



**Minnesota Department of Transportation**

**State Aid for Local Transportation**

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November 9, 2011

TO: *Municipal Engineers*

FROM: *Marshall Johnston  
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SUBJECT: *Maintenance Requests, Interest on Bonds*

**2012 MSAS MAINTENANCE ALLOCATION:**

*A Municipality must submit a written request to me on or before December 15, 2011 if a change is to be made to the amount or percentage that the city receives for its 2012 maintenance allocation. **A written request is only necessary if the city desires to change the request on file for future allocations or would like to increase the amount to be greater than \$1500 (the minimum) an improved mile.** The 2011 maintenance amounts are attached.*

*A city may submit a written request (a council resolution is not required for additional maintenance) to cover future maintenance allocations by specifying that a fixed amount or percentage be used to allocate the city's maintenance until further notice from the city. The MSAS Needs Unit will keep the City's request on file for future allocations. Modifications to the request may be made prior to December 15 preceding the apportionment.*

*The following wording may be used to cover future maintenance allotments:*

*The city of \_\_\_\_\_ hereby notifies the Commissioner of Transportation that all future maintenance allotments are to be calculated at \_\_\_\_\_ percent of the total allotment (**plus bond interest / including bond interest** – choose one if applicable) or an amount of \_\_\_\_\_ (**plus bond interest / including bond interest** – choose one if applicable) until the City notifies the Department otherwise.*

*The State Aid Rules (Chapter 8820.1400 Subp. 3) allows cities to receive up to 25% of the total allotment for maintenance without submitting an Annual Maintenance Expenditure Report. Requests for amounts greater than 25% and*

less than or equal to 35% require that an Annual Maintenance Expenditure Report be completed after the 2012 maintenance year. Requests for fixed amounts can be made within these percentages.

Cities that requested and received more than 25% not including bond interest from the 2011 apportionment must submit a report at the end of the 2011 maintenance year. An Annual Maintenance Expenditure Report or similar form can be used to show maintenance expenditures. The Expenditure Report is available at [www.dot.state.mn.us/stateaid/manual/sam07/chapter2/2-10.html](http://www.dot.state.mn.us/stateaid/manual/sam07/chapter2/2-10.html) If the documented expenditures do not cover the amount received, maintenance monies will be transferred back into the city's construction account. A detailed expenditure report is not required for a general maintenance allocation of 25% or less, or an amount in excess of 25% for the interest due on the State Aid bond.

### **MUNICIPAL INTEREST PAYMENTS ON BOND ISSUES**

Minnesota Statutes 162.18 Bonds, Municipal Subdivision 1, states in part "All interest on the obligations shall be paid out of the municipality's normal maintenance account in the municipal state aid street fund."

To satisfy the requirements of the statutes and Rules the following guidelines will be used in determining the amount for maintenance.

### **CITIES THAT DO NOT SUBMIT A REQUEST**

Cities that do not submit a request before December 16 or do not have a request on file to cover future maintenance allotments will be adjusted by allowing \$1500 for an improved mile as the minimum allocation for general maintenance and on this amount we will add bond interest payments due.

### **CITIES THAT DO SUBMIT A REQUEST**

Cities that submit a written request before December 16 or have a request on file to cover future maintenance allotments will be able to receive up to 25% of the total allotment plus bond interest without filing an expenditure report. Requests greater than 25% up to 35% require filing an expenditure report at the end of the maintenance year.

### **CITIES COVERING BOND INTEREST WITH LOCAL FUNDS**

SALT requests that a city notify this office in writing by December 15, 2011 and submit a Council Resolution by January 1, 2012 if the present and past interest due will be covered by funds other than State Aid funds.

## 2011 MAINTENANCE REQUESTS

*may or may not include bond interest*

	Year of most recent Maintenance Request	\$1500 per improved mile	25% of Total Allocation	35% of Total Allocation	Other \$ Amount or %
Albert Lea	1993		X		
Albertville	None	X			
Alexandria	1996		X		
Andover	2011		X		
Anoka	1994		X		
Apple Valley	None	X			
Arden Hills	1995		X		
Austin	2002				\$1,500/ Mile + \$50,000
Baxter	None	X			
Belle Plaine	None	X			
Bemidji	1993		X		
Big Lake	2003		X		
Blaine	1993		X		
Bloomington	1994			X	
Brainerd	2004	X			
Brooklyn Center	1995				The lesser of: \$90,000 plus bond interest or 35%
Brooklyn Park	1993		X		
Buffalo	2003		X		
Burnsville	1994		X		
Cambridge	1998				\$25,000 plus bond interest
Champlin	1996		X		
Chanassen	2005				\$100,000
Chaska	1998		X		
Chisholm	1993		X		
Cloquet	1993			X	
Columbia Heights	2005		X		
Coon Rapids	None	X			
Corcoran	2002			X	
Cottage Grove	2006	X			
Crookston	2004		X		
Crystal	2009		X		
Delano	2010		X		
Detroit Lakes	2004		X		
Duluth	1996				30%
Eagan	None	X			
East Bethel	1998		X		
East Grand Forks	1993		X		
Eden Prairie	1999	X			
Edina	1993		X		
Elk River	2011		X		
Fairmont	None	X			

## 2011 MAINTENANCE REQUESTS

*may or may not include bond interest*

	Year of most recent Maintenance Request	\$1500 per improved mile	25% of Total Allocation	35% of Total Allocation	Other \$ Amount or %
Falcon Heights	1995			X	
Faribault	1993		X		
Farmington	1998		X		
Fergus Falls	1993		X		
Forest Lake	1998		X		
Fridley	2011			X	
Glencoe	2003		X		
Golden Valley	1993		X		
Grand Rapids	1993		X		
Ham Lake	None	X			
Hastings	2011			X	
Hermantown	2003				\$65,000
Hibbing	1995		X		
Hopkins	2000		X		
Hugo	1995		X		
Hutchinson	None	X			
International Falls	None	X			
Inver Grove Heights	1993		X		
Isanti	2007		X		
Jordan	2007		X		
Kasson	None	X			
Lake City	2003		X		
Lake Elmo	2008		X		
Lakeville	2009				35% including bond interest
Lino Lakes	1993		X		
Litchfield	2003			X	
Little Canada	1994		X		
Little Falls	None	X			
Mahtomedi	2009		X		
Mankato	1994		X		
Maple Grove	1995		X		
Maplewood	2008				15% plus bond interest
Marshall	None	X			
Mendota Heights	1994		X		
Minneapolis	1993			X	
Minnetonka	None	X			
Minnetrissa	2011		X		
Montevideo	None	X			
Monticello	1993		X		
Moorhead	2011				24%
Morris	1996		X		
Mound	1993		X		
Mounds View	1990		X		
New Brighton	1994		X		
New Hope	2002		X		

## 2011 MAINTENANCE REQUESTS

*may or may not include bond interest*

	Year of most recent Maintenance Request	\$1500 per improved mile	25% of Total Allocation	35% of Total Allocation	Other \$ Amount or %
New Prague	2006		X		
New Ulm	None	X			
North Branch	1996		X		
North Mankato	2005				\$38,000 plus bond interest
North St. Paul	1993		X		
Northfield	1993		X		
Oak Grove	2004		X		
Oakdale	1993		X		
Orono	1994		X		
Otsego	1994		X		
Owatonna	None	X			
Plymouth	2003		X		
Prior Lake	2007			X	
Ramsey	2011			X	
Red Wing	1994			X	
Redwood Falls	1997		X		
Richfield	1993		X		
Robbinsdale	None	X			
Rochester	2000				10%
Rogers	2008		X		
Rosemount	None	X			
Roseville	1994		X		
St. Anthony	1993		X		
St. Cloud	2003		X		
St. Francis	2003		X		
St. Joseph	2001	X			
St. Louis Park	1997			X	
St Michael	1997		X		
St. Paul	2004			X	
St. Paul Park	1998		X		
St. Peter	None	X			
Sartell	2001	X			
Sauk Rapids	None	X			
Savage	1997	X			
Shakopee	2010			X	
Shoreview	2010				20%
Shorewood	1993		X		
South St. Paul	1993		X		
Spring Lake Park	1993		X		
Stewartville	1998		X		
Stillwater	1995		X		
Thief River Falls	2009		X		
Vadnais Heights	2011			X	
Victoria	2006		X		
Virginia	1996		X		
Waconia	None	X			

## 2011 MAINTENANCE REQUESTS

*may or may not include bond interest*

	Year of most recent Maintenance Request	\$1500 per improved mile	25% of Total Allocation	35% of Total Allocation	Other \$ Amount or %
Waite Park	None	X			
Waseca	1999		X		
West St. Paul	2011		X		
White Bear Lake	1993		X		
Willmar	1993		X		
Winona	1993		X		
Woodbury	2003		X		
Worthington	2004				The lesser of: \$60,000 or 20%
Wyoming	None	X			
Zimmerman	None	X			
<b>TOTAL</b>		<b>31</b>	<b>83</b>	<b>15</b>	<b>13</b>