation adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.

**Revenue Summary:**

Agency plans does impact on revenue collections in the Pipeline Safety program. Projected revenues in F.Y. 1998-99 will increase to cover base adjustments.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: Trunk Highway Fund

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$66,531	\$66,531	\$133,062
<b><u>BASE ADJUSTMENT</u></b>			
One-Time Appropriation	5	(5)	(10)
Documented Space Rent/Lease Increase	618	665	1,283
Attorney General Funding Changes	1,188	1,188	2,376
1997 Salary Supplement Transfers	3,031	3,031	6,062
Annualization of New Program Costs	(9)	(9)	(18)
1998-99 Compensation Inflation	<u>1,432</u>	<u>2,901</u>	<u>4,333</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	<b>\$72,786</b>	<b>\$74,302</b>	<b>\$147,088</b>
<b><u>AGENCY DECISION ITEMS</u></b>			
Salary Increase Internal*Comp. Study	600	1,200	1,800
Traffic Safety Federal Match	<u>93</u>	<u>93</u>	<u>186</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	<b>\$73,479</b>	<b>\$75,595</b>	<b>\$149,074</b>
<b><u>GOVERNOR'S INITIATIVES</u></b>			
Enhanced CJ Computer System	2,250	999	3,249
State Patrol Special Response	<u>6,631</u>	<u>4,423</u>	<u>11,054</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	<b>\$82,360</b>	<b>\$81,017</b>	<b>\$163,377</b>

**Brief Explanation of Agency Plan:**

- The agency plan calls for a base level decrease of \$9,000 each year to annualize the costs related to impounding motor vehicle license plates. \$65,000 was appropriated in Laws of 1996, Chapter 455, Article 1, Section 4, to implement new impound plate provisions in statute.
- The agency plan includes a \$1,188,000 base adjustment to cover costs related to services provided by the Attorney General's office for activities funded from the Trunk Highway Fund. The majority of the funding will cover legal costs related to the implied consent law.
- The plan includes a compensation inflation adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The agency plan calls for \$600,000 in F.Y. 1998 and \$1,200,000 in F.Y. 1999 to implement wage increases for employees in Bargaining Unit 201, Law Enforcement. These wage adjustments are based on an internal Hay study conducted by the Department of Employee Relations.
- The agency plan includes an increase in the level of funding in the Traffic Safety program by \$93,000 each year. This will provide the required state match under the National Highway Traffic Safety Administration (NHTSA) grants.

**Revenue Summary:**

The agency plan has no impact on revenue collection.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends a Trunk Highway Fund level of \$163,377,000 for the biennium, which incorporates initiatives for the following: \$3,249,000 for enhanced criminal justice computers; and \$11,054,000 for enhanced patrolling services statewide. These items are part of the Governor's overall Anti-Crime initiative that totals \$58.2 million for the 1998-99 biennium. In addition to these funds for the Department of Public Safety, it includes funds for the Departments of Corrections, Military Affairs, Children, Families & Learning, and the Office of Planning.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: Highway User Tax Distribution

**Summary of Agency Actions:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$11,557	\$11,557	\$23,114
<b><u>BASE ADJUSTMENT</u></b>			
One-Time Appropriation	(33)	(33)	(66)
Documented Space Rent/Lease Increase	712	725	1,437
Attorney General Funding Changes	30	30	60
1997 Salary Supplement Transfers	305	305	610
Annualization of New Program Costs	10	10	20
1998-99 Compensation Inflation	<u>143</u>	<u>289</u>	<u>432</u>
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	<b>\$12,724</b>	<b>\$12,883</b>	<b>\$25,607</b>
<b><u>AGENCY DECISION ITEMS</u></b>			
License Plate Manufacturing	867	777	1,644
Increased DVS Postage Costs	<u>213</u>	<u>213</u>	<u>426</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	<b>\$13,804</b>	<b>\$13,873</b>	<b>\$27,677</b>
<b><u>GOVERNOR'S INITIATIVES</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	<b>\$13,804</b>	<b>\$13,873</b>	<b>\$27,677</b>

**Brief Explanation of Agency Plan:**

- The agency plan includes the annualization of costs of \$10,000 each year related to impounding motor vehicle license plates. \$14,000 was appropriated in Minnesota Laws of 1996, Chapter 455, Article 1, Section 4, to implement new impound plate provisions.
- The agency plan includes a \$30,000 per year base adjustment to cover costs related to services provided by the Attorney General's Office. The legal costs relate to civil and criminal weight cases.
- The plan includes a compensation inflation adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The agency plan calls for an increase in the level of funding of \$867,000 in F.Y. 1998 and \$777,000 in F.Y. 1999 to purchase manufactured license plates from the Department of Corrections for motor vehicles registered in Minnesota.
- The agency plan calls for an increase in the level of funding of \$213,000 each year to cover the cost of previous postage rate increases that have been absorbed by Driver and Vehicle Services program.

**Revenue Summary:**

Agency plans has no impact on revenue collection.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

**1998-99 Biennial Budget  
Agency Budget Brief  
(\$ in thousands)**

Agency: Public Safety, Department of

Fund: Environmental Fund

**Summary of Agency Actions:**

**Brief Explanation of Agency Plan:**

	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 98-99</u>
<b><u>BASE-YEAR (F.Y. 1997)</u></b>			
Appropriations (F.Y. 1997)	\$40	\$40	\$80
<b><u>BASE ADJUSTMENT</u></b>			
1997 Salary Supplement	1	1	2
1998-99 Compensation Inflation	1	2	3
<b><u>BASE LEVEL (for 1998 and 1999)</u></b>	\$42	\$43	\$85
<b><u>AGENCY DECISION ITEMS</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b><u>AGENCY PLAN (for 1998 and 1999)</u></b>	\$42	\$43	\$85
<b><u>GOVERNOR'S INITIATIVES</u></b>			
	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>GOVERNOR'S RECOMMENDATIONS</b>	\$42	\$43	\$85

The agency plan will be financed within the current level of funding for F.Y. 1998 and F.Y. 1999.

**Revenue Summary:**

None.

**Affected Statutes:**

None.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-99 Biennial Budget

**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 11 programs which:

- Reduce the crime rate, increase the presence of law enforcement in Minnesota communities, encourage community oriented policing strategies, and return the community's sense of safety and security.
- Provide the framework for increased coordination of technology and information sharing among the criminal justice community and coordinate partnerships among law enforcement agencies in combating criminal gang activity.
- 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 and enforcement of liquor laws.
- Provide comprehensive forensic laboratory services and DNA analysis to criminal justice agencies statewide.
- License drivers and register and title automobiles.
- 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 motor vehicle fatalities, through enforcement of Minnesota traffic laws, primarily speed, Driving While Intoxicated (DWI), 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 ISSUES:**

Law enforcement and criminal justice public safety services are emphasized throughout this budget. 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 is increasing annually. In particular, juvenile crime has exploded with a dramatic increase in gang-related crime, weapons offenses and drug use. Reports of domestic and child abuse, including sexual assaults on children are increasing. The cyclical impact of these factors on society, if not aggressively addressed, will lead to further deterioration, a decreased sense of security and safety and eventually a diminished quality of life.
- **Implementing Partnerships in Public Safety.** Dwindling budget resources at all levels of government have increased the need for coordination and cooperation among all aspects of society, both public and private. Partnerships between the community and local law enforcement, as well as coordinated law enforcement strategies which cross jurisdictional lines, have proven tremendously successful in ensuring public safety and reducing crime. Interstate compacts have been developed, and the federal government has mandated cooperation between the states, increasing traffic safety and facilitating interstate operations.
- **Demands in Criminal Justice Systems.** Federal Bureau of Investigation initiatives, such as the National Crime Information Center 2000 project and the fingerprint identification system project, establish requirements that will need to be incorporated into Minnesota's criminal justice systems over the next 4 years. Many licensing, employment, and volunteer services now require background checks, and expansion of these mandates is expected to continue. Background checks have increased 25% in the last year and 450% in the 10 years.
- **Advancements in Technology.** Mobile data terminals 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.
- **Increase in Traffic.** The number of motor vehicles, licensed drivers and vehicle miles traveled is increasing. The number of reported accidents is up. Nearly 250 fatalities are alcohol related. Seat belt use is now at 65%; however, young people continue to be the least likely users of seat belts.
- **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.
- **Customer Satisfaction.** Customers feel that taxes are increasing while services are decreasing. Continuous quality improvement methods are not only necessary, but expected.
- **Federal Action.** 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 \$700,000 in federal funding if the state fails to enact a .08 driving while intoxicated law.
- **Increases in Bureau of Criminal Apprehension Lab Cases.** Drug cases submissions have increased 41% in the last 2 years. DWI/drug cases have increased 23% and DWI/alcohol cases have increased 11% over the last 2 years.

1998-99 Biennial Budget

AGENCY: Public Safety, Department of  
(Continuation)

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**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.
- Inform and educate people on safety issues.
- Provide timely and effective services in times of emergency and disaster.
- Provide quality records and documents, in a timely manner, for the use and protection of people and business.

See the Agency Performance Report, dated November 1996, for specific strategies, agency results and outcomes.

**SUMMARY OF BUDGET REQUEST:**

The major objective used by the department to develop the proposed budget and key budget issues largely relate to increased enforcement and criminal justice needs. Summary of the agency budget plan by fund is as follows:

**General Fund:**

- The agency plan includes a funding increase of \$1,300,000 each year to cover projected state match obligations under federal natural disaster assistance and hazard mitigation grants to local units of government.
- The agency plan includes a funding increase of \$75,000 each year under the Hazardous Materials Incident Response Act. The appropriation will be used to reimburse state hazardous materials response teams for costs incurred in responding to incidents when no responsible party can be identified.
- The agency plan calls for a funding increase of \$103,000 in F.Y. 1998 and \$100,000 in F.Y. 1999 for the fire sprinkler system licensing activity. Fees generated by this activity are sufficient to cover the increase level of funding.
- The agency plan calls for a funding increase of \$398,000 in F.Y. 1998 and \$404,000 in F.Y. 1999 to enhance enforcement capabilities within the Capitol Complex.

- The agency plan calls for \$35,000 in F.Y. 1998 and \$70,000 in F.Y. 1999 to implement wage increases for employees in Bargaining Unit 201, Law Enforcement. These wage adjustments are based on an internal Hay study conducted by the Department of Employee Relations.

**Trunk Highway Fund:**

- The agency plan includes a funding increase in the Traffic Safety program of \$93,000 each year. This will provide the required state match under the National Highway Traffic Safety Administration (NHTSA) grants.
- The agency plan calls for \$600,000 in F.Y. 1998 and \$1,200,000 in F.Y. 1999 to implement wage increases for employees in Bargaining Unit 201, Law Enforcement. These wage adjustments are based on an internal Hay study conducted by the Department of Employee Relations.

**Highway User Tax Distribution Fund:**

- The agency plan calls for a funding increase of \$867,000 in F.Y. 1998 and \$777,000 in F.Y. 1999 to purchase manufactured license plates from the Department of Corrections for motor vehicles registered in Minnesota.
- The agency plan calls for a funding increase of \$213,000 each year to cover the cost of previous postage rate increases that have been absorbed by Driver and Vehicle Services program.

**Special Revenue:**

- The agency plan calls for amending M.S. 168A.29, subd. 1 to remove the provision, effective 7-1-97, which reduces the fee for each motor vehicle title transfer from \$3.50 to \$1.00, to enable the State Patrol, Criminal Apprehension, and Alcohol and Gambling Enforcement to replace vehicles every 3 years. This statute needs to be amended to include the Bureau of Criminal Apprehension (BCA) and Alcohol and Gambling Enforcement (AGE).
- The agency plan calls for an amendment to M.S. 299C.10 that would continue the dedication of non-criminal justice record check receipts to the BCA. Receipts from fees collected cover the costs of processing record checks and maintaining the computerized criminal history system.

**GOVERNOR'S RECOMMENDATION:**

**General Fund** - The Governor recommends a General Fund level of \$85,299,000 for the biennium, which incorporates initiatives for the following: \$9,783,000 for enhanced criminal justice computers; \$5,206,000 for law enforcement overtime grants and gang unit expenditures; \$2,234,000 for enhanced patrolling services statewide; \$200,000 for bullet proof vest reimbursements; and \$200,000 for a delinquent traffic fine collection study.

**Special Revenue Fund** - The Governor concurs with the agency's plan.

**State Government Special Revenue Fund** - The Governor concurs with the agency's plan.

**Trunk Highway Fund** - The Governor recommends a Trunk Highway Fund level of \$163,377,000 for the biennium, which incorporates initiatives for the following: \$3,249,000 for enhanced criminal justice computers; and \$11,054,000 for enhanced patrolling services statewide.

**Highway User Tax Distribution Fund** - The Governor concurs with the agency's plan.

**1998-99 Biennial Budget**

**AGENCY:** Public Safety, Department of  
(Continuation)

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**Environmental Fund -** The Governor concurs the agency's plan.

**1997 DEFICIENCIES:**

The Governor also recommends 2 F.Y. 1997 deficiency appropriations. \$1,393,000 to reimburse local governments for disaster recovery costs related to the spring flooding of 1996. \$226,000 to reimburse the Trunk Highway Fund for costs incurred by the State Patrol in providing assistance to local law enforcement in the City of Minneapolis during the summer of 1996.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT

PROGRAM RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
ADMIN & RELATED SERVICES	6,138	8,118	10,344	10,344	12,147	10,478	10,478	12,281
EMERGENCY MANAGEMENT	12,236	30,463	13,775	15,150	15,150	5,378	6,753	6,753
CRIMINAL APPREHENSION	17,882	25,522	19,880	21,650	27,320	19,797	21,377	24,825
FIRE MARSHAL	3,219	3,581	3,787	3,890	3,890	3,801	3,901	3,901
STATE PATROL	53,833	60,033	54,012	57,573	67,413	54,850	59,309	65,061
DRIVER & VEHICLE SERVICES	29,593	32,821	33,949	35,029	35,229	34,299	35,289	35,289
ALCOHOL & GAMBLING ENFORCEMENT	1,898	2,245	2,134	2,211	2,211	2,160	2,170	2,170
TRAFFIC SAFETY	2,725	4,505	4,297	4,390	4,390	4,306	4,399	4,399
DRUG POLICY & VIOLENCE PREVENT	8,014							
PIPELINE SAFETY	1,131	1,550	1,405	1,405	1,405	1,385	1,385	1,385
CRIME VICTIMS SERVICES	2,933	3,476	3,287	3,287	3,287	3,739	3,739	3,739
CRIME VICTIMS OMBUDSMAN	289	317	322	322	322	329	329	329
LAW ENFORC.& COMMUNITY GRANTS		4,661			1,750			1,750
<b>TOTAL EXPENDITURES BY PROGRAM</b>	<b>139,891</b>	<b>177,292</b>	<b>147,192</b>	<b>155,251</b>	<b>174,514</b>	<b>140,522</b>	<b>149,129</b>	<b>161,882</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	31,504	36,107	31,599	33,510	43,892	32,127	34,076	41,407
STATE GOVERNMENT SPECIAL REVENUE	7	14	7	7	7	7	7	7
SPECIAL REVENUE	1,009	1,388	1,420	1,420	1,420	1,436	1,436	1,436
TRUNK HIGHWAY	65,063	71,296	72,786	73,479	82,360	74,302	75,595	81,017
HIGHWAY USERS TAX DISTRIBUTION	10,260	10,812	12,724	13,804	13,804	12,883	13,873	13,873
ENVIRONMENTAL	38	43	42	42	42	43	43	43
<b>OPEN APPROPRIATIONS:</b>								
GENERAL	1	3	3	3	3	3	3	3
TRUNK HIGHWAY	1	1,355	4	4	4	4	4	4
HIGHWAY USERS TAX DISTRIBUTION	2	56	8	8	8	8	8	8
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	1,227	1,486	1,410	1,410	1,410	1,410	1,410	1,410
STATE GOVERNMENT SPECIAL REVENUE	25	181	103	103	103	103	103	103
SPECIAL REVENUE	9,122	10,814	5,072	9,447	9,447	5,090	9,465	9,465
TRUNK HIGHWAY	1,065	2,330	1,340	1,340	1,340	1,090	1,090	1,090
FEDERAL	20,503	41,310	20,652	20,652	20,652	11,994	11,994	11,994
AGENCY	10							
GIFT	54	97	22	22	22	22	22	22

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT

PROGRAM RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	139,891	177,292	147,192	155,251	174,514	140,522	149,129	161,882
FTE BY EMPLOYMENT TYPE:								
=====	=====	=====	=====	=====	=====	=====	=====	=====
REGULAR	1,730.4	1,833.1	1,815.8	1,832.6	1,968.6	1,815.8	1,832.6	1,968.6
TEMP/SEAS/PART_TIME	19.2	22.1	22.0	22.0	22.0	20.8	20.8	20.8
OVERTIME	72.6	60.6	56.7	57.8	62.0	56.7	57.9	63.4
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FTE	1,822.2	1,915.8	1,894.5	1,912.4	2,052.6	1,893.3	1,911.3	2,052.8

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:**  
**ACTIVITY:**

**ITEM TITLE:** Enhanced Public Safety and Criminal Justice Computer Systems

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$5,889	\$3,894	\$2,397	\$2,397
Trunk Highway Fund				
- State Operations	\$2,250	\$999	\$575	\$575
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends biennial funding of \$9,783,000 in General Fund monies and \$3,249,000 in Trunk Highway Fund monies for the development and enhancement of mission critical automated computer systems and 24 positions for the Department of Public Safety.

**RATIONALE:**

Many of the automated systems of the Department of Public Safety are nearing or past their life expectancy and must be enhanced to perform efficiently and effectively over the coming years. The department has prepared a strategic plan and is undertaking a consolidated effort to enhance, modify and implement the computer systems and infrastructure that must support public safety and criminal justice community efforts into the next century. This document is a compilation of 8 project plans which are detailed in the Agency Information Technology Budget Brief and supplemental pages.

**PROGRAM OUTCOMES:**

The impact of the implementation of the Department's Information Technology Strategic Plan will be felt in all areas of public safety, including increased efficiencies and effectiveness of the State Patrol, Capitol Security and Bureau of Criminal Apprehension due to the implementation of new and enhanced computer systems.

**LONG-TERM IMPACT:**

The enhancement of the mission critical components of the state's public safety systems will prepare the way for the automated facilities that will be required in the 21st century by starting the rebuilding process of the systems and infrastructure.

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:**  
**ACTIVITY:**  
**ITEM TITLE:** Law Enforcement Overtime Grants and Gang Unit

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$1,102	\$804	\$804	\$804
- Grants	\$1,650	\$1,650	\$1,650	\$1,650
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-
<b>Statutory Change? Yes ___ No <u>X</u></b>				
<b>If yes, statutes(s) affected:</b>				

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends a biennial appropriation of \$5,206,000 in General Fund monies to provide funding for grants to law enforcement for overtime police efforts, to create a statewide gang unit consisting of local, county, state and federal law enforcement, and to fund 10 agents and 1 clerical for the Bureau of Criminal Apprehension (BCA) for assignment to the statewide gang unit.

**RATIONALE:**

Well devised law enforcement strategies can and do have a real impact on crime. However, with juvenile crime and gang activity steadily on the rise, law enforcement agencies are experiencing additional time pressures and are unable to fully utilize some effective strategies. This initiative will provide funding for overtime grants to encourage law enforcement to target high crime areas and make arrests for all illegal behavior no matter how small the crime. Overtime funding will also allow law enforcement agencies to interact more fully with the community and devise crime strategies unique to their neighborhoods. This community-oriented and directed enforcement strategy is currently having tremendous success in New York City, where crime rates have plummeted to unprecedented levels. A firm hand in the beginning stages of crime will prevent further deterioration of the community and prevent the more serious offenses from occurring.

Gang-related crime is significantly increasing statewide, and law enforcement agencies are often working independently of each other on issues of gang violence and crime. Gang issues are similar, with the same participants crossing city and county lines. A coordinated effort to combat the growing gang problem is necessary. This initiative will allow the sharing of information, ideas and strategies and provide common access to gang information on the newly created gang computer file at the BCA. This initiative will provide the necessary resources for surveillance equipment, facility rental, a staff person and 10 BCA agents to coordinate a statewide effort.

**PROGRAM OUTCOMES:**

The proposed increased funding for overtime police efforts will continue a strong and visible law enforcement presence in the communities and will allow law enforcement to pursue directed enforcement and arrests for minor offenses. The increased funding will also allow law enforcement to interact with their communities and develop crime strategies which take into account the unique needs of the community. Without this funding, these important efforts will be greatly diminished. The pervasive and exhaustive effort to crack down on the minor offenses will send the criminals in Minnesota the message that the state will not tolerate crime, and the crime rate will be reduced.

This initiative will result in reduced gang activity in Minnesota, a more efficient and accurate system of gathering and disseminating gang-related information, and the creation of positive working relationships among all of Minnesota's law enforcement agencies.

**LONG-TERM IMPACT:**

This initiative will result in an increased certainty that illegal behavior will result in an arrest. This will restore the integrity of law enforcement, reinforce individual accountability for illegal behavior and eventually restore the community's sense of safety and security. This initiative will offer all law enforcement agencies the necessary resources to target, track and apprehend all gang members in Minnesota. The long term impact will be a significant reduction in gang-related crime in Minnesota.

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:**  
**ACTIVITY:**

**ITEM TITLE:** State Patrol Special Response

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$1,441	\$883	\$883	\$883
Trunk Highway Fund				
- State Operations	\$6,631	\$4,423	\$4,423	\$4,423
<b>Revenues: (\$000s)</b>				
Trunk Highway Fund	\$700	\$700	\$700	\$700

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$2,324,000 from the General Fund and \$11,054,000 from the Trunk Highway Fund for the biennium for 75 troopers, 11 radio communications operators, 12 clerical positions, 1 personnel representative, and 2 information officers.

**RATIONALE:**

This request is for 75 troopers to provide 24 hour per day patrolling services statewide. State troopers provide traffic patrol services on Minnesota highways 24 hours per day within the 7 county metropolitan area, and 16-18 hours per day throughout the remainder of the state. Current funding levels do not allow for 24 hour coverage. This initiative will assign 15 troopers upon request to the special response team to assist local and county agencies in combating crime. This initiative will also allow for the implementation of a dedicated speed saturation unit intended to ensure that speed compliance with posted limits is maintained and suppress any tendency for speeds to continue upward if limits are increased.

No available on-duty trooper results in greatly increased response times for off-duty on-call troopers to respond. If no on-call trooper is available, the local police agency assumes responsibility. This diversion from a local agency's regular law enforcement duties places an additional burden on already thin local resources.

This initiative will add 1 clerical staff position to each of the district offices and 3 professional support staff for communications and personnel services. These functions are responsible for assisting administrators and troopers at statewide locations with human resources activities, affirmative action, compensation and safety information efforts. Legislative requirements and judicial decisions

resulting in changes to administrative reporting requirements have increased the need for support services. Support needs from additional troopers will further stress those resources. Timely clerical support is vital to meet district administrative needs and reporting deadlines.

This initiative will also add 1 additional radio communication operator to each district communication center. The steady rise in cellular telephones has caused a massive increase in State Patrol calls for service. During those times of day with the most requests for service, overwhelming demands are placed upon radio communication operators creating an extremely stressful environment. Characteristic of this stress is low morale and high turnover. Trooper safety is compromised when radio communication operators are unable to adequately process these demands for service.

**PROGRAM OUTCOMES:**

The experience of the previous 2 decades demonstrates that advances in engineering and technology, coupled with changes in public policy and individual human behavior, can dramatically reduce the number and severity of traffic crashes. Individual human behavior is most directly impacted through education and enforcement. In both rural and urban areas, increased visibility and preventative traffic enforcement will have an impact on human behavior.

An increase in the authorized trooper complement to provide 24 hour coverage will result in a safer highway environment. Twenty-four hour coverage in a greater portion of the state will provide reduced response times to highway emergencies, cost savings from reduced overtime hours, and decreased congestion and crashes caused by unmanaged and prolonged highway incidents. An enhanced program will provide improved customer safety and service through expanded hours of patrolling coverage to locate stranded motorists who are in need of assistance when traveling on any interstate highway in Minnesota. Without 24 hour coverage outside of the Minneapolis-St. Paul metropolitan area, motorists in need of assistance while traveling along the interstate highways could wait up to 8 hours for a trooper to pass by on routine patrol.

**LONG-TERM IMPACT:**

An increase in the complement of state troopers will allow the program to provide necessary emergency response capability and motorist assistance to all parts of the state on a 24 hours per day basis. This initiative will allow the program to provide the necessary balance between increasing calls for service activities and pro-active enforcement activities to ensure a safe and efficient environment for vehicular travel on all state and federal highways. The speed saturation unit will provide an effective response to the potential for increased highway deaths as a result of an increase in highway speeds.

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:**  
**ACTIVITY:**

**ITEM TITLE:** Public Safety Motor Vehicle Fund

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
Special Revenue	\$3,075	\$3,075	\$3,075	\$3,075
- State Operations				
<b>Revenues: (\$000s)</b>				
Special Revenue	\$3,075	\$3,075	\$3,075	\$3,075

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

**If yes, statutes(s) affected:** M.S. 168A.29

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends that M.S. 168A.29, subd. 1 be amended to remove the provision, effective July 1, 1997, which reduces the fee for each motor vehicle title transfer from \$3.50 to \$1.00, to enable the State Patrol, Criminal Apprehension, and Alcohol and Gambling Enforcement to replace vehicles every 3 years. This statute needs to be amended to include the Bureau of Criminal Apprehension (BCA) and Alcohol and Gambling Enforcement (AGE).

**RATIONALE:**

The State Patrol Motor Vehicle Account was established under section 299D.10 to provide funding for the purchase of motor vehicles used by state troopers. The \$3.50 fee is based on a State Patrol (SP) fleet size of 645 vehicles and a 1993 cost per fully-equipped vehicle of \$20,000. The \$3.50 fee generates \$4,305,000 annually based on 1,230,000 title transfers per year.

Since 1993, the base cost of a SP vehicle increased over 49% from \$12,275 to \$20,000. The cost of other equipment installed in the base vehicle has also increased over the same time frame. Annual replacement cost per fully equipped vehicle now averages \$28,500. Increases were the result of reduced competition in the police vehicle market and a reduction in dealer incentives for fleet sales.

This initiative requests funding to purchase Public Safety enforcement vehicles in the BCA, AGE, and SP. The SP replaces 215 vehicles per year for a complete renewal every 3 years. The BCA requires the replacement of 22 vehicles in F.Y. 1998 and 11 vehicles in F.Y. 1999 to give agents motor vehicle transportation to conduct criminal and civil investigations on an ongoing basis. AGE agents travel throughout Minnesota examining records and interviewing witnesses and suspects to assure compliance with state statutes and rules that apply to gambling and liquor establishments. The agency plan calls for the replacement of 4 vehicles in F.Y. 1998.

**PROGRAM OUTCOMES:**

A change in the motor vehicle title transfer fee will allow the fund to continue to procure motor vehicles at a rate which will replace the Department of Public Safety's enforcement vehicles every 3 years.

**LONG-TERM IMPACT:**

The long-term impact of the original legislation will generate potential savings to the state of \$5,746 per vehicle over the 3 year life-span. Maintaining the fee at \$3.50 will allow the potential savings to be achieved.

Establishment of an ongoing vehicle budget will assure that the department's enforcement staff has transportation to respond to traffic safety, criminal violations and requests for assistance from alcohol and gambling regulatory and law enforcement agencies.

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## 1998-99 Biennial Budget Agency Level Revenue Summary

Agency: Public Safety, Department of

### REVENUE SOURCES:

The Department of Public Safety receives non-dedicated revenues, dedicated revenues and federal funds. The non-dedicated revenues are collected from individuals, businesses and local governmental agencies as taxes or assessments, business and industrial regulatory charges, service/user fees and occupational licensure charges. Of the non-dedicated revenues collected, 53% is deposited into the Highway Users Tax Distribution, 43% is deposited into the General Fund, 3% is deposited into the Trunk Highway Fund and 1% is deposited into the Cambridge Deposit Fund. Non-dedicated receipts represent 94% of the department's total resources.

Dedicated revenue is collected from individuals, businesses and local governmental agencies as service/user fees, business and industrial regulatory charges and taxes or assessments. Dedicated revenues are deposited into the Special Revenue Fund at 83%, General Fund at 11% and the Trunk Highway Fund at 6%. Dedicated receipts represent 2% of the department's total resources.

The department receives grants from the federal government. The amount awarded for F.Y. 1997 is \$40 million. Funds granted from the federal government represent 4% of the department's total resources.

### FEE STRUCTURE:

There are statutes that require the Department of Public Safety to regulate occupational groups, individuals and businesses in order to carry out the mission of the department which, in part, is to protect people and property in the state of Minnesota. These statutes require registration fees, license fees, business and industrial regulatory fees, certification fees, and service fees. Taxes account for 88% of the revenues collected by the department. Departmental earnings accounts for 7% of the fees collected. There are 25 separate fee groups and 46 different revenue source codes. There are 29 related to service/user charges, 6 related to occupational licensure charges, 6 related to business and industrial regulatory charges and 4 related to special tax or assessments. Federal grants account for 4% of the revenues and other revenue accounts for 1% of the revenues collected.

The department has a variety of fees that are collected for various activities performed:

- Drivers of motorized vehicles are licensed.
- License plates are issued to all motor vehicles.
- Interstate registration and reciprocity are collected.
- Vehicle emissions fees are collected and transferred to the Pollution Control Agency.
- Hazardous chemical reports are collected and entered into a data base.
- Training for law enforcement is provided.
- A criminal justice data network is provided to law enforcement agencies.

- Permits are required for sprinkler systems and fireworks.
- Patrol fines are collected and deposited into the Trunk Highway Fund.
- Gas pipelines are inspected.
- Manufacturers of gambling devices are licensed by this department. Background checks are conducted on individuals participating in legal gambling.

### RECENT CHANGES:

The fee collected for Non-Criminal Justice Information Background requests is dedicated in F.Y. 1997. This fee will become non-dedicated in F.Y. 1998. Approximately \$1,300,000 is collected for this fee. The fee collected for motor vehicle title fee that is deposited into the Transportation Service Fund account is currently \$3.50. This fee will be reduced to \$1.00 effective 7-1-97 under current law. This will result in a reduction in revenue of approximately \$3,100,000. The Motor Vehicle Transfer Fee that is deposited into the Environmental Fund will sunset on 7-1-97. The amount collected in F.Y. 1997 will be approximately \$3,900,000.

### FORECAST BASIS:

The motor vehicle tax is expected to have 2% growth per year. Excise tax revenue is forecasted by the Department of Finance. The amount forecasted for excise tax is based on the United States forecast for consumption of motor vehicles and parts. The state of Minnesota's share is based on the level of employment. Excise tax is deposited into the General Fund. Monthly transfers were made to the Local Government Trust Fund; however, that statute was repealed by Laws of 1994, Ch. 587, Art. 2, Sec. 22, effective 7-1-96. The entire amount for excise tax will be deposited into the General Fund.

### DECISION ITEMS:

The agency plan calls for M.S. 299c to be amended to remove the 7-1-97 sunset of dedication of non-criminal justice record check receipts to the Bureau of Criminal Apprehension. These receipts are needed to support the cost of released checks.

In addition, the agency plan also calls for amending M.S. 168A.29, subd. 1 to remove the 7-1-97, which reduces the surcharge for each motor vehicle title transaction from \$3.50 to \$1.00. These receipts are needed in order to continue replacing law enforcement vehicles in a timely manner.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan. In addition, the Governor proposes to continue the Motor Vehicle Transfer fee that supports the Pollution Control Agency's efforts to clean up polluted sites. This proposal would lead to the continued receipt of \$3.9 million per year in non-dedicated receipts to the Environmental Fund.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT

SUMMARY OF AGENCY REVENUES	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Forecast	Agency Plan	Governor Recomm.	Forecast	Agency Plan	Governor Recomm.
<b>NON-DEDICATED REVENUE:</b>								
<b>DEPARTMENTAL EARNINGS:</b>								
GENERAL		100	1,300			1,300		
CAMBRIDGE DEPOSIT FUND	12,746	13,011	12,990	12,990	12,990	12,990	12,990	12,990
TRUNK HIGHWAY	21,501	21,767	21,770	21,770	21,770	21,770	21,770	21,770
HIGHWAY USERS TAX DISTRIBUTION	5,167	5,075	5,387	5,387	5,387	5,075	5,075	5,075
ENVIRONMENTAL	4,044	3,900			3,900			3,900
<b>OTHER REVENUES:</b>								
GENERAL	57	56	56	56	56	56	56	56
TRUNK HIGHWAY	5,574	5,728	5,728	5,728	6,428	5,728	5,728	6,428
HIGHWAY USERS TAX DISTRIBUTION	832	813	813	813	813	813	813	813
<b>TAXES:</b>								
LOCAL GOVERNMENT TRUST	116,893							
GENERAL	264,468	375,550	371,950	371,950	371,950	385,550	385,550	385,550
HIGHWAY USERS TAX DISTRIBUTION	452,855	468,501	471,342	471,342	471,342	486,916	486,916	486,916
<b>TOTAL NON-DEDICATED RECEIPTS</b>	<b>884,137</b>	<b>894,501</b>	<b>891,336</b>	<b>890,036</b>	<b>894,636</b>	<b>920,198</b>	<b>918,898</b>	<b>923,498</b>
<b>DEDICATED RECEIPTS:</b>								
<b>DEPARTMENTAL EARNINGS:</b>								
GENERAL	872	956	956	956	956	956	956	956
SPECIAL REVENUE	16,856	16,930	12,544	16,919	16,919	12,559	16,934	16,934
TRUNK HIGHWAY	622	640	640	640	640	640	640	640
AGENCY	6	5	5	5	5	5	5	5
<b>GRANTS:</b>								
GENERAL	325	326	326	326	326	326	326	326
SPECIAL REVENUE	512							
FEDERAL	20,545	40,838	20,652	20,652	20,652	11,994	11,994	11,994
AGENCY	10							
<b>OTHER REVENUES:</b>								
GENERAL	109	133	128	128	128	128	128	128
SPECIAL REVENUE	2,645	2,473	2,541	2,541	2,541	2,549	2,549	2,549
TRUNK HIGHWAY	760	710	700	700	700	450	450	450
FEDERAL	73							
GIFT	36	22	22	22	22	22	22	22
<b>TOTAL DEDICATED RECEIPTS</b>	<b>43,371</b>	<b>63,033</b>	<b>38,514</b>	<b>42,889</b>	<b>42,889</b>	<b>29,629</b>	<b>34,004</b>	<b>34,004</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT

SUMMARY OF AGENCY REVENUES	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Forecast	Agency Plan	Governor Recomm.	Forecast	Agency Plan	Governor Recomm.
AGENCY TOTAL REVENUES	927,508	957,534	929,850	932,925	937,525	949,827	952,902	957,502

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1998-99 Biennial Budget  
Federal Funds Summary  
(\$ in Thousands)

Agency: Public Safety, Department of

**PROGRAM:** Administration and Related Services

**PROGRAM DESCRIPTION:**

The administration activity receives small amounts of certain grant moneys to pay for a portion of the financial services provided to the Traffic Safety program. There is also money provided to the Communications activity for an Information and Public Education Alcohol Awareness campaign.

**CHANGES TO PROGRAM FUNDING FOR GUIDELINES:**

No changes are anticipated in guidelines for funding.

**FUNDS AT RISK:**

The office of Drug Policy has been transferred to the Department of Children, Families and Learning. This will reduce the amount available to the administration activity by the loss of direct and agency indirect moneys used to provide financial services.

**PROGRAM:** Emergency Management

Federal Emergency Management Act (FEMA)  
Superfund Amendments and Re-authorization Act (SARA)  
Hazardous Materials Emergency Planning (HMEP)

**PROGRAM DESCRIPTION:**

Federal Emergency Management Act (FEMA) grants support state and local emergency planning, training, and exercise efforts, mitigation and flood plain management and specialized activities such as arson prevention and training. The superfund amendments and re-authorization act (SARA) grant is used to train public personnel such as emergency managers and first responders among others on hazardous material emergency processes. Hazardous Materials Emergency Planning (HMEP) grants monies to conduct regional studies hazardous materials transportation. These grant moneys are also provide to local interests for exercising plans, for training, and for promoting local public safety groups.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES:**

There are no anticipated changes to funding or guidelines.

**FUNDS AT RISK:** None.

**PROGRAM:** Criminal Apprehension

**PROGRAM DESCRIPTION:**

Marijuana Eradication. Used in locating and eradicating illicit cannabis plants and in the investigation and prosecution of cases before the courts of the United States and the courts of the state of Minnesota involving controlled substances.

Forensic DNA Validation. A system for forensic DNA analysis using Short Tandem Repeat (STR) methodologies.

Drug/Firearms. To provide the hardware and software to place "Drugfire" software and hardware at the BCA, Minneapolis Police Department and Hennepin County Sheriff's Office. Drugfire is an automated database for comparing bullets and cartridge cases to link related firearms cases.

National Criminal History Improvement Program (NCHIP). The purpose of this grant is to enable states to provide accurate and useful criminal records and to improve the nation's public safety by facilitating the accurate and timely identification of persons who are ineligible to purchase firearms and enhancing the quality, completeness and accessibility of the nations's criminal history record systems.

Drug Policy, Criminal History Improvement. This request revolves around 3 areas of need to comply with the National Instant Check provision of Brady: Mental Health and Chemical Dependency/Abuse Commitment data; Orders for Protection/Restraining Orders data; and the investigation into the existence of data regarding persons currently under indictment for an offense punishable by imprisonment for more than 1 year.

Drug Policy, 5% CCH Improvement. The Crime Control Act of 1990 amended Part E of the Omnibus Crime Control and Safe Streets Act to require that each state which receives Edward Byrne Memorial State and Local Law Enforcement Formula Gant funds allocate at least 5% of its total award for the improvement of criminal justice records.

Drug Policy, Forensic Lab. This project would allow for the procurement of Mass Spectrometer Data Systems. In addition it would provide support of the laboratory to provide drug identification from blood and urine samples to law enforcement agencies in a more timely manner.

Criminal Assessment Program (CAP). This program unit acts as a liaison with the Federal Bureau of Investigation Behavioral Science Unit in Quantico, Virginia through the Violent Criminal Apprehension Program (VICAP). The overall goal of this program is to provide a statewide coordinated assessment of major violent crimes against persons. The information available through this program is disseminated to local, state and federal law enforcement agencies, providing them with investigative leads, assesses patterns or trends, and facilitates case closures.

Training and Development. This provides narcotic officer training and administers the narcotic Training Reimbursement Grant Program.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES:**

No changes are participated.

**FUNDS AT RISK:** None.

**1998-99 Biennial Budget  
Federal Funds Summary (Cont.)  
(\$ in Thousands)**

Agency: Public Safety, Department of

**PROGRAM: Fire Marshal**

Fire Safety  
Arson Investigating  
Fire Incident Reporting  
Public Education Grants

**PROGRAM DESCRIPTION:**

Fire Life Safety Federal Survey Grant affords inspection of specified health care facilities to determine compliance with State and Federal fire standards. Arson Investigations are earmarked specifically for investigations. National Fire Incident Reporting makes money available to standardize reporting for fire incidents. Public Education Grants are available only in those states where the National Fire Incident Reporting system is up and running.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES:**

Funding and/or guidelines have not changed.

**FUNDS AT RISK:**

It is anticipated that only the Fire Life Safety Federal Survey Grant of \$421,000 will continue into the next biennium. The amount should remain the same as F.Y. 1997.

**PROGRAM: State Patrol**

Motor Carrier Safety Assistance Program (MCSAP)  
National Highway Safety Administration (NHTSA)

**PROGRAM DESCRIPTION:**

The Department of Public Safety, State Patrol Commercial Vehicle Division is the lead agency and is responsible for administering these grants for the State of Minnesota. Mn/Dot is the sub-agency performing functions under the MCSAP. The MCSAP is designed as an assistance program to assist the States in their commercial vehicle enforcement programs. Various expenditures are reimbursable under the grant. The main functions are roadside inspections, carrier review audits, traffic enforcement and training. FHWA each year has areas of concern that they would like to see addressed and allow States to compete for Special Grants and Research and Development projects which are decided on a yearly basis.

The Traffic Safety division through NHTSA provides money for various grants such as Safe and Sober, Youth and Alcohol (Arrive Alive), Drug Recognition and more.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES:**

The MCSAP program was authorized from 1991 through 1997. Each year the FHWA requests Congress to allocate the funds that were authorized. Requests are usually approved for an amount lower than requested. Congress also earmarks certain monies to be dedicated to certain areas of truck

and bus safety. Congress will approve the final budget numbers, sometime in December of this year or later. No changes are anticipated this year. MCSAP needs to be reauthorized for 1998 and beyond. At this time no funding is available for 1998 and beyond. More information will be known after Congress meets this year. MCSAP funds have increased each year from 1991 to 1997.

**FUNDS AT RISK:**

It is currently anticipated that the basic grant is not at risk for federal cutbacks in the budget years 1998-2001.

**PROGRAM: Driver and Vehicle Services**

Accident Records Imaging System  
Commercial Vehicle Inspection System (CVIS)  
Intermodal Surface Transportation Efficiency Act (ISTEA)

**PROGRAM DESCRIPTION:**

The accident records imaging system is an inter-agency grant provided by the Traffic Safety division. The Commercial Vehicle Inspection System (CVIS) is a one time grant for tying the safety fitness of a commercial vehicle into the registration system for commercial vehicles. This money is allotted in the Prorate activity to make changes to the Prorate Interstate Registration System. The ISTEA finances enforcement of commercial vehicle size and weight limitations, drug interdiction and enforcement of traffic safety laws and regulation.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES: None.**

**FUNDS AT RISK: None.**

**PROGRAM: Alcohol and Gambling Enforcement Program**

**PROGRAM DESCRIPTION:**

The Traffic Safety program provides federal money to this program for a grant entitled "Youth Access to Alcohol". This grant hires students on an intermittent basis to visit bars and saloons to determine if the establishment is serving alcohol to minors.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES:**

Funding of the program may end September 30, 1997.

**FUNDS AT RISK:**

Funding of the program may end September 30, 1997.

**PROGRAM: Traffic Safety**

National Highway Safety Administration (NHTSA)

**1998-99 Biennial Budget  
Federal Funds Summary (Cont.)  
(\$ in Thousands)**

Agency: Public Safety, Department of

**PROGRAM DESCRIPTION:**

The purpose of NHTSA's state & community highway safety grant program is to assist state and community efforts to reduce the number and severity of traffic crashes, injuries, and fatalities. Minnesota receives federal funds under three separate section numbers (402, 403, and 410); the federal funds are used exclusively for programs designed to improve traffic safety in Minnesota.

Section 402 funds are received according to a formula based on population and vehicle miles traveled. In recent years, the amount of funding received in Minnesota has been approximately \$2,500,000 per year. (In F.F.Y. 1995, Minnesota received an additional \$2,800,000 in funding from this source; this additional amount of money will not be available in future years.)

Section 403 funds are received only when Minnesota responds to a request for proposals from NHTSA and our proposal is awarded funding; because the number, types, and potential dollar amounts available through this section varies from year to year, and because we cannot predict whether our proposal would be selected for funding, it is impossible to predict the amount we would receive with any accuracy. Nevertheless, in recent years Minnesota has received approximately \$150,000 per year. The types of activities conducted with these funds depends entirely on the specific request for proposals issued by NHTSA.

Section 410 funds are available to Minnesota because we meet certain federally-prescribed criteria for preventing impaired driving. F.Y. 1996 was the first year in which we were eligible for these funds, and we received approximately \$890,000. We anticipate receiving a similar amount in F.Y. 1997 and F.Y. 1998. After F.Y. 1998, the criteria will change; it is not possible to know at this point whether Minnesota will continue to qualify under the changed criteria. The use of these funds is limited to activities to combat impaired driving.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES:**

Section 402: No major changes are anticipated in the guidelines for these funds.

Section 403: The availability of these funds will continue to be based on decisions made by NHTSA about how many and what types of competitive grants to offer.

Section 410: States qualify for these funds by meeting 5 of 7 criteria. After the third year of funding, the criterion that states have a blood alcohol content limit of .10 changes to a limit of .08. If Minnesota does not enact a .08 law by that time, the only way we could qualify for the funds would be to meet the other two criteria (which would require enacting longer revocation periods for DWI offenders or documenting that our communities have self-sustaining anti-DWI programs).

**FUNDS AT RISK:**

None of the funds in these sections should be considered "at risk" of federal cutbacks.

**PROGRAM:** Drug Policy and Violence Prevention

**PROGRAM DESCRIPTION:**

The Federal Bureau of Justice Assistance (BJA) grants provide moneys to communities for anti-drug programs and drug-free schools and communities. In 1991 the administration of the drug-free

schools and communities were returned to the Department of Education. In fiscal year 1997 the Office of Drug Policy and Violence Prevention was moved to the MN Department of Children, Families and Learning.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES:**

There is no significant change in program funding or guidelines.

**FUNDS AT RISK:** None.

**PROGRAM:** Crime Victims Preparations

Victims of Crimes Assistance (VOCA)

**PROGRAM DESCRIPTION:**

Victims of Crime Assistance (VOCA) provides money to compensate victims of crimes for lost wages, medical and other associated costs related to an act of crime against them.

There is also moneys provided by the Office of Drug Policy in the form of a Byrne Memorial, Bureau of Justice Grant to assist in educating victims of crime of the programs available to assist them.

**CHANGES TO PROGRAM FUNDING OR GUIDELINES:**

The amount of federal money appropriated for this purpose is based on 40% of the amount of state dollars paid in victims' compensation paid in the previous federal fiscal accounting period (October 1 through September 30). It is anticipated that the amount of moneys appropriated will increase in the 1998-99 biennium due to the increase in the state moneys paid to victims. This additional money to pay victims comes from dedicated moneys from inmate contributions and subrogation and/or restitutions.

**FUNDS AT RISK:**

This federal program is not at risk.

**1998-99 Biennial Budget  
Federal Funds Summary  
(\$ in Thousands)**

Agency: Public Safety, Department of

Federal Program	Related State Spending	Primary Purpose	SFY 1996 Revenues	SFY 1997 Revenues	Estimated SFY 1998 Revenues	Estimated SFY 1999 Revenues
<b>Administration and Related Services</b>						
Administrative Support	Yes	SO	45	32	13	14
Alcohol Information and Education	Yes	SO	94	150	150	150
Anti-Drug Computers	Yes	SO	-0-	106	-0-	-0-
Enhanced Motorcycle	Yes	SO	7	-0-	-0-	-0-
<b>Program 01 Total</b>			<b>146</b>	<b>288</b>	<b>163</b>	<b>164</b>
<b>Emergency Management</b>						
FEMA - SLA 50/50	Yes	GPS	\$715	\$1,500	\$1,500	\$1,500
FEMA - SLA 100	Yes	GPS	411	400	400	400
FEMA - CAP	Yes	GPS	97	97	97	98
FEMA - DPIG	Yes	GPS	20	50	50	50
FEMA - AP & IT	Yes	GPS	-0-	12	-0-	-0-
FEMA - SARA	Yes	GPS	93	100	100	100
FDOT - HMEP	Yes	GPS	82	132	132	132
Public Assistance and Hazard Mitigation	Yes	GPS	7,315	24,680	8,423	-0-
Other	Yes	GPS	44	-0-	-0-	-0-
<b>Program 02 Total</b>			<b>\$8,777</b>	<b>\$26,971</b>	<b>\$10,702</b>	<b>\$2,280</b>

**1998-99 Biennial Budget  
Federal Funds Summary (Cont.)  
(\$ in Thousands)**

Agency: Public Safety, Department of

Federal Program	Related State Spending	Primary Purpose	SFY 1996 Revenues	SFY 1997 Revenues	Estimated SFY 1998 Revenues	Estimated SFY 1999 Revenues
<b>Bureau of Criminal Apprehension</b>						
Marijuana Eradication	No	SO	\$100	\$63	\$150	\$150
DRE Program	Yes	SO	18	-0-	-0-	-0-
Forensic DNA Validation	Yes	SO	-0-	249	-0-	-0-
CJIS	Yes	SO	82	-0-	-0-	-0-
DRUGFIRE/Firearms	Yes	SO	-0-	150	-0-	-0-
Nat'l Criminal History Improvement	No	SO	-0-	249	-0-	-0-
Anti-Drug	Yes	SO	-0-	721	201	201
CCH Improvement BJA	No	SO	1	1,486	869	500
Breath Alcohol Testing	Yes	SO	-0-	500	-0-	-0-
ODP CCH Improvement	Yes	SO	-0-	391	391	391
<b>Program 03 Total</b>			<b>\$201</b>	<b>\$3,809</b>	<b>\$1,611</b>	<b>\$1,242</b>
<b>Fire Marshal</b>						
Fire Life Safety	Yes	SO	\$408	\$421	\$421	\$421
Public Awareness Education	Yes	SO	-0-	-0-	100	100
Nat'l Fire Incident Reporting	Yes	SO	-0-	-0-	100	100
Public Education	No	SO	147	23	96	50
<b>Program 04 Total</b>			<b>\$555</b>	<b>\$444</b>	<b>\$717</b>	<b>\$671</b>

**1998-99 Biennial Budget  
Federal Funds Summary (Cont.)  
(\$ in Thousands)**

Agency: Public Safety, Department of

Federal Program	Related State Spending	Primary Purpose	SFY 1996 Revenues	SFY 1997 Revenues	Estimated SFY 1998 Revenues	Estimated SFY 1999 Revenues
<b>State Patrol</b>						
MCSAP	Yes	SO	\$1,366	\$2,185	\$1,839	\$1,853
NHTSA	Yes	SO	750	1,598	578	578
<b>Program 05 Total</b>			<b>\$2,116</b>	<b>\$3,783</b>	<b>\$2,417</b>	<b>\$2,431</b>
<b>Driver and Vehicle Services</b>						
Accident Records Imaging System	No	SO	\$0-	\$312	\$0-	\$0-
CVIS	No	SO	-0-	-0-	218	\$0-
ISTEA	No	SO	30	78	43	43
Graduated Driver's License	No	SO	9	2	-0-	-0-
<b>Program 07 Total</b>			<b>\$39</b>	<b>\$392</b>	<b>\$261</b>	<b>\$43</b>
<b>Alcohol and Gambling Enforcement</b>						
Youth Access to Alcohol		SO	\$87	\$47	\$8	\$0-
<b>Program 08/10 Total</b>			<b>\$87</b>	<b>\$47</b>	<b>\$8</b>	<b>\$0-</b>
<b>Traffic Safety</b>						
Traffic Records	No	SO	\$0-	\$60	\$10	\$0-
NHTSA 402	No	SO	2,046	3,177	3,178	3,189
NHTSA 403	No	SO	65	84	-0-	-0-
NHTSA 410	No	SO	-0-	409	372	374
ENH MC License	No	SO	13	24	-0-	-0-
FARS	No	SO	20	53	54	56
<b>Program 11 Total</b>			<b>\$2,144</b>	<b>\$3,807</b>	<b>\$3,614</b>	<b>\$3,619</b>

**1998-99 Biennial Budget  
Federal Funds Summary (Cont.)  
(\$ in Thousands)**

Agency: Public Safety, Department of

Federal Program	Related State Spending	Primary Purpose	SFY 1996 Revenues	SFY 1997 Revenues	Estimated SFY 1998 Revenues	Estimated SFY 1999 Revenues
<b>Drug Policy and Violence Prevention</b>						
BJA	Yes	GPS	\$5,834	\$-0-	\$-0-	\$-0-
Program 13 Total			\$5,834	\$-0-	\$-0-	\$-0-
<b>Pipeline Safety</b>						
Pipeline Safety	No	SO	\$702	\$623	\$478	\$443
Program 20 Total			\$702	\$623	\$478	\$443
<b>Crime Victims Reparations</b>						
VOCA	Yes	GI	\$-0-	\$492	\$531	\$951
Anti-Drug Grant	Yes	SO	\$17	\$182	\$150	\$150
Program 21 Total			\$17	\$674	\$681	\$1,101
<b>AGENCY TOTAL</b>			\$20,618	\$40,838	\$20,652	\$11,994

**Key:**

SO - State Operations  
GPS - Grants to Political Subdivisions  
GI - Grants to Individuals

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

AGENCY: PUBLIC SAFETY DEPT

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y.98	F.Y.99	F.Y.98	F.Y.99	F.Y.98	F.Y.99	F.Y.98	F.Y.99
F.Y.97 APPROPRIATIONS	143,513	134,639	36,757	36,757	86,104	85,888	20,652	11,994
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<4,779>	<4,779>	<4,741>	<4,741>	<38>	<38>		
BIENNIAL APPROPRIATIONS	150	150	150	150				
TRANSFERS BETWEEN AGENCIES	100	100	100	100				
ATTORNEY GENERAL FUNDING CHAN	1,218	1,218			1,218	1,218		
1997 SALARY SUPPLEMENT TRANSF	3,337	3,337			3,337	3,337		
1998-99 COMPENSATION INFLATIO	2,065	4,183	489	991	1,576	3,192		
ANNUALIZATION OF NEW PROGRAM	105	105	104	104	1	1		
DOC SPACE RENT/LEASE INCR/DEC	1,483	1,569	153	179	1,330	1,390		
SUBTOTAL BASE ADJ.	3,679	5,883	<3,745>	<3,217>	7,424	9,100		
BASE LEVEL	147,192	140,522	33,012	33,540	93,528	94,988	20,652	11,994

1998-99 Biennial Budget

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

**PROGRAM DESCRIPTION:**

Through the use of computer technology, and data communications, personnel, fiscal services, the Administration and Related Services program supports all of Public Safety's programs. These education, awareness, prevention, and investigative programs are dependent on the services of the administration program to enable them 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.

**PLANNED RESULTS:**

The agency budget plan will allow this program to accomplish or accelerate its services during the next biennium as follows:

- Develop an operational criminal justice community communications network that will allow authorized users to communicate with each other through a state-of-the-art system maintained by the DPS.
- Develop and distribute computer based automated learning programs that will enhance the training capacity of the criminal justice community.
- Increase the functionality of Law Enforcement Message Switching System (LEMS) to provide additional criminal justice investigative data to the criminal justice community.
- Implement a new Driver and Vehicle Services (DVS) pro-rate system.
- Implement a prototype image based document management system in DVS.
- Implement communications plans to enabling the agency to enhance its credibility with, and inform the citizens of Minnesota.
- Provide media relations training to all agency managers and supervisors.

- Implement internal graphics standards policy agency-wide, including establishment of a graphics unit.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency budget plan is as follows:

- The plan includes a compensation inflation adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The plan calls for the annualization of costs by \$111,000 each year in the General Fund. The supplemental appropriation of \$119,000 for F.Y. 1997, as found in Laws of 1996, Ch. 455, Art. 1, Sec. 4, only partially funded critical computer operation systems of the agency.

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends a funding level of \$24,428,000 for the biennium, which incorporates initiatives for the following: \$2,256,000 General Funds and \$1,150,000 Trunk Highway Funds for an enhanced criminal justice computer system, and \$200,000 General Funds for bullet proof vest reimbursements.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ADMIN & RELATED SERVICES

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
OFFICE OF COMMUNICATIONS	592	702	670	670	670	676	676	676
PUBLIC SAFETY - SUPPORT	3,906	4,395	6,795	6,795	6,895	6,862	6,862	6,962
TECHNICAL SUPPORT SERVICES	1,640	3,021	2,879	2,879	4,582	2,940	2,940	4,643
<b>TOTAL EXPENDITURES BY ACTIVITY</b>	<b>6,138</b>	<b>8,118</b>	<b>10,344</b>	<b>10,344</b>	<b>12,147</b>	<b>10,478</b>	<b>10,478</b>	<b>12,281</b>
<b>GOV'S INITIATIVES:</b>		<b>FUND</b>						
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		GEN			1,128			1,128
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		THI			575			575
(A) BULLET PROOF VEST REIMBURSEMENT		GEN			100			100
<b>TOTAL GOV'S INITIATIVES</b>					<b>1,803</b>			<b>1,803</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	576	772	2,318	2,318	3,546	2,325	2,325	3,553
TRUNK HIGHWAY	4,512	6,048	5,915	5,915	6,490	6,041	6,041	6,616
HIGHWAY USERS TAX DISTRIBUTION	19	19	1,209	1,209	1,209	1,209	1,209	1,209
<b>OPEN APPROPRIATIONS:</b>								
TRUNK HIGHWAY		224						
HIGHWAY USERS TAX DISTRIBUTION		18						
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	812	746	739	739	739	739	739	739
FEDERAL	219	291	163	163	163	164	164	164
<b>TOTAL EXPENDITURES</b>	<b>6,138</b>	<b>8,118</b>	<b>10,344</b>	<b>10,344</b>	<b>12,147</b>	<b>10,478</b>	<b>10,478</b>	<b>12,281</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	85.9	105.0	105.0	105.0	129.0	105.0	105.0	129.0
TEMP/SEAS/PART_TIME	.3							
OVERTIME	.3							
<b>TOTAL FTE</b>	<b>86.5</b>	<b>105.0</b>	<b>105.0</b>	<b>105.0</b>	<b>129.0</b>	<b>105.0</b>	<b>105.0</b>	<b>129.0</b>

1998-99 Biennial Budget

**BUDGET ACTIVITY:** Office of Communications  
**PROGRAM:** Administration and Related Services  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

The communications activity exists to provide strategic communications support to all divisions within the Department of Public Safety (DPS). Staff members serving as internal consultants to DPS divisions work to develop comprehensive public information and education programs informing all Minnesotans on public safety issues and concerns. The activity:

- Provides strategic direction, leadership, and communications support to divisions and offices including efforts associated with the department's legislative activities.
- Serves as a resource to educate and inform the citizens of Minnesota on public safety issues.
- Develops, implements, and administers federal and state public education programs on impaired driving and motorcycle safety issues.
- Responds in an accurate and timely fashion to news media inquiries concerning department activities and programs.
- Develops agency-wide communications planning strategies and crisis communications plans.
- Develops and establishes agency-wide graphic design standards.

**BUDGET ISSUES:**

This is a small activity charged with department-wide responsibilities to carry out media liaison, coordination of communications efforts and citizen interaction on safety issues. The increased demands by DPS divisions for communications services strains the capabilities of this activity.

**REVENUE:**

This activity generates dedicated revenues. The revenues collected are federal funds claimed and receipted for National Highway Safety Administration grants.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: OFFICE OF COMMUNICATIONS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	238	251	257	257	257	264	264	264
OPERATING EXPENSES	354	451	413	413	413	412	412	412
<b>SUBTOTAL STATE OPERATIONS</b>	<b>592</b>	<b>702</b>	<b>670</b>	<b>670</b>	<b>670</b>	<b>676</b>	<b>676</b>	<b>676</b>
<b>TOTAL EXPENDITURES</b>	<b>592</b>	<b>702</b>	<b>670</b>	<b>670</b>	<b>670</b>	<b>676</b>	<b>676</b>	<b>676</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL		20	20	20	20	20	20	20
TRUNK HIGHWAY	294	369	340	340	340	346	346	346
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	194	160	160	160	160	160	160	160
FEDERAL	104	153	150	150	150	150	150	150
<b>TOTAL EXPENDITURES</b>	<b>592</b>	<b>702</b>	<b>670</b>	<b>670</b>	<b>670</b>	<b>676</b>	<b>676</b>	<b>676</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
FEDERAL	133	150	150	150	150	150	150	150
<b>TOTAL REVENUES COLLECTED</b>	<b>133</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
<b>TOTAL FTE</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

1998-99 Biennial Budget

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

**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, long range policy decision making and 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 maintenance 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:**

- The soft body armor reimbursement program has experienced a shortfall since 1995 legislation increased the state's share of the costs.
- The department is not in compliance with state law requiring an Americans With Disabilities Act (ADA) coordinator on staff.

**REVENUE:**

Indirect costs under federal programs are recovered based on the approved indirect cost rates. Payments are made quarterly to the Department of Finance based on the indirect cost collections.

**GRANTS:**

\$192,000 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 ½ of the vest's purchase price or \$300. This is authorized under M.S. 299A.38.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: PUBLIC SAFETY - SUPPORT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	2,469	2,569	2,614	2,614	2,614	2,681	2,681	2,681
OPERATING EXPENSES	1,239	1,628	1,353	1,353	1,353	1,353	1,353	1,353
<b>SUBTOTAL STATE OPERATIONS</b>	<b>3,708</b>	<b>4,197</b>	<b>3,967</b>	<b>3,967</b>	<b>3,967</b>	<b>4,034</b>	<b>4,034</b>	<b>4,034</b>
PAYMENTS TO INDIVIDUALS	112	110	110	110	160	110	110	160
LOCAL ASSISTANCE	86	88	82	82	132	82	82	132
TRANSFERS			2,636	2,636	2,636	2,636	2,636	2,636
<b>TOTAL EXPENDITURES</b>	<b>3,906</b>	<b>4,395</b>	<b>6,795</b>	<b>6,795</b>	<b>6,895</b>	<b>6,862</b>	<b>6,862</b>	<b>6,962</b>
<b>GOV'S INITIATIVES:</b>								
(A) BULLET PROOF VEST REIMBURSEMENT					100			100
<b>TOTAL GOV'S INITIATIVES</b>					<b>100</b>			<b>100</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	526	566	1,995	1,995	2,095	1,996	1,996	2,096
TRUNK HIGHWAY	2,736	2,969	3,018	3,018	3,018	3,083	3,083	3,083
HIGHWAY USERS TAX DISTRIBUTION			1,190	1,190	1,190	1,190	1,190	1,190
<b>OPEN APPROPRIATIONS:</b>								
TRUNK HIGHWAY		224						
HIGHWAY USERS TAX DISTRIBUTION		18						
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	618	586	579	579	579	579	579	579
FEDERAL	26	32	13	13	13	14	14	14
<b>TOTAL EXPENDITURES</b>	<b>3,906</b>	<b>4,395</b>	<b>6,795</b>	<b>6,795</b>	<b>6,895</b>	<b>6,862</b>	<b>6,862</b>	<b>6,962</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: PUBLIC SAFETY - SUPPORT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	680	579	579	579	579	579	579	579
FEDERAL	13	32	13	13	13	14	14	14
<b>TOTAL REVENUES COLLECTED</b>	<b>693</b>	<b>611</b>	<b>592</b>	<b>592</b>	<b>592</b>	<b>593</b>	<b>593</b>	<b>593</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	55.4	58.0	58.0	58.0	58.0	58.0	58.0	58.0
TEMP/SEAS/PART_TIME	.3							
OVERTIME	.3							
<b>TOTAL FTE</b>	<b>56.0</b>	<b>58.0</b>	<b>58.0</b>	<b>58.0</b>	<b>58.0</b>	<b>58.0</b>	<b>58.0</b>	<b>58.0</b>

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:**  
**ACTIVITY:**

**ITEM TITLE:** Bullet Proof Vest Reimbursement Program

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$100	\$100	\$100	\$100
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$100,000 each year in General Fund monies to fully fund the bullet proof vest reimbursement program.

**RATIONALE:**

Full-time peace officers and heads of local law enforcement agencies who buy vests for peace officer employees may apply for reimbursement of funds spent to buy vests. Current law requires the state and political subdivision employing the peace officer to pay an amount equal to the lesser of 1/2 of the vest purchase price or \$300. The only money the peace officer would pay, is for a vest costing more than \$600. Before the 7-1-95, change in the law, the reimbursement from the state and political subdivision employing the peace officer was 1/3 of the vest purchase price or \$165, and the peace officer was responsible for the balance. This change increased the state's liability and resulted in the program not being fully funded to meet the demand. It is estimated that the program will need another \$100,000 per year so that all reimbursement applications may be processed.

**PROGRAM OUTCOMES:**

An increase in the Community-Oriented Policing (COPS) program in hiring more peace officers and the Minneapolis Police Department requiring all their officers to spend at least 2 days a month on the streets has put a strain on this program, because the additional police officers had to purchase body armor. This request is needed to fully fund the program under current law.

**LONG-TERM IMPACT:**

This request will allow the state to provide timely reimbursement to all peace officers as required by law.

1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

The office of technical support services (TSS) is responsible for the coordination and management of information technology resources necessary for the effective and efficient collection, storage, and access to data required 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 information technology leadership through services and support to all Department of Public Safety's (DPS) divisions and staff offices in the management and utilization of their information resources.
- Provides project coordination and technical assistance to DPS and other state agencies in the area of data communication and information exchange.
- Coordinates all technical issues between the DPS and the inter-technologies 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.
- Supports department services 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 this activity's capability to provide these services, and backlogs continue to increase. The growth in the use of computers and the requirement of linking these computers through networks continues, as does the expanded use of computers to perform mission critical tasks. The use of technology to assist in performing agency functions continues to grow. DPS functions are process and document intensive, and technology handles the data, performs the processing and increases productivity. In addition, external demands for DPS data is escalating, due to increasing legislative mandates.

The criminal justice network has more than doubled in the past 4 years and continued growth is expected at an equal or even greater 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.

This office provides technical support to all areas of the department and is instrumental in reducing the overall costs of technology to DPS. These systems include law enforcement data networks that provide interconnection among federal, other state, and local criminal justice agencies. There is a significant growth in the use of these applications and in 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:**

None.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ADMIN & RELATED SERVICES  
ACTIVITY: TECHNICAL SUPPORT SERVICES

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	1,246	2,126	2,273	2,273	3,386	2,330	2,330	3,485
OPERATING EXPENSES	394	895	606	606	1,196	610	610	1,158
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,640</b>	<b>3,021</b>	<b>2,879</b>	<b>2,879</b>	<b>4,582</b>	<b>2,940</b>	<b>2,940</b>	<b>4,643</b>
<b>TOTAL EXPENDITURES</b>	<b>1,640</b>	<b>3,021</b>	<b>2,879</b>	<b>2,879</b>	<b>4,582</b>	<b>2,940</b>	<b>2,940</b>	<b>4,643</b>
<b>GOV'S INITIATIVES:</b>								
<b>FUND</b>								
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		GEN			1,128			1,128
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		THI			575			575
<b>TOTAL GOV'S INITIATIVES</b>					<b>1,703</b>			<b>1,703</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	50	186	303	303	1,431	309	309	1,437
TRUNK HIGHWAY	1,482	2,710	2,557	2,557	3,132	2,612	2,612	3,187
HIGHWAY USERS TAX DISTRIBUTION	19	19	19	19	19	19	19	19
<b>STATUTORY APPROPRIATIONS:</b>								
FEDERAL	89	106						
<b>TOTAL EXPENDITURES</b>	<b>1,640</b>	<b>3,021</b>	<b>2,879</b>	<b>2,879</b>	<b>4,582</b>	<b>2,940</b>	<b>2,940</b>	<b>4,643</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
FEDERAL		106						
<b>TOTAL REVENUES COLLECTED</b>		<b>106</b>						

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
 PROGRAM: ADMIN & RELATED SERVICES  
 ACTIVITY: TECHNICAL SUPPORT SERVICES

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	25.5	42.0	42.0	42.0	66.0	42.0	42.0	66.0
<b>TOTAL FTE</b>	<b>25.5</b>	<b>42.0</b>	<b>42.0</b>	<b>42.0</b>	<b>66.0</b>	<b>42.0</b>	<b>42.0</b>	<b>66.0</b>

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**1998-99 Biennial Budget**

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

**PROGRAM DESCRIPTION:**

The division of Emergency Management (DEM) is responsible for reducing or eliminating the effects of natural or technological disasters by promoting prevention and ensuring emergency preparations, coordinating and participating in state agency response, and providing resources for recovery.

**PROGRAM STATUS:**

DEM 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. This single plan is joined with an incident management system, Minnesota Incident Management System (MIMS), to provide a common, coordinated response and recovery framework for public safety actions in the state. Furthermore, the program offers training and guidance designed to promote local public safety efforts, test emergency preparations, provide key information for the planning processes, and promote public/private partnerships within communities. All of these efforts are based on the experience that local preparation leads to a good local response, which leads to a successfully managed incident.

The division provides response capability through the Minnesota duty officer 24-hour communications center and by coordinating state agency response. The duty officer system acts as a link between parties notifying state agencies and the receiving agencies. The system also provides access to response resources such as specialized staff and information, response coordinators, and the hazardous materials incident response teams.

DEM is continuing its role in recovery efforts by administering direct recovery public assistance and individual assistance grants and hazard mitigation (prevention) grants. This effort utilizes federal and state funding to provide direct assistance to local governments and individuals and to undertake projects that reduce the impacts of a disaster. Public assistance is used to rebuild infrastructure. Individual assistance assists individual property owners to clean up and recover. Qualifying mitigation projects include relocation of homes out of flood plains and improvement of flood control systems.

The division depends on federal funds, Special Revenues, and General Fund appropriations to carry out its functions. Federal funds are expected to be stable throughout the biennium; however, changes are expected in state fiscal year 2000. Federal funding changes will impact all cost shared programs, about 50% of DEM's operation, and local governments. Increased state funding will be required to maintain the program's current level of activity.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- Within 2 years of a disaster, 90% of the funding available for mitigation (prevention) projects will be approved and obligated by the state for distribution to local parties.
- 137 local emergency plans will be reviewed by division staff by 2000 in order to provide technical assistance and promote progressive emergency management efforts.

- The division will immediately respond with staff, resources, and/or information, to 100% of the incidents which are reported to the Minnesota duty officer.
- All state disaster applications will be compiled and submitted within 30 days in order to trigger disaster relief assistance in a timely manner.
- Individual payments will be made within 72 hours of receiving an acceptable individual assistance application.

**BUDGET AND REVENUE SUMMARY:**

A summary of the budget plan is as follows:

- The plan includes a compensation inflation adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The agency plan calls for a base adjustment of \$25,000 in F.Y. 1998-99 as a biennial appropriation from the General Fund to fund a portion of the costs for the hazardous materials safety activity of the Emergency Management Program. \$50,000 was provided in F.Y. 1996 only, for payment to the emergency response teams for their response to hazardous materials incidents.
- The agency plan includes \$1,300,000 each year to cover projected state match obligations for public assistance and hazard mitigation grants.
- The agency plan includes \$75,000 each year of the biennium to fully fund the hazardous materials incident response act.

**1997 DEFICIENCY:**

This budget includes a fiscal year 1997 deficiency of \$1,393,000 to reimburse local governments for disaster recovery costs related to the spring flooding of 1996.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan. The Governor also recommends the appropriation of \$1,393,000 to reimburse local governments for disaster recovery costs related to the spring floods of 1996.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: EMERGENCY MANAGEMENT

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
EMERGENCY MANAGEMENT ASSISTANC	11,074	29,099	12,449	13,824	13,824	4,044	5,419	5,419
NUCLEAR PLANT PREPAREDNESS	772	932	905	905	905	905	905	905
EMERGENCY RESPONSE COMMISSION	390	432	421	421	421	429	429	429
TOTAL EXPENDITURES BY ACTIVITY	12,236	30,463	13,775	15,150	15,150	5,378	6,753	6,753
AGENCY PLAN ITEMS:		FUND						
HAZARDOUS MATERIALS INCIDENT RESPONSE		GEN		75			75	
NATURAL DISASTER ASSIST.-STATE MATCH		GEN		1,300			1,300	
TOTAL AGENCY PLAN ITEMS				1,375			1,375	
EXPENDITURES BY FUND:								
DIRECT APPROPRIATIONS:								
GENERAL	2,597	2,317	1,997	3,372	3,372	2,021	3,396	3,396
TRUNK HIGHWAY	19							
ENVIRONMENTAL	38	43	42	42	42	43	43	43
STATUTORY APPROPRIATIONS:								
SPECIAL REVENUE	858	1,070	1,034	1,034	1,034	1,034	1,034	1,034
FEDERAL	8,724	27,033	10,702	10,702	10,702	2,280	2,280	2,280
TOTAL EXPENDITURES	12,236	30,463	13,775	15,150	15,150	5,378	6,753	6,753
FTE BY EMPLOYMENT TYPE:								
REGULAR	39.5	42.4	42.1	42.4	42.4	42.1	42.4	42.4
TEMP/SEAS/PART_TIME	.3							
OVERTIME	.3	.3	.3	.3	.3	.3	.3	.3
TOTAL FTE	40.1	42.7	42.4	42.7	42.7	42.4	42.7	42.7

**F.Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** Hazardous Materials Incident Response Act - No Responsible Party

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$75	\$75	\$75	\$75
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$75,000 each year of the biennium to fully fund the hazardous materials incident response act.

**RATIONALE:**

This initiative adds \$75,000 to the existing \$25,000 No Responsible Party Fund which exists to reimburse state hazardous materials response teams for response costs when no responsible party can be found or when payment is delayed. The proposal restores the fund to the original \$100,000 amount of the 1992 legislation.

The Hazardous Materials Incident Response Act of 1992, M.S. 299A.48 - 299A.52, established hazardous materials response teams and chemical assessment teams across the state. These teams consist of local first responders who respond as state employees when requested by local authorities and activated through the Department of Public Safety. The act also established a fund for reimbursement of "contract" teams in the event no responsible party can be located, or if payment by the responsible party is delayed or deferred. If the fund is not continued, the response teams' contracts will be nullified and the teams will not be available to respond as a state wide resource.

**PROGRAM OUTCOMES:**

The hazardous materials response teams are a valuable resource for local responders. For personnel, training, equipment and regulatory reasons, responding to serious hazardous materials accidents is becoming increasingly difficult for local jurisdictions. The state teams are designed to provide technical and direct assistance to the local jurisdictions. The requested fund will allow the Division of Emergency Management to manage the financial affairs of the teams in a manner which does not create an economic hardship for the team or jeopardize contracts. This initiative directly supports the division's response objective.

**LONG-TERM IMPACT:**

The Division of Emergency Management and the Department of Public Safety are dedicated to improving the safety of the citizens of the state. The division has established a 100% response objective. The hazardous materials response teams represent a direct response by the state to a local request. The No Responsible Party Fund is needed to allow this direct response to operate.

**F.Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** Natural Disaster Assistance (DR1116) / State Hazard Mitigation Program

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$1,300	\$1,300	\$1,500	\$1,500
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

**If yes, statutes(s) affected:**

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends a deficiency appropriation of \$1,393,000 in F.Y. 1997 to cover state match obligations under the federal natural disaster assistance program. The Governor also recommends \$1,300,000 each year to cover projected state match obligations for public assistance and hazard mitigation grants.

**RATIONALE:**

This initiative requests the state match for federal disaster assistance for parties affected by storms and flooding in the spring of 1996. The storms and flooding affected 28 counties in the northwest, central, and south central parts of the state. The state match is needed to secure federal assistance funding and complete the state's contribution to recovery efforts. This initiative includes \$16,000 of state match for completion of 3 disaster assistance efforts in past 10 years, the tornadoes of southwest Minnesota, the flood of 1993, and ice storms of southwest Minnesota.

This initiative requests 1 new position to address damage reduction and prevention (hazard mitigation) issues on an ongoing basis. The funds requested are the state match monies required for the state to participate in the federal State Hazard Mitigation Program (SHMP) that is included in the federal fiscal year 1997 budget submitted to Congress. The SHMP provides for an allocation of up to \$52,000 each year for developing and maintaining permanent, comprehensive state hazard mitigation programs. The funding will be provided on a 75% federal/25% state match basis. Currently, the only federal funding available for developing and maintaining a state hazard mitigation program is temporary and is tied to a presidential disaster declaration. Once the hazard mitigation projects associated with that declaration are completed, usually within 2-3 years, the federal funding is discontinued.

**PROGRAM OUTCOMES:**

This request will allow the state to fully contribute to recovery efforts in 28 affected counties. Without the state contribution, the local jurisdictions will be expected to provide the additional 15% match. Public assistance monies are used to rebuild public infrastructure and hazard mitigation monies are used for projects which will prevent future damages. Timely provision of state match monies supports the division's disaster recovery objective.

Establishment of an ongoing hazard mitigation program will allow the division to act to reduce future damage and costs due to disasters. In the past 6 years, the division has participated in the implementation of 34 projects designed to reduce future disaster damages. For example, 17 of these projects were related to the Great Flood of 1993 and utilized more than 12 million federal and 4 million state/local dollars. All 34 projects were implemented in response to a disaster. This initiative will allow the state to pursue similar mitigation and disaster management opportunities on an ongoing basis, without the need for a disaster to trigger activity in this area. Establishment of an ongoing hazard mitigation program directly supports the division's mitigation objective.

**LONG-TERM IMPACT:**

One goal of the Division of Emergency Management is to help communities fully recover from disasters. The state contribution of 15% to the recovery effort directly assists the affected communities. Furthermore, the state's contribution to hazard mitigation efforts makes more mitigation projects possible and ensures state agency participation in prevention efforts which will reduce future damages.

The average annual disaster damages in the United States are enormous and growing each year. As a result, the federal government is placing less emphasis on providing assistance for disaster recovery, and more emphasis on assistance for disaster mitigation. The SHMP is a result of this change in federal policy. The matching funds requested will allow Minnesota to take advantage of the federal hazard mitigation monies being made available through the SHMP. In turn, these monies will permit the division to coordinate, on an ongoing basis, the comprehensive state and local government disaster mitigation activities that are needed in order to reduce the long-term economic impact of disasters in Minnesota.

1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

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

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

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

**BUDGET ISSUES:**

This activity is funded with state and federal funds. The activity administers federal funds through emergency management assistance grants to counties and cities for emergency planning. Part of this activity is currently 100% federally funded. There are discussions at the federal level about reducing this funding during the biennium. Such a reduction would jeopardize positions which are involved with planning, drills and exercises and disaster recovery.

**REVENUE:**

This activity generates dedicated revenue. Revenues are collected from conferences hosted by the office of Emergency Management. Funds are received from inter-agency agreements for services provided by duty officers on call 24 hours.

**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 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 State College and University system. Training recipients include emergency managers, first responders and other public personnel.

This activity also administers the Hazardous Materials Emergency Planning (HMEP) grants under the Hazardous Materials Transportation Uniform Safety Act. This grant is used for regional studies of

hazardous materials transportation. The studies are carried out by local and state parties. The grant is also used to provide grants to local interests for exercising plans, for training, and for promoting local public safety groups. In order to qualify for a grant the local interest must show multi-disciplinary participation, a hazardous materials component, and other dedicated resources. The amount of the grants is capped (\$1,250 in F.Y. 1997). The cap is determined by the amount of the federal HMEP grant to the state.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: EMERGENCY MANAGEMENT  
ACTIVITY: EMERGENCY MANAGEMENT ASSISTANC

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	1,376	1,976	1,483	1,500	1,500	1,518	1,535	1,535
OPERATING EXPENSES	1,070	2,076	1,319	1,394	1,394	1,316	1,391	1,391
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SUBTOTAL STATE OPERATIONS	2,446	4,052	2,802	2,894	2,894	2,834	2,926	2,926
PAYMENTS TO INDIVIDUALS	15	30	26	26	26	21	21	21
LOCAL ASSISTANCE	8,613	25,017	9,621	10,904	10,904	1,189	2,472	2,472
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TOTAL EXPENDITURES	11,074	29,099	12,449	13,824	13,824	4,044	5,419	5,419
<b>AGENCY PLAN ITEMS:</b>								
HAZARDOUS MATERIALS INCIDENT RESPONSE					75		75	
NATURAL DISASTER ASSIST.-STATE MATCH					1,300		1,300	
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TOTAL AGENCY PLAN ITEMS					1,375		1,375	
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	2,245	1,928	1,618	2,993	2,993	1,635	3,010	3,010
TRUNK HIGHWAY	19							
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	86	138	129	129	129	129	129	129
FEDERAL	8,724	27,033	10,702	10,702	10,702	2,280	2,280	2,280
-----	-----	-----	-----	-----	-----	-----	-----	-----
TOTAL EXPENDITURES	11,074	29,099	12,449	13,824	13,824	4,044	5,419	5,419
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	71	129	129	129	129	129	129	129
FEDERAL	8,777	26,971	10,702	10,702	10,702	2,280	2,280	2,280

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: EMERGENCY MANAGEMENT  
ACTIVITY: EMERGENCY MANAGEMENT ASSISTANC

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
TOTAL REVENUES COLLECTED	8,848	27,100	10,831	10,831	10,831	2,409	2,409	2,409
FTE BY EMPLOYMENT TYPE:								
REGULAR	29.7	32.4	32.1	32.4	32.4	32.1	32.4	32.4
TEMP/SEAS/PART_TIME	.3							
OVERTIME	.3	.3	.3	.3	.3	.3	.3	.3
TOTAL FTE	30.3	32.7	32.4	32.7	32.7	32.4	32.7	32.7

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1998-99 Biennial Budget

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

**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. The purpose of the activity is to:

- 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.
- Provide prompt assistance to local governments and the public.

The activity supports program objectives by directly participating in planning efforts related to nuclear power plants and directing agency response to incidents related to the power plants.

**BUDGET ISSUES:**

The requirements placed on utility companies by state and federal mandates continue to escalate, placing greater strains on this activity.

**REVENUE:**

This activity generates dedicated revenue. Funds are collected from the utility company that operates 2 nuclear power plants in Minnesota, to cover the costs associated with nuclear power plant preparedness. The agency plan reflects an increase in the amount collected for this activity. This change is driven by the inflationary increase in cost of providing state agency response.

**GRANTS:**

Pursuant to M.S. 12.14, this program 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 explains the purpose, recipients, eligibility and criteria related to nuclear power plant emergency management activities.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: EMERGENCY MANAGEMENT  
ACTIVITY: NUCLEAR PLANT PREPAREDNESS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	184	201	208	208	208	213	213	213
OPERATING EXPENSES	87	149	99	99	99	94	94	94
SUBTOTAL STATE OPERATIONS	271	350	307	307	307	307	307	307
LOCAL ASSISTANCE	501	582	598	598	598	598	598	598
TOTAL EXPENDITURES	772	932	905	905	905	905	905	905
<b>EXPENDITURES BY FUND:</b>								
STATUTORY APPROPRIATIONS:								
SPECIAL REVENUE	772	932	905	905	905	905	905	905
TOTAL EXPENDITURES	772	932	905	905	905	905	905	905
<b>REVENUE COLLECTED:</b>								
DEDICATED:								
SPECIAL REVENUE	837	850	905	905	905	905	905	905
TOTAL REVENUES COLLECTED	837	850	905	905	905	905	905	905
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
TOTAL FTE	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0

**1998-99 Biennial Budget**

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

**ACTIVITY DESCRIPTION:**

The Emergency Response Commission (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 the 7 regional review committees. The ERC implements community right-to-know by collecting, organizing, and distributing information on hazardous materials which are stored at facilities or released into the environment. This information is provided to first responders and emergency planners for emergency planning, to the public for informational purposes, and to public and private interests to promote reduction of toxic chemical releases.

The ERC supports program objectives by providing information for the local planning processes and by participating in the 4 year plan review cycle through the regional review committees.

**BUDGET ISSUES:**

Current budget levels are necessary for the activities and functions of the office. A new activity in the area of facility emergency planning will be accomplished by reallocating resources. This re-allocation will occur over the biennium.

**REVENUE:**

This activity generates non-dedicated revenue. A regulatory fee is collected to cover the costs of establishing and maintaining regional hazardous material incident response teams. The fee is based on the amount of hazardous chemicals released.

Non-dedicated revenue is collected for the hazardous chemical report fee. This fee covers the costs of data management, including administration fees by the commission and regional review committees and a portion of the costs of operation of the emergency management center.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: EMERGENCY MANAGEMENT  
ACTIVITY: EMERGENCY RESPONSE COMMISSION

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	266	292	300	300	300	308	308	308
OPERATING EXPENSES	124	140	121	121	121	121	121	121
<b>SUBTOTAL STATE OPERATIONS</b>	<b>390</b>	<b>432</b>	<b>421</b>	<b>421</b>	<b>421</b>	<b>429</b>	<b>429</b>	<b>429</b>
<b>TOTAL EXPENDITURES</b>	<b>390</b>	<b>432</b>	<b>421</b>	<b>421</b>	<b>421</b>	<b>429</b>	<b>429</b>	<b>429</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	352	389	379	379	379	386	386	386
ENVIRONMENTAL	38	43	42	42	42	43	43	43
<b>TOTAL EXPENDITURES</b>	<b>390</b>	<b>432</b>	<b>421</b>	<b>421</b>	<b>421</b>	<b>429</b>	<b>429</b>	<b>429</b>
<b>REVENUE COLLECTED:</b>								
<b>NONDEDICATED:</b>								
CAMBRIDGE DEPOSIT FUND	608	650	650	650	650	650	650	650
<b>TOTAL REVENUES COLLECTED</b>	<b>608</b>	<b>650</b>	<b>650</b>	<b>650</b>	<b>650</b>	<b>650</b>	<b>650</b>	<b>650</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	5.8	6.0	6.0	6.0	6.0	6.0	6.0	6.0
<b>TOTAL FTE</b>	<b>5.8</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

## 1998-99 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, provides investigative assistance, forensic science services, criminal history and fingerprint information and training to the criminal justice community throughout Minnesota. The BCA accomplishes this mission through 3 sections: investigations including police training and development, forensic science laboratory, and computerized criminal history and identification services. The BCA assists local law enforcement agencies in the investigation of certain violent crimes, specifically death investigations, crimes against children, sexual assaults, multi-jurisdictional drug trafficking, officer-involved shootings, white collar crimes and other felony level investigations. The BCA's forensic science laboratory analyzes evidence from these and other crimes submitted by local agencies.

### PROGRAM STATUS:

In the last 10 years significant activities have been added to the BCA, including, but not limited to:

- Increased homicides, sexual assaults, internal affairs cases, and crimes against children, resulting in increases in investigations and laboratory services.
- Increased background checks in the computerized criminal history and identification services.
- Sex offender tracking in the investigations section.
- Creation of a Deoxyribonucleic Acid (DNA) laboratory and later a DNA Polymerase Chain Reaction (PCR) upgrade.
- Implementation of a DNA offender data base.
- Enhancement of the automated fingerprint system.

These increased functions, related equipment and staff have strained the BCA's ability to continue to function in its current facility. It is estimated that the BCA will need approximately 130,000 square feet to meet current and future needs. The current facility is approximately 63,000 square feet. As a result the BCA needs to either expand its current facility or build a completely new facility. During F.Y. 1997, the BCA is conducting a pre-design assessment of organizational structure, reportabilities and interrelationships of functions, in order to determine space needs. This may result in a capital budget request in the 1998 legislative session.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- 90% of the chiefs of police, sheriffs, and county attorneys will rate the quality of the BCA services as good or excellent in F.Y. 1998-99.
- The forensic science laboratory will pass the quality assurance program of the American society of crime laboratory accreditation board.
- The average turnaround time of the forensic science laboratory reports will be reduced so that 10% are sent in less than 1 week, 50% in less than 2 weeks and 40% in less than 1 month by the year 2000.

- The number of cases that are linked through the DNA data base will increase by 21 cases, the number of latent finger prints that are linked to cases will increase by 180 cases by F.Y. 1999.
- 50% of the Criminal Justice Information System (CJIS) agencies will be audited, and 580 operators will be certified as required by the Federal Bureau of Investigation (FBI) rules and regulations during this biennium.
- The average number of days to process non-criminal background checks will increase to 540 days by F.Y. 1999.
- The number of adult fingerprint cards that are submitted to the BCA will increase to 72,000 a year and the number of juvenile fingerprint cards will increase to 9,000 a year by F.Y. 1999.
- The number of "hot file" warrants will increase to 67,000, stolen guns to 28,000, stolen cars to 17,000, stolen articles to 29,000, orders for protection to 1,700 and gang data to 500 by F.Y. 1999.
- The number of remote Midwest Automated Fingerprint Identification Network (MAFIN) workstations will increase from 3 to 12 and the number of livescan fingerprint devices will increase from 12 to 25 by F.Y. 1999.
- The number of entries in the sex offender registration data base will increase to 10,500 and the number of entries in the Sex Homicide Offense Tracking System (SHOTS) will increase to 2,900 by F.Y. 1999.
- The number of violent criminal gang members identified per year will increase to 720 and the number of criminal investigations of gang members will increase to 12 cases per year by F.Y. 1999.

### BUDGET AND REVENUE SUMMARY:

Summary of the agency budget plan is as follows:

- The plan includes a compensation inflation base adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The plan calls for annualization of costs in the General Fund for Bureau of Criminal Apprehension laboratory improvements by \$43,000 each year. \$450,000 was appropriated in the Laws of 1996, Chapter 408, Article 1, Section 4, to partially fund laboratory improvements and an increase in special agents.
- The agency plan calls for a base adjustment of \$125,000 each year as a biennial appropriation from the General Fund for the costs of the crime fax alert network. \$250,000 was appropriated in F.Y. 1996 only, to fund the network.
- The agency plan calls for M.S. 299.C, to be amended to remove the provision, effective July 1, 1997, which sunsets the dedication of non-criminal justice record check receipts to the Bureau of Criminal Apprehension (BCA).
- The agency plan includes \$440,000 in F.Y. 1998 and \$220,000 in F.Y. 1999 for the replacement of law enforcement vehicles from the \$3.50 surcharge on motor vehicles title transactions.
- The agency plan includes \$30,000 in F.Y. 1998 and \$60,000 in F.Y. 1999 to implement wage increases for BCA Special Agents and Special Agents Senior. The wage adjustments are based on an internal Hay study conducted by the Department of Employee Relations.

### GOVERNOR'S RECOMMENDATION:

The Governor recommends a funding level of \$52,145,000 for the biennium, which incorporates initiatives for the following: \$7,412,000 General Funds for enhanced criminal justice computers; and \$1,706,000 General Funds for law enforcement overtime grants and gang unit expenditures.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
FORENSIC SCIENCE LABORATORY	4,787	7,737	5,969	5,969	6,093	6,077	6,077	6,221
CRIME JUSTICE INFORMATION SYS	5,827	9,658	6,296	7,596	12,140	5,963	7,263	9,863
CRIMINAL INVESTIGATIONS	5,755	6,334	5,929	6,399	7,401	6,044	6,324	7,028
POLICE TRAINING & DEVELOPMENT	1,018	1,178	1,122	1,122	1,122	1,140	1,140	1,140
CRIMINAL APPREHENSION SUPPORT	495	615	564	564	564	573	573	573
<b>TOTAL EXPENDITURES BY ACTIVITY</b>	<b>17,882</b>	<b>25,522</b>	<b>19,880</b>	<b>21,650</b>	<b>27,320</b>	<b>19,797</b>	<b>21,377</b>	<b>24,825</b>
<b>AGENCY PLAN ITEMS:</b>		<b>FUND</b>						
SALARY INCR. INTERNAL COMPENSATION STUDY		GEN	30			60		
NON-CRIMINAL JUSTICE RECORD CHECK		SR	1,300			1,300		
TITLE SURCHARGE LAW ENFORCEMENT VEHICLES		SR	440			220		
<b>TOTAL AGENCY PLAN ITEMS</b>			<b>1,770</b>			<b>1,580</b>		
<b>GOV'S INITIATIVES:</b>		<b>FUND</b>						
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		GEN	4,668			2,744		
(A) LAW ENFORCEMENT OVERTIME AND GANG UNIT		GEN	1,002			704		
<b>TOTAL GOV'S INITIATIVES</b>			<b>5,670</b>			<b>3,448</b>		
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	13,518	15,885	14,817	14,847	20,517	15,078	15,138	18,586
STATE GOVERNMENT SPECIAL REVENUE	7	14	7	7	7	7	7	7
SPECIAL REVENUE	444	490	508	508	508	509	509	509
TRUNK HIGHWAY	977	2,061	1,557	1,557	1,557	1,587	1,587	1,587
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	758	963	896	896	896	896	896	896
SPECIAL REVENUE	1,398	2,213	484	2,224	2,224	478	1,998	1,998
FEDERAL	780	3,896	1,611	1,611	1,611	1,242	1,242	1,242
<b>TOTAL EXPENDITURES</b>	<b>17,882</b>	<b>25,522</b>	<b>19,880</b>	<b>21,650</b>	<b>27,320</b>	<b>19,797</b>	<b>21,377</b>	<b>24,825</b>

1998-1999 B I E N N I A L B U D G E T  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	200.3	211.0	194.0	210.0	221.0	194.0	210.0	221.0
TEMP/SEAS/PART_TIME	2.0	4.3	3.8	3.8	3.8	3.5	3.5	3.5
OVERTIME	7.3	6.3	6.3	6.3	7.0	6.3	6.3	7.0
<b>TOTAL FTE</b>	<b>209.6</b>	<b>221.6</b>	<b>204.1</b>	<b>220.1</b>	<b>231.8</b>	<b>203.8</b>	<b>219.8</b>	<b>231.5</b>

**F.Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** Non-Criminal Justice Record Check Receipts

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
Special Revenue Fund				
- State Operations	\$1,300	\$1,300	\$1,300	\$1,300
<b>Revenues: (\$000s)</b>				
Special Revenue Fund	\$1,300	\$1,300	\$1,300	\$1,300
General Fund	(\$1,300)	(\$1,300)	(\$1,300)	(\$1,300)

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

If yes, statutes(s) affected: M.S. 299C.10, subd. 4

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends that M.S. 299.C, be amended to remove the provision, effective July 1, 1997, which sunsets the dedication of non-criminal justice record check receipts to the Bureau of Criminal Apprehension (BCA).

**RATIONALE:**

In 1995, M.S. 299C.10, subd. 4 authorized the BCA to keep the receipts from the non-criminal justice record checks. However, it appropriated those dollars to the BCA only until July 1, 1997. This request is to remove the July 1, 1997, sunset of this legislation. Receipts from fees collected for background checks support 16 positions, equipment, and support in this activity to process records checks, enter and maintain the computerized criminal history system, and provide training and documentation necessary to maintain the integrity of the program. Maintaining these receipts allows the activity to be proactive in responding to increased demands and changing requirements for these types of requests.

**PROGRAM OUTCOMES:**

Non-criminal justice record checks are an important element in crime prevention. Landlords, schools, day care, and other services using volunteer and/or transient help, request background checks to prevent employing people with backgrounds inappropriate to the job. Requests include security guards, school district employees, organizations providing care to vulnerable adults, rental building managers and caretakers, day care providers, private detectives, school bus drivers, and volunteer workers. In 1987, this activity received less than 20,000 requests; in 1996, over 100,000 requests were processed.

About 25% of these receipts is paid to the Federal Bureau of Investigation (FBI) for national-level background checks. Remaining dollars are used to make ongoing improvements to the quality of the data software, equipment and service provision to clientele. For example, a billing system is currently being tested to provide users with flexibility in using these services.

**LONG-TERM IMPACT:**

The retention of the background check fees is critical to providing timely and accurate information to the ever increasing numbers and types of clientele served by this program.

## 1998-99 Biennial Budget

**BUDGET ACTIVITY:** Forensic Science Laboratory  
**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of (DPS)

### ACTIVITY DESCRIPTION:

The forensic science laboratory provides state of the art forensic science services to the criminal justice community to facilitate the administration of justice. It is the only full service crime laboratory in Minnesota providing scientific examinations of evidence recovered from crime scenes. Laboratory scientists provide expert witness testimony to courts, assist local agencies in processing major crime scenes to recover evidence, participate as instructors in law enforcement training schools, and conduct alcohol analyses.

The laboratory 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 laboratory is accredited by the American Society of Crime Laboratory Directors Laboratory Accreditation Board and maintains high levels of proficiency, quality assurance and quality control of case work and testimony. The Deoxyribonucleic Acid (DNA) program at the Bureau of Criminal Apprehension (BCA) is recognized as a model throughout the country. BCA staff have been members of the technical working group on DNA analysis methods that has established national guidelines for quality assurance as well as analytical methods in a forensic setting.

The BCA maintains a DNA convicted offender data base (as required by M.S. 609.3461) with about 7,000 samples gathered since 1990. This data base has been used to identify multiple repeat offenders since its creation. The BCA has participated in the Federal Bureau of Investigation (FBI) Combined DNA Index System (CODIS) as a pilot site since its inception. CODIS will link all states that have convicted offender DNA databases. The BCA is 1 of 17 laboratories in the United States and Canada participating in a project funded by the national institute of justice to validate a new technique called Short Tandem Repeat (STR). STRs can be typed with a high degree of specificity and sensitivity in a relatively short time period, and it should negate the need for radioactive detection methods.

The BCA maintains all intoxilyzers (evidentiary breath alcohol testing devices) in the state and trains and certifies law enforcement officers in the operation of this equipment. Scientists from the laboratory provide expert witness testimony at Driving While Intoxicated (DWI) hearings and trials when required in support of this program. The process of upgrading and replacing this equipment is underway.

### BUDGET ISSUES:

- The laboratory will be increasing its staff in key areas based on funding received for F.Y. 1997 with the goal of reducing laboratory turnaround time in the arson, drug, latent fingerprints, and toxicology sections.
- The remodeling of the laboratory to accommodate the new DNA Polymerase Chain Reaction (PCR) procedures is progressing and construction should start before the end of 1996.
- The laboratory supply budget has remained fixed over the last 3 bienniums with the exception of DNA. Increased supply costs due to technology and infection control waste disposal requirements have strained the labs ability to function.
- Many of the laboratory's mission critical instruments are reaching an age where they will no

longer be able to be repaired.

- Laboratory turnaround time is a critical issue in bringing criminal cases to court.
- Drug case submissions have increased 41% over the last 2 fiscal years.
- DWI cases have increased over the last 2 fiscal years, 23% for DWI/drugs and 11% for DWI/alcohol.
- There has been a 64% increase in expert witness court appearances by laboratory scientists primarily relating to DWI's, and an increase in the scope and frequency of discovery motions primarily relating to DNA.

### REVENUE:

This activity generates dedicated revenue. Basic intoxilyzer schools and breath test re-certification classes are conducted to train law enforcement officers. Fees are collected to cover the costs of these classes.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: FORENSIC SCIENCE LABORATORY

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	3,472	4,031	4,166	4,166	4,166	4,271	4,271	4,271
OPERATING EXPENSES	1,315	3,706	1,803	1,803	1,927	1,806	1,806	1,950
<b>SUBTOTAL STATE OPERATIONS</b>	<b>4,787</b>	<b>7,737</b>	<b>5,969</b>	<b>5,969</b>	<b>6,093</b>	<b>6,077</b>	<b>6,077</b>	<b>6,221</b>
<b>TOTAL EXPENDITURES</b>	<b>4,787</b>	<b>7,737</b>	<b>5,969</b>	<b>5,969</b>	<b>6,093</b>	<b>6,077</b>	<b>6,077</b>	<b>6,221</b>
<b>GOV'S INITIATIVES:</b>								
								<b>FUND</b>
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST					124			144
<b>TOTAL GOV'S INITIATIVES</b>					<b>124</b>			<b>144</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	3,259	4,242	3,859	3,859	3,983	3,936	3,936	4,080
SPECIAL REVENUE	386	390	408	408	408	409	409	409
TRUNK HIGHWAY	977	2,061	1,557	1,557	1,557	1,587	1,587	1,587
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	9	10	10	10	10	10	10	10
SPECIAL REVENUE	67	83	83	83	83	83	83	83
FEDERAL	89	951	52	52	52	52	52	52
<b>TOTAL EXPENDITURES</b>	<b>4,787</b>	<b>7,737</b>	<b>5,969</b>	<b>5,969</b>	<b>6,093</b>	<b>6,077</b>	<b>6,077</b>	<b>6,221</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
GENERAL		10	10	10	10	10	10	10
SPECIAL REVENUE	83	83	83	83	83	83	83	83
FEDERAL	18	899						

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: FORENSIC SCIENCE LABORATORY

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
TOTAL REVENUES COLLECTED	101	992	93	93	93	93	93	93
FTE BY EMPLOYMENT TYPE:								
REGULAR	61.1	73.0	73.0	73.0	73.0	73.0	73.0	73.0
TEMP/SEAS/PART_TIME	.6							
OVERTIME	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
TOTAL FTE	63.7	75.0	75.0	75.0	75.0	75.0	75.0	75.0

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1998-99 Biennial Budget

**BUDGET ACTIVITY:** Criminal Justice Information Systems  
**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

This activity manages a series of computerized information systems which index criminal justice information concerning crimes and criminals of state and national interest and the network communication capabilities that provide instantaneous access to that data. It provides accurate, timely and complete criminal justice records and fingerprint identification for criminal and non-criminal justice purposes within Minnesota and throughout the nation as required by state and federal law.

The activity includes criminal history data which is used to make vital decisions at various steps through the criminal justice process such as arrests, bail/release decisions, charging levels, sentencing levels and offender monitoring methods. It is also used to provide information for licensing and employment decisions which results in over 100,000 requests per year.

Another system in this activity provides instant access to data on wanted persons, missing persons, stolen guns, vehicles and articles, both within Minnesota and throughout the nation. Data on crime statistics in the state is collected, compiled and reported. This data is forwarded to the Federal Bureau of Investigation (FBI) Uniform Crime Reporting program.

**BUDGET ISSUES:**

Several labor intensive steps in the process of creating a criminal history record have been eliminated in favor of automated data exchanges. These improvements have been funded through legislative appropriations, federal grants and non-criminal justice record check receipts.

The demands for background checks for licensing/employment mandated by state law have increased by 25% in the last year and 450% in the last 10 years. The retention of the non-criminal justice receipts sunsets on 7-1-97. These receipts provide the finances to stay on top of technological advancements that affect the activity's ability to share data and provide identification services. These receipts also fund the salary costs of 16 people who perform the record checks and keep the system up to date.

Congress is considering an interstate compact to provide communication between automated fingerprint identification systems and to provide electronic identification capabilities with the FBI. Currently, FBI identification of arrest fingerprint data takes several weeks. By employing national standards and electronically submitting this data to the FBI, turn around time on identification will be a few hours, greatly enhancing law enforcement's ability to gather data prior to release of arrested subjects.

As the technology expands to allow electronic transmission of arrest fingerprint data to the Bureau of Criminal Apprehension (BCA), the need for immediate identification increases. The legislature has mandated the collection of juvenile data and certain misdemeanor data in the criminal history system. This will double or even triple the activity's workload within the next biennium.

The statewide Criminal Justice Data Network (CJDN) is the communication backbone for all law enforcement in the state. Higher technology communication is necessary to meet the growing demands for transmitting files, photos, and fingerprints. A study to determine needs and impact on local agencies is underway, and the department's technology plan will address this issue.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue. There is a connect charge and a monthly access charge to the criminal justice data communications network. This network enables the interconnection of the criminal justice agencies with the state into a unified criminal justice information system.

A fee is charged for non-criminal justice record requests. This fee covers the costs of processing requests from criminal history record information for non-criminal use, subject to the informed consent of the individual subject of the data. This fee will become non-dedicated effective 7-1-97. The state of Minnesota and 2 metro police departments share in the costs of maintaining a fingerprint card reader. North Dakota will also be sharing in the cost this year.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIME JUSTICE INFORMATION SYS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	1,665	1,986	1,423	2,056	2,056	1,458	2,106	2,106
OPERATING EXPENSES	4,162	7,672	4,873	5,540	10,084	4,505	5,157	7,757
<b>SUBTOTAL STATE OPERATIONS</b>	<b>5,827</b>	<b>9,658</b>	<b>6,296</b>	<b>7,596</b>	<b>12,140</b>	<b>5,963</b>	<b>7,263</b>	<b>9,863</b>
<b>TOTAL EXPENDITURES</b>	<b>5,827</b>	<b>9,658</b>	<b>6,296</b>	<b>7,596</b>	<b>12,140</b>	<b>5,963</b>	<b>7,263</b>	<b>9,863</b>
<b>AGENCY PLAN ITEMS: FUND</b>								
NON-CRIMINAL JUSTICE RECORD CHECK		SR		1,300			1,300	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>1,300</b>			<b>1,300</b>	
<b>GOV'S INITIATIVES: FUND</b>								
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		GEN			4,544			2,600
<b>TOTAL GOV'S INITIATIVES</b>					<b>4,544</b>			<b>2,600</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	3,800	4,811	4,111	4,111	8,655	4,153	4,153	6,753
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	696	913	846	846	846	846	846	846
SPECIAL REVENUE	944	1,808	79	1,379	1,379	73	1,373	1,373
FEDERAL	387	2,126	1,260	1,260	1,260	891	891	891
<b>TOTAL EXPENDITURES</b>	<b>5,827</b>	<b>9,658</b>	<b>6,296</b>	<b>7,596</b>	<b>12,140</b>	<b>5,963</b>	<b>7,263</b>	<b>9,863</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIME JUSTICE INFORMATION SYS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
GENERAL	761	846	846	846	846	846	846	846
SPECIAL REVENUE	1,382	1,373	79	1,379	1,379	73	1,373	1,373
FEDERAL	83	2,126	1,260	1,260	1,260	891	891	891
<b>NONDEDICATED:</b>								
GENERAL			1,300			1,300		
CAMBRIDGE DEPOSIT FUND	187	190	190	190	190	190	190	190
<b>TOTAL REVENUES COLLECTED</b>	<b>2,413</b>	<b>4,535</b>	<b>3,675</b>	<b>3,675</b>	<b>3,675</b>	<b>3,300</b>	<b>3,300</b>	<b>3,300</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	43.5	46.5	30.5	46.5	46.5	30.5	46.5	46.5
TEMP/SEAS/PART_TIME	.3	.8	.3	.3	.3			
OVERTIME		.1	.1	.1	.1	.1	.1	.1
<b>TOTAL FTE</b>	<b>43.8</b>	<b>47.4</b>	<b>30.9</b>	<b>46.9</b>	<b>46.9</b>	<b>30.6</b>	<b>46.6</b>	<b>46.6</b>

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1998-99 Biennial Budget

**BUDGET ACTIVITY:** Criminal Investigations  
**PROGRAM:** Criminal Apprehension  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

This 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 13 field offices around the state: Bemidji, Brainerd, Chisago County, Duluth, Grand Rapids, Hastings, Mankato, Marshall, Moorhead, Rochester, St. Cloud, Thief River Falls and Wright County. 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.

The gradual but steady increase in juvenile and violent crime has led to an increase in investigative demands. Because of the increase in the level of requests for assistance, the Bureau of Criminal Apprehension (BCA) generally responds only to death investigations, crimes against children, officer-involved shootings, violent sexual assaults, interstate and international drug trafficking and felony-level conflict of interest investigations. Many of these requests involve the use of expensive, sophisticated equipment not owned by most local departments, nor do those departments have the expertise needed to use these technologies effectively.

The need for investigative services and the respect the BCA enjoys from its clients is verified by the results of surveys conducted of Minnesota sheriffs, police chiefs and county attorneys. Since 1993, the biennial client satisfaction surveys from these groups have indicated an exceptionally high level of satisfaction with the services provided by the investigations section. They also consistently indicate a need for additional investigative assistance in Greater Minnesota.

The BCA and other law enforcement agencies have identified certain crimes/activities which will require increased investigative resources in the near future, such as computer and financial crimes, unsolved homicide investigations, officer-involved shootings and felony-level, criminal internal affairs investigations. As an example, the BCA has developed a protocol for officer-involved shootings. As a result of agent expertise and professional standards in this area, virtually all of these types of incidents outside of the Twin Cities area and at least some in St. Paul have been investigated by the BCA in the last 24 months.

**BUDGET ISSUES:**

- The increase in investigative demands results in overtime for agents in excess of 300 hours per year. Many have investigative responsibility for 10 or 12 counties, which strains their ability to respond to requests for assistance in violent crimes or offer critical mandated training to local law enforcement.
- Investigative equipment, such as visual recording equipment, crime scene processing technology and other sophisticated surveillance equipment is antiquated, and agents' vehicles need replacing.
- Sex offender registration legislation mandated the BCA to collect, verify and distribute to local law enforcement accurate data on Minnesota's current 5,600 convicted sex offenders. This is increasing approximately 10% per year. The BCA has no personnel to keep pace with the growing demand.

- The BCA has relied on "forfeited funds" in past fiscal years to help supplement day to day operating costs. These funds have decreased from \$411,000 in 1993 to \$180,000 in 1996. This trend will probably continue as state and federal forfeiture laws become more restrictive.

**REVENUE:**

This activity generates dedicated revenue. Revenue is generated by selling used equipment and by money awarded by the courts from forfeited property seizures.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL INVESTIGATIONS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	4,483	4,590	4,701	4,731	5,320	4,812	4,872	5,476
OPERATING EXPENSES	1,255	1,544	1,228	1,668	2,081	1,232	1,452	1,552
CAPITAL OUTLAY	17							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>5,755</b>	<b>6,134</b>	<b>5,929</b>	<b>6,399</b>	<b>7,401</b>	<b>6,044</b>	<b>6,324</b>	<b>7,028</b>
LOCAL ASSISTANCE		200						
<b>TOTAL EXPENDITURES</b>	<b>5,755</b>	<b>6,334</b>	<b>5,929</b>	<b>6,399</b>	<b>7,401</b>	<b>6,044</b>	<b>6,324</b>	<b>7,028</b>
<b>AGENCY PLAN ITEMS:</b>								
SALARY INCR. INTERNAL COMPENSATION STUDY					30		60	
TITLE SURCHARGE LAW ENFORCEMENT VEHICLES					440		220	
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>470</b>		<b>280</b>	
<b>GOV'S INITIATIVES:</b>								
(A) LAW ENFORCEMENT OVERTIME AND GANG UNIT						1,002		704
<b>TOTAL GOV'S INITIATIVES</b>						<b>1,002</b>		<b>704</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	5,197	5,350	5,461	5,491	6,493	5,576	5,636	6,340
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	53	40	40	40	40	40	40	40
SPECIAL REVENUE	256	181	185	625	625	185	405	405
FEDERAL	249	763	243	243	243	243	243	243
<b>TOTAL EXPENDITURES</b>	<b>5,755</b>	<b>6,334</b>	<b>5,929</b>	<b>6,399</b>	<b>7,401</b>	<b>6,044</b>	<b>6,324</b>	<b>7,028</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL INVESTIGATIONS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
GENERAL	48	40	40	40	40	40	40	40
SPECIAL REVENUE	328	185	185	185	185	185	185	185
FEDERAL	100	784	351	351	351	351	351	351
GIFT	1							
<b>NONDEDICATED:</b>								
GENERAL	3	5	5	5	5	5	5	5
<b>TOTAL REVENUES COLLECTED</b>	<b>480</b>	<b>1,014</b>	<b>581</b>	<b>581</b>	<b>581</b>	<b>581</b>	<b>581</b>	<b>581</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	78.0	73.5	73.5	73.5	84.5	73.5	73.5	84.5
TEMP/SEAS/PART_TIME	1.1	3.5	3.5	3.5	3.5	3.5	3.5	3.5
OVERTIME	5.2	4.1	4.1	4.1	4.8	4.1	4.1	4.8
<b>TOTAL FTE</b>	<b>84.3</b>	<b>81.1</b>	<b>81.1</b>	<b>81.1</b>	<b>92.8</b>	<b>81.1</b>	<b>81.1</b>	<b>92.8</b>

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1998-99 Biennial Budget

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

**ACTIVITY DESCRIPTION:**

This 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, missing and endangered children, domestic abuse, major criminal investigative techniques, evidence and crime scene processing, arson and police management. Courses are routinely updated and refined.

This activity focuses on crime prevention through a variety of programs, including Crime Watch, crime prevention practitioners' training, and investigative training focusing on economic crimes and vulnerable adults and restorative justice. Drug Abuse Resistance Education (DARE) training is an integral part of the unit's prevention activity. This program was the first state training center to be certified in the country. Its DARE training specialists instruct officers in the Core Elementary School program, the Junior High program and the DARE Parent program.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to provide current level of training.

**REVENUE:**

This activity generates dedicated revenue. Classes are conducted to train law enforcement officers throughout the state. Fees are charged to recover the costs of providing classes.

**GRANTS:**

This activity administers a narcotics training project grant provided through the federal anti-drug abuse act. It provides continuing education for narcotics officers around the state. Law enforcement agencies may request reimbursement for up to 75% of the cost of narcotics training (including travel, books, meals, lodging, and tuition) for a maximum of 8 officers per agency per year. Each application must be approved by the BCA in writing prior to attending the training.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: POLICE TRAINING & DEVELOPMENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	614	669	653	653	653	669	669	669
OPERATING EXPENSES	384	488	448	448	448	450	450	450
<b>SUBTOTAL STATE OPERATIONS</b>	<b>998</b>	<b>1,157</b>	<b>1,101</b>	<b>1,101</b>	<b>1,101</b>	<b>1,119</b>	<b>1,119</b>	<b>1,119</b>
LOCAL ASSISTANCE	20	21	21	21	21	21	21	21
<b>TOTAL EXPENDITURES</b>	<b>1,018</b>	<b>1,178</b>	<b>1,122</b>	<b>1,122</b>	<b>1,122</b>	<b>1,140</b>	<b>1,140</b>	<b>1,140</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	825	967	922	922	922	940	940	940
STATE GOVERNMENT SPECIAL REVENUE	7	14	7	7	7	7	7	7
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	131	141	137	137	137	137	137	137
FEDERAL	55	56	56	56	56	56	56	56
<b>TOTAL EXPENDITURES</b>	<b>1,018</b>	<b>1,178</b>	<b>1,122</b>	<b>1,122</b>	<b>1,122</b>	<b>1,140</b>	<b>1,140</b>	<b>1,140</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	128	137	137	137	137	137	137	137
<b>TOTAL REVENUES COLLECTED</b>	<b>128</b>	<b>137</b>	<b>137</b>	<b>137</b>	<b>137</b>	<b>137</b>	<b>137</b>	<b>137</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	11.7	12.0	11.0	11.0	11.0	11.0	11.0	11.0
<b>TOTAL FTE</b>	<b>11.7</b>	<b>12.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>

**1998-99 Biennial Budget**

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

**ACTIVITY DESCRIPTION:**

This activity provides long range planning and day to day financial, administrative, personnel 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 professional investigative, analytical, educational and support services which address the needs of the entire BCA and the criminal justice community.

This activity supports the legislative buy fund, provides membership to the Peace Officer Standards and Training Board and Private Detective Board. It maintains regular contact with the sheriffs association, chiefs of police association, county attorneys, other law enforcement officials, and others in state, local and federal government. Legislative activity is also a critical responsibility of the support activity.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to provide training services.

**REVENUE:**

None.

**GRANTS:**

The confidential fund administered by this activity provides monies to local agencies under the provisions of M.S. 299C.065. These monies or grants are awarded based on several factors, and agencies receiving funds are required to maintain records suitable for state auditing purposes.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIMINAL APPREHENSION  
ACTIVITY: CRIMINAL APPREHENSION SUPPORT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	325	331	338	338	338	346	346	346
OPERATING EXPENSES	150	134	126	126	126	127	127	127
SUBTOTAL STATE OPERATIONS	475	465	464	464	464	473	473	473
LOCAL ASSISTANCE	20	150	100	100	100	100	100	100
TOTAL EXPENDITURES	495	615	564	564	564	573	573	573
<b>EXPENDITURES BY FUND:</b>								
DIRECT APPROPRIATIONS:								
GENERAL	437	515	464	464	464	473	473	473
SPECIAL REVENUE	58	100	100	100	100	100	100	100
TOTAL EXPENDITURES	495	615	564	564	564	573	573	573
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0
OVERTIME	.1	.1	.1	.1	.1	.1	.1	.1
TOTAL FTE	6.1	6.1	6.1	6.1	6.1	6.1	6.1	6.1

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## 1998-99 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 fostering a fire safe environment through investigation, enforcement, regulation, hazardous materials response, data collection and public education.

### PROGRAM STATUS:

- Twelve 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.
  - Sufficient numbers of safe day care facilities are vital to the overall well being of Minnesota children and families. 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 for single family residents and high risk targeted populations.
  - Initial inspections of schools reveal that there are serious fire/life safety problems in most of these buildings. In 1990, the Department of Children, Families and Learning entered into a contractual agreement to ensure greater fire safety for children and staff in Minnesota schools. Through these efforts, the children of Minnesota will be able to attend school in a more fire safe environment.
  - Twenty 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, flammable/combustible liquid, and 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.
  - In 1995, the legislature passed a bill requiring that all public fireworks display operators be certified to ensure their competency and qualifications to conduct public displays in a safe manner. Public safety was the main concern for this legislation.
  - 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 done according to code. Plan reviews are conducted for each installation and field inspection and acceptance testing take place only periodically.
  - The hazardous materials response activity will establish at least 8 hazardous materials response and/or chemical assessment teams to respond statewide to hazard emergencies. This activity assures that prompt and appropriate response measures are instituted to control and/or eliminate the danger to life, property, and the environment.

### BUDGET ISSUES:

- Arson is the second leading cause of fire in Minnesota. In 1995, an arson task force was formed to address the issues relating to the crime of arson in Minnesota. The final report will be published early in 1997 and recommendations may impact the division fiscally.
- The day care/foster care inspection program is the only program not specifically mandated by state statute; however, it is required in Department of Human Services rules. Based on the increase of day care/foster care inspections, the de-institutionalization of certain populations into smaller residential foster home settings, 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 inspections.
- Due to the decrease in prison space available, there is an increase in detention and residential correctional facilities. The inspection program for these facilities is not funded in the current contract with the Department of Corrections. If this program is to continue, alternate funding will need to be addressed.
- Legislation passed in 1992 gave the State Fire Marshal responsibility to regulate the fire sprinkler protection industry through a process of licensing and/or certification of contractors and installers, and plan review functions. The original fiscal note was to provide the division with 5 positions; however, it was determined that the program and rules needed to be established and the positions could be phased in.
- In the 1996 code adoption process, the program to conduct plan review of underground flammable liquids was discontinued. However, the plan review for above ground flammable liquid installations and liquefied petroleum gas installations remains with the division. This is a unfunded program and, based on demands, may be discontinued.

### REVENUE:

This program generates dedicated and non-dedicated revenue. Funds are received from inter-agency agreements to develop a plan to inspect public school facilities every 3 years and to review plans for construction of new schools or remodeling of existing schools to ensure they meet fire safety codes. Non-dedicated revenue is collected for licensing fire protection system contractors that install, modify or inspect fire protection systems, parts and related equipment. Permit fees and surcharges are collected for a percentage of the total cost of fire protection work being done. Permit fees are collected from fireworks operators that have been certified.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

1998-99 Biennial Budget

**PROGRAM:** Fire Marshal  
**AGENCY:** Public Safety, Department of  
(Continuation)

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- Reduce the number of recurring fire life safety violations, as related to construction features in exiting, by 20% by the end of C.Y. (Calendar Year) 1998
- Increase the number of identified incendiary fires subsequently presented to law enforcement authorities for prosecution by 2% per C.Y.
- Increase hazardous materials assistance and expertise to 85% of the fire departments in the state by the end of C.Y. 1998.
- Reduce the number of fire deaths in which absent or non-functioning smoke detectors are identified as a factor to no more than 26% of total deaths, through educational initiatives, by the end of C.Y. 1998.

In 1994, legislation mandated a licensing program for automatic fire sprinkler protection related work. In C.Y. 1997, field inspection of fire protection systems installations will be conducted. An outcome of this activity will be developed in C.Y. 1997, after experience has been gained from the process.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency budget plan is as follows:

- The plan includes a compensation inflation adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The agency plan calls for \$103,000 in F.Y. 1998 and \$100,000 in F.Y. 1999 in General Fund monies and 2 positions to complete the funding of the fire sprinkler system licensing legislation.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: FIRE MARSHAL  
ACTIVITY: FIRE MARSHAL

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	2,631	2,794	2,868	2,953	2,953	2,908	2,995	2,995
OPERATING EXPENSES	588	787	919	937	937	893	906	906
<b>SUBTOTAL STATE OPERATIONS</b>	<b>3,219</b>	<b>3,581</b>	<b>3,787</b>	<b>3,890</b>	<b>3,890</b>	<b>3,801</b>	<b>3,901</b>	<b>3,901</b>
<b>TOTAL EXPENDITURES</b>	<b>3,219</b>	<b>3,581</b>	<b>3,787</b>	<b>3,890</b>	<b>3,890</b>	<b>3,801</b>	<b>3,901</b>	<b>3,901</b>
<b>AGENCY PLAN ITEMS:</b>								
		FUND						
FIRE SPRINKLER CERTIFICATION INSPECTION		GEN		103			100	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>103</b>			<b>100</b>	
<b>EXPENDITURES BY FUND:</b>								
DIRECT APPROPRIATIONS:								
GENERAL	2,538	2,712	2,744	2,847	2,847	2,804	2,904	2,904
STATUTORY APPROPRIATIONS:								
GENERAL	301	326	326	326	326	326	326	326
FEDERAL	350	543	717	717	717	671	671	671
GIFT	30							
<b>TOTAL EXPENDITURES</b>	<b>3,219</b>	<b>3,581</b>	<b>3,787</b>	<b>3,890</b>	<b>3,890</b>	<b>3,801</b>	<b>3,901</b>	<b>3,901</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
GENERAL	327	329	326	326	326	326	326	326
FEDERAL	555	444	717	717	717	671	671	671
<b>NONDEDICATED:</b>								
CAMBRIDGE DEPOSIT FUND	315	310	310	310	310	310	310	310
<b>TOTAL REVENUES COLLECTED</b>	<b>1,197</b>	<b>1,083</b>	<b>1,353</b>	<b>1,353</b>	<b>1,353</b>	<b>1,307</b>	<b>1,307</b>	<b>1,307</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: FIRE MARSHAL  
ACTIVITY: FIRE MARSHAL

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	52.1	53.8	53.8	55.8	55.8	53.8	55.8	55.8
TEMP/SEAS/PART_TIME	.3	.5	.4	.4	.4			
OVERTIME	.4	.4	.4	.4	.4	.4	.4	.4
<b>TOTAL FTE</b>	<b>52.8</b>	<b>54.7</b>	<b>54.6</b>	<b>56.6</b>	<b>56.6</b>	<b>54.2</b>	<b>56.2</b>	<b>56.2</b>

**F.Y. 1998-99 BUDGET INITIATIVE**

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

**ITEM TITLE:** Positions to Fulfill Sprinkler Legislation

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$103	\$100	\$100	\$100
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$103,000 in F.Y. 1998 and \$100,000 in F.Y. 1999 in General Fund monies and 2.0 positions to complete the funding of the fire sprinkler system licensing legislation.

**RATIONALE:**

This initiative requests 2 additional positions to fulfill the intent of the legislation passed in 1992, to licence and certify fire sprinkler contractors and installers, and to conduct plan reviews for system installations. The original fiscal note for this legislation was to provide the division with 5 positions: 1 supervisor, 3 deputies, and 1 clerical. During the first 2 years of the program rules were written and adopted and the entire complement was not needed. In 1994 the program added 2 plan review positions. It is now 2 years into the program and 2 additional inspector positions are needed to fully implement the field inspection function. Fees generated by this program are sufficient to fund the positions.

**PROGRAM OUTCOMES:**

The projected outcomes of this program are:

- To increase the level of life safety for Minnesota citizens and the fire service as it relates to the installation of fire sprinkler systems in buildings.
- To ensure cities relying on the State Fire Marshal to permit and conduct plan reviews that the system is installed according to plan specification.
- To increase service to local jurisdictions and contractors for timely inspections.

The overall impact of this initiative is to speed up both the plan review process and inspection process by having dedicated positions for each function. Currently, plan reviewers get into the field on a limited basis. By the time they can get on-site of the project, the work has been completed and occupants are in the building. If major changes or alterations are to be made at that time, major disruption is caused to the occupants and the cost for such changes are very high.

**LONG-TERM IMPACT:**

The long term impact will enable the division to fulfill the requirements of the enabling legislation by addressing the needs of local fire departments and the industry with inspections in a timely manner before the building is completed. This will eliminate the need for occupant disruption and increased costs when corrections or alterations are necessary. There will also be an assurance of an increased level of life safety for occupants based on a final acceptance inspection of the fire safety systems.

## 1998-99 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, provides for the safe and efficient movement of traffic, and protects Minnesota's citizens through enforcement, education, and assistance. 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:

- 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.
- 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 has been excellent. Minnesota has been among the 5 safest states in which to drive each year during the previous decade and was the safest state in 4 of those 10 years. The 1993 fatality rate of 1.27 deaths per 100 million miles traveled was one of the lowest rates in the nation and the lowest rate ever recorded in Minnesota. The 1995 fatality rate was 1.35 deaths per 100 million miles traveled.

The population growth trend continues within the extended urban area of Minneapolis-St. Paul, including Rochester and St. Cloud, with greater demand for police traffic services on an expanding and increasingly congested highway system. More agency resources will 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 adversely affected.

The majority of fatal crashes occur in rural areas where there is less congestion, however, rural vehicular speed continues to rise. The program is not able to maintain continuous 24-hour on-duty coverage in Greater Minnesota. This diverts local police and county Sheriff departments from crime-related activities, to respond to traffic crashes and emergency service on the federal and state trunk highway system. The expanding use and reliance on cellular telephone communication has increased the frequency of cellular 911 calls for service statewide. The State Patrol communication centers are the direct answer points for cellular 911 communications. The increase in direct calls for service has caused the number of hours spent in preventative enforcement activities to decrease.

During each of the previous 8 years, the State Patrol has increased the number of commercial motor vehicle inspections and the enforcement of laws regulating the operation of commercial motor vehicles. Over the same period, the number of commercial motor vehicle crashes has consistently decreased. The current level of inspections and enforcement activity is expected to decrease with a potential reversal of the trend toward decreased commercial vehicle crashes. The number of commercial vehicles weighed annually will decline, which has the potential to accelerate the damage to highways from overweight vehicles.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- Reduce the percentage of motor vehicle crash fatalities attributed to alcohol/drug impaired drivers to 36% by the Calendar Year (C.Y.) 1998.
- Increase the percentage of driver and front seat occupant seat belt use to 70% by the C.Y. 1998 through enforcement and education.
- Reduce the frequency of commercial motor vehicle crashes to 1.85 per 1 million miles traveled by C.Y. 1998.
- Increase the percentage of time spent in proactive patrolling by 2% by C.Y. 1998.
- Increase the number of reported cases of suspicious persons and suspicious activity by 5.9% by C.Y. 1998.
- Reduce the incidence of violence in the work place by 15% by C.Y. 2000.

### BUDGET AND REVENUE SUMMARY:

Summary of the agency plan is as follows:

- The plan includes a compensation inflation base adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The agency plan includes a \$30,000 per year base adjustment in the Highway User Tax Distribution Fund to cover costs related to services provided by the Attorney General's Office. The legal costs relate to civil and criminal vehicle weight cases.
- The agency plan calls for \$398,000 in F.Y. 1998 and \$404,000 in F.Y. 1999 in General Fund monies and 6 positions to enhance enforcement capabilities within the capitol complex.
- The agency plan calls for amending M.S. 168A.29, subd. 1 to remove the provision, effective 7-1-97, which reduces the surcharge for each motor vehicle title transaction from \$3.50 to \$1.00. Revenues collected from the surcharge are presently dedicated for the purchase and equipping of state patrol vehicles.
- The agency plan includes \$600,000 in F.Y. 1998 and \$1,200,000 in F.Y. 1999 to implement wage increases for State Patrol Troopers, Trooper 1s and Corporals. The wage adjustments are based on an internal Hay study conducted by the Department of Employee Relations.

### 1997 DEFICIENCY:

This budget includes a 1997 deficiency appropriation of \$226,000 to reimburse the Trunk Highway Fund for costs incurred by the State Patrol in providing assistance to local law enforcement in the City of Minneapolis during the summer of 1996.

### GOVERNOR'S RECOMMENDATION:

The Governor recommends a funding level of \$132,474,000 for the biennium, which incorporates initiatives for the following: \$115,000 General Funds and \$2,099,000 Trunk Highway Funds for enhanced criminal justice computers; and \$2,324,000 General Funds and \$11,054,000 Trunk Highway Funds for enhanced patrolling services statewide.

The Governor also recommends the appropriation of \$226,000 to reimburse the Trunk Highway Fund for costs incurred by the State Patrol in providing assistance to local law enforcement in the City of Minneapolis during the summer of 1996.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: STATE PATROL

ACTIVITY RESOURCE ALLOCATION:	Est.		FY 1998			FY 1999		
	FY 1996	FY 1997	Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
=====								
PATROLLING HIGHWAYS	43,397	48,771	43,072	46,235	54,307	43,699	47,754	53,060
COMMERCIAL VEHICLE ENFORCEMENT	6,867	7,625	7,362	7,362	7,362	7,497	7,497	7,497
CAPITOL COMPLEX SECURITY	1,961	1,921	1,910	2,308	2,401	1,954	2,358	2,380
STATE PATROL SUPPORT	1,608	1,716	1,668	1,668	3,343	1,700	1,700	2,124
=====								
TOTAL EXPENDITURES BY ACTIVITY	53,833	60,033	54,012	57,573	67,413	54,850	59,309	65,061
=====								
AGENCY PLAN ITEMS:		FUND						
-----								
LEGISLATIVE AND EXECUTIVE PROTECTION		GEN		398			404	
TITLE SURCHARGE LAW ENFORCEMENT VEHICLES		SR		2,563			2,855	
SALARY INCR. INTERNAL COMPENSATION STUDY		THI		600			1,200	
=====								
TOTAL AGENCY PLAN ITEMS				3,561			4,459	
=====								
GOV'S INITIATIVES:		FUND						
-----								
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		GEN			93			22
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		THI			1,675			424
(A) STATE PATROL SPECIAL RESPONSE		GEN			1,441			883
(A) STATE PATROL SPECIAL RESPONSE		THI			6,631			4,423
=====								
TOTAL GOV'S INITIATIVES					9,840			5,752
=====								
EXPENDITURES BY FUND:								
-----								
DIRECT APPROPRIATIONS:								
GENERAL	1,945	1,903	1,887	2,285	3,819	1,931	2,335	3,240
TRUNK HIGHWAY	43,626	46,252	46,792	47,392	55,698	47,822	49,022	53,869
HIGHWAY USERS TAX DISTRIBUTION	56	64	90	90	90	90	90	90
OPEN APPROPRIATIONS:								
TRUNK HIGHWAY		81						
HIGHWAY USERS TAX DISTRIBUTION		30						
STATUTORY APPROPRIATIONS:								
GENERAL	27	37	38	38	38	38	38	38
STATE GOVERNMENT SPECIAL REVENUE	25	181	103	103	103	103	103	103
SPECIAL REVENUE	4,550	5,127	1,345	3,908	3,908	1,345	4,200	4,200
TRUNK HIGHWAY	1,065	2,330	1,340	1,340	1,340	1,090	1,090	1,090

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: STATE PATROL

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
FEDERAL	2,529	3,974	2,417	2,417	2,417	2,431	2,431	2,431
AGENCY	10							
GIFT		54						
TOTAL EXPENDITURES	53,833	60,033	54,012	57,573	67,413	54,850	59,309	65,061
FTE BY EMPLOYMENT TYPE:								
REGULAR	754.4	796.3	796.3	802.3	903.3	796.3	802.3	903.3
TEMP/SEAS/PART_TIME	.4							
OVERTIME	62.6	52.8	49.0	50.2	53.7	49.0	50.3	55.1
TOTAL FTE	817.4	849.1	845.3	852.5	957.0	845.3	852.6	958.4

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1998-99 Biennial Budget

**BUDGET ACTIVITY:** Patrolling Highways  
**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

This activity provides police traffic services on Minnesota's state and federal highways for safe and efficient movement of traffic, protection, and service to Minnesota's citizens through enforcement, assistance, and education. This activity:

- Provides uniformed troopers to patrol over 12,000 miles of state and federal highways for emergency response, traffic law enforcement, accident investigation, law enforcement assistance, and motorist assistance to highway users.
- Provides airborne assistance and support activities which augment road patrolling operations, including airborne traffic law enforcement, searches and surveillance.
- Provides statewide radio communications for the State Patrol, Department of Natural Resources (DNR), and other state and federal agencies.
- Provides a coordinated traffic safety education program throughout the state.

This activity consists of approximately 440 state troopers dispatched from 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 utilizing 5 airplanes and 3 helicopters based at St. Paul, Cloquet, Mankato and Bemidji. The safety education activity consists of 11 trooper safety education specialists who make safety presentations through their assigned district areas, and 2 trooper safety education specialists presenting youth and alcohol education programs statewide.

**BUDGET ISSUES:**

State troopers provide on-duty police traffic services on Minnesota highways 24 hours per day within the seven county Metropolitan area, and 16-18 hours per day throughout the remainder of the state. In those areas where 24-hour on-duty coverage is not provided, local law enforcement agencies are requested to respond to State Patrol calls for service on state and federal highways.

Timely resolution of highway incidents has proven to lessen the potential for additional incidents caused by the disturbance and congestion of the initial incident. Long response times are common in large geographical areas. Increases in workload also contribute to longer response times. Unresolved highway incidents compounded by traffic congestion result in significant slowdowns in urban areas.

In Greater Minnesota, state troopers provide essential support and assistance to local police agencies, which are limited in many instances to a single officer on-duty at any given time. Timely assistance, when requested by local law enforcement agencies, is not possible in those areas of the state not providing 24-hour coverage. Local law enforcement agencies are required to divert local enforcement efforts to respond to State Patrol calls for service on state and federal highways rather than to local enforcement activities during those times of day without on-duty trooper coverage.

There are 2 basic categories of activity used to indicate the use of a troopers time, obligated and

unobligated. Obligated time is spent performing those activities which require the trooper to respond such as calls for service, traffic crashes and crash-related activities, court activity and other directed activities. Unobligated time refers to time a trooper is able to perform proactive enforcement, motorist assistance, and is available for calls for service. More proactive enforcement and incident prevention results when troopers have more unobligated time to devote to patrolling of the highways.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue. Fees are collected for the sale of used equipment and to cover the costs of escort services. Non-dedicated revenue is collected for patrol fines. An inter-agency agreement with DNR recovers a portion of the cost for radio dispatch. State Patrol dispatchers also dispatch for DNR.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: STATE PATROL  
ACTIVITY: PATROLLING HIGHWAYS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	32,822	34,669	35,380	35,980	39,618	36,222	37,422	41,924
OPERATING EXPENSES	10,561	14,062	7,692	10,255	14,689	7,477	10,332	11,136
=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	43,383	48,731	43,072	46,235	54,307	43,699	47,754	53,060
PAYMENTS TO INDIVIDUALS	14	40						
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	43,397	48,771	43,072	46,235	54,307	43,699	47,754	53,060
<b>AGENCY PLAN ITEMS:</b>								
TITLE SURCHARGE LAW ENFORCEMENT VEHICLES		SR		2,563			2,855	
SALARY INCR. INTERNAL COMPENSATION STUDY		THI		600			1,200	
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL AGENCY PLAN ITEMS				3,163			4,055	
<b>GOV'S INITIATIVES:</b>								
(A) STATE PATROL SPECIAL RESPONSE		GEN			1,441			883
(A) STATE PATROL SPECIAL RESPONSE		THI			6,631			4,423
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL GOV'S INITIATIVES					8,072			5,306
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL					1,441			883
TRUNK HIGHWAY	37,038	39,422	39,706	40,306	46,937	40,583	41,783	46,206
<b>STATUTORY APPROPRIATIONS:</b>								
STATE GOVERNMENT SPECIAL REVENUE	25	181	103	103	103	103	103	103
SPECIAL REVENUE	4,550	5,127	1,345	3,908	3,908	1,345	4,200	4,200
TRUNK HIGHWAY	1,065	2,330	1,340	1,340	1,340	1,090	1,090	1,090
FEDERAL	709	1,657	578	578	578	578	578	578
AGENCY	10							

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: STATE PATROL  
ACTIVITY: PATROLLING HIGHWAYS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
GIFT		54						
TOTAL EXPENDITURES	43,397	48,771	43,072	46,235	54,307	43,699	47,754	53,060
REVENUE COLLECTED:								
DEDICATED:								
SPECIAL REVENUE	4,634	4,350	1,250	4,325	4,325	1,250	4,325	4,325
TRUNK HIGHWAY	1,382	1,350	1,340	1,340	1,340	1,090	1,090	1,090
FEDERAL	750	1,598	578	578	578	578	578	578
AGENCY	10							
GIFT	10							
NONDEDICATED:								
TRUNK HIGHWAY	5,566	5,728	5,728	5,728	6,428	5,728	5,728	6,428
TOTAL REVENUES COLLECTED	12,352	13,026	8,896	11,971	12,671	8,646	11,721	12,421
FTE BY EMPLOYMENT TYPE:								
REGULAR	572.4	607.2	607.2	607.2	708.2	607.2	607.2	708.2
TEMP/SEAS/PART_TIME	.3							
OVERTIME	53.6	42.4	38.6	38.6	42.1	38.6	38.6	43.4
TOTAL FTE	626.3	649.6	645.8	645.8	750.3	645.8	645.8	751.6

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1998-99 Biennial Budget

**BUDGET ACTIVITY:** Commercial Vehicle Enforcement  
**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of (DPS)

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 \$588,000. The statutory authority is M.S. 4.07.

**ACTIVITY DESCRIPTION:**

This 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), Moorhead (I-94 near Dilworth), 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 includes a federally funded component, the Motor Carrier Safety Assistance Program (MCSAP), specifically aimed at improving the safe mechanical condition of commercial vehicles. Random roadside inspection of commercial vehicles and the random inspection of school buses is included in this activity. Mandatory annual inspection of commercial vehicles, school buses, and vehicles with wheel chair securement devices are performed through this activity. The activity also trains and certifies commercial vehicle inspectors employed in the private sector. Identifying certificates are issued to all Minnesota registered commercial vehicles passing an approved inspection by a certified inspector.

Civil weight troopers inspect shipping documentation and enforce the relevant evidence provisions of the weight law.

**BUDGET ISSUES:**

The agency budget plan will allow this activity to maintain the number of commercial motor vehicle inspections and enforce laws regulating the operation of commercial motor vehicles. The new Moorhead weigh scale facility is fully operational. The addition of this facility will improve the safety of commercial motor vehicles, ensure that proper highway user fees have been paid, and reduce the rate of deterioration of pavement caused by overweight vehicles.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue. Non-dedicated revenue is collected for civil weight violations. A fee is charged for the certification of inspectors that perform annual inspections of commercial motor vehicles.

**GRANTS:**

The State Patrol is reimbursed for 80% of the cost of commercial vehicle inspection and enforcement activities performed under the federal MCSAP up to a maximum of \$868,000. This revenue is dependent upon the number of commercial vehicle inspections performed.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: STATE PATROL  
ACTIVITY: COMMERCIAL VEHICLE ENFORCEMENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	5,284	5,793	5,959	5,959	5,959	6,094	6,094	6,094
OPERATING EXPENSES	1,033	1,244	815	815	815	815	815	815
SUBTOTAL STATE OPERATIONS	6,317	7,037	6,774	6,774	6,774	6,909	6,909	6,909
LOCAL ASSISTANCE	550	588	588	588	588	588	588	588
TOTAL EXPENDITURES	6,867	7,625	7,362	7,362	7,362	7,497	7,497	7,497
<b>EXPENDITURES BY FUND:</b>								
DIRECT APPROPRIATIONS:								
TRUNK HIGHWAY	5,047	5,308	5,523	5,523	5,523	5,644	5,644	5,644
STATUTORY APPROPRIATIONS:								
FEDERAL	1,820	2,317	1,839	1,839	1,839	1,853	1,853	1,853
TOTAL EXPENDITURES	6,867	7,625	7,362	7,362	7,362	7,497	7,497	7,497
<b>REVENUE COLLECTED:</b>								
DEDICATED:								
FEDERAL	1,366	2,185	1,839	1,839	1,839	1,853	1,853	1,853
NONDEDICATED:								
TRUNK HIGHWAY	28	25	25	25	25	25	25	25
HIGHWAY USERS TAX DISTRIBUTION	748	750	750	750	750	750	750	750
TOTAL REVENUES COLLECTED	2,142	2,960	2,614	2,614	2,614	2,628	2,628	2,628
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	118.1	124.5	124.5	124.5	124.5	124.5	124.5	124.5
OVERTIME	3.2	5.1	5.1	5.1	5.1	5.1	5.1	5.1
TOTAL FTE	121.3	129.6	129.6	129.6	129.6	129.6	129.6	129.6

1998-99 Biennial Budget

**BUDGET ACTIVITY:** Capitol Complex Security  
**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

This activity exists to provide protection to and prevent acts of violence against the governor and immediate family, and to investigate all threats against the governor. This activity also provides law enforcement services and protection to both houses of the legislature, state buildings and property. It is the main prevention and emergency response provider to 37 different designated capitol complex buildings and 33 parking facilities.

The activity's ability to maintain facility and employee safety in a governmental climate is dependent upon high visibility and early detection of possible problems. The agencies not included in the capitol complex protection have requested inclusion, and agencies that are covered by this activity's jurisdiction want additional officers. The success of keeping the capitol complex secure is also dependent on its adjoining neighborhoods. The 8 St. Paul areas around the capitol complex area are high in reports of crime. Special interest groups are becoming more organized and politically involved. Rallies, demonstrations and other such events, (e.g. Taste of Minnesota, Twin Cities Marathon), demand increased planning and the use of state security personnel and resources. There are over 200 special events per year that take place on capitol property grounds and facilities. These challenges, along with violence in the workplace and employee fears, are issues that must be addressed.

Uniformed personnel provide immediate emergency and non-emergency response to all incidents within the capitol complex. This is accomplished by foot, bicycle and vehicle patrol. Officers respond to criminal, civil and medical incidents and, if appropriate, are followed up by sworn law enforcement personnel. Uniformed personnel provide assistance to employees and citizens by providing escort services, locking/unlocking facilities and enforcing parking regulations. Uniformed personnel provide crime prevention, Cardiopulmonary Resuscitation (CPR) and first aid training to all state offices and employees. Sworn staff conduct police investigations, interviews, search warrants, arrests, and charge individuals. They do follow-up investigations on crimes against elected and judicial officials, and protect legislators from disruption during legislative sessions. Sworn staff coordinate liaison with outside agencies, such as the Federal Bureau of Investigation, Secret Service, Bureau of Criminal Apprehension and the St. Paul Police Department.

Dispatchers handle 8,000 monthly telephone calls, make 5,000 yearly incident notifications, and monitor and regulate 15,000 security and environmental alarms and controls. In addition, they oversee 115 emergency intercoms and 120 closed circuit cameras. Administrative personnel maintain 15,000 photo and key cards which regulate access privileges buildings and parking lots within the activity's jurisdiction. Building emergency planning, evacuating and testing are also responsibilities of this activity.

**BUDGET ISSUES:**

Capitol Security has re-instituted the crime prevention unit, which is responsible for the following:

- Teach capitol complex employees crime prevention techniques and recognition of suspicious behavior.

- Open lines of communication to capitol complex employees through monthly newsletters, e-mail and fax to inform employees about their vulnerability and encourage their use of escort services.
- Keep updated incident files of domestic assaults and restraining orders that are in effect for state employees.
- Keep officers updated on the locations and suspects of probable assaults.
- Offer personal protection for elected and judicial officials.

**REVENUE:**

This activity generates dedicated revenue. Fees are collected to recover costs for events that are held on capitol grounds and for providing security to state owned buildings. Fees are collected for CPR and first aid classes offered to other state agencies.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: STATE PATROL  
ACTIVITY: CAPITOL COMPLEX SECURITY

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	1,869	1,759	1,814	2,204	2,204	1,858	2,262	2,262
OPERATING EXPENSES	92	162	96	104	197	96	96	118
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,961</b>	<b>1,921</b>	<b>1,910</b>	<b>2,308</b>	<b>2,401</b>	<b>1,954</b>	<b>2,358</b>	<b>2,380</b>
<b>TOTAL EXPENDITURES</b>	<b>1,961</b>	<b>1,921</b>	<b>1,910</b>	<b>2,308</b>	<b>2,401</b>	<b>1,954</b>	<b>2,358</b>	<b>2,380</b>
<b>AGENCY PLAN ITEMS:</b>								
		<b>FUND</b>						
LEGISLATIVE AND EXECUTIVE PROTECTION		GEN		398			404	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>398</b>			<b>404</b>	
<b>GOV'S INITIATIVES:</b>								
		<b>FUND</b>						
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST		GEN			93			22
<b>TOTAL GOV'S INITIATIVES</b>					<b>93</b>			<b>22</b>
<b>EXPENDITURES BY FUND:</b>								
DIRECT APPROPRIATIONS:								
GENERAL	1,934	1,884	1,872	2,270	2,363	1,916	2,320	2,342
STATUTORY APPROPRIATIONS:								
GENERAL	27	37	38	38	38	38	38	38
<b>TOTAL EXPENDITURES</b>	<b>1,961</b>	<b>1,921</b>	<b>1,910</b>	<b>2,308</b>	<b>2,401</b>	<b>1,954</b>	<b>2,358</b>	<b>2,380</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
GENERAL	29	35	38	38	38	38	38	38

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: STATE PATROL  
ACTIVITY: CAPITOL COMPLEX SECURITY

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
TOTAL REVENUES COLLECTED	29	35	38	38	38	38	38	38
FTE BY EMPLOYMENT TYPE:								
REGULAR	46.6	45.8	45.8	51.8	51.8	45.8	51.8	51.8
TEMP/SEAS/PART_TIME	.1							
OVERTIME	5.2	5.1	5.1	6.3	6.3	5.1	6.4	6.4
TOTAL FTE	51.9	50.9	50.9	58.1	58.1	50.9	58.2	58.2

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** State Patrol  
**ACTIVITY:**

**ITEM TITLE:** Capitol Security Response, Protection and Security

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$398	\$404	\$404	\$404
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$398,000 in F.Y. 1998 and \$404,000 in F.Y. 1999 in General Fund monies and 6 positions to enhance enforcement capabilities within the capitol complex.

**RATIONALE:**

This request is for 6 security officers to provide greater security levels to the capitol complex. This request also includes replacing the current video surveillance camera system which is over 10 years old and no longer maintainable. It is used for documentation of emergency incidents, solving crimes and catching potentially dangerous persons in the capitol complex. This initiative also requests salary and overtime for legislative troopers and special response team call-out for the capitol complex to provide greater security for the legislative session and the governor.

The addition of security guards will allow scheduling of personnel in vulnerable buildings where access to the public is provided and the potential for thefts and assaults remains high. Safety and personal protection will be emphasized toward providing a safer work environment. The video surveillance camera will also be used to provide a safer environment in the capitol complex. The division receives approximately 100 requests per year for surveillance camera investigation efforts. It is used for instant taping of crimes in process, thereby providing for quicker emergency response and better results in court. The additional funding for overtime and call-out pay will allow the division to adequately staff special events on the capitol grounds.

**PROGRAM OUTCOMES:**

The security of constitutional officers, legislators, judges, executive branch employees and visitors to the capitol complex continues to be a primary goal of this program. The capitol security office receives requests for officer assistance weekly as employees and state departments become more

aware of the potential for crime and violence in the workplace. This activity has been operating with insufficient funding to meet these objectives. With current staffing and funding the division cannot provide proactive prevention activities and respond promptly to incidents.

The success of this initiative will allow the performance indicators in the annual performance report to be continued and enhanced, to provide a safe environment at the capitol complex, state offices and governor's mansion. These increases will allow for timely response and investigation of incidents affecting the legislature, governor and capitol complex employees and visitors.

**LONG-TERM IMPACT:**

Each year the number of demonstrations, rallies and threats increase in the capitol complex. Increasing violence in society, and specifically violence directed at public officials, requires adequate precautions to prevent such acts. Through higher visibility of officers and increased crime prevention activities, a safer capitol complex environment can be maintained. This initiative will have the long term impact of preventing unnecessary spending of state dollars for tort claims and legal expenses, and keep property repair and maintenance at a minimum.

1998-99 Biennial Budget

**BUDGET ACTIVITY:** State Patrol Support  
**PROGRAM:** State Patrol  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

This activity provides necessary administrative and support services to enable the State Patrol program to achieve the stated mission and goals. 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 program 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 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 efficiently and effectively provide the required activities.

**REVENUE:**

None.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: STATE PATROL  
ACTIVITY: STATE PATROL SUPPORT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	1,040	1,059	1,091	1,091	1,091	1,120	1,120	1,120
OPERATING EXPENSES	568	657	577	577	2,252	580	580	1,004
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,608</b>	<b>1,716</b>	<b>1,668</b>	<b>1,668</b>	<b>3,343</b>	<b>1,700</b>	<b>1,700</b>	<b>2,124</b>
<b>TOTAL EXPENDITURES</b>	<b>1,608</b>	<b>1,716</b>	<b>1,668</b>	<b>1,668</b>	<b>3,343</b>	<b>1,700</b>	<b>1,700</b>	<b>2,124</b>
<b>GOV'S INITIATIVES:</b>								
								<b>FUND</b>
(A) ENHANCED CRIMINAL JUSTICE COMPUTER SYST					1,675			424
<b>TOTAL GOV'S INITIATIVES</b>					<b>1,675</b>			<b>424</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	11	19	15	15	15	15	15	15
TRUNK HIGHWAY	1,541	1,522	1,563	1,563	3,238	1,595	1,595	2,019
HIGHWAY USERS TAX DISTRIBUTION	56	64	90	90	90	90	90	90
<b>OPEN APPROPRIATIONS:</b>								
TRUNK HIGHWAY		81						
HIGHWAY USERS TAX DISTRIBUTION		30						
<b>TOTAL EXPENDITURES</b>	<b>1,608</b>	<b>1,716</b>	<b>1,668</b>	<b>1,668</b>	<b>3,343</b>	<b>1,700</b>	<b>1,700</b>	<b>2,124</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	17.3	18.8	18.8	18.8	18.8	18.8	18.8	18.8
OVERTIME	.6	.2	.2	.2	.2	.2	.2	.2
<b>TOTAL FTE</b>	<b>17.9</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>

## 1998-99 Biennial Budget

**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of

### PROGRAM DESCRIPTION:

- 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 and Canada through base state registration in Minnesota and through the administration of two international agreements
- Licensing drivers examines, licenses and evaluates drivers, issues driver licenses, identification cards, and instructional permits, maintains driver history and traffic accident data, and licenses driver training instructors and schools.

**PROGRAM STATUS:** The present Driver and Vehicle Services computer systems were designed over a decade ago. Rapid changes in data processing have rendered these systems 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 computer 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 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 by citizens, deputy registrars, and law enforcement agencies. A review of operations revealed that the actual daily call demand is 5,225 or 1,311,475 per year. However, with current resources, only 3,908 calls per day or 981,000 per year are answered. Citizen complaints about busy signals and long waits are common.

Annually, the examining program administers over 450,000 written tests and over 160,000 road tests. Recorded messages have been added to the phone systems, but staff still handle over 300,000 calls seeking licensing information. Fourteen department driver licensing offices accept 339,065 applications each year. Each year, approximately 45,000 hearings are conducted in the central office and throughout the state, while 40,000 medical and visual reports are reviewed and 190,000 telephone inquiries are received. As a result of the hearings and telephone inquiries, approximately 13,000 limited licenses are issued.

**PLANNED RESULTS:** The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- The percentage of teenage drivers involved in crashes will be reduced by 1/2% per year.
- The rate of driving-related drug and alcohol repeat offenses will be reduced by 1% annually.
- All licensed drivers will receive the improved quality, secure driver license within 2 weeks of application by 1998.
- The data base will be updated daily to reflect correct registration information for all vehicles required to be registered in Minnesota. Unentered renewals will not exceed 1.5% of total yearly

renewals.

- All moneys collected by deputy registrars will be deposited within 24-hours.
- 3% of Minnesota carriers registering vehicles under the international registration plan and international fuel tax agreement will be audited to determine proper payment of fuel and registration taxes and compliance with the terms of the agreement and Minnesota statute.
- The data base will be updated and certificates of titles will be issued in not more than 6 days.
- The driving record will be updated within 48-hours of receipt of a driving conviction.

**BUDGET AND REVENUE SUMMARY:** Summary of the agency plan is as follows:

- The plan includes a compensation inflation adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The plan calls for a base level decrease of \$50,000 each year in the General Fund to annualize the costs related to designating parents on the Minnesota drivers licenses of drivers under age 21. \$111,000 was appropriated in F.Y. 1997 in the Laws of 1996, Chapter 455, Article 1, Section 4, to implement this program.
- The agency plan calls for a base level decrease of \$9,000 each year in the Trunk Highway Fund to annualize the costs related to impounding motor vehicle license plates. \$65,000 was appropriated in Laws of 1996, Chapter 455, Article 1, Section 4 to implement new impound plate provisions in statute.
- The agency plan includes a \$1,188,000 Trunk Highway Fund base adjustment to cover costs related to services provided by the Attorney General's office for activities funded from the Trunk Highway Fund. The majority of the funding will cover legal costs related to the implied consent law.
- The agency plan includes the annualization of costs of \$10,000 each year in the Highway User Tax Distribution Fund related to impounding motor vehicle license plates. \$14,000 was appropriated in Minnesota Laws of 1996, Chapter 455, Article 1, Section 4, to implement new impound plate provisions.
- The agency plan calls for \$867,000 in F.Y. 1998 and \$777,000 in F.Y. 1999 from the Highway User Tax Distribution Fund to purchase manufactured license plates from the Department of Corrections for vehicles registered in Minnesota.
- The agency plan calls for \$213,000 each year from the Highway User Tax Distribution Fund to pay for mailing of certificates of title, motor vehicle registration renewal forms, registration cards and correspondence.

**GOVERNOR'S RECOMMENDATION:** The Governor recommends a funding level of \$70,518,000 for the biennium, which incorporates initiatives for the following: \$200,000 General Funds in F.Y. 1998 for a delinquent traffic fine collection study.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRIVER & VEHICLE SERVICES

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
=====	=====	=====	=====	=====	=====	=====	=====	=====
VEHICLE REGISTRATION & TITLE	11,796	12,364	12,946	14,026	14,226	13,144	14,134	14,134
INTERSTATE REGIST/RECIPROCITY	1,276	1,459	1,808	1,808	1,808	1,617	1,617	1,617
LICENSING DRIVERS	16,075	18,502	18,658	18,658	18,658	18,985	18,985	18,985
DRIVER & VEHICLE SUPPORT	446	496	537	537	537	553	553	553
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES BY ACTIVITY	29,593	32,821	33,949	35,029	35,229	34,299	35,289	35,289
AGENCY PLAN ITEMS:		FUND						
=====		=====						
LICENSE PLATE MANUFACTURING		HUT		867			777	
INCREASED DVS POSTAGE COSTS		HUT		213			213	
=====		=====		=====			=====	
TOTAL AGENCY PLAN ITEMS				1,080			990	
GOV'S INITIATIVES:		FUND						
=====		=====						
(A) DELINQUENT TRAFFIC FINE COLLECTION STUDY		GEN			200			
=====		=====			=====			=====
TOTAL GOV'S INITIATIVES					200			
EXPENDITURES BY FUND:								
=====								
DIRECT APPROPRIATIONS:								
GENERAL	3,482	3,699	3,724	3,724	3,924	3,807	3,807	3,807
TRUNK HIGHWAY	15,758	16,726	18,324	18,324	18,324	18,650	18,650	18,650
HIGHWAY USERS TAX DISTRIBUTION	10,185	10,729	11,425	12,505	12,505	11,584	12,574	12,574
OPEN APPROPRIATIONS:								
GENERAL	1	3	3	3	3	3	3	3
TRUNK HIGHWAY	1	1,050	4	4	4	4	4	4
HIGHWAY USERS TAX DISTRIBUTION	2	8	8	8	8	8	8	8
STATUTORY APPROPRIATIONS:								
SPECIAL REVENUE	105	178	178	178	178	178	178	178
FEDERAL	35	392	261	261	261	43	43	43
GIFT	24	36	22	22	22	22	22	22
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	29,593	32,821	33,949	35,029	35,229	34,299	35,289	35,289

1998-1999 B I E N N I A L B U D G E T  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRIVER & VEHICLE SERVICES

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	526.1	549.5	549.5	542.0	542.0	549.5	542.0	542.0
TEMP/SEAS/PART_TIME	13.6	14.6	15.1	15.1	15.1	14.6	14.6	14.6
OVERTIME	1.1	.4	.3	.2	.2	.3	.2	.2
<b>TOTAL FTE</b>	<b>540.8</b>	<b>564.5</b>	<b>564.9</b>	<b>557.3</b>	<b>557.3</b>	<b>564.4</b>	<b>556.8</b>	<b>556.8</b>

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** Driver and Vehicle Services  
**ACTIVITY:**

**ITEM TITLE:** License Plate Manufacturing/Purchase Finished Plates

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
HUTD Fund				
- State Operations	\$867	\$777	\$1,013	\$893
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-
Statutory Change? Yes ___ No <u>X</u>				
If yes, statutes(s) affected:				

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$867,000 in F.Y. 1998 and \$777,000 in F.Y. 1999 from the Highway User Tax Distribution Fund to purchase manufactured license plates from the Department of Corrections for vehicles registered in Minnesota.

**RATIONALE:**

This request is for funding to change the way the department procures license plates. For many years the department has funded and managed the manufacture of license plates in conjunction with the Department of Corrections St. Cloud reformatory. Public Safety owns the equipment and pays the salaries; however, the actual operation is supervised by Corrections. This request provides the funding necessary for the department to purchase finished plates from the Department of Corrections. The manufacturing of license plates, which the department has overseen for many years, is a production function. This is a function that is better suited to an agency that deals with manufacturing. The division will no longer need to be concerned with the ordering and delivering of the materials required to manufacture license plates, or the overseeing of the budget and activity of an agency that currently produces the license plates.

**PROGRAM OUTCOMES:**

The ability of the division to properly register motor vehicles and promptly record those registrations depends on the division being able to obtain license plates at a reasonable cost and in a timely manner. Being able to purchase a finished product will ensure that there will be an adequate supply of license plates available to the 171 deputy registrar locations throughout the state.

**LONG-TERM IMPACT:**

Expected outcomes include more efficient appropriation, expenditure and accountability for costs involved in license plate manufacture. This initiative will relieve Driver and Vehicle Services (DVS) from the responsibility of producing license plates through another agency. The amount requested is based on prices received from the Department of Corrections, who currently manufactures the license plates. An alternative is to fund the repair/replacement of antiquated manufacturing equipment and provide an increased appropriation for materials needed for plate manufacture.

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** Driver and Vehicle Services  
**ACTIVITY:**

**ITEM TITLE:** Driver and Vehicle Services Postage

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
HUTD Fund				
- State Operations	\$213	\$213	\$213	\$213
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$213,000 each year from the Highway User Tax Distribution Fund to pay for mailing of certificates of title, motor vehicle registration renewal forms, registration cards and correspondence.

**RATIONALE:**

The division's functions deal primarily with record keeping, and the mailing of the various documents is a record keeping function. In the past 5 years there have been at least 2 increases in postage costs. These increases have not been reflected in the division's budget; instead other activities have had to absorb these increases. It is no longer possible to absorb these increases.

**PROGRAM OUTCOMES:**

The ability of the division to provide required licensing and registration functions to the public depends on the division being able to mail out all necessary documents and notices. Increasing the postage budget will ensure that all documents are mailed out in a timely manner without jeopardizing other division operations.

**LONG-TERM IMPACT:**

This initiative will allow Driver and Vehicle Services to continue to mail registration and title documents in a timely manner. The amount requested is based on current postage rates and indications that the United States Postal Service will not ask for a postage increase until after 2000.

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:**  
**ACTIVITY:**  
**ITEM TITLE:** Non-judicial Based Administrative Delinquent Traffic and Parking Fine Collection Study

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
General Fund				
- State Operations	\$200	\$-0-	\$-0-	\$-0-
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

**If yes, statutes(s) affected:**

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$200,000 to conduct a study of the feasibility of implementing a non-judicial, administrative system for the collection of delinquent traffic and parking fines.

**RATIONALE:**

This initiative requests funding to study the feasibility of implementing a non-judicial based administrative delinquent traffic and parking fine collection system. The study would review the possibility of creating and maintaining a database within the Department of Public Safety of delinquent traffic and parking fines, and would develop the process by which this database would be checked during an application for renewal of an individual's license plate tabs and if delinquent fines are indicated, renewal would be denied until the individual has paid the outstanding fines. This study would include input from multiple participants, including the courts, local and county government and law enforcement and Minnesota Collections Enterprise.

It is anticipated that this delinquent fine collection system would greatly increase the amount of fines collected for the different governmental entities involved and is essential to the integrity of traffic and parking enforcement. A delinquent fine collection system at the point of license tab renewal may well be a more efficient collection system when compared to the cost and time spent by law enforcement and the courts in the arrest and processing of individuals with warrants from delinquent traffic and parking fines.

Similar proposals have been discussed but not implemented in past legislative sessions, mainly due to uncertainty over the cost and design of the potential system. A study is therefore necessary to determine how a collection system of this nature would work, what would be required to successfully implement the system, whether it would be a more efficient system than what is currently in place and

to determine the potential costs of such a system.

**PROGRAM OUTCOMES:**

A delinquent fine collection system would greatly increase the amount of revenue collected for the different governmental entities involved and it is essential to the integrity of traffic and parking enforcement systems. A study will also determine if a collection system at the point of license tab renewal will reduce the number of individuals with warrants for delinquent traffic and parking fines, which would ultimately reduce the cost and time spent by the courts and law enforcement in arresting and processing these individuals. A study is necessary to ensure the success of any delinquent fine collection system in the future.

**LONG-TERM IMPACT:**

This initiative would develop the framework for a successful delinquent traffic and parking fine collection system in the future. A delinquent fine collection system would result in increased revenue for local and county governments and the courts and would reduce the huge court system backlog. This would ultimately benefit the state and the taxpayers as a whole. Increased collection of unpaid fines would also deter individuals from continuing to violate traffic and parking regulations. A refined estimate of future implementation and operating costs will result from this study.

1998-99 Biennial Budget

**BUDGET ACTIVITY:** Vehicle Registration and Title  
**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

The vehicle registration and title activity collects revenues in the form of motor vehicle registration and sales 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, manufacturers license plates and registers bicycles.

**BUDGET ISSUES:**

The license plate manufacturing operation has experienced serious shortfalls, which have resulted in delays in ordering steel and reflective sheeting, thus jeopardizing the timely issuance of plates. The license plant equipment at the St. Cloud reformatory is outdated and in need of repair/replacement. Currently the DPS budgets for and provides all license plant equipment, maintenance and supplies. The Department of Corrections oversees the actual operation. With this separation of functions no one has a vested interest in cost control. Instead of maintaining this historic and archaic method of funding and managing this operation, outsourcing the operation, with competitive bidding for the completed product, would better position this activity to meet client needs in a timely and efficient manner.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue. A fee is collected as part of the motor vehicle renewal registration for vehicles being registered in the Twin Cities metro area. This fee is to pay the cost of the motor vehicle inspection program and the costs of the Pollution Control Agency to administer the program. Collegiate plate donations are collected and distributed to appropriate colleges. Non-dedicated revenues are collected for excise tax, motor vehicle transfer penalty and motor vehicle registration tax, motor vehicle filing fees, surcharge on motor vehicle fees, plates, decals and sticker fees, tax-exempt administration fee, and lessor transfer fee. The motor vehicle transfer fee that is deposited into the Environmental Fund is scheduled to sunset effective 7-1-97. This fee was used for junkyard screening and waste tire collection. Bicycle registration fees are collected in an effort to more effectively deal with the problems associated with theft and to aid in the recovery of stolen bicycles.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: VEHICLE REGISTRATION & TITLE

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	6,744	7,161	7,423	7,022	7,022	7,602	7,191	7,191
OPERATING EXPENSES	4,993	5,132	5,466	6,982	7,182	5,485	6,921	6,921
<b>SUBTOTAL STATE OPERATIONS</b>	<b>11,737</b>	<b>12,293</b>	<b>12,889</b>	<b>14,004</b>	<b>14,204</b>	<b>13,087</b>	<b>14,112</b>	<b>14,112</b>
PAYMENTS TO INDIVIDUALS	58	71	57	22	22	57	22	22
OTHER EXPENSES	1							
<b>TOTAL EXPENDITURES</b>	<b>11,796</b>	<b>12,364</b>	<b>12,946</b>	<b>14,026</b>	<b>14,226</b>	<b>13,144</b>	<b>14,134</b>	<b>14,134</b>
<b>AGENCY PLAN ITEMS:</b>								
LICENSE PLATE MANUFACTURING				867			777	
INCREASED DVS POSTAGE COSTS				213			213	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>1,080</b>			<b>990</b>	
<b>GOV'S INITIATIVES:</b>								
(A) DELINQUENT TRAFFIC FINE COLLECTION STUDY					200			
<b>TOTAL GOV'S INITIATIVES</b>					<b>200</b>			
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	2,872	2,986	3,077	3,077	3,277	3,147	3,147	3,147
HIGHWAY USERS TAX DISTRIBUTION	8,801	9,181	9,686	10,766	10,766	9,814	10,804	10,804
<b>OPEN APPROPRIATIONS:</b>								
GENERAL	1	3	3	3	3	3	3	3
HIGHWAY USERS TAX DISTRIBUTION	2	8	8	8	8	8	8	8
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	96	150	150	150	150	150	150	150
GIFT	24	36	22	22	22	22	22	22

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: VEHICLE REGISTRATION & TITLE

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	11,796	12,364	12,946	14,026	14,226	13,144	14,134	14,134
REVENUE COLLECTED:								
-----								
DEDICATED:								
SPECIAL REVENUE	7,882	7,910	7,910	7,910	7,910	7,910	7,910	7,910
GIFT	25	22	22	22	22	22	22	22
NONDEDICATED:								
LOCAL GOVERNMENT TRUST	116,893							
GENERAL	264,490	375,580	371,980	371,980	371,980	385,580	385,580	385,580
CAMBRIDGE DEPOSIT FUND	5,967	5,881	5,881	5,881	5,881	5,881	5,881	5,881
HIGHWAY USERS TAX DISTRIBUTION	454,872	470,803	473,956	473,956	473,956	489,218	489,218	489,218
ENVIRONMENTAL	4,044	3,900			3,900			3,900
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL REVENUES COLLECTED	854,173	864,096	859,749	859,749	863,649	888,611	888,611	892,511
FTE BY EMPLOYMENT TYPE:								
-----								
REGULAR	184.1	192.8	192.8	185.3	185.3	192.8	185.3	185.3
TEMP/SEAS/PART_TIME	4.3	1.5	2.0	2.0	2.0	1.5	1.5	1.5
OVERTIME	.2	.1	.1			.1		
=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FTE	188.6	194.4	194.9	187.3	187.3	194.4	186.8	186.8

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1998-99 Biennial Budget

**BUDGET ACTIVITY:** Interstate Registration and Reciprocity  
**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

The interstate registration and reciprocity activity (prorate) provides an efficient means of travel for Minnesota motor carriers in the United States (U.S.) and Canada 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 provide 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 and Canada. This allows vehicles to operate interstate more easily while ensuring that each state receives the appropriate share of registration and fuel tax revenues. The activity administers reciprocity agreements and issues permits which allow Minnesota vehicles to travel nationwide. This activity is involved in many federal and state CVO (Commercial Vehicle Operations) projects to bring new advanced technologies to the trucking programs for the good of motor carriers and Minnesota.

**BUDGET ISSUES:**

Prorate has been involved in many federal projects that improve service to motor carriers and the motoring public and ensure greater tax compliance.

- The commercial vehicle information system ties the safety fitness of the vehicle to the registration of the vehicle. When this project is fully implemented, it should improve highway safety by removing carriers with faulty equipment from the roadways.
- A computer system is being developed which will integrate all motor carrier functions of state government in Minnesota. This will improve service to carriers by reducing their paperwork burden, and it will improve the collection of state revenue.
- CVO and possible pilot projects will bring higher technology to the motor carrier licensing and road enforcement to shorten the time a carrier is without proper credentials.
- A global positioning system will track trucks through transponders in the vehicles. This project will increase efficiency and accuracy in tax reporting by the motor carrier.

The International Fuel Tax Agreement (IFTA) program continues to have a significant impact on this activity. This activity continues to generate increases in revenue in fuel taxes, fuel license fees, and fuel penalties.

**REVENUE:**

This activity generates dedicated and non-dedicated revenues. Non-dedicated fees are collected for applicants paying fees under the international fuel tax agreement. The fees collected are public safety gas tax, fuel tax license fee, fuel tax filing fee and fleet registration fee.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: INTERSTATE REGIST/RECIPROCITY

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	948	995	1,066	1,066	1,066	1,093	1,093	1,093
OPERATING EXPENSES	328	464	742	742	742	524	524	524
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,276</b>	<b>1,459</b>	<b>1,808</b>	<b>1,808</b>	<b>1,808</b>	<b>1,617</b>	<b>1,617</b>	<b>1,617</b>
<b>TOTAL EXPENDITURES</b>	<b>1,276</b>	<b>1,459</b>	<b>1,808</b>	<b>1,808</b>	<b>1,808</b>	<b>1,617</b>	<b>1,617</b>	<b>1,617</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
HIGHWAY USERS TAX DISTRIBUTION	1,259	1,381	1,547	1,547	1,547	1,574	1,574	1,574
<b>STATUTORY APPROPRIATIONS:</b>								
FEDERAL	17	78	261	261	261	43	43	43
<b>TOTAL EXPENDITURES</b>	<b>1,276</b>	<b>1,459</b>	<b>1,808</b>	<b>1,808</b>	<b>1,808</b>	<b>1,617</b>	<b>1,617</b>	<b>1,617</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
FEDERAL	21	78	261	261	261	43	43	43
<b>NONDEDICATED:</b>								
HIGHWAY USERS TAX DISTRIBUTION	3,378	2,836	2,836	2,836	2,836	2,836	2,836	2,836
<b>TOTAL REVENUES COLLECTED</b>	<b>3,399</b>	<b>2,914</b>	<b>3,097</b>	<b>3,097</b>	<b>3,097</b>	<b>2,879</b>	<b>2,879</b>	<b>2,879</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	24.7	27.0	27.0	27.0	27.0	27.0	27.0	27.0
TEMP/SEAS/PART_TIME	.8							
OVERTIME	.1							
<b>TOTAL FTE</b>	<b>25.6</b>	<b>27.0</b>	<b>27.0</b>	<b>27.0</b>	<b>27.0</b>	<b>27.0</b>	<b>27.0</b>	<b>27.0</b>

1998-99 Biennial Budget

**BUDGET ACTIVITY:** Licensing Drivers  
**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

This activity conducts knowledge and driving tests; processes applications, issues driver licenses, identification cards and instruction permits, and maintains driver history and traffic accident records. This activity also evaluates medical and vision reports, conducts driver evaluation hearings involving traffic violators and those involved in accidents, issues limited licenses, and conducts administrative reviews and hearings to establish compliance with re-licensing requirements. Driving privileges may be withdrawn for traffic convictions, court orders or medical conditions. This activity also has the responsibility to regulate licensed driver training schools and ensure instructors meet the required qualifications.

**BUDGET ISSUES:**

Recent rulemaking places full responsibility on the DPS to regulate public school driver training efforts in addition to private driver training schools. This is an unfunded mandate.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue. Driving while intoxicated reinstatement fees are collected to recover the costs of revoking and suspending drivers' licenses and the cost of reinstatement (reexamining). Non-dedicated fees are collected for the purpose of licensing all drivers of motorized vehicles. Miscellaneous fees are collected to recover the costs of providing data on drivers' license records and accident records, of revoking and suspending drivers licenses and the cost of reinstatement (reexamining).

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: LICENSING DRIVERS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	11,901	12,448	12,772	12,772	12,772	13,092	13,092	13,092
OPERATING EXPENSES	4,170	6,054	5,886	5,886	5,886	5,893	5,893	5,893
OTHER EXPENSES	4							
<b>SUBTOTAL STATE OPERATIONS</b>	<b>16,075</b>	<b>18,502</b>	<b>18,658</b>	<b>18,658</b>	<b>18,658</b>	<b>18,985</b>	<b>18,985</b>	<b>18,985</b>
<b>TOTAL EXPENDITURES</b>	<b>16,075</b>	<b>18,502</b>	<b>18,658</b>	<b>18,658</b>	<b>18,658</b>	<b>18,985</b>	<b>18,985</b>	<b>18,985</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	568	713	647	647	647	660	660	660
TRUNK HIGHWAY	15,479	16,397	17,979	17,979	17,979	18,293	18,293	18,293
<b>OPEN APPROPRIATIONS:</b>								
TRUNK HIGHWAY	1	1,050	4	4	4	4	4	4
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	9	28	28	28	28	28	28	28
FEDERAL	18	314						
<b>TOTAL EXPENDITURES</b>	<b>16,075</b>	<b>18,502</b>	<b>18,658</b>	<b>18,658</b>	<b>18,658</b>	<b>18,985</b>	<b>18,985</b>	<b>18,985</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	1,658	1,714	1,714	1,714	1,714	1,714	1,714	1,714
FEDERAL	18	314						
<b>NONDEDICATED:</b>								
GENERAL		100						
CAMBRIDGE DEPOSIT FUND	4,608	4,920	4,899	4,899	4,899	4,899	4,899	4,899
TRUNK HIGHWAY	21,480	21,742	21,745	21,745	21,745	21,745	21,745	21,745
<b>TOTAL REVENUES COLLECTED</b>	<b>27,764</b>	<b>28,790</b>	<b>28,358</b>	<b>28,358</b>	<b>28,358</b>	<b>28,358</b>	<b>28,358</b>	<b>28,358</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: LICENSING DRIVERS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	310.8	323.7	323.7	323.7	323.7	323.7	323.7	323.7
TEMP/SEAS/PART_TIME	8.3	13.1	13.1	13.1	13.1	13.1	13.1	13.1
OVERTIME	.8	.3	.2	.2	.2	.2	.2	.2
<b>TOTAL FTE</b>	<b>319.9</b>	<b>337.1</b>	<b>337.0</b>	<b>337.0</b>	<b>337.0</b>	<b>337.0</b>	<b>337.0</b>	<b>337.0</b>

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**1998-99 Biennial Budget**

**BUDGET ACTIVITY:** Driver and Vehicle Services Support  
**PROGRAM:** Driver and Vehicle Services  
**AGENCY:** Public Safety, Department of (DPS)

**ACTIVITY DESCRIPTION:**

This activity provides support services for the Driver and Vehicle Services 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 systems within the division, mail services, 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.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRIVER & VEHICLE SERVICES  
ACTIVITY: DRIVER & VEHICLE SUPPORT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	403	380	385	385	385	399	399	399
OPERATING EXPENSES	43	116	152	152	152	154	154	154
<b>SUBTOTAL STATE OPERATIONS</b>	<b>446</b>	<b>496</b>	<b>537</b>	<b>537</b>	<b>537</b>	<b>553</b>	<b>553</b>	<b>553</b>
<b>TOTAL EXPENDITURES</b>	<b>446</b>	<b>496</b>	<b>537</b>	<b>537</b>	<b>537</b>	<b>553</b>	<b>553</b>	<b>553</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	42							
TRUNK HIGHWAY	279	329	345	345	345	357	357	357
HIGHWAY USERS TAX DISTRIBUTION	125	167	192	192	192	196	196	196
<b>TOTAL EXPENDITURES</b>	<b>446</b>	<b>496</b>	<b>537</b>	<b>537</b>	<b>537</b>	<b>553</b>	<b>553</b>	<b>553</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	6.5	6.0	6.0	6.0	6.0	6.0	6.0	6.0
TEMP/SEAS/PART_TIME	.2							
<b>TOTAL FTE</b>	<b>6.7</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

## 1998-99 Biennial Budget

**PROGRAM:** Alcohol and Gambling Enforcement  
**AGENCY:** Public Safety, Department of

### PROGRAM DESCRIPTION:

The Alcohol and Gambling Enforcement program enforces laws and regulations relating to liquor licensing and gambling activities. The program conducts background and criminal investigations of legal and illegal gambling activities, licenses manufacturers and distributors of video games of chance, restricts liquor sales to responsible people from controlled premises during restricted hours, and regulates liquor advertising.

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 24,000 annually. Funds derived from legal gambling are available for community programs, such as parks and recreation, youth athletics, drug and alcohol prevention programs such as Drug Abuse Resistance Education (DARE), environmental and natural resources, and economic development on tribal lands.
- New generations of computerized gambling devices are always evolving and require a high degree of security assurances and new testing procedures. On-going organized crime investigation is a priority for this program and required by Congress.
- Supreme Court decisions affect this program, such as the 1996 decision in a Rhode Island case which effectively authorized liquor price advertising outside of liquor establishments.
- This program strives to see that no one interest or group dominates control over alcohol distribution and sales.

### PROGRAM STATUS:

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, Indian gaming regulation may change. This could provide an increase in the level of oversight of gaming activities on Indian lands. If this occurs, all costs will be paid by Indian country.

Requests for investigations on new gambling licenses have increased. Many of the current licenses are in a state of change which requires the background process be repeated. 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 the greater complexity in financial and background investigations.

The division is entering a 1 year pilot project, Retail Enforcement Education Action and Certification Training (REEACT) program. REEACT identifies places of reported "last drink" for drivers arrested on driving while intoxicated and "not a drop" charges, and it mandates server training for frequently cited licensed liquor establishments. The program also works in collaboration with local law enforcement and the judiciary in both alcohol and gambling enforcement.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- The program will complete 100% of requested criminal record checks, but strive to achieve a 90% completion of all requested criminal record checks within 10 working days of being received to reduce the amount of prohibited persons from being involved in the lawful forms of gambling. This assures a swift response to the appropriate entities requesting the checks to enable them to make a timely hiring decision.
- The program 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. Responses to all identifiable complaints concerning video games of chance and blackjack will be done within 5 working days of receiving a complaint. The division will develop a record keeping system to measure complaints and timeliness of responses in conducting the testing at tribal casinos.
- The program will increase the use of electronic surveillance in order to reduce the amount of theft of charitable gambling funds at lawful gambling sites by 10% annually.
- By end of C.Y. 1998, 78% of liquor licensees inspected will pass inspection.
- The program will continue to actively promote the reduction of youth access to alcoholic beverages.
- By the end of F.Y. 1997, the program will have an operational REEACT program.

### BUDGET AND REVENUE SUMMARY:

Summary of the agency budget plan is as follows:

- The plan includes a compensation inflation adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The agency plan includes \$72,000 in F.Y. 1998 for the replacement of law enforcement vehicles from the \$3.50 surcharge on motor vehicle title transactions.
- The agency plan includes \$5,000 in F.Y. 1998 and \$10,000 in F.Y. 1999 to implement wage increases for Special Agents and Special Agent Seniors. The wage adjustments are based on an internal Hay study conducted by the Department of Employee Relations.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan.

1998-1999 B I E N N I A L B U D G E T  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ALCOHOL & GAMBLING ENFORCEMENT

ACTIVITY RESOURCE ALLOCATION:	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
GAMBLING ENFORCEMENT	1,347	1,676	1,606	1,647	1,647	1,628	1,638	1,638
ALCOHOL ENFORCEMENT	551	569	528	564	564	532	532	532
TOTAL EXPENDITURES BY ACTIVITY	1,898	2,245	2,134	2,211	2,211	2,160	2,170	2,170
AGENCY PLAN ITEMS:		FUND						
SALARY INCR. INTERNAL COMPENSATION STUDY		GEN		5			10	
TITLE SURCHARGE LAW ENFORCEMENT VEHICLES		SR		36				
TITLE SURCHARGE LAW ENFORCEMENT VEHICLES		SR		36				
TOTAL AGENCY PLAN ITEMS				77			10	
EXPENDITURES BY FUND:								
DIRECT APPROPRIATIONS:								
GENERAL	1,498	1,735	1,682	1,687	1,687	1,716	1,726	1,726
STATUTORY APPROPRIATIONS:								
GENERAL	141	160	150	150	150	150	150	150
SPECIAL REVENUE	185	294	294	366	366	294	294	294
FEDERAL	74	56	8	8	8			
TOTAL EXPENDITURES	1,898	2,245	2,134	2,211	2,211	2,160	2,170	2,170
FTE BY EMPLOYMENT TYPE:								
REGULAR	22.9	28.0	28.0	28.0	28.0	28.0	28.0	28.0
TEMP/SEAS/PART_TIME	.1							
OVERTIME	.2	.2	.2	.2	.2	.2	.2	.2
TOTAL FTE	23.2	28.2	28.2	28.2	28.2	28.2	28.2	28.2

1998-99 Biennial Budget

**BUDGET ACTIVITY:** Gambling Enforcement  
**PROGRAM:** Alcohol and Gambling Enforcement  
**AGENCY:** Public Safety, Department of (DPS)

**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 division conducts background investigations for licensing purposes on companies involved in the manufacture and distribution of gambling related products. 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 this activity to operate within current funding levels.

**REVENUE:**

This activity generates dedicated and non-dedicated revenue. Fees are collected from manufactures of gambling devices to ensure that business is conducted in a manner that will not adversely affect public health, welfare, and safety or to be detrimental to the effective regulation and control of gambling. Since F.Y. 1995, gambling enforcement has had 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. Fees are collected to recover the costs of conducting background check investigations on individuals in the legal gambling profession.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ALCOHOL & GAMBLING ENFORCEMENT  
ACTIVITY: GAMBLING ENFORCEMENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	1,058	1,123	1,139	1,144	1,144	1,166	1,176	1,176
OPERATING EXPENSES	289	553	467	503	503	462	462	462
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,347</b>	<b>1,676</b>	<b>1,606</b>	<b>1,647</b>	<b>1,647</b>	<b>1,628</b>	<b>1,638</b>	<b>1,638</b>
<b>TOTAL EXPENDITURES</b>	<b>1,347</b>	<b>1,676</b>	<b>1,606</b>	<b>1,647</b>	<b>1,647</b>	<b>1,628</b>	<b>1,638</b>	<b>1,638</b>
<b>AGENCY PLAN ITEMS:</b>								
SALARY INCR. INTERNAL COMPENSATION STUDY					5		10	
TITLE SURCHARGE LAW ENFORCEMENT VEHICLES					36			
<b>TOTAL AGENCY PLAN ITEMS</b>					<b>41</b>		<b>10</b>	
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	1,021	1,232	1,162	1,167	1,167	1,184	1,194	1,194
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL	141	150	150	150	150	150	150	150
SPECIAL REVENUE	185	294	294	330	330	294	294	294
<b>TOTAL EXPENDITURES</b>	<b>1,347</b>	<b>1,676</b>	<b>1,606</b>	<b>1,647</b>	<b>1,647</b>	<b>1,628</b>	<b>1,638</b>	<b>1,638</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
GENERAL	136	150	150	150	150	150	150	150
SPECIAL REVENUE	314	293	293	293	293	293	293	293
<b>NONDEDICATED:</b>								
GENERAL	13							
CAMBRIDGE DEPOSIT FUND	239	240	240	240	240	240	240	240

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ALCOHOL & GAMBLING ENFORCEMENT  
ACTIVITY: GAMBLING ENFORCEMENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
TOTAL REVENUES COLLECTED	702	683	683	683	683	683	683	683
FTE BY EMPLOYMENT TYPE:								
REGULAR	15.2	18.0	18.0	18.0	18.0	18.0	18.0	18.0
OVERTIME	.2	.2	.2	.2	.2	.2	.2	.2
TOTAL FTE	15.4	18.2	18.2	18.2	18.2	18.2	18.2	18.2

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1998-99 Biennial Budget

**BUDGET ACTIVITY:** Alcohol Enforcement  
**PROGRAM:** Alcohol and Gambling Enforcement  
**AGENCY:** Public Safety, Department of (DPS)

**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 for 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 prelicense inspections, underage access programs and after hour sales, and assist law enforcement with criminal investigations. Results of investigations can conclude in warning letters, fines or license suspension/revocation.

This activity has a strong proactive commitment to supporting communities in the campaign against youth access to illegal alcohol products. Interaction among local businesses, government, and this activity is the focus for promoting responsible distribution and consumption of alcohol.

The activity works with liquor licensees and local law enforcement officials in a collaborative effort aimed at lowering the number of underage attempts to purchase liquor in Minnesota. A pilot project starting in F.Y. 1997 aims at identifying liquor establishments where the "last drink" took place for individuals arrested for Driving While Intoxicated and where underage drinking resulted in "not-a-drop" charges. It also focuses on training for frequently cited locations.

**BUDGET ISSUES:**

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

**REVENUE:**

This activity generates non-dedicated revenues. Fees are collected to license manufacturers, wholesalers and importers of liquor, wine and malt beverages and common carriers of liquor and malt beverages.

**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, explained above.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ALCOHOL & GAMBLING ENFORCEMENT  
ACTIVITY: ALCOHOL ENFORCEMENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	449	438	439	439	439	442	442	442
OPERATING EXPENSES	78	108	89	125	125	90	90	90
<b>SUBTOTAL STATE OPERATIONS</b>	<b>527</b>	<b>546</b>	<b>528</b>	<b>564</b>	<b>564</b>	<b>532</b>	<b>532</b>	<b>532</b>
LOCAL ASSISTANCE	24	23						
<b>TOTAL EXPENDITURES</b>	<b>551</b>	<b>569</b>	<b>528</b>	<b>564</b>	<b>564</b>	<b>532</b>	<b>532</b>	<b>532</b>
<b>AGENCY PLAN ITEMS:</b>								
		FUND						
TITLE SURCHARGE LAW ENFORCEMENT VEHICLES		SR		36				
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>36</b>				
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	477	503	520	520	520	532	532	532
<b>STATUTORY APPROPRIATIONS:</b>								
GENERAL		10						
SPECIAL REVENUE				36	36			
FEDERAL	74	56	8	8	8			
<b>TOTAL EXPENDITURES</b>	<b>551</b>	<b>569</b>	<b>528</b>	<b>564</b>	<b>564</b>	<b>532</b>	<b>532</b>	<b>532</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
GENERAL	5	5						
FEDERAL	87	47	8	8	8			
AGENCY	6	5	5	5	5	5	5	5
<b>NONDEDICATED:</b>								

1998-1999 B I E N N I A L B U D G E T  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: ALCOHOL & GAMBLING ENFORCEMENT  
ACTIVITY: ALCOHOL ENFORCEMENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
GENERAL	12	12	12	12	12	12	12	12
CAMBRIDGE DEPOSIT FUND	822	820	820	820	820	820	820	820
TOTAL REVENUES COLLECTED	932	889	845	845	845	837	837	837
FTE BY EMPLOYMENT TYPE:								
REGULAR	7.7	10.0	10.0	10.0	10.0	10.0	10.0	10.0
TEMP/SEAS/PART_TIME	.1							
TOTAL FTE	7.8	10.0	10.0	10.0	10.0	10.0	10.0	10.0

## 1998-99 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 streets and highways.

The traffic safety program analyzes 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. The program evaluates the results of these projects, which are conducted by state and local units of government, and serves as a traffic safety information clearinghouse.

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.
- Percentage of traffic deaths that are speed related.

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 prosecutors, and statewide alcohol and seat belt observations, surveys, training and selective enforcement efforts). State level administration of the motorcycle safety and bicycle safety efforts has allowed the division to make statewide improvements more efficiently than if the activities were conducted solely at the local level.

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 \$193,000, limiting the level of federal funding spent on administration to an equivalent \$193,000.

The federal Department of Transportation has other special funds which are occasionally made available to the states. In 1996, Minnesota received approximately \$700,000 for impaired driving

programs (410 funds), \$150,000 for safe and sober (traffic law enforcement programs), and varying amounts for other traffic safety programs. In all of these cases, the Office of Traffic Safety applied for the special funding and competed against other states.

The office administers the Minnesota motorcycle safety account (\$558,000 in dedicated revenue from motorcycle endorsement fees) and an appropriation for bicycle safety (\$61,000 of General Fund money used for local bicycle safety activities).

Services in the form of contract grant monies and technical assistance are provided to other divisions within the DPS to the State Patrol for training and impaired driving and speed enforcement projects, to the Department of Health for emergency medical services, and to local agencies for 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.

### PROGRAM STATUS:

Minnesota has had an excellent traffic record. For 3 consecutive years in the late 1980s, 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. Since then, however, the fatality rate in Minnesota has increased (1.48 in 1994 and 1.35 in 1995), with an increase in the number of traffic fatalities that are alcohol-related. In 1995, fatalities were 4.3% higher than the average of the previous 5 years and injuries were 6.2% higher; property damage crashes decreased by 7.5% compared to the average of the previous 5 years. There continues to be steady increases in the number of registered vehicles, licensed drivers, and miles traveled. Although infant/child car seat use is high (approximately 80% of observed infants ride in car seats), seat belt use is only 65% for people riding in the front seat.

Despite the progress Minnesota has made in some traffic safety areas, there remain several problems which should be addressed:

- Nearly 250 fatalities, or 41% of all traffic fatalities in the state, are alcohol related. This is a substantial increase from the 35% alcohol related fatalities in 1994.
- In 1995, 9 years after Minnesota's seat belt law went into effect, only 65% 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 1995, more than 60% of youth between 11 and 19 years of age who were killed were not wearing seat belts.
- Over 85% of motorcyclists killed in traffic crashes were not wearing helmets.

### BUDGET ISSUES:

The following budget and legislative issues have a direct impact on the effectiveness of this program:

- Federal funds spent to administer the program are limited to the amount of state matching funds available. As administrative costs increased, some state costs were shifted to federal program areas, thus limiting the number and types of program activities supported.

1998-99 Biennial Budget

**PROGRAM:** Traffic Safety  
**AGENCY:** Public Safety, Department of  
(Continuation)

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- Continued receipt of federal 410 funds depends on Minnesota continuing to meet federal criteria for those funds. After 3 years of funding (in 1999), Minnesota will be required to have a .08 per se law (currently at .10). If .08 is not enacted by 1999, the state could lose over \$700,000 each year.
- 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. Revenues collected for 2 wheeled vehicle endorsements (motorcycles) are deposited in the motorcycle safety account. The funds are used to establish and maintain a motorcycle safety education program.

In federal F.Y. 1995, the office received one-time funding of \$2.5 million; these funds are available to this activity until spent or until federal F.Y. 1998, whichever comes first. These additional federal funds were the result of the federal highway construction funds transferred from Minnesota Department of Transportation to DPS. The transfer was a penalty to the state for not having a helmet law. This penalty has been lifted, so no similar transfers of funding are anticipated.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- Reduce fatal traffic crashes that are speed-related to 24% by Calendar Year (C.Y.) 1998.
- Reduce statewide motor vehicle fatality rate per 100 million vehicle miles traveled to 1.20 by C.Y. 1998.
- Reduce traffic deaths that are alcohol related to 34% by C.Y. 1998. (This may be difficult to achieve if the data from 1995 are not a one-year aberration.)
- Increase driver and front seat occupant seat belt use to 70% by C.Y. 1998.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency plan is as follows:

- The plan includes a compensation inflation base adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The plan calls for \$93,000 in Trunk Highway Fund each year to fully fund the state match requirement for 9 positions in the traffic safety program.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: TRAFFIC SAFETY  
ACTIVITY: TRAFFIC SAFETY & RESEARCH

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	525	665	678	676	676	700	698	698
OPERATING EXPENSES	1,203	1,628	1,545	1,616	1,616	1,542	1,613	1,613
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,728</b>	<b>2,293</b>	<b>2,223</b>	<b>2,292</b>	<b>2,292</b>	<b>2,242</b>	<b>2,311</b>	<b>2,311</b>
LOCAL ASSISTANCE	997	2,212	2,074	2,098	2,098	2,064	2,088	2,088
<b>TOTAL EXPENDITURES</b>	<b>2,725</b>	<b>4,505</b>	<b>4,297</b>	<b>4,390</b>	<b>4,390</b>	<b>4,306</b>	<b>4,399</b>	<b>4,399</b>
<b>AGENCY PLAN ITEMS:</b>								
		<b>FUND</b>						
TRAFFIC SAFETY FEDERAL MATCH		THI		93			93	
<b>TOTAL AGENCY PLAN ITEMS</b>				<b>93</b>			<b>93</b>	
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	68	65	61	61	61	61	61	61
TRUNK HIGHWAY	171	209	198	291	291	202	295	295
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	384	424	424	424	424	424	424	424
FEDERAL	2,102	3,807	3,614	3,614	3,614	3,619	3,619	3,619
<b>TOTAL EXPENDITURES</b>	<b>2,725</b>	<b>4,505</b>	<b>4,297</b>	<b>4,390</b>	<b>4,390</b>	<b>4,306</b>	<b>4,399</b>	<b>4,399</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	565	565	558	558	558	558	558	558
FEDERAL	2,144	3,807	3,614	3,614	3,614	3,619	3,619	3,619
<b>TOTAL REVENUES COLLECTED</b>	<b>2,709</b>	<b>4,372</b>	<b>4,172</b>	<b>4,172</b>	<b>4,172</b>	<b>4,177</b>	<b>4,177</b>	<b>4,177</b>

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
 PROGRAM: TRAFFIC SAFETY  
 ACTIVITY: TRAFFIC SAFETY & RESEARCH

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	11.3	13.9	13.9	13.9	13.9	13.9	13.9	13.9
TOTAL FTE	11.3	13.9	13.9	13.9	13.9	13.9	13.9	13.9

**F.Y. 1998-99 BUDGET INITIATIVE**

**AGENCY:** Public Safety, Department of  
**PROGRAM:** Traffic Safety  
**ACTIVITY:**

**ITEM TITLE:** Fully Funded State Match for Traffic Safety Positions

	<u>1998-99 Biennium</u>		<u>2000-01 Biennium</u>	
	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>	<u>F.Y. 2001</u>
<b>Expenditures: (\$000s)</b>				
Trunk Highway Fund				
- State Operations	\$93	\$93	\$93	\$93
<b>Revenues: (\$000s)</b>				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

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

If yes, statutes(s) affected:

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends \$93,000 in Trunk Highway Fund each year to fully fund the state match requirement for 9 positions in the traffic safety program.

**RATIONALE:**

The Highway Safety Act of 1966 has provided funding for Minnesota's statewide highway safety program for 30 years. The National Highway Traffic Safety Administration (NHTSA) administers these funds. The Highway Safety Act requires states to share ongoing costs of planning and administering state highway safety programs, 50% federal, 50% state.

When the program began, Minnesota funded these planning and administration costs 50/50. However, the state budget cuts of the 1980s forced the Office of Traffic Safety (OTS) to fund staff salary costs out of program areas which are 100% federally funded. While this provided temporary budgetary relief, OTS has shifted more costs to 100% federal than is permitted. Currently, OTS has \$193,000 in state match funding for planning and administration; in 1980 this was \$240,000. By the end of the 1998-99 biennium, OTS will no longer be able to maintain any pretense that it has adequate state funding to meet program requirements. The 50/50 funding split required by NHTSA for planning and administration needs to be reestablished at a cost of \$93,000.

**PROGRAM OUTCOMES:**

The increased state funding will restore the proper balance to the administration of Minnesota's highway safety program, and it will allow OTS to channel NHTSA funds to other state and local programs.

All of the previous budget shifts have meant that OTS reserved for its own use funds they could have distributed for state and local traffic safety programs. Identifying the precise impact that an additional \$93,000 would have had is impossible; nevertheless, every additional state dollar OTS receives will free up a federal dollar to be used for programs that have an immediate impact on reducing the number of traffic crashes, injuries, and fatalities, which is the mission of OTS.

The program accomplishes its mission primarily by funding selected traffic safety programs, both at the state level for such programs as those conducted by the State Patrol, the Bureau of Criminal Apprehension, Liquor Control, or other divisions and agencies, and at the local level for local traffic law enforcement programs. The longer the current state funding level is maintained, the longer it will take for related agencies to accomplish their traffic safety goals.

**LONG-TERM IMPACT:**

The funding requested represents 9 traffic safety professionals, 3 of whose salaries and associated costs are currently charged entirely to the federal program. Besides administering the programs funded with the basic NHTSA award, these individuals have been successful in securing additional funding from NHTSA and other sources. The additional funds have made it possible to expand existing traffic safety programs and to provide services that will otherwise not have been available in Minnesota. These individuals and programs are primarily responsible for achieving and maintaining Minnesota's excellent traffic safety record.

If OTS does not receive additional funding, the program will be faced with a difficult choice. It can use a larger portion of NHTSA grant funds for planning and administration; however, this limits the number and types of state and local projects that can be funded, which may not be permitted by NHTSA. This also can reduce the number of traffic safety professionals assigned to monitor and administer the grants, which will have a serious negative impact on the quality and variety of programs that can be conducted with resulting negative impact on long-term goals.

**1998-99 Biennial Budget**

**PROGRAM:** Drug Policy and Violence Prevention  
**AGENCY:** Public Safety, Department of (DPS)

**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.

**PROGRAM STATUS:**

The office of Drug Policy was transferred to the Department of Children, Families and Learning, effective July, 1996.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: DRUG POLICY & VIOLENCE PREVENT  
ACTIVITY: DRUG POLICY & VIOLENCE PREVENT

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES		420						
OPERATING EXPENSES		149						
SUBTOTAL STATE OPERATIONS		569						
LOCAL ASSISTANCE		7,445						
TOTAL EXPENDITURES		8,014						
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL		3,010						
STATUTORY APPROPRIATIONS:								
FEDERAL		5,004						
TOTAL EXPENDITURES		8,014						
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE		267						
FEDERAL		5,834						
TOTAL REVENUES COLLECTED		6,101						
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR		7.8						
TEMP/SEAS/PART_TIME		.6						
TOTAL FTE		8.4						

1998-99 Biennial Budget

**PROGRAM:** Pipeline Safety  
**AGENCY:** Public Safety, Department of (DPS)

**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 support an emergency notification center, maintain an ongoing 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 United States 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 System, public speaking opportunities, the State Fair exhibit, pipeline operator training and excavator damage prevention seminars.

**PROGRAM STATUS:**

The office's goals are to maintain and continually improve its aggressive and fair inspection and enforcement program while educating the public, especially excavators, about damage prevention. The office intends to focus inspection resources to areas of intent risk by automating pipeline locations in relation to natural resources and populations data. Since the office's inception in September, 1987, over 7,500 violations of federal minimum safety code standards have been cited and over 400 pipeline accidents have been investigated. Public education and educational measures are monitored through the office's responsibility to establish a notification center known as the Gopher State One-Call System, "call before you dig."

The office now employs 10 full-time inspectors; this inspector complement was achieved in 1996. A second field office was located in Detroit Lakes in June of 1995; the other field office is in Grand Rapids.

This program is funded through 2 sources. The office receives over 1/3 of its revenue from federal grants issued by the United States Department of Transportation. An annual audit performed by the federal office of pipeline safety is used to determine the funding level for the following year. This year, Minnesota received the highest score possible and therefore the maximum available federal funds. The office also assesses the pipeline operators in Minnesota for the remainder of its revenue. No dollars are received from the General Fund.

The office added 1 inspector in F.Y. 1997, within current funding, to be located outside of the metropolitan area in southern Minnesota. This will enable the office to more effectively respond to incidents in areas of high concentration of pipelines. This is necessary to meet additional federal inspection requirements. Meeting these requirements will ensure that Minnesota maintains its interstate agent status and continues to receive maximum federal funding.

The office's workload continues to increase as 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, and drug and alcohol inspections. The activity would like to increase the time spent inspecting new construction activities in the field and time spent providing technical support to local communities, specifically in the area of emergency planning and response as mandated by enabling legislation.

The federal Office of Pipeline Safety, Research and Special Programs Administration is considering how to implement a program administrative framework to receive, analyze, monitor and revise risk management plans that interstate natural gas transmission and hazardous liquid pipeline companies would submit as risk management demonstration projects. Minnesota is a potential state for a pilot project. Involvement will be contingent upon receiving the grant from the federal program. If the federal office selects an interstate pipeline operator from Minnesota, MnOPS will apply for additional federal funds to participate in this project.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- 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 annually.
- All state inspectors will be certified at the federal 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 9% by C.Y. 1998.
- Increase the number of calls to the Gopher State One-Call system center by 15% annually.

**BUDGET AND REVENUE SUMMARY:**

This program generates dedicated revenue. Fees are collected to recover the state share of all costs related to the MnOPS as provided in M.S. 299F.631 and 299J.12.

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

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: PIPELINE SAFETY  
ACTIVITY: PIPELINE SAFETY

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	812	1,193	1,097	1,097	1,097	1,076	1,076	1,076
OPERATING EXPENSES	319	347	308	308	308	309	309	309
<b>SUBTOTAL STATE OPERATIONS</b>	<b>1,131</b>	<b>1,540</b>	<b>1,405</b>	<b>1,405</b>	<b>1,405</b>	<b>1,385</b>	<b>1,385</b>	<b>1,385</b>
LOCAL ASSISTANCE		10						
<b>TOTAL EXPENDITURES</b>	<b>1,131</b>	<b>1,550</b>	<b>1,405</b>	<b>1,405</b>	<b>1,405</b>	<b>1,385</b>	<b>1,385</b>	<b>1,385</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
SPECIAL REVENUE	565	898	912	912	912	927	927	927
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	8	15	15	15	15	15	15	15
FEDERAL	558	637	478	478	478	443	443	443
<b>TOTAL EXPENDITURES</b>	<b>1,131</b>	<b>1,550</b>	<b>1,405</b>	<b>1,405</b>	<b>1,405</b>	<b>1,385</b>	<b>1,385</b>	<b>1,385</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	621	930	944	944	944	959	959	959
FEDERAL	702	623	478	478	478	443	443	443
<b>TOTAL REVENUES COLLECTED</b>	<b>1,323</b>	<b>1,553</b>	<b>1,422</b>	<b>1,422</b>	<b>1,422</b>	<b>1,402</b>	<b>1,402</b>	<b>1,402</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	15.2	17.2	17.2	17.2	17.2	17.2	17.2	17.2
TEMP/SEAS/PART_TIME	.1	1.0	1.0	1.0	1.0	1.0	1.0	1.0
OVERTIME	.3	.2	.2	.2	.2	.2	.2	.2
<b>TOTAL FTE</b>	<b>15.6</b>	<b>18.4</b>	<b>18.4</b>	<b>18.4</b>	<b>18.4</b>	<b>18.4</b>	<b>18.4</b>	<b>18.4</b>

## 1998-99 Biennial Budget

**PROGRAM:** Crime Victims Services  
**AGENCY:** Public Safety, Department of (DPS)

### 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, technical assistance and program development.

Issues associated with Crime Victim Services include:

- The rising level of violent crime, particularly homicides, and increasing medical costs result in the 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 service providers in the program.
- Many new laws affecting crime victims have been enacted and new victim assistance programs have been created throughout the state. This has resulted in an increased demand from service providers and community groups for training, technical assistance and program development.
- Due to outreach efforts, awareness about victims services has improved. However, victims from certain areas, such as the southern part of the state and metro communities of color, may still have problems obtaining information about reparations and other state services for victims.

### PROGRAM STATUS:

The number of families of homicide victims seeking financial assistance has increased 64% since 1993. The reparations board has been able to contain costs by adjusting rate limits and caps on certain expenses. Legislative changes in 1995 provided the board with additional funding sources such as restitution and inmate wage deductions. The board also received a one-time grant from the Department of Corrections. The additional state funds will result in an increase in the amount of the program's federal grant for reparations in F.Y. 1999. However, the federal grant amount will return to previous levels in F.Y. 2000.

There have been increasing demands placed on the advisory council. In response to requests from crime victim service providers and organizations, the council has increased the level of legislative, training and public awareness activities. Some of the council's work has been funded with a federal grant from the Minnesota Office of Drug Policy and Violence Prevention.

### PLANNED RESULTS:

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- Lessen the economic impact of violent crime on victims and their families by providing financial assistance to eligible crime victims within 3 months of application.

- Improve notification to crime victims so that by F.Y. 2002 at least 15% of victims of violent crime will seek assistance from the program.
- Improve the quality of service so that by F.Y. 1998, 80% of claimants report that services are excellent or very good.
- Hold criminal offenders accountable for the costs of crime by increasing the recovery of restitution and civil award funds by 5% annually.
- Aid in the creation and development of new local victim assistance programs so that 80% of crime victims have access to services by F.Y. 2000.
- Improve training and technical assistance to local agencies and groups so that by F.Y. 1998, 80% of all training is rated excellent or very good.

### BUDGET AND REVENUE SUMMARY:

This program generates dedicated and non-dedicated revenue. Fees are collected for a conference hosted by Crime Victims and Witness Advisory Council. Revenue is received from offenders ordered to pay restitution to the State by the courts. Revenue is received from lawsuits filed by victims for the state's portion in the form of subrogation.

The reparations board receives an annual grant from the United States Department of Justice, Office for Victims of Crime. The grant is a 40% match of state dollars spent on crime victim reparations. A temporary increase in these funds is expected in F.Y. 1999.

Other revenue includes the collection of restitution and civil awards and inmate wage deductions. A legislative change in 1995 allowed all of these recovered funds to be deposited in the Crime Victims Services Account.

The plan includes a compensation inflation base adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.

### GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIME VICTIMS SERVICES  
ACTIVITY: CRIME VICTIMS SERVICES

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
STATE OPERATIONS:								
PERSONAL SERVICES	374	453	449	449	449	466	466	466
OPERATING EXPENSES	2,559	3,023	2,838	2,838	2,838	3,273	3,273	3,273
<b>SUBTOTAL STATE OPERATIONS</b>	<b>2,933</b>	<b>3,476</b>	<b>3,287</b>	<b>3,287</b>	<b>3,287</b>	<b>3,739</b>	<b>3,739</b>	<b>3,739</b>
<b>TOTAL EXPENDITURES</b>	<b>2,933</b>	<b>3,476</b>	<b>3,287</b>	<b>3,287</b>	<b>3,287</b>	<b>3,739</b>	<b>3,739</b>	<b>3,739</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	1,983	2,041	2,047	2,047	2,047	2,055	2,055	2,055
<b>STATUTORY APPROPRIATIONS:</b>								
SPECIAL REVENUE	822	747	559	559	559	583	583	583
FEDERAL	128	681	681	681	681	1,101	1,101	1,101
GIFT		7						
<b>TOTAL EXPENDITURES</b>	<b>2,933</b>	<b>3,476</b>	<b>3,287</b>	<b>3,287</b>	<b>3,287</b>	<b>3,739</b>	<b>3,739</b>	<b>3,739</b>
<b>REVENUE COLLECTED:</b>								
<b>DEDICATED:</b>								
SPECIAL REVENUE	563	305	319	319	319	333	333	333
FEDERAL	17	674	681	681	681	1,101	1,101	1,101
<b>NONDEDICATED:</b>								
GENERAL	7	7	7	7	7	7	7	7
<b>TOTAL REVENUES COLLECTED</b>	<b>587</b>	<b>986</b>	<b>1,007</b>	<b>1,007</b>	<b>1,007</b>	<b>1,441</b>	<b>1,441</b>	<b>1,441</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	8.9	10.0	10.0	10.0	10.0	10.0	10.0	10.0
TEMP/SEAS/PART_TIME	1.5	1.7	1.7	1.7	1.7	1.7	1.7	1.7

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
 PROGRAM: CRIME VICTIMS SERVICES  
 ACTIVITY: CRIME VICTIMS SERVICES

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
OVERTIME		.1						
TOTAL FTE	10.5	11.7	11.7	11.7	11.7	11.7	11.7	11.7

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1998-99 Biennial Budget

**PROGRAM:** Crime Victims Ombudsman  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The Office of the Crime Victims Ombudsman (OCVO) exists to discourage mistreatment and ensure compliance with statutory protection for crime victims and witnesses. The program offers recourse to crime victims who believe their statutory rights have been violated, or who believe they have been mistreated by an element of the criminal justice system, the administration of the crime victims reparations act, or another victim/witness service provider. The OCVO provides a low cost alternative to litigation for crime victims in Minnesota when they believe the criminal justice system has failed them.

The vision of this program is that all crime victims are served justly, fairly and equitably by Minnesota's criminal justice system. Ultimately, success will be demonstrated by a reduction in the number of complaints registered with the office and more uniform standards and policies statewide regarding implementation of victims rights. The ultimate goal is to keep Minnesota's criminal justice professionals trained and crime victims informed of their rights, so that incidences of mistreatment and violations decrease.

The Office of Crime Victims Ombudsman strives to promote the highest attainable standards of competence, efficiency and justice for crime victims by the criminal justice system. The mission of the office is accomplished by:

- Conducting impartial investigations of complaints regarding violations of victims' rights and mistreatment of victims.
- 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.

The office is comprised of 1 ombudsman who directs the program, 1 support position and 4 investigators who investigate cases, provide information and referrals, conduct training and participate in community functions to increase public awareness.

Additionally, the office has established a volunteer program; currently 2 volunteers work 1 full day per week. The office is seeking to expand this program, with the intent that this will minimize the need for increased funding for the office.

Not all complaints registered with the office are resolvable. Currently, the office attempts to serve all crime victims who contact the office through investigation, assistance or referral. Some complainants should be redirected to appropriate agencies so that resources can be spent on cases that have a high probability of resolution and/or positive outcome.

**PROGRAM STATUS:**

This program has received positive feedback from victims concerning their experiences. As more crime victims learn of their statutory protections, services available, and recourse provided by the office, inquiries to the office have increased. The office has been able to assist more crime victims with their concerns quickly, avoiding the necessity for them to register a formal complaint. As a result, complaints registered with this office averaged 21 per month in Calendar Year (C.Y.) 1995 and 17 per month through July 1996. However, inquiries to the office have steadily risen from approximately 11 per month in C.Y. 1991 to 70 per month in C.Y. 1996.

A great deal of training and education is needed before a stable decrease is realized in complaints registered. Presently the number of calls for service far outweigh the staff and resources this office has to resolve them. The office is managing this increase by conducting fewer formal investigations and assisting crime victims quickly through informal means.

**PLANNED RESULTS:**

The agency budget plan will allow the reported performance measures from the 1996 Annual Performance Report to be accomplished or accelerated as follows:

- Increase public awareness by displaying the crime victims ombudsman booth at 12 safety fairs, community resource fairs and conferences.
- Reduce the number of complaints from crime victims by 5% following training of local criminal justice professionals.
- Increase requests for services by 5% within 1 year following community contact by OCVO.
- Increase citizen satisfaction survey results to 80%.
- Improve case management processes to ensure prompt, accurate and effective investigative results.
- Improve service equity to Minnesota citizens by concentrating resources on under-served areas of the state.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency plan is as follows:

- The plan includes a compensation inflation base adjustment of 2.5% in F.Y. 1998 and 5.06% in F.Y. 1999.
- The plan calls for a base adjustment (transfers between appropriations) in the General Fund of \$100,000 each year of the biennium to fund a portion of the Crime Victims Ombudsman program. Laws of 1995, Chapter 226, Article 1, Section 11, Subdivision 4, transfers \$200,000 from the Department of Corrections to the Crime Victims Ombudsman.

**GOVERNOR'S RECOMMENDATION:**

The Governor concurs with the agency's plan.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: CRIME VICTIMS OMBUDSMAN  
ACTIVITY: CRIME VICTIMS OMBUDSMAN

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
PERSONAL SERVICES	241	267	277	277	277	284	284	284
OPERATING EXPENSES	48	50	45	45	45	45	45	45
<b>SUBTOTAL STATE OPERATIONS</b>	<b>289</b>	<b>317</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>329</b>	<b>329</b>	<b>329</b>
<b>TOTAL EXPENDITURES</b>	<b>289</b>	<b>317</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>329</b>	<b>329</b>	<b>329</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL	289	317	322	322	322	329	329	329
<b>TOTAL EXPENDITURES</b>	<b>289</b>	<b>317</b>	<b>322</b>	<b>322</b>	<b>322</b>	<b>329</b>	<b>329</b>	<b>329</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
REGULAR	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0
<b>TOTAL FTE</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

**1998-99 Biennial Budget**

**PROGRAM:** Law Enforcement and Community Grants  
**AGENCY:** Public Safety, Department of

**PROGRAM DESCRIPTION:**

The Law Enforcement Community Grants program exists to:

- Reduce the crime rate.
- Increase the presence of law enforcement in communities and encourage community oriented policing strategies.
- Target high crime areas to eliminate criminal activity.
- Provide financial assistance to cities to revitalize high crime neighborhoods.

Faced with overwhelming increases in juvenile crime and gang activity, law enforcement agencies are experiencing severe time and budget pressures and are unable to fully utilize some effective strategies. This program awards grants to law enforcement agencies to hire new officers or to utilize overtime in order to saturate high crime areas, make arrests for illegal behavior and devise law enforcement strategies that are driven by the needs of their neighborhoods. This program also awards grants to cities to eliminate criminal activity in high crime neighborhoods and to revitalize the area with social and economic programs.

**PROGRAM STATUS:**

In F.Y. 1997, 48 grants to law enforcement agencies were awarded for overtime law enforcement efforts and to hire new officers. In F.Y. 1997, grants were awarded to 4 cities in Minnesota to target high crime neighborhoods to eliminate criminal activity and then to rebuild the neighborhood with social and economic programs.

**PLANNED RESULTS:**

The results of this program are intended to reduce the crime rate by encouraging law enforcement to continue a strong and visible presence in the community. The program also encourages law enforcement to form partnerships with their community, a strategy that has proven very successful in reducing criminal activity. This is a new program, begun in F.Y. 1997, therefore performance objectives and measures have not yet been established.

**GRANTS:**

This activity received the following grant appropriations, pursuant to M.S. 299A.62 and .63 in F.Y. 1996-97.

\$1,001,900 for the community-oriented policing grant program, for grants to law enforcement agencies to assign officers on an overtime basis to high crime areas.

\$2,539,700 for the Community-Oriented Policing Grant Program, for grants to enable law enforcement agencies to hire new officers if the agency is able to demonstrate that they have a need for an additional officer to be assigned to: 1) community-oriented policing duties; or 2) the

investigation or prevention of juvenile crime, based on the juvenile crime rate in the area. At least 50% of the grant money went to Minneapolis and St. Paul.

\$605,800 for the weed and seed grant program, to assist cities in their efforts to eradicate crime and to revitalize these targeted neighborhoods. At least 50% of this money went to Minneapolis and St. Paul.

**BUDGET AND REVENUE SUMMARY:**

Summary of the agency plan is as follows:

- \$1,750,000 each year, including \$100,000 each year for program administration, for law enforcement agencies to assign officers on an overtime basis to high crime areas..

**GOVERNOR'S RECOMMENDATION:**

The Governor recommends a funding level of \$3,500,000 General Funds for the biennium, which incorporates initiatives for law enforcement overtime grants and gang unit expenditures.

1998-1999 BIENNIAL BUDGET  
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC SAFETY DEPT  
PROGRAM: LAW ENFORC. & COMMUNITY GRANTS  
ACTIVITY: LAW ENFORC. & COMMUNITY GRANTS

ACTIVITY SUMMARY	FY 1996	Est. FY 1997	FY 1998			FY 1999		
			Base Level	Agency Plan	Governor Recomm.	Base Level	Agency Plan	Governor Recomm.
<b>EXPENDITURES:</b>								
<b>DETAIL BY CATEGORY:</b>								
<b>STATE OPERATIONS:</b>								
OPERATING EXPENSES					100			100
SUBTOTAL STATE OPERATIONS					100			100
LOCAL ASSISTANCE		4,661			1,650			1,650
<b>TOTAL EXPENDITURES</b>		<b>4,661</b>			<b>1,750</b>			<b>1,750</b>
<b>GOV'S INITIATIVES:</b>								
<b>FUND</b>								
<b>(A) LAW ENFORCEMENT OVERTIME AND GANG UNIT</b>								
		GEN			1,750			1,750
<b>TOTAL GOV'S INITIATIVES</b>					<b>1,750</b>			<b>1,750</b>
<b>EXPENDITURES BY FUND:</b>								
<b>DIRECT APPROPRIATIONS:</b>								
GENERAL		4,661			1,750			1,750
<b>TOTAL EXPENDITURES</b>		<b>4,661</b>			<b>1,750</b>			<b>1,750</b>
<b>FTE BY EMPLOYMENT TYPE:</b>								
<b>TOTAL FTE</b>								

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