AGENDA

10:00-10:10	Committee Business o Approval of the January 5th minutes
10:10-10:40	City of Warren – TAP presentation
10:40-11:10	City of Fosston – TAP presentation
11:10-11:20	Break
11:20-11:50	City of Clearbrook – TAP presentation
11:50-12:30	Lunch
12:30-1:00	Kelliher School District – TAP presentation
1:00-1:30	City of East Grand Forks – TAP presentation
1:30-2:00	ATP Managed Sub-Target
2:00	Adjourn

NW ATP Meeting

February 2, 2017
McIntosh Community Center

10:00 a.m.- 2:00 p.m.

For More Information Contact:
Darren Laesch
218-755-6554
Darren.laesch@state.mn.us

Mn/DOT District 2 ATP Meeting

January 5, 2017

McIntosh Community Center 10:00 AM

Tasa called meeting to order at 10:01 AM

Introductions: Tasa asked for introductions

Members Present:
Lou Tasa, Tim Erickson, Brian Ketring, Jed Nordin, alternate for Dave Olsonawski . Kent Ehrenstrom, Warren Strandell, and Jim Curran

Staff: Troy Schroeder, NWRDC, Darren Laesch, Donna Snobl Pence, Jairo Viafara, MPO, Naomi Carlson, HRDC

Guest: Laura Carlson, Mn/DOT

Approval of Minutes: Tasa asked for approval of the February 25, 2016 minutes. Strandell motioned, Erickson Second the motion. Motion approved unanimously.

STIP Guidance – Donna Snobl Pence discussed the FY 2018 to FY 2021 District funding allotment. Total funds for D2:
2018 $47,693,000
2019 $48,797,000
2020 $32,097,000
2021 $36,506,000
Local funding distribution. HSIP funding:
2018-19 $900,000
2020-$1,000,000
2021 $700,000
County and city STP funds for 2018-2021 ATIP.
2018 $3,500,000
2019 $3,700,000
2020 $3,800,000
2021 $3,800,000
Tasa discussed the state aid city projects and mentioned Crookston, Thief River Falls, and East Grand Forks are in good shape. Grant in Aid cities include Bemidji, East Grand Forks, Crookston, and Thief River Falls. The cities may have a hard time finding projects to spend out the city allotment. Tasa will speak with the city engineers to see if this will be an issue and if the money will need to be allocated to another project. The city STP funds range from $910,000 to $988,000.

Strandell asked how the county percentage is calculated. Tasa discussed funding is dependent on need and lane mileage.

MnDOT Capital Highway Investment Plan – Darren Laesch discussed the highlights from the District 2 10-Year Capital Highway Investment Plan (CHIP). Doing a lot of urban community projects over the next 4-years. District 2 will start to see an increase in federal funding in the 2023-24 construction years. The Oslo Bridge replacement has been pushed back to 2025. Strandell discussed the US Business 2 and USTH 2 crash study, committee discussed the crashes at the intersection, and options for engineering a safer crossing.

Local Program Status Update – Tasa mentioned the Blackduck and Red Lake Nation enhancement projects planned for 2016 construction were delayed. The Red Lake Nation non-motorized ped/bike trail-phase 1 will be constructed with the Mn/DOT TH 1 project in 2019.

Transportation Alternatives Program – Laesch discussed the programmed TAP projects. 9 letters of intent were submitted to the RDC's for review and consultation. Beltrami County and Waskish withdrew request. Laesch commented that ATP members will get the TAP applications in the mail for review before the February 2, 2017 meeting. Funds available in 2019, $130,000, $400,000 in 2020, $400,000 in 2021.

Off-System Bridge Program – Tasa discussed the off-system bridges, the county engineers have a selection criteria they follow and select the projects for funding at their annual conference. Criteria include: Local or minor collector, bridge length of > 20 feet, safety, carry vehicle traffic, local priority, regionally significance. The process works well, the state map of eligible off system bridges shows many of the bridges in the district have been replaced.

Rail Grade Crossing Safety Program – Laesch discussed the rail grade crossing safety improvement program. Funding is 100% federally funding. Laesch will contact Rick Vanwagner to discuss the concern of increased train speed along USTH 75 and MNTH 32. Safety improvement at crossings is a concern with the higher speed trains.

Other Business (None)

Ketring motion to adjourn, Strandell second, motion passed unanimously.

Minutes submitted by the NWRDC

TAP Applications Recieved

ATP	Organization	Title of Project	Summary	TAP Funds Requested	Status
2	Beltrami County	Bemidji High School/Elementary School Trail Project	Construction of a 2-mile, multi-use paved trail along Beltrami County State Aid Highway 7 from the City of Bemidji's Trail west to the Bemidji High School and continuing west to the new Gene Dillion Elementary School.	~~$480,000~~	Dropped
2	Kelliher School District	Kelliher School District Safe Routes to School Initiative	This project seeks to build a safe biking and walking infrastructure to support transporting students safely to and from school, to support physical activity, and to assist individuals with disabilities.	$334,834	
2	Waskish Township	Waskish Multi-Use Trail	Waskish is seeking funding to design and develop a segment of multi-use trail approximately 0.5 miles in length.	~~$40,000~~	Dropped
2	City of Clearbrook	Clearbrook Multi-Use Trail Project	The City of Clearbrook is proposing construction of a 2.3 mile, multi-use, paved trail, designated for pedestrian/non-motorized use.	$223,580	
2	City of Warren	Shared use path on Snake River Diversion	This project will provide a path from Hwy 1 east of Warren to Hwy 75 south of Warren via the Snake River diversion.	$299,000	
2	City of Ada	Safe Routes to School for Ada-Borup ISD	The City of Ada would like to create safe routes for students to use when going to and returning from school.	~~$150,000~~	Dropped
2	City of East Grand Forks, MN	Sidewalk Extensions on 20th Ave SE and 13th St SE	The City of East Grand Forks would like to build extensions to our Safe Routes to School Sidewalks along the south side of 13th St SE from 17th Ave SE to 20th Ave SE (on school property), including a small portion on the north side of 13th St SE from 19th Ave SE to 20 Ave SE; and then head north on the east side of 20th Ave SE to close a few missing gaps in the SRTS walking/biking maps.	$167,352	
2	City of Fosston	Veteran's Park/East Polk Heritage Center Walking Paths	To connect the Veteran's Memorial Park to the East Polk Heritage Center Grounds and the FIT walking trail with sidewalks.	$165,143	
2	Safe Kids Grand Forks	Safe Routes to School East Grand Forks	We are seeking funding to continue and expand our SRTS non-infrastructure programming at the K-8th grade schools in East Grand Forks as anticipated infrastructure projects increase the opportunities for students to walk and bicycle to school.	~~$37,500~~	Combined w/EGF Project
			TOTAL AMOUNT OF FEDERAL FUNDS REQUESTED	**$1,189,909**	
			FEDERAL TAP FUNDS AVAILABLE (2019-2021)	**$930,000**	

Individual Transportation Alternative Projects (TAP) Scoring Report for 2018-2021

(To be filled out by voting member)

Project	*Shared Use Path on Snake River Diversion*	*Veteran's Park/East Polk Heritage Center Walking Paths*	*Clearbrook Multi-Use Trail Project*	*Kelliher School Safe Routes to School Initiative*	*13th Street SE and 20th Ave SE Sidewalk Project with Safe Kids non-infrastructure programming*
Applicant	City of Warren	City of Fosston	City of Clearbrook	Kelliher School District	City of East Grand Forks
Sponsor	Marshall County	Polk County	Clearwater County	Beltrami County	City of East Grand Forks
Federal Funds Amount	$299,000	$165,143	$223,580	$334,834	$167,352
Eligible activities. (Y/N)	Y	Y	Y	Y	Y
Meets the NWATP TE policy. (Y/N)	Y	Y	Y	Y	Y
Individual Project Ranking					
1.) Impact of the Transportation System (0-10 points)					
2.) Part of a Larger Project Concept (0-10 points)					
3.) Planning Integration Quality (0-50)	//////////////////	//////////////////	//////////////////	//////////////////	//////////////////
3a. Right of Way (0-10 pts)					
3b. Environmental Document (0-10 pts)					
3c. Outline of Process (0-10 pts)					
3d. Impact to adjacent Properties (0-10 pts)					
3e. Alternatives (0-10 pts)					
4.) Financial Considerations (0-15 points)					
5.) Support Transportation Alternative Program Outcome Objectives (0-15 points) a) Identified in Statewide & regional Plans b) Support Safe Routes to School c) Serve a Transportation Purpose					
Totals (100 point max.)					

Transportation Alternative Program (TAP) Development

TAP is administered jointly between the MnDOT Central Office and ATP-2 as part of a competitive application process. Applicants interested in applying for TAP funds must first complete a Letter of Intent (LOI) to determine their eligibility and preparedness. ATP-2 will 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. ATP-2 is responsible for evaluating each of the applications they receive, and select from those the ones that they wish to recommend for funding. ATP-2 will honor the MPO prioritized list if more than one project is being considered within the MPO study area.

Projects are reviewed and prioritized by ATP-2 using federal, state and ATP guidelines. A more comprehensive explanation of project eligibility and qualifying criteria are included in the application packet. Projects are solicited annually from a broad range of potential applicants. If an applicant is not a State Aid City or County the applicant will need a State Aid city or county to be a sponsor on the project. A "Project Coordinator" is required for each project application. The project coordinator will be the primary contact person between ATP-2, Office of State Aid, and the sponsoring agency. This person will be responsible for ensuring the application guidelines are followed and all ATP and project development deadlines are met. The minimum project size must be at least $50,000 in federal funding. Generally, TAP funding is limited to the annual target amount for TAP in ATP 2 for any single project or a maximum of $750,000 for projects that could be linked. Geographic equity throughout ATP-2 will be promoted without compromising overall project quality. Projects that leverage funds from other sources, or can demonstrate a high level of confidence of a 20 percent match will be encouraged. ATP-2 will assess match requirements on a case-by-case basis as necessary. Less than 20 percent match with explicit ATP approval may be possible in cases where there are extenuating circumstances.

Applicants must specifically and directly address each criterion below on the application to qualify and receive points. Applicants will also be given an opportunity to present their project to the ATP. ATP-2 members will review and score each application based on the criterion set forth. Eligible projects will be prioritized based on the highest average score. ATP-2 will review the scoring results and make final project selection recommendations for inclusion in the ATIP.

Criteria #1: Impact on the Transportation System (0 – 10 Points)
Describe the impact of your project and its relationship to the existing transportation system.

Projects with anticipated high levels of use that demonstrate strong relationships and function with the transportation system would be awarded the most points. Higher scores will also be given to projects that can demonstrate substantial positive impacts on the transportation systems and its users including safety, economic development and aesthetic/environmental improvements.

Criteria #2: Part of a Larger Project Concept (0 – 10 Points)
Describe the relationship between the activities proposed in this project and any larger projects or conceptual comprehensive plan. Why is this project important to a larger project concept (if any) or comprehensive plan?

Multi-dimensional projects and projects that use enhancement funding as a part of a larger, unified or comprehensive project(s) have the potential to score better on this criteria than stand alone

projects. For example, an application for bicycle facility improvement that is the final link of a larger bike route system, or an application for an interpretive facility, which completes a larger complex, will be given higher weighting.

Criteria #3: Planning Integration/Quality (0 – 50 Points)
Outline the planning that has been undertaken in preparation prior to submitting the application. Include descriptions of the process and any integration of this project with other planning efforts. Outline your entire planning process and describe where you are currently in the process.

The intent of these criteria is not merely to have the project listed in a plan. Applicants having well thought out and well designed projects will receive higher scores. Projects showing a relationship to other activities, programs, or facilities will also score higher. Applicants should address the need for a) right of way, b) what environmental and project issues may be discussed in the Project Memo, c) the project timeline, d) what impacts there are to adjacent properties, e) and alternatives considered.

Criteria #4: Financial Considerations (0 – 15 Points)
Describe the amount of match, and the variety of non-federal funding sources that are, or will be, a part of this project. Describe the commitment of the local share.

Preference will be given to projects exhibiting a high degree of assurance the project will be delivered within a specific time frame. Part of this assurance is reflected in the guarantee and amount of local match. Applicants that do not obtain resolutions from appropriate entities sponsoring the project will not be accepted.

Criteria #5: Support Transportation Alternative Program Outcome Objectives (0 – 15 Points)
Describe how the proposed project meets these following TAP objectives:

a. Identified in Statewide and Regional Plans - Is the proposed project identified through statewide and regional planning processes and documents (e.g. MnSHIP, Statewide Bicycle Plan, MPO plans).
b. Support Safe Routes to School - Is the proposed projects approved as part of the SRTS program will count toward this goal; the MnDOT SRTS coordinator will need to sign off on projects looking to apply as SRTS projects.
c. Support Scenic Byways – Is the proposed project located on a scenic byway and approved by the local scenic byway organization.
d. Serve a Transportation Purpose – Does the project serve a transportation purpose (e.g. commuting, access to destinations) as their primary function rather than a recreational purpose.

2018-2021 ATP Managed Programmed Sub-Targets

	FY 2018	FY 2019	FY 2020	FY 2021
Transit	$0	$0	$0	$0
City (>5000)	$858,000	$858,000	$858,000	$0
County On-System	$2,442,000	$2,442,000	$2,442,000	$0
Available	$200,000	$400,000	$500,000	$3,800,000
Total	$3,500,000	$3,700,000	$3,800,000	$3,800,000

ATP Managed Subtargets as Originally Programmed from FY2015- FY2020

FY 2015	Target	Target (%)	Actual	Actual (%)
Transit	$300,000	6.4%	$296,000	5.5%
City (>5000)	$786,000	16.8%	$737,000	13.8%
County On-System	$3,592,000	76.8%	$4,322,000	80.7%
Total	$4,678,000	100%	$5,355,000	100%

Trunk Highway 76%, County On-System 16%, Off-System Bridge 4.5%, City 3.5%, Transit (Fixed) per ATP Policy

FY 2016	Target	Target (%)	Actual	Actual (%)
Transit	$300,000	6.4%	$440,000	8.7%
City (>5000)	$786,000	16.8%	$675,000	13.3%
County On-System	$3,592,000	76.8%	$3,954,000	78.0%
Total	$4,678,000	100%	$5,069,000	100%

Trunk Highway 76%, County On-System 16%, Off-System Bridge 4.5%, City 3.5%, Transit (Fixed) per ATP Policy

FY 2017	Target	Target (%)	Actual	Actual (%)
Transit	$184,000	8.0%	$196,800	8.9%
City (>5000)	$550,000	24.0%	$552,000	25.1%
County On-System	$1,566,000	68.0%	$1,450,600	66.0%
Total	$2,300,000	100%	$2,199,400	100%

Transit 8%, County On-System 68%, City 24% approved February 21, 2013 Meeting

FY 2018	Target	Target (%)	Actual	Actual (%)
Transit	$248,000	8.0%	$249,600	8.1%
City (>5000)	$744,000	24.0%	$735,000	23.7%
County On-System	$2,108,000	68.0%	$2,115,000	68.2%
Total	$3,100,000	100%	$3,099,600	100%

Transit 8%, County On-System 68%, City 24% approved February 13, 2014 Meeting

FY 2019	Target	Target (%)	Actual	Actual (%)
Transit	$248,000	8.0%	$273,000	8.3%
City (>5000)	$744,000	24.0%	$792,000	23.9%
County On-System	$2,108,000	68.0%	$2,244,000	67.8%
Total	$3,100,000	100%	$3,309,000	100%

Transit 8%, County On-System 68%, City 24% approved February 19, 2015 Meeting

FY 2020	Target	Target (%)	Actual	Actual (%)
Transit	$264,000	8.0%	$0	0.0%
City (>5000)	$792,000	24.0%	$858,000	26.0%
County On-System	$2,244,000	68.0%	$2,442,000	74.0%
Total	$3,300,000	100%	$3,300,000	100%

Transit 8%, County On-System 68%, City 24% approved December 10, 2015 Meeting

FAST ACT - SURFACE TRANSPORTATION BLOCK GRANT PROGRAM
Suballocation

A percentage of a State's STBG apportionment (after set-asides for Transportation Alternatives) is to be obligated in the following areas in proportion to their relative shares of the State's population:

•Urbanized areas with population greater than 200,000 â€" This portion is to be divided among those areas based on their relative share of population, unless the Secretary approves a joint request from the State and relevant MPO(s) to use other factors.
•Areas with population greater than 5,000 but no more than 200,000—The State is to identify projects in these areas for funding, in consultation with regional planning organizations, if any.
•Areas with population of 5,000 or less. [23 U.S.C. 133(d)]

The percentage to be suballocated grows over the period of the FAST Act (51% in FY 2016; 52% in FY 2017; 53% in FY 2018; 54% in FY 2019; 55% in FY 2020). The remainder net of suballocated amounts may be used in any area of the State. [23 U.S.C. 133(d)(6)]

MnDOT Office of Transportation System Management encourages the ATPs to distribute the ATP Managed Funds in proportion to their relative shares of the Region's population. Based on 2015 population data there are 165,155 people living ATP-2. The population within the 4 State Aid cities (Bemidji, Crookston, East Grand Forks or Thief River Falls) represents 23% of that total. It should be noted that County led projects within State Aid Cities would also be categorized as Small Urban.

	Population	Percentage
County - Rural	126,659	76.7%
Cities - Small Urban	38,496	23.3%
Total	165,155	100.0%

The State Aid office annually prepares distribution books that document construction needs and State Aid allocation for each county and city. The total need for the two systems is $1.55 Billion (91% County; 9% City). The total State Aid Allocation is $53.4 Million (95% County; 5% City).

	Restricted Needs	Percentage	Total State Aid Allocation	Percentage
County - Rural[1]	$1,414,110,877	91.0%	$50,792,609	95.1%
Cities - Small Urban[2]	$140,129,694	9.0%	$2,624,673	4.9%
Total	1,554,240,571	100.0%	$53,417,282	100.0%

1. Restricted 25 Year Construction Need Jan. 2016 CSAH Distribution
2. Restricted Needs for Jan. 2016 MSAS Distribution

Based on FAST Act guidance to distribute 55% of the funding based on the proportion of population and assuming the remaining 45% of the funding is based on the needs assessment would result in an 83% County/17% City split.

	Percentage
County - Rural	83%
Cities - Small Urban	17%