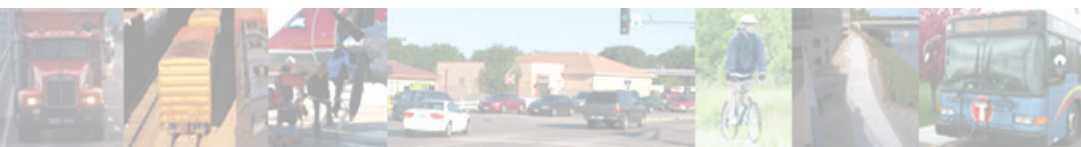


Saint Cloud APO



Transportation Improvement Program FY 2016-2019

This Report was prepared by the St. Cloud Area Planning Organization (APO) in cooperation with state and local officials, local transit operators and other affected transportation planning and implementing agencies. It was financed in part by the U.S. Department of Transportation.

The contents of this report reflect the views of the St. Cloud Area Planning Organization, which is responsible for the facts, and the accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of the Department of Transportation. This report does not constitute a standard, specification or regulation.

Adopted
August 13, 2015



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Executive Summary

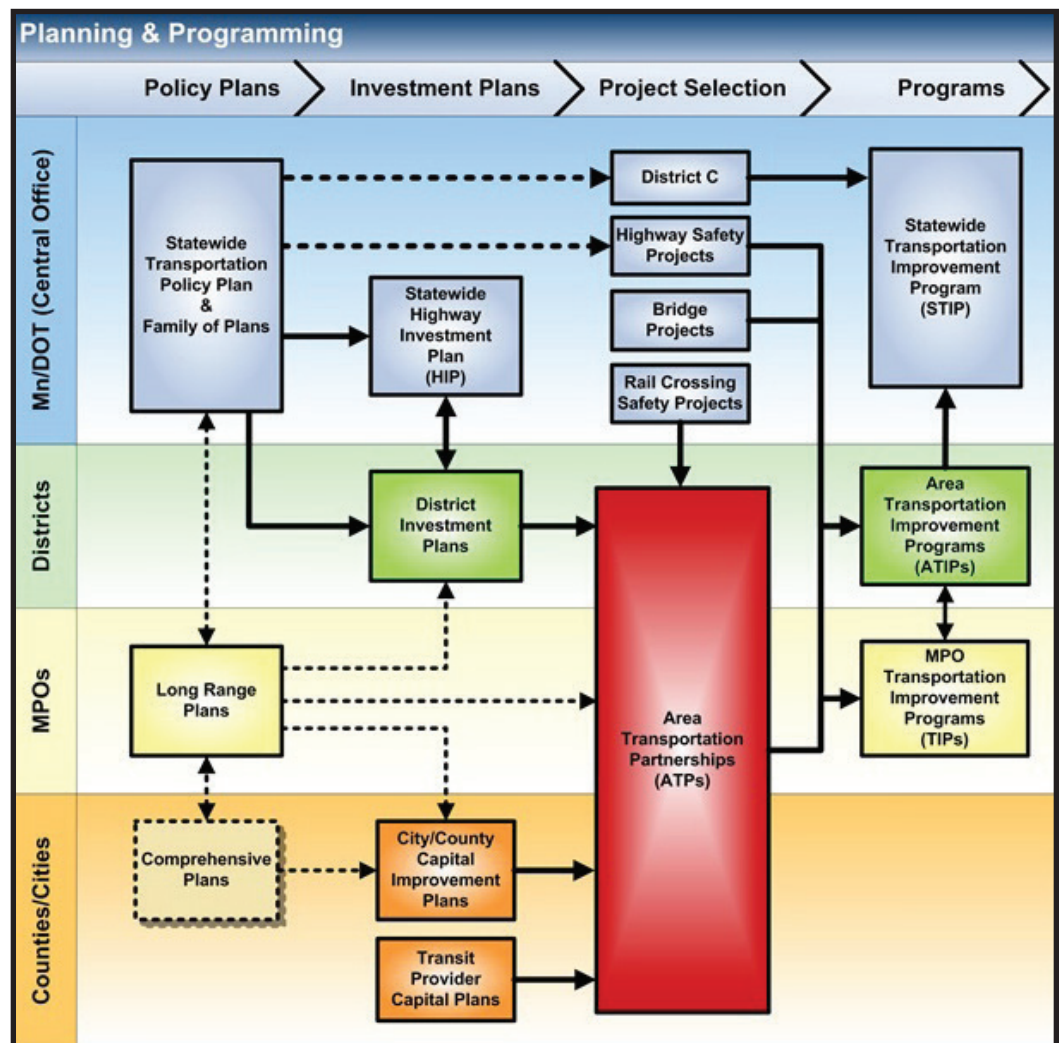
The Transportation Improvement Program (TIP) is a multi-year program of transportation improvements for the St. Cloud metropolitan area. The TIP must be updated and approved at least every four years by the Metropolitan Planning Organization (MPO) in cooperation with the Minnesota Department of Transportation (MnDOT) and St. Cloud Metro Bus. The St. Cloud Area Planning Organization (APO), the MPO for the area, updates the TIP annually. The MnDOT Commissioner approves the TIP and incorporates the St. Cloud metropolitan area projects into the State Transportation Improvement Program (STIP).

federal funds every other year.

- ♦ The St. Cloud APO TIP document includes projects from the Minnesota Department of Transportation (MnDOT) District 3 in the APO planning area, St. Cloud Metro Bus projects, and local projects with federal funding. Local projects that are fully funded by a township, city, or county are not included in the APO TIP. All regionally significant projects, requiring action by the FHWA or FTA, regardless of funding source, are included in the TIP.
- ♦ Projects included in the TIP must be consistent with APO's Transportation Plan.

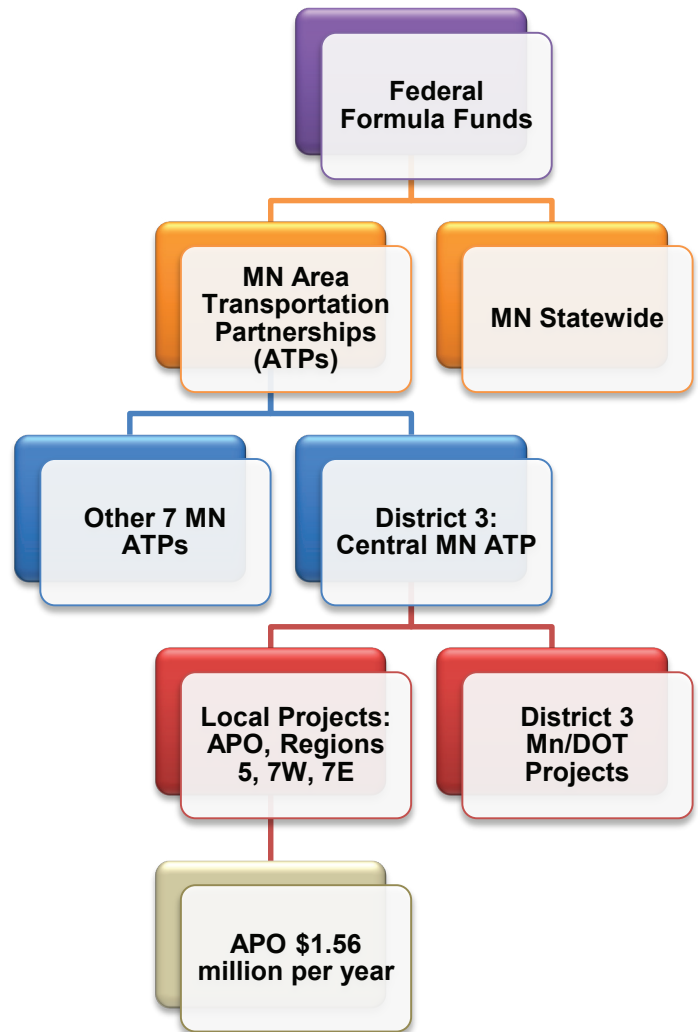
What is a Transportation Improvement Program (TIP)?

- ♦ A local, state, and federally approved document of staged, multi-year transportation improvements for the St. Cloud APO.
- ♦ A four year document that is updated and approved by the APO, state and federal agencies, and public transit operators every year.
- ♦ Metropolitan Planning Organizations (MPOs), such as the APO, and transit providers are required to have a minimum of four years represented in their TIP documents. The APO TIP is on a rotating 5-year/4-year cycle because the APO programs two years of



How are Projects Programmed into the TIP?

- ◆ The TIP project solicitation and development process begins in November every other year. Projects originate from three main areas: 1) APO Transportation System Management report, 2) APO Transportation Plan, and 3) implementing agency project submittals.
- ◆ Projects meeting the minimum qualifying criteria are prioritized by the APO Technical Advisory Committee (TAC) into one intermodal project list. Prioritization considerations include the following:
 - ◇ Technical engineering criteria developed by the Central MN Area Transportation Partnership;
 - ◇ APO non-technical considerations including public involvement, project deliverability, regional benefit, funding equity and non-vehicular accommodations;
 - ◇ APO sub-targeted local federal funding available.
- ◆ A prioritized list is then forwarded to the APO's Executive Board and APO Policy Board for approval or modification. The prioritized list is presented for public input at APO Policy Board meetings. Appendix C outlines the process and criteria for prioritizing APO TIP projects in greater detail.



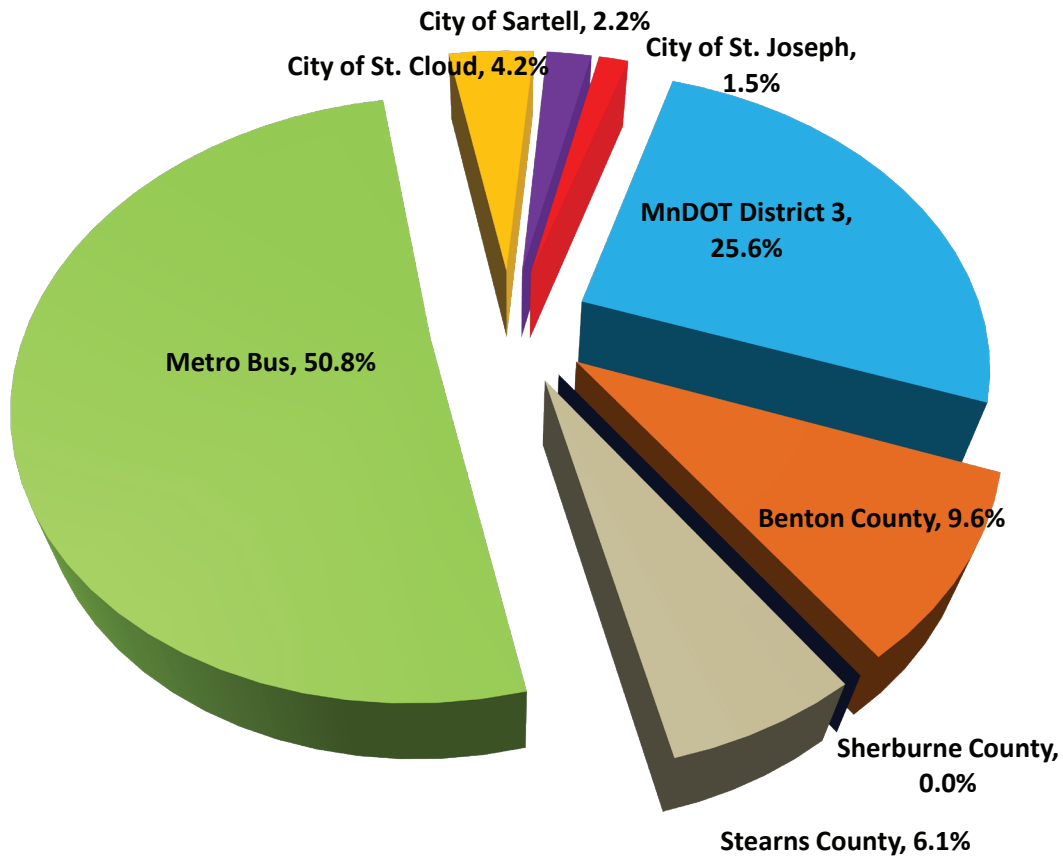
New Projects for 2016-2019 APO TIP

Route System	Fiscal Year	Agency	Project Description	Proposed Fund Type	Project Total
PED/BIKE	2019	SARTELL	**SRTS** CONSTRUCT SRTS INFRASTRUCTURE IMPROVEMENTS ALONG 7TH ST N AND 5TH ST N IN SARTELL	TAP	\$248,970
I 94	2019	MNDOT	**SPPB** I-94, NEAR COLLEGEVILLE, REHAB/REDECK AT BRIDGE #73872 AT STEARNS CO CR 159 OVER I-94	NHPP	\$1,501,000

Summary Funding Distribution for Projects by Jurisdiction or Agency

FY	Benton County	Sherburne County	Stearns County	Metro Bus	City of St. Cloud	City of Sartell	City of St. Joseph	MnDOT District 3
2016	\$6,405,866	\$0	\$0	\$10,217,890	\$0	\$0	\$0	\$18,797,444
2017	\$638,000	\$0	\$1,779,608	\$9,926,220	\$0	\$1,460,416	\$1,181,800	\$550,000
2018	\$620,431	\$0	\$3,225,000	\$10,445,810	\$0	\$0	\$0	\$0
2019	\$186,823	\$0	\$0	\$10,802,780	\$3,400,000	\$343,554	\$0	\$1,501,000
Totals	\$7,851,120	\$0	\$5,004,608	\$41,392,700	\$3,400,000	\$1,803,970	\$1,181,800	\$20,848,444
% of Total	9.6%	0.0%	6.1%	50.8%	4.2%	2.2%	1.5%	25.6%

Percentage of Total FY 2016-19 TIP Funding by Agency or Jurisdiction



Note #1: Funding totals include a combination of local, state, and/or federal dollars programmed in the TIP.

Note #2: Funding is indicated based on project lead agency and not on project location.

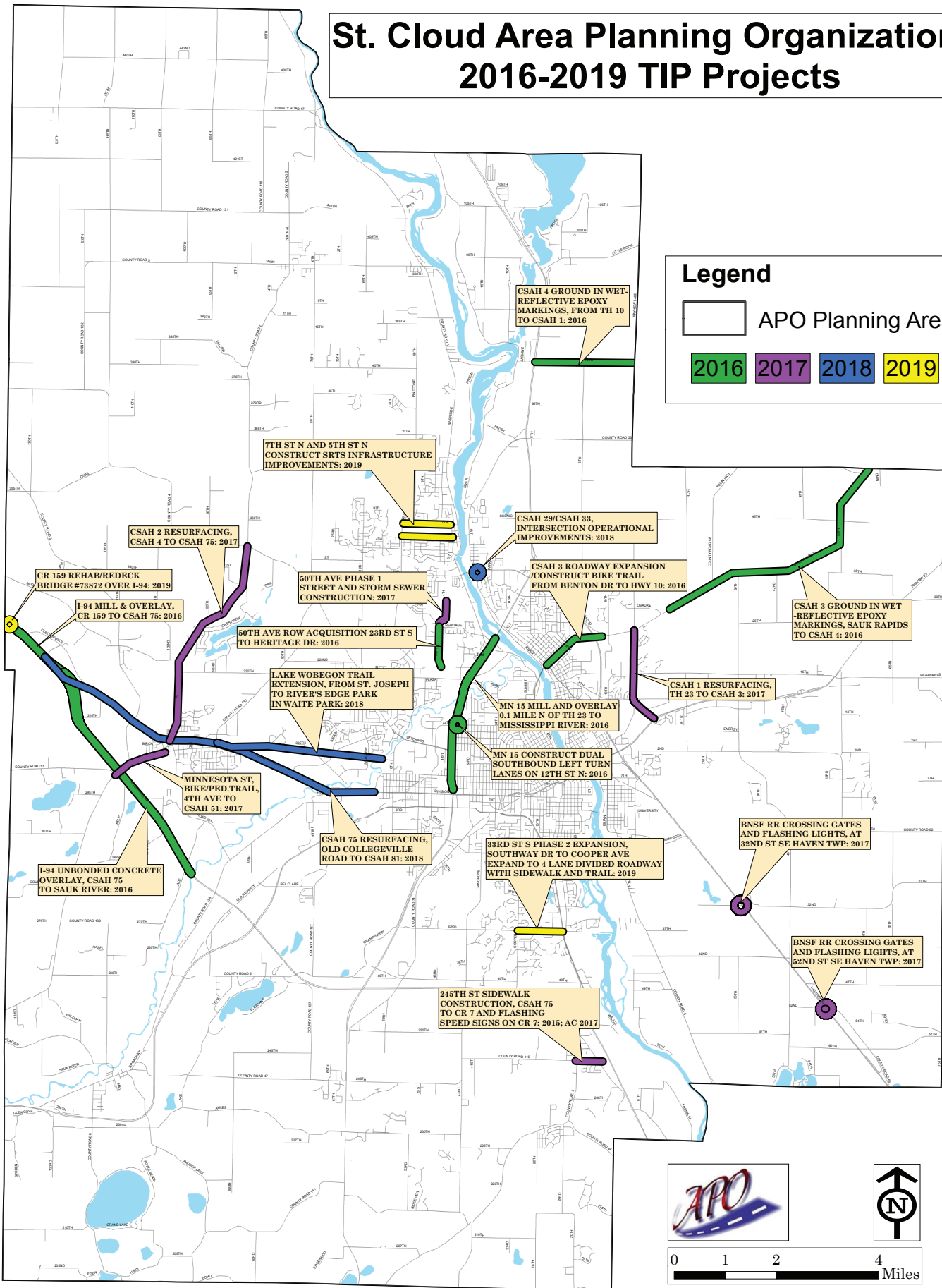
Note #3: Funding totals for local jurisdictions do not include unsolicited FY 2017-2019 Highway Safety Improvement Program (HSIP) funds.

Note #4: Advance Construction (AC) paybacks are included in funding totals, but local match funds are not double counted from original fiscal year totals.

A project is generally considered regionally significant if: it adds one or more travel lanes for over one mile, or it involves the addition of an interchange, or it involves the reconfiguration of an interchange such that a movement is added or eliminated. Local projects that are fully funded by a township, city, or county are not included in the APO TIP. Information on locally funded projects may be obtained from the individual jurisdiction's Capital Improvement Program.

St. Cloud Area Planning Organization 2016-2019 TIP Projects

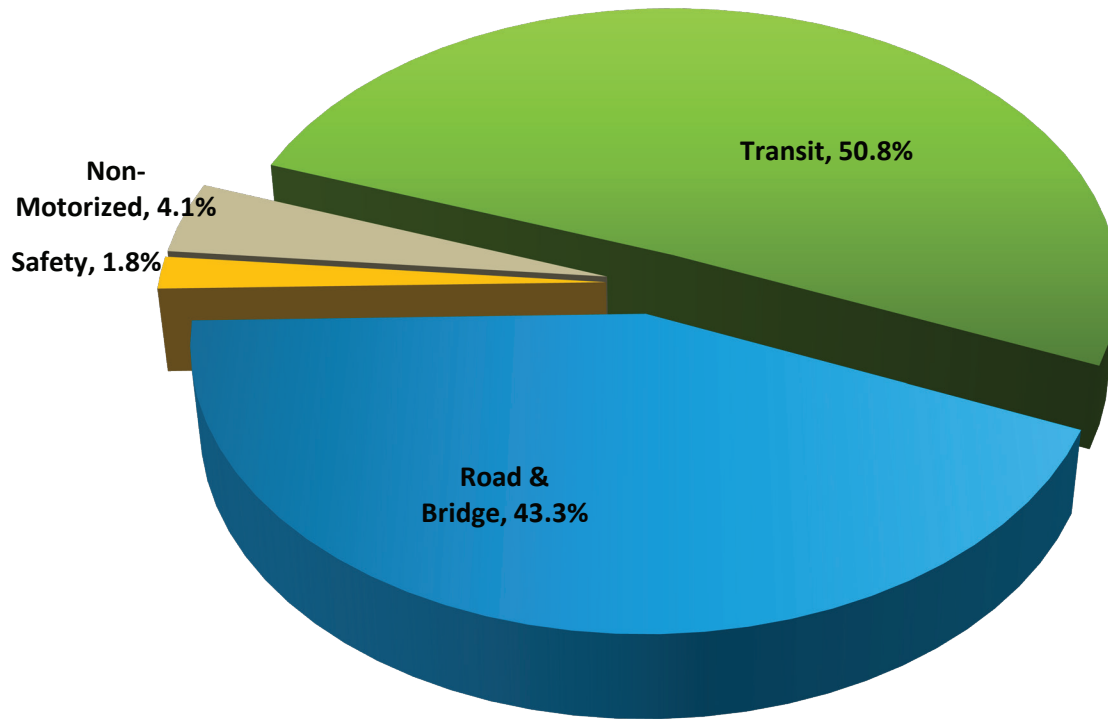
Legend



Summary of Funding Distribution for Projects by Project Type

FY	Transit	Road & Bridge	Safety	Non-Motorized
2016	\$10,217,890	\$24,221,508	\$951,694	\$30,108
2017	\$9,926,220	\$3,787,216	\$550,000	\$1,272,608
2018	\$10,445,810	\$2,075,000	\$0	\$1,770,431
2019	\$10,802,780	\$5,182,407	\$0	\$248,970
Totals	\$41,392,700	\$35,266,131	\$1,501,694	\$3,322,117
% of Total	50.8%	43.3%	1.8%	4.1%

Percentage of Total FY 2016-19 TIP Funding by Project Type



Note #1: Funding totals include a combination of local, state, and/or federal dollars programmed in the TIP.

Note #2: Advance Construction (AC) paybacks are included in funding totals, but local match funds are not double counted from original fiscal year totals.

Category Definition Notes:

"Transit" includes Metro Bus funding totals.

"Road and Bridge" projects do not include MNDOT District Set Asides, which may also be road and bridge focused.

"Safety" includes projects funded by HSIP, railroad crossing, other safety focused projects, and MnDOT Safety Improvement set asides.

"Non-Motorized" includes Transportation Alternatives Program (TAP) funding for bicycle and pedestrian projects and ADA set asides.

"District Set Asides" are not included.

A project is generally considered regionally significant if: it adds one or more travel lanes for over one mile, or it involves the addition of an interchange, or it involves the reconfiguration of an interchange such that a movement is added or eliminated. Local projects that are fully funded by a township, city, or county are not included in the APO TIP. Information on locally funded projects may be obtained from the individual jurisdiction's Capital Improvement Program.

Funding Program Descriptions

SURFACE TRANSPORTATION PROGRAM (STP):

Provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel project, eligible public roadways, pedestrian and bicycle infrastructure, and transit capital projects. This is the federal funding directly available to the APO member agencies through the project solicitation process.

- ♦ **Project Example:** FY 2016 Benton County construction of roadway expansion project to four lanes on CSAH 3 from Benton Dr. to TH 10.
 - ◊ STP Award: **\$2,345,500**, Total Programmed Project Cost: \$6,405,331 & \$186,823 STP funds in FY 2019
- ♦ **Project Example:** FY 2017 City of Sartell construction on 50th Ave./MSAS 117 from Heritage Dr. to N 0.5 miles in Sartell, grade and surface including storm sewer and drainage improvements.
 - ◊ STP Award: **\$547,600**, Total Programmed Project Cost: \$1,555,000 & \$94,584 STP Funds in FY 2019
- ♦ **Project Example:** FY 2018 Stearns County resurfacing of CSAH 75 from Old Collegeville Road to CSAH 81.
 - ◊ STP Award: **\$1,260,000**, Total Programmed Project Cost: \$1,575,000
- ♦ **Project Example:** FY 2019 City of St. Cloud construction of roadway expansion project to four lane divided on 33rd St. S from Southway Dr. to Cooper Ave. with sidewalk and trail.
 - ◊ STP Award: **\$1,486,823**, Total Programmed Project Cost: \$3,400,000

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP):

It is a core Federal-aid program. The goal of the program is to achieve a significant reduction in traffic fatalities and serious injuries on public roads, including non-State-owned public roads. The program requires a data-driven, strategic approach to improving highway safety on all public roads that focuses on safety performance.

- ♦ **Project Example:** FY 2016 Benton County ground in wet-reflective epoxy markings on CSAH 3 from the eastern limits of Sauk Rapids to CSAH 4, and CSAH 4 from US 10 to CSAH 1. Including other corridors outside the APO.
 - ◊ HSIP Award: **\$141,525** Total Project Cost: \$157,250

TRANSPORTATION ALTERNATIVES PROGRAM (TAP):

The 2012 federal transportation funding bill MAP-21 established a new program to provide for a variety of alternative transportation projects, including many that were previously eligible activities under separately funded programs. TAP replaces the funding from pre-MAP-21 programs including Transportation Enhancements, Recreational Trails, Safe Routes to School, and several other discretionary programs, wrapping them into a single funding source.

- ♦ **Project Example:** FY2018 Stearns County construction of Lake Wobegon Trail extension from St. Joseph to Rivers Edge Park in Waite Park.
 - ◊ TAP Award: **\$922,678**, Total Programmed Project Cost: \$1,650,000
- ♦ **Project Example:** FY2019 Sartell construction of Safe Routes to School (SRTS) improvements.
 - ◊ TAP Award: **\$199,176** Total Programmed Project Cost: \$248,970

CONTACT THE APO IF YOU HAVE QUESTIONS, COMMENTS, OR
NEED ADDITIONAL INFORMATION.

PHONE: (320) 252-7568

MAIL: 1040 COUNTY RD. 4, ST. CLOUD, MN 56303

EMAIL: HUBBARD@STCLOUDAPO.ORG

WEBSITE: WWW.STCLOUDAPO.ORG

1 Introduction

Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) is a multi-year program of transportation improvements for the St. Cloud metropolitan area. The TIP must be updated and approved at least every four years by the Metropolitan Planning Organization (MPO) in cooperation with the Minnesota Department of Transportation (MnDOT) and St. Cloud Metro Bus. The St. Cloud Area Planning Organization (APO), the MPO for the area, updates the TIP annually.

What is the TIP?

- ♦ A multi-year program of transportation improvements for the St. Cloud Metropolitan Area
- ♦ Updated at least every two years by Metropolitan Planning Organization (MPO)
- ♦ Is fiscally constraint
- ♦ Is approved by the APO and the governor; and
- ♦ Is incorporated directly, without change, into the Statewide Transportation Improvement Program (STIP).

The MnDOT Commissioner approves the TIP and incorporates the St. Cloud metropolitan area projects into the State Transportation Improvement Program (STIP).

The APO is responsible for development of the TIP and accomplishes this in cooperation with State

agencies, local jurisdictions, St. Cloud Metro Bus, and other affected planning and implementing agencies. The responsibilities between the State and public transportation operators are clearly identified in written agreements (i.e. Memorandum of Understanding) with MnDOT and St. Cloud Metro Bus. The TIP development process begins within 90 days of the end of each program year. All APO

agencies are represented on the Technical Advisory Committee (TAC) of the APO. TAC membership consists of technical representatives from the three counties, six municipalities, two townships, St. Cloud Metro Bus, MnDOT and APO staff. A listing of implementing agencies, TAC membership, and an APO Planning Area map are included in Appendix A.

The FHWA and FTA must jointly find that this TIP is based on a continuing, comprehensive transportation planning process carried out cooperatively with MnDOT and St. Cloud Metro Bus. This finding is based, in part, on the Self-Certification included in the TIP.

What is the TIP Approval Process?

Projects solicited & applications accepted for review and scoring

Projects are prioritized & approved by APO TAC, Executive and Policy Boards

Projects incorporated into St. Cloud APO TIP

Projects incorporated into District 3 Area TIP

Projects incorporated into STIP

Federal transportation legislation requires states, MPOs and transit providers to have a minimum of four (4) years represented in their TIP/STIP documents. This four (4) year process is represented in this TIP document (FY 2016 to FY 2019) for local federal projects, MnDOT District 3 projects, and St. Cloud Metro Bus projects in the APO planning area. The APO solicits project applications every

other year for local federal funding. Programming projects every other year allows for the consideration of programming larger projects. Project applications were submitted, prioritized, and approved in year 2014 for FY 2018 and FY 2019 funding. The four or five year programming period is consistent with the capital improvement programs of local implementing agencies and provides an adequate time-frame for programming projects from the St. Cloud Metropolitan Area 2040 Transportation Plan (Plan).

The TIP Public Participation Process is Compliant with MAP-21 Requirements:

- ♦ The process provided a reasonable opportunity for review and comment from all stakeholders including:
 - ♦ Citizens
 - ♦ Affected public agencies
 - ♦ Freight shippers
 - ♦ Providers of freight transportation services
 - ♦ Providers of transportation
 - ♦ Users of public transportation
 - ♦ Users of pedestrian & bicycle facilities
 - ♦ Representatives of the disabled
 - ♦ Indian tribal governments (to the extent practicable)
 - ♦ Federal land management agencies (to the extent practicable)
 - ♦ Other interested parties

The TIP includes a list of all federal transportation projects within the St. Cloud Metropolitan Area consistent with the Plan and proposed for funding under Title 23, USC, or Title 49, USC. The St. Cloud APO TIP document includes projects from the Minnesota Department of Transportation (MnDOT) District 3 in the APO planning area, St. Cloud Metro Bus projects, and local projects with federal funding. The TIP also includes regionally significant projects. A project is generally considered regionally significant if: it adds one or more travel lanes for over one mile, or it involves the addition of an interchange, or it involves the reconfiguration of an interchange such that a movement is added or eliminated. Local projects that

are fully funded by a township, city, or county are not included in the APO TIP due to not receiving federal funding.

As a management tool for monitoring the progress of implementing the Plan, the TIP identifies criteria and a process for prioritizing implementation of the transportation projects and any changes in priorities from previous TIPs. It includes a list of major projects from the previous TIP that were implemented and identifies any significant delays in the planned implementation of other projects. A list of the previous TIP projects and their status can be found in Chapter 4.

The APO affords reasonable opportunities for the public and other interested parties to comment on the proposed and approved TIP. Public meeting notices are published and the TIP document is made readily available for review and comment. Appendix B contains a copy of the Public Information Meeting notices published in the St. Cloud Times, as well as the Affidavit of Publication for the meeting. The Public Participation element of the Plan details current and proposed methods for facilitating public input. To aid in the public involvement process the Draft 2016-2019 TIP was made available on the St. Cloud APO website (www.stcloudapo.org).

The TIP public participation process was consistent with the APO's Public Participation Plan, updated in December 2012 for MAP-21 compliance. The process provided stakeholders a reasonable opportunity to comment on the TIP. This TIP is financially constrained by year and includes a financial analysis that demonstrates which projects are to be implemented using existing and anticipated revenue sources, while the existing transportation system is being adequately maintained and operated. The financial analysis was developed by the APO in cooperation with MnDOT, St. Cloud Metro Bus, and local jurisdictions who provided the APO with historic transportation expenditures and forecasted transportation revenue. Only projects for which funds can reasonably be expected to be available are included in the TIP. In developing the financial plan, the APO took into account all projects and strategies funded under Title 23, USC, and the Federal Transit Act, other federal funds, local sources, State assistance, and private participation.

This TIP also includes an environmental justice evaluation to determine if programmed projects will have a disproportionate impact on minority or low-income populations, consistent with the 1994 Executive Order 12898.

2 Planning Process & Self-Certification

Planning Process

The metropolitan transportation planning process includes both long-range and short-range strategies, facilitating the efficient movement of people and goods on an intermodal transportation system. Projects included in the TIP come from the Transportation System Management (TSM) Plan, the 2040 APO Transportation Plan, and from implementing agencies. This process involves two specific elements:

- ◆ Long-Range:
 - ◇ Based on a time frame of twenty years or greater, these documents establish goals, examine past trends, and identify areas of future congestion based on forecasted land use. Projects originating from these documents may involve substantial costs and impacts.
- ◆ Short-Range:
 - ◇ Based on a time frame of usually less than 5 years, these documents examine specific details of the transportation system. Emphasis is toward low-cost, low impact improvements to increase system efficiency and safety.

The policies and strategies developed at the long-range level (APO 2040 Transportation Plan: Chapter 4: Goals, Objectives and Performance Management) provide a framework for the development of strategies at the short-range level. Long-range plans may affect the types of short-range strategies pursued in the interim. A combination of short-range operational strategies could preclude the implementation (and need) of a capital-intensive project, or possibly alter its design. Projects originating from these elements are merged into the program based on the APO's continuing, comprehensive planning process carried on cooperatively by the State and local communities.

MAP-21 requires the APO to consider eight general planning areas (to the right) when developing short and long-range transportation plan elements.

What are the MAP-21 Planning Areas & their Function?

- ◆ Metropolitan Vitality
 - ◇ Support economic vitality of the metro area through global competitiveness, productivity, and efficiency
- ◆ Safety
 - ◇ Support increased safety of the transportation system for motorized & non-motorized users
- ◆ Security
 - ◇ Support increased security of the transportation system for motorized & non-motorized users
- ◆ Accessibility & Mobility
 - ◇ Support increased accessibility & mobility options to move people and freight
- ◆ Energy & Environment
 - ◇ Protect & enhance the environment, promote energy consumption, improve quality of life & promote consistency between transportation improvements and State & local planned growth and economic patterns
- ◆ System Connectivity
 - ◇ Support the integration and connectivity of the transportation system, across and between modes, for people and freight
- ◆ System Management
 - ◇ Promote efficient system management and operation
- ◆ System Preservation
 - ◇ Support preservation of the existing transportation system

Public Participation

Starting on the next page is a list of public participation activities including interagency coordination for this TIP. The APO's TAC is involved in the TIP development and review process. The TAC provides a forum for the deliberation of regional transportation

issues among state, regional, and local staff.

The APO's Policy Board has also instituted a public participation process for implementing agencies. To identify potential projects for which public participation is necessary, the project proposer answers the questions below about the project. A "yes" answer to any of the six questions means that a public information meeting is recommended prior to submittal for federal funding. This affords abutting property owners and other stakeholders the opportunity for specific involvement in the full scope of proposed improvements. After the meeting has been held, it is encouraged that a resolution be passed by the governing agency providing confirmation of the meeting. A "no" answer to all six questions means that no specific public involvement activities are needed for the project in the TIP process. It is also encouraged that a resolution be passed by the governing agency noting this finding.

1. Will the proposed construction project expand the number of through traffic lanes?
2. Could the proposed construction project involve the purchase of right-of-way?
3. Could the adjacent property owners be assessed for a portion of the proposed construction project costs?
4. Could the proposed construction project expand the roadway curb-to-curb width by more than six feet?
5. Could the proposed construction project result in new parking restrictions?
6. Are there other reasons why the project may be controversial?

In addition, the District 3 Area Transportation Partnership (ATP) has adopted policies relative to the project development process for TIP projects and the public involvement process. These policies are as follows:

1. The project development process shall be initiated as soon as possible after final State Transportation Improvement Program (STIP) approval.
2. Local jurisdictions are encouraged to provide an annual update to their respective ATP sub-regions and District 3 State-Aid Engineer regarding the project development status of their programmed projects.
3. Cost and project delivery updates on programmed projects should be provided to the ATP sub-regions and District 3 State-Aid Engineer during the

Public Participation for TIP

The following includes the FY 2018 and 2019 APO solicitation for STP funds that occurred in 2013 to 2014 and the FY 2019 TAP Solicitation that occurred in 2015.

- ◇ 11/18/13: Project solicitation packets emailed & mailed.
- ◇ 11/24/13: FY 2018-2019 project solicitation notice in St. Cloud Times
- ◇ 1/7/14: FY 2018-2019 project applications due at APO office
- ◇ 1/9/14: Preliminary review of FY 2018-2019 project applications at St. Cloud APO Executive Board meeting
- ◇ 1/16/2014: Preliminary review of FY 2018-2019 project application submittals by Central MN ATP 3
- ◇ 2/6/14: APO Technical Advisory Committee (TAC) prioritizes FY 2018-2019 project applications and makes funding recommendation to APO Executive Board
- ◇ 2/13/14: APO Executive Board discusses FY 2018-2019 project applications and TAC recommendation. Sends funding recommendation back to APO TAC for reconsideration.
- ◇ 2/21/14: APO TAC confirms funding recommendation for FY 2018-2019 projects to APO Policy Board.
- ◇ 2/27/14: APO Policy Board meeting includes a public meeting on draft APO project prioritization and MnDOT proposed projects to all interested stakeholders. APO Policy Board approves programming of FY 2018-2019 projects.
- ◇ 3/5/14: D3 Area Transportation Improvement Program (ATIP) Development Committee merges APO and regional priorities and develops draft D3 ATIP
- ◇ 4/3/14: Central Minnesota ATP reviews, modifies, and approves draft ATIP
- ◇ 5/18/14: Public Information & Review meeting notice for Draft FY 2015-2019 TIP published with St. Cloud Times
- ◇ 5/22/14: APO Board approves Draft FY 2015-2019 TIP for 30-Day Public Comment Period
- ◇ 5/22/14: Notice of Draft FY 2015-2019 TIP on APO website sent to MPCA, MnDOT, and St. Cloud Metro Bus for review and comment

- ◇ 6/24/14: End of 30-day public comment period for Draft FY 2015-2019 TIP
- ◇ 7/24/14: APO Policy Board approves final FY 2015-2019 TIP Document for inclusion in the STIP
- ◇ 1/15/15: MnDOT D3 ATP Meeting to review existing and proposed projects
- ◇ 2/5/15: APO TAC prioritizes FY 2019 TAP applications and makes priority recommendation to APO Executive Board
- ◇ 2/12/15: APO Executive Board prioritizes FY 2019 TAP applications and makes priority recommendation to APO Policy Board
- ◇ 2/26/15: APO Policy Board reviews and approves FY 2019 TAP recommendations
- ◇ 3/18/15 D3 Area Transportation Improvement Program (ATIP) Development Committee merges APO and regional priorities and develops draft D3 ATIP
- ◇ 4/2/15: Central Minnesota ATP reviews, modifies, and approves draft ATIP
- ◇ 5/28/15: APO Policy Board approves Draft FY 2016-2019 TIP for 30-Day Public Comment Period
- ◇ 6/17/15: Public Information & Review meeting notice for Draft FY 2015-2019 TIP published with St. Cloud Times
- ◇ 6/17/15: Notice of Draft FY 2015-2019 TIP on APO website sent to MPCA, MnDOT, and St. Cloud Metro Bus for review and comment
- ◇ 7/17/15: End of 30-day public comment period for Draft FY 2015-2019 TIP
- ◇ 7/9/15: Public Information & Review meeting
- ◇ 8/13/15: APO Executive Board approves final FY 2016-2019 TIP Document for inclusion in the STIP

annual project solicitation period.

4. Project cost overruns will be managed by each ATP sub-region and subtracted from a sub-region's Federal funding target, if approved.

Self-Certification

The State and the APO must annually certify to FHWA and FTA that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this

subpart;

2. In non-attainment and maintenance areas, Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR part 21;
4. 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Sections 1101(b) of the MAP-21 (Pub. L. 109-59) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in the US DOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR Parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23, U.S.C regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.

The FHWA and FTA must jointly find that the TIP is based on a continuing, comprehensive transportation planning process carried out cooperatively by MnDOT, APO, and St. Cloud Metro Bus. This finding shall be based on the self-certification statement submitted by MnDOT and the APO. Joint certification action will remain in effect for three years unless a new certification determination is made sooner.

3 Program Process

MnDOT has established eight (8) Area Transportation Partnerships (ATPs) throughout the State to manage the programming of federal transportation projects. Each of these ATPs is responsible for developing a financially constrained Area Transportation Improvement Program (ATIP) that is submitted for funding approval and incorporation into a financially constrained State Transportation Improvement Program (STIP). As the designated Metropolitan Planning Organization (MPO) for the St. Cloud Area, the APO must develop its own Transportation Improvement Program (TIP) that is incorporated into the Central Minnesota ATIP and the STIP.

Projects originate from three main areas: 1) TSM, 2) current (valid) Transportation Plan, and 3) implementing agencies who submit projects. All projects identified and programmed in the TIP must be consistent with the current APO Transportation Plan. Submitting agencies are instructed to apply inflation adjustments of 4-5% per year to project cost submittals to calculate year of construction cost estimate. These projects are then presented to the APO Policy Board and the public for initial review and comment. Projects not meeting the minimum qualifying criteria are eliminated from consideration (i.e. projects not consistent with the APO Transportation Plan). The remaining projects are grouped into three categories, road and bridge expansion, roadway safety and preservation, and transit.

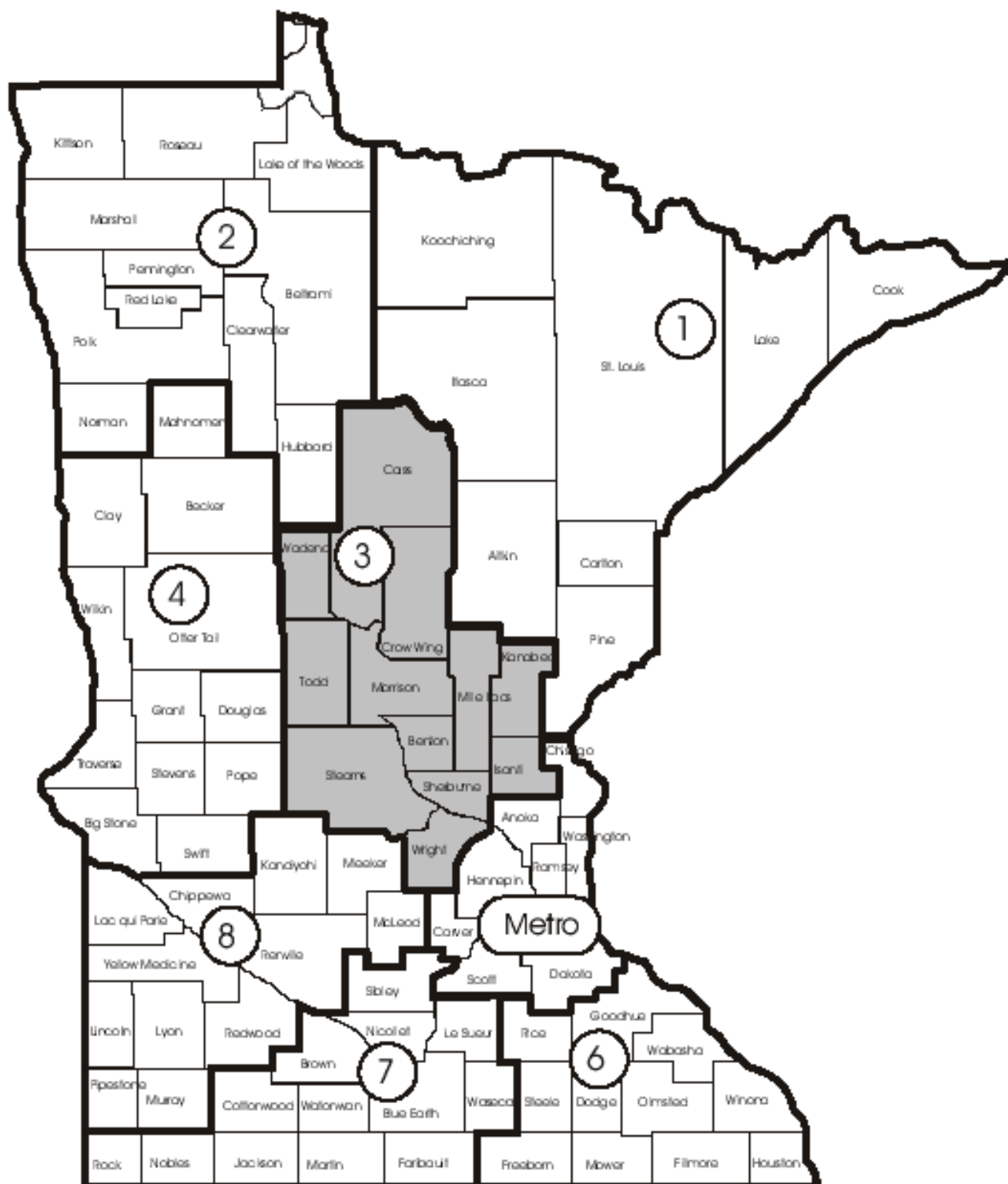
Projects meeting the minimum qualifying criteria are then prioritized by the APO Technical Advisory Committee (TAC) into one intermodal project list. Prioritization considerations include the following: 1) technical engineering criteria developed by the ATP; 2) APO non-technical considerations including public involvement, project deliverability, regional benefit,

funding equity and non-vehicular accommodations; 3) miscellaneous factors and 4) APO sub-targeted local federal funding availability. This prioritized list, of transportation projects, is then forwarded to the APO's Executive Board and APO Policy Board for approval or modification. Appendix C outlines the process and criteria for prioritizing APO TIP projects in greater detail.

In the Summer 2015, the APO was informed beginning in fiscal year 2019 all future transit bus purchases for Small Urban Transit Systems, such as Metro Bus, would be federally funded centrally by MnDOT's Office of Transit with consultation of the APO. The ATP and APO could choose to continue to fund bus purchases with local STP funds but MnDOT's Office of Transit would not reimburse the ATP or APO.

Projects identified within the APO's local federal sub-target, as well as State and other regionally significant projects, are incorporated in the APO TIP. Projects in the TIP are subject to U.S. Department of Transportation approval of the STIP. Appendix D illustrates details of the entire Central Minnesota ATP process.

Projects programmed from the Central Minnesota ATP process are identified under Chapter 6: 2016-2019 TIP Project Lists & Map. Chapter 5: Previous TIP Project Updates has been included as a management tool for monitoring the progress of programmed projects and contains a status report of projects from the previous 2015-2019 TIP.



Mn/DOT Area Transportation Partnerships (ATPs)

4 Previous TIP Project Update

The Central Minnesota Area Transportation Partnership (ATP) requires the St. Cloud Area Planning Organization (APO) to submit annual updates for projects programmed in the TIP. The annual project updates allow the District (3) State-Aid Engineer to assess project costs and project development status for federally funded projects. The project updates also allow the APO Technical Advisory Committee (TAC) to meet and discuss at the beginning of every year, the status of currently programmed federal projects within the APO Area.

These status reports (i.e. project updates) are intended to encourage early initiation of project development work, so unforeseen issues can be addressed without delaying project implementation. If unavoidable delays occur, project status reports provide a mechanism for the implementing agency to communicate project issues and associated delays directly to the APO, MnDOT, and any potentially affected local units of government.

The following pages include a 2015-2019 TIP project status table for federally programmed projects. This table lists projects as seen in the previous TIP that are still included in the current TIP and details project changes within the table. A 2015 Federally Obligated Project Summary is also included. This table indicates which projects received funding and how much funding each project received.

St. Cloud APO FY 2015-2019 TIP Project Updates																						
Ref #	Route System	Project #	Fiscal Year	Who	Agency	Description	City Location	County Name	Program Code	Proposed Funds	Total FHWA	Total AC	Total AC Payback	FTA	Total TH	Bond	Other	Project Total	Current FY	Orig. FY	Project Update/Summary	Amount Obligated
8	CSAH 133	073-070-010AC	2015	L	STEARNS COUNTY	**AC** CSAH 133/19TH AVENUE, CONSTRUCT ROUNDABOUT (AC PAYBACK 1 OF 1)		STEARNS	SH	HSIP	\$0	\$0	\$167,400	\$0	\$0	\$0	\$0	\$167,400	2015	2015	Constructed	\$167,400
10	LOCAL 999	073-070-011	2015	L	STEARNS COUNTY	CSAH 2 - MINNESOTA STREET RURAL INTERSECTION CONFLICT WARNING SYSTEM		STEARNS	SH	HSIP	\$126,000	\$0	\$0	\$0	\$0	\$0	\$14,000	\$140,000	2015	2015	MnDOT approved	\$126,000
11	CSAH 3	005-603-028	2015	L	BENTON COUNTY	**MN162** BENTON COUNTY CSAH 3: BENTON DRIVE TO TH 10, RIGHT OF WAY ACQUISITION (SAFETEA-LU)	SAUK RAPIDS	BENTON	RW	DEMO	\$658,242	\$0	\$0	\$0	\$0	\$0	\$2,050,000	\$2,708,242	2015	2017	Submitted to MnDOT	685,242
12	PED/BIKE	073-591-003	2015	L	STEARNS COUNTY	**AC**SRTS**INFRA. IN ST. AUGUSTA, CONSTRUCTION OF SIDEWALK ALONG 245TH ST. FROM STEARNS CSAH 75 TO CSAH 7 AND FLASHING SPEED SIGNS ON CR 7 IN FRONT OF ST. MARY-HELP CHRISTIAN SCHOOL (AC PROJECT, PAYBACK IN 2017)		STEARNS		TAP STATEWIDE	\$0	\$90,808	\$0	\$0	\$0	\$0	\$56,755	\$56,755	2015	2015	In Process of acquiring Right of Way.	\$90,808
13	MSAS 117	220-117-003	2015	L	SARTELL	**MN162** ROW ACQUISITION FROM 23RD ST SOUTH TO HERITAGE DR AND FROM HERITAGE DR NORTH TO 4TH AVE CONNECTION AT 2ND ST SOUTH, 1.8 MILES (SAFETEA-LU)	SARTELL	STEARNS	RW	DEMO	\$470,001	\$0	\$0	\$0	\$0	\$0	\$119,999	\$590,000	2015	2015	Authorized on 5-11-2015 with a total cost of \$553,955.41	\$443,164
14	CSAH 120	073-720-002AC	2015	L	STEARNS COUNTY	**AC** SAFETY IMPROVEMENTS FROM 500 FEET WEST OF 50TH AVENUE TO CONNECTICUT AVENUE IN SARTELL (AC PAYBACK 1 OF 1)	SARTELL	STEARNS	SC	STP 5K-200K	\$0	\$0	\$398,561	\$0	\$0	\$0	\$0	\$398,561	2015	2015	Constructed and Submitted to MnDOT	\$398,561
15	PED/BIKE	162-090-005AC	2015	L	ST CLOUD	**AC** EXTEND BEAVER ISLAND BIKE/PED TRAIL, ST CLOUD CIVIC CENTER NORTH TO 5TH AVENUE ALONG MISSISSIPPI RIVER IN ST CLOUD (AC PAYBACK 1 OF 1)	SAINT CLOUD	STEARNS	EN	TAP 5K-200K	\$0	\$0	\$601,439	\$0	\$0	\$0	\$0	\$601,439	2015	2015	Awarded	\$601,439
16	PED/BIKE	220-591-003	2015	L	SARTELL	**SRTS**INFRA. IN SARTELL, PRELIMINARY ENGINEERING INCLUDING THE ENVIRONMENTAL DOCUMENTS, DESIGN, PLANS, AND SPECIFICATION FOR SARTELL'S SRTS PROJECT		STEARNS	BT	TAP 5K-200K	\$40,000	\$0	\$0	\$0	\$0	\$0	\$10,000	\$50,000	2015	2015	Plans submitted to MnDOT for review on April 1, 2015.	
17	PED/BIKE	162-090-006AC	2015	L	ST. CLOUD	**AC** BEAVER ISLAND TRAIL EXTENSION FROM 33RD STREET SOUTH TO MISSISSIPPI RIVER BLUFFS REGIONAL PARK IN THE CITY OF ST CLOUD (AC PAYBACK 1 OF 1)	SAINT CLOUD	STEARNS	EN	TAP 5K-200K	\$0	\$0	\$278,000	\$0	\$0	\$0	\$0	\$278,000	2015	2015	Constructed	\$278,000
18	LOCAL 999	220-117-002AC2	2015	L	SARTELL	**AC** GRADING, AGG BASE, BITUMINOUS SURFACING, CONCRETE CURB AND GUTTER, ROUNDABOUTS, STORM SEWER AND WATER MAIN FOR 50TH AVE FROM JCT CR 120 AND 50TH AVE TO 0.429 MI N OF 50TH AVE (AC PAYBACK, 2 OF 2)	SARTELL	STEARNS	MC	STP 5K-200K	\$0	\$0	\$192,000	\$0	\$0	\$0	\$0	\$192,000	2015	2015	Constructed and submitted for reimbursement	\$192,000
19	US 10	0502-103	2015	S	MNDOT	**PV40M**ELLA** ON TH 10, BENTON CSAH 4 TO 0.2 MI N OF ST. GERMAIN IN ST CLOUD (WBL & EBL), UNBONDED CONCRETE OVERLAY; AND ON TH 15, FROM TH 10 TO 1.0 MI SOUTH/BENTON CSAH 33, RECONSTRUCTION - let date 6/6/14	SAINT CLOUD	BENTON	RC	NHPP	\$15,103,628	\$0	\$0	\$0	\$3,775,907	\$0	\$98,900	\$18,978,435	2015	2015	Let 6/6/2014 - Cost Increase. \$18,978,435 Total	\$15,103,628
20	US 10	0502-110	2015	S	MNDOT	US 10, WB ONLY FROM .3 MI N OF 115 ST NW IN RICE TO CSAH 33, MILL & OVERLAY AND ON US 10, EB ONLY FROM .3 MI N OF 115 ST NW IN RICE TO CSAH 4, MILL AND OVERLAY		BENTON	RS	SF	\$0	\$0	\$0	\$0	\$2,300,000	\$0	\$0	\$2,300,000	2015	2015	New estimate for extending termini. Let date 6/5/2015	
21	I 94	7380-247	2015	S	MNDOT	SE END OF BRIDGE# 73865 (WB) AND BRIDGE# 73866 (EB) OVER SAUK RIVER TO NW END OF BRIDGE #73853 (WB) AND BRIDGE# 73854 (EB) OVER STEARNS CO CSAH 75, MILL AND OVERLAY		STEARNS	RS	SF	\$0	\$0	\$0		\$2,999,470			\$2,999,470	2015	2015	Let 7/25/2014	\$2,999,470
22	I 94	8680-167	2015	S	MNDOT	I 94, FROM WRIGHT COUNTY CSAH 75 AT MONTICELLO TO MN 241, MILL AND OVERLAY EB ONLY, AND US 10, FROM 1.2 MI E OF MN 23 IN ST CLOUD TO 0.2 MI W OF MN 24, MILL AND OVERLAY EB ONLY		WRIGHT	RS	NHPP	\$5,196,000	\$0	\$0	\$0	\$804,000	\$0	\$0	\$6,000,000	2015	2015	Let 10/24/2014	\$4,225,200
23	LOCAL 999	088-090-001	2015	L	MNDOT	LOCAL SEGMENTS OF MISSISSIPPI RIVER TRAIL SIGN INSTALLATION FROM ST. CLOUD TO HEADWATERS		MULTICOUNTY	BT	TAP Statewide	\$74,114	\$0	\$0		\$0		\$31,896	\$106,010	2015	2015	Let	\$68,062
24	MN 999	8823-293	2015	S	MNDOT	TH SEGMENTS OF MISSISSIPPI RIVER TRAIL SIGN INSTALLATION FROM ELK RIVER TO HEADWATERS		MULTICOUNTY	BT	TAP Statewide	\$9,600	\$0	\$0		\$0		\$2,400	\$12,000	2015	2015	Encumbered	\$89,144
25	MN 999	8823-293A	2015	S	MNDOT	TH SIGN FABRICATION FOR SP 8823-293		MULTICOUNTY	BT	TAP Statewide	\$2,816	\$0	\$0		\$0		\$704	\$3,520	2015	2015	Let 7/25/2014	\$3,520

St. Cloud APO FY 2015-2019 TIP Project Updates																							
Ref #	Route System	Project #	Fiscal Year	Who	Agency	Description	City Location	County Name	Program Code	Proposed Funds	Total FHWA	Total AC	Total AC Payback	FTA	Total TH	Bond	Other	Project Total	Current FY	Orig. FY	Project Update/Summary	Amount Obligated	
32	BB	TRS-0048-16	2016	L	METRO BUS	ST CLOUD METRO BUS PURCHASE 2 SMALL CNG BUSES	SAINT CLOUD	MULTICOUNTY	TR	STP 5K-200K	267600	0	0	0	0	0	132400	400000	2016	2016	No Change		
33	PED/BIKE	220-591-004	2016	L	SARTELL	**SRTS**INFRA. IN SARTELL, CE AND CONSTRUCTION OF SIDEWALK AND CROSSING IMPROVEMENTS IN THE VICINITY OF PINE MEADOW ELEMENTARY, SARTELL MIDDLE AND HIGH SCHOOLS		STEARNS	BT	TAP 5K-200K	395567	0	0	0	0	0	98892	494459	2015	2016	Advanced with District C Funds	\$395,567	
34	CSAH 3	005-603-029	2016	L	BENTON COUNTY	**AC** CSAH 3 FROM BENTON DR TO TH 10 - ROADWAY EXPANSION, INCL BIKE/PED TRAIL (AC PROJECT - PAYBACK IN 2018)	SAUK RAPIDS	BENTON	RS	STP 5K-200K TAP 5K-200K	1632400	120431	0	0	0	0	4089939	5722339	2016	2016	Seperated into two projects. 005-603-029P & 005-603-029T		
35	LOCAL 999	005-070-002	2016	L	BENTON COUNTY	BENTON COUNTY CSAH 3 FROM EAST LIMITS OF SAUK RAPIDS TO CSAH 4 IN BENTON COUNTY, GROUND IN WET-REFLECTIVE EPOXY MARKINGS		BENTON	SH	HSIP	\$48,960 \$141,525	0	0	0	0	0	\$5,440 \$15,725	\$54,400 \$157,250	2016	2016	Combined with 005-070-003. New Project # 005-070-001		
36	LOCAL 999	005-070-003	2016	L	BENTON COUNTY	BENTON COUNTY CSAH 4 FROM US 10 TO CSAH 1 BENTON COUNTY, GROUND IN WET-REFLECTIVE EPOXY MARKINGS		BENTON	SH	HSIP	\$19,125 \$141,525	0	0	0	0	0	\$2,125 \$15,725	\$21,250 \$157,250	2016	2016	Combined with 005-070-002. New Project # 005-070-001		
38	MN 15	7321-51	2016	S	MNDOT	**PV40M** MN 25, 0.1 MI N OF JCT TH 23 TO S END OF BRIDGE #05011 OVER MISSISSIPPI RIVER, MILL AND OVERLAY, INCLUDE CONSTRUCT DUAL SB LEFT TURN LANES AT 12TH ST N IN ST. CLOUD AND AT STEARNS CO CSAH 1 IN SARTELL		STEARNS	SC	NHPP	\$1,538,256 \$2,002,400	0	0	0	\$384,564 \$500,600	0	0	\$1,922,820 \$2,503,000	2016	2016	Increased cost estimate to cover additional work.		
39	MN 15	7321-51S	2016	S	MNDOT	**PV40M** MN 25, 0.1 MI N OF JCT TH 23 TO S END OF BRIDGE #05011 OVER MISSISSIPPI RIVER, MILL AND OVERLAY, INCLUDE CONSTRUCT DUAL SB LEFT TURN LANES AT 12TH ST N IN ST. CLOUD AND AT STEARNS CO CSAH 1 IN SARTELL (HSIP PROJECT)		STEARNS	SH	HSIP	\$715,000	\$0	\$0	\$0	\$79,444	\$0	\$0	\$794,444	2016	2016	No Change		
40	I 94	7380-239	2016	S	MNDOT	**PV40M** I 94, FROM STEARNS CO CSAH 75 W OF ST. JOSEPH TO W END OF BR #73865 AND BR #73866 OVER SAUK RIVER, UNBONDED CONCRETE OVERLAY; AND ON I 94 FROM STEARNS CO CR 159 AT COLLEGEVILLE E TO STEARNS CO CSAH 75, MILL AND OVERLAY		STEARNS	RS	NHPP	\$14,814,000 \$13,950,000	0	0	0	\$1,646,000 \$1,550,000	0	0	\$16,460,000 \$15,500,000	2016	2016	New estimate.		

St. Cloud APO FY 2015-2019 TIP Project Updates																							
Proj #	Route System	Project #	Fiscal Year	Who	Agency	Description	City Location	County Name	Program Code	Proposed Funds	Total FHWA	Total AC	Total AC Payback	FTA	Total TH	Bond	Other	Project Total	Current FY	Orig. FY	Project Update/ Summary	Amount Obligated	
48	RR	71-00124	2017	A	MNDOT	BNSF RR, INSTALL GATES AND FLASHING LIGHTS, T5, 32ND ST SE, HAVEN TOWNSHIP (1.5 MI SE ST CLOUD)		SHERBURNE	SR	RRS	\$350,000 \$275,000	0	0	0	0	0	0	\$350,000 \$275,000	2017	2017	New estimate.		
49	RR	71-00125	2017	A	MNDOT	BNSF RR, INSTALL GATES AND FLASHING LIGHTS, T14, 52ND ST SE, HAVEN TOWNSHIP (4 MI NW CLEAR LAKE)		SHERBURNE	SR	RRS	\$350,000 \$275,000	0	0	0	0	0	0	\$350,000 \$275,000	2017	2017	New estimate.		
50	CSAH 1	005-601-010	2017	L	BENTON COUNTY	BENTON COUNTY CSAH 1, FROM MN 23 TO CSAH 3 (GOLDEN SPIKE ROAD) IN BENTON COUNTY, ROADWAY RESURFACING		BENTON	RS	STP<5K	\$510,400	\$0	\$0	\$0	\$0	\$0	\$127,600	\$638,000	2017	2017	No change		
51	CSAH 2	073-602-045AC	2017	L	STEARNS COUNTY	**AC** STEARNS CSAH 4 TO CSAH 75, ROADWAY RESURFACING (AC PAYBACK 1 OF 1)		STEARNS	RS	STP<5K	\$0	\$0	\$1,688,800	\$0	\$0	\$0	\$0	\$1,688,800	2017	2017	No Change		
52	MSAS 117	220-117-004	2017	L	SARTELL	SARTELL MSAS 117 (50TH AVE), FROM HERITAGE DR TO NORTH 0.5 MILES IN SARTELL, GRADE AND SURFACE, INCL. STORM SEWER AND DRAINAGE IMPROVEMENTS	SARTELL	STEARNS	RS	STP<5K	\$547,600	\$0	\$0	\$0	\$0	\$0	\$1,007,400	\$1,555,000	2017	2017	Preliminary Design is in Progress and on track for construction in Fiscal 2017		
53	PED/BIKE	233-090-001	2017	L	ST. JOSEPH	ON MINNESOTA STREET (STEARNS CO CSAH 2) IN ST. JOSEPH, FROM 4TH AVE NW TO STEARNS CO CSAH 51, CONSTRUCT BIKE/PED TRAIL WITH LIGHTING	SAINT JOSEPH	STEARNS	BT	TAP 5K-200K	\$483,512	\$0	\$0	\$0	\$0	\$0	\$698,288	\$1,181,800	2017	2017	No Change		
54	PED/BIKE	073-591-003AC	2017	L	STEARNS COUNTY	**AC**SRTS**INFRA. IN ST. AUGUSTA, CONSTRUCTION OF SIDEWALK ALONG 245TH ST. FROM STEARNS CSAH 75 TO CSAH 7 AND FLASHING SPEED SIGNS ON CR 7 IN FRONT OF ST. MARY-HELP CHRISTIAN SCHOOL (AC PAYBACK 1 OF 1)		STEARNS	BT	TAP STATEWIDE	\$0	\$0	\$90,808	\$0	\$0	\$0		\$90,808	2017	2017	No Change		
61	CSAH 75	073-675-037	2018	L	STEARNS COUNTY	STEARNS COUNTY CSAH 75, FROM OLD COLLEGEVILLE ROAD TO CSAH 81 IN STEARNS COUNTY, RESURFACING		STEARNS	RS	STP 5K-200K	\$1,260,000	\$0	\$0	\$0	\$0	\$0	\$315,000	\$1,575,000	2018	2018	No Change		
62	CSAH 33	005-629-013	2018	L	BENTON COUNTY	BENTON COUNTY CSAH 33, INTERSECTION OPERATIONAL IMPROVEMENTS AT CSAH 29 (1ST ST.)/CSAH 33 INTERSECTION IN SARTELL	SARTELL	BENTON	RC	STP<5K	\$400,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$500,000	2018	2018	No change		
63	PED/BIKE	005-603-029AC	2018	L	BENTON COUNTY	**AC** CSAH 3 FROM BENTON DR TO TH 10 - ROADWAY EXPANSION, INCL BIKE/PED TRAIL (AC PAYABCK 1 OF 1)	SAUK RAPIDS	BENTON	BT	TAP 5K-200K	\$0	\$0	\$120,431	\$0	\$0	\$0	\$0	\$120,431	2018	2018	No change		
64	PED/BIKE	073-090-010	2018	L	STEARNS COUNTY	CONSTRUCT LAKE WOBEGON TRAIL EXTENSION FROM ST JOSEPH TO RIVERS EDGE PARK IN WAITE PARK		STEARNS	BT	TAP STATEWIDE	\$922,678	\$0	\$0	\$0	\$0	\$0	\$727,322	\$1,650,000	2018	2018	No Change		
65	BB	TBD	2019	E	METRO-BUS	REPLACE 2 CLASS 500 PARATRANSIT VEHICLES	SAINT CLOUD	MULTI-COUNTY	B9	STP	\$160,000	\$0	\$0	\$0	\$0	\$0	\$198,000	\$358,000	2019	2019	Project to be funded by MnDOT Central Office		
66	MSAS 151/ LOCAL 999	TBD	2019	L	ST. CLOUD	33RD STREET SOUTH PHASE 2: SOUTHWAY DR TO COOPER AVE EXPAND TO 4 LANE DIVIDED ROADWAY WITH SIDEWALK AND TRAIL	SAINT CLOUD	STEARNS	MC	STP	\$1,300,000	\$0	\$0	\$0	\$0	\$0	\$2,100,000	\$3,400,000	2019	2019	No Change - On Track		

5 FY 2016-2019 TIP Project List and Map

This section includes the programmed projects for FY 2016-2019 in the St. Cloud Metropolitan Planning Area. The project table is organized by project year. Submitting agencies are instructed to apply inflation adjustments of 4-5% per year to project cost submittals to calculate the year of construction cost estimate, which appears in the table. New projects are included in the full table and also listed separately in an additional table. The map at the end of this section shows project locations and visually differentiates new project locations.

St. Cloud APO FY 2016 - 2019 TIP Project Programming : 2016

Route System	Project #	Fiscal Year	Who	Agency	Description	Proposed Funds	STIP Total	Total FHWA	Total AC	Total AC Payback	FTA	Total TH	Other	Project Total
BB	TRF-0048-16A	2016	L	METRO BUS	SECT 5307: OPERATING ASSISTANCE	FTA	\$7,934,140	\$0	\$0	\$0	\$1,239,000	\$0	\$6,695,140	\$7,934,140
BB	TRF-0048-16B	2016	L	METRO BUS	SECT 5307: CAPITALIZED PREVENTIVE MAINTENANCE	FTA	\$1,148,750	\$0	\$0	\$0	\$919,000	\$0	\$229,750	\$1,148,750
BB	TRF-0048-16C	2016	L	METRO BUS	SECT 5307:CAPITAL OFFICE EQUIPMENT & COMPUTERS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-16D	2016	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE TOOLS & EQUIPMENT	FTA	\$10,000	\$0	\$0	\$0	\$8,000	\$0	\$2,000	\$10,000
BB	TRF-0048-16E	2016	L	METRO BUS	SECT 5307: CAPITAL BUS SHELTER AMENITIES	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-16F	2016	L	METRO BUS	SECT 5307: CAPITAL TSP PROJECTS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-16G	2016	L	METRO BUS	SECT 5307: CAPITAL CNG CANAPY FOR FUELING STATION	FTA	\$200,000	\$0	\$0	\$0	\$160,000	\$0	\$40,000	\$200,000
BB	TRF-0048-16H	2016	L	METRO BUS	SECT 5307: CAPITAL INFORMATION TECHNOLOGY PROJECTS	FTA	\$425,000	\$0	\$0	\$0	\$340,000	\$0	\$85,000	\$425,000
BB	TRF-0048-16I	2016	L	METRO BUS	SECT 5307: CAPITAL TRANSIT CENTER IMPROVEMENTS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRS-0048-16	2016	L	METRO BUS	STP: (2) SMALL CNG BUSES	STP 5K-200K	\$400,000	\$267,600	\$0	\$0	\$0	\$0	\$132,400	\$400,000
LOCAL 999	005-070-001	2016	L	BENTON COUNTY	IN BENTON COUNTY, CSAH 6 FROM SO CO LINE TO MN 95, CSAH 3 FROM EAST LIMITS OF SAUK RAPIDS TO CSAH 4, CSAH 4 FROM US 10 TO CSAH 1, CSAH 6 FROM MN 95 TO CSAH 4, CSAH 7 FROM CSAH 4 TO MN 23, GROUND IN WET-REFLECTIVE EPOXY MARKINGS	HSIP	\$157,250	\$141,525	\$0	\$0	\$0	\$0	\$15,725	\$157,250
CSAH 3	005-603-029P	2016	L	BENTON COUNTY	**AC** CSAH 3, FROM BENTON DR TO TH 10 - ROADWAY EXPANSION, INCL BIKE/PED TRAIL PROJECT USING ADVANCE CONSTRUCTION (AC PROJECT - PAYBACK IN 2018)	STP 5K-200K	\$6,218,508	\$2,345,500	\$186,823	\$0	\$0	\$0	\$3,873,008	\$6,405,331
CSAH 3	005-603-029T	2016	L	BENTON COUNTY	**AC** CSAH 3, FROM BENTON DR TO US 10 , CONSTRUCT BIKE/PED TRAIL ALONG BENTON INCLUDES ROADWAY EXPANSION PROJECT (AC PROJECT - PAYBACK IN 2018)	TAP 5K-200K	\$30,108	\$0	\$120,431	\$0	\$0	\$0	\$30,108	\$150,539
MN 15	7321-51	2016	S	MNDOT	**SPPP** MN 15, FROM 0.1 MI N OF JCT TH 23 TO S END OF MISSISSIPPI RIVER BRIDGE #05011, AND FROM N END OF BRIDGE #05011 TO BENTON CSAH 33, MILL AND OVERLAY	NHPP	\$2,503,000	\$2,002,400	\$0	\$0	\$0	\$500,600	\$0	\$2,503,000
MN 15	7321-51S	2016	S	MNDOT	MN 15, CONSTRUCT DUAL SB LEFT TURN LANES AT 12TH ST N IN ST. CLOUD AND AT STEARNS CO CSAH 1 IN SARTELL	HSIP	\$794,444	\$715,000	\$0	\$0	\$0	\$79,444	\$0	\$794,444
I 94	7380-239	2016	S	MNDOT	**SPPP** I 94, FROM STEARNS CO CSAH 75 W OF ST. JOSEPH TO W END OF BR #73865 AND BR #73866 OVER SAUK RIVER, UNBONDED CONCRETE OVERLAY; AND ON I 94 FROM STEARNS CO CR 159 AT COLLEGEVILLE E TO STEARNS CO CSAH 75, MILL AND OVERLAY	NHPP	\$15,500,000	\$13,950,000	\$0	\$0	\$0	\$1,550,000	\$0	\$15,500,000

St. Cloud APO FY 2016 - 2019 TIP Project Programming : 2017

Route System	Project #	Fiscal Year	Who	Agency	Description	Proposed Funds	STIP Total	Total FHWA	Total AC	Total AC Payback	FTA	Total TH	Other	Project Total
BB	TRF-0048-17A	2017	L	METRO BUS	SECT 5307: OPERATING ASSISTANCE	FTA	\$8,482,220	\$0	\$0	\$0	\$1,288,000	\$0	\$7,194,220	\$8,482,220
BB	TRF-0048-17B	2017	L	METRO BUS	SECT 5307: CAPITALIZED PREVENTIVE MAINTENANCE	FTA	\$1,182,500	\$0	\$0	\$0	\$946,000	\$0	\$236,500	\$1,182,500
BB	TRF-0048-17C	2017	L	METRO BUS	SECT 5307:CAPITAL OFFICE EQUIPMENT & COMPUTERS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-17D	2017	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE TOOLS & EQUIPMENT	FTA	\$10,000	\$0	\$0	\$0	\$8,000	\$0	\$2,000	\$10,000
BB	TRF-0048-17E	2017	L	METRO BUS	SECT 5307: CAPITAL BUS SHELTER AMENITIES	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-17F	2017	L	METRO BUS	SECT 5307: CAPITAL TSP PROJECTS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-17G	2017	L	METRO BUS	SECT 5307: CAPITAL INFORMATION TECHNOLOGY PROJECTS	FTA	\$61,500	\$0	\$0	\$0	\$49,200	\$0	\$12,300	\$61,500
BB	TRF-0048-17H	2017	L	METRO BUS	SECT 5307: CAPITAL OPERATIONS FACILITY IMPROVEMENTS	FTA	\$80,000	\$0	\$0	\$0	\$64,000	\$0	\$16,000	\$80,000
BB	TRF-0048-17I	2017	L	METRO BUS	SECT 5307: CAPITAL OPERATIONS VEHICLE	FTA	\$35,000	\$0	\$0	\$0	\$28,000	\$0	\$7,000	\$35,000
CSAH 1	005-601-010	2017	L	BENTON COUNTY	BENTON COUNTY CSAH 1, FROM MN 23 TO CSAH 3 (GOLDEN SPIKE ROAD) IN BENTON COUNTY, ROADWAY RESURFACING	STP5K	\$638,000	\$510,400	\$0	\$0	\$0	\$0	\$127,600	\$638,000
RR	71-00124	2017	A	MNDOT	BNSF RR, INSTALL GATES AND FLASHING LIGHTS, T5, 32ND ST SE, HAVEN TWP	RRS	\$275,000	\$275,000	\$0	\$0	\$0	\$0	\$0	\$275,000
RR	71-00125	2017	A	MNDOT	BNSF RR, INSTALL GATES AND FLASHING LIGHTS, T14, 52ND ST SE, HAVEN TWP	RRS	\$275,000	\$275,000	\$0	\$0	\$0	\$0	\$0	\$275,000
PED/BIKE	073-591-003AC	2017	L	STEARNS COUNTY	**AC**SRTS**INFRA. IN ST. AUGUSTA, CONSTRUCTION OF SIDEWALK ALONG 245TH ST. FROM STEARNS CSAH 75 TO CSAH 7 AND FLASHING SPEED SIGNS ON CR 7 IN FRONT OF ST. MARY-HELP CHRISTIAN SCHOOL (AC PAYBACK 1 OF 1)	TAP STATEWIDE	\$90,808	\$0	\$0	\$90,808	\$0	\$0	\$0	\$0
CSAH 2	073-602-045AC	2017	L	STEARNS COUNTY	**AC** STEARNS CSAH 4 TO CSAH 75, ROADWAY RESURFACING (AC PAYBACK 1 OF 1)	STP 5K	\$1,688,800	\$0	\$0	\$1,688,800	\$0	\$0	\$0	\$0
MSAS 117	220-117-004	2017	L	SARTELL	**AC** SARTELL MSAS 117 (50TH AVE), FROM HERITAGE DR TO NORTH 0.5 MILES IN SARTELL, GRADE AND SURFACE	STP 5K	\$1,460,416	\$547,600	\$94,584	\$0	\$0	\$0	\$912,816	\$1,555,000
PED/BIKE	233-090-001	2017	L	ST. JOSEPH	STEARNS CO CSAH 2 (MINNESOTA STREET) IN ST. JOSEPH, FROM 4TH AVE NW TO STEARNS CO CSAH 51, CONSTRUCT BIKE/PED TRAIL WITH LIGHTING	TAP 5K-200K	\$1,181,800	\$483,512	\$0	\$0	\$0	\$0	\$698,288	\$1,181,800

St. Cloud APO FY 2016 - 2019 TIP Project Programming : 2018

Route System	Project #	Fiscal Year	Who	Agency	Description	Proposed Funds	STIP Total	Total FHWA	Total AC	Total AC Payback	FTA	Total TH	Other	Project Total
BB	TRF-0048-18A	2018	L	METRO BUS	SECT 5307: OPERATING ASSISTANCE	FTA	\$9,091,060	\$0	\$0	\$0	\$1,340,000	\$0	\$7,751,060	\$9,091,060
BB	TRF-0048-18B	2018	L	METRO BUS	SECT 5307: CAPITALIZED PREVENTIVE MAINTENANCE	FTA	\$1,218,750	\$0	\$0	\$0	\$975,000	\$0	\$243,750	\$1,218,750
BB	TRF-0048-18C	2018	L	METRO BUS	SECT 5307:CAPITAL OFFICE EQUIPMENT & COMPUTERS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-18D	2018	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE TOOLS & EQUIPMENT	FTA	\$10,000	\$0	\$0	\$0	\$8,000	\$0	\$2,000	\$10,000
BB	TRF-0048-18E	2018	L	METRO BUS	SECT 5307: CAPITAL BUS SHELTER AMENITIES	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-18F	2018	L	METRO BUS	SECT 5307: CAPITAL TSP PROJECTS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-18G	2018	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE VEHICLE	FTA	\$35,000	\$0	\$0	\$0	\$28,000	\$0	\$7,000	\$35,000
BB	TRF-0048-18H	2018	L	METRO BUS	SECT 5307: CAPITAL INFORMATION TECHNOLOGY PROJECTS	FTA	\$16,000	\$0	\$0	\$0	\$12,800	\$0	\$3,200	\$16,000
CSAH 3	005-603-029TAC	2018	L	BENTON COUNTY	**AC** CONSTRUCT BIKE/PED TRAIL ALONG BENTON CSAH 3 FROM BENTON DR TO US 10 INCLUDES ROADWAY EXPANSION PROJECT (AC PAYABCK 1 OF 1)	TAP 5K-200K	\$120,431	\$0	\$0	\$120,431	\$0	\$0	\$0	\$0
CSAH 33	005-629-013	2018	L	BENTON COUNTY	BENTON COUNTY CSAH 33, INTERSECTION OPERATIONAL IMPROVEMENTS AT CSAH 29 (1ST ST.)/CSAH 33 INTERSECTION IN SARTELL	STP 5K	\$500,000	\$400,000	\$0	\$0	\$0	\$0	\$100,000	\$500,000
PED/BIKE	073-090-010	2018	L	STEARNS COUNTY	CONSTRUCT LAKE WOBEGON TRAIL EXTENSION FROM ST JOSEPH TO RIVERS EDGE PARK IN WAITE PARK	TAP 5K-200K	\$1,650,000	\$922,678	\$0	\$0	\$0	\$0	\$727,322	\$1,650,000
CSAH 75	073-675-037	2018	L	STEARNS COUNTY	STEARNS COUNTY CSAH 75, FROM OLD COLLEGEVILLE ROAD TO CSAH 81 IN STEARNS COUNTY, RESURFACING	STP 5K-200K	\$1,575,000	\$1,260,000	\$0	\$0	\$0	\$0	\$315,000	\$1,575,000

St. Cloud APO FY 2016 - 2019 TIP Project Programming : 2019

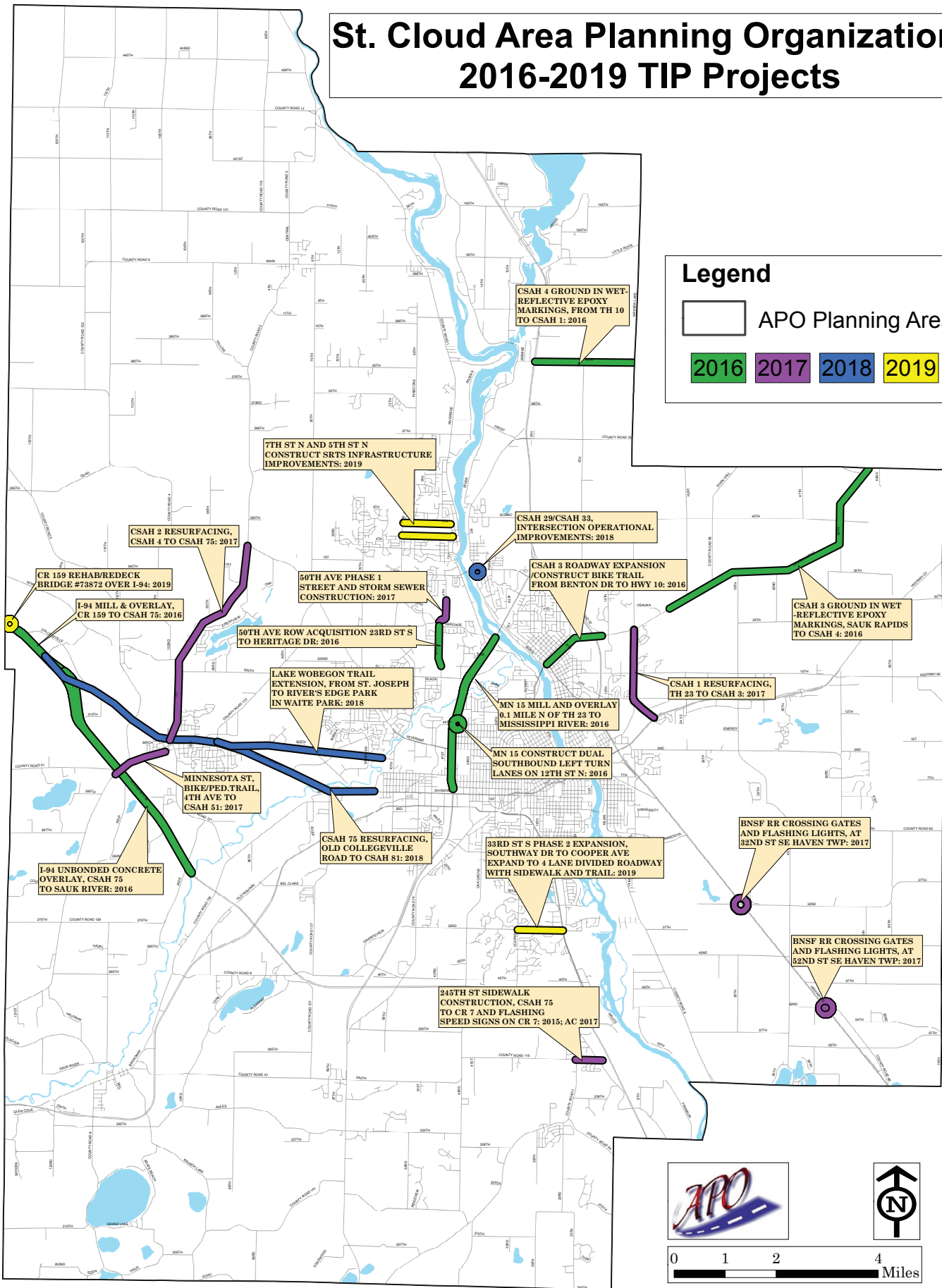
Route System	Project #	Fiscal Year	Who	Agency	Description	Proposed Funds	STIP Total	Total FHWA	Total AC	Total AC Payback	FTA	Total TH	Other	Project Total
BB	TRF-0048-19A	2019	L	METRO BUS	SECT 5307: OPERATING ASSISTANCE	FTA	\$9,342,780	\$0	\$0	\$0	\$1,393,000	\$0	\$7,949,780	\$9,342,780
BB	TRF-0048-19B	2019	L	METRO BUS	SECT 5307: CAPITALIZED PREVENTIVE MAINTENANCE	FTA	\$1,255,000	\$0	\$0	\$0	\$1,004,000	\$0	\$251,000	\$1,255,000
BB	TRF-0048-19C	2019	L	METRO BUS	SECT 5307:CAPITAL OFFICE EQUIPMENT & COMPUTERS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-19D	2019	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE TOOLS & EQUIPMENT	FTA	\$15,000	\$0	\$0	\$0	\$12,000	\$0	\$3,000	\$15,000
BB	TRF-0048-19E	2019	L	METRO BUS	SECT 5307: CAPITAL BUS SHELTER AMENITIES	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-19F	2019	L	METRO BUS	SECT 5307: CAPITAL TSP PROJECTS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-19G	2019	L	METRO BUS	SECT 5307: CAPITAL MOBILITY TRAINING CENTER IMPROVEMENTS	FTA	\$25,000	\$0	\$0	\$0	\$20,000	\$0	\$5,000	\$25,000
BB	TRF-0048-19H	2019	L	METRO BUS	SECT 5307: CAPITAL INFORMATION TECHNOLOGY PROJECTS	FTA	\$20,000	\$0	\$0	\$0	\$16,000	\$0	\$4,000	\$20,000
BB	TRF-0048-19I	2019	L	METRO BUS	SECT 5307: CAPITAL OPERATIONS VEHICLE	FTA	\$35,000		\$0	\$0	\$28,000	\$0	\$7,000	\$35,000
BB	TRF-0048-19J	2019	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE VEHICLE	FTA	\$35,000	\$0	\$0	\$0	\$28,000	\$0	\$7,000	\$35,000
MSAS 151	162-151-004	2019	L	ST. CLOUD	ST. CLOUD MSAS 151, EXPANSION OF TWO-LANE UNDIVIDED ROADWAY (33RD STREET SOUTH) TO A FOUR-LANE DIVIDED ROADWAY WITH SIDEWALK AND TRAIL AMENITIES FROM SOUTHWAY DRIVE TO COOPER AVENUE	STP Statewide	\$3,400,000	\$1,486,823	\$0	\$0	\$0	\$0	\$1,913,177	\$3,400,000
CSAH 3	005-603-029PAC	2019	L	BENTON COUNTY	**AC** BENTON CSAH 3 FROM BENTON DR TO TH 10 - ROADWAY EXPANSION, INCL BIKE/PED TRAIL PROJECT (AC PAYBACK 1 OF 1)	STP 5K-200K	\$186,823	\$0	\$0	\$186,823	\$0	\$0	\$0	\$0
MSAS 117	220-117-004AC	2019	L	SARTELL	**AC** SARTELL MSAS 117 (50TH AVE), FROM HERITAGE DR TO NORTH 0.5 MILES IN SARTELL, GRADE AND SURFACE (AC PAYBACK 1 OF 1)	STP<5K	\$94,584	\$0	\$0	\$94,584	\$0	\$0	\$0	\$0
PED/BIKE	220-591-005	2019	L	SARTELL	**SRTS** CONSTRUCT SRTS INFRASTRUCTURE IMPROVEMENTS ALONG 7TH ST N AND 5TH ST N IN SARTELL	TAP 5K-200K	\$248,970	\$199,176	\$0	\$0	\$0	\$0	\$49,794	\$248,970
I 94	7380-246	2019	S	MNDOT	**SPPB** I-94, NEAR COLLEGEVILLE, REHAB/REDECK AT BRIDGE #73872 AT STEARNS CO CR 159 OVER I-94	NHPP	\$1,501,000	\$1,350,900	\$0	\$0	\$0	\$150,100	\$0	\$1,501,000

New Projects in St. Cloud APO FY 2016 - 2019 TIP Project Programming

Route System	Project #	Fiscal Year	Who	Agency	Description	Proposed Funds	STIP Total	Total FHWA	Total AC	Total AC Payback	FTA	Total TH	Other	Project Total
PED/BIKE	220-591-005	2019	L	SARTELL	**SRTS** CONSTRUCT SRTS INFRASTRUCTURE IMPROVEMENTS ALONG 7TH ST N AND 5TH ST N IN SARTELL	TAP 5K-200K	\$248,970	\$199,176	\$0	\$0	\$0	\$0	\$49,794	\$248,970
I 94	7380-246	2019	S	MNDOT	**SPPB** I-94, NEAR COLLEGEVILLE, REHAB/REDECK AT BRIDGE #73872 AT STEARNS CO CR 159 OVER I-94	NHPP	\$1,501,000	\$1,350,900	\$0	\$0	\$0	\$150,100	\$0	\$1,501,000

St. Cloud Area Planning Organization 2016-2019 TIP Projects

Legend



6 Financial Capacity Analysis

General Legislative & Policy Background

The most recent surface transportation bill, MAP-21, and the Clean Air Act Amendments of 1990 (CAAA) have prescribed the following financial planning requirements for Metropolitan Planning Organizations (MPOs), state Departments of Transportation (DOTs), and public transit agencies.

- ♦ At the state level, MAP-21 requires a Long Range Statewide Transportation Plan. MAP-21 also requires at least a 4-year State Transportation Improvement Program (STIP). The STIP is to be financially constrained.
- ♦ At the metropolitan level, MPOs and transit operators are required to prepare a financial plan as part of the Long Range Plan and the Transportation Improvement Program (TIP).
- ♦ The financial plans must demonstrate how the Long Range Plan and TIP can be implemented, indicate public and private resources that are reasonably expected to be available (new funding sources such as tolls and congestion pricing, strategies to ensure funding availability must be identified), and recommend innovative financing techniques to finance projects and programs.
- ♦ Fiscal constraint is required by the federal metropolitan planning requirements specifically identified in 23 CFR 450.322 (f)(10)(viii) and 23 CFR 450.324 (o).
- ♦ In addition to federal metropolitan planning requirements (see above bullet), air quality regulations state metropolitan transportation plans and TIPs must be fiscally constrained consistent with DOT's metropolitan planning regulations in order to be found in conformity.

MAP-21 & CAAA TIP Financial Requirements

- ♦ Be financially constrained by year and include a

financial plan that demonstrates through current and projected revenue streams, how implementing agencies requesting federal funds can provide the required local match, while adequately operating and maintaining their existing transportation system;

- ♦ Include only projects for which construction and operating funds are reasonably expected to be available. In the case of new funding sources, strategies for ensuring their availability shall be identified;
- ♦ The MPO must consider all projects and strategies funded under title 23 U.S.C. and the Federal Transit Act, other federal funds, local sources, state assistance, and private participation. The amount of funding assumed for future years from federal sources should not exceed currently authorized amounts;
- ♦ Show the amount of federal funds proposed to be obligated in each program year, the proposed sources of federal and non-federal funds, and the estimated cost for each project; and
- ♦ Meet all criteria in the Metropolitan and Statewide Planning Regulations.

Three (3) activities needed to be addressed in the TIP when preparing the Financial Analysis

- ♦ Current financial condition
 - ♦ Looks at overall financial health of agency or jurisdiction
- ♦ Future financial condition
 - ♦ Looks at an estimation of expense and revenue streams, while addressing future flows
- ♦ Financial capability finding
 - ♦ Looks at agency or jurisdiction ability to provide designated local match for federally funded projects while adequately maintaining & operating their existing transportation system.

Financial Analysis Preparation

To illustrate the current financial condition of each of the APO member jurisdictions requesting Federal funds, local transportation dollars expended on maintenance and operation of the existing system and on expansion of the existing system are summarized from 1989 to 2014.

Summarized local maintenance and operation expenditures include traditional low-cost activities such as snow plowing, ditch mowing, pothole filling (see Appendix E), and non-traditional construction-oriented maintenance and operation activities, as defined by the investment definitions of preservation, management and operations, and replacement (see below).

To determine future financial condition, local transportation revenue available, local tax levies, special assessments, state, state-aid, bonding and any other miscellaneous local revenue streams were projected by each jurisdiction for the TIP program period. Projections include dollars to be spent on maintenance and operation and expansion of the system.

To determine if projected local funds are adequate to provide the necessary local match for Federal funds, without compromising maintenance and operation of the system, each jurisdiction's required local match must be estimated. A summary of federal funds and corresponding local match requirements are estimated for all projects, and all programmed federal projects are identified as either maintenance or expansion projects using the following investment category definitions.

Expansion & Maintenance Investment Category Definitions

- ♦ **Preservation:** To maintain existing systems at a minimum level that will provide for the safe movement of people and freight. Focus is on activities that retain or restore the existing condition without necessarily extending the service life or increasing capacity. Preservation includes traditional program categories of road repair, resurfacing, reconditioning and bridge repair.
- ♦ **Management and Operation:** To safely and efficiently manage and operate existing systems,

effectively addressing critical safety and operations problems through minor and moderate cost improvements. Management and operations includes traditional program categories of cooperative agreements, enhancement, junkyard screening, planning, rest area beautification, safety capacity, safety high hazard, safety rail, and traffic management.

- ♦ **Replacement:** To enhance economic development by replacing eligible system pieces or elements; reduce barriers such as weight restrictions, bottlenecks and system disruptions. Replacement includes traditional program categories of bridge replacement and reconstruction. This category addresses system deficiencies and facilities that are identified as "end of useful life".
- ♦ **Expansion:** To attain a competitive advantage for the State by adding roadway capacity through construction of a new alignment roadway or adding additional travel lanes to an existing roadway. This category improves the safety and mobility of the transportation system.

The reason for preparing the financial capability finding is to determine if a jurisdiction that is programmed to receive federal funds can provide the local match requirement without compromising maintenance and operation of the existing system.

Local match amounts allocated to federal "Preservation", "Management and Operations" or "Replacement" projects are assumed to enhance maintenance and operation of the existing system. Local match amounts allocated to "Expansion" projects should not adversely impact a jurisdiction's historic local maintenance operation investment for a jurisdiction to be found in financial conformance.

Financial Capability Finding

The pages that follow summarize the existing and forecasted financial condition of implementing agencies and the ability to provide adequate local funding to match federal dollars programmed in the 2016-2019 TIP.

The first (pie) chart illustrates historically how local transportation dollars have been spent on maintenance and operations and expansion projects. The second (bar) chart shows total projected local investments for maintenance and operations and expansion projects during the 2016-2019 TIP timeframe. The final (bar) chart represents local money available,

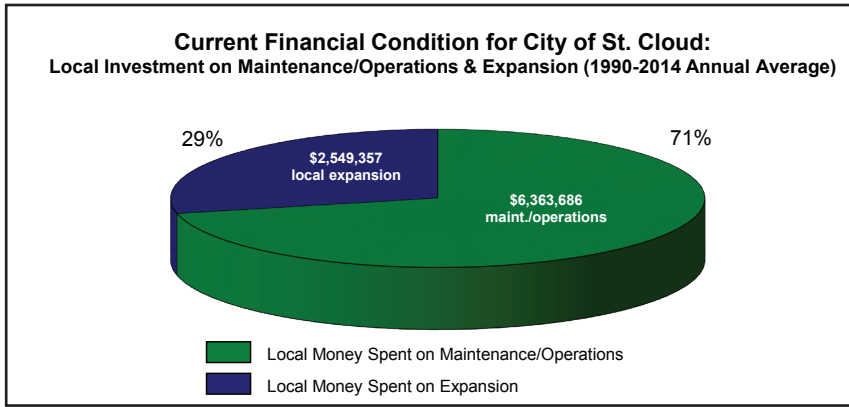
less the historical average spent on maintenance and operations, to match federal funds programmed in the 2016-2019 TIP.

A brief financial capability summary narrative (i.e. finding) is included for each implementing agency. Detailed financial data used for the charts in this analysis is located in Appendix F.

City of Saint Cloud

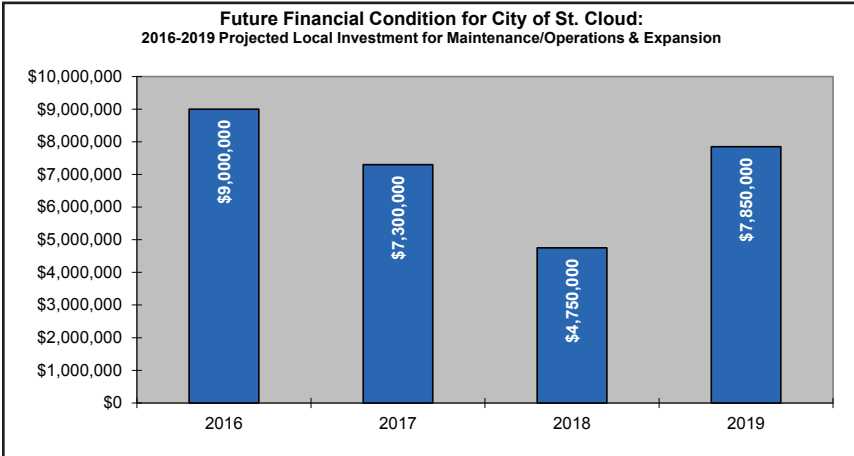
Current Financial Condition:

Local Investment on Maintenance/
Operations and Expansion
(1990-2014) Annual Average



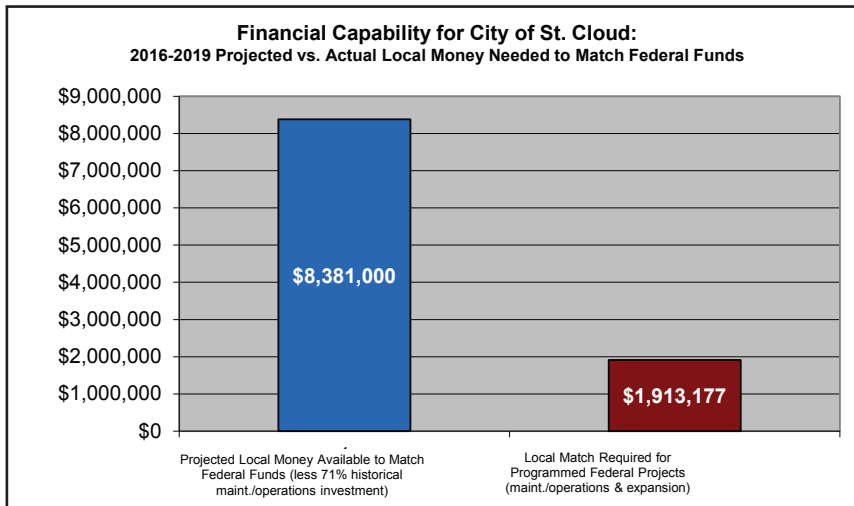
Future Financial Condition (FFC):

2016-2019 Projected Local Investment for
Maintenance/ Operations & Expansion



Financial Capability:

2016-2019 Projected Local Money (minus
71% for maintenance/ operations) vs. Actual
Local Money Needed to Match Federal
Funds Programmed in the 2016-2019 TIP

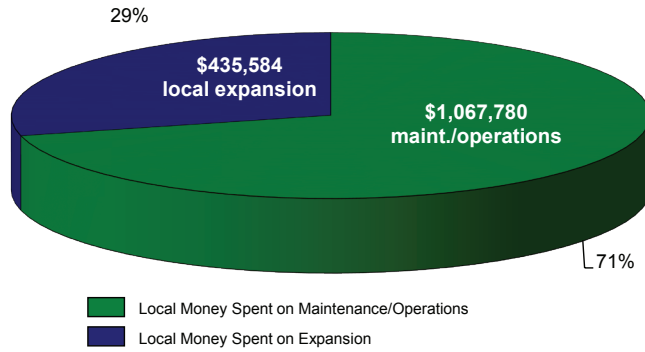


Financial Capability Finding:

Based on historic overall local funding and maintenance investment levels, approximately \$8.38 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. This figure compares to a required local match of \$1.9 million for city of St. Cloud projects programmed in the 2016-2019 TIP. Accordingly, the city of St. Cloud will be able to provide this local match without compromising maintenance and operation of the existing system.

City of Sauk Rapids

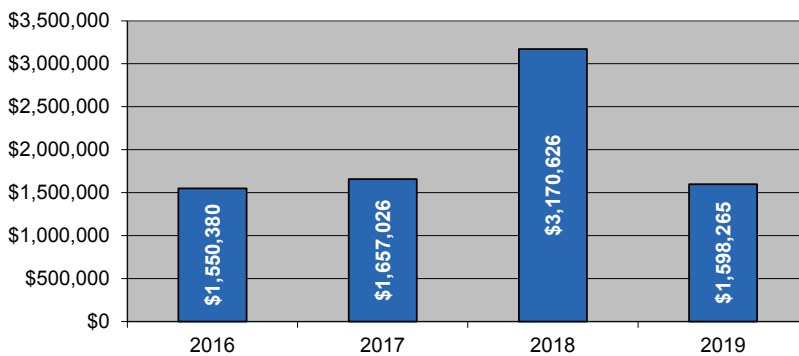
Current Financial Condition for City of Sauk Rapids:
Local Investment on Maintenance/Operations & Expansion (1990-2014 Annual Average)



Current Financial Condition:

Local Investment on Maintenance/
Operations and Expansion
(1990-2014) Annual Average

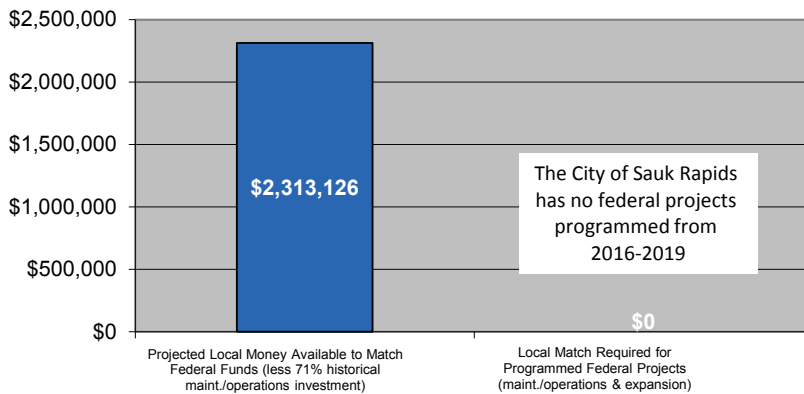
Future Financial Condition for City of Sauk Rapids:
2016-2019 Projected Local Investment for Maintenance/Operations & Expansion



Future Financial Condition (FFC):

2016-2019 Projected Local Investment for
Maintenance/ Operations & Expansion

Financial Capability for City of Sauk Rapids:
2016-2019 Projected vs. Actual Local Money Needed to Match Federal Funds



Financial Capability:

2016-2019 Projected Local Money (minus
71% for maintenance/ operations) vs. Actual
Local Money Needed to Match Federal
Funds Programmed in the 2016-2019 TIP

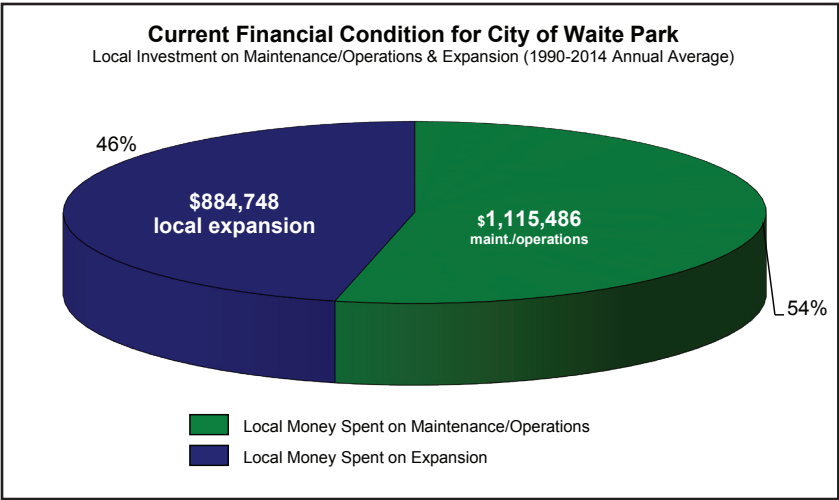
Financial Capability Finding:

Based on historic overall local funding and maintenance investment levels, approximately \$2.3 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. The city of Sauk Rapids has no federal projects requiring a local match in the 2016-2019 TIP.

City of Waite Park

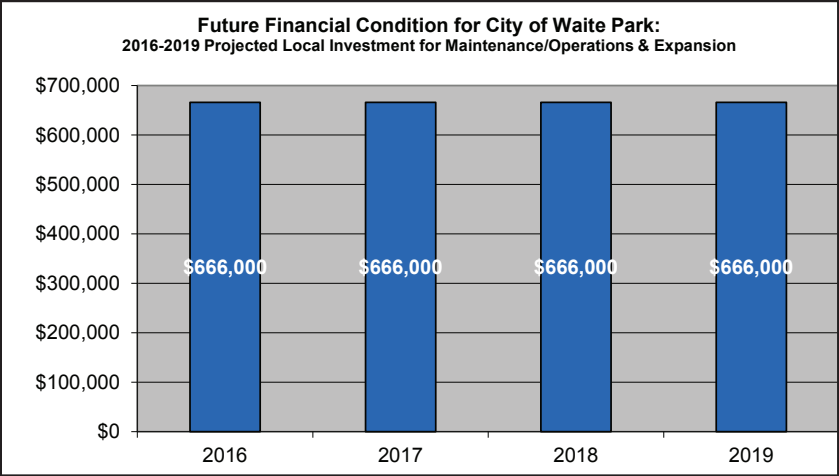
Current Financial Condition:

Local Investment on Maintenance/
Operations and Expansion
(1990-2014) Annual Average



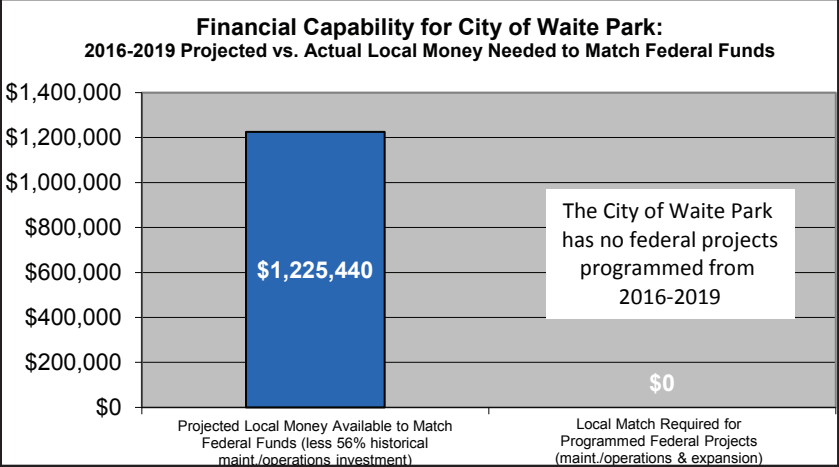
Future Financial Condition (FFC):

2016-2019 Projected Local Investment for
Maintenance/ Operations & Expansion



Financial Capability:

2016-2019 Projected Local Money (minus
54% for maintenance/ operations) vs. Actual
Local Money Needed to Match Federal
Funds Programmed in the 2016-2019 TIP



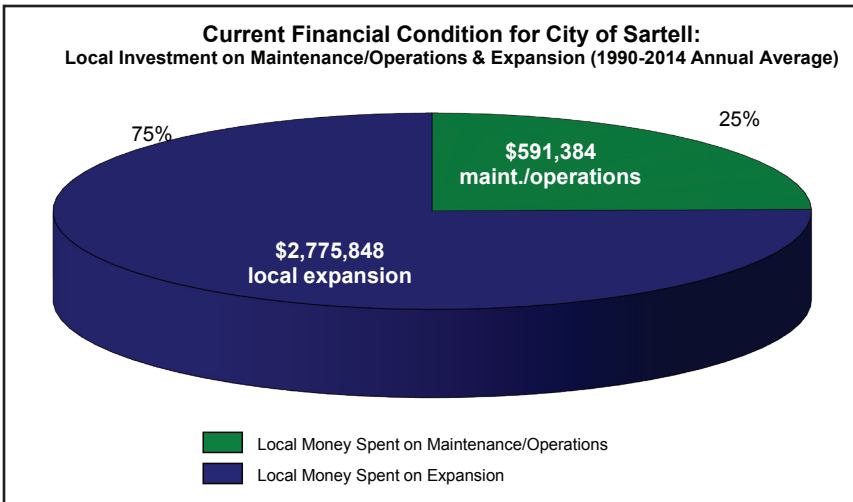
Financial Capability Finding:

Based on historic overall local funding and maintenance investment levels, approximately \$1.2 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. However, the City of Waite Park has no projects requiring local match in the 2016-2019 TIP.

City of Sartell

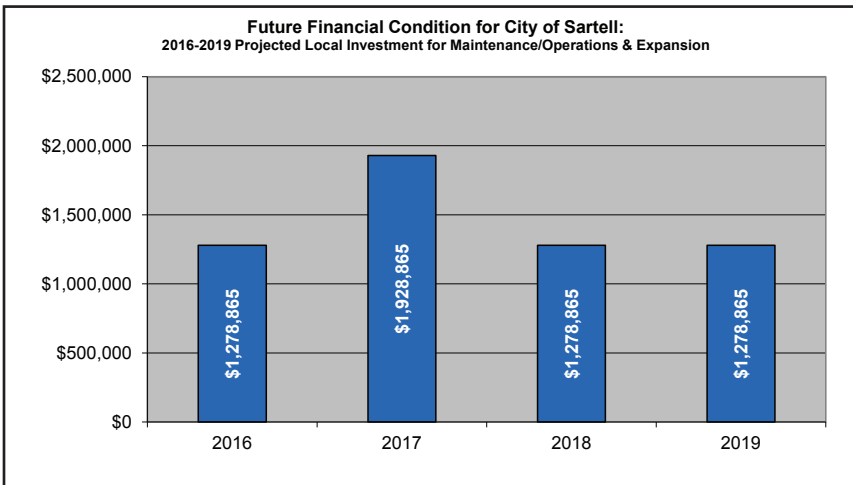
Current Financial Condition:

Local Investment on Maintenance/
Operations and Expansion
(1990-2014) Annual Average



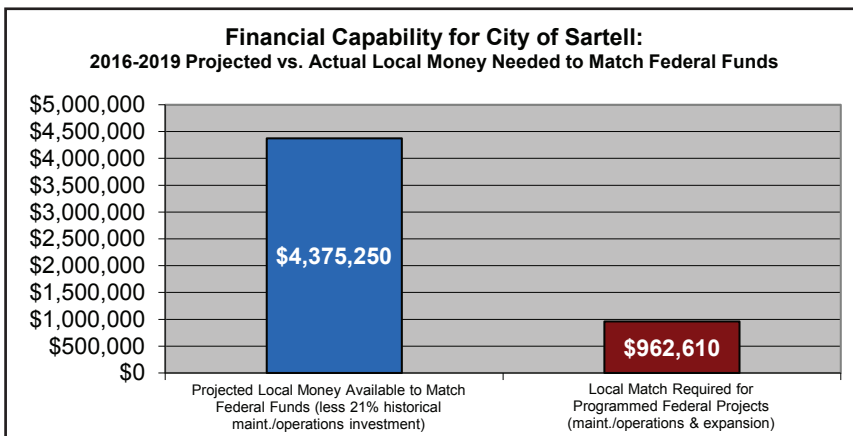
Future Financial Condition (FFC):

2016-2019 Projected Local Investment for
Maintenance/ Operations & Expansion



Financial Capability:

2016-2019 Projected Local Money (minus
25% for maintenance/ operations) vs. Actual
Local Money Needed to Match Federal
Funds Programmed in the 2016-2019 TIP



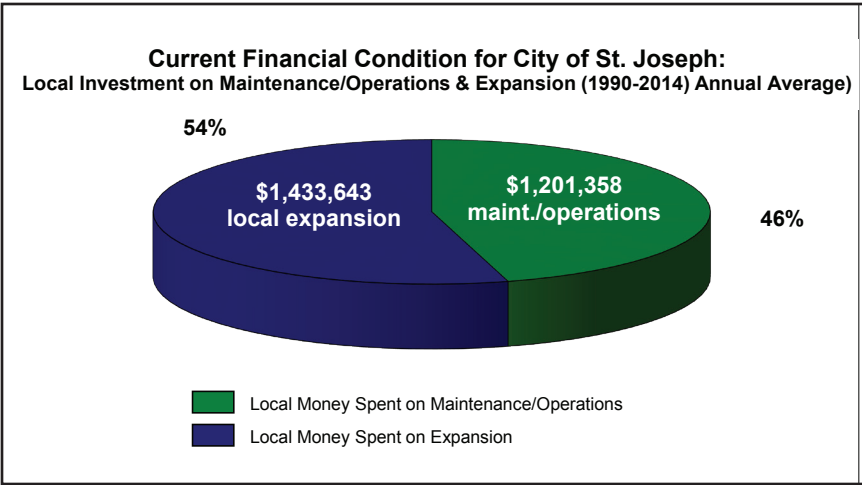
Financial Capability Finding:

Based on historic overall local funding and maintenance investment levels, approximately \$4.375 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. The necessary local match for City of Sartell projects in the 2016-2019 TIP is \$962,610. Sartell will be able to provide this local match without compromising maintenance and operation of the existing system.

City of Saint Joseph

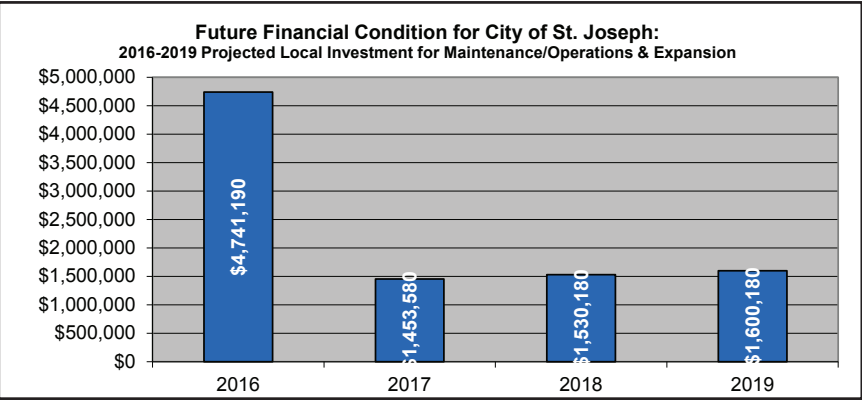
Current Financial Condition:

Local Investment on Maintenance/
Operations and Expansion
(1990-2014) Annual Average



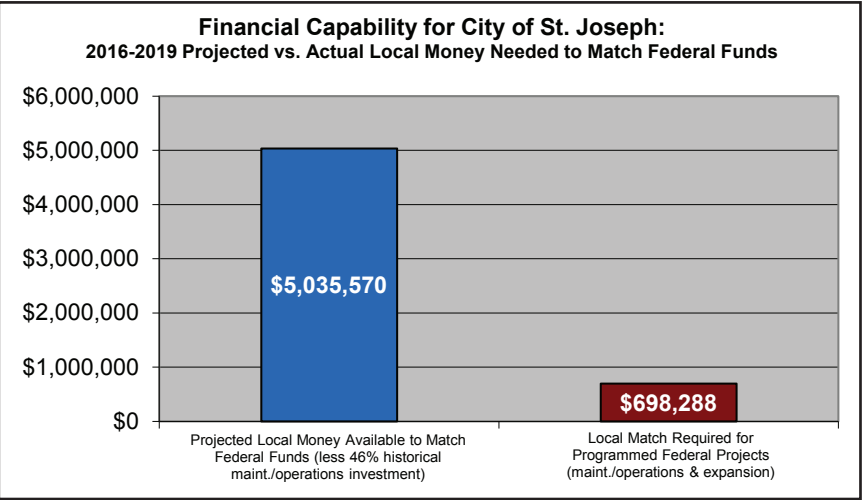
Future Financial Condition (FFC):

2016-2019 Projected Local Investment for
Maintenance/ Operations & Expansion



Financial Capability:

2016-2019 Projected Local Money (minus
46% for maintenance/ operations) vs. Actual
Local Money Needed to Match Federal
Funds Programmed in the 2016-2019 TIP



Financial Capability Finding:

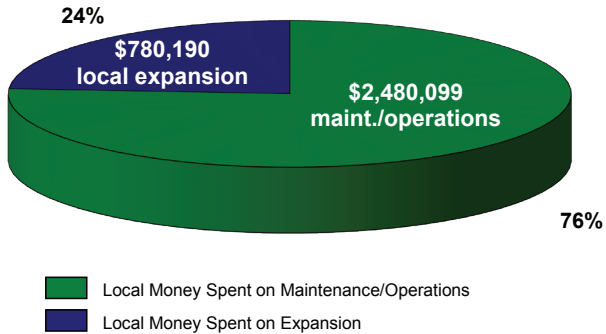
Based on historic overall local funding and maintenance investment levels, \$5 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. This figure compares to a required local match of \$698,288 for city of St. Joseph projects programmed in the 2015-2019 TIP. Accordingly, the city of St. Joseph will be able to provide this local match without compromising maintenance and operation of the existing system.

Stearns County

Current Financial Condition:

Local Investment on Maintenance/
Operations and Expansion
(1990-2014) Annual Average

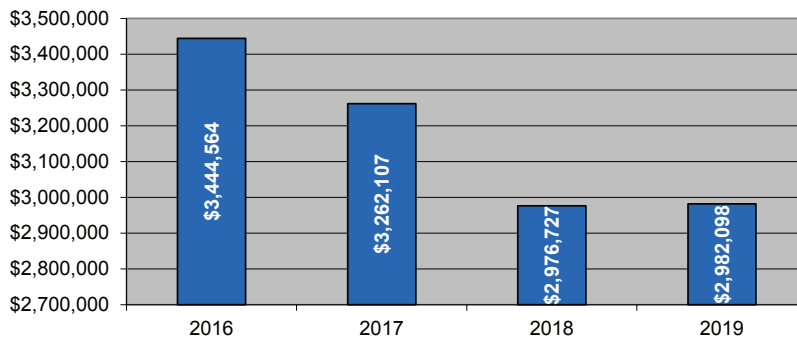
Current Financial Condition for Stearns County:
Local Investment on Maintenance/Operations & Expansion (1990-2014 Annual Average)



Future Financial Condition (FFC):

2016-2019 Projected Local Investment for
Maintenance/ Operations & Expansion

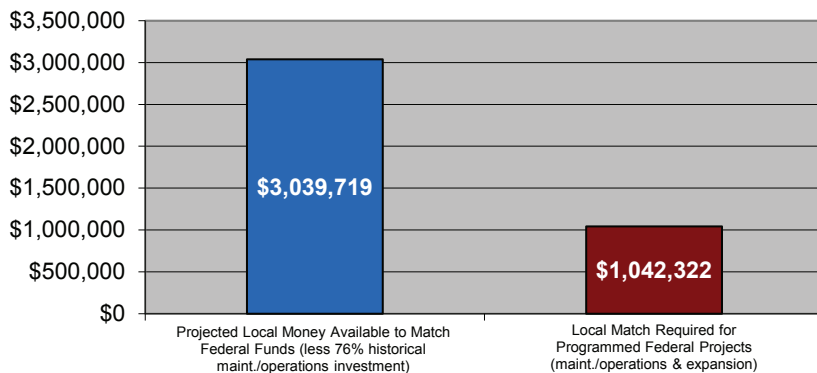
Future Financial Condition for Stearns County:
2016-2019 Projected Local Investment for Maintenance/Operations & Expansion



Financial Capability:

2016-2019 Projected Local Money (minus
76% for maintenance/ operations) vs. Actual
Local Money Needed to Match Federal
Funds Programmed in the 2016-2019 TIP

Financial Capability for Stearns County:
2016-2019 Projected vs. Actual Local Money Needed to Match Federal Funds

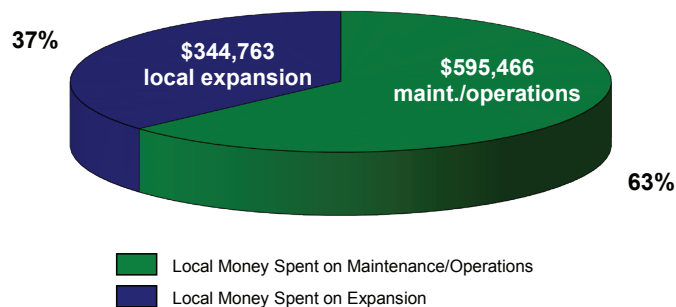


Financial Capability Finding:

Based on historic overall local funding and maintenance investment levels, approximately \$3 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. This figure is greater than the required local match of \$1,042,322 million for Stearns County projects programmed in the 2016-2019 TIP. Additionally, one federal project being matched is a pavement replacement project, which will improve overall maintenance of the existing system. Accordingly, Stearns County will be able to provide this local match without compromising maintenance and operation of the existing system.

Current Financial Condition for Benton County:

Local Investment on Maintenance/Operations & Expansion (1990-2014 Annual Average)

**Benton County****Current Financial Condition:**

Local Investment on Maintenance/Operations and Expansion (1990-2014) Annual Average

This is the historical total for 12% of the County's expenditures. This is based on the percentage of County lane miles in the APO Planning Area.

The average per year historical maintenance/op. cost for 100% of Benton County = \$5,295,216 or 76%

Future Financial Condition (FFC):

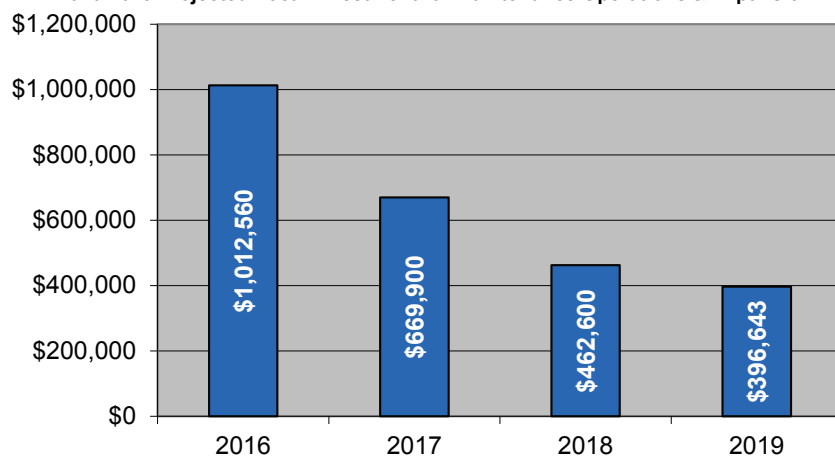
2016-2019 Projected Local Investment for Maintenance/ Operations & Expansion.

This is the total for 12% of the County. This is based on the percentage of County lane miles in the APO Planning Area.

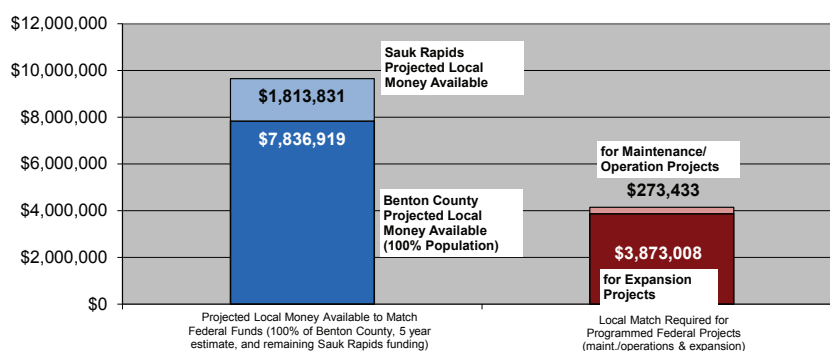
The projected 4-year total funds for 100% of the County = \$21,180,862

Future Financial Condition for Benton County:

2016-2019 Projected Local Investment for Maintenance/Operations & Expansion

**Financial Capability for Benton County:**

2016-2019 Projected vs. Actual Local Money Needed to Match Federal Funds



2016-2019 Projected Local Money (minus 76% for maintenance/ operations) vs. Actual Local Money Needed to Match Federal Funds Programmed in the 2016-2019 TIP

The city of Sauk Rapids' available local match is included. Their remaining projected available funding is \$1,813,831. Total projected available matching funds are \$9,650,750. Compared to \$4,146,441 needed for expansion projects.

Financial Capability Finding:

Based on historic funding and maintenance investment levels, \$7,836,919 is available to match federal funds from 2016 to 2019 without compromising the maintenance and operation of the existing system (100% Benton County). This analysis is derived from an alternate process of considering the county's 100% funding level and maintenance and operation costs, rather than only the 12% APO portion usually considered as available. This is due to the circumstance of need for local match for one-time projects.

Total Projected Local Funds for 100% of Benton County (4 years)	Total Local Maintenance/ Oper. Cost for 100% of Benton County (4 years)	Projected Local Money Available to Match Federal Funds
\$21,180,862	\$13,343,943	\$7,836,919

Four of the five projects requiring local match are classified as maintenance and operations projects. For example, project #005-601-010, requiring \$127,600 in local match, has a program code of RS, which means

Resurfacing. The Resurfacing category is intended to restore the roadway surface and/or shoulders. These projects are not expansion projects, so they contribute to the maintenance and operations of the overall system in Benton County.

Benton County is required to provide the remaining local match requirement for expansion projects of \$3,873,008 without compromising maintenance and operation of the existing system. However, this match is for the expansion of CSAH 3 in the city of Sauk Rapids. According to the Agreement for Joint Construction of the project, the city is responsible for Right of Way costs within city limits. Therefore, the city of Sauk Rapids remaining projected available funding of \$1,813,831 was added to the amount available to match federal funding. This equals a total of \$9,650,750 projected available matching funds compared to \$3,873,008 needed for expansion projects. This is technically an excess of \$5,777,742.

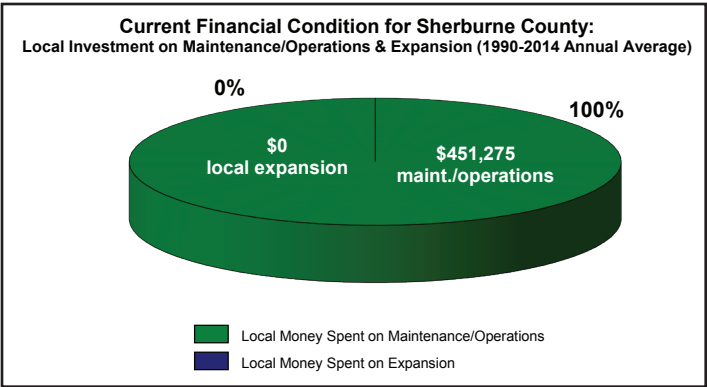
In addition, this process took a closer look at the percentage spent on maintenance and operations versus the amount spent on expansion (63% versus 37%, respectively). Benton County does not have an extensive history of expansion projects within the APO, which dilutes the percentage of funds typically used on these types of projects (see Appendix F). Due to this historical analysis, the average per year local maintenance cost amount was used to project the future local maintenance and operation cost estimates. This process is an estimate to illustrate local funding projections versus local spending on maintenance and operation expenses. To offset any negative available cost projections, Benton County may consider additional revenue sources such as a Bond in order to provide local match funding. The finding is supported by Benton County's resolutions for local match for the specified grant funded projects. In conclusion, Benton County (in partnership with the city of Sauk Rapids) will be able to provide this local match without compromising maintenance and operation of the existing system.

Sherburne County

Financial Capability Finding:

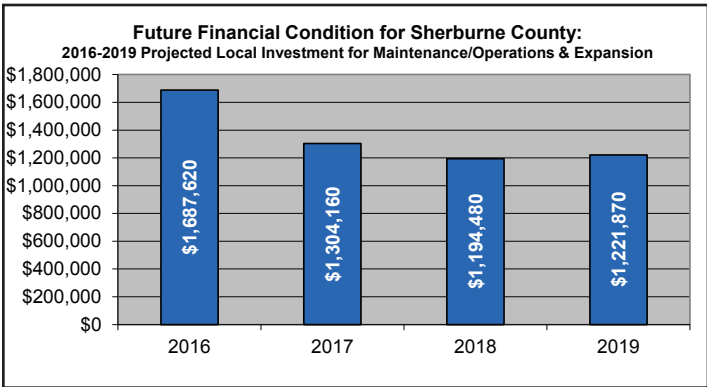
Based on historic funding and maintenance investment levels (for Haven Township), \$0 are available to match federal funds from 2016 to 2019 without compromising maintenance and operation of the existing system. However, Sherburne County has no projects requiring local match in the 2016-2019 TIP.

In addition, Sherburne County does not have an extensive history of expansion projects (in Haven Township), which dilutes the percentage of funds typically used on these types of projects (see Appendix Page F). Due to this historical analysis, the average per year local maintenance cost amount was used to project the future local maintenance and operation cost estimates. This process is an estimate to illustrate local funding projections versus local spending on maintenance and operation expenses. Without previous expansion projects to project an historical average, the projected amount was zero.



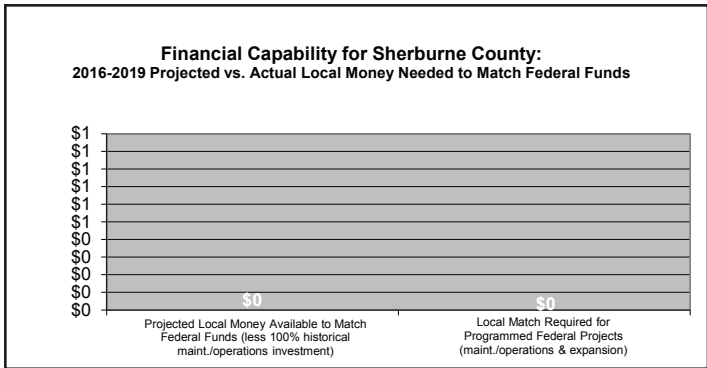
Current Financial Condition:

Local Investment on Maintenance/ Operations and Expansion
(1990-2014) Annual Average



Future Financial Condition (FFC):

2016-2019 Projected Local Investment for Maintenance/ Operations & Expansion



Financial Capability:

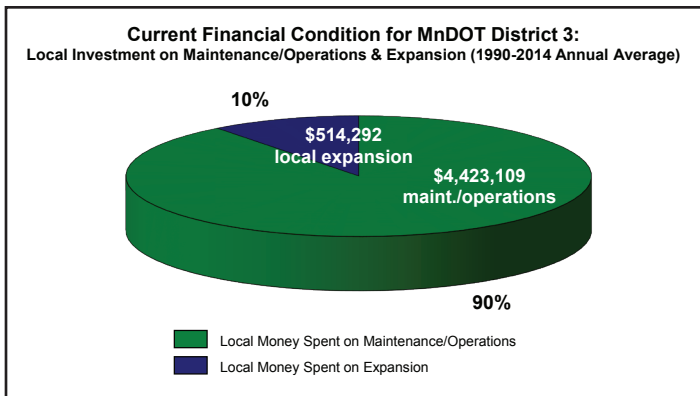
2016-2019 Projected Local Money (minus 100% for maintenance/ operations) vs. Actual Local Money Needed to Match Federal Funds Programmed in the 2016-2019 TIP

MnDOT District 3

Financial Capability Finding:

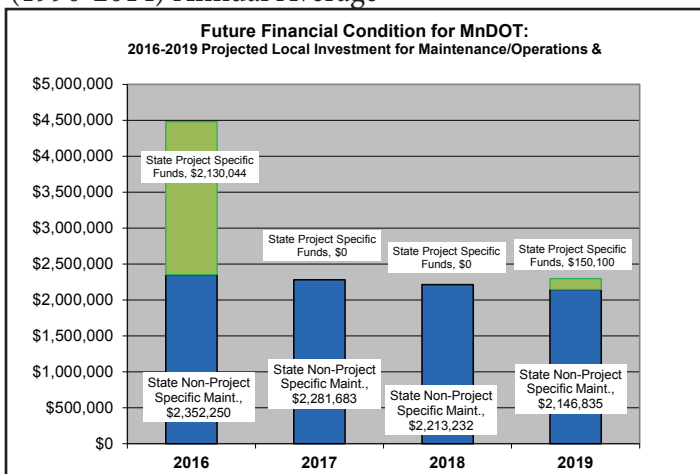
Based on historic funding and maintenance investment levels, approximately \$2.3 million will be available to match federal funds for expansion projects from 2016 to 2019. There are no expansion projects programmed requiring State matching funds. All programmed projects are maintenance, safety or operations related projects that will improve maintenance and operation of the existing system. The projected State funding available for maintenance and operations projects is about \$20.7 million. The programmed projects require a State amount of \$2.28 million. Thus, MnDOT District 3 will be able to provide the local match without compromising the maintenance and operation of the existing system.

The MnDOT District 3 project programming method focuses on risk management of the system. The program is dynamic and responds to needs throughout the District. Following the risk management model, one-time projects are often included in the APO area. Some years there are more projects within the APO than others. This is why a historical average is used when looking at the overall amount of funding available to MnDOT District 3. See Appendix for further detail.



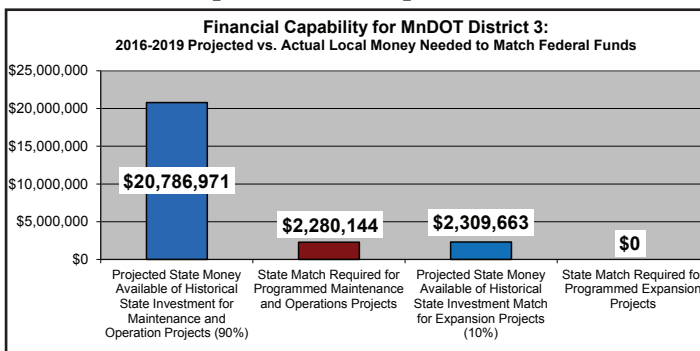
Current Financial Condition:

Local Investment on Maintenance/ Operations and Expansion
(1990-2014) Annual Average



Future Financial Condition (FFC):

2016-2019 Projected Local Investment for Maintenance/ Operations & Expansion



Financial Capability:

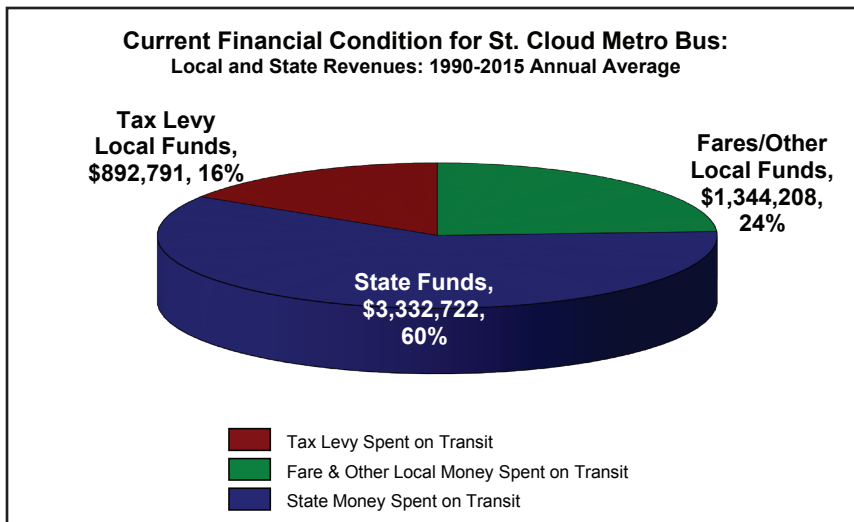
2016-2019 Projected Local Money (minus 90% for maintenance/ operations) vs. Actual Local Money Needed to Match Federal Funds Programmed in the 2016-2019 TIP

One-time projects are included in the State Match Requirement. All of the projects requiring match are maintenance projects. See Appendix for more information.

Saint Cloud Metro Bus

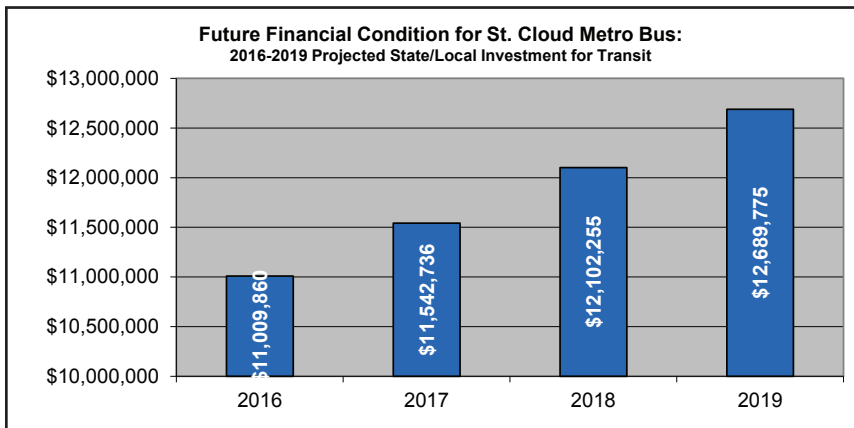
Current Financial Condition:

Local Transit Investment
1990-2015 Annual Average



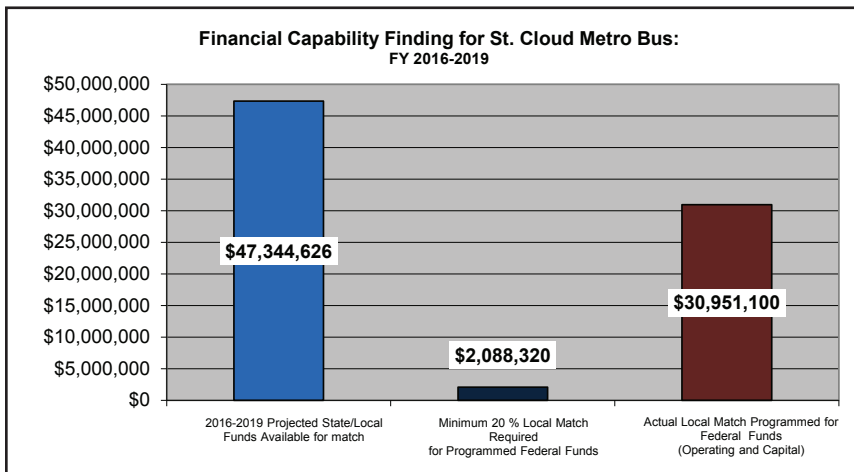
Future Financial Condition (FFC):

2016-2019 Projected Local Investment for Transit



Financial Capability:

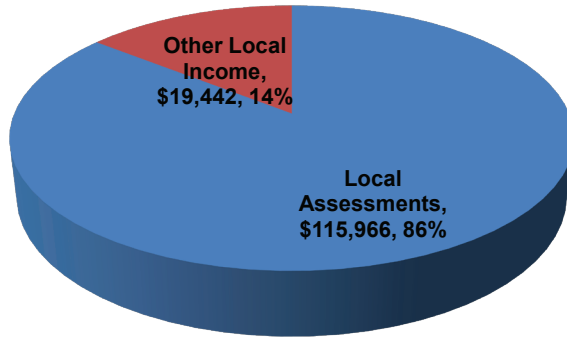
2016-2019 Projected Local Money vs. Actual Local Money Needed to Match Federal Transit Funds Programmed in the TIP



Financial Capability Finding:

St. Cloud Metro Bus has \$10,728,00 in federal funds programmed in the FY 2016-2019 TIP that will require a minimum (20%) match of \$2,088,320. Metro Bus will be able to provide their required local match for federal funds programmed. Metro Bus has \$30,951,100 of local and state match programmed to match federal funds in the FY 2016-2019 TIP, with a projected capacity of \$47,344,626. Metro Bus funding projection is sufficient to provide the programmed amount. Projects without federal funds, such as Dial-A-Ride services were not included in the TIP or in this financial analysis. Additional projects receiving federal funds will be added via TIP amendments. See Appendix for project level details.

St. Cloud APO Current Financial Condition Historical Local Planning Revenue

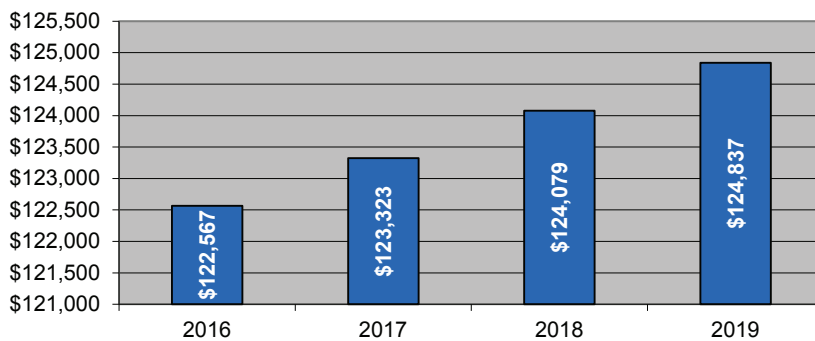


Saint Cloud APO

Current Financial Condition:

Local Investment for Planning
(1990-2015 Annual Average)

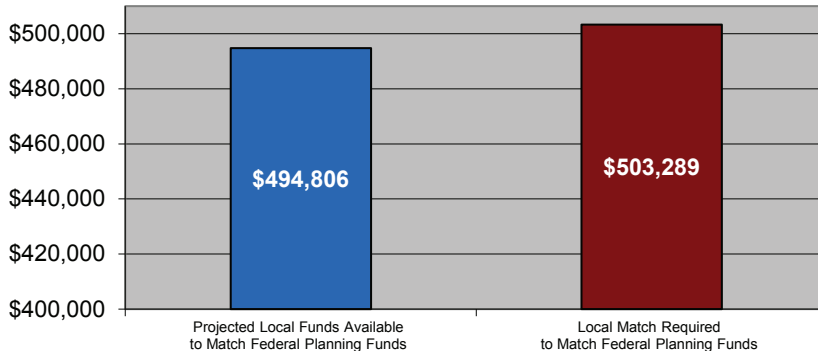
Future Financial Condition for St. Cloud APO 2016-2019 Projected Local Planning Revenue



Future Financial Condition (FFC):

2016-2019 Projected Local Investment for Planning

Financial Capability for St. Cloud APO: FY 2016 - 2019



Financial Capability:

2016-2019 Projected Local Money vs. Actual
Local Money Needed to Match Federal
Planning Funds from 2016-2019

Financial Capability Finding:

The APO is anticipating approximately \$2,103,156 of federal planning funds from FY 2016 to 2019. These federal funds will require a total local match of \$503,289. When comparing this amount to projected local planning revenue, it is slightly under the amount required to match the maximum federal funds with local funds. However, if the maximum amount of federal funds are programmed for local planning studies, APO will require the local agency to provide a 20% match. This will increase the local income to match the federal funding. None of the 2016-2019 studies are currently programmed. In addition, APO receives \$62,815 per year in State funding to assist in providing the local match.

7 Environmental Justice Analysis

Background

In 1994, President Clinton signed Executive Order 12898: “Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations.” The Executive Order required that each Federal agency, to the greatest extent allowed by law, administer and implement its programs, policies, and activities that affect human health or the environment so as to identify and avoid “disproportionately high and adverse” effects on minority and low-income populations.

In order to clarify and expand upon Executive Order 12898 for purposes of federally funded transportation activities, the United States Department of Transportation (USDOT) issued an Order to Address Environmental Justice in Minority Populations and Low-Income Populations. The USDOT addressed persons belonging to any of the following groups: Black, Hispanic, Asian American, American Indian and Alaskan Native, Native Hawaiian or other Pacific Islander, and Low-Income.

According to the USDOT, there are three core principles of Environmental Justice:

- ♦ To avoid, minimize, or mitigate disproportionately high and adverse human health or environmental effects, including social and economic effects, on minority populations and low-income populations.
- ♦ To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process, and
- ♦ To prevent the denial of, reduction in or significant delay in the receipt of benefits by minority populations and low-income populations.

As the primary forum for the cooperative development of regional transportation plans, Metropolitan Planning Organizations (MPO) are required to be in compliance with Title VI and incorporate EJ concerns.

MPO responsibilities include:

- ♦ Identify low-income and minority populations so needs can be identified and addressed, and the benefits as well as the burdens of transportation investments can be fairly distributed throughout the planning area.
- ♦ Enhance existing analyses processes to ensure that the Long Range Plan and TIP comply with Title VI requirements.
- ♦ Evaluate the existing public involvement processes and improve if necessary to include minority and low-income populations in the decision making process.

The methodology utilized to meet these responsibilities and requirements entailed mapping census block group areas where low-income (poverty) and minority population concentrations exceeded the population averages for the APO planning area. The 2016-2019 TIP projects were overlaid on the population map and the potential impacts were visually analyzed. This chapter explains how the guidance of the USDOT 1997 Final Order (revised in 2012) was followed.

Methodology

In order to identify concentrations of low-income and minority populations, data on race/ethnicity, median household income, and poverty were examined for census block groups within the study area. This 2010 data was compared with data on race/ethnicity, median household income, and poverty for the entire study area. For purposes of this analysis, the study area was defined as the aggregate of the census blocks identified within or partially within the study area. Following the USDOT 2000 clarifications, minority and low-income populations were assessed separately.

The first step to determine areas of potential impact involved creating thresholds equal to the percentages

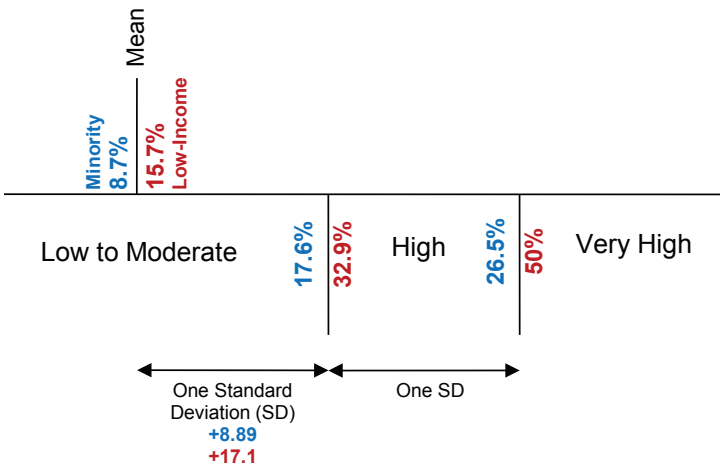
of each variable for the whole planning area. The planning area is equal to the sum of the block groups identified within, or partially within the study area.

The thresholds would then equal the total number exhibiting the characteristic of concern divided by the total.

- ♦ Population within or partially within the planning area who are a race/ethnicity other than “white non-Hispanic” (11,329) divided by the total population of the planning area (130,225) equals 8.7 percent.
- ♦ Population within the planning area living below poverty (20,450) divided by the total population (130,225) equals 15.7 percent.

The next and final steps involved in creating categories for very high impact, high impact, and low to moderate impact. The process included:

1. Calculating the standard deviation for each variable to create a low to moderate category equal to one standard deviation greater than the mean. The



- deviations from the means for minority (values to the left of bars) and low-income (values to the right of bars) populations are:
2. Querying for census block groups that experienced percentages less than or equal to the upper bound of the moderate range (17.6 percent for minority and 32.9 percent for low-income) and categorized them as low to moderate impact.
 3. Repeat Step 2 for high and very high impacts regarding minority and low-income populations.
 4. Created maps illustrating very high minority and low-income population areas. Overlaid the map with 2016-2019 TIP projects.

Identification of Minority & Low Income Populations:

	Very Low to Moderate	High	Very High
Minority	Less than or equal to 17.6%	Greater than 17.6% and less than or equal to 26.5%	Greater than 26.5%
Low-Income	Less than or equal to 32.9%	Greater than 32.9% and less or equal to 50%	Greater than 50%

The following pages include project maps illustrating the process.

Environmental Justice Analysis

A project was defined as having the potential to have an adverse effect on the environmental justice of an area if any portion of a project intersected with the defined boundaries of a Census block group with a high percentage of minority population or a block group with a high percentage of population below poverty level. Four (4) projects numbers representing four projects intersect with block groups with a high percentage of minority population, and one project number intersects with a block group with a high percentage of population below poverty level. The projects identified in the table on the following page include one safety project, and three resurfacing projects. Overall, projects in Environmental Justice areas focus on safety and preservation of the roadway system. These projects are not expected to have adverse impacts on the block group population areas identified.

Projects in the TIP using federal funding with an adverse impact on an Environmental Justice area will need to identify and mitigate any adverse impacts from these projects. Mitigation of impacts will take place through the project development and implementation phases of the projects. During the construction phase, adverse impacts may occur due to delays, detours, noise, or dust. Once complete, however, projects in the TIP result in positive benefits such as increased capacity, lower commute times, increased safety, and the addition of bicycle and pedestrian facilities to neighborhoods.

St. Cloud APO FY 2016-2019 TIP Environmental Justice Analysis

Route System	Project #	Fiscal Year	Agency	Project Description	City Location	Project Total	High % of Minority Population Affected	High % of Population Below Poverty Level Affected
MN 15	7321-51	2016	MNDOT	**SPPP**PV40M** MN 15, FROM 0.1 MI N OF JCT TH 23 TO S END OF MISSISSIPPI RIVER BRIDGE #05011, AND FROM N END OF BRIDGE #05011 TO BENTON CSAH 33, MILL AND OVERLAY		\$2,503,000	X	
MN 15	7321-51S	2016	MNDOT	MN 15, CONSTRUCT DUAL SB LEFT TURN LANES AT 12TH ST N IN ST. CLOUD AND AT STEARNS CO CSAH 1 IN SARTELL		\$794,444	X	
CSAH 1	005-601-010	2017	BENTON COUNTY	BENTON COUNTY CSAH 1, FROM MN 23 TO CSAH 3 (GOLDEN SPIKE ROAD) IN BENTON COUNTY, ROADWAY RESURFACING	SAUK RAPIDS	\$638,000	X	X
CSAH 75	073-675-037	2018	STEARNS COUNTY	STEARNS COUNTY CSAH 75, FROM OLD COLLEGEVILLE ROAD TO CSAH 81 IN STEARNS COUNTY, RESURFACING		\$1,575,000	X	

St. Cloud Area Planning Organization 2016-2019 TIP Projects Environmental Justice Analysis Minority Population by Census Block Group

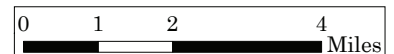
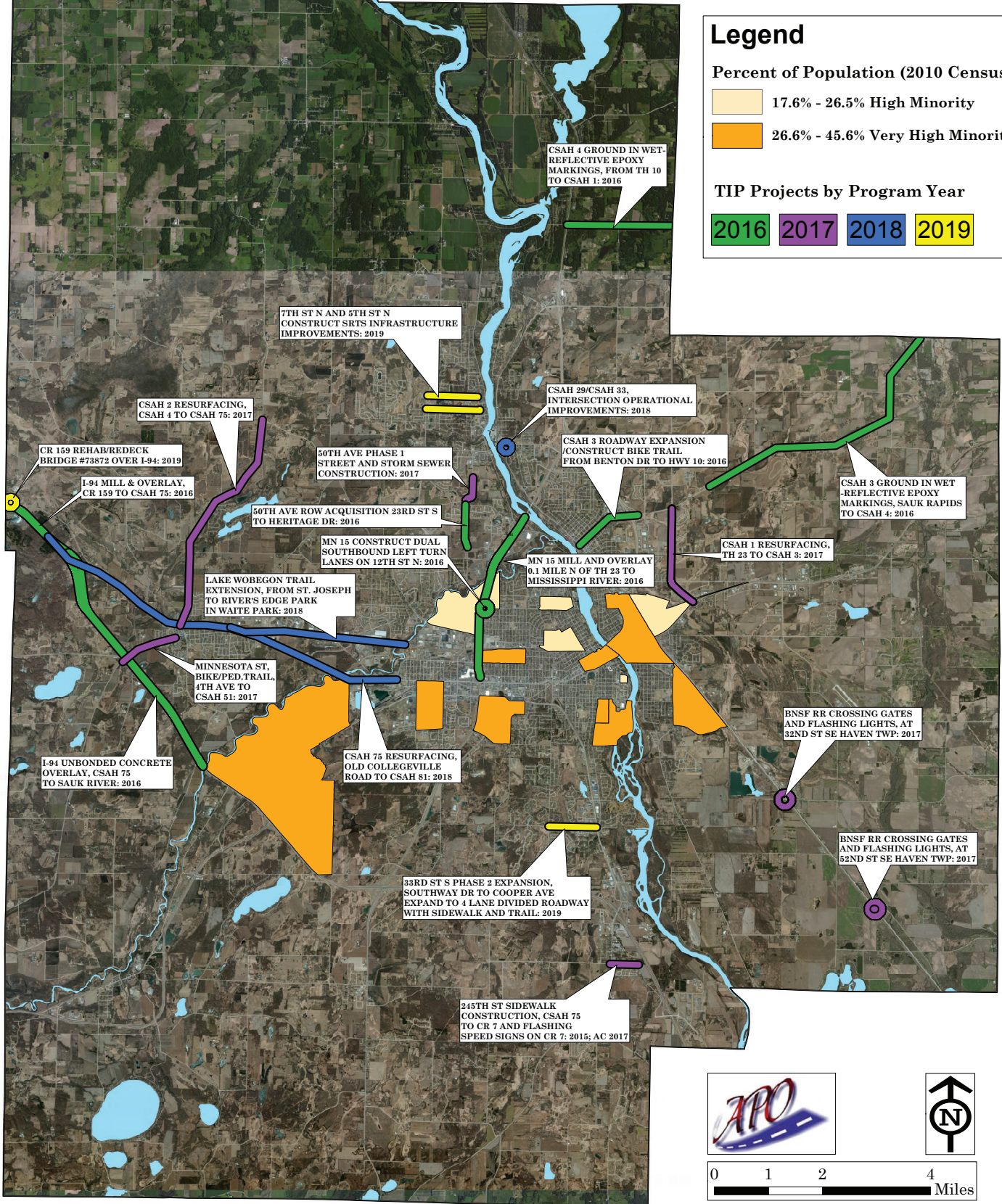
Legend

Percent of Population (2010 Census)

- 17.6% - 26.5% High Minority
- 26.6% - 45.6% Very High Minority

TIP Projects by Program Year

- 2016
- 2017
- 2018
- 2019



**St. Cloud Area Planning Organization
2016-2019 TIP Projects
Environmental Justice Analysis
Population Below Poverty Level by Census Block Group**

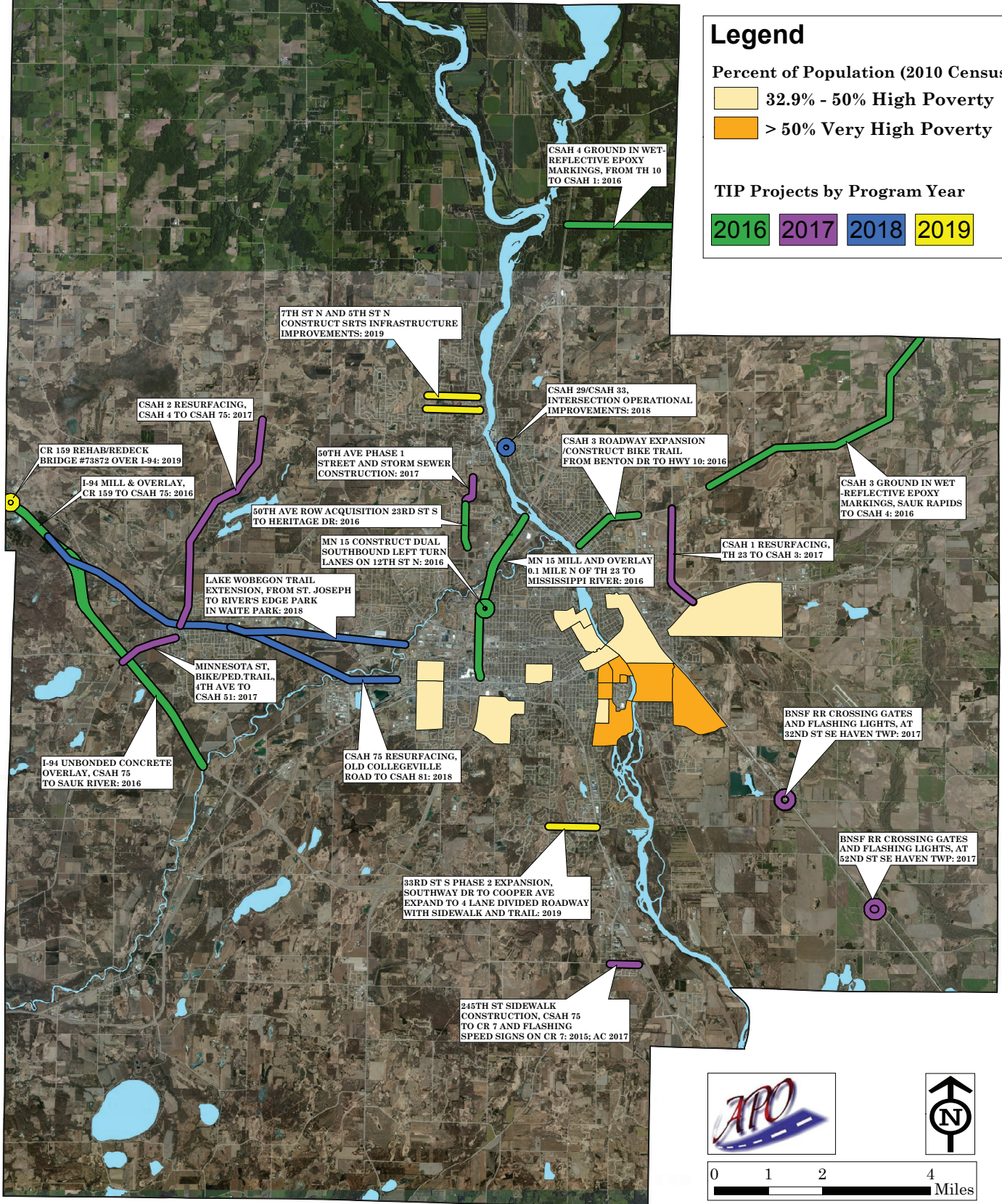
Legend

Percent of Population (2010 Census)

- 32.9% - 50% High Poverty
- > 50% Very High Poverty

TIP Projects by Program Year

- 2016
- 2017
- 2018
- 2019



8 Metropolitan Transit Overview

Projects programmed in the TIP are identified in the Metropolitan Transit Commission (Metro Bus) Long Range Transit Plan, updated in 2010, in conjunction with the APO's 2035 St. Cloud Metropolitan Area Transportation Plan along with the annual Capital Improvement Program (CIP). The updated plan reflects programmed transit service and capital improvements with associated revenue and expense projections through the year 2035. Metro Bus has begun updating the 2035 long range transit plan and associated capital and operations forecasts in 2015.

Facilities and Equipment

Metro Bus identifies facility and equipment replacement needs and will be continuing to upgrade office computers and replacing maintenance tools and equipment for increasing productivity and keeping up with changes in technology. Metro Bus utilizes FTA Section 5339, 5307, STP, MnDOT and local capital funding programs for its capital program. Replacement of 23 fixed route buses was completed in 2014 with purchase of Compressed Natural Gas (CNG) fueled buses. All of the buses were manufactured by New Flyer located in St. Cloud. Metro Bus received a US DOT Clean Fuels grant in 2012 to construct a CNG fueling station and storage facility renovations for monitoring and safety improvements. Projected replacement of Dial-a-Ride buses will be completed periodically as programmed and will also be CNG fueled.

Metro Bus completed a remodeling construction project in 2014 of the downtown Mobility Training Center that houses the Community Outreach, Travel Training and employee training programs with the aid of STP funds authorized through MnDOT Office of Transit. As of June 2015, the Center has hosted nearly 900 visitors and conducted over 4,300 travel training



What Facilities & Equipment Needs has Metro Bus Identified for Replacement?

- ◆ Expansion of Fixed Route transit routes
- ◆ Growth in ADA Dial-a-Ride services
- ◆ Vehicle storage facility expansion and roof replacement
- ◆ Replacement of Dial-a-Ride buses
- ◆ Expansion of Transit Amenity shelter and bench program
- ◆ Upgrade of fare collection systems to allow smart cards
- ◆ Two-way radio communications upgrade
- ◆ Continued investment in ITS and customer real time schedule technologies
- ◆ Replacement of office equipment, maintenance tools & equipment

Northstar Commuter Services

- ◆ Northstar Link commuter bus service ridership continues to grow
- ◆ Northstar Commuter Rail Phase II, extension from Big Lake to St. Cloud continues to be explored

trips.

An Operations Center Facility Master Plan originally adopted in 2004, and updated annually, has served as a guide for future use and expansion of the facility.

The master plan identified a vehicle storage addition extension to the existing Dial-a-Ride storage area, funded through the 2014 Minnesota Legislature's capital bonding program. Construction is projected to begin in early 2015. On-going replacement, improvement and expansion of the bus shelter and courtesy bench transit amenity program is completed annually.

Dial-a-Ride System

Metro Bus Dial-a-Ride (DAR) services will expand due to growth in aging and disabled population bases. The Community Outreach and Travel Training programs are helping traditional ADA riders to adapt to using fixed route services. For those that cannot utilize the Fixed Route system, ADA Specialized Services will continue to be the backbone of the DAR program. To aid Metro Bus with the DAR program and the small bus fleet replacement, STP funded small buses have been approved in 2016.

Fixed Route Transit

The 2035 Long Range Plan identified Fixed Route system restructuring needs through restructuring and additional service hours. The Fixed Route operational plan identified improvements and expansion of services into St. Joseph, west and south St. Cloud, Waite Park, Sartell, Sauk Rapids, the SCSU area, including longer span of service, weeknights and weekends. Some service change recommendations delayed due to the economic recession are being reconsidered. Expansion of service was completed in 2014 to southwest Waite Park along with a restructuring of multiple routes to improve connections in the growing eastern side of Sartell. An update to that plan will be completed in 2015 with the aid of planning dollars through the APO and MnDOT.

Technologies

Continued ITS-related investments, including improved fixed route AVL applications, voice and visual stop annunciation, automated passenger counting, real-time web-based schedule information, and continued upgrading of the fixed route and Dial-a-Ride dispatch communications systems have also been programmed. The Transit Signal Priority

Compressed Natural Gas (CNG)

- ♦ Metro Bus began using Natural Gas as its primary vehicle fuel in 2014
- ♦ New Flyer was chosen as the supplier of the first CNG buses in the Metro Bus fleet – first in the state of Minnesota
- ♦ All future Dial-a-Ride bus purchases will be CNG fueled
- ♦ 2015 reports show nearly a \$38,000 per month savings over using diesel vehicles for the agency

system which became fully operational in 2003 will also receive improvements as part of the cooperative relationship with City of St. Cloud and MnDOT.

Additional investments have been identified for upgrading fare collection systems to adopt smart cards and to the two-way radio communications system.



Northstar Commuter Services

Metro Bus operates the Northstar Link commuter bus service between St. Cloud and Big Lake with seven-day and special event service. Operating financial assistance was obtained from MnDOT for the first time in 2013 to assist Northstar Corridor Development Authority (NCDA) member counties provide operating financing. Ridership continues to grow annually on the Link routes while extension of Northstar rail service remains an important transportation priority for the St. Cloud Metro Area.

Financial Capacity Analysis

The FTA issued Circular 7008.1 entitled Urban Mass Transportation Financial Capacity Policy. The Circular requires recipients of grants under Sections 3 (5309) and 9 (5307) to assess their financial capacity to undertake the programmed projects and successfully meet future operating and capital financial requirements. Metro Bus is in full compliance with this Circular completed on an annual basis. The APO has reviewed this report and has determined that Metro Bus has established their financial capacity to undertake projects programmed in the TIP.

A Appendix A: Implementing Agencies, TAC Membership & APO Planning Area

Implementing Agencies:

- ◆ City of Sartell
- ◆ City of Sauk Rapids
- ◆ City of St. Augusta
- ◆ City of St. Cloud
- ◆ City of St. Joseph
- ◆ City of Waite Park
- ◆ Benton County
- ◆ Sherburne County
- ◆ Stearns County
- ◆ Haven Township
- ◆ LeSauk Township
- ◆ Minnesota Department of Transportation
- ◆ Metro Bus (Metropolitan Transit Commission)

Technical Advisory Committee Membership:

Voting Members

Eligible voting membership shall be as listed below. In the absence of the voting member listed, a substitute (proxy) can serve. All representing agencies and jurisdictions listed as Voting Members are allowed one vote with the exception of St. Cloud, which is allowed two votes.

1. St. Cloud Area Planning Organization (APO):
 - a. Sr. Transportation Planner
 - b. Executive Director (proxy in absence of Sr. Transportation Planner)
 - c. Any APO staff (proxy in absence of Sr. Transportation Planner & Executive Director)
2. Metropolitan Transit Commission – Metro Bus:
 - a. Planning and Marketing Director
 - b. Any Appointed Metro Bus Staff (proxy in absence of Planning and Marketing Director)
3. Mn/DOT – District 3:
 - a. District Planning Director
 - b. District State Aid Engineer (proxy in absence of District Planning Director)
 - c. Any member of the District planning staff (proxy in absence of District Planning Director & District State Aid Engineer)
4. City of Sartell:
 - a. Planning and Community Development Director
 - b. City Engineer (proxy in absence of Planning & Community Development Director)
 - c. City Administrator (proxy in absence of Planning & Community Development Director & City Engineer)
 - d. Any City staff (proxy in absence of Planning & Community Development Director, City Engineer & City Administrator)
5. City of Sauk Rapids:
 - a. City Administrator
 - b. Public Works Technician (proxy in absence of City Administrator)
 - c. City Engineer or Planner (proxy in absence of City Administrator & Public Works Technician)
 - d. Any City staff (proxy in absence of City Administrator, Public Works Technician & City Engineer or Planner)
6. City of St. Augusta:
 - a. City Administrator
 - b. City Engineer (proxy in absence of City Administrator)
 - c. Any City staff (proxy in absence of City Administrator & City Engineer)
7. City of St. Cloud (1 of 2):

- a. Public Services Director
 - b. City Engineer (proxy in absence of Public Services Director)
 - c. Any City staff (proxy in absence of Public Services Director & City Engineer)
8. City of St. Cloud (2 of 2):
- a. Planning & Community Development Director
 - b. City Planner (proxy in absence of Planning & Community Development Director)
 - c. Any City staff (proxy in absence of Planning & Community Development Director & City Planner)
9. City of St. Joseph:
- a. City Administrator
 - b. Street Superintendent (proxy in absence of City Administrator)
 - c. City Engineer (proxy in absence of City Administrator & Street Superintendent)
 - d. Any City staff (proxy in absence of City Administrator, Street Superintendent or City Engineer)
10. Benton County:
- a. County Engineer
 - b. Assistant County Engineer (proxy in absence of County Engineer)
 - c. Any County staff (proxy in absence of County Engineer & Assistant County Engineer)
11. Sherburne County:
- a. County Engineer
 - b. Assistant County Engineer (proxy in absence of County Engineer)
 - c. Any County staff (proxy in absence of County Engineer & Assistant County Engineer)
12. Stearns County:
- a. County Engineer
 - b. Assistant County Engineer (proxy in absence of County Engineer)
 - c. Any County staff (proxy in absence of County Engineer & Assistant County Engineer)
13. City of Waite Park:
- a. Public Works Director
 - b. City Administrator (proxy in absence of Public Works Director)
 - c. City Engineer (proxy in absence of Public Works Director & City Administrator)
 - d. Any City staff (proxy in absence of Public Works

Director, City Administrator or City Engineer)

14. Each Township: Township Engineer or Planner

Ex-Officio Members:

Ex-officio members may attend and participate in any Technical Advisory Committee meeting, but may not vote unless indicated above under appointment by proxy. They shall receive the Committee meeting agendas and minutes:

1. APO Executive and/or Policy Board Members
2. Environmental Protection Agency (EPA): Regional Office
3. Federal Highway Administration (FHWA): District Office
4. Federal Transit Administration (FTA): Regional Office
5. Minnesota Pollution Control Agency: Air Quality Division
6. Mn/DOT: District State Aid Engineer
7. Mn/DOT: Office of Transit and/or District Transit Project Manager
8. Mn/DOT: Office of Investment Management
9. St. Cloud APO Bike/Pedestrian Advisory Committee Representative

B

[FORM Rev. 6/15]

STATE OF MINNESOTA)

) SS.

COUNTY OF STEARNS)

JoAnne Tennison, being first duly sworn, on oath states as follows:

1. I am the publisher of the St. Cloud Times, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows:

Wednesday, June 17, 2015

4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows:

0.99 daily / \$1.31 Sunday per agate line

5. **[NEW]** Mortgage Foreclosure Notices [Effective 7/1/15]. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Stearns County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

**NOTIFICATION OF
AVAILABILITY &
PUBLIC
INFORMATION
MEETING:
ST. CLOUD AREA
PLANNING
ORGANIZATION (APO)
TRANSPORTATION IM-
PROVEMENT
PROGRAM (TIP) FY**

2016-2019

The APO in coordination with the Federal Highway Administration, Minnesota Department of Transportation, Minnesota Pollution Control Agency, St. Cloud Metro Bus, and local jurisdictions has prepared a draft TIP for FY 2016-2019. The primary purpose of the TIP document is to program transportation projects including roadway, bridge, bicycle, pedestrian, safety, and transit projects receiving state and/or federal funds in the St. Cloud Metropolitan Planning Area in the upcoming fiscal years. The full draft TIP will be available for review between Wednesday, June 17, 2015 and Friday, July 17, 2015 at the following locations: APO Office: 1040 County Rd. 4, St. Cloud; APO website: www.stcloudapo.org; Great River Regional Library: 1300 W. St. Germain St., St. Cloud. An Open Public Meeting of the APO Executive Board is scheduled for **Thursday, July 9, 2015 at 7:00 pm** at the St. Cloud APO Office, 1040 County Road 4, St. Cloud, MN. A brief

presentation on the draft TIP document will take place, and there will be an opportunity for public input. Please contact the APO Office at 320-252-7568 to request special accommodations to participate in this meeting. Submit comments on the draft TIP by Friday, July 9, 2015 to Jarrett Hubbard at St. Cloud APO, 1040 County Rd. 4, St. Cloud, MN 56303, FAX: 320-252-6557, EMAIL: Hubbard@stcloudapo.org. Publish: June 17, 2015

[Signature]

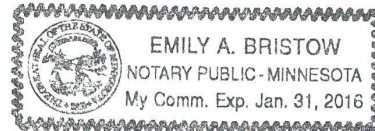
[Signature]

scribed and sworn to before me on

17 day of June.

Emily Bristow

ary Public



NOTES ON REVISED AFFIDAVIT FORM

The 2015 Legislature enacted amendments to the Minnesota law which governs mortgage foreclosure by advertisement. Those amendments appear in Chapter 14 of the 2015 session laws. They are effective on July 1, 2015.

Most importantly, a new statute was added (§580.033) that specifies where notice of foreclosure should be published, something that was ambiguous under prior law. *This statute also **requires** that affidavits of publication issued by newspaper must contain certain language related to the published foreclosure notice.*

The affidavit of publication form above includes (in paragraph 5) the language called for by the new statute. The form also complies with the general requirements for affidavits of publication found in Minnesota Statute, §331.07.

The form is drafted so that it can be used for any published notice, not just mortgage foreclosure notices; in other words, you don't need to use a different form for other kinds of notices.

C Appendix C: Process and Criteria for Prioritizing APO TIP Projects

The following documents are process and programming worksheets used during project solicitation years (every other year). This year's TIP cycle (2015) was not a project solicitation year. The material from the 2013-2014 TIP project solicitation process is included as a reference.



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643
(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

MEMORANDUM

TO: St. Cloud Area Transportation Stakeholders
FROM: Angie Stenson, Senior Transportation Planner
RE: St. Cloud Metropolitan Area FY 2015-2019 Transportation Improvement Program (TIP) Solicitation and TIP Development Schedule
DATE: November 15, 2013

The St. Cloud APO is soliciting for FY 2018 and FY 2019 candidate federal projects for the five year Transportation Improvement Program (TIP). Federal transportation funding of approximately \$1.85 million per year (\$3.7 million combined for FY 2018 & 2019) is available for eligible local projects. Project categories being considered for this solicitation include: Urban and Rural Road, Urban and Rural Bridge, Transit Capital, Preservation, Right-of-Way, and Project Development Studies.

Eligible projects will be prioritized at the February APO TAC, Executive Board, and Policy Board meetings. Prioritized projects will be recommended to the Central Minnesota Area Transportation Partnership (ATP) for inclusion in the Area Transportation Improvement Program (ATIP). The ATIP is a prioritized list of projects from a twelve county area of Central Minnesota that the ATP recommends for inclusion in the State Transportation Improvement Program (STIP). Once a project is in the STIP, it becomes eligible for federal transportation funding. Please review the TIP project solicitation and development schedule on the following page for deadlines and meeting dates.

Project eligibility requirements and resources were discussed at the November 6th, 2013 Technical Advisory Committee meeting. These resources are included in the application packet attachments. The attachment titled "FY 2018 & 2019 APO & District 3 ATP Federal Road/Bridge Funding Eligibility Criteria" identifies all the qualifying criteria for a project to be considered eligible for this project solicitation. **Projects must completely address all qualifying criteria prior to the January 7, 2014 deadline to be considered for funding. A resolution from the implementing agency regarding assurance of local match must be submitted with the application by the application deadline.**

The 2035 Transportation Plan map and the roadway functional class map are attached for reference. **Expansion projects must be identified on the fiscally constrained 2035 Transportation Map to be eligible for consideration by the APO.** Likewise, the minimum functional classification, as identified on the Funding Eligibility Criteria list, must be met for a preservation project to be considered by the APO. The St. Cloud APO Federal Cost Increase Policy is also included. This policy identifies restrictions for repeat project applications requesting additional federal transportation funding through the APO's process. Additional procedures are identified in the application packet attachments. All applicants must ensure that their project meets the qualifying criteria and address any special criteria to complete the appropriate application materials pertaining to the proposed project.



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TIP Development Schedule

DATE	ACTION
November 18, 2013	Federal-aid project solicitation packets emailed to agencies/jurisdictions within APO Planning Area.
January 7, 2014	Deadline for submittal of FY 2018-2019 project applications to APO Office. Deadline to submit resolution of local match support for applicant projects. Failure to submit local match resolution by 4:30 pm on January 7, 2014 will result in project ineligibility and project will not be considered for APO project list.
January 8, 2014	APO TAC Meeting held to discuss status of FY 2014-2017 programmed projects and preliminary review of FY 2018-2019 project applications.
January 9, 2014	Preliminary review of project applications by APO Executive Board.
January 16, 2014	Preliminary review of project application submittals by Central MN ATP.
February 6, 2014	APO TAC Meeting: Recommend draft APO project prioritization to APO Executive Board, including review and comment on proposed MnDOT projects.
February 13, 2014	APO Executive Board Meeting: Recommend draft APO prioritized project list to APO Policy Board, including review and comment on proposed MnDOT projects.
Mid-February, 2014	Public meeting notice published for draft APO project prioritization and MnDOT proposed projects.
February 27, 2014	APO Policy Board holds public meeting on draft APO project prioritization and MnDOT proposed projects to all interested stakeholders and approves programming of new projects.
March 5, 2014	ATIP Development Committee merges regional priorities and develops draft ATIP.
April 3, 2014	Central Minnesota ATP reviews, modifies, and approves draft ATIP.
Mid-April, 2014	Draft St. Cloud Metropolitan Area TIP document distributed to MnDOT and MPCA for review and comment.
Mid-May, 2014	Notice of TIP document public information meeting and 30-day comment period.
May 22, 2014	APO Policy Board holds public meeting on draft TIP document. TIP document is approved, subject to minor technical corrections.
August 14, 2014	APO Executive Board approves final TIP document.
Mid-August, 2014	Final review of TIP with MnDOT via Self-Certification Checklist.
Late-August, 2014	APO distributes final TIP document to MnDOT for inclusion in STIP.
September, 2014	MnDOT approves draft STIP and submits to FHWA.
November, 2014	FHWA approves STIP.

Completed project nomination applications are to be submitted no later than **Tuesday, January 7, 2014**. Applications received after this deadline will not be considered for funding. Please contact me at 320-252-7568 or stenson@stcloudapo.org if you have any questions regarding this solicitation or the enclosed forms.



Saint Cloud Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643

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List of Attachments

Attachments in bold must be completed for each application submittal.

Attachment A	Map of St. Cloud APO TIP Solicitation Area
Attachment B	APO FY 20 16 & 2017 Federal Transportation Checklist <u>**Please ensure this checklist is submitted with application materials**</u>
Attachment C	Local Match Resolution
Attachment D	Multi-Jurisdictional Project Support Resolution
Attachment E	Public Participation Policy for TIP Project Submittals
Attachment F	Public Participation Certification Resolution (if applicable)
Attachment G	Federal Cost Increase Policy
Attachment H	District 3 ATP Management of Federal Projects Policy
Attachment I	Local Surface Transportation Program Funding Application Guidance
Attachment J	Local Surface Transportation Program Application
Attachment K	St. Cloud APO Federal Project Evaluation Worksheet (<u>Provided for reference only. APO staff will score applications</u>)
Attachment L	St. Cloud APO TSM Location Rankings & Project Initiation Information
Attachment M	Right-of-Way & Project Development Application Rules
Attachment N	Map of St. Cloud Metro Area 2035 Plan fiscally constrained projects. Fiscally Constrained Roadway Plan Project Table from 2035 Plan. (Projects eligible for consideration of “expansion” funding.)
Attachment O	Functional Classification Reference Map

FY 2018-2019 APO & District 3 ATP Federal Road/Bridge Funding Eligibility Criteria.

Projects must completely address all qualifying criteria prior to the January 7, 2014 deadline to be considered for funding.

Minimum ADT

Project meets minimum ADT requirements.

(2,000 existing urban, 3,000 non-existing urban)

(200 existing rural, 400 non-existing rural)

Minimum Functional Classification

Project is identified on the Mn/DOT Functional Classification Map and has the minimum functional classification.

(urban projects: collector or above)

(rural projects: major collector or above)

Permanent Improvement

Project is a permanent improvement.

Minimum Federal Funds Requested

The minimum \$200,000 federal funding amount is being requested.

(Minimum \$50,000 for right-of-way or project development studies)

Capital Improvement Program

The project is included in an adopted City or County Capital Improvement Program.

Consistency with APO Transportation Plan & submitting jurisdiction

Comprehensive/Transportation Plan

The project is consistent with the APO 2035 financially constrained Transportation Plan & local Comprehensive or Transportation Plan.

Assured Coordination with all Jurisdictions

A letter or resolution of support for the project has been obtained from other roadway jurisdictions directly impacted by the project (sample resolution attached).

Assured Local Match by Applicant

A resolution from the implementing agency has been approved assuring that the necessary local matching funds will be provided for the project (sample resolution attached).

Movement of People and Goods

The project provides for or improves the movement of people and goods.

20-Year ADT

St. Cloud APO 20 year forecasted ADT has been used in the ATP funding application.

Project Cost Breakdown

Federal, local and total construction costs are itemized in the project description text.

Project Location Map

A project location map has been prepared.

Public Involvement

A resolution has been adopted by the implementing agency documenting that a specific public meeting has been held for the project or plan that includes the project (optional – sample resolution attached)

ST. CLOUD APO FEDERAL PROJECT EVALUATION WORKSHEET		OVERALL RANKING	
Agency Name: _____		Project (Work) Type: _____	
Route No.: _____ &/or Street Name: _____			
Beginning Termini: _____		Ending Termini: _____	
Project Evaluation Considerations	Comments	Rank - (H)igh (M)edium (L)ow	
A) Accessibility and Mobility - Explain how the project increases the accessibility and mobility options for people and freight. APO 2035 "No Build" Forecast L.O.S. E / F <u>OR</u> > 10,000 2035 ADT High APO 2035 "No Build" Forecast L.O.S. C / D <u>OR</u> 5,000 to 10,000 2035 ADT Medium APO 2035 "No Build" Forecast L.O.S. A / B <u>OR</u> < 5,000 2035 ADT Low			
B) System Connectivity - Explain how the project enhances the integration and connectivity of the transportation system for people and freight. <i>Improves a Principal Arterial, Minor Arterial or Increases Structural Capacity to a 10 Ton Route: High</i> <i>Improves an Urban Collector: Medium</i> <i>Improves a Rural Major Collector: Low</i>			
C) Multimodal - Explain how the project promotes walking, bicycling, transit and other modes as an integral component of the transportation system. <i>Sidewalk <u>and</u> Designated Bikeway/Wide Shoulder: High</i> <i>Sidewalk <u>or</u> Designated Bikeway/Wide Shoulder: Medium</i> <i>No Multi-Modal Accommodations: Low</i>			
D) System Condition - Explain the current system conditions and how this project will preserve or enhance the transportation infrastructure and/or operations. <i>20+ Year Old Pavement or Structurally Deficient Bridge: High</i> <i>10-19 Year Old Pavement: Medium</i> <i>< 10 Year Old Pavement: Low</i>			
E) Safety - Explain how the project or elements of the project may improve safety. <i>Addresses APO TSM Crash Location or MnDOT Recommended RR Crossing Safety Improvement: High</i> <i>Addresses Other Documented Crash/Safety Location: Low</i>			
F) Economic Vitality - Explain how the project supports the economic development and job retention/creation goals in the community and region. <i>Improves Commercial/Industrial Access and Promotes Economic Development Plans and Recruitment Efforts: High</i> <i>Does not Directly tie to Improved Commercial/Industrial Access or Economic Development Plans or Recruitment Efforts: Low</i>			
G) Equity - Explain how APO provision of federal funding for the project will contribute to regional funding equity. <i>Jurisdiction is Below Equity Compared to % of VMT: High</i> <i>Jurisdiction is At or Near Equity Compared to % of VMT: Medium</i> <i>Jurisdiction is Above Equity Compared to % of VMT: Low</i>			
H) Project Deliverability - Identify the required federal NEPA document and discuss issues that may delay project deliverability (i.e. community concerns, funding, ROW, historical/cultural issues). <i>No Known Controversy or Issues: High</i> <i>Limited Potential for Controversy or Issues: Medium</i> <i>Significant Potential for Controversy or Issues: Low</i>			

**St. Cloud Area Planning Organization
FY 2018 & 2019 Federal Formula Project Requests***

Project Information						
Project	(Sponsoring Agency) Jurisdiction	Project Type	Short Title Description	APO TAC Recommendation	Submitted Federal Request	Submitted Local Match
Road & Bridge (Expansion) - APO 2035 Plan Investment Target (\$1,060,000)						
33rd St. S; Southway Dr. to Cooper Ave.	City of St. Cloud	Roadway Expansion	Expansion of two-lane undivided roadway to a four-lane divided roadway with sidewalk and trail amenities.	\$1,300,000	\$1,900,000	\$1,500,000
Expansion Target Range within 2% of Plan target (and consideration of minimum 30% federal project cost share) = \$1,125,000 - \$1,290,000			Total Road/Bridge Expansion Requests	\$1,300,000	\$1,900,000	\$1,500,000
Road & Bridge (Safety/Preservation) - APO 2035 Plan Investment Target (\$1,900,000)						
Benton Dr.: Second Ave. S to TH 10	City of Sauk Rapids	Roadway Reconstruction	Reconstruct Benton Dr. from 2nd Ave S to TH 10, roadway, sidewalk, drainage, and lighting.		\$1,785,000	\$1,785,000
County Rd 135 (2nd Ave S): CSAH 137/7th St. S to CSAH 75/Division St	Stearns County	Roadway Reclamation, Reconditioning & Resurfacing	County Road 135 Resurfacing from CSAH 137 to CSAH 75		\$400,000	\$100,000
CSAH 75: Old Collegeville Rd to CSAH 81	Stearns County	Roadway Reclamation, Reconditioning & Resurfacing	CSAH 75 Resurfacing from Old Collegeville Road to CSAH 81	80%	\$1,260,000	\$315,000
CSAH 29/1st St.: CSAH 33 intersection	Benton County	Intersection Operation Improvement	CSAH 29/CSAH 33 Intersection operational improvements	80%	\$400,000	\$100,000
9th Ave. S: 4th St. S to 22nd St. S	City of St. Cloud	Roadway Reclamation, Reconditioning & Resurfacing	Mill and resurface roadway surface and reconstruct pedestrian ramps as required for current ADA compliance.		\$1,120,000	\$280,000
Safety/Preservation Target Range within 2% of Plan target = \$1,670,000 - \$2,130,000			Total Safety/Preservation Requests	\$1,660,000	\$4,965,000	\$2,580,000
Transit, Bike & Pedestrian (Multi-Modal) - APO 2035 Plan Investment Target (\$160,000)						
Two Class 500 CNG Bus Replacements	St. Cloud Metro Bus	Bus Replacement	Replace two class 500 paratransit vehicles	45%	\$286,400	\$71,600
Multi-Modal Target Range within 2% of Plan target = \$0 - \$390,000			Total Multi-Modal Requests	\$160,000	\$286,400	\$71,600
				Federal	Local	Total
Total of All Requests				\$3,120,000	\$7,151,400	\$4,151,600
APO Federal Funding Target (FY 2018 & 2019)				\$3,120,000		\$9,903,000

*Projects listed in the order received and not in prioritized order.

St. Cloud Area Planning Organization
FY 2018 & 2019 Federal Formula Fund Projects

Project Information						
Project	(Sponsoring Agency) Jurisdiction	Project Type	Short Title Description	Federal Funding Approved by APO Policy Board	Total Project Cost	Proposed Fiscal Year
33rd St. S: Southway Dr. to Cooper Ave.	City of St. Cloud	Roadway Expansion	Expansion of two-lane undivided roadway to a four-lane divided roadway with sidewalk and trail amenities.	\$1,300,000	\$3,400,000	2019
CSAH 75: Old Collegeville Rd to CSAH 81	Stearns County	Roadway Reclamation, Reconditioning & Resurfacing	CSAH 75 Resurfacing from Old Collegeville Road to CSAH 81	\$1,260,000	\$1,575,000	2018/2019
CSAH 29/1st St.: CSAH 33 intersection	Benton County	Intersection Operation Improvement	CSAH 29/CSAH 33 Intersection operational improvements	\$400,000	\$500,000	2018
Two Class 500 CNG Bus Replacements	St. Cloud Metro Bus	Bus Replacement	Replace two class 500 paratransit vehicles	\$160,000	\$358,000	2019
APO Federal Funding Target (FY 2018 & 2019)				\$3,120,000		

D Appendix D: Central Minnesota ATP Operations & Policy Manual

The following document is the Policy and Operations Manual for the Central Minnesota Area Transportation Partnership (ATP 3). The ATP is public programming board for federal transportation funds in the 12 counties of Central Minnesota or correspond with MnDOT District 3.

MnDOT created Area Transportation Partnerships (ATPs) to emphasize greater public involvement in the preparation of transportation plans and programs. The Central Minnesota ATP is one of eight ATPs in Minnesota.

Every year, the ATPs develop an Annual Transportation Improvement Program (ATIP). ATIPs cover a minimum four-year period. ATIPs include all projects seeking federal aid highway, state trunk highway, and federal transit sources of funding.



Central Minnesota
Area Transportation Partnership

Operations AND
Policy Manual

January 2015

Benton
Cass
Crow Wing
Isanti
Kanabec
Mille Lacs
Morrison
Sherburne
Stearns
Todd
Wadena
Wright

A Partnership with a Vested Interest in Central Minnesota Transportation

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INTRODUCTION

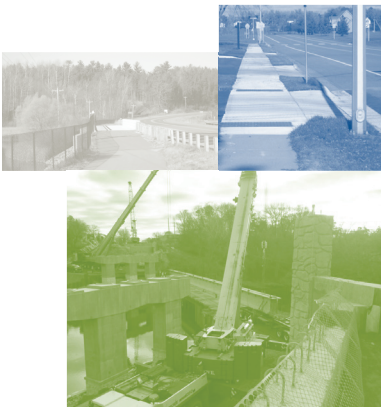
The Central Minnesota Area Transportation Partnership (Partnership) was formed in 1993 following passage of landmark federal surface transportation legislation in 1991 requiring states to emphasize greater planning, multi-modal decision making, and local and public involvement in the development of transportation plans and programs. The Minnesota Department of Transportation (MnDOT) established Area Transportation Partnerships (ATP) in response to this new legislation as a way of providing a sub-state geographic focus on transportation decisions that involve the programming of federal highway funding included in the Minnesota State Transportation Improvement Program (STIP).

This Operations and Policy Manual provides policies and guidance to assist the Partnership in its overall governance and operations. One of the primary roles of the Partnership is to annually develop a draft Area Transportation Improvement Program (ATIP). The ATIP is an integrated list of state and local priorities seeking federal transportation funding covering a minimum four-year period recommended for inclusion in the STIP. The Partnership is also responsible for assisting MnDOT District 3 in managing the ATIP after the STIP has been approved by federal transportation authorities. Program management involves the establishment and enactment of policies and procedures to ensure the orderly delivering and development of the projects in the program.

The objectives of this manual are to:

1. Provide information regarding Minnesota Department of Transportation's (MnDOT) statewide transportation investment process.
2. Identify Partnership's membership, roles, and responsibilities.
3. Establish consistent policies and procedures for soliciting, ranking, and selecting projects seeking federal transportation funds.
4. Set a framework for the equitable distribution of federal funds for local projects.
5. Identify policies and procedures to managing projects in the Partnership's ATIP after they have been programmed in the STIP.

While this manual attempts to standardize many recurring activities by establishing specific policies and procedures, there may be instances where the Partnership is required to act independently from the guidance prescribed herein. In these cases, the Partnership should conduct its affairs, make decisions, and act in a manner consistent with the purpose and intent of these policies as well as any other state and federal guidance or requirements governing the programming of federal transportation projects.



BACKGROUND

State Transportation Improvement Program and Federal Surface Transportation Bill

The current federal surface transportation bill coupled with previous bills has created a new and dynamic focus for transportation planning and programming for the Nation. As legislatively required, each state must produce a State Transportation Improvement Program (STIP) document. The STIP is a comprehensive four-year schedule of planned transportation projects eligible for federal transportation funding. It is fiscally constrained based on the funding that each State can reasonably expect to be available for the life of the document.

The STIP must include capital and most non-capital transportation projects proposed for funding under Title 23 (Highway) and Title 49 (Transit) of the U.S. Code. It must also contain all regionally significant transportation projects that require action by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). For informational purposes, the STIP should include all regionally significant projects proposed to be funded with other federal and/or non-federal funds.

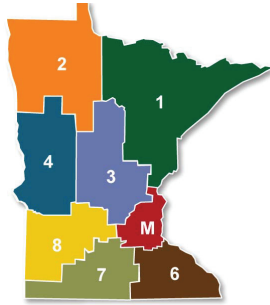
Surface transportation legislation requires states and metropolitan areas to emphasize public involvement in developing transportation plans and programs. Since many investment decisions included in the STIP have potentially far-reaching effects, surface transportation legislation requires planning processes to consider such factors as land-use and the overall social, economic, energy, and environmental effects of transportation decisions. Additionally, these planning activities provide input into the programming process, so there must also be reasonable opportunities for public comment in the development of the STIP.

Area Transportation Partnerships

Minnesota has established a decentralized investment process relying upon the input and recommendations of eight Area Transportation Partnerships (ATPs) throughout the state. ATPs bring together the transportation recommendations of MnDOT and other transportation partners into an integrated list of transportation investments called the Draft ATP. ATPs are prepared annually by each ATP and cover a minimum four-year time frame.

ATPs consider the transportation priorities of the Regional Development Commissions (RDC), Metropolitan Planning Organizations (MPO) and the MnDOT Districts in preparing their Draft ATPs. Once developed, the Draft ATPs are recommended by the ATPs to their respective MnDOT Transportation District Engineer for inclusion in the Draft STIP.

Figure 1 - ATP Boundaries



ATPs may establish criteria to help in project selection and may develop separate policies and procedures to manage their individual programs and activities. Creation of this manual serves as this Partnership's official document governing its operations.

ATP, RDC, and MPO Boundaries

ATP boundaries generally follow MnDOT State Aid District boundaries. Figure 1 is a map illustrating the eight ATP boundaries. The geographic area represented by this Partnership is identified as "3" on the map and is sometimes referred to as ATP-3. ATP-3 encompasses a 12-county area of Central Minnesota including the following counties:

- Benton
- Cass
- Crow Wing
- Isanti
- Kanabec
- Mille Lacs
- Morrison
- Sherburne
- Stearns
- Todd
- Wadena
- Wright

Aitkin County, which is part of the MnDOT District 3 State Aid area, was asked if it wished to join ATP-3 but it chose instead to align itself with its respective RDC area. Therefore, Aitkin County is considered part of ATP-1, which is administered by the MnDOT District 1 Office in Duluth. MnDOT District 3 is charged with administering and coordinating the programming responsibilities for the ATP-3 area.

Figure 2 - Minnesota MPO's & RDC's

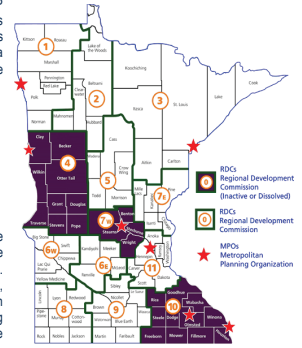


Figure 2 depicts MPO and RDC areas in Minnesota while Figure 3 is a subset of this map focusing on only ATP-3. ATP-3 is represented by two active RDCs and one designated MPO:

- Region 5 - Region 5 Development Commission
- Region 7E - East Central Regional Development Commission
- St. Cloud metropolitan area - St. Cloud Area Planning Organization

ATP-3 includes the four-county area making up Region 7W. Region 7W, like the Regions 5 and 7E above, is an economic region of the state. However, the RDC originally serving this region was inactivated in 1982. In 2000, a separate transportation policy board, called the Region 7W Transportation Policy Board, was established by Joint Powers Agreement duly executed by Benton, Sherburne, Stearns, and Wright Counties to conduct transportation planning and programming responsibilities to support the activities of ATP-3 in Region 7W.

Figure 3 - ATP 3, MPO, RDC's



CENTRAL MINNESOTA AREA TRANSPORTATION PARTNERSHIP

General

Sound planning and public involvement provide the basis for good transportation decisions. Planning processes must appropriately involve special interests, citizens, non-traditional partners, professionals, and regional and local governments. The products derived from these processes become the foundation for project selection. A group that respects these processes can best accomplish priority setting, involving tradeoffs between competing needs within an ATP's programming area.



Membership

The success of the ATP rests with its membership. Persons serving on the ATP should have broad, multi-modal, and multi-jurisdictional perspectives regarding transportation issues.

Members should be familiar with and/or involved in planning processes, such as those referenced above. They should also be representative of the area served. Membership should include representation from MnDOT, RDCs, MPOs, cities, counties, and tribal governments. Other transportation stakeholders may also be represented as determined by the individual ATPs.

The Partnership in ATP-3 consists of 18 voting and six non-voting members. Table 1 illustrates a breakout of this membership by functional group and number of members appointed to serve in each of the groupings. Functional groups represented are responsible for managing their individual appointments on the Partnership.

Table 1 - ATP-3 Membership

Voting Members (18)	
MnDOT District 3	2
Region 5 Development Commission (Region 5)	2
East Central Regional Development Commission (Region 7E)	2
Region 7W Transportation Policy Board (Region 7W)	2
St. Cloud Area Planning Organization	2
County Engineer - northern half of District 3	1
County Engineer - southern half of District 3	1
City Engineer - northern half of District 3	1
City Engineer - southern half of District 3	1
Leech Lake Band	1
Mille Lacs Band	1
Rural Transit	1
St. Cloud Metropolitan Transit Commission	1
Non-Voting Members (6)	
MnDOT District 3 Staff - ATP Facilitator	3
RDC 5 Staff	1
RDC 7E Staff	1
Tribal Nation Advisor	1

Terms and Appointments

There are no prescribed terms or limits on service length for Partnership members. Functional groups represented on the Partnership must review their membership at least every two years from the time of appointment or reappointment on the Partnership. Functional groups may appoint an alternate member to serve as a proxy on the Partnership in the event the primary member is unable to attend one of the scheduled Partnership meetings. Alternatively, they may establish a process for assigning an alternate member (or proxy) to represent the appointed member when the primary member is not able to attend a meeting.

Once appointed, members continue to serve on the Partnership until such time that the functional group appointing the member selects a new appointment. In instances where a member is required to terminate their membership on the Partnership before their term would otherwise expire, they should contact their respective functional group as early as possible to notify them of their decision so a new appointment can be made.

Listed below are membership considerations that selected functional groups should take into account as they appoint members to the Partnership:

- The Region 5 Development Commission, East Central Regional Development Commission, Region 7W Transportation Policy Board, and St. Cloud Area Planning Organization are responsible for appointing two voting members to serve on the Partnership. At least one of the appointed members must be an elected official.
- The two RDCs and the St. Cloud Area Planning Organization is authorized one member from their staff to serve as a non-voting member on the Partnership unless another staff person has already been appointed to serve as a voting member on the Partnership to represent the region.
- Region 7W Transportation Policy Board is authorized one non-voting member on the Partnership. A MnDOT District 3 staff person shall perform these duties since the District serves as "Staff" to the Region 7W Transportation Policy Board in the execution of its duties and responsibilities.
- The District 3 County Engineers' Group is responsible for appointing two county engineers to serve on the Partnership: one to represent the north half and the other to represent the south half of the Partnership's programming area.
- The MnDOT District 3 City Engineers' Group is responsible for appointing two city engineers to serve on the Partnership to represent State Aid cities over 5,000 population: one to represent the north half and the other to represent the south half of the Partnership's programming area.
- MnDOT District 3 voting members should include one person appointed to represent the state trunk highway construction program and the other person appointed to represent local road and bridge projects.

Functional groups should submit their appointments in writing to the ATP-3 Staff Facilitator following selection.

Officers

The Partnership shall appoint a Chair from its membership to preside over meetings and represent the body at various functions. A simple majority vote of the voting members present shall decide the appointment of the Chair. The Partnership shall determine selection of the Chair at the final meeting of the

annual ATIP development process cycle, usually occurring in June. The Chair’s term shall be a period of two years and shall commence at the next scheduled meeting of the Partnership following appointment.

The Partnership shall appoint a Vice Chair from its membership to preside over meetings and represent the body at various functions in the Chair’s absence. Appointment of the Vice Chair shall be determined in the same manner and during the same time frame as the Chair unless otherwise directed herein. The Vice Chair’s term shall be a period of two years and shall commence at the next scheduled meeting of the Partnership following appointment.

In the event the Partnership’s Chair must vacate their office prior to the expiration of their term, the Vice Chair shall automatically be appointed as the Interim Chair to serve out the remainder of the vacating Chair’s term. The Partnership shall then take action to appoint an Interim Vice Chair by a simple majority vote of the voting members present to serve out the remainder of the vacating Vice Chair’s term.

In a similar way, if the Partnership’s Vice Chair must vacate their office prior to the expiration of their term, the Partnership shall appoint an Interim Vice Chair from its membership by simple majority vote of the voting members present. The appointed Interim Vice Chair will perform the duties of this position for the remainder of the vacating Vice Chair’s term.

If both the Partnership’s Chair and its Vice Chair must vacate their office at the same time before their respective terms have expired, the Partnership shall take separate action to first appoint an Interim Chair and then next a Vice Chair to serve out the remainder of each officer’s service term. A separate nomination for each position will be held. The ATP-3 Staff Facilitator will preside over the nominations. Appointment for these positions will be by a simple majority vote of the voting members present.

Roles and Responsibilities

The primary role of the Partnership is focused on the development of the Draft ATIP within the ATP-3 area. This involves establishing and maintaining a process for soliciting and selecting candidate projects to include in the Draft ATIP. An important aspect in soliciting and selecting projects for the Draft ATIP involves developing relevant criteria and application materials and processes to aid the Partnership in the screening, evaluation, and ranking of projects.

Another role of the Partnership is to manage the implementation of the ATIP following approval of the STIP. The Partnership manages the program by developing and enacting various policies and procedures to govern such things as changes in project scope or cost estimates that may result in modifications or amendments to the STIP. Policies are also adopted to manage increases or reductions in federal or state funding that have been targeted to ATP-3.



The voting members on the Partnership play a very direct role in establishing and approving policies and procedures for the development and management of the ATIP. They attend regular and special meetings of the Partnership and serve on various committees of the Partnership. Non-voting members also play a critical role in advising the voting membership on transportation planning and programming related matters. Non-voting members are allowed to attend all of the Partnership’s regular and special meetings and can

serve on various committees as directed by the Partnership. Non-voting members carry-out many of the key program development functions of the Partnership between its meetings.

Attendance

The Partnership encourages maximum attendance and participation by members at its meetings. The Chair shall take roll call at the beginning of each meeting. The Chair shall alert the Partnership of members who have two or more absences within a one-year period. The Partnership may take appropriate action to encourage attendance that may include verbal or written notices to the functional group appointing the absentee member.

When a voting member is unable to attend a meeting for any reason, it is their responsibility to notify the ATP-3 Staff Facilitator prior to the meeting of this fact. Voting members unable to attend a meeting may send an alternate member to represent them in their absence as provided in the Terms and Appointments section above. Alternate members, when needed, shall have all of the rights and privileges of the voting member they are substituting.

Non-voting members are encouraged to attend regular meetings of the Partnership. Non-voting members shall be identified during roll call and their name plates shall be distinct from the voting membership to reflect their status.

Voting

Voting members shall be entitled to one vote as to any matter submitted to the Partnership for decision. Voting shall be by voice and/or show of hands, except that any member, including the Chair, may orally request a roll call vote. As to all votes, the names of members abstaining and numerical results of roll call votes, if taken, shall be recorded in the minutes of the meeting. Voting by proxy is permitted. Alternate members shall be entitled to vote. If both the primary voting member and the alternate member are absent from the meeting, the other delegate representative for that functional group, if more than one, shall not be entitled to cast a vote for the absent member. Non-voting members shall not be entitled to vote unless they have been designated to serve as proxy for an absent voting member.



Committees

The Partnership may establish committees to advise and provide support to the Partnership in the execution of its duties and responsibilities. Committees typically serve in an advisory capacity unless directed otherwise by the Partnership. Committees may be formed on a permanent basis as “standing committees” or on temporary basis as “ad hoc committees.”

Clearly defining the purpose, roles, responsibilities, and expected deliverables are important in establishing committees. Committee activities may include conducting investment program reviews, aiding the Partnership in its project solicitation and selection role, or studying particular issues and concerns of interest to the Partnership.

Committee membership may vary depending upon the committee’s purpose or function. The Partnership should select committee members from its voting and non-voting membership when it is practical to do so.

The Partnership may also appoint external persons to serve on committees. In selecting appointments, the Partnership should determine the appropriate size and make-up of the committee.

The Partnership should ensure prospective appointees possess expertise in the subject area, contribute to healthy and diverse viewpoints, and reflect the interests of the groups they are representing. Membership decisions should contribute toward successful dialogue and outcomes necessary toward achieving the committee’s charge.

There are three standing committees assisting the Partnership in its affairs. They include:

- 1) ATIP Development Committee
- 2) Transportation Alternatives Program Committee
- 3) District 3 Public Transit Providers Committee

ATIP Development Committee

The ATIP Development Committee is established to develop and recommend the Draft ATIP document to the Partnership for its approval on an annual basis. This Committee is responsible for merging the local and state transportation priorities of the RDCs, APO, and MnDOT District 3 into an integrated list of projects, called the Draft ATIP, and then presenting its recommendation to the Partnership for review and approval. This Committee may also be requested to study and advise the Partnership on other matters relating to the development and management of the ATIP. In this capacity, the Committee shall not serve as a policy making body unless otherwise granted this authority by the Partnership. This Committee will work to ensure all of its products are prepared in a consistent, fair, and technical manner.

Membership on the ATIP Development Committee shall consist of the following members:

- MnDOT District 3 State Aid Engineer.
- One engineer representative from each of the four regions to be selected from the ATP’s voting membership.
 - If an engineer representative from the Partnership’s voting membership is not available, a representative may be appointed by the region from its regional transportation advisory committee.
- One person representing transit to be selected from the Partnership’s voting membership.
- One representative from MnDOT’s District 3 Planning & Programming Unit to serve as committee chair/facilitator.
- One person representing the area’s tribal nations to be selected from the Partnership’s voting membership.
- One planner from each region to be selected from the Partnership’s voting or non-voting membership, as applicable.

Transportation Alternatives Program (TAP) Committee

The Partnership’s TAP Committee is established to assist the Partnership in the annual solicitation and selection of projects eligible for federal TAP funding. Among its responsibilities, the TAP Committee develops and updates project selection criteria and application materials to ensure consistency with the Partnership’s policies and applicable statewide program objectives. This Committee is responsible for conducting a formalized review and evaluation of TAP candidate projects sufficient to recommend a

prioritized list to the Partnership’s ATIP Development Committee for inclusion in the Draft ATIP. The Committee shall consider the regional prioritization of TAP candidate projects in its review and evaluation.

Membership on the TAP Committee shall consist of the following members:

- MnDOT District 3 State Aid Engineer.
- One engineer representative from each of the four regions to be selected from the Partnership’s voting membership.
 - If an engineer representative from the Partnership’s voting membership is not available, a representative may be appointed by the region from its regional transportation advisory committee.
- One representative from MnDOT’s District 3 Planning & Programming Unit to serve as committee chair/facilitator.
- One person representing the area’s tribal nations selected from the Partnership’s voting membership.
- One planner from each region to be selected from the Partnership’s voting or non-voting membership, as applicable.
- One person representing Safe Routes to School (Statewide).
- One person representing Scenic Byways (Statewide).
- One person representing School Boards (Local).
- One person representing Parks and Recreation (Local).
- Other representation deemed necessary by the Partnership.
- Additional MnDOT District 3 staff may be assigned, as needed, to facilitate the activities of the TAP Subcommittee but will not be considered part of the official membership.

District 3 Public Transit Providers Committee

The purpose of the District 3 Public Transit Committee is to identify and evaluate transit vehicle capital requests to be recommended for consideration in the Partnership’s Draft ATIP, as required by MnDOT. This committee works with the MnDOT Office of Transit to identify a list of candidate projects seeking federal transportation funding. Capital projects and operating assistance to be funded by the Federal Transit Administration are not required to be reviewed by the Committee.



After identifying a list of candidate projects, the Committee reviews each request on the basis of need using a life cycle analysis methodology to develop a rank-ordered listing of projects to submit to the RDCs, the St. Cloud APO, and Region 7W. In turn, these organizations are responsible for considering the Committee’s recommendations in developing a prioritized list of local transportation projects seeking federal funds for each region.

Membership on the Committee consists of one representative from each rural and small urban transit system provider within the Partnership’s programming area. The MnDOT Office of Transit’s Program Manager representing ATP-3 is assigned to this committee and is responsible for facilitating and presiding over the meetings. Each person assigned to serve on the Committee is a voting member. Planning staff from the area’s regional planning organizations may also attend, as needed.

TRANSPORTATION INVESTMENT PROCESS

General

The Partnership employs a decentralized approach in implementing its transportation investment process by enlisting the assistance of the Region 5 Development Commission, East Central Regional Development Commission, St. Cloud APO, and the Region 7W Transportation Policy Board. The Partnership's decentralized investment process encourages effective use of existing regional planning structures. These regional planning bodies are logical forums for discussing significant transportation matters and are well positioned to evaluate how certain transportation issues impact the development and quality of life within their respective regions. Regions are also valuable toward ensuring that the projects considered for federal transportation funds reflect regional priorities. Since each region has its own designated policy board consisting of locally elected officials, there is a greater sense of political accountability for proposed projects.



Transportation Funding and Programs

Minnesota's transportation investment process responds to new federal transportation regulations requiring states to maintain a performance-based transportation planning process and demonstrate progress toward meeting established performance targets through their transportation investments.

MnDOT's commitment to performance-based is emphasized throughout the organization and is firmly established in its planning processes. The planning documents highlighted below demonstrate this commitment and illustrate how MnDOT's vision, transportation policies, and capital investment decisions are interrelated and intertwined through its planning and programming processes.

- Minnesota GO that articulates a 50-year statewide vision for transportation.
- Minnesota Statewide Multimodal Transportation Plan, a policy plan containing objectives and strategies to inform the development of other MnDOT plans.
- Minnesota 20-Year State Highway Investment Plan that represents MnDOT's capital investment priorities for the state highway system over the next 20-years.
- MnDOT's 10-Year Capital Highway Work Plan that provides a summary of the department's committed projects for years 1-4 and planned investments for years 5-10.

MnDOT's goal of meeting its statewide transportation objectives, as documented in these plans, serves as the foundation for the department's strategy in distributing funds to the MnDOT District Offices and ATPs. Accordingly, MnDOT has structured its present funding distribution methodology around five primary investment categories, which are detailed below. These investment categories have been established to ensure attainment of federal and state transportation goals, while ensuring sufficient investment in other local transportation needs.

STATEWIDE PERFORMANCE PROGRAM (SPP)

SPP consists of federal funding provided under the National Highway Performance Program (NHPP) intended for use on the National Highway System (NHS) including the required state/local matching funds. Funding under the NHPP may be used on any route designated on the NHS. The

NHS includes Interstates, most U.S. highways, and other routes functionally classified as a principal arterial. MnDOT has over 97 percent of the statewide mileage included on the NHS. The remaining 3 percent of the NHS is on the local system. MnDOT has established the SPP to ensure progress in meeting federal performance requirements for pavement, bridge, safety, and congestion on the NHS system. Selection of projects for the SPP involves collaboration between the MnDOT district offices, specialty offices, and the central office. Typical projects include rehabilitation and replacement fixes for existing pavement, bridges, and roadside infrastructure.

DISTRICT RISK MANAGEMENT PROGRAM (DRMP)

DRMP consists of federal funding from the Surface Transportation Program – Statewide funding and additional State trunk highway funds targeted to the districts. DRMP funding distribution is based on a formula that takes into account each district's share of non-principal arterial bridge needs (30 percent) and pavement needs (30 percent), number of miles of non-principal arterials (24 percent), and population (16 percent). Project selections are evaluated statewide through a collaborative process to ensure each district is balancing district-level risks while making progress toward achieving statewide investment goals. The DRMP focuses on pavement, bridge, and roadside infrastructure on lower-volume roads; and is responsible for funding the majority of safety and mobility projects proposed by the districts.

AREA TRANSPORTATION PARTNERSHIP (ATP) MANAGED PROGRAM

The ATP Managed Program consists of federal funding provided under the STP Urban, STP Small Urban, and STP Rural population programs. As the name implies, it includes funding from these STP program sources that can be used by the ATPs to address local transportation needs qualifying for federal reimbursement in the areas served by the different programs comprising the ATP Managed Program. Distribution of funds to the ATPs is accomplished based on the following factors:

- 50% - Distributed by ATP population consistent with the most recent census, distributed by the definitions for rural, small urban, and urban as defined by federal transportation planning regulations.
- 50% - Distributed by the average of the ATPs' county and municipal state aid needs as calculated by MnDOT's State Aid for Local Transportation process.

ATPs are responsible for project solicitation and selection of projects to be funded under the ATP Managed Program.

TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

The TAP is a new federal program that streamlines and restructures several previous programs. Previous federal programs such as such as Transportation Enhancements, Safe Routes to School (SRTS), National Scenic Byways, and several other discretionary programs now fall under the new TAP umbrella.

TAP is administered jointly between the MnDOT Central Office and the ATPs as part of a competitive application process. Applicants interested in applying to the TAP must first complete a Letter of Intent (LOI) to determine their eligibility and preparedness. ATPs send out full applications to applicants who have completed the LOI, meet the basic eligibility requirements, and successfully demonstrate potential to receive federal TAP funding. ATPs are responsible for

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evaluating each of the applications they receive, and select from those the ones that they wish to recommend for funding. Most ATPs have established special committees to assist in this process.

TAP funding is distributed to the ATPs by population through the following categories:

- TAP-Statewide
- TAP-Small Urban
- TAP-Urban
- TAP Rural

Since ATP-3 does not have an MPO area with 200,000 or greater population, it does not receive an allocation of TAP-Urban funds under the formula.

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)

The HSIP is a federally funded safety program. The object of this program is to identify, implement and evaluate cost effective construction safety projects. This program is administered centrally by the MnDOT Office of Traffic Safety and Technology (OTST). OTST solicits MnDOT districts and local jurisdictions (e.g., cities and counties) for qualifying safety projects eligible under HSIP. Typically these include projects that have been identified and recommended in the safety plans prepared by the local agencies and MnDOT and are consistent with the critical emphasis areas and strategies communicated in Minnesota's Strategic Highway Safety Plan. Activities selected for HSIP funding are generally lower cost, high return on investment strategies designed to reduce the most serious types of crashes. Funding to each ATP is determined by its share of serious and fatal crashes on the state and local system.

Regional Federal Funding Targets and Sub-Targets

Regional federal funding targets provided by MnDOT are an important planning tool to assist ATP's in developing their fiscally-constrained Draft ATPs. Targets are the maximum amount of funding a District or ATP can receive for a given year. It is important to note that targets may vary throughout the time frame of the STIP and beyond. MnDOT uses different methodological approaches in distributing funding to the ATPs and the MnDOT Districts. The five previously identified primary investment categories are each calculated using a different formula and set of criteria.

Each year, MnDOT's Office of Transportation System Management (OTSM and sometimes mentioned in this manual as "Central Office") updates the STIP funding guidance. This guidance contains the estimated federal highway aid and state trunk highway funding available for developing the Draft STIP. The funding guidance is broken out by each major investment category with the amounts targeted to each ATP.

ATPs and the MnDOT Districts apply the targeted federal and state funds in the STIP guidance to help them identify the transportation investments to recommend in their fiscally-constrained Draft ATPs. Projects funded with State-Aid funds distributed to counties and municipalities over 5,000 populations are not required to be included in the STIP unless these funds are needed to match federal transportation funds being requested for projects programmed in the STIP.

Measure	Factors	Weight
50% System size	Bridge	13%
	Federal Aid Lane Miles	31%
	Buses	6%

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In June 1999 starting with the fiscal year 2003 local solicitation, the Partnership established a methodology for sub-targeting the local federal funds targeted to ATP-3 to the four regions. While these are not actual allocations, the sub-targets provide a place to start in setting regional priorities necessary for developing each region's TIP. Table 2 reports the measures, factors and weights that are inputs into the Partnership's sub-target formula. The formula is based on 50 percent system size (bridge area, federal aid lane miles, and buses) and 50 percent system use (vehicle miles traveled, heavy commercial vehicle miles traveled, and future population).

50% Usage	Present	
	Vehicle Miles Traveled	21%
	Heavy Commercial Vehicle Miles Traveled	4%
	Future 2025 Population	25%

Table 3 – Regional Federal Funding Sub-Targets

Region	Target %
Region 5	32.65%
Region 7E	13.82%
Region 7W	33.00%
St. Cloud Metro	20.53%
Total	100%

Table 3 reports the sub-target percentages reporting each region's share of the local federal funds targeted to the Partnership under the ATP Managed Program. Originally the sub-targets could only be determined for Region 5 (32.65 percent), Region 7E (13.82 percent), and Region 7W (53.53 percent) since some of the data used in the formula was not available below the county level. This made it difficult for splitting out a separate target percent for the St. Cloud metro area from the larger Region 7W total. Thus, the St. Cloud APO and Region 7W held meetings to negotiate an acceptable split of the combined target total. The percentages shown in this table reflect the results of their negotiations and agreement on the split.

The Partnership has agreed to continue using this formula for distributing the local federal funds to the regions despite MnDOT's recent change in its statewide process for distributing funds to the ATPs. The Partnership reserves the right to make changes to this formula as it determines necessary. Any future change to the formula should not impact projects or funding levels already programmed in an approved STIP and should go into effect starting with the new (4th) year of the Draft ATP or beyond as set forth by the Partnership.

Transportation Investment Goals

The state's transportation investment process starts with its 50-year vision for transportation contained in Minnesota GO. The vision is supported by eight principles that are used to guide future policy and investment decisions within MnDOT. MnDOT's 20-year Statewide Multimodal Transportation Plan applied Minnesota GO's guiding principles to develop objectives and strategies to inform the development of MnDOT's Statewide Highway Investment Plan (MnSHIP) and other statewide plans and studies.

MnDOT districts apply the investment direction set forth in MnSHIP, plus any additional guidance provided by the MnDOT Central Office, in annually updating the draft STIP and their individual district ten-year capital highway work plans. Development of the district ten-year capital highway work plans is important in the identification and programming of future SPP and DRMP projects to be listed in the STIP by the MnDOT districts. Similarly locally and regionally-prepared transportation plans and capital improvement programs are useful in programming funds under the ATP Managed Program for locally-sponsored projects.

The Partnership may elect to develop its own investment goals that more closely reflect the transportation needs of the area. If the ATP elects to do so, it should derive these goals from a comprehensive planning

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process that considers the use of federal and state performance measures and is characterized by substantial public involvement.

MnDOT District 3 Involvement

MnDOT District 3 staff provides support to the Partnership to assist it in its day-to-day operations. Some of the specific duties performed by District staff in support of the Partnership include (illustrative only):

- Preparing agendas, mailings, and minutes pertaining to Partnership meetings.
- Producing and presenting necessary information and materials to assist the Partnership in conducting its operations.
- Working with the RDCs, APO, Region 7W, and the Partnership to help in candidate project solicitation and selection associated with ATIP development.
- Participating in and facilitating meetings to assist the Partnership and its committees in performing their duties.
- Managing revisions to cost estimates; increases, surpluses, and reductions in state or federal funding.
- Processing modifications and amendments to the STIP for both local and state projects.

The Partnership has enacted various policies and procedures contained in this manual to assist MnDOT District 3 with these activities.

Regional Planning Partners Involvement

Regional planning partners (a.k.a. regions) supporting the Partnership include the Region 5 Development Commission, East Central Development Commission, Region 7W Transportation Policy Board, and the St. Cloud Area Planning Organization. These entities play an integral role in the Partnership's annual ATIP development process. They provide insight to the Partnership concerning the social, economic, and environmental issues facing their regions that contributes to enhanced transportation decisions. They also serve as a clearinghouse for determining regional transportation priorities by involving counties, cities, transit, and other transportation interests in their decision-making processes.

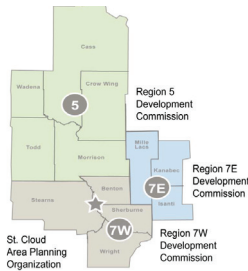
REGIONAL DEVELOPMENT COMMISSIONS

The two RDCs receive planning grants from MnDOT to develop and implement an annual transportation planning work program. RDCs include staff time in their work programs to support the activities of the Partnership. The balance of their work programs is dedicated toward conducting other regional transportation planning and studies and providing technical assistance to the local governmental units they serve. Products from implementing their work programs, such as regional long-range transportation plans, provide the basis for setting transportation priorities in the regions. Each RDC is supported by a transportation advisory committee that advises and makes recommendations to the policy makers on the Commission on a variety of transportation matters.

ST. CLOUD AREA PLANNING ORGANIZATION

The St. Cloud APO is the only designated MPO in the ATP-3 programming area. The APO is responsible for maintaining a continuous, comprehensive, and coordinated (3-C) transportation planning process for the St. Cloud metropolitan area. As the designated MPO, it must prepare a Transportation Improvement Program (TIP) at least every two years for the metropolitan area. Projects in the APO's metropolitan TIP must be consistent with the products derived from its planning process, including its long-range metropolitan transportation plan. The APO must ensure that the TIP is compatible with the development of the Partnership's ATIP and ultimately the STIP. Since the Partnership's ATIP represents the area's input into the STIP, it is essential that the Partnership and APO coordinate their activities.

Figure 3 – ATP 3, MPO, RDC's



The APO's transportation planning processes are well established and are useful for determining the transportation priorities for the St. Cloud metropolitan area. The candidate projects identified through the APO's TIP development process provide input into the Partnership's ATIP development process. Similar to the two RDCs in the area, the APO is complemented with a transportation advisory committee. This committee assists the agency in preparing transportation plans and studies and in reviewing various alternatives to address existing and future transportation needs. Recommendations from this committee are then forwarded to the APO Policy Board where official action is taken.

REGION 7W TRANSPORTATION POLICY BOARD

The area of Region 7W outside of the St. Cloud APO's 20-year metropolitan planning area is represented by the Region 7W Transportation Policy Board. The authority for this organization was made possible through a Joint Powers Agreement mutually executed by Benton, Sherburne, Stearns, and Wright Counties in January 2000. The Region 7W Transportation Policy Board was established to address regionally-significant transportation issues, conduct regional transportation plans and studies, and provide assistance to the Partnership in the solicitation and selection of projects seeking federal funding in the STIP.

MnDOT District 3 staff provides support to the Region 7W Transportation Policy Board in a manner similar to the roles performed by the transportation planning staffs of the RDCs. A special transportation advisory committee has been established to execute the region's transportation work program and to advise and make recommendations to the Region 7W Transportation Policy Board on transportation matters. This includes the annual review and evaluation of candidate projects to be recommended to the Region 7W Transportation Policy Board for inclusion in the Draft ATIP.

METROPOLITAN COUNCIL

In March 2012, the U.S. Census Bureau identified portions of Albertville, Hanover, Otsego, and St. Michael in Wright County and portions of Elk River and Big Lake Township in Sherburne County as part of the Minneapolis-St. Paul Urbanized Area. With this announcement came the news that for the first time the Metropolitan Council's planning area was extended beyond the legislatively defined seven-county boundary area. Local jurisdictions within the extended area now must be included in the Metropolitan Council's federal transportation planning and programming process.

A Memorandum of Understanding (MOU) was duly executed between the Region 7W Transportation Policy Board, the Metropolitan Council, and the cities and counties in the extended area in January 2014. The MOU establishes a communication and coordination framework for addressing the Metropolitan Council's federal metropolitan transportation planning and programming requirements within the extended area.

In terms of the impact of this MOU on the Partnership's ATIP development process, the Region 7W Transportation Policy Board will continue to represent the local jurisdictions within the extended area in the development of the Region 7W portion of the Partnership's Draft ATIP. Projects to be programmed with federal money in the extended will continue to be selected and funded through the existing ATP-3 Partnership process. Projects within the extended selected for funding and inclusion in the Partnership's Draft ATIP will be transmitted to the Metropolitan Council for inclusion in its metropolitan area TIP.

If an amendment to the Metropolitan Council's TIP is needed prior to the normal annual TIP update cycle, MnDOT District 3 and the Region 7W Transportation Policy Board will submit the amendment request to the Metropolitan Council for consideration and processing.

Public Participation

Federal Surface Transportation Legislation emphasizes strong public participation in the development of transportation plans and programs. The Partnership's decentralized process for developing its Draft ATIP helps fulfill the spirit and intent of the legislation. The decision to involve the regional planning partners in the development of the Draft ATIP strengthens the Partnership's public involvement goals. Collectively, these agencies perform a wide array of programs and services that integrate well and contribute to the Partnership's programming activities.

The regional planning partners involved in the Partnership's ATIP development process are responsible for making their products, processes, and services accessible to the public. The organizational structures of these bodies provide a link to various constituencies within the regions they serve. The meetings that are held by these bodies in delivery their programs and services are open and accessible to the public.

MnDOT District 3 utilizes the processes established by these bodies in executing its public participation activities. In addition, MnDOT District 3 staff regularly meets and receives input from the public, local governments, and other special interests in the development and execution of its trunk highway construction program. MnDOT also maintains a robust public involvement process in the development of various agency transportation plans and studies that are used to help inform future investments.

In addition to these public involvement activities, the Partnership holds its own set of meetings, meeting on average four times per year. The Partnership posts its annual meeting schedule at both the MnDOT District

3 Offices in Baxter and St. Cloud and on the District 3's website. This schedule is approved at the final meeting of the annual ATIP development process and is used to establish the dates, times, and locations for the meetings to be held for the next ATIP update cycle. The present meeting schedule can be found at the following link: <http://www.dot.state.mn.us/d3/atp/atpmeetings.html>.

AREA TRANSPORTATION IMPROVEMENT PROGRAM DEVELOPMENT

General

The Partnership values the role that the regional planning partners play in identifying transportation needs and priorities. Regions are responsible for participating in the regional solicitation and selection of local projects seeking federal transportation funding and for recommending a prioritized list of transportation needs to the Partnership in the preparation of the Draft ATIP. Eligible projects include all projects requesting funding under Title 23 of the United States Code (USC) (highway) and Title 49 USC (transit). MnDOT District 3 is responsible for overseeing the ATIP development process and ensuring its completion (via the use of the Partnership) in the ATP-3 programming area.

Federal Highway Administration requires a non-federal match of at least 20 percent of project costs. Regions reserve the right to limit the amount of federal funds being recommended on any local project. Applicants may be requested to exceed the minimum 20 percent matching requirements to maximize and leverage available federal funds targeted to the region. MnDOT permits overmatching of federal funds but limits this type of matching option to only locally-sponsored projects. In these instances, federal participation should not be less than 30 percent as a rule unless approved first by MnDOT and the Federal Highway Administration. State projects seeking federal funds generally are funded at the maximum federal level allowed pursuant to the particular federal program being pursued and programmed.

Federal Surface Transportation Program (STP) funds provided to local agencies under the ATP Managed Program provide a flexible source of funding that may be used by cities and counties for projects on any Federal-aid eligible highway or street. They may also be used for bridge projects on any public road and for transit capital requests. Federal and state trunk highway funds provided under the SFP and DRMP are targeted to the MnDOT Districts to ensure attainment toward federal and state performance requirements and district goals.

ATP Managed Program Development

The project solicitation process generally begins following the publication and release of the STIP Guidance, but may commence sooner at the discretion of the Partnership. The STIP Guidance provides the Partnership with the STIP development timeline and regional federal funding targets that is necessary for developing the ATIP. Regions follow the below steps in developing their list of priorities to recommend to the Partnership for funding under the ATP Managed Program:

- Sending out federal Partnership application materials and guidance to potential applicants.
- Receiving completed applications from jurisdictions by the solicitation deadline.
- Verifying all candidate projects meet the minimum federal and Partnership eligibility requirements.
- Evaluating eligible candidate projects using region's project assessment criteria and process.
- Recommending a rank-ordered list of projects to the Partnership for programming consideration.

MnDOT District 3 staff and the regions commence the local solicitation activities by distributing complete project solicitation packets to all counties, cities over 5,000 populations, the Mille Lacs Band and Leech Lake Band. Organizations receiving the complete packets are furnished with application guidance and forms to assist them in nominating transportation projects to their respective regions for consideration in the Draft ATIP.

Regions are responsible for recommending a prioritized list of transportation projects to the Partnership based on their targeted funding levels. While each region has flexibility in setting their investment priorities, they all follow a similar process and schedule set forth by the Partnership in soliciting and selecting projects for consideration in the ATIP. Region 5 and Region 7W annually solicit projects for the fourth year of the ATIP, while the ECRDC and the St. Cloud APO solicit every other year to develop a five-year program.

Primary project type categories eligible to receive funding through the ATP process include:

- New alignment roadway construction.
- Roadway expansion defined as adding capacity by constructing a new travel lane.
- Roadway reconstruction.
- Roadway reclamation, reconditioning, and resurfacing.
- Bridge replacement or rehabilitation.
- Safety and/or operational improvements.

Applicants are advised that some regions have taken official action to make exceptions on what types of projects may be eligible for federal funding within their region. These regions made these exceptions to emphasize and focus federal funding on those transportation needs important to their areas. The following exceptions are in effect:

- Eligible cities and counties in Region 7W (outside of the St. Cloud APO 20-year planning area) may nominate projects in any of the primary project type categories listed above. However, they may only nominate Roadway Reclamation projects under the "Roadway Reclamation, Reconditioning and Resurfacing" category. The other three regions are not subject to this restriction.
- Eligible cities and counties within the St. Cloud APO 20-year planning area may apply for federal funding for Planning. Planning includes those activities occurring before the selection of a preferred alternative. Federal funds may be used for corridor studies/planning activities where specific construction projects are the intended outcome.
- Eligible cities and counties within the St. Cloud APO 20-year planning area may apply for federal funding for Right of Way (ROW) Acquisition. Funding for ROW is limited to reimbursement for the costs that were paid for the acquired property (to be based on the Fair Market Value), not the value of the property at the time for which reimbursement is requested. Applicants receiving funding for ROW must initiate construction within ten years from the date of acquisition.

Applicants seeking federal funding under MnDOT's ATP Managed Program must meet certain minimum federal and Partnership eligibility requirements, which are designed to assist the applicant in determining whether their proposed project is appropriate to receive federal funding. These seven eligibility criteria shown in **Table 4** should be used by the regional planning partners in screening and evaluating candidate projects for funding.

Table 4: ATP Local Surface Transportation Program Project Eligibility Criteria

CRITERIA	DEFINITION
1 Existing ADT	This is the average daily traffic (ADT) computed for the most recent count for the roadway. Twenty year ADT is used for non-existing roadways and expansion projects.
2 Minimum Functional Classification	This is the minimum functional classification for a roadway in order for it to receive federal funds
3 Minimum Federal Fund Request	This is the minimum amount of federal funds that may be requested for the project. Projects receiving federal funding require extensive amounts of documentation and investigation during project development. Projects should be of a certain magnitude to effectively optimize the use of federal funds. Otherwise, the administration and development costs may exceed the benefit of the federal funds that are being requested for the project.
4 Project in Existing Plan or Program	Project must be consistent with state, regional, and local long-range plans, including plans and studies prepared by the RDC or MPO or a locally adopted capital improvement plan.
5 Assured Coordination with All Jurisdictions	Projects that cross multiple local government units must be accompanied by a letter and/or official action indicating all affected local units of government are in agreement with the concept of the proposed project. This is to make sure that projects have the support of the local units of government, which potentially have a veto power over that project.
6 Assured Local Match	Applicant must provide assurance that they have secured the necessary local match for their project. The local match is a minimum of 20 percent of the total project cost for which federal funds are being requested and any additional costs not covered by federal funds necessary to complete the project as proposed in the application.
7 Movement of People and Freight	Project must demonstrate that it improves the movement of people and freight. Regions will utilize information from Section 7 (Project Qualifications) of the application to make this determination.

In addition to the **Table 4** requirements, **Table 5** establishes the minimum project requirements by project investment category (roadway, bridge, and safety) that must be met by local agencies to qualify for STP federal funds. Project proposers must meet all requirements associated with the investment category for which funding is being sought.

Table 5: ATP Minimum Project Eligibility Requirements by Investment Category

Criteria		Roadway				Bridge			Safety
		Urban		Rural		Replace	New	Rehab	
		Existing	New Align	Existing	New Align				
1	Existing ADT	2,000	3,000	200	400	25	400 R 3,000 U	25	200
2	Minimum Functional Class	Collector	Collector	Major Collector	Major Collector	Public Road	Min-Col-R Min-Art-U	Public Road	Maj-Col-R Collector-U
3	Minimum Federal Fund Request	200K	200K	200K	200K	50K	50K	50K	100K (B/C>1)
4	Project in Existing Plan or Program	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
5	Assured Coordination with All Jurisdictions	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
6	Assured Local Match	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
7	Movement of People and Freight	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Applicants seeking federal funding under the ATP Managed Program will need to complete a separate "Local Surface Transportation Program Funding Application" for each road or bridge project they wish to submit. Transit capital requests seeking ATP Managed Program funding, though eligible, will not use this application but will instead be referred to the District 3 Transit Providers Committee to determine project eligibility and need.

Regions are responsible for reviewing and evaluating the applications they receive from local agencies for funding under the ATP Managed Program. Regions are required to evaluate each project according to the seven project qualification factors included in the application, which are as follows:

- Access and Mobility
- System Connectivity
- Multimodal
- System Condition
- Safety
- Economic Vitality
- Equity

Regions have discretion in what methodology they wish to use in their application review and evaluation process, such as whether to use a quantitative or qualitative approach or a combination thereof. Regions may incorporate additional factors (beyond the seven noted above) to include in their evaluation process if they feel doing so will help determine the merits of each proposed project. If they elect to do, they should ensure the tools and/or methodology used is coordinated with their application practices and procedures.

Regions are required to rank their local project submittals after completing their evaluation of the applications. Transit capital requests, if any, must be considered in the region's ranking. The rank-ordered list should be fiscally-constrained according to the federal funds targeted to the region by the Partnership. The rank-ordered list may show local project requests exceeding the region's targeted amount if the region wishes to establish an overall ranking for all of the projects that were submitted.

Local agencies must submit a local resolution of commitment for each project being recommended for inclusion in the Draft ATIP. The local resolution must be specific to the project being programmed. Language in the resolution must include the local agency's commitment to the project scope and description and the local matching funds needed to leverage the federal funds. Resolutions must include language whereby the local agency agrees to cover any additional costs beyond the programmed amounts that may be necessary to complete the project as submitted in the application. Resolutions must be submitted to MnDOT District 3 staff prior to the finalization of the Draft ATIP/STIP to ensure local commitment toward the project. Local agencies may submit their resolutions at the time of application or after the project is recommended by the region to the Partnership for inclusion in the Draft ATIP.

Transportation Alternatives Program Development

Transportation Alternatives Program (TAP) projects are selected under a different application process and selection criteria than that used for the ATP Managed Program. The TAP is administered jointly between the MnDOT Central Office and the ATPs as part of a competitive application process. Applicants interested in applying to the TAP must first complete a Letter of Intent (LOI) to determine their eligibility and preparedness. Regions send out full applications to applicants in their area who have completed the LOI, meet the basic eligibility requirements, and successfully demonstrate potential to receive funding from the TAP.

The Partnership through its TAP Committee has developed a TAP Application, entitled the "Full Application" for use in ATP-3 to supplement the LOI administered centrally by MnDOT. The application requires applicants to provide information about their proposed project's description, budget, schedule, and eligibility. Applicants must also furnish narrative responses to provide additional project details and to respond to several criteria that will be used later by the TAP Committee in technically evaluating and scoring each proposal.

Regions are responsible for establishing a process for reviewing and ranking the TAP applications they receive. In reviewing each application, regions should consider information and responses to the criteria in the application in determining each project's eligibility and ranking. The region's scoring of the applications provides a basis for each region to establish their individual regional TAP priorities.

Each region is granted "bonus" points that they may use to help advance their top two regionally-significant projects in the Partnership's process. Regions are allowed to add ten "bonus" points to their most regionally-significant project and five "bonus" points to their second most regionally-significant project. Awarded bonus points are applied to the project score when the TAP Committee meets to conduct its evaluation of the applications submitted for the entire ATP-3 area.

Following review by the region, the TAP Committee meets to evaluate and score the TAP applications. Members on this committee are asked to review and score each application based on scoring criteria and

methodology previously established by the Committee. Regional planning staff represented on the TAP Committee is responsible for bringing their list of priority projects to this meeting with knowledge of each project requesting funds. Member scores for each application are totaled together to determine an average technical score for each project. Any bonus points recommended by the region are then added to establish a final application score.

Final application scores provide the basis for determining the ranking of TAP applications by the TAP Committee. The rank-ordered list should be fiscally-constrained according to the federal TAP funds that are expected to be available for the given fiscal year being programmed. The list should include the ranking of projects exceeding the available funding to establish an overall ranking for all of the TAP projects that were submitted and reviewed. The TAP Committee forwards its rank-ordered list of projects to the Partnership's ATIP Committee for consideration in the Draft ATIP.

Transit Vehicle Capital Funding Requests

The Partnership's Transit Committee reviews the transit capital requests requesting federal highway funding. This committee has established a Public Transit Management System (PTMS) to forecast future transit vehicle needs. PTMS monitors the useful life of all transit vehicles within the ATP's programming area. Useful life is evaluated according to each vehicle's classification, age, mileage, and condition. The committee uses the information from the PTMS in recommending the transit vehicle capital requests that they propose for inclusion in the Draft ATIP. The committee's recommendations are then forwarded to the regions where they are considered for federal funding under MnDOT's ATP Managed Program. Large bus capital vehicle requests for Small Urban systems are funded centrally by the MnDOT Office of Transit.

MnDOT District 3's Program Development

MnDOT District 3 receives federal and state funding for developing its four-year construction program to be included in the Draft ATIP through MnDOT's Statewide Performance Program (SPP) and the District Risk Management Program (DRMP). The SPP funds are allocated to the districts based on the investments necessary to achieve MnSHIP performance targets established for pavement and bridges on the designated National Highway System (NHS). The NHS includes Interstates, most U.S. highways, and other routes functionally classified as a principal arterial. Selection of projects for the SPP involves collaboration between the MnDOT district offices, specialty offices, and the central office.

DRMP funds provided to MnDOT District 3 for improvements primarily on non-NHS roadways (e.g., routes functionally classified as minor arterials and below) though improvements to NHS routes with these funds may be allowed. Project selections are evaluated statewide through a collaborative process to ensure each district is balancing district-level risks while making progress toward statewide goals. The DRMP focuses on pavement, bridge, and roadside infrastructure on lower-volume roads; and is responsible for funding the majority of safety and mobility projects proposed by the districts.

MnDOT District 3 begins its process for identifying new projects to be added into the fourth year of the ATIP by reviewing the planned investments included in its ten-year capital highway work plan, which includes the first four years of the STIP and years five thru ten which constitute the remainder of the work plan. MnDOT views projects in the STIP as commitments while projects in years five thru ten have more uncertainty but are planned to be delivered.

The ATIP Development Committee initiates this process by reviewing the rank-ordered lists seeking federal funds under the ATP Managed Program submitted by the regions. After reviewing the lists, the Committee establishes a process for merging the locally-sponsored projects, ensuring the process does not violate regional priorities. Upon deciding on an acceptable process, the Committee proceeds to merge the projects. It continues to merge the regional lists until the federal funding targeted for locally-sponsored transportation projects is financially-constrained to the levels allowable in the STIP Guidance.

The Committee continues to prioritize the list of local projects exceeding the target level in the STIP Guidance. This is done so that projects are identified for possible advancement in the event additional federal funds become available to the Partnership that must be programmed prior to the next ATIP update cycle. It should be noted that these projects will need to be amended into the STIP if they are allowed to be advanced because of the announcement of additional funding. If funding is not forthcoming for these projects, project proposers are reminded that they will be required to re-submit their applications for these projects if they wish to be considered for federal funding in future ATIP development processes.

After local projects have been merged, the ATIP Development Committee establishes a process for integrating MnDOT District 3's proposed trunk highway program with the rank-ordered list of local projects. Since the state projects receiving funding under the SPP are determined centrally, these projects are not integrated with the local projects in the program. Only the projects seeking federal funding under the DRMP are integrated. Integration of the state and local program is accomplished using the quartile method of merging projects to ensure an equitable and fair distribution of federal funding by jurisdiction throughout the program.

The Partnership completes the ATIP development process by holding a meeting to review and approve the Draft ATIP recommended to it by the ATIP Development Committee. The Draft ATIP is then recommended to the MnDOT District 3 Transportation District Engineer, who reviews the document and forwards it, along with any changes or comments, to MnDOT Central Office for inclusion in the Draft STIP. The Partnership is provided an opportunity to review and comment on its element of the Draft STIP before the document is approved by the MnDOT Commissioner and forwarded to the Federal Highway Administration and Federal Transit Administration for review and approval.

MINNESOTA TRANSPORTATION REVOLVING LOAN FUND

Minnesota established a Transportation Revolving Loan Fund (TRLF) in 1997 in response to federal legislation calling for the creation of State Infrastructure Banks. The purpose of the TRLF is to attract new funding into transportation, to encourage innovative approaches to financing transportation projects, and to help build needed transportation infrastructure by providing low-cost financing to eligible borrowers for transportation projects.

Eligible applicants include the state, counties, cities, and other governmental units with projects eligible for federal-aid funding as set forth under Title 23 of the United States Code and Minnesota Statutes 446A.085, subdivision 2 (1998). Eligible projects include (but are not limited to) road and bridge maintenance, repair, improvement, or construction; acquisition of right of way; rail and air safety projects; enhancement items; transit capital projects; and pre design studies.

The district's ten-year capital work plan is updated annually and contains a listing of the district's transportation investments by year that have been identified to help MnDOT meet its required national and statewide performance targets as well as other transportation goals. The planned investments identified in the work plan have received prior concurrence from MnDOT Central Office and the appropriate Specialty Offices as part of the annual update cycle.

Functional group leaders with responsibility for pavements, bridges, traffic and safety, and maintenance in the district are responsible for reviewing the projects in the work plan and recommending any changes or adjustments to the program that may be necessary. After verifying the projects and activities to be recommended for both SPP and DRMP funding, district planning staff organize a meeting with key leaders to discuss changes to the program and seek agreement on the projects to recommend for advancement into the ATIP.

Proposed projects recommended for further programming consideration are assigned a project manager. Project managers are responsible for conducting a pre-program scoping of the projects they are assigned to determine a more definitive scope and cost for the project. Individuals from other functional groups within the district are given the opportunity to provide input into scoping decision for the proposed project. Project managers consider this input in finalizing the scope and cost for the projects. District planning staff ensures the proposed program is properly vetted internally and that the program remains fiscally-constrained.

Programming of funds for several set-aside categories is also determined as part of the development of MnDOT District 3's four-year construction program. Setasides are necessary for delivery and support of the district's overall construction program. Setaside categories generally include the following: right of way, supplemental agreements and cost overruns, cooperative construction agreements for participation in local projects, landscape partnerships, road and bridge repair and rehabilitation, and miscellaneous activities associated with construction (i.e., detours, utilities, etc.). These activities are generally funded with state trunk highway funds provided to MnDOT District 3 through the DRMP.

MnDOT District 3 staff performs the ranking of trunk highway projects. Functional group leaders, responsible for recommending the projects to be programmed, rank the projects they have identified. Each group leader uses a different set of criteria to rank projects within their area of responsibility. They use these criteria to develop a rank-ordered listing of projects that will be used later for integrating MnDOT's program and the local program in development the Draft ATIP.

Following the development of its proposed program, MnDOT District 3 provides its listing of recommended projects for the fourth year of the program along with changes to existing programmed projects that will be included in the district's four-year construction program and the Draft ATIP.

Merging Regional Transportation Priorities

The Partnership has agreed to respect the priorities established by each region as long as the recommended projects meet federal, state, and ATP-3 eligibility requirements for inclusion in the Draft ATIP. The Partnership's ATIP Development Committee is responsible for reviewing the transportation priorities of the regions and MnDOT District 3 and integrating these priorities into a Draft ATIP to recommend to the full Partnership.

MnDOT Central Office is responsible for soliciting new TRLF project proposals. The application period is contingent upon the balance in the TRLF account. All proposals for TRLF projects must go through MnDOT's ATP process. The Partnership is required to evaluate, approve, and prioritize the applications that are submitted in the ATP-3 area. If the TRLF project is located within the APO's 20-year planning area, the APO must approve the application and place it in its TIP if the request is approved by the Partnership and MnDOT for inclusion in the STIP.

Federal funds may be used for TRLF loan repayment. If federal funds are used in this manner, they may only be requested and programmed in the year following the program year that TRLF funds are being requested or any successive year thereafter. For example, if a TRLF loan is being sought for the third year of the four-year ATIP, applicants can only request federal funds through the region for the fourth year of the program. Applicants should not assume federal funding as a payback source for their TRLF proposal until funding has been committed and included in the STIP.

Applicants seeking federal funding should make their request for the early years of the loan repayment to avoid long-term obligations of these funds by the Partnership. Regions must agree to commit future federal allocations if the TRLF application is approved for funding. Any federal funds that are committed for loan repayment will count against each region's local federal funding sub-target. If a region declines to commit future federal funds toward the financing of the project, the applicant will be asked if they wish to continue to pursue the project without federal funds and will be given an opportunity to resubmit their application.

The Partnership is required to review and rank the TRLF applications they receive regardless of the proposed loan repayment funding sources. The ranked proposals are then included in the STIP by amendment or as part of the normal Draft ATIP update cycle. This action authorizes MnDOT District 3 Planning and Programming Unit staff to submit the individual TRLF applications, along with any other supporting documentation, to MnDOT Central Office for further consideration.

MnDOT Central Office applies certification evaluation criteria provided in administrative rules and the handbook accompanying the application. Central Office submits its recommendations to MnDOT's Transportation Programming Investment Committee (TPIC) for certification and final approval by the Minnesota Public Facilities Authority (PFA). A project does not receive final funding approval until it has been certified by MnDOT and a loan has been approved by the PFA.

AREA TRANSPORTATION IMPROVEMENT PROGRAM MANAGEMENT

Overview

MnDOT District 3 staff is primarily involved in the day-to-day management of the ATIP. Management activities include ensuring the implementation of MnDOT District 3's trunk highway program and the locally-sponsored federal projects in the ATIP. The MnDOT District 3 Planning and Programming Unit is responsible for managing the trunk highway program and the MnDOT District 3 State Aid Engineer, with input from regions and affected local agencies, is responsible for managing the local projects in the ATIP.

While the overall responsibility for managing the ATIP rests with MnDOT District 3, the Partnership has approved guidance and policies to assist in managing changes affecting projects that have been selected

for implementation in the ATIP. Possible changes to the ATIP include: dealing with revisions to project cost estimates; managing changes in project scope; and managing increases or reductions in federal funding. The level of direct Partnership involvement may vary depending on the change that is being requested.

The Partnership has adopted the following general policies to ensure the orderly delivery of projects and management of the ATIP:

- The project development process shall be initiated as soon as possible after final STIP approval.
- Local jurisdictions should provide an annual update to their respective region and the District 3 State Aid Engineer regarding the project development status for their programmed projects.
- Local jurisdictions should provide cost and project delivery updates on programmed projects to their respective region and the District 3 State Aid Engineer during the annual project solicitation period.
- A local project may be granted a maximum of two deferrals from its original program year.
 - The District 3 State Aid Engineer may grant the request, provided the deferral does not adversely affect other projects in the ATIP.
 - If granting the request does adversely affect other projects in the ATIP, the Partnership shall consider the request.
- A local project requiring a third deferral from its original program year shall be removed from the ATIP. The lead agency for the project will be directed by the Partnership to utilize an alternative funding source, or re-compete for funding.
- Regions with a local project that has been removed from the ATIP because of project delivery failures or eligibility shall be granted the first right of refusal for programming new projects with the unexpended funding.

Managing Revisions to Project Cost Estimates

A revision to a project cost estimate can occur at any time during the course of project and plan development. It is important for cost estimates to be kept accurate and up-to-date in the ATIP to avoid project delays, unanticipated costs, and amendments that could delay project implementation. In most cases, changes to cost estimates should be captured and documented as part of the Partnership's annual Draft ATIP update process.

The Partnership considers federal funds for local projects to be "capped" once they have been programmed in the ATIP. Local agencies must submit a local resolution of commitment for each project it has programmed in the ATIP whereby it must agree to the project scope and to cover any other additional costs beyond the programmed amounts that may be necessary to complete the project as submitted in the application.

The Partnership has developed guidance that provides a process for considering local requests to increase the federal funding amount for a programmed project when the overall cost of the project is expected to increase. For MnDOT sponsored projects, the Partnership has granted MnDOT District 3 the authority to approve increases such as these for its projects as long as such action does not adversely affect locally-sponsored projects in the STIP. This is not to preclude other MnDOT projects from adversely being affected by the action.

For local projects, the Partnership has granted regions the discretion and authority to commit their future federal targeted funding to cover increases. The local agency seeking additional federal funding would initiate its request as part of the Partnership's annual Draft ATIP development cycle. If a region agrees to the increase, the local project sponsor would agree to upfront any costs for the overrun and be reimbursed in the year specified by the region. Regions may not exceed their targeted funding level in approving such requests and there can be no guarantee of reimbursement. Further, granting such a request shall not adversely affect funding to any state or local project in the ATIP.

Managing Changes in Project Scope

Changes in project scope are discouraged by the Partnership as changes in project scope can result in project cost increases. They also indicate premature submittal of the project for programming in the STIP by the project proposer. This can interfere with priority setting by the regions and MnDOT in recommending the best projects to include in the Draft ATIP for federal funding. If the recommended scoping changes are significant enough to change the project description, an amendment to the STIP may be also be required in order to authorize the project. If the change in project scope does not significantly alter the programming category of the project for which it was included in the STIP, an amendment would not be required but a modification may be necessary.



The Partnership provides a process for considering scoping changes to projects programmed in the STIP. Changes in scope for a locally-sponsored project will require approval by the region. Without this approval, the project may be removed from the STIP or the local agency will be held to the original scope or, if approved, may be required to assume all increases in the project costs resulting from the scoping change. For MnDOT projects, MnDOT District 3 will maintain a process for considering scoping changes to the projects in its four-year highway construction program.

Managing Increases and Decreases in Federal Funding

The STIP is prepared based on estimates of available federal and state transportation funding. These estimates can vary from year-to-year based on MnDOT's financial forecasting assumptions, which, in turn, can affect the funding targeted to MnDOT District 3 and the Partnership. The Partnership has adopted policies to manage changes in federal funding to ensure that projects in the approved ATIP can be implemented.

To manage increases in federal funding, the ATP has adopted a policy to advance projects included in the ATIP by year and then by priority. Before advancing a project, the District 3 State Aid Engineer should notify the project sponsor for appropriate authorization as the advancement could likely affect the local agency's project development schedule. If projects in the approved ATIP cannot be advanced in sufficient numbers to manage the federal funding increase, the Partnership shall maintain a list of projects that represent projects that were ranked beyond the federal levels authorized in the STIP for the last year of the ATIP and consider them for advancement in the ATIP. Since these projects were not in an approved STIP, an amendment to the STIP would be required before advancement could be authorized.

To manage reductions in federal funding, the Partnership has adopted a policy to delay or defer projects in the ATIP. This is initiated by the District 3 State Aid Engineer first asking sponsoring agencies with projects in the ATIP to voluntarily defer their projects. If projects cannot be identified in sufficient numbers to manage the funding decrease through this voluntary process, the Partnership shall be authorized to defer additional projects by priority order (descending) to move to the following year, and would continue this process until such time that the ATIP is fiscally-constrained according to the new federal funding estimate.

STIP Amendments and Administrative Modifications

Amendments to the STIP are needed for a variety of reasons, including but not limited to the following examples:

- A project is not listed in the current, approved STIP and must be added to the current (1st) year.
- There is an increase in the total cost of the project warranting an amendment.
- A phase of work (preliminary engineering, right of way, construction, etc.) is added to the project and increases the project cost.
- The project scope is changed (e.g., for a bridge project, changing rehab to replace; or for a highway projects, changing from resurface to reconstruct; etc.).
- There is a major change in the project terminus/length warranting amendment.

The Partnership has worked to clarify its amendment requirements, streamline the decision-making process, and minimize potential delays to projects that would otherwise require formal action by the Partnership. The policy provides guidance on when formal action by the Partnership is required to amend the STIP and when such action is not warranted. The policy is as follows:

When Partnership Action is NOT REQUIRED:

1. The total cost of a project increases to warrant an amendment under MnDOT Central Office guidance. The increase is not caused by a scope change. The lead agency agrees to fund the difference in project cost. Fiscal constraint of the ATIP is maintained. For state projects, MnDOT District 3 may approve cost and scope changes so long as local federal projects are not adversely affected.
2. There is a minor change in the scope of a project whereby the changes to the project scope remain consistent with the original intent of the programmed project. The lead agency agrees to fund the difference in project cost. Fiscal constraint of the ATIP is maintained.
3. The scope of a local project is changed to warrant an amendment under MnDOT Central Office guidance. The proposed scope is significantly different from the original programmed project. The region (e.g., RDC or MPO) originally responsible for ranking the project agrees with the change. Fiscal constraint of the ATIP is maintained.
4. The scope of a project is changed that also affects the overall total cost of the project. Both of these changes meet the amendment requirements under MnDOT Central Office guidance. The region (e.g., RDC or MPO) originally responsible for ranking the project agrees with the changes. The lead agency agrees to fund the difference in project cost. Fiscal constraint of the ATIP is maintained.
5. Advancements and deferrals of local projects recommended by the District 3 State Aid Engineer necessary to maintain fiscal constraint of the local federal aid program in the first year of the ATIP.

6. Advancements, deferrals, and additions of the state trunk highway projects recommended by MnDOT District 3 to maintain fiscal constraint of the state trunk highway construction program in the first year of the ATIP.
7. A new project is being recommended for inclusion in the STIP, whereby the funding source(s) for this project do not involve the use of federal formula funds targeted to the Partnership. These projects may include federal high priority, appropriations, and earmark projects determined by Congress and the President; FTA Section 5309 transit capital projects; Public Lands; Forest Highways, Scenic Byways, and various state funded projects determined by the State Legislature and Governor.
8. A new project is being recommended for inclusion in the STIP, whereby the Partnership is not granted the opportunity to participate in the project solicitation and selection process. These types of projects include those listed in item 3, but may also include any federal or state funded projects where MnDOT is chiefly responsible for project selection. Recent examples include projects funded by the American Recovery and Reinvestment Act, Minnesota Chapter 152, Certain Allocated Funds, Safe Routes to School, Highway Safety Improvement Program, etc.

When Partnership ACTION IS REQUIRED:

1. The scope of a local project is changed to warrant an amendment under MnDOT Central Office guidance. The change in scope is significantly different from the original programmed project. The lead agency is not seeking additional federal funding. The region (e.g., RDC or MPO) responsible for originally ranking the project does not agree with the scope change. The lead agency is appealing the region's decision. The Partnership meets to consider the request and takes action as it deems appropriate.
2. The total cost of a project increases to warrant an amendment under MnDOT Central Office guidance. The change in total project cost may affect either the original programmed project or is caused by a scope change to this project. The lead agency is seeking additional federal formula funding from the Partnership to cover the difference. The Partnership meets to consider the request and, if approval is granted, ensures fiscal constraint of the ATIP is maintained.
3. The Partnership experiences an increase or reduction in its federal funding target that cannot be addressed as part of its normal ATIP update process. The Partnership is asked to manage the increase or reduction in federal funding to ensure fiscal constraint of the ATIP is maintained. The changes required to the program are complicated and do not otherwise neatly conform to the Partnership's existing policy on managing increases and reductions in federal funding. The Partnership meets to consider these requests and takes action as it deems appropriate.
4. Any unforeseen requirements necessitating an amendment that is not already covered by this policy.

Linking Projects in the STIP

Sometimes one or more jurisdictions may have projects that are programmed in different years of the ATIP. In some cases, these projects may be closely tied to each other by proximity, work type, need, etc. Sponsoring agencies may wish to link these projects together so the projects may be implemented in the same programming year. Justification for such requests might include coordination of construction activities, reducing impediments caused by detours to the traveling public, improved coordination between jurisdictions, cost savings, etc. Local agencies may make a formal request to the Partnership to link two or more projects programmed in different years with one another in one program year. Before the Partnership

considers such requests, the local agency is required to provide sound justification to justify their requests. The Partnership will be responsible for ensuring the approval of these requests do not adversely impact other projects in the ATIP without the consent and approval of the other agencies that might be affected by such action.



GLOSSARY

Definitions that are germane to the understanding of this manual are listed below. The definitions are intended to establish consistency in the interpretation of the various terms used throughout this document as well as other commonly used transportation terms.

Access/Accessibility – The opportunity to reach a desired location within a certain time frame, without being impeded by physical or economic barriers.

Americans with Disabilities Act (ADA) – 1990 federal act provides a framework and approach for ending discrimination in employment and access to services against persons with disabilities. The goals of the ADA are to assure that persons with disabilities have equality of opportunity, a chance to fully participate in society, are able to live independently, and can be economically self-sufficient.

Area Transportation Improvement Program (ATIP) – The Area Transportation Improvement Program (ATIP) covers four years and includes all state and local projects financed with federal highway or transit assistance; other regionally significant projects; and all projects on the trunk highway system. Each Area Transportation Partnership prepares a Draft ATIP for consideration and inclusion in the State Transportation Improvement Program (STIP). Once in the STIP, projects from the ATIP become eligible for federal transportation funding.

Area Transportation Partnership (ATP) – Groups that have been established in each of MnDOT's eight district areas to integrate state and local priorities and recommend area-wide transportation investment for a minimum four-year program.

Area Transportation Partnership (ATP) Managed Program – The ATP Managed Program consists of federal funding distributed to ATPs for local agencies to fund qualifying transportation projects under the Surface Transportation Program (STP) Urban, Small Urban, and Rural population programs. Distribution of funds to the ATPs is accomplished based on the following factors:

- 50% - Distributed by ATP population consistent with the most recent census, distributed by the definitions for rural, small urban, and urban as defined by federal transportation planning regulations.
- 50% - Distributed by the average of the ATPs' county and municipal state aid needs as calculated by MnDOT's State Aid for Local Transportation process.

Bikeway – A facility intended to accommodate bicycle travel for recreational or commuting purposes. Bikeways are not necessarily separated facilities; they may be designed and operated to be shared with other travel modes.

Busways - A two-lane facility (one lane per direction) on exclusive right of way dedicated for buses only. Grade separation at high volume cross streets and gate crossing arms at low volume crossings are assumed.

County State-Aid Highway (CSAH) – Specialized form of county road that is part of the state aid system. County State Aid routes are eligible for funding from the County State Aid Highway Fund.

Demand-Responsive Service - A para-transit service in which the passenger either phones or hails the vehicle and shares the vehicle with other passengers (for example, taxi, jitney, dial-a-ride).

Developing Area - The developing area is that portion of the region that is in the path of urban growth. It includes the communities beyond the fully developed area up to the metropolitan urban service area boundary.

Dial-A-Ride - A demand-responsive service in which the vehicle is requested by telephone and vehicle routing is determined as requests are received. Origin-to-destination service with some intermediate stops is offered. Dial-A-Ride is a version of the taxicab using larger vehicles for short-to-medium-distance trips in lower-density sub-regions.

District Risk Management Program (DRMP) – The District Risk Management Program is the new name for MnDOT's share of the State and Federal Target Formula funds provided to the Districts. The distribution is based on the following factors:

- 20% – Non-Principal Pavement Needs
- 20% – Non-Principal Bridge Needs
- 30% – Trunk Highway Lane Miles
- 24% – Trunk Highway Vehicle Miles Traveled (VMT)
- 6% – Trunk Highway Heavy Commercial Vehicle Miles Traveled (HCVMT)

The "Needs" factors are updated each year.

Environmental Justice - 1994 executive order that requires analysis of the effects of federally funded programs, plans and actions on racial minority populations and low-income populations.

Fixed-Route Transit - A service that follows a specified route of travel with identified stops for passengers and an established schedule; regular-route transit.

Federal Highway Administration (FHWA) – Federal agency that administers federal funds and issues policy and procedure timetables for implementation of federal legislative directives; however, they do not have a direct role in the development of urban transportation plans or their development. The FHWA uses Transportation Systems Management's (TSM) continuous count data, annual average daily traffic (AADT), and vehicle miles traveled (VMT) estimates in federal-level travel analysis and determination of funds.

Functional Classification – Functional classification is the grouping of streets and highways into classes or systems according to the character of service they are intended to provide. Basic to this process is the recognition that most travel involves movement through a network of roads. Functional classification defines the role that any particular road or street plays in serving the flow of trips through an entire network.



Carbon Monoxide Nonattainment Area - The Twin Cities area is part of a nonattainment area for carbon monoxide emissions from transportation sources. The designation and area affected is based on national carbon monoxide standards. A portion of this area extends into eastern Wright County.

Car Pool – An arrangement where people share the use and cost of privately owned automobiles in traveling to and from pre-arranged destinations.

Circulator Service - A means of movement provided within a major activity center (such as a regional business concentration or community) for going from place to place within the center; such a system may be entirely pedestrian or may use transit.

Collector Streets - The streets that connect neighborhoods to regional business concentrations.

Complete Streets – The planning, scoping, design, implementation, operation, and maintenance of roads in order to reasonably address the safety and accessibility needs of users of all ages and abilities. Complete streets considers the needs of motorists, pedestrians, transit users and vehicles, bicyclists, and commercial and emergency vehicles moving along and across roads, intersections, and crossings in a manner that is sensitive to the local context and recognizes that the needs vary in urban, suburban and rural settings.

Congestion Mitigation and Air Quality (CMAQ) – The CMAQ program is continued in MAP-21 to provide a flexible funding source to State and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act. Funding is available to reduce congestion and improve air quality for areas that do not meet the National Ambient Air Quality Standards for ozone, carbon monoxide, or particulate matter (nonattainment areas) and for former nonattainment areas that are now in compliance (maintenance areas). Currently only the Metro District/Met Council is eligible for these funds.

Context Sensitive Solutions – A collaborative, interdisciplinary approach to building transportation facilities that fit their settings. It is an approach that leads to preserving and enhancing scenic, aesthetic, historic, community, and environmental resources, while improving or maintaining safety, mobility and infrastructure conditions.

Control Section - A segment of the state highway road system that is divided into shorter, more manageable parts for record keeping within MnDOT.

Corridor Investment Management Strategy (CIMS) – CIMS is a corridor-based initiative that brings MnDOT together with its local, modal, and state partners to identify opportunities for collaborative and innovative investment. It offers a means to share information and identify opportunities to apply MnDOT's suite of lower cost, high benefit investment strategies that address safety, access and mobility.

Cost-Sharing - A contractual arrangement whereby a local unit of government or other governmental body enters into an agreement to pay for part of a physical facility or a service; includes subscription transit service.

County Road (CR) - Roads locally maintained by county highway departments in Minnesota; span a wide variety of road types, varying from A-minor arterials that carry large volumes of traffic to an improved road.

Functionally Obsolete – A bridge that was built to standards that do not meet the minimum federal clearance requirements for a new bridge. These bridges are not automatically rated as structurally deficient, nor are they inherently unsafe. Functionally obsolete bridges include those that have sub-standard geometric features such as narrow lanes, narrow shoulders, poor approach alignment or inadequate vertical under clearance.

Grade Separation - Intersection of traffic by provision of crossing structures, underpasses or overpasses; interchanges.

Greater Minnesota – The area of Minnesota that lies outside the seven-county Metro Area.

Highway Performance Monitoring System (HPMS) – The national level highway information system that includes data on the extent, condition, performance, use and operating characteristics of the nation's highways. The Office of Transportation System Management submits state-level traffic data to HPMS on a monthly and yearly basis.

Highway Safety Improvement Program (HSIP) – HSIP is a federal-aid funding program designed to reduce traffic fatalities and serious injuries on all public roads. The object of this program is to identify, implement and evaluate cost effective construction safety projects. HSIP is formerly known as Hazard Elimination Safety (HES).



Infrastructure - Fixed facilities, such as roadway or railroad tracks; permanent structures.

Interregional Corridor System – The system designated by MnDOT that provides efficient connections between regional trade centers. It is comprised of 2,960 miles of highways, which represents only two percent of all roadway miles in the state. However, this small percentage of highways accounts for one-third of all vehicle miles traveled. The goal of the Interregional Corridor System is to enhance the economic vitality of the state by providing safe, timely and efficient movement of goods and people.

Intermodal - A concept generally defined as a "seamless" delivery of freight by more than one mode from point of origin to point of destination. The delivery is accomplished under one bill of lading, but may include truck/rail/truck, truck/air/truck, or truck/rail/vessel.

Level of Service - As related to highways, the different operating conditions that occur on a lane or roadway when accommodating various traffic volumes. It is a qualitative measure of the effect of traffic flow factors, such as speed and travel time, interruption, freedom to maneuver, driver comfort and convenience, and indirectly, safety and operating costs. It is expressed as levels of service "A" through "F." Level "A" is a condition of free traffic flow where there is little or no restriction in speed or maneuverability caused by presence of other vehicles. Level "F" is forced-flow operation at low speed with many stoppages, with the highway acting as a storage area.

Legislative Route - A highway number defined by the Minnesota State Legislature. Routes 1 to 70 are constitutional routes and route numbers greater than 70 may be added or deleted by the Legislature.

Life-Cycle Maintenance - Concept of keeping a facility useable at least through its design life by conducting scheduled maintenance.

Local system roads - Any road not on the Interstate or Trunk Highway system can be designated as a CSAH (County State Aid Highway), CR (County Road), MSAS (Municipal State Aid Street), township, or municipal road.



Major Construction - Roadway improvements that increase the operational characteristics of a highway facility, including decreasing congestion, increasing operating speed and reducing accidents.

MAP-21 Moving Ahead for Progress in the 21st Century Act – MAP-21 is a two-year transportation act that establishes federal assistance to the states through September 2014. It also restructures core transportation programs and institutes a performance-based transportation program. Note: MAP-21 replaces SAFETEA-LU, the 2005 Federal Transportation Act.

Metro Area – The seven-county Twin Cities Metropolitan Area comprised of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington counties.

Metropolitan Planning Organization (MPO) – Regional planning agency designated by law with the lead responsibility for the development of a metropolitan area's transportation plans and to coordinate the transportation planning process. All urban areas over 50,000 in population are required to have an MPO if the agencies spend Federal funds on transportation improvements. There are eight Metropolitan Planning Organizations in Minnesota. Primary functions of an MPO include: maintain a long-range transportation plan, develop a Transportation Improvement Program (TIP), and develop a Unified Planning Work Program (UPWP).

Municipal State Aid Street (MSAS) - Similar to the County State Aid system, this is a system of designated municipal streets in cities above 5,000 in population that are not already on the state highway or CSAH systems. Municipal streets on the MSAS system are eligible for funding from the Municipal State Aid Highway Fund.

Minnesota State Highway Investment Plan (MnSHIP) – The 20-Year Minnesota State Highway Investment Plan 2014-2033 supports the guiding principles from the Minnesota GO vision and link the policies and strategies laid out in the Statewide Multimodal Transportation Plan to improvements on the state highway system. The state highway system is a network of roads that includes interstates, U.S. highways, and state highways. MnDOT maintains the state's 12,000-mile highway system. MnSHIP guides future capital improvements on Minnesota's state highway system over the next twenty years; it will not affect local or county roads.

Mixed Use - Refers to a variety of land uses and activities with a mixture of different types of development, all clustered within about one-quarter mile or within 40-to-160 acre areas, in contrast to separating uses, such as job sites, retail and housing.

Mobility - The ability of a person or people to travel from one place to another.

Mode – Different forms and means of transportation for moving people and freight. Examples include highways, transit, rail, air, waterways, bicycles, and pedestrian.

Multimodal Link - The connection between two or more passenger transportation methods (such as bicycle, walking, automobile and transit).

National Highway System (NHS) – The National Highway System (NHS) consists of roadways important to the nation's economy, defense, and mobility, and was developed by the Department of Transportation (DOT) in cooperation with the states, local officials, and metropolitan planning organizations (MPOs). Moving Ahead for Progress in the 21st Century (MAP-21) has elevated the priority of the NHS system by increasing the share of federal aid dollars targeted to the system and by requiring regular reporting of performance for the condition and the function of this system. MAP-21 authorizes funding for five formula programs, the largest of which is the National Highway Performance Program (NHPP). The NHS includes the following subsystems of roadways (a specific highway route may be on more than one subsystem):

- **Interstate** - The Eisenhower Interstate System of highways retains its separate identity within the NHS.
- **Other Principal Arterials** - These are highways in rural and urban areas, which provide access between an arterial and a major port, airport, public transportation facility, or other intermodal transportation facility.
- **Strategic Highway Network (STRAHNET)** - This is a network of highways, which are important to the United States' strategic defense policy and which provide defense access, continuity and emergency capabilities for defense purposes.
- **Major Strategic Highway Network Connectors** - These are highways, which provide access between major military installations and highways which are part of the Strategic Highway Network.
- **Intermodal Connectors** - These highways provide access between major intermodal facilities and the other four subsystems making up the National Highway System.

Operational Improvement - A capital improvement consisting of installation of traffic surveillance and control equipment, computerized signal systems, motorist information systems, integrated traffic control systems, incident management programs, and transportation demand and system management facilities, strategies and program.

Para-transit Services - Transit service that provides generally more flexible and personalized service regular-route transit, using a variety of vehicles, such as large and small buses, vans, cars and taxis. Para-transit can serve a particular population, such as people with disabilities, or can be assigned to serve the general population. Para-transit is frequently provided in less densely populated areas, and used at times and in areas where trip demands are less concentrated, such as during weekends and evenings in urban settings. Para-transit services are of several types:

- **Ridesharing** - Car and van pooling intended primarily to serve the work trip.
- **Demand-Response** - This is any type of public transportation involving flexibly scheduled service that is deployed upon a person's request for a trip. There are three types of demand response:
 - **Dial-A-Ride Services** - The best known and most common type of para-transit, involving advance request pickup and drop-off at desired or designated destinations. Dial-a-ride may deploy vans, small buses or shared-ride taxis.
 - **Cycled Services** - A zonal demand-response service in which the vehicles are scheduled to arrive and leave a major activity center on a regular basis; and in between scheduled stops, passengers are picked up and dropped off at their doors.
 - **Flexible Fixed-Route or Deviation Services** - Either point deviation or route deviation where vehicles stop at specific locations on a regular schedule but do not have to follow a set route between the stops. They can deviate from the route to pick up or drop off passengers upon request.

Park and Ride - An arrangement whereby people can drive an automobile to a transit hub, transfer station or terminal, park in the designated lot, and use a transit vehicle for their ultimate destinations.

Peak Period - The time between 6:30 and 9 a.m. and between 3:30 and 6 p.m. on a weekday, when traffic is usually heavy.

Performance Measures – A quantifiable representation of an outcome or process. Performance measures can be used as a management tool to track and assess progress. They can be used to address stakeholders' desire for accountability and transparency in decision making.

Person Trip - A one-way journey between two points by one person in a vehicle.

Preservation - Preservation activities are directed toward the elimination of deficiencies and major cost replacement of existing facilities. Preservation is not meant to include work that will increase the level of service by the addition of traffic lanes.

Regional Development Commission (RDC) - Involved in soliciting and evaluating projects, and seek to integrate regional priorities in planning and project selection; coordinates transportation with MnDOT following a work program framework. There are 12 Regional Development Commissions in Minnesota.

Regular-Route Transit Service - A transit service that operates on a predetermined, fixed route and schedule. The types of vehicle used in regular-route service are generally large buses or small buses. Regular-route service is usually classified as four types:

- **Local Service** - Buses make frequent pickups and drop-offs, stopping at almost every street corner.
- **Urban Local** - Buses operate primarily in central cities and include regular-route radial service (routes start or end in one or both of the two major downtowns); crosstown (often providing connecting links between radial routes); and limited stop (buses make limited stops along a route or "skip stops," achieving faster service to selected destinations).



- Suburban Locals - Buses operate in suburban environments, many times as suburban circulators, and include regular-route crosstowns (often as feeder routes to radial services) and para-transit services.
- Express - Buses operate nonstop on highways or dedicated transitways for at least four miles and include peak only and all-day express. Express routes provide travel times competitive with driving in an automobile. Most express routes operate longer distances (8-25 miles) and during peak times, and are destined to and from one of the two major downtowns.

Rehabilitation - Roadway improvements intended to correct conditions identified as deficient without major changes to the cross section. These projects should consist of removal and replacement of base and pavement, shouldering and widening and drainage correction as needed.



Right of Way (ROW) – Right of way refers to a strip of land which is used as a transportation corridor. The land is acquired as an easement or in fee, either by agreement or condemnation. It may also refer to temporary rights needed to construct a transportation facility.

Routine Maintenance - Roadway maintenance consisting of snow and ice control, mowing, sweeping, periodic applications of bituminous overlays, seal treatments, milling, crack routing and filling and base repair. These treatments are intended to help ensure the roadway can be used to the end of its design life.

Smart Growth - A pro-growth approach to guiding development into more convenient patterns and into areas where infrastructure allows growth to be sustained over the long term. It envisions developments of complementary land uses, including affordable and lifecycle housing, retail and offices, on interconnected streets amenable to walking, bicycling or using transit or car to reach destinations.

Stakeholders – A person or group that may be affected or perceives that they may be affected by a decision, plan, program or project.

Statewide Performance Program (SPP) – SPP consists of federal funding provided under the National Highway Performance Program (NHPP) intended for use on the National Highway System (NHS) including the required state/local matching funds. MnDOT has established the SPP to ensure progress in meeting federal performance requirements for pavement, bridge, safety, and congestion on the NHS system.

State Transportation Improvement Plan (STIP) – The State Transportation Improvement Program (STIP) is Minnesota's four-year transportation improvement program. The STIP identifies the schedule and funding of transportation projects by state fiscal year (July 1 through June 30). It includes all state and local transportation projects with federal highway and/or federal transit funding along with 100 percent state funded transportation projects. Rail, port, and aeronautic projects are included for information purposes. The STIP is developed/updated on an annual basis.

Structurally Deficient – A structure that receives a general condition rating for the deck, superstructure, substructure or culvert as four or less or if the road approaches regularly overtop due to flooding. A general condition rating of four means that the component rating is described as poor.

Surface Transportation Program (STP) - One of the five core federal highway funding program. STP provides flexible funding that may be used by states and localities for projects on any federal-aid highway, including the national highway system, bridge projects on any public road, transit capital projects, and intercity and intercity bus terminals and facilities.

Telecommuting - The elimination or reduction in commuter trips by routinely working part of full-time at home or at a satellite work station closer to home.

Throughput - The amount of vehicles/persons that can pass a point on a roadway or pass through an intersection over a specified period of time. It can be equated to capacity if considering vehicles alone.

Traffic Calming - Techniques such as speed bumps, narrow lanes and traffic circles used to slow traffic in primarily residential neighborhoods.



Transportation Alternatives Program (TAP) – Under MAP-21, transportation enhancements, scenic byways, safe routes to school, and several other discretionary programs have been grouped together under the Transportation Alternatives Program.

Transportation Economic Development (TED) Program – The Transportation Economic Development Program is a joint effort of the Department of Transportation and the Department of Employment and Economic Development. The program's purpose is to fund construction, reconstruction, and improvement of state and local transportation infrastructure in order to:

- Create and preserve jobs.
- Improve the state's economic competitiveness.
- Increase the tax base.
- Accelerate transportation improvements to enhance safety and mobility.
- Promote partnerships with the private sector.

The program provides state funding to close financing gaps for transportation infrastructure improvement construction costs. These improvements will enhance the statewide transportation network while promoting economic growth through the preservation or expansion of an existing business—or development of a new business.

Trunk Highway (TH) - Major roadways such as Interstates, U.S. Highways, and State Highways.

Urban Areas - As defined in Federal Aid Highway Lay (Section 101 of Title 23, U.S. Code) as follows:

- Urban Area means an urbanized area, or in the case of an urbanized area encompassing more than one State, that part of the urbanized area in each such State, or urban place as designated by the Bureau of the Census having a population of five thousand or more and not within any urbanized area, within boundaries to be fixed by responsible State and local officials in cooperation with each other, subject to approval by the Secretary. Such boundaries shall, as a minimum, encompass the entire urban place designated by the Bureau of Census.
- Small Urban areas are those urban places, as designated by the Bureau of the Census having a population of five thousand (5,000) or more and not within any urbanized area. Urbanized areas are designated as such by the Bureau of the Census.
- Rural Areas comprise the areas outside the boundaries of small urban and urbanized areas, as defined above.

Urban/Rural Status - Delineation of geographical areas by the Census Bureau. Urban areas represent densely developed territory and encompass residential, commercial, and other non-residential land uses; redefined after each decennial census by applying specified criteria. Rural areas encompass all population, housing, and territory not included within an urban area.

User Cost - The total dollar cost of a trip to a user for a particular mode of transportation; includes out-of-pocket costs, such as transit fares, gas, oil, insurance, and parking for autos plus a valuation of implicit cost, such as waiting and travel times.

Vehicle Miles Traveled (VMT) - Commonly used to measure the demand on our transportation network; computed by multiplying the annual average daily traffic (AADT) by the centerline road miles.

Volume-to-Capacity Ratio - The hourly number of vehicles expected to use a roadway in the busiest hour, divided by the number of moving vehicles the roadway can safely accommodate in an hour.

E Appendix E: Non-Project Specific Local Maintenance / Operation Expense Definitions

General Maintenance/Operation Expense Definitions

1. Routine Maintenance Expenses

- ◊ Includes maintaining the status quo even though deteriorated. To keep at the original condition or use.

2. Repairs and Replacements

- ◊ Includes restoration to original condition. To make the surface as it was before, even though material used is better.

3. Betterments

- ◊ Any “improvement” over the original condition or design. The first time something is done to a roadway it is a betterment.

- picking debris off roadway
- working on beaver dams
- relaying culvert ends
- maintaining driveways and approaches
- checking driveways and utility permits

d.Brush and Weed Control

- mowing grass and weed
- spraying weeds and brush
- minor clearing and grubbing

e.Snow and Ice Removal

- maintaining snow fence
- plowing and winging snow
- sanding and salting roads
- cleaning snow off bridges and rails
- mixing sand material
- fixing mail boxes

f. Traffic Services

- maintaining posted signs
- maintaining traffic signals
- stripping pavement
- patrolling roads for load restriction
- putting up barricades
- flagging for safety
- road inspection

Specific Maintenance/Operation Expenditures

1. Routine Maintenance Expenses

a.Smoothing Surface

- blading gravel roads

b.Minor Surface Repair

- patching with bituminous
- repairing/crack filling concrete
- sealing patches
- cleaning/sweeping roadways
- crack filling with bituminous
- blading shoulders with no extra material

c.Cleaning Culverts and Ditches

- cleaning and thawing culverts
- minor ditch cleaning
- repairing title lines
- marking culvert ends

2. Repairs and Replacements

a.Reshaping

- minor shoulder, roadbeds, ditch, or backslope reshaping

b.Resurfacing

- spot graveling of roads
- continuous graveling of roads
- adding binder to the road surface

- stabilizing the gravel surface
- aggregate shouldering

c. Culverts, Bridges and Guard Rails

- replacing, lowering or raising culverts
- repairing bridges
- painting bridges
- repairing guard rails
- repairing culverts
- drainage ditch repair assessments

d. Washouts

- repairing roadbed, shoulder, ditch, backslope and culvert washouts

e. Subgrade

- prospecting for gravel
- mud jacking pavement
- repairing frost boils

3. Betterments

a. New Culverts, Rails or Tiling

- delivery of new or larger culverts
- installing new guard rails, tile lines, rip rap, erosion control, and

b. approaches or drives

- culvert extensions

c. drainage correction

- Cuts & Fills
 - major reshaping of shoulders, roadbeds, ditches, and backslopes
 - filling swamps
 - rumble strips
 - repair of road dips
- Seeding and Sodding
 - turf establishment
 - tree and shrub planting

d. Bituminous Treatment

- spot retreating bituminous
- bituminous overlays not approved as a construction project
- seal coating bituminous and county forces
- railroad crossing replacement
- concrete overlays not approved as a construction project

F Appendix F: Detailed Financial Analysis

The following section provides additional data related to each APO agencies' financial condition. The financial information will review:

1. Financial Analysis Preparation
2. Expansion & Maintenance Investment Category Definitions
3. Financial Capability Finding

More financial data used for the charts in this analysis are located in Chapter 6.

City of Saint Cloud

Financial Capability Finding

Based on historic overall local funding and maintenance investment levels, approximately \$8.4 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system.

This figure compares to a required local match of \$1.9 million for city of St. Cloud projects programmed in the 2016-2019 TIP. Accordingly, the city of St. Cloud will be able to provide this local match without compromising maintenance and operation of the existing system.

City of St. Cloud Current Financial Condition:

Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

Year	Non-Project Related Local Maintenance	Project Related Local Maintenance*	Total Local Maintenance	Local Expansion**	Total Local Investment
1990	\$1,567,369	\$2,296,705	\$3,864,074	\$231,867	\$4,095,941
1991	\$1,659,189	\$4,288,490	\$5,947,679	\$534,578	\$6,482,257
1992	\$1,965,559	\$3,709,001	\$5,674,560	\$147,130	\$5,821,690
1993	\$2,019,425	\$3,194,194	\$5,213,619	\$500,252	\$5,713,871
1994	\$2,231,393	\$1,973,404	\$4,204,797	\$1,675,616	\$5,880,413
1995	\$2,485,000	\$2,171,986	\$4,656,986	\$1,188,014	\$5,845,000
1996	\$2,528,000	\$3,488,000	\$6,016,000	\$555,000	\$6,571,000
1997	\$2,629,000	\$2,637,000	\$5,266,000	\$877,000	\$6,143,000
1998	\$2,685,000	\$3,618,000	\$6,303,000	\$0	\$6,303,000
1999	\$2,874,000	\$2,851,000	\$5,725,000	\$1,598,000	\$7,323,000
2000	\$2,874,000	\$3,131,000	\$6,005,000	\$2,472,000	\$8,477,000
2001	\$3,037,000	\$3,014,000	\$6,051,000	\$3,686,000	\$9,737,000
2002	\$3,154,000	\$4,730,000	\$7,884,000	\$2,818,000	\$10,702,000
2003	\$3,577,000	\$1,358,000	\$4,935,000	\$4,324,000	\$9,259,000
2004	\$3,713,000	\$765,000	\$4,478,000	\$2,282,000	\$6,760,000
2005	\$3,777,000	\$2,458,000	\$6,235,000	\$3,718,000	\$9,953,000
2006	\$4,053,000	\$6,132,000	\$10,185,000	\$7,621,000	\$17,806,000
2007	\$4,281,000	\$5,405,000	\$9,686,000	\$710,000	\$10,396,000
2008	\$3,720,000	\$4,303,000	\$8,023,000	\$5,299,000	\$13,322,000
2009	\$3,642,000	\$1,445,000	\$5,087,000	\$3,147,000	\$8,234,000
2010	\$4,302,788	\$3,419,911	\$7,722,699	\$4,677,598	\$12,400,297
2011	\$4,434,139	\$3,445,765	\$7,879,905	\$4,916,491	\$12,796,396
2012	\$4,565,491	\$3,471,620	\$8,037,111	\$5,155,384	\$13,192,495
2013	\$4,236,105	\$2,945,574	\$7,181,678	\$0	\$7,181,678
2014	\$1,752,201	\$5,077,838	\$6,830,039	\$5,600,000	\$12,430,039
Total	\$77,762,659	\$81,329,487	\$159,092,146	\$63,733,931	\$222,826,077
Average	\$3,110,506	\$3,253,179	\$6,363,686	\$2,549,357	\$8,913,043
% of Total Local Expense	N/A	N/A	71%	29%	100%

Source: City of St. Cloud local tax levy, special assessments, bonding, state-aid or other miscellaneous local funds.

* Includes local funding invested in projects that fall within the defined maintenance categories in this Chapter.

** Includes local funding invested in projects that fall within the defined expansion category in this Chapter.

Projected Local Transportation Funds Invested in Maintenance/Operation and Expansion

Source: City of St. Cloud

FY	Projected/Historic Investment Situation			Local Match Required		
	Total Projected Local Investment (without local assessments)	Less (-) Historic Local Maintenance/ Operation Investment (71%*) of Total	Equals (=) Projected Local Dollars Available to Match Federal Funds	Local Match Required for Maintenance/ Operation Projects	Local Match Required for Expansion Projects	Total Local Match Required
2016	\$9,000,000	\$6,390,000	\$2,610,000	\$0	\$0	\$0
2017	\$7,300,000	\$5,183,000	\$2,117,000	\$0	\$0	\$0
2018	\$4,750,000	\$3,372,500	\$1,377,500	\$0	\$0	\$0
2019	\$7,850,000	\$5,573,500	\$2,276,500	\$0	\$1,913,177	\$1,913,177
Total	\$28,900,000	\$20,519,000	\$8,381,000	\$0	\$1,913,177	\$1,913,177

Financial Capability Finding: Based on historic overall local funding and maintenance investment levels, approximately \$8,381,000 will be available to match federal funds from FY 2016 to 2019 without compromising maintenance of the existing system. This figure compares to a total local match of \$1,913,177 for City of St. Cloud projects programmed in the FY 2016-2019 TIP. Accordingly, the City of St. Cloud will be able to provide this local match without compromising maintenance and operation of their existing system.

Route System	Project #	Fiscal Year	Agency	Project Description	Proposed Fund Type	Total FHWA	Total AC Payback	Local Match	Project Total
MSAS 151	162-151-XXX	2019	SAINT CLOUD	ST. CLOUD MSAS 151, EXPANSION OF TWO-LANE UNDIVIDED ROADWAY (33RD STREET SOUTH) TO A FOUR-LANE DIVIDED ROADWAY WITH SIDEWALK AND TRAIL AMENITIES FROM SOUTHWAY DRIVE TO COOPER AVENUE	STP Statewide	\$1,486,823	\$0	\$1,913,177	\$3,400,000
						Total Local Match		\$1,913,177	

City of Sartell

Financial Capability Finding

Based on historic overall local funding and

maintenance

investment levels,

approximately

\$4.375 million

will be available

to match federal

funds from 2016

to 2019 without

compromising

maintenance of the

existing system.

The necessary local

match for city of

Sartell projects

in the 2016-2019

TIP is \$962,610.

Sartell will be able

to provide this local

match without

compromising

maintenance and

operation of the

existing system.

City of Sartell Current Financial Condition:

Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

Year	Non-Project Related Local Maintenance	Project Related Local Maintenance*	Total Local Maintenance	Local Expansion**	Total Local Investment
1990	\$59,000	\$294,379	\$353,379	\$438,948	\$792,327
1991	\$59,000	\$201,530	\$260,530	\$320,064	\$580,594
1992	\$59,000	\$168,153	\$227,153	\$1,589,327	\$1,816,480
1993	\$59,000	\$914,553	\$973,553	\$430,916	\$1,404,469
1994	\$59,000	\$209,998	\$268,998	\$891,543	\$1,160,541
1995	\$59,000	\$215,278	\$274,278	\$525,371	\$799,649
1996	\$59,000	\$223,506	\$282,506	\$858,709	\$1,141,215
1997	\$59,000	\$483,900	\$542,900	\$2,146,000	\$2,688,900
1998	\$94,000	\$218,000	\$312,000	\$1,432,500	\$1,744,500
1999	\$103,500	\$694,300	\$797,800	\$3,094,900	\$3,892,700
2000	\$115,000	\$0	\$115,000	\$1,500,000	\$1,615,000
2001	\$115,750	\$0	\$115,750	\$7,212,980	\$7,328,730
2002	\$115,750	\$24,798	\$140,548	\$3,089,384	\$3,229,932
2003	\$117,295	\$0	\$117,295	\$2,651,532	\$2,768,827
2004	\$129,159	\$1,217,422	\$1,346,581	\$6,076,635	\$7,423,216
2005	\$349,050	\$0	\$349,050	\$3,147,367	\$3,496,417
2006	\$349,050	\$1,705,630	\$2,054,680	\$2,950,231	\$5,004,911
2007	\$522,455	\$0	\$522,455	\$1,074,405	\$1,596,860
2008	\$547,800	\$875,552	\$1,423,352	\$721,644	\$2,144,996
2009	\$916,010	\$542,955	\$1,458,965	\$8,900,236	\$10,359,201
2010	\$1,032,748	\$153,000	\$1,185,748	\$4,567,000	\$5,752,748
2011	\$1,149,452	\$534,289	\$1,683,741	\$2,569,758	\$4,253,499
2012	\$1,002,377	\$547,609	\$1,549,986	\$1,986,425	\$3,536,411
2013	\$1,164,450	\$364,259	\$1,528,709	\$236,547	\$1,765,256
2014	\$1,217,316	\$149,553	\$1,366,869	\$119,999	\$1,486,868
Total	\$9,513,162	\$9,738,664	\$19,251,826	\$58,532,421	\$77,784,247
Average	\$380,526	\$389,547	\$770,073	\$2,341,297	\$3,111,370
% of Total Local Expense	N/A	N/A	25%	75%	100%

Source: City of Sartell local tax levy, special assessments, bonding, state-aid or other miscellaneous local funds.

* Includes local funding invested in projects that fall within the defined maintenance categories in this Chapter.

** Includes local funding invested in projects that fall within the defined expansion category in this Chapter.

City of Sartell Future Financial Condition:**Projected Local Transportation Funds Invested in Maintenance/Operation and Expansion**

Local Transportation Funding Source	Projected 2016 Local Funds	Projected 2017 Local Funds	Projected 2018 Local Funds	Projected 2019 Local Funds	Total 2015 - 2019 Projected Local Funds
General Tax Levy	\$630,000	\$630,000	\$630,000	\$630,000	\$3,150,000
State-Aid Funds	\$648,865	\$648,865	\$648,865	\$648,865	\$3,244,325
Assessments	\$0	\$230,000	\$0	\$0	\$230,000
Bonding	\$0	\$0	\$0	\$0	\$0
Other Local	\$0	\$650,000	\$0	\$0	\$650,000
Total Local Funds Projected	\$1,278,865	\$2,158,865	\$1,278,865	\$1,278,865	\$5,995,460
Total Local Funds Projected Less Assessments	\$1,278,865	\$1,928,865	\$1,278,865	\$1,278,865	\$5,765,460

Source: City of Sartell

City of Sartell Financial Capability

FY	Projected/Historic Investment Situation			Local Match Required		
	Total Projected Local Investment (without local assessments)	Less (-) Historic Local Maintenance/Operation Investment (25%*) of Total	Equals (=) Projected Local Dollars Available to Match Federal Funds	Local Match Required for Maintenance/Operation Projects	Local Match Required for Expansion Projects	Total Local Match Required
2016	\$1,278,865	\$319,716	\$959,149	\$0	\$0	\$0
2017	\$1,928,865	\$482,216	\$1,446,649	\$0	\$912,816	\$912,816
2018	\$1,278,865	\$319,716	\$959,149	\$0	\$0	\$0
2019	\$1,278,865	\$268,562	\$1,010,303	\$49,794	\$0	\$49,794
Total	\$5,765,460	\$1,390,210	\$4,375,250	\$49,794	\$912,816	\$962,610

* Based on the City of Sartell's historic maintenance/operation investment percentage of total local transportation funds 1990 to 2014.

Financial Capability Finding: Based on historic funding and maintenance investment levels, approximately \$4,375,250 will be available to match federal funds from FY 2016 to 2019. This figure compares to a total local match of \$962,610 for City of Sartell projects programmed in the FY 2016-2019 TIP. Accordingly, the City will be able to provide this local match without compromising maintenance and operation of their existing system.

St. Cloud APO FY 2016-2019 TIP Project Programming: City of Sartell

Route System	Project #	Fiscal Year	Agency	Project Description	Proposed Fund Type	Total FHWA	Total AC	Total AC Payback	Local Match	Project Total
MSAS 117	220-117-004	2017	SARTELL	**AC** SARTELL MSAS 117 (50TH AVE), FROM HERITAGE DR TO NORTH 0.5 MILES IN SARTELL, GRADE AND SURFACE	STP<5K	\$547,600	\$94,584	\$0	\$912,816	\$1,555,000
MSAS 117	220-117-004AC	2019	SARTELL	**AC** SARTELL MSAS 117 (50TH AVE), FROM HERITAGE DR TO NORTH 0.5 MILES IN SARTELL, GRADE AND SURFACE	STP<5K	\$0	\$0	\$94,584	\$0	\$94,584
PED/BIKE	220-591-XXX	2019	SARTELL	CONSTRUCT SRFS INFRASTRUCTURE IMPROVEMENTS ALONG 7TH ST N AND 5TH ST N IN SARTELL	TAP 5K-200K	\$199,176	\$0	\$0	\$49,794	\$248,970
Required Local Match									\$962,610	

City of Waite Park

Financial Capability Finding

Based on historic overall local funding and maintenance investment levels, approximately \$1.23 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. However, the City of Waite Park has no projects requiring local match in the 2016-2019 TIP.

City of Waite Park Current Financial Condition:

Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

Year	Non-Project Related Local Maintenance	Project Related Local Maintenance*	Total Local Maintenance	Local Expansion**	Total Local Investment
1990	\$256,095	\$1,010,032	\$1,266,127	\$0	\$1,266,127
1991	\$266,872	\$198,897	\$465,769	\$0	\$465,769
1992	\$274,906	\$308,202	\$583,108	\$307,050	\$890,158
1993	\$283,135	\$650,087	\$933,222	\$0	\$933,222
1994	\$290,385	\$944,205	\$1,234,590	\$45,667	\$1,280,257
1995	\$298,615	\$945,692	\$1,244,307	\$129,200	\$1,373,507
1996	\$307,432	\$631,000	\$938,432	\$222,000	\$1,160,432
1997	\$314,486	\$27,078	\$341,564	\$996,771	\$1,338,335
1998	\$319,385	\$0	\$319,385	\$1,059,233	\$1,378,618
1999	\$326,439	\$0	\$326,439	\$2,300,000	\$2,626,439
2000	\$337,411	\$147,000	\$484,411	\$367,000	\$851,411
2001	\$347,012	\$565,500	\$912,512	\$107,000	\$1,019,512
2002	\$352,499	\$868,750	\$1,221,249	\$0	\$1,221,249
2003	\$360,141	\$2,122,000	\$2,482,141	\$644,330	\$3,126,471
2004	\$523,265	\$155,000	\$678,265	\$220,000	\$898,265
2005	\$650,989	\$956,400	\$1,607,389	\$0	\$1,607,389
2006	\$670,519	\$985,092	\$1,655,611	\$391,411	\$2,047,022
2007	\$881,663	\$549,000	\$1,430,663	\$178,000	\$1,608,663
2008	\$700,655	\$1,550,000	\$2,250,655	\$0	\$2,250,655
2009	\$650,464	\$0	\$650,464	\$7,562,000	\$8,212,464
2010	\$702,035	\$798,475	\$1,500,510	\$1,834,337	\$3,334,847
2011	\$728,836	\$814,454	\$1,543,290	\$1,939,847	\$3,483,138
2012	\$755,638	\$830,433	\$1,586,071	\$2,045,357	\$3,631,428
2013	\$745,784	\$996,520	\$1,742,303	\$2,454,429	\$4,196,732
2014	\$1,001,913	\$1,531,000	\$2,532,913	\$3,071,000	\$5,603,913
Total	\$12,346,573	\$17,584,818	\$29,931,390	\$25,874,633	\$55,806,023
Average	\$493,863	\$703,393	\$1,197,256	\$1,034,985	\$2,232,241
% of Total Local Expense	N/A	N/A	54%	46%	100%

Source: City of Waite Park local tax levy, special assessments, bonding, state-aid or other miscellaneous local funds.

* Includes local funding invested in projects that fall within the defined maintenance categories in this Chapter.

** Includes local funding invested in projects that fall within the defined expansion category in this Chapter.

City of Waite Park Future Financial Condition:**Projected Local Transportation Funds Invested in Maintenance/Operation and Expansion**

Local Transportation Funding Source	Projected 2016 Local Funds	Projected 2017 Local Funds	Projected 2018 Local Funds	Projected 2019 Local Funds	Total 2015 - 2019 Projected Local Funds
General Tax Levy	\$100,000	\$100,000	\$100,000	\$100,000	\$400,000
State-Aid Funds	\$266,000	\$266,000	\$266,000	\$266,000	\$1,064,000
Assessments	\$200,000	\$200,000	\$300,000	\$300,000	\$1,000,000
Bonding					\$0
Other Local	\$300,000	\$300,000	\$300,000	\$300,000	\$1,200,000
Total Local Funds Projected	\$866,000	\$866,000	\$966,000	\$966,000	\$3,664,000
Total Local Funds Projected Less Assessments	\$666,000	\$666,000	\$666,000	\$666,000	\$2,664,000

Source: City of Waite Park

City of Waite Park Financial Capability

FY	Projected/Historic Investment Situation			Local Match Required		
	Total Projected Local Investment (without local assessments)	Less (-) Historic Local Maintenance/Operation Investment (54%*) of Total	Equals (=) Projected Local Dollars Available to Match Federal Funds	Local Match Required for Maintenance/Operation Projects	Local Match Required for Expansion Projects	Total Local Match Required
2016	\$666,000	\$359,640	\$306,360	\$0	\$0	\$0
2017	\$666,000	\$359,640	\$306,360	\$0	\$0	\$0
2018	\$666,000	\$359,640	\$306,360	\$0	\$0	\$0
2019	\$666,000	\$359,640	\$306,360	\$0	\$0	\$0
Total	\$2,664,000	\$1,438,560	\$1,225,440	\$0	\$0	\$0

* Based on the City of Waite Park's historic maintenance/operation investment percentage of total local transportation funds 1990 to 2014.

Financial Capability Finding: Based on historic funding and maintenance investment levels, approximately \$1,225,440 will be available to match federal funds from FY 2016 to 2019. However, the City of Waite Park does not have any projects requiring local match in the FY 2016-2019 TIP.

St. Cloud APO FY 2016-2019 TIP Project Programming: City of Waite Park

Route System	Project #	Agency	Project Description	Project Type	FHWA	State	Advance Const.	Local Match	Total
N/A	N/A	N/A	No Programmed Projects	N/A	N/A	N/A	N/A	N/A	N/A

City of Sauk Rapids

Financial Capability Finding

Based on historic overall local funding and maintenance

investment levels, approximately \$1.8 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. The city of Sauk Rapids has no federal projects requiring a local match in the 2016-2019 TIP.

City of Sauk Rapids Current Financial Condition:

Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

Year	Non-Project Related Local Maintenance	Project Related Local Maintenance*	Total Local Maintenance	Local Expansion**	Total Local Investment
1990	\$288,830	\$428,391	\$717,221	\$132,010	\$849,231
1991	\$291,230	\$471,777	\$763,007	\$745,263	\$1,508,270
1992	\$349,530	\$354,092	\$703,622	\$318,760	\$1,022,382
1993	\$342,125	\$329,344	\$671,469	\$377,611	\$1,049,080
1994	\$342,930	\$82,050	\$424,980	\$828,045	\$1,253,025
1995	\$349,839	\$703,501	\$1,053,340	\$225,638	\$1,278,978
1996	\$391,828	\$82,484	\$474,312	\$498,761	\$973,073
1997	\$416,021	\$0	\$416,021	\$844,889	\$1,260,910
1998	\$432,228	\$450,137	\$882,365	\$0	\$882,365
1999	\$430,349	\$64,982	\$495,331	\$2,422,811	\$2,918,142
2000	\$490,544	\$22,239	\$512,783	\$483,483	\$996,266
2001	\$557,630	\$0	\$557,630	\$1,308,992	\$1,866,622
2002	\$514,339	\$0	\$514,339	\$187,762	\$702,101
2003	\$518,005	\$0	\$518,005	\$1,086,350	\$1,604,355
2004	\$641,673	\$813,582	\$1,455,255	\$0	\$1,455,255
2005	\$670,023	\$0	\$670,023	\$0	\$670,023
2006	\$695,516	\$3,253,841	\$3,949,357	\$0	\$3,949,357
2007	\$828,791	\$1,178,313	\$2,007,104	\$0	\$2,007,104
2008	\$877,226	\$55,260	\$932,486	\$0	\$932,486
2009	\$777,708	\$859,119	\$1,636,827	\$0	\$1,636,827
2010	\$818,761	\$849,054	\$1,667,815	\$210,976	\$1,878,790
2011	\$848,136	\$886,349	\$1,734,485	\$186,019	\$1,920,504
2012	\$877,512	\$923,644	\$1,801,156	\$161,063	\$1,962,219
2013	\$926,748	\$32,000	\$958,748	\$0	\$958,748
2014	\$934,802	\$0	\$934,802	\$728,323	\$1,663,125
Total	\$12,750,773	\$11,808,159	\$24,558,932	\$10,018,433	\$34,577,365
Average	\$554,381	\$513,398	\$1,067,780	\$435,584	\$1,503,364
% of Total Local Expense	N/A	N/A	71%	29%	100%

Source: City of Sauk Rapids local tax levy, special assessments, bonding, state-aid or other miscellaneous local funds.

* Includes local funding invested in projects that fall within the defined maintenance categories in this Chapter.

** Includes local funding invested in projects that fall within the defined expansion category in this Chapter.

Projected Local Transportation Funds Invested in Maintenance/Operation and Expansion

Source: City of Sauk Rapids

FY	Projected/Historic Investment Situation			Local Match Required		
	Total Projected Local Investment (without local assessments)	Less (-) Historic Local Maintenance/ Operation Investment (71%*) of Total	Equals (=) Projected Local Dollars Available to Match Federal Funds	Local Match Required for Maintenance/ Operation Projects	Local Match Required for Expansion Projects	Total Local Match Required
	2016	\$1,550,380	\$1,100,770	\$449,610	\$0	\$0
2017	\$1,657,026	\$1,176,488	\$480,538	\$0	\$0	\$0
2018	\$3,170,626	\$2,251,144	\$919,482	\$0	\$0	\$0
2019	\$1,598,265	\$1,134,768	\$463,497	\$0	\$0	\$0
Total	\$7,976,297	\$5,663,171	\$2,313,126	\$0	\$0	\$0

Financial Capability Finding: Based on historic funding and maintenance investment levels, approximately \$1,313,126 will be available to match federal funds from FY 2016 to 2019. However, the City of Sauk Rapids has no federal projects requiring local match in the FY 2016-2019 TIP.

St. Cloud APO FY 2016-2019 TIP Project Programming: City of Sauk Rapids

Route System	Project Number	Fiscal Year	Agency	Project Description	Project Type	FHWA	State	Advance Const.	Local Match	Total
N/A	N/A	N/A	N/A	NO PROGRAMMED PROJECTS	N/A	N/A	N/A	N/A	N/A	N/A
								Total Match	N/A	

City of Saint Joseph

Financial Capability Finding

Based on historic overall local funding and maintenance investment levels, approximately \$5 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. The necessary local match for city of Saint Joseph projects in the 2016-2019 TIP is \$698,289. St. Joseph will be able to provide this local match without compromising maintenance and operation of the existing system.

City of St. Joseph Current Financial Condition:

Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

Year	Non-Project Related Local Maintenance	Project Related Local Maintenance*	Total Local Maintenance	Local Expansion**	Total Local Investment
1990	\$97,174	\$727,881	\$825,055	\$0	\$825,055
1991	\$112,343	\$0	\$112,343	\$0	\$112,343
1992	\$107,074	\$691,417	\$798,491	\$113,836	\$912,327
1993	\$140,071	\$766,559	\$906,630	\$0	\$906,630
1994	\$117,565	\$80,218	\$197,783	\$252,664	\$450,447
1995	\$115,662	\$30,411	\$146,073	\$0	\$146,073
1996	\$140,702	\$1,140,938	\$1,281,640	\$0	\$1,281,640
1997	\$172,133	\$0	\$172,133	\$300,787	\$472,920
1998	\$222,537	\$416,833	\$639,370	\$359,154	\$998,524
1999	\$115,619	\$992,390	\$1,108,009	\$261,112	\$1,369,121
2000	\$171,088	\$0	\$171,088	\$0	\$171,088
2001	\$192,207	\$0	\$192,207	\$936,428	\$1,128,635
2002	\$212,252	\$3,647,523	\$3,859,775	\$1,216,400	\$5,076,175
2003	\$218,619	\$606,726	\$825,345	\$245,742	\$1,071,087
2004	\$225,178	\$624,928	\$850,106	\$253,114	\$1,103,220
2005	\$231,934	\$0	\$231,934	\$1,709,740	\$1,941,674
2006	\$238,892	\$0	\$238,892	\$1,641,026	\$1,879,918
2007	\$20,630	\$4,654,334	\$4,674,964	\$4,853,510	\$9,528,474
2008	\$57,425	\$3,333,671	\$3,391,096	\$4,161,784	\$7,552,880
2009	\$137,726	\$170,625	\$308,351	\$4,853,510	\$5,161,861
2010	\$174,282	\$1,780,695	\$1,954,977	\$3,280,074	\$5,235,051
2011	\$176,371	\$1,865,121	\$2,041,493	\$3,491,706	\$5,533,199
2012	\$286,513	\$1,949,547	\$2,236,060	\$3,703,338	\$5,939,398
2013	\$313,373	\$1,441,497	\$1,754,870	\$3,832,157	\$5,587,027
2014	\$359,275	\$756,000	\$1,115,275	\$375,000	\$1,490,275
Total	\$4,356,645	\$25,677,315	\$30,033,960	\$35,841,082	\$65,875,042
Average	\$174,266	\$1,027,093	\$1,201,358	\$1,433,643	\$2,635,002
% of Total Local Expense	N/A	N/A	46%	54%	100%

Source: City of St. Joseph local tax levy, special assessments, bonding, state-aid or other miscellaneous local funds.

* Includes local funding invested in projects that fall within the defined maintenance categories in this Chapter.

** Includes local funding invested in projects that fall within the defined expansion category in this Chapter.

City of St. Joseph Future Financial Condition:**Projected Local Transportation Funds Invested in Maintenance/Operation and Expansion**

Local Transportation Funding Source	Projected 2016 Local Funds	Projected 2017 Local Funds	Projected 2018 Local Funds	Projected 2019 Local Funds	Total 2015-2019 Projected Local Funds
General Tax Levy	\$1,217,340	\$1,111,000	\$1,250,000	\$1,320,000	\$4,898,340
State-Aid Funds	\$1,083,600	\$6,180	\$6,180	\$6,180	\$1,102,140
Assessments	\$6,696,150	\$279,600	\$363,000	\$363,000	\$7,701,750
Bonding	\$612,600	\$186,400	\$247,000	\$247,000	\$1,293,000
Other Local	\$1,827,650	\$150,000	\$27,000	\$27,000	\$2,031,650
Total Local Funds Projected	\$11,437,340	\$1,733,180	\$1,893,180	\$1,963,180	\$17,026,880
Total Local Funds Less Assessments	\$4,741,190	\$1,453,580	\$1,530,180	\$1,600,180	\$9,325,130

Source: City of St. Joseph

City of St. Joseph Financial Capability

FY	Projected/Historic Investment Situation			Local Match Required		
	Total Projected Local Investment (without local assessments)	Less (-) Historic Local Maintenance/ Operation Investment (46%*) of Total	Equals (=) Projected Local Dollars Available to Match Federal Funds	Local Match Required for Maintenance/ Operation Projects	Local Match Required for Expansion Projects	Total Local Match Required
2016	\$4,741,190	\$2,180,947	\$2,560,243	\$0	\$0	\$0
2017	\$1,453,580	\$668,647	\$784,933	\$698,288	\$0	\$698,288
2018	\$1,530,180	\$703,883	\$826,297	\$0	\$0	\$0
2019	\$1,600,180	\$736,083	\$864,097	\$0	\$0	\$0
Total	\$9,325,130	\$4,289,560	\$5,035,570	\$698,288	\$0	\$698,288

* Based on the City of St. Joseph's historic maintenance/operation investment percentage of total local transportation funds 1990 to 2014.

Financial Capability Finding: Based on historic funding and maintenance investment levels, approximately \$5 million will be available to match federal funds from FY 2016 to 2019. This amount is greater than the \$698,288 local match required for federal projects in the FY 2016-2019 TIP. Accordingly, the City of St. Joseph will be able to provide this local match without compromising maintenance/operation of their existing system.

St. Cloud APO FY 2016-2019 TIP Project Programming: City of St. Joseph

Route System	Project #	Fiscal Year	Agency	Project Description	Proposed Fund Type	Total FHWA	Total AC Payback	Local Match	Project Total
PED/BIKE	233-090-001	2017	ST. JOSEPH	ON MINNESOTA STREET (STEARNS CO CSAH 2) IN ST. JOSEPH, FROM 4TH AVE NW TO STEARNS CO CSAH 51, CONSTRUCT BIKE/PED TRAIL WITH LIGHTING	TAP	\$483,512	\$0	\$698,288	\$1,181,800
								Required Local Match	\$698,288

Stearns County

Financial Capability Finding

Based on historic overall local funding and maintenance investment levels, approximately \$3 million will be available to match federal funds from 2016 to 2019 without compromising maintenance of the existing system. This figure is greater than the required local match of \$1,042,322 for Stearns County projects programmed in the 2016-2019 TIP. Additionally, all federal projects being matched are maintenance/operation projects that will improve overall maintenance/operation of the existing system. Accordingly, Stearns County will be able to provide this local match without compromising maintenance/operation of their existing system.

County of Stearns Financial Condition (APO Area):

Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

Year	Non-Project Related Local Maintenance	Project Related Local Maintenance*	Total Local Maintenance	Local Expansion**	Total Local Investment
1990	\$341,678	\$375,138	\$716,816	\$0	\$716,816
1991	\$405,189	\$500,520	\$905,709	\$0	\$905,709
1992	\$421,869	\$491,530	\$913,399	\$0	\$913,399
1993	\$410,010	\$497,100	\$907,110	\$0	\$907,110
1994	\$397,911	\$404,937	\$802,848	\$137,000	\$939,848
1995	\$406,796	\$554,140	\$960,936	\$0	\$960,936
1996	\$414,932	\$7,253,255	\$7,668,187	\$0	\$7,668,187
1997	\$266,931	\$374,492	\$641,423	\$0	\$641,423
1998	\$539,893	\$317,802	\$857,695	\$0	\$857,695
1999	\$490,500	\$827,206	\$1,317,706	\$0	\$1,317,706
2000	\$531,665	\$2,215,491	\$2,747,156	\$0	\$2,747,156
2001	\$556,591	\$2,224,865	\$2,781,456	\$1,110,173	\$3,891,629
2002	\$618,889	\$412,082	\$1,030,971	\$0	\$1,030,971
2003	\$637,455	\$726,399	\$1,363,854	\$0	\$1,363,854
2004	\$643,068	\$1,942,822	\$2,585,890	\$0	\$2,585,890
2005	\$844,073	\$1,436,066	\$2,280,139	\$1,293,180	\$3,573,319
2006	\$864,925	\$4,069,114	\$4,934,039	\$844,300	\$5,778,339
2007	\$966,199	\$4,879,973	\$5,846,172	\$4,283,550	\$10,129,722
2008	\$1,010,419	\$1,425,383	\$2,435,802	\$0	\$2,435,802
2009	\$1,010,419	\$4,424,557	\$5,434,976	\$5,063,483	\$10,498,459
2010	\$964,103	\$3,270,600	\$4,234,703	\$2,116,720	\$6,351,423
2011	\$999,830	\$3,413,738	\$4,413,568	\$2,257,685	\$6,671,253
2012	\$1,035,557	\$3,556,877	\$4,592,434	\$2,398,650	\$6,991,084
2013	\$1,002,477	\$0	\$1,002,477	\$0	\$1,002,477
2014	\$374,909	\$252,100	\$627,009	\$0	\$627,009
Total	\$16,156,288	\$45,846,187	\$62,002,475	\$19,504,741	\$81,507,216
Average	\$646,252	\$1,833,847	\$2,480,099	\$780,190	\$3,260,289
% of Total Local Expense	N/A	N/A	76%	24%	100%

Source: County of Stearns local tax levy, special assessments, bonding, state-aid or other miscellaneous local funds.

* Includes local funding invested in projects that fall within the defined maintenance categories in this Chapter.

** Includes local funding invested in projects that fall within the defined expansion category in this Chapter.

County of Stearns Future Financial Condition (APO Area):**Projected Local Transportation Funds Invested in Maintenance/Operation and Expansion**

Local Transportation Funding Source	Projected 2016 Local Funds	Projected 2017 Local Funds	Projected 2018 Local Funds	Projected 2019 Local Funds	Total 2016 - 2019 Projected Local Funds
General Tax Levy	\$1,063,606	\$1,068,924	\$1,074,269	\$1,079,640	\$4,286,439
State-Aid Funds	\$1,699,458	\$1,699,458	\$1,699,458	\$1,699,458	\$6,797,832
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$290,000	\$290,000	\$0	\$0	\$580,000
Other Local	\$391,500	\$203,725	\$203,000	\$203,000	\$1,001,225
Total Local Funds Projected	\$3,444,564	\$3,262,107	\$2,976,727	\$2,982,098	\$12,665,496
Total Local Projected Less Funds Assessments	\$3,444,564	\$3,262,107	\$2,976,727	\$2,982,098	\$12,665,496

Source: Stearns County Highway Department & APO estimates - 14.5% of County totals were used based on percentage of County lane miles in APO Planning Area.

County of Stearns Financial Capability

FY	Projected/Historic Investment Situation			Local Match Required		
	Total Projected Local Investment (without local assessments)	Less (-) Historic Local Maintenance/ Operation Investment (76%*) of Total	Equals (=) Projected Local Dollars Available to Match Federal Funds	Local Match Required for Maintenance/ Operation Projects	Local Match Required for Expansion Projects	Total Local Match Required
2016	\$3,444,564	\$2,617,869	\$826,695	\$0	\$0	\$0
2017	\$3,262,107	\$2,479,201	\$782,906	\$0	\$0	\$0
2018	\$2,976,727	\$2,262,312	\$714,414	\$1,042,322	\$0	\$1,042,322
2019	\$2,982,098	\$2,266,395	\$715,704	\$0	\$0	\$0
Total	\$12,665,496	\$9,625,777	\$3,039,719	\$1,042,322	\$0	\$1,042,322

* Based on the Stearns County's historic maintenance/operation investment percentage of total local transportation funds 1990 to 2014.

Financial Capability Finding: Based on historic funding and maintenance investment levels, approximately \$3 million will be available to match federal funds from FY 2016 to 2019. This amount is greater than the \$1,042,322 local match required for federal projects. Additionally, all federal projects being matched are maintenance/operation projects that will improve overall maintenance/operation of the existing system. Accordingly, Stearns County will be able to provide this local match without compromising maintenance/operation of their existing system.

St. Cloud APO FY 2016-2019 TIP Project Programming: Stearns County

Route System	Project #	Fiscal Year	Agency	Project Description	Proposed Fund Type	Total FHWA	Total AC	Total AC Payback	Local Match	Project Total
PED/BIKE	073-591-003AC	2017	STEARNS COUNTY	**AC**SRTS**INFRA. IN ST. AUGUSTA, CONSTRUCTION OF SIDEWALK ALONG 245TH ST. FROM STEARNS CSAH 75 TO CSAH 7 AND FLASHING SPEED SIGNS ON CR 7 IN FRONT OF ST. MARY-HELP CHRISTIAN SCHOOL (AC PAYBACK 1 OF 1)	TAP STATEWIDE	\$0	\$0	\$90,808	\$0	\$90,808
CSAH 2	073-602-045AC	2017	STEARNS COUNTY	**AC** STEARNS CSAH 4 TO CSAH 75, ROADWAY RESURFACING (AC PAYBACK 1 OF 1)	STP<5K	\$0	\$0	\$1,688,800	\$0	\$1,688,800
PED/BIKE	073-090-010	2018	STEARNS COUNTY	CONSTRUCT LAKE WOBEGON TRAIL EXTENSION FROM ST JOSEPH TO RIVERS EDGE PARK IN WAITE PARK	TAP STATEWIDE	\$922,678	\$0	\$0	\$727,322	\$1,650,000
CSAH 75	073-675-037	2018	STEARNS COUNTY	STEARNS COUNTY CSAH 75, FROM OLD COLLEGEVILLE ROAD TO CSAH 81 IN STEARNS COUNTY, RESURFACING	STP 5K-200K	\$1,260,000	\$0	\$0	\$315,000	\$1,575,000
Required Local Match									\$1,042,322	

Benton County

Financial Capability Finding

Based on historic funding and maintenance investment levels, \$7,836,919 is available to match federal funds from 2016 to 2019 without compromising the maintenance and operation of the existing system (100% Benton County). This analysis is derived from an alternate process of considering the county’s 100% funding level and maintenance and operation costs, rather than only the 12% APO portion usually considered as available. This is due to the circumstance of need for local match for one-time projects.

Four of the five projects requiring local match are classified as maintenance and operations projects. For example, project #005-601-010, requiring \$127,600 in local match, has a program code of RS, which means Resurfacing. The Resurfacing category is intended to restore the roadway surface and/or shoulders. These projects are not expansion projects, so they contribute to the maintenance and operations of the overall system in Benton County.

Benton County is required to provide the remaining local match requirement for expansion projects of \$3,873,008 without compromising maintenance and operation of the existing system. However, this match is for the expansion of CSAH 3 in the city of Sauk Rapids. According to the Agreement for Joint Construction of the project, the city is responsible for Right of Way costs within city limits. Therefore, the city of Sauk Rapids remaining projected available funding of \$1,813,831 was added to the amount available to match federal funding. This equals a total of \$9,650,750 projected available matching funds compared to \$3,873,008 needed for expansion projects. This is technically an excess of \$5,777,742.

In addition, this process took a closer look at the percentage spent on maintenance and operations versus the amount spent on expansion (63% versus 37%, respectively). Benton County does not have an extensive history of expansion projects within the APO, which dilutes the percentage of funds typically used on these types of projects. Due to this historical analysis, the average per year local

maintenance cost amount was used to project the future local maintenance and operation cost estimates. This process is an estimate to illustrate local funding projections versus local spending on maintenance and operation expenses. To offset any negative available cost projections, Benton County may consider additional revenue sources such as a Bond in order to provide local match funding. The finding is supported by Benton County’s resolutions for local match for the specified grant funded projects. In conclusion, Benton County (in partnership with the city of Sauk Rapids) will be able to provide this local match without compromising maintenance and operation of the existing system.

County of Benton Current Financial Condition (APO Area):
Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

Year	Non-Project Related Local Maintenance	Project Related Local Maintenance*	Total Local Maintenance	Local Expansion**	Total Local Investment
1990	\$104,427	\$76,386	\$180,813	\$0	\$180,813
1991	\$109,490	\$107,303	\$216,793	\$0	\$216,793
1992	\$110,138	\$88,534	\$198,672	\$0	\$198,672
1993	\$111,819	\$134,750	\$246,569	\$0	\$246,569
1994	\$111,541	\$179,888	\$291,429	\$0	\$291,429
1995	\$183,735	\$152,500	\$336,235	\$0	\$336,235
1996	\$187,735	\$0	\$187,735	\$0	\$187,735
1997	\$90,174	\$0	\$90,174	\$0	\$90,174
1998	\$188,000	\$999,694	\$1,187,694	\$0	\$1,187,694
1999	\$224,968	\$0	\$224,968	\$782,000	\$1,006,968
2000	\$224,968	\$726,425	\$951,393	\$0	\$951,393
2001	\$212,549	\$78,508	\$291,057	\$0	\$291,057
2002	\$217,276	\$512,581	\$729,857	\$0	\$729,857
2003	\$148,744	\$566,096	\$714,840	\$0	\$714,840
2004	\$172,363	\$694,296	\$866,659	\$0	\$866,659
2005	\$206,509	\$0	\$206,509	\$0	\$206,509
2006	\$198,980	\$85,976	\$284,956	\$0	\$284,956
2007	\$204,925	\$60,621	\$265,546	\$0	\$265,546
2008	\$149,134	\$446,891	\$596,025	\$0	\$596,025
2009	\$101,640	\$3,236,514	\$3,338,154	\$0	\$3,338,154
2010	\$266,160	\$414,662	\$680,822	\$0	\$680,822
2011	\$215,145	\$924,088	\$1,139,233	\$0	\$1,139,233
2012	\$219,443	\$971,032	\$1,190,475	\$0	\$1,190,475
2013	\$190,304	\$0	\$190,304	\$0	\$190,304
2014	\$279,733	\$0	\$279,733	\$7,837,063	\$8,116,796
Total	\$4,429,901	\$10,456,745	\$14,886,646	\$8,619,063	\$23,505,709
Average	\$177,196	\$418,270	\$595,466	\$344,763	\$940,228
% of Total Local Expense	N/A	N/A	63%	37%	100%

Source: County of Benton local tax levy, special assessments, bonding, state-aid or other miscellaneous local funds.
* Includes local funding invested in projects that fall within the defined maintenance categories in this Chapter.
** Includes local funding invested in projects that fall within the defined expansion category in this Chapter.

Total Projected Local Funds for 100% of Benton County (4 years)	Total Local Maintenance/ Oper. Cost for 100% of Benton County (4 years)	Projected Local Money Available to Match Federal Funds
\$21,180,862	\$13,343,943	\$7,836,919

County of Benton Future Financial Condition (APO Area):**Projected Local Transportation Funds Invested in Maintenance/Operation and Expansion**

Local Transportation Funding Source	Projected 2016 Local Funds	Projected 2017 Local Funds	Projected 2018 Local Funds	Projected 2019 Local Funds	Total 2016 - 2019 Projected Local Funds
General Tax Levy	\$114,900	\$223,800	\$15,600	\$0	\$354,300
State-Aid Funds	\$510,360	\$354,852	\$384,000	\$126,000	\$1,375,212
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$18,900	\$30,000	\$15,000	\$0	\$63,900
Other Local	\$368,400	\$61,248	\$48,000	\$270,643	\$748,291
Total Local Funds Projected	\$1,012,560	\$669,900	\$462,600	\$396,643	\$2,541,703
Total Local Funds Projected Less Assessments	\$1,012,560	\$669,900	\$462,600	\$396,643	\$2,541,703

Source: Benton County Highway Department & APO estimates - 12% of County totals were used based on percentage of County lane miles in APO Planning Area.

County of Benton Financial Capability

FY	Projected/Historic Investment Situation			Local Match Required		
	Total Projected Local Investment (without local assessments)	Less (-) Historic Local Maintenance/Operation Investment (63%*) of Total	Equals (=) Projected Local Dollars Available to Match Federal Funds	Local Match Required for Maintenance/Operation Projects	Local Match Required for Expansion Projects	Total Local Match Required
2016	\$1,012,560	\$637,913	\$374,647	\$45,833	\$3,873,008	\$3,918,841
2017	\$669,900	\$422,037	\$247,863	\$127,600	\$0	\$127,600
2018	\$462,600	\$291,438	\$171,162	\$100,000	\$0	\$100,000
2019	\$396,643	\$249,885	\$146,758	\$0	\$0	\$0
Total	\$2,541,703	\$1,601,273	\$940,430	\$273,433	\$3,873,008	\$4,146,441

* Based on the Benton County's historic maintenance/operation investment percentage of total local transportation funds 1990 to 2014.

Financial Capability Finding: Based on historic funding and maintenance investment levels, \$940,430 is available to match federal funds from FY 2016 to 2019 without compromising maintenance and operation of the existing system. Benton County has six federal projects programmed in the FY 2016-2019 TIP requiring a total local match of \$4,146,441. Accordingly, Benton County may need to issue a bond or utilize all County available transportation funds, besides those typically set aside for the portion of Benton County within the APO to provide this match without compromising maintenance and operation of the existing system.

St. Cloud APO FY 2016-2017 TIP Project Programming (Benton County)

Route System	Project #	Fiscal Year	Agency	Project Description	Proposed Fund Type	Total FHWA	Total AC	Total AC Payback	Local Match	Project Total
LOCAL 999	005-070-001	2016	BENTON COUNTY	IN BENTON COUNTY, CSAH 6 FROM SO CO LINE TO MN 95, CSAH 3 FROM EAST LIMITS OF SAUK RAPIDS TO CSAH 4, CSAH 4 FROM US 10 TO CSAH 1, CSAH 6 FROM MN 95 TO CSAH 4, CSAH 7 FROM CSAH 4 TO MN 23, GROUND IN WET-REFLECTIVE EPOXY MARKINGS	HSIP	\$141,525	\$0	\$0	\$15,725	\$157,250
CSAH 3	005-603-029P	2016	BENTON COUNTY	**AC** CSAH 3 FROM BENTON DR TO TH 10 - ROADWAY EXPANSION, INCL BIKE/PED TRAIL PROJECT USING ADVANCE CONSTRUCTION	STP 5K-200K	\$2,345,500	\$186,823	\$0	\$3,873,008	\$6,405,331
CSAH 3	005-603-029T	2016	BENTON COUNTY	**AC** CONSTRUCT BIKE/PED TRAIL ALONG BENTON CSAH 3 FROM BENTON DR TO US 10 (AC PROJECT - PAYBACK IN 2018)	TAP 5K-200K	\$0	\$120,431	\$0	\$30,108	\$150,539
CSAH 1	005-601-010	2017	BENTON COUNTY	BENTON COUNTY CSAH 1, FROM MN 23 TO CSAH 3 (GOLDEN SPIKE ROAD) IN BENTON COUNTY, ROADWAY RESURFACING	STP<5K	\$510,400	\$0	\$0	\$127,600	\$638,000
CSAH 3	005-603-029TAC	2018	BENTON COUNTY	**AC** CONSTRUCT BIKE/PED TRAIL ALONG BENTON CSAH 3 FROM BENTON DR TO US 10 (AC PAYBACK 1 OF 1)	TAP 5K-200K	\$0	\$0	\$120,431	\$0	\$0
CSAH 33	005-629-013	2018	BENTON COUNTY	BENTON COUNTY CSAH 33, INTERSECTION OPERATIONAL IMPROVEMENTS AT CSAH 29 (1ST ST.)CSAH 33 INTERSECTION IN SARTELL	STP<5K	\$400,000	\$0	\$0	\$100,000	\$500,000
CSAH 3	005-603-029PAC	2019	BENTON COUNTY	**AC** CSAH 3 FROM BENTON DR TO TH 10 - ROADWAY EXPANSION, INCL BIKE/PED TRAIL PROJECT USING ADVANCE CONSTRUCTION	STP 5K-200K	\$0	\$0	\$186,823	\$0	\$0

Sherburne County

Financial Capability Finding

Based on historic funding and maintenance investment levels (for Haven Township), \$0 are available to match federal funds from 2016 to 2019 without compromising maintenance and operation of the existing system. Sherburne County has no federal projects programmed in the FY 2016-2019 TIP that require a local match.

Sherburne County does not have an extensive history of expansion projects (in Haven Township), which dilutes the percentage of funds typically used on these types of projects. Due to this historical analysis, the average per year local maintenance cost amount was used to project the future local maintenance and operation cost estimates. This process is an estimate to illustrate local funding projections versus local spending on maintenance and operation expenses. Without previous expansion projects to project an historical average, the projected amount was zero.

County of Sherburne Current Financial Condition (APO Area):

Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

Year	Non-Project Related Local Maintenance	Project Related Local Maintenance*	Total Local Maintenance	Local Expansion**	Total Local Investment
1990	\$82,127	\$72,799	\$154,926	\$0	\$154,926
1991	\$89,167	\$142,156	\$231,323	\$0	\$231,323
1992	\$101,577	\$75,830	\$177,407	\$0	\$177,407
1993	\$110,748	\$75,751	\$186,499	\$0	\$186,499
1994	\$112,519	\$147,464	\$259,983	\$0	\$259,983
1995	\$126,011	\$301,000	\$427,011	\$0	\$427,011
1996	\$137,828	\$25,485	\$163,313	\$0	\$163,313
1997	\$139,206	\$149,090	\$288,296	\$0	\$288,296
1998	\$91,178	\$0	\$91,178	\$0	\$91,178
1999	\$93,605	\$0	\$93,605	\$0	\$93,605
2000	\$96,413	\$0	\$96,413	\$0	\$96,413
2001	\$241,507	\$1,155,043	\$1,396,550	\$0	\$1,396,550
2002	\$225,625	\$1,109,580	\$1,335,205	\$0	\$1,335,205
2003	\$268,143	\$65,505	\$333,648	\$0	\$333,648
2004	\$283,098	\$32,234	\$315,332	\$0	\$315,332
2005	\$291,591	\$213,835	\$505,426	\$0	\$505,426
2006	\$300,339	\$220,250	\$520,589	\$0	\$520,589
2007	\$309,349	\$226,858	\$536,207	\$0	\$536,207
2008	\$318,629	\$233,664	\$552,293	\$0	\$552,293
2009	\$328,187	\$240,674	\$568,861	\$0	\$568,861
2010	\$340,018	\$348,688	\$688,706	\$0	\$688,706
2011	\$354,559	\$360,528	\$715,087	\$0	\$715,087
2012	\$369,099	\$372,369	\$741,468	\$0	\$741,468
2013	\$466,303	\$297,130	\$763,433	\$0	\$763,433
2014	\$478,963	\$1,310,000	\$1,788,963	\$0	\$1,788,963
Total	\$5,755,789	\$7,175,934	\$12,931,723	\$0	\$12,931,723
Average	\$230,232	\$287,037	\$517,269	\$0	\$517,269
% of Total Local Expense	N/A	N/A	100%	0%	100%

Source: County of Sherburne local tax levy, special assessments, bonding, state-aid or other local tax levy, special assessments, bonding, state-aid or other miscellaneous local funds.

* Includes local funding invested in projects that fall within the defined maintenance categories in this Chapter.

** Includes local funding invested in projects that fall within the defined expansion category in this Chapter.

Projected Local Transportation Funds Invested in Maintenance/Operation and Expansion

Local Transportation Funding Source	Projected 2016 Local Funds	Projected 2017 Local Funds	Projected 2018 Local Funds	Projected 2019 Local Funds	Total 2015 - 2019 Projected Local Funds
General Tax Levy	\$840,198	\$834,480	\$862,080	\$846,600	\$3,383,358
State-Aid Funds	\$339,360	\$469,680	\$246,360	\$375,270	\$1,430,670
Assessments	\$0	\$0	\$0	\$0	\$0
Bonding	\$0	\$0	\$0	\$0	\$0
Other Local	\$508,062	\$0	\$86,040	\$0	\$594,102
Total Local Funds Projected	\$1,687,620	\$1,304,160	\$1,194,480	\$1,221,870	\$5,408,130
Total Local Funds Projected Less Assessments	\$1,687,620	\$1,304,160	\$1,194,480	\$1,221,870	\$5,408,130

Source: Sherburne County Highway Department & APO estimates - 12% of County totals were used based on percentage of County lane miles in APO Planning Area.

County of Sherburne Financial Capability

FY	Projected/Historic Investment Situation			Local Match Required		
	Total Projected Local Investment (without local assessments)	Less (-) Historic Local Maintenance/ Operation Investment (100%*) of Total	Equals (=) Projected Local Dollars Available to Match Federal Funds	Local Match Required for Maintenance/ Operation Projects	Local Match Required for Expansion Projects	Total Local Match Required
2016	\$1,687,620	\$1,687,620	\$0	\$0	\$0	\$0
2017	\$1,304,160	\$1,304,160	\$0	\$0	\$0	\$0
2018	\$1,194,480	\$1,194,480	\$0	\$0	\$0	\$0
2019	\$1,221,870	\$1,221,870	\$0	\$0	\$0	\$0
Total	\$5,408,130	\$5,408,130	\$0	\$0	\$0	\$0

* Based on the Sherburne County's historic maintenance/operation investment percentage of total local transportation funds 1990 to 2014.

Financial Capability Finding: Based on historic funding and maintenance/operation investment levels, \$0 are available to match federal funds from FY 2016 to 2019. Sherburne County has no federal project programmed in the FY 2016-2019 TIP that requires a local match.

St. Cloud APO FY 2016-2019 TIP Project Programming: Sherburne County

Route System	Project #	Fiscal Year	Agency	Project Description	Proposed Fund Type	Total FHWA	Total AC Payback	Local Match	Project Total
N/A	N/A	N/A	No Programmed Projects	N/A	N/A	N/A	N/A	N/A	N/A
						Required Local Match		\$0	

MnDOT

Financial Capability Finding

Based on historic funding and maintenance investment levels, approximately \$2,309,663 will be available to match federal funds from FY 2016 to 2019. This amount is more than the \$2,280,144 State match required for federal projects in the FY 2016-2019 TIP.

However, all of the federal projects being matched are maintenance, safety or operations related projects that will improve maintenance and operation of the existing system. Accordingly, MnDOT District 3 will be able to provide this local match without compromising maintenance and operation of their existing system.

MnDOT District 3 Current Financial Condition (APO Area):

Historical Local Transportation Funds Invested in Maintenance/Operation and Expansion

	Non-Project Related State Maintenance	Project Specific State Maintenance	Total State Maintenance	Total State Expansion	Total State Expansion & Maintenance
1989	\$950,000	\$190,000	\$1,140,000	\$0	\$1,140,000
1990	\$964,550	\$779,000	\$1,743,550	\$1,356,000	\$3,099,550
1991	\$1,490,320	\$0	\$1,490,320	\$0	\$1,490,320
1992	\$2,317,032	\$0	\$2,317,032	\$0	\$2,317,032
1993	\$1,855,003	\$0	\$1,855,003	\$775,000	\$2,630,003
1994	\$1,508,792	\$446,000	\$1,954,792	\$920,000	\$2,874,792
1995	\$1,170,863	\$1,374,000	\$2,544,863	\$840,000	\$3,384,863
1996	\$1,176,000	\$490,324	\$1,666,324	\$0	\$1,666,324
1997	\$1,293,600	\$1,488,973	\$2,782,573	\$724,090	\$3,506,663
1998	\$1,422,960	\$996,000	\$2,418,960	\$1,139,000	\$3,557,960
1999	\$1,565,256	\$1,198,520	\$2,763,776	\$0	\$2,763,776
2000	\$1,721,782	\$1,148,880	\$2,870,662	\$0	\$2,870,662
2001	\$1,893,960	\$748,329	\$2,642,289	\$439,630	\$3,081,919
2002	\$2,083,356	\$107,707	\$2,191,063	\$0	\$2,191,063
2003	\$2,291,691	\$218,156	\$2,509,847	\$0	\$2,509,847
2004	\$2,520,860	\$218,156	\$2,739,016	\$959,584	\$3,698,600
2005	\$2,772,946	\$1,213,419	\$3,986,365	\$0	\$3,986,365
2006	\$3,050,241	\$535,000	\$3,585,241	\$0	\$3,585,241
2007	\$3,355,265	\$1,087,916	\$4,443,181	\$0	\$4,443,181
2008	\$3,690,791	\$947,365	\$4,638,156	\$5,704,000	\$10,342,156
2009	\$4,059,870	\$23,040,830	\$27,100,700	\$0	\$27,100,700
2010	\$3,411,575	\$1,095,082	\$4,506,657	\$0	\$4,506,657
2011	\$2,251,377	\$503,365	\$2,754,742	\$0	\$2,754,742
2012	\$2,280,219	\$4,274,371	\$6,554,590	\$0	\$6,554,590
2013	\$2,270,627	\$12,519,044	\$14,789,671	\$0	\$14,789,671
2014	\$2,500,000	\$4,511,456	\$7,011,456	\$0	\$7,011,456
Total	\$55,868,936	\$59,131,893	\$115,000,829	\$12,857,304	\$127,858,133
Average	\$2,148,805	\$2,274,304	\$4,423,109	\$494,512	\$4,917,620
% of Total Local Expense	N/A	N/A	90%	10%	100%

Source: MnDOT District 3 State funds.

* Includes State funding invested in projects that fall within the defined maintenance categories in this Chapter.

** Includes State funding invested in projects that fall within the defined expansion category in this Chapter.

Note: Figures reflect estimates of dollars invested in the APO Planning Area. General, non-project specific, maintenance is increased 10 percent per year after 1996, as requested by MnDOT District 3 staff. Starting in 2011, all non-project maintenance is roughly 6.66% of the District's total operating budget.

MnDOT District 3 Future Financial Condition (APO Area):**Projected State Transportation Funds Invested in Maintenance/Operation and Expansion**

State Transportation Funding Source	Projected 2016 State Funds	Projected 2017 State Funds	Projected 2018 State Funds	Projected 2019 State Funds	Total 2016 - 2019 Projected State Funds
State Non-Project Specific Maint.	\$2,352,250	\$2,281,683	\$2,213,232	\$2,146,835	\$11,419,000
State Project Specific Funds	\$2,130,044	\$0	\$0	\$150,100	\$2,280,144
Bonding	\$0	\$0	\$0	\$0	\$0
Other State	\$0	\$0	\$0	\$0	\$0
Total State Funds Projected	\$4,482,294	\$2,281,683	\$2,213,232	\$2,296,935	\$13,699,144

Source: MnDOT District 3

MnDOT District 3 Financial Capability (APO Area)

	Projected/Historic Investment Situation			Local Match Required		
	Total Projected State Investment	Less (-) Historic State Maintenance/Operation Investment (90%)*	Equals (=) Projected State Dollars Available to Match Federal	State Match Required for Maintenance/Operation	State Match Required for Expansion	Total State Match
2016	\$6,221,639	\$5,599,475	\$622,164	\$2,130,044	\$0	\$2,130,044
2017	\$5,064,188	\$4,557,770	\$506,419	\$0	\$0	\$0
2018	\$5,500,573	\$4,950,516	\$550,057	\$0	\$0	\$0
2019	\$6,310,235	\$5,679,211	\$631,023	\$150,100	\$0	\$150,100
Total	\$23,096,635	\$20,786,971	\$2,309,663	\$2,280,144	\$0	\$2,280,144

* Based on MnDOT District 3's historic maintenance/operation investment percentage of total local transportation funds 1990 to 2014.

Financial Capability Finding: Based on historic funding and maintenance investment levels, approximately \$2,309,663 will be available to match federal funds from FY 2016 to 2019. This amount is more than the \$2,280,144 State match required for federal projects in the FY 2016-2019 TIP. However, all of the federal projects being matched are maintenance, safety or operations related projects that will improve maintenance and operation of the existing system. Accordingly, MnDOT District 3 will be able to provide this local match without compromising maintenance and operation of their existing system.

St. Cloud APO FY 2016-2019 TIP Project Programming: MnDOT

Route System	Project #	Fiscal Year	Agency	Description	Proposed Funds	Total FHWA	Total AC Payback	Total TH	Local Match	Project Total
MN 15	7321-51	2016	MNDOT	**SPPP**PV40M** MN 15, FROM 0.1 MI N OF JCT TH 23 TO S END OF MISSISSIPPI RIVER BRIDGE #05011, AND FROM N END OF BRIDGE #05011 TO BENTON CSAH 33, MILL AND OVERLAY	NHPP	\$2,002,400	\$0	\$500,600	\$0	\$2,503,000
MN 15	7321-515	2016	MNDOT	MN 15, CONSTRUCT DUAL SB LEFT TURN LANES AT 12TH ST N IN ST. CLOUD AND AT STEARNS CO CSAH 1 IN SARTELL	HSIP	\$715,000	\$0	\$79,444	\$0	\$794,444
I 94	7380-239	2016	MNDOT	**SPPP**PV40M** I 94, FROM STEARNS CO CSAH 75 W OF ST. JOSEPH TO W END OF BR #73865 AND BR #73866 OVER SAUK RIVER, UNBONDED CONCRETE OVERLAY; AND ON I 94 FROM STEARNS CO CR 159 AT COLLEGEVILLE E TO STEARNS CO CSAH 75, MILL AND OVERLAY	NHPP	\$13,950,000	\$0	\$1,550,000	\$0	\$15,500,000
RR	71-00124	2017	MNDOT	BNSF RR, INSTALL GATES AND FLASHING LIGHTS, T5, 32ND ST SE, HAVEN TWP	RRS	\$275,000	\$0	\$0	\$0	\$275,000
RR	71-00125	2017	MNDOT	BNSF RR, INSTALL GATES AND FLASHING LIGHTS, T14, 52ND ST SE, HAVEN TWP	RRS	\$275,000	\$0	\$0	\$0	\$275,000
I 94	7380-246	2019	MNDOT	**SPPB** I-94, NEAR COLLEGEVILLE, REHAB/REDECK AT BRIDGE #73872 AT STEARNS CO CR 159 OVER I-94	NHPP	\$1,350,900	\$0	\$150,100	\$0	\$1,501,000

Required State Funds \$2,280,144

Saint Cloud APO

Financial Capability Finding

The APO is anticipating approximately \$2,103,156 of federal planning funds from FY 2016 to 2019.

These federal funds will require a total local match of \$503,289. When comparing this amount to projected local planning revenue, it is slightly under the amount required to match the maximum federal funds with local funds. However, if the maximum amount of federal funds are programmed for local planning studies, APO will require the local agency to provide a 20% match. This will increase the local income to match the federal funding. None of the 2016-2019 studies are currently programmed. In addition, APO receives \$62,815 per year in State funding assist in providing the local match.

St. Cloud APO Current Financial Condition

Historical Local Planning Revenue

Year	Local Assessments	Other Local Income	Total
1990	\$89,936	\$12,146	\$102,082
1991	\$98,948	\$11,862	\$110,810
1992	\$81,003	\$7,047	\$88,050
1993	\$81,003	\$4,588	\$85,591
1994	\$97,191	\$6,000	\$103,191
1995	\$113,151	\$10,017	\$123,168
1996	\$116,318	\$9,589	\$125,907
1997	\$143,567	\$13,638	\$157,205
1998	\$139,955	\$15,173	\$155,128
1999	\$136,953	\$14,674	\$151,627
2000	\$138,365	\$13,122	\$151,487
2001	\$136,205	\$12,878	\$149,083
2002	\$134,350	\$411	\$134,761
2003	\$114,138	\$48,015	\$162,153
2004	\$113,997	\$7,042	\$121,039
2005	\$116,536	\$7,032	\$123,568
2006	\$121,481	\$13,947	\$135,428
2007	\$128,852	\$20,531	\$149,383
2008	\$136,232	\$29,729	\$165,961
2009	\$115,256	\$13,227	\$128,483
2010	\$121,236	\$15,139	\$136,375
2011	\$107,087	\$14,502	\$121,589
2012	\$107,319	\$12,775	\$120,094
2013	\$107,148	\$19,156	\$126,304
2014	\$109,034	\$73,823	\$182,857
2015	\$109,857	\$99,416	\$209,273
Total	\$3,015,118	\$505,479	\$3,520,597
Average	\$115,966	\$19,442	\$135,408
%	86%	14%	100%

Source: St. Cloud APO

Other Local Income includes Metro Bus assessment, local planning study grant match, and interest income.

St. Cloud APO Future Financial Condition:**Projected Local Planning Revenue**

Local Revenue Source	Projected 2016 Local Funds	Projected 2017 Local Funds	Projected 2018 Local Funds	Projected 2019 Local Funds	Total 2016 - 2019 Projected Local Funds
Assessments	\$109,783	\$110,483	\$111,183	\$111,883	\$443,332
Other Local Revenue	\$12,784	\$12,840	\$12,896	\$12,954	\$51,474
Total	\$122,567	\$123,323	\$124,079	\$124,837	\$494,806

Source: St. Cloud APO

St. Cloud APO Financial Capability

FY	Anticipated Federal CPG Funding	1990-2014 Average Historic Local Planning Revenue	2015 - 2019 Projected Local Planning Revenue	Local Match Requirement (20%)
2016	\$503,289	\$135,408	\$122,567	\$125,822
2017	\$503,289	\$135,408	\$123,323	\$125,822
2018	\$503,289	\$135,408	\$124,079	\$125,822
2019	\$503,289	\$135,408	\$124,837	\$125,822
Total	\$2,013,156	\$541,632	\$494,806	\$503,289

Saint Cloud Metro Bus

Financial Capability Finding

St. Cloud Metro Bus has \$10,728,00 in federal funds programmed in the FY 2016-2019 TIP that will require a minimum (20%) match of \$2,088,320.

Metro Bus will be able to provide their required local match for federal funds programmed. Metro Bus has \$30,951,100 of local and state match programmed to match federal funds in the FY 2016-2019 TIP, with a projected capacity of \$47,344,626. Metro Bus funding projection is sufficient to provide the programmed amount. Projects without federal funds, such as Dial-A-Ride services were not included in the TIP or in this financial analysis. Additional projects receiving federal funds will be added via TIP amendments. See Appendix for project level details.

St. Cloud Metro Bus Current Financial Condition Historical State/Local Transit Funds

Year	Fares/Other Local Funds	State Funds	Tax Levy Local Funds	Total Local Funds
1990	\$439,198	\$926,131	\$422,935	\$1,788,264
1991	\$448,098	\$843,930	\$604,954	\$1,896,982
1992	\$439,844	\$732,694	\$623,103	\$1,795,641
1993	\$522,502	\$810,450	\$620,485	\$1,953,437
1994	\$578,000	\$1,031,104	\$683,050	\$2,292,154
1995	\$631,242	\$1,214,732	\$693,500	\$2,539,474
1996	\$664,788	\$1,326,148	\$754,053	\$2,744,989
1997	\$704,000	\$1,607,192	\$693,000	\$3,004,192
1998	\$812,000	\$1,670,284	\$819,000	\$3,301,284
1999	\$832,242	\$1,742,468	\$1,127,378	\$3,702,088
2000	\$935,718	\$2,052,000	\$1,149,118	\$4,136,836
2001	\$939,479	\$2,192,887	\$1,531,036	\$4,663,402
2002	\$940,000	\$3,267,012	\$698,000	\$4,905,012
2003	\$1,003,090	\$3,349,850	\$759,950	\$5,112,890
2004	\$1,023,861	\$3,631,884	\$598,067	\$5,253,812
2005	\$1,200,967	\$3,704,436	\$671,830	\$5,577,233
2006	\$1,336,702	\$3,850,000	\$750,372	\$5,937,074
2007	\$1,400,000	\$3,968,000	\$787,774	\$6,155,774
2008	\$1,490,959	\$4,470,000	\$843,987	\$6,804,946
2009	\$1,700,000	\$4,154,000	\$400,000	\$6,254,000
2010	\$2,007,000	\$4,278,620	\$497,000	\$6,782,620
2011	\$2,022,920	\$4,406,979	\$550,000	\$6,979,899
2012	\$2,037,000	\$4,884,000	\$817,000	\$7,738,000
2013	\$2,125,350	\$5,128,200	\$857,850	\$8,111,400
2014	\$2,217,834	\$5,384,610	\$900,743	\$8,503,187
2015	\$2,464,000	\$6,025,000	\$1,680,000	\$10,169,000
Total	\$30,916,794	\$76,652,611	\$20,534,185	\$128,103,589
Average	\$1,344,208	\$3,332,722	\$892,791	\$5,569,721
% of total local funds	24%	60%	16%	100%

Source: St. Cloud Metro Bus

St. Cloud Metro Bus Future Financial Condition:**Projected State/local Funds**

Local Transportation Funding Source	Projected 2016 Local Funds	Projected 2017 Local Funds	Projected 2018 Local Funds	Projected 2019 Local Funds	Projected 2016-2019 Local Funds
Local Tax Levy	\$1,747,200	\$1,817,088	\$1,889,772	\$1,965,362	\$7,419,422
Fares/Other Local	\$2,586,410	\$2,715,586	\$2,851,918	\$2,995,819	\$11,149,732
State Funds	\$6,676,250	\$7,010,063	\$7,360,566	\$7,728,594	\$28,775,472
Total	\$11,009,860	\$11,542,736	\$12,102,255	\$12,689,775	\$47,344,626

Source: St. Cloud Metro Bus

St. Cloud Metro Bus Financial Capability

FY	Programmed Federal Funds	1990 - 2015 Average State/Local Funds Available	2016 - 2019 Projected State/Local Funds Available	Local Match Required for Transit Projects (20%)	Actual Local Match Programmed for Transit
2016	\$3,013,600	\$4,473,988	\$11,009,860	\$602,720	\$7,204,290
2017	\$2,443,200	\$4,473,988	\$11,542,736	\$488,640	\$7,483,020
2018	\$2,423,800	\$4,473,988	\$12,102,255	\$484,760	\$8,022,010
2019	\$2,561,000	\$4,473,988	\$12,689,775	\$512,200	\$8,241,780
Total	\$10,441,600	\$17,895,952	\$47,344,626	\$2,088,320	\$30,951,100

Financial Capability Finding:

St. Cloud Metro Bus has \$10,441,600 in federal funds programmed in the FY 2016-2019 TIP that will require a minimum (20%) match of \$2,088,320. Metro Bus will be able to provide their required local match for federal funds programmed. Metro Bus has \$30,951,100 of local and state match programmed to match federal funds in the FY 2016-2019 TIP, with a projected capacity of \$47,344,626. Metro Bus funding projection is sufficient to provide the programmed amount. Projects without federal funds, such as Dial-A-Ride services were not included in the TIP or in this financial analysis. Additional projects receiving federal funds will be added via TIP amendments.

St. Cloud APO FY 2015-2019 TIP Project Programming: Metro Bus

Route System	Project #	Fiscal Year	Who	Agency	Project Description	Proposed Fund Type	Total FHWA	FTA	Local Match	Project Total
BB	TRF-0048-16A	2016	L	METRO BUS	SECT 5307: OPERATING ASSISTANCE	FTA	\$0	\$1,239,000	\$6,695,140	\$7,934,140
BB	TRF-0048-16B	2016	L	METRO BUS	SECT 5307: CAPITALIZED PREVENTIVE MAINTENANCE	FTA	\$0	\$919,000	\$229,750	\$1,148,750
BB	TRF-0048-16C	2016	L	METRO BUS	SECT 5307: CAPITAL OFFICE EQUIPMENT & COMPUTERS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-16D	2016	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE TOOLS & EQUIPMENT	FTA	\$0	\$8,000	\$2,000	\$10,000
BB	TRF-0048-16E	2016	L	METRO BUS	SECT 5307: CAPITAL BUS SHELTER AMENITIES	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-16F	2016	L	METRO BUS	SECT 5307: CAPITAL TSP PROJECTS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-16G	2016	L	METRO BUS	SECT 5307: CAPITAL CNG CANOPY FOR FUELING STATION	FTA	\$0	\$160,000	\$40,000	\$200,000
BB	TRF-0048-16H	2016	L	METRO BUS	SECT 5307: CAPITAL INFORMATION TECHNOLOGY PROJECTS	FTA	\$0	\$340,000	\$85,000	\$425,000
BB	TRF-0048-16I	2016	L	METRO BUS	SECT 5307: CAPITAL TRANSIT CENTER IMPROVEMENTS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRS-0048-16	2016	L	METRO BUS	STP: (2) SMALL CNG BUSES	STP 5K-200K	\$267,600	\$0	\$132,400	\$400,000
BB	TRF-0048-17A	2017	L	METRO BUS	SECT 5307: OPERATING ASSISTANCE	FTA	\$0	\$1,288,000	\$7,194,220	\$8,482,220
BB	TRF-0048-17B	2017	L	METRO BUS	SECT 5307: CAPITALIZED PREVENTIVE MAINTENANCE	FTA	\$0	\$946,000	\$236,500	\$1,182,500
BB	TRF-0048-17C	2017	L	METRO BUS	SECT 5307: CAPITAL OFFICE EQUIPMENT & COMPUTERS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-17D	2017	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE TOOLS & EQUIPMENT	FTA	\$0	\$8,000	\$2,000	\$10,000
BB	TRF-0048-17E	2017	L	METRO BUS	SECT 5307: CAPITAL BUS SHELTER AMENITIES	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-17F	2017	L	METRO BUS	SECT 5307: CAPITAL TSP PROJECTS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-17G	2017	L	METRO BUS	SECT 5307: CAPITAL INFORMATION TECHNOLOGY PROJECTS	FTA	\$0	\$49,200	\$12,300	\$61,500
BB	TRF-0048-17H	2017	L	METRO BUS	SECT 5307: CAPITAL OPERATIONS FACILITY IMPROVEMENTS	FTA	\$0	\$64,000	\$16,000	\$80,000
BB	TRF-0048-17I	2017	L	METRO BUS	SECT 5307: CAPITAL OPERATIONS VEHICLE	FTA	\$0	\$28,000	\$7,000	\$35,000
BB	TRF-0048-18A	2018	L	METRO BUS	SECT 5307: OPERATING ASSISTANCE	FTA	\$0	\$1,340,000	\$7,751,060	\$9,091,060
BB	TRF-0048-18B	2018	L	METRO BUS	SECT 5307: CAPITALIZED PREVENTIVE MAINTENANCE	FTA	\$0	\$975,000	\$243,750	\$1,218,750
BB	TRF-0048-18C	2018	L	METRO BUS	SECT 5307: CAPITAL OFFICE EQUIPMENT & COMPUTERS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-18D	2018	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE TOOLS & EQUIPMENT	FTA	\$0	\$8,000	\$2,000	\$10,000
BB	TRF-0048-18E	2018	L	METRO BUS	SECT 5307: CAPITAL BUS SHELTER AMENITIES	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-18F	2018	L	METRO BUS	SECT 5307: CAPITAL TSP PROJECTS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-18G	2018	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE VEHICLE	FTA	\$0	\$28,000	\$7,000	\$35,000
BB	TRF-0048-18H	2018	L	METRO BUS	SECT 5307: CAPITAL INFORMATION TECHNOLOGY PROJECTS	FTA	\$0	\$12,800	\$3,200	\$16,000
BB	TRF-0048-19A	2019	L	METRO BUS	SECT 5307: OPERATING ASSISTANCE	FTA	\$0	\$1,393,000	\$7,949,780	\$9,342,780
BB	TRF-0048-19B	2019	L	METRO BUS	SECT 5307: CAPITALIZED PREVENTIVE MAINTENANCE	FTA	\$0	\$1,004,000	\$251,000	\$1,255,000
BB	TRF-0048-19C	2019	L	METRO BUS	SECT 5307: CAPITAL OFFICE EQUIPMENT & COMPUTERS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-19D	2019	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE TOOLS & EQUIPMENT	FTA	\$0	\$12,000	\$3,000	\$15,000
BB	TRF-0048-19E	2019	L	METRO BUS	SECT 5307: CAPITAL BUS SHELTER AMENITIES	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-19F	2019	L	METRO BUS	SECT 5307: CAPITAL TSP PROJECTS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-19G	2019	L	METRO BUS	SECT 5307: CAPITAL MOBILITY TRAINING CENTER IMPROVEMENTS	FTA	\$0	\$20,000	\$5,000	\$25,000
BB	TRF-0048-19H	2019	L	METRO BUS	SECT 5307: CAPITAL INFORMATION TECHNOLOGY PROJECTS	FTA	\$0	\$16,000	\$4,000	\$20,000
BB	TRF-0048-19I	2019	L	METRO BUS	SECT 5307: CAPITAL OPERATIONS VEHICLE	FTA	\$0	\$28,000	\$7,000	\$35,000
BB	TRF-0048-19J	2019	L	METRO BUS	SECT 5307: CAPITAL MAINTENANCE VEHICLE	FTA	\$0	\$28,000	\$7,000	\$35,000

Total Required Local Match \$30,951,100

G Appendix G: Common Acronyms and STIP Codes

Route System, Program, and Proposed Fund Categories

3-C – Comprehensive, Cooperative & Continuing

AA – Affirmative Action

AC – Advance Construction

ADA – Americans with Disabilities Act

ADT – Average Daily Traffic

APO – Area Planning Organization

AQ – Air Quality

ATIP – Area Transportation Improvement Program

ATP – Area Transportation Partnership

BARC – Bridge & Road Construction

BF – Bond Fund

BRRP – Bridge Replacement or Rehabilitation Program

CAA – Clean Air Act

CAAA – Clean Air Act Amendment

CBD – Central Business District

CFR – Code of Federal Regulations

CMAQ – Congestion Mitigation & Air Quality

CO – Carbon Monoxide

CR – County Road

CSAH – County State Aid Highway

DBE – Disadvantaged Business Enterprise

D3 – District 3

EB – Eastbound

EEO – Equal Employment Opportunity

EJ – Environmental Justice

EPA – Environmental Protection Agency

FAA – Federal Aviation Administration

FHWA – Federal Highway Administration

FRA – Federal Railroad Administration

FTA – Federal Transit Administration

FY – Fiscal Year

HCVMT – Heavy Commercial Vehicle Miles Traveled

HES – Hazard Elimination Safety

HOV – High Occupancy Vehicle

HPP – High Priority Project

HSIP – Highway Safety Improvement Program

IM – Interstate Maintenance

ITS – Intelligent Transportation System

LOS – Level of Service

MN – Minnesota

Mn/DOT – Minnesota Department of Transportation

MPCA – Minnesota Pollution Control Agency

MPO – Metropolitan Planning Organization

MSA – Metropolitan Statistical Area

MSAS – Municipal State-Aid Street

MTC – St. Cloud Metro Bus

NAAQS – National Ambient Air Quality Standards

NB – Northbound

NEPA – National Environmental Policy Act

NHS – National Highway System

OIM – Mn/DOT Office of Investment Management

SAFETEA-LU – Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users

SB – Southbound

PNR – Park and Ride

PTMS – Public Transit Management System

RDC – Regional Development Commission

SE – Southeast

SF – State Fund

SIP – State Implementation Plan (for Air Quality)

SOV – Single Occupancy Vehicle

SRTS – Safe Routes to School

STIP – State Transportation Improvement Program

STP – Surface Transportation Program

TH – Trunk Highway

TAC – St. Cloud APO Technical Advisory Committee

TEA – Transportation Enhancement Activities or Transportation Equity Act for the 21st Century

TIP – Transportation Improvement Program

TCM – Transportation Control Measures

TCP – Transportation Control Plan

TCSP – Transportation, Community & System Preservation

TDM – Transportation Demand Management

TMA – Transportation Management Area

TP – Transportation Plan

TRLF – Transportation Revolving Loan Fund

TSM – Transportation System Management

UPWP – Unified Planning Work Program

U.S.C. – United States Code

U.S. DOT – United States Department of Transportation

V/C – Volume to Capacity Ratio

VMF – Vehicle Miles Traveled

WB – Westbound

Programming Codes from MnDOT STIP Document

III. PROGRAM LISTING

The following section contains the FY 2012-2015 STIP project listing sorted by District/ATP.

The first page of each District/ATP shows the District/ATP location within the state and the counties included within each District/ATP. The name of the District Transportation Engineer, phone number, and address are shown as well as a general information telephone number.

The second page begins the listing of projects in that District/ATP sorted by Fiscal Year. Within each Fiscal Year, projects are sorted by Route System with transit projects first followed by rail, local roadway, and then state projects.

The following information is provided for each project

Seq # - The sequence number is a unique number assigned to each project in this project listing.

Route System - The route name and number on which the project is located. See Figure 5.

**Figure 5
Route System Categories**

Route System	Description
BB	Transit (buses)
CITY	City project
CMAQ	Congestion Mitigation and Air Quality
CR	County Road
CSAH	County State Aid Highway
DA	Disability Act
EN	Enhancement (not assigned to a specific road and not a pedestrian or bicycle path)
FH	Forest Highway
I	Interstate Highway
IRR	Indian Reservation Roads and Bridges
ITS	Intelligent Transportation Systems
LOCAL 999	Local project not associated with a road
MSAS	Municipal State Aid Street
MUN	Municipal Street
PED/BIKE	Pedestrian or Bike Path/Trail (not assigned to a specific road)
PL	Planning
RECTRAIL	DNR Recreational Trail
RR	Railroad
MN or US	Trunk Highway
TH 999	State project not associated with a road (not an Enhancement)
TWN	Township Road

- Project Number** - Project identifier. Most trunk highway projects start with the control section numbers. Local projects start with either the county number or the city number.
- Agency** - The jurisdiction responsible for implementing projects or for opening bids.
- Description** - The location and/or type of project.
- Miles** - The length of the project.
- Programs** - The program category. See Figure 6.
- Type of Work** - The intent of the project.
- Proposed Funds** - Preliminary fund assignment with exact determination of funding determined upon authorization. See Figure 7.
- Total** - The total estimated cost of the project relative to federal funding to be used in year of letting. This includes advance construction (AC) conversion funding. It does not include the original advance construction funding.
- FHWA** - The total estimated federal aid highway funding to be used for the project. This includes advance construction conversion funding.

Figure 6 Program Categories	
Program	Description
AM	Municipal Agreement
BI	Bridge Improvement
BR	Bridge Replacement
BT	Bike Trail (not an Enhancement)
CA	Consultant Agreement
DR	Drainage
EN	Enhancement (STP)
IR	Indian Reservation Roads
MA	Miscellaneous Agreements
MC	Major Construction
NA	Not Applicable (Uncommitted)
NO	Noise Walls
PL	Planning
PM	Preventive Maintenance
RB	Rest Area/Beautification
RC	Reconstruction
RD	Recondition
RS	Resurfacing
RT	Recreational Trail (DNR only)
RW	Right of Way Acquisition
RX	Road Repair (Bridge and Road Construction) (BARC)
SA	Supplemental Agreement/Cost Overruns
SC	Safety Capacity
SH	Highway Safety Improvement Program (HSIP)
SR	Safety Railroads
TM	Transportation Management
TR	Transit (FHWA)
B9	FTA Urbanized Area Formula – Section 5307
CF	Clean Fuels – Section 5308
B3	FTA Capital Program - Section 5309
NB	FTA Elderly and Person with Disabilities – Section 5310
OB	FTA Non-urbanized Areas - Section 5311
JA	FTA Job Access and Reverse Commute – Section 5316
NF	New Freedom Section 5317

III-2

Figure 7 Proposed Fund Categories	
Fund	Description
BF	Bond Funds
BH	Bridge Rehabilitation
BR	Bridge Replacement
BROS	Off System Bridge
CBI	Coordinated Border Infrastructure
CMAQ	Congestion Mitigation and Air Quality
DPS	Department of Public Safety
ER	Emergency Relief
FFM	Federal Fund Miscellaneous (TCSP, Special Appr.)
FH	Forest Highway
FTA	Federal Transit Administration
HSIP	Highway Safety Improvement Program
HSR	High Speed Rail
HPP	High Priority Project (Earmarked)
IM	Interstate Maintenance
IRR	Indian Reservation Roads
ITS	Intelligent Transportation Systems
LF	Local Funds or Other
NCIP	National Corridor Infrastructure (Earmarked)
NHS	National Highway System
PNRS	Projects of National and Regional Significance (Earmarked)
PUB	Public Lands
RES	Research
RRS	STP Rail Safety
RT	Recreational Trail
SB	Scenic Byways
SF	State Funds
STP	Surface Transportation Program
SU	STP Small Urban
TEA	Transportation Enhancement (STP)
TI	Transportation Improvements (Earmarked)
TRLF	Transportation Revolving Loan Fund
UG	STP Urban Guarantee

- AC** - The total estimated amount of future federal funds (AC) being committed to a project, front-ended by local/state funds.
- FTA** - The total estimated federal aid transit funding to be used for the project.
- TH** - The total estimated state trunk highway funding to be used for the project.
- Other** - Estimate of funding other than FHWA, FTA or state TH to be used for the project. This includes local match and special legislative appropriations.

III-3

H Appendix H: St. Cloud Area Planning Organization Self-Certification Resolution



1040 County Road 4, St. Cloud, MN 56303-0643
(320) 252-7568 • (320) 252-6557 (FAX) • E-mail: admin@stcloudapo.org • www.stcloudapo.org

ST. CLOUD AREA PLANNING ORGANIZATION SELF-CERTIFICATION RESOLUTION 2015-10

Approving the St. Cloud Metropolitan Area 2016-2019 Transportation Improvement Program (TIP)

WHEREAS; in accordance with 23 CFR 450.334(a) the St. Cloud Area Planning Organization hereby certifies that the metropolitan transportation planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;
2. In non-attainment and maintenance areas, Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR part 21;
4. 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Sections 1201 of the MAP-21 (Pub. L. 112-141) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in the US DOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR Parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23, U.S.C regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.

NOW, THEREFORE, BE IT RESOLVED, the APO hereby certifies that the 2016-2019 TIP has been developed in conformance with all mentioned applicable state and federal MPO requirements.

ATTEST:


Rick Schultz,
St. Cloud APO Chair


Angela Stenson,
St. Cloud APO Executive Director

8/13/15
Date

8/13/15
Date

MINNESOTA MPO TIP CHECK LIST**Checklist to be completed upon completion of public review period.**

MPO: St. Cloud Area Planning Organization TIP PERIOD Covered: From: SFY 2016 To: SFY 2019
 (month year) (month year)

MPO Contact: Jarrett Hubbard, Senior Transportation Planner Phone: (320) 252-7568
 (name) (title)

The table below identifies information that should be covered by the MPO's TIP, as required by CFR 450. Please fill in the requested information, where applicable. Most items should first be completed by the MPO. Shaded boxes will be completed by Mn/DOT staff.

Regulatory Citation	Key Content of Rule	Review Guidance	Where in TIP? Page(s)	Comments
CFR 450.316 (a)	Public Involvement	TIP uses visualization, is available on the web, process was consistent with public involvement plan, final action includes documentation of significant comments and disposition.	E/S-1 to E/S-2 Executive Summary 2-1 to 2-3 Planning Process & Self-Certification 5-6 "Project Location map" Appendix J Public Comments	Yes / No PowerPoint TIP presentation to APO Policy Board on May 28. Public Information meeting at Executive Board July 9. TIP document illustrates various graphics and maps to communicate information more effectively. Sidebar illustrations provide supporting pertinent information throughout the document.
CFR 450.316 (b)	Consultation	TIP process includes consultation with other planning organizations and stakeholders, including applicable tribes and federal land management agencies.	E/S-1 to E/S-2 Executive Summary 2-1 to 2-3 Planning Process & Self-Certification 3-1 Program Process	Yes / No
CFR 459.320 (b)	Congestion Management	TMA's TIP reflects multimodal measures/strategies from congestion management process	N/A	Yes / No / NA
CFR 450.324 (a)	Cooperation with State and public transit operators	TIP was developed in cooperation with the State (DOT) and (any) public transit operators.	E/S-1 Executive Summary 1-1 & 1-2 - Introduction 2-1 "Public Participation" 2-3 "Self Certification" 3-1 - Program Process	Yes / No The Saint Cloud APO 2040 Long Range Transportation plan is multimodal with the inclusion of Metro Bus.
	≥ 4 years	TIP covers at least 4 years.	E/S-1 Executive Summary 1-1 Introduction	Yes / No
		TIP cycle matches STIP.	5-1 to 5-6 TIP Project List and Map	Yes / No

Regulatory Citation	Key Content	Guidance	Where in TIP? Page(s)	Comments
CFR450.324 (a) con't	MPO approval of TIP	Date TIP approved by the MPO's Policy Board. Signed copy of the resolution is included.	H-1 Resolution 2015-10I-1 Resolution 2015-11	Date: Approval of Draft TIP on 4/2/15 Approval of Final TIP on 6/25/15 Yes / No
		Approval recommended by the District.		Date: MnDOT District Review and Recommendation July 15, 2015 ATP approval April 2, 2015
	Governor's Approval	Approval by Mn/DOT.		Date: TBD
	MPO Conformity Determination	If a nonattainment/maintenance area, a conformity determination was made.	N/A	Yes / No / NA Date:
CFR450.324 (b)	Reasonable Opportunity for Public Comment	TIP identifies options provided for public review/comment, documentation of meetings, notices, TIP published on-line, other document availability, accommodations, etc.	E/S-2 "How are Projects Programmed into TIP 1-2 Introduction 2-2 to 2-3 "Public participation for TIP"	Yes / No
CFR450.324 (c)	Specific types of projects to be included in TIP	TIP includes capital and non-capital surface transportation projects within the metropolitan planning area proposed for funding under 23 USC or 49 USC chapter 53, including enhancement projects. May exclude safety projects under 23 USC 402 and 49 USC 31102; metropolitan planning under 23 USC 104(f), 49 USC 5305(d) and 5339; state planning and research; emergency relief projects (unless involving substantial functional, locational, or capacity changes); national planning and research under 49 USC 5314; and project management oversight projects under 49 USC 5327.	1-2 Introduction 4-1 to 4-4 Previous TIP Update 5-1 to 5-6 TIP Projects List and Map	Yes / No

Regulatory Citation	Key Content	Guidance	Where in TIP? Page(s)	Comments
CFR450.324 (d)	Lists all regionally significant projects	TIP lists all regionally significant projects requiring FHWA or FTA action, regardless of funding source.	Page 1-2 Introduction 4-1 to 4-4 Previous TIP Update 5-1 to 5-6 TIP Projects List and Map	Yes / No
CFR450.324 (e)	Information required about each project	Sufficient scope description (type, termini, length, etc.).	4-1 to 4-4 Previous TIP Update 5-1 to 5-6 TIP Projects List and Map	Yes / No
		Estimated total cost (including costs that extend beyond the 4 years of the TIP).	4-1 to 4-4 Previous TIP Update 5-1 to 5-6 TIP Projects List and Map	Yes / No
		Federal funds proposed, by year.	4-1 to 4-4 Previous TIP Update 5-1 to 5-6 TIP Projects List and Map	Yes / No
		Proposed category(ies) and source(s) of federal and non-federal funds.	4-1 to 4-4 Previous TIP Update 5-1 to 5-6 TIP Projects List and Map	Yes / No
		Recipient/responsible agency(s) identified.	4-1 to 4-4 Previous TIP Update 5-1 to 5-6 TIP Projects List and Map	Yes / No
		If a nonattainment/maintenance area, TCMs from SIP are identified.	N/A	Yes / No / NA
		If a nonattainment/maintenance area, project information provides sufficient detail for air quality analysis.	N/A	Yes / No / NA
		Identification of projects that will implement ADA paratransit or key station plans.	5-1 to 5-6 TIP Projects List and Map	Yes / No Metro Bus FY 2016 bus purchases will aid in meeting ADA needs.

Regulatory Citation	Key Content	Guidance	Where in TIP? Page(s)	Comments
CFR450.324 (f)	Small Projects	TIP identifies small projects by function or geographic area or work type.	4-1 to 4-4 Previous TIP Update 5-1 to 5-6 TIP Projects List and Map	Yes / No
		If a nonattainment/maintenance area, small project classification is consistent with exempt category for EPA conformity requirements.	N/A	Yes / No / NA
CFR450.324 (g)	Consistency with approved plans	Each project is consistent with the MPO's transportation plan.	H-1 Resolution 2015-10 I-1 Resolution 2015-11 E/S-1 "What is a Transportation Improvement Program" 2-1 "Planning Process" 3-1 Program Process 5-1 to 5-6 TIP Project List and Map	Yes / No
CFR450.324 (h)	Financial Plan	Demonstrates TIP can be implemented, indicates public and private resources, and recommends financing strategies for needed projects and programs.	1-1 "Transportation Improvement Program" 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No
		Total costs are consistent with DOT estimate of available federal and state funds.	1-1 "Transportation Improvement Program" 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No
		Construction or operating funds are reasonably expected to be available for all listed projects.	1-1 "Transportation Improvement Program" 4-1 to 4-4 Previous TIP Project Update 5-1 to 5-6 TIP Project List and Map 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No
		For new funding sources, strategies have been identified to ensure fund availability.	5-1 to 5-6 TIP Project List and Map 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No / NA Specifically includes projects using STP, MN 162, HSIP, and TAP funding.
		Includes all projects and strategies funded under 23 USC and Federal Transit Act and regionally significant projects.	1-1 "Transportation Improvement Program" 5-1 to 5-6 TIP Project List and Map 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No

Regulatory Citation	Key Content	Guidance	Where in TIP? Page(s)	Comments
CFR450.324 (h) continued		Contains system-level estimates of costs and revenues expected to be available to operate and maintain Federal-aid highways and transit.	1-1 "Transportation Improvement Program" 5-1 to 5-6 TIP Project List and Map 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No
		Revenue and cost estimates are inflated to reflect year of expenditure (required by December 7, 2007).	1-1 "Transportation Improvement Program" 4-1 to 4-4 Previous TIP Project Update 5-1 to 5-6 TIP Project List and Map 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No APO agencies and jurisdictions are instructed to apply inflation adjustments of 4 to 5% per year to project cost submittals to calculate year of construction cost estimate.
CFR450.324 (i)	Financial Constraint	Full funding for each project is reasonably anticipated to be available within the identified time frame.	1-1 "Transportation Improvement Program" 5-1 to 5-6 TIP Project List and Map 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No
		If a nonattainment/maintenance area, the first two years' projects are only those for which funds are available or committed.	N/A	Yes / No / NA
		TIP is financially constrained by year, while providing for adequate operation and maintenance of the federal-aid system.	1-1 "Transportation Improvement Program" 5-1 to 5-6 TIP Project List and Map 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No
	Financial Constraint	If a nonattainment/maintenance area, priority was given to TCMs identified in the SIP.	N/A	Yes / No / NA
CFR450.324 (j)	Sub-allocated Funds	Sub-allocation of STP or 49 USC 5307 funds is not allowed unless TIP demonstrates how transportation plan objectives are fully met.	1-1 "Transportation Improvement Program" 5-1 to 5-6 TIP Project List and Map 6-1 to 6-15 Financial Capacity Analysis Appendix F - Detailed Financial Analysis	Yes / No Financial estimates in TIP are consistent with APO Transportation Plan.

Regulatory Citation	Key Content	Guidance	Where in TIP? Page(s)	Comments
CFR 450.324 (k)	5309 Projects	Total federal share in first year of TIP is less than funding committed to the MPO. Funding in future years is less than what is reasonably expected to be available.	Not included in the TIP per MnDOT Office of Transit direction.	Yes / No No 5309 projects are included in the TIP. Projects selected for 5309 funding will be amended into the TIP as appropriate.
CFR450.324 (l)	Monitoring Progress	TIP identifies criteria (including multimodal tradeoffs), describes prioritization process, and notes changes in priorities from prior years.	3-1 - Program Process 4-1 to 4-4 Previous TIP Project Update Appendix C: Process and Criteria for Prioritizing APO TIP Projects Appendix D: Central MN ATP Operations & Policy Manual	Yes / No
		TIP lists major projects (from previous TIP) that have been implemented or significantly delayed.	4-1 to 4-6 Previous TIP Project Update	Yes / No
		If a nonattainment/maintenance area, progress implementing TCMs is described.	N/A	Yes / No / NA
CFR 450.326	TIP/STIP Relationship	Approved TIP included within STIP without change.	1-1 & 1-2 "Introduction" 5-1 to 5-6 TIP Project Lists and Map	Yes / No TIP projects will be included in District 3 ATP section of STIP and will be listed separately as a standalone element in MPO section of STIP.
		If a nonattainment/maintenance area, TIP includes conformity finding.	N/A	Yes / No / NA
CFR 450.332	Annual Listing of Obligated Projects	TIP includes annual list of obligated projects, including bike and/or pedestrian facilities.	4-2 "2015 Obligated Project Summary"	Yes / No
CFR450.334	Certification	TIP includes or is accompanied by resolution whereby MPO self-certifies compliance with all applicable provisions of CFR450.334 and federal lobbying restrictions of 49 CFR 20.110	H-1 Resolution 2015-10 I-1 Resolution 2015-11 2-1- to 2-3 Planning Process and Self Certification	Yes / No

Additional Comments regarding TIP or Issues it Poses:

I Appendix I: St. Cloud APO Planning Organization Lobbying - Certification



Saint Cloud
Area Planning Organization

1040 County Road 4, St. Cloud, MN 56303-0643
(320) 252-7568 • (320) 252-6557 (FAX) • Email: admin@stcloudapo.org • www.stcloudapo.org

ST. CLOUD AREA PLANNING ORGANIZATION LOBBYING-CERTIFICATION RESOLUTION 2015-11

Affirming Certification Regarding Lobbying Under 49 Code of Federal Regulation (CFR), Section 20.110

WHEREAS; 49 CFR, 20.110 states that a certification and disclosure form shall be filed, if required, with each submission that initiates agency consideration for award of a Federal contract, grant, or cooperative agreement exceeding \$100,000; or an award of a Federal loan or a commitment providing for the United States to insure or guarantee a loan exceeding \$150,000.

WHEREAS; the APO assures completion and submittal of Standard Form-LLL, "Disclosure of Lobbying Activities," as required by 49 CFR 20.110 and pursuant to 31 U.S.C. 1352, if any funds other than federal funds have been or will be paid to any person to influence or attempt to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any application for federal assistance.

NOW, THEREFORE, BE IT RESOLVED; the St. Cloud APO hereby certifies that no federally funds have been or will be paid by or on behalf of the APO to any person to influence or attempt to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress regarding the award of Federal assistance, or the extension, continuation, renewal, amendment, or modification of any Federal assistance agreement.

ATTEST:



Mayor Rick Schultz
St. Cloud APO Chair



Angela Stenson,
St. Cloud APO Executive Director

August 13, 2015

Date

August 13, 2015

Date

DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action: <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-bottom: 5px;">B</div> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-bottom: 5px;">B</div> a. bid/offer/application b. initial award c. post-award	3. Report Type: <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-bottom: 5px;">B</div> a. initial b. material change For Material Change Only: Year 2014 quarter _____ date of last report 08/2014
--	---	---

4. Name and Address of Reporting Entity <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Prime </div> <div style="width: 45%;"> <input type="checkbox"/> Subawardee Tier _____, if known </div> </div> St. Cloud Area Planning Organization 1040 County Road 4 St. Cloud, MN 56303 Congressional District , if known Tom Emmer – District 6	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District , if known Karen Miller – Waite Park Office – District 6 7. Federal Program Name/Description: Annual Appropriations High Priority Projects (HPPs) CFDA Number , if applicable _____
--	--

6. Federal Department/Agency: Federal Highway Administration	9. Award Amount , if known: FY 2016 \$470,000 (HPP Amount in FY 2016-2019 APO TIP)
--	--

8. Federal Action Number , if known: HPP – Federal Highway Administration	10. a. Name and Address of Lobby Entity David Turch & Associates 517 2 nd Street Northeast Washington, D.C. 20002
---	--

10. b. Individuals Performing Services Turch, David Kroll, Chase Morken, Madolynn	
---	--

(attach Continuation Sheet(s) if necessary)

Type of Payment (check all that apply)	
11. Amount of Payment (check all that apply) <u>\$ 42,000</u> <input type="checkbox"/> actual <input checked="" type="checkbox"/> planned Planned for CY 2014; monthly payments of \$3,500.	13. <div style="display: flex;"> <div style="margin-right: 5px;"> <input checked="" type="checkbox"/> </div> <div> a. retainer b. one-time fee c. commission d. contingent fee e. deferred f. other, specify _____ </div> </div>

12. Form of Payment (check all that apply): <div style="display: flex;"> <div style="margin-right: 5px;"> <input checked="" type="checkbox"/> </div> <div> a. cash b. in-kind; specify: nature _____ value _____ </div> </div>	
--	--

14. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 11: David Turch and Associates advocate for federal transportation funding and provide updates on legislation that is related to this funding. David Turch and Associates has worked with APO since January 1, 2001.	
--	--

(attach Continuation Sheet(s) if necessary)

15. Continuation Sheet(s) attached:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
--	---

<p>16. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>	<p>Signature: <u>Angela M Stenson</u></p> <p>Print Name: <u>Angela M Stenson</u></p> <p>Title: <u>Executive Director</u></p> <p>Telephone No.: <u>320-252-7568</u> Date: <u>6/10/15</u></p> <p>Authorized for Local Reproduction Standard Form - LLL</p>
---	--

Federal Use Only:

Standard Form LLL Rev. 09-12-97

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of covered Federal action or a material change to previous filing pursuant to Title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
 2. Identify the status of the covered Federal action.
 3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
 4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee (e.g., the first subawardee of the prime is the first tier). Subawards include, but are not limited to, subcontracts, subgrants, and contract awards under grants.
 5. If the organization filing the report in Item 4 checks "Subawardee," then enter the full name, address, city, state, and zip code of the prime Federal recipient. Include Congressional District, if known.
 6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
 7. Enter the Federal program name or description for the covered Federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
 8. Enter the most appropriate Federal identifying number available for the Federal action identification in Item 1 (e.g., Request for Proposal [RFP] number, Invitation for Bid [IFB] number, grant announcement number, the contract grant or loan award number, the application/proposal control number assigned by the Federal agency). Include prefixes (e.g., "RFP-DE-90-001").
 9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitments for the prime entity identified in Item 4 or 5.
 10. (a) Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
 11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
 12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
 13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
 14. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.
 15. Check whether or not a continuation sheet(s) is attached.
 16. The certifying official shall sign and date the form and print his/her name title and telephone number.
- Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

J Appendix J: Public Comments Received & APO Response

Below is the comment sheet included with each copy of the Draft TIP during the Public Comment Period. No public comments were received during the comment period.

**NOTIFICATION OF AVAILABILITY & PUBLIC INFORMATION MEETING: ST. CLOUD AREA PLANNING ORGANIZATION (APO)
TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FY 2015-2019**

The APO in coordination with the Federal Highway Administration, Minnesota Department of Transportation, Minnesota Pollution Control Agency, St. Cloud Metro Bus, and local jurisdictions has prepared a draft TIP for FY 2016-2019. The primary purpose of the TIP document is to program transportation projects including roadway, bridge, bicycle, pedestrian, safety, and transit projects receiving state and/or federal funds in the St. Cloud Metropolitan Planning Area in the upcoming fiscal years.

The full draft TIP will be available for review between Wednesday, June 17, 2015 and Friday, July 17, 2015 at the following locations:
APO Office: 1040 County Rd. 4, St. Cloud; APO website: www.stcloudapo.org; Great River Regional Library: 1300 W. St. Germain St., St. Cloud. Submit comments on the draft TIP by Friday, July 17, 2015 to Jarrett Hubbard at St. Cloud APO, 1040 County Rd. 4, St. Cloud, MN 56303, FAX: 320-252-6557, EMAIL: hubbard@stcloudapo.org

You may leave comments on the Draft TIP below:

Name:

Contact Information (for follow-up):

Comment on Draft TIP:

Name:

Contact Information (for follow-up):

Comment on Draft TIP:

Name:

Contact Information (for follow-up):

Comment on Draft TIP:

K Appendix K: Transportation Alternative Program (TAP)

The following document is the Transportation Alternative Program (TAP) Guidebook and Application for the Central Minnesota Area Transportation Partnership (ATP 3). The ATP is public programming board for federal transportation funds in the 12 counties of Central Minnesota or correspond with MnDOT District 3.

The Transportation Alternative Program was created as part of MAP-21 and includes the Transportation Enhancement (TE), Scenic Byway, and Safe Routes to School Programs that were created under SAFETEA-LU Federal Transportation Bill. Despite the inclusion of additional eligible projects, TAP continues to support bicycle and pedestrian infrastructure development across Minnesota.

The central Minnesota ATP 3 incorporates a competitive process in selecting eligible projects. The ATP integrates recommendations from the four regions within it, including Region 5 Development Commission, East Central Regional Development Commission, Region 7W Joint Powers, and St. Cloud Area Planning Organization. The ATP also utilizes a Subcommittee that reviews and suggests TAP projects to the ATP. www.mndot.gov/d3/atp/

Transportation Alternatives Program (TAP)

Solicitation
Fall 2014



APPLICATION GUIDEBOOK

TRANSPORTATION ALTERNATIVES PROGRAM APPLICATION GUIDEBOOK

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Transportation Alternatives Program Information

Federal Program Requirements

Following is a partial listing of the regulations that apply to any project receiving federal transportation funds. These requirements must be taken in to consideration during the project development and project implementation stages.

Davis-Bacon and Copeland Acts: Payment of pre-determined wage is applicable to all federal-aid construction contracts exceeding \$2,000 and to all related subcontracts.

ADA Requirements: All Transportation Alternatives projects must comply with the federal and state handicapped accessibility mandates.

Anti-Discrimination Laws: Each sponsoring participant must comply with applicable federal and state Anti-discrimination laws and be able to demonstrate compliance.

Project Supervision: All projects must be under the direct supervision of a Minnesota Licensed Professional Engineer.

Additional Requirements and Specifications: Successful applicants will be provided with additional information as needed by MnDOT.

Qualifying Activities

Federal law defines the following activities as eligible for Transportation Alternatives Program (TAP) funding:

1. Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) (MAP-21 §1103):
 - a. Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
 - b. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
 - c. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
 - d. Construction of turnouts, overlooks, and viewing areas.
 - e. Community improvement activities, including—
 - i. inventory, control, or removal of outdoor advertising;
 - ii. historic preservation and rehabilitation of historic transportation facilities;
 - iii. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - iv. archaeological activities relating to impacts from implementation of a transportation project eligible under this title.
 - f. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to—

- i. address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133 (b)(11), 328 (a), and 329; or
 - ii. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
2. The recreational trails program under section 206 of title 23. [NOTE: This program is administered through separate process]
 3. The safe routes to school program eligible projects and activities listed at section 1404(f) of the SAFETEA-LU:
 - a. Infrastructure-related projects.
 - b. Noninfrastructure-related activities.
 - c. Safe Routes to School coordinator.
 4. Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

TAP projects are not required to be located along Federal-aid highways.

Non-Qualifying Activities

Federal law identifies the following activities as ineligible for Transportation Alternatives Program (TAP) funding:

- State or Metropolitan Planning Organization (MPO) administrative purposes, except for SRTS administration, and administrative costs of the State permitted for RTP set-aside funds.
- Promotional activities, except as permitted under the SRTS.
- General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas and pavilions, etc.
- Routine maintenance and operations.

Careful consideration should be given to whether an activity falls within the eligibilities created under TAP. Section 1103 of MAP-21 eliminated the definition of Transportation Enhancement activities in section 101 of title 23 and inserted in its place a definition of Transportation Alternatives. The Transportation Alternatives definition contained in 23 U.S.C. 101(a)(29) created different categories of activities than those included under the previous transportation enhancement definition. As a result, some activities that were previously eligible as independent Transportation Enhancement projects are no longer eligible; some categories of eligibility remain, but for a different range of activities. In some cases, activities that are no longer eligible for funding as independent TAP projects may be eligible for FHWA participation under other title 23 provisions, such as project mitigation measures when determined necessary to mitigate project impacts (including the impacts of a TAP project). Transportation Enhancement categories that are no longer expressly described as eligible activities under the definition of Transportation Alternatives are:

- Safety and educational activities for pedestrians and bicyclists. **Exception:** Activities targeting children in Kindergarten through 8th grade are eligible under SRTS (an eligible activity under the TAP funding). **Note:** Some of these activities may be eligible under HSIP. Non-construction projects for bicycle safety remain broadly eligible for STP funds.

- Acquisition of scenic easements and scenic or historic sites (including historic battlefields), and scenic or historic highway programs (including tourist and welcome center facilities). **Exceptions:** A few specific activities under this category are eligible for funding as TAP projects, including construction of turnouts, overlooks, and viewing areas; historic preservation and rehabilitation of historic transportation facilities; and bicycle and pedestrian facilities.
- Landscaping and other scenic beautification. However, under the "community improvement activities" category, projects such as streetscaping and corridor landscaping may be eligible under TAP if selected through the required competitive process. States may use TAP funds to meet junkyard screening and removal requirements under 23 U.S.C. 136 if selected through the competitive process. Landscaping and scenic enhancement features, including junkyard removal and screening, may be eligible as part of the construction of any Federal-aid highway project under 23 U.S.C. 319, including TAP-funded projects.
- Historic preservation, and rehabilitation and operation of historic buildings, structures, or facilities (including historic railroad facilities and canals). Historic preservation activities now are limited to historic preservation and rehabilitation activities relating to a historic transportation facility. See section 101(a)(29)(E). Operation of historic transportation facilities is not eligible under TAP.
- Archaeological planning and research. Under TAP, archaeological activities must relate to impacts from implementation of a transportation project eligible under title 23.
- Establishment of transportation museums. There is no eligibility for this activity under TAP.

Eligible projects must not be part of the mitigation of a transportation project.

Federal law requires that alternative funds not be used to implement mitigation of adverse impacts associated with implementation of transportation projects. Environmental measures conducted as routine or customary elements of transportation projects or those provided to mitigate project impacts in compliance with the requirements of environmental, historic preservation or other laws are not eligible for alternative funding. With this interpretation, the category "mitigation of water pollution due to highway runoff" is limited to facilities and programs that are in addition to current requirements/procedures for mitigation.

Alternative activities are over and above normal mitigation of transportation projects. Typically, a normal transportation project involves mitigation, including landscaping, other permit requirements and provisions negotiated as a condition of obtaining a permit for the transportation project. Permitting agencies might include federal agencies such as the US Forest Service, Bureau of Land Management or US Corps of Engineers. State permitting agencies might include the Minnesota Department of Natural Resources, Minnesota Pollution Control Agency or the Minnesota Historical Society. Regional agencies might include watershed districts and local might include cities/counties.

The Minnesota Department of Transportation (MnDOT) has elected that the following activities are also considered ineligible for TAP funding, even if not prohibited federally.

- Engineering activities
- Purchase of Right-of-Way

Eligible Project Sponsors

Federal law identified the following entities as eligible to receive Transportation Alternatives Program (TAP) funding:

- Local governments;
- Regional transportation authorities;
- Transit agencies;
- Natural resource or public land agencies;
- School districts, local education agencies, or schools;
- Tribal governments; and
- Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a State agency) that the State determines to be eligible, consistent with the goals of subsection (c) of section 213 of title 23.

State DOTs and MPOs are not eligible entities and therefore are not eligible project sponsors for TAP funds. However, State DOTs and MPOs may partner with an eligible entity project sponsor to carry out a project.

Nonprofit organizations are not eligible as direct grant recipients for TAP funds unless they qualify through one of the eligible entity categories (e.g., where a nonprofit organization is a designated transit agency or a school). Nonprofits are eligible to partner with any eligible entity on a TAP project, if State or local requirements permit.

- Local government entities include any unit of local government below a State government agency, except for a Metropolitan Planning Organization. Examples include city, town, township, village, borough, parish, or county agencies.
- Regional transportation authorities are considered the same as the Regional Transportation Planning Organizations defined in the statewide planning section (23 U.S.C. 135(m)).
- Transit agencies include any agency responsible for public transportation that is eligible for funds under the Federal Transit Administration.
- Natural resource or public land agencies include any Federal, Tribal, State, or local agency responsible for natural resources or public land administration. Examples include:
 - State or local park or forest agencies
 - State or local fish and game or wildlife agencies
 - Department of the Interior Land Management Agencies
 - U.S. Forest Service
- School districts, local education agencies, or schools may include any public or nonprofit private school. Projects should benefit the general public, and not only a private entity.

Local Match and Cost Sharing Requirements

For all Transportation Alternatives Program (TAP) projects, including Safe Routes to School (SRTS) projects funded with TAP funds, the Federal share is the same as for the general Federal-aid highway program: 80 percent Federal/20 percent State or local match subject to the [sliding scale adjustment](#). (23 U.S.C. 120)

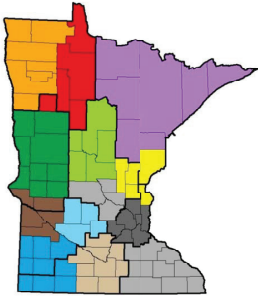
As provided in 49 CFR 18.24 "Matching or cost sharing", the following requirements are emphasized:

- 18.24(b) *Qualifications and exceptions.* (1) *Costs borne by other Federal grant agreements.* Except as provided by Federal statute, a cost sharing or matching requirement may not be met by costs borne by another Federal grant. This prohibition does not apply to income earned by a grantee or subgrantee from a contract awarded under another Federal grant.
- (3) *Cost or contributions counted towards other Federal costs-sharing requirements.* Neither costs nor the values of third party in-kind contributions may count towards satisfying a cost sharing or matching requirement of a grant agreement if they have been or will be counted towards satisfying a cost sharing or matching requirement of another Federal grant agreement, a Federal procurement contract, or any other award of Federal funds.

Timeline Guidance for Project Development

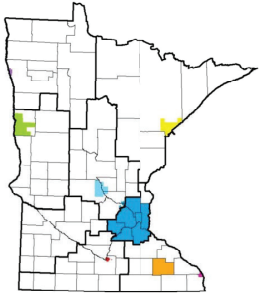
26-52 weeks	Eligible agency completes planning and preliminary work to describe and estimate cost of project. (26-52 weeks but public input and collaboration with land owners could take longer)		
52-78 weeks	Project is selected in four-year State Transportation Improvement Program (STIP). (26 weeks)		
78-130 weeks	Eligible agency completes preliminary engineering to assess social, environmental and economic impacts and to apply design criteria. (26-52 weeks)		
80-132 weeks	Preliminary discussions and review scoping as to appropriate document. (2 weeks)		
84-145 weeks	Eligible agency prepares environmental document (4-13 weeks)		
90-153 weeks	Eligible agency submits document to District State Aid Engineer (DSAE) with original signatures. (6-8 weeks)	←	Eligible agency corrects and resubmits
96-161 weeks	Are document components appropriate/correct? (Add 6-8 weeks if second draft is needed)	→ NO →	Contact eligible agency to resolve
104-171 weeks	State Aid Engineer reviews, comments and/or approves. (8-10 weeks)		
105-173 weeks	State Aid for Local Transportation notifies DSAE and eligible agency to proceed with right of way and detailed plans. (1-2 weeks)		
128-190 weeks	Eligible agency completes and submits plans and completed right-of-way. (13-26 weeks)		
138-209 weeks	Plan review by District State Aid Engineer and State Aid for Local Transportation. (10 weeks)		
143-214 weeks	Authorization to let project. (5 weeks)		
145-216 weeks	Bid opening and certification of Disadvantaged Business Enterprises. (2 weeks)		
147-218 weeks	Contractor secures bond and signs contract. (2 weeks)		
150-221 weeks	Contract approval and initiation of construction. (3 weeks)		
Total 150-221 weeks			

Contact Information for Regional Development Organizations (RDOs)



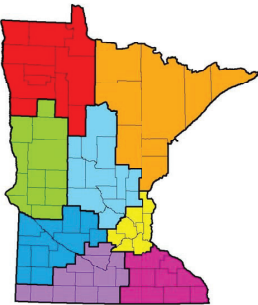
NWRDC 115 S Main St Warren, MN 56762 218-745-6733 www.nwrdc.org	NRDC 403 4th St NW P.O. Box 906 Bemidji, MN 56601 218-444-4712 www.nrnc.org	ARDC 221 West 1st St Duluth, MN 55802 218-722-5545 www.ardc.org
RSDC 200 1st Street NE, Suite 2 Staples, MN 56479 218-894-3233 www.region9.org	ECRDC 100 S Park St Mora, MN 55051 320-679-4065 www.region7.org	UMVRDC 323 W Schlieman Ave Appleton, MN 56208 320-289-1981 www.umvdc.org
MMDC 333 SW 6th St Suite 2 Willmar, MN 56201 320-235-8504 www.mmrc.org	SRDC 2401 Broadway Ave Suite 1 Slayton, MN 56172 507-836-8547 www.srnc.org	Region 9 10 Civic Ctr Plaza, 3rd Floor P.O. Box 3367 Mankato, MN 56002 507-387-5643 www.rnc.org
WCI 1000 Western Ave RD box 318 Fergus Falls, MN 56538 218-739-2239 www.wci.org	Metropolitan Council www.metrocouncil.org	Non-RDC Area (See MnDOT District map for contact information)

Contact Information for Metropolitan Planning Organizations (MPOs)



Rochester-Olmsted Council of Governments 2122 Campus Drive SE, Suite 100 Rochester, MN 55904 507-328-7100 www.co.rolmsted.mn.us	Mankato-NorthMankato Area Planning Organization 10 Clair Center Plaza Mankato, MN 56001 507-387-8600 www.mnplanning.org	St. Cloud Area Planning Organization 1040 County Road 4 St. Cloud, MN 56303 320-252-7568 www.stcloudapo.org
Fargo-Moorhead Metropolitan Council of Governments 1 2 nd Street N, Suite 232 Fargo, ND 58102 701-232-3242 www.fmmco.org	Duluth-Superior Metropolitan Interstate Council 221 W 1 st Street Duluth MN 218-529-7509 www.dsmc.org	La Crosse Area Planning Committee 400 N 4 th Street, Rm 1300 La Crosse, WI 54601 608-785-5977 www.lapc.org
Grand Forks-East Grand Forks Metropolitan Planning Organization 255 N 4 th Street Grand Forks, ND 58206 701-746-2660 www.theforksmo.org	Twin Cities Metropolitan Council 390 Robert Street N St. Paul, MN 55101 651-402-1000 www.metrocouncil.org	

Contact Information for ATP Regions



MnDOT District 1 - Duluth 1123 Mesabi Ave Duluth, MN 55811 218-725-2700	MnDOT District 2 - Bemidji 3920 Highway 2 West Bemidji, MN 56601 218-755-6500	MnDOT District 3 - Baxter 7694 Industrial Park Road Baxter, MN 56425 218-828-5700
MnDOT District 4 - Detroit Lakes 1000 Highway 10 West Detroit Lakes, MN 56501 218-846-3600	MnDOT Metro District - Roseville 1300 West Co Rd B-2 Roseville, MN 55113 651-234-7500	MnDOT District 6 - Rochester 7900 48 th Street NW Rochester, MN 55901 507-286-7500
MnDOT District 7 - Mankato 2151 Bassett Drive Mankato, MN 56001 507-304-6100	MnDOT District 8 - Willmar 2505 Transportation Road Willmar, MN 56301 320-231-5195	

Other Key Contacts

- MnDOT Safe Routes to School Coordinator
- Nicole Campbell
Minnesota Department of Transportation
395 John Ireland Boulevard
St. Paul, MN 55155
651-366-4180
- MnDOT Scenic Byways Coordinator
- Holly Slagle
Minnesota Department of Transportation
395 John Ireland Boulevard
St. Paul, MN 55155
651-366-3623
- TAP Program Contacts
- Chris Berrens
Minnesota Department of Transportation
395 John Ireland Boulevard
St. Paul, MN 55155
651-366-3755
- Katie Caskey
Minnesota Department of Transportation
395 John Ireland Boulevard
St. Paul, MN 55155
651-366-3901

Related Documents

TAP Letter of Intent Worksheet

The document includes information on the letter of intent review process as well as a worksheet to assist with completing the online letter of intent form.

TAP Full Application Form

The document is the full application form for the Transportation Alternatives Program solicitation.

Application Guidance

Section 1: General Information

NOTES: If your overall project contains non-eligible or non-transportation related elements, please mention the entire project in the brief project description, but concentrate the application, budget, etc. on the elements that are eligible and transportation related.

Sponsoring Agencies, if sponsoring for another project applicant, are advised to have dialog with the project applicant to ascertain the level of commitment by the applicant to follow through on delivery of the project – including the potential use of Eminent Domain.

Section 2: Project Budget

Please identify what costs will be incurred to carry out the proposed project, using the following budget categories as a guideline. Where appropriate, break down your costs by units purchased. For example: number of acres, cubic yards of fill, etc. (Attach additional sheet(s) if necessary.)

Section 3: Sponsoring Agency Resolution

A Resolution of Sponsorship from the Sponsoring Agency is required for each project. The resolution must be approved by an eligible sponsoring agency (see the Transportation Alternatives Program Information section of this document for more information on appropriate sponsoring agencies). Please attach an original signed copy of the resolution. An example of sample language which can be used by a sponsoring agency is shown.

Section 4: Resolution Agreeing to Maintain Facility

A Resolution agreeing to maintain the facility for its useful life is also required for each project. The resolution must be approved by an eligible sponsoring agency see the Transportation Alternatives Program Information section of this document for more information on appropriate sponsoring agencies). Please attach an original signed copy of the resolution. An example of sample language which can be used by a sponsoring agency is shown.

Section 5: ATP Project Evaluation

Each ATP is responsible for developing this section of the TAP application. This section includes the additional information and questions required in order to implement the specific project selection process and criteria developed by each ATP. The information requested in this section is above and beyond what is already asked for in the *TAP Application Guidebook* and Letter of Intent.

Section 6: Application Checklist

Each ATP uses a checklist as a tool for the applicant to ensure all the required information and documentation has been included prior to submittal. The checklist reflects both the standard application components within the *TAP Application Guidebook* as well as the information requested in the ATP specific application.

Section 3: Sponsoring Agency Resolution	
<p>A Resolution of Sponsorship from the Sponsoring Agency is required for each project. The resolution must be approved by an eligible sponsoring agency (see the Transportation Alternatives Program Information section of this document for more information on appropriate sponsoring agencies). Please attach an original signed copy of the resolution. An example of sample language, which can be used by a sponsoring agency, is listed below.</p>	
<p>[SAMPLE LANGUAGE]</p>	
<p>Be it resolved that _____ agrees to act as sponsoring agency (City, County or Agency Name)</p> <p>for a "Transportation Alternatives" project identified as _____ and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.</p>	
<p>Be it further resolved that _____ is hereby authorized (City, County or Agency Name)</p> <p>to act as agent on behalf of this sponsoring agency.</p>	
<p><i>Certification</i></p>	
<p>I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by _____ on this _____ day of _____, 20____.</p> <p>(City, County or Agency Name)</p>	
<p>SIGNED:</p>	<p>WITNESSED:</p>
<p>_____ (Signature)</p>	<p>_____ (Signature)</p>
<p>_____ (Title)</p>	<p>_____ (Title)</p>
<p>_____ (Date)</p>	<p>_____ (Date)</p>

Section 4: Resolution Agreeing to Maintain Facility	
<p>A Resolution agreeing to maintain the facility for its useful life is also required for each project. The resolution must be approved by an eligible sponsoring agency (see the Transportation Alternatives Program Information section of this document for more information on appropriate sponsoring agencies). Please attach an original signed copy of the resolution. An example of sample language, which can be used by a sponsoring agency, is listed below.</p>	
<p>[SAMPLE LANGUAGE]</p>	
<p>WHEREAS: The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right-of-way or property ownership acquired without prior approval from the Federal Highway Administration; and</p> <p>WHEREAS: Transportation Alternatives projects receive federal funding; and</p> <p>WHEREAS: the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and</p> <p>WHEREAS: _____ is the sponsoring agency for the (City, County or Agency Name)</p> <p>Transportation Alternatives project identified as _____.</p>	
<p><i>Certification</i></p>	
<p>I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by _____ on this _____ day of _____, 20____.</p> <p>(City, County or Agency Name)</p>	
<p>SIGNED:</p>	<p>WITNESSED:</p>
<p>_____ (Signature)</p>	<p>_____ (Signature)</p>
<p>_____ (Title)</p>	<p>_____ (Title)</p>
<p>_____ (Date)</p>	<p>_____ (Date)</p>

Section 5: ATP Project Evaluation	
<p>Eligibility</p>	
<p>MAP-21 requires that the project be an "eligible activity." The project must fall within one of the eligible activities listed below. (Please check the appropriate category.)</p>	
<p><input type="checkbox"/> On-road and off-road trail facilities for pedestrians, bicyclists and other non-motorized forms of transportation.</p> <p><input type="checkbox"/> Transportation projects to achieve Americans with Disabilities Act of 1990 compliance.</p> <p><input type="checkbox"/> Safe routes for non-drivers, including children, older adults and individuals with disabilities to access daily needs.</p> <p><input type="checkbox"/> Conversion and use of abandoned railroad corridors.</p> <p><input type="checkbox"/> Construction of turnouts, overlooks and viewing areas.</p> <p><input type="checkbox"/> Inventory, control or removal of outdoor advertising.</p> <p><input type="checkbox"/> Historic preservation and rehabilitation of historic transportation facilities.</p> <p><input type="checkbox"/> Vegetation management to improve roadway safety, prevent against invasive species and to provide erosion control.</p> <p><input type="checkbox"/> Archaeological activities.</p> <p><input type="checkbox"/> Environmental mitigation to address storm water management.</p> <p><input type="checkbox"/> Reduce vehicle-caused wild life mortality or restore/maintain habitat connectivity.</p> <p><input type="checkbox"/> Safe Routes to School (SRTS) project.</p>	
<p>Project Information</p>	
<p>1. Describe why this project is important to your community and how it will improve existing conditions.</p>	
<p>2. Describe the main users by type or classification and the approximate number of users to be served by the proposed project.</p>	

<p>3. Describe any current and/or previous uses of the project area.</p>
<p>4. Explain current and future ownership of the property.</p>
<p>5. Explain how your agency will provide the necessary local match to leverage the federal Transportation Alternatives Program funds requested and cover any additional (or ineligible) costs required for the completion of your project.</p>
<p>6. Explain the 20-year maintenance plan and any maintenance agreements that will be required with other agencies for your proposed project.</p>

Evaluation Criteria (100 Total Possible Points)	
Criterion 1:	Possible Points: 20
Describe the level of identification of your project in one or more statewide, regional, or local plan, which has been adopted by federal, state, regional or local agencies.	
<p>State, regional, and local agencies have developed numerous system plans addressing one or more Transportation Alternative Program (TAP) activities. In many cases, these plans provide detailed documentation on the existing conditions and planned improvements as well as surveys of public use and attitudes. They also can provide insight on the process for setting priorities and recommending investments. The facilities identified in these plans are likely to provide the greatest benefits to all the residents of Minnesota and the regions within which they are located. Proposers should identify the relationship of the project to any statewide, regional or local plans/objectives. They should also explain how the project is consistent with these plans and objectives, and refer to specific sections of the plan. Please provide a link to the plan or cite plan document reference.</p>	
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Criterion 2:	Possible Points: 20
Describe how your project connects or implements a larger project, concept, and state, regional or local plan including a Safe Routes to School or Scenic Byways Corridor Management Plan.	
<p>There may be a number of larger projects that are missing a key or final element. Funding these missing elements with TAP funds could provide a sort of synergistic benefit extending beyond the immediate benefits provided by the component for which funding is being sought. Examples include bike or pedestrian trail segments that fill gaps in existing trails or historic preservation that completes the restoration of a historic transportation facility that has already been partially/substantially restored. These are only generic examples. Applicants are encouraged to look at their projects in light of the general concept identified here and describe how their project fits into a larger project concept or plan which has been or soon will be implemented using another funding source.</p>	
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Criterion 3: Possible Points: 15	
Historic Grouping: Describe the current recognized level of historic significance of the transportation facility (federal, state, or local).	
<p>This would include any specific designation such as the National Register for Historic Places, State Historical Register, etc. Describe the current and future use of the facility. Indicate the degree to which the project will enhance, preserve or protect the historic/archaeological resource. Photo documentation should be included in the application.</p>	
Scenic Environmental Grouping: Explain the degree to which the project provides a view of highly scenic or environmental resources that are rare, unique or significant.	
<p>Describe the degree to which potential for enhancement exists for scenic beautification and the current degree of visual blight. Explain the magnitude of the environmental problem and describe the degree to which the project would preserve, rehabilitate or develop scenic or environmental resources or solve the environmental problem. Photo documentation should be included in the application.</p>	
Pedestrian and Bicycle Facilities Grouping: Explain the degree to which the proposed project would encourage/facilitate pedestrian and/or bicycle transportation.	
<p>Describe the relation to which the project provide access to likely generators of pedestrian and/or bicycle activity? Be sure to include in your response:</p> <ul style="list-style-type: none"> ✦ Approximate number of students, employees, users, etc. for major generators ✦ How the project will affect the transportation needs of young children, older adults and persons with disabilities 	
<p>(Select 1 Grouping and base your response on the Grouping you have selected):</p> <p><input type="checkbox"/> Historic <input type="checkbox"/> Scenic Environmental <input type="checkbox"/> Pedestrian/Bike Facilities</p>	
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Criterion 4: Possible Points: 15	
Explain how your project serves a transportation purpose.	
<p>Describe the primary purpose of trips on the proposed facility and the available connections for users.</p> <p>Projects must serve a transportation purpose (e.g., commuting, access to destinations) as their primary function rather than a recreational purpose. For TAP purposes, "transportation purpose" is defined as primarily serving a commuting purpose and/or that connect two destination points; a facility may serve both a transportation purpose and a recreational purpose.</p> <p>Bicycle transportation includes more than commuting; it includes travel to shopping, civic or social events, bicycle tourism, travel through recreational areas and other related uses. Mixed uses that include some recreation trips may be allowed.</p>	
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Criterion 5:	Possible Points: 15
Explain the feasibility of this project.	
<p>Describe the extent of project development completed to date. Address any issues, environmental concerns, property ownership issues or design challenges. Include any pertinent excerpts from completed feasibility documentation (e.g., scoping study, preliminary engineering, etc.) for the project. Describe the public outreach that has taken place include any controversial issues that may affect this project. Describe the environmental path you intend to follow. Identify and explain if you are aware of any needed permits.</p> <p>Applicants may be asked to provide additional documentation following application submittal.</p>	
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Criterion 6: Possible Points: 15	
Describe the status of right-of-way acquisition.	
<p>If right-of-way is needed, describe the process you plan to follow for acquisition. If applicable, be sure to include in your response:</p> <ul style="list-style-type: none"> ✦ Status of interagency agreements or permits ✦ Status of funds for purchasing right-of-way ✦ Any work that requires collaboration with rail 	
<div style="border: 1px solid black; height: 100px; width: 100%;"></div>	
Section 6: Application Checklist	
<p>CHECKLIST OF COMPLETION: This checklist is for the Applicant's convenience to ensure all Transportation Alternative elements have been addressed. Applications must specifically and directly address each criterion to qualify and receive points. Pages in each proposal should be numbered. Proposals must be in typewritten format and sent both electronically and via hard copy.</p> <p>Please submit by January 9, 2015 18 hard copies and 1 electronic version of your application to:</p> <p style="text-align: right;"> Jon Mason, Senior Planner MN Department of Transportation District 3 - Baxter 7694 Industrial Park Road Baxter, MN 56425 jon.mason@state.mn.us </p>	

Section 6: Application Checklist (continued)	
<input type="checkbox"/> Applicant completed the Letter of Intent (LOI) pre-qualifying step	
<input type="checkbox"/> Regional Development Commission or Metropolitan Planning Organization reviewed LOI and recommended that the project move forward to full application.	
<input type="checkbox"/> Regional Development Commission or Metropolitan Planning Organization reviewed LOI and suggested applicant wait until project is further developed.	
<input type="checkbox"/> TAP Application Guidebook Information	
<input type="checkbox"/> Project applicant and sponsoring agency have read and are fully aware of the requirements described in the TAP Application Guidebook.	
<input type="checkbox"/> Application Form Information	
<p>SECTION 1</p> <input type="checkbox"/> Provided project name and description <input type="checkbox"/> Provided project congressional/legislative districts <input type="checkbox"/> Eligible sponsoring agency <input type="checkbox"/> Project applicant <input type="checkbox"/> Contact person information <input type="checkbox"/> Applicant Signature - By signing, the applicant acknowledges that the applicant has read and understands the information in the TAP Application Guidebook. <input type="checkbox"/> Additional Signatures (as appropriate)	<p>SECTION 3</p> <input type="checkbox"/> Resolution of sponsorship from eligible agency
<p>SECTION 2</p> <input type="checkbox"/> Itemized project budget <input type="checkbox"/> Meets minimum (\$100,000) and maximum (\$1,000,000) eligible cost <input type="checkbox"/> Documentation of 20% or more funding match	<p>SECTION 4</p> <input type="checkbox"/> Agreement to maintain / operate facility
<p>SECTION 5</p> <input type="checkbox"/> Project is eligible for TAP funding <input type="checkbox"/> Project was in a plan and a copy of the page or link was provided <input type="checkbox"/> Project implements and/or completes a larger project or plan <input type="checkbox"/> Identified category that best fits project <input type="checkbox"/> Identified how it serves a transportation purpose <input type="checkbox"/> Project feasibility – described status of project development <input type="checkbox"/> Right-of-Way – described status of right-of-way acquisition	
<input type="checkbox"/> Other Enclosures (where applicable)	
<input type="checkbox"/> Project location map (with enough detail to show the proposed project in relation to surrounding features)	
<input type="checkbox"/> Documentation of financial support (letters, agreements, etc.)	
<input type="checkbox"/> Documentation of plans and public participation	
<input type="checkbox"/> Project schedule	
<input type="checkbox"/> Maps, graphics, photos	

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