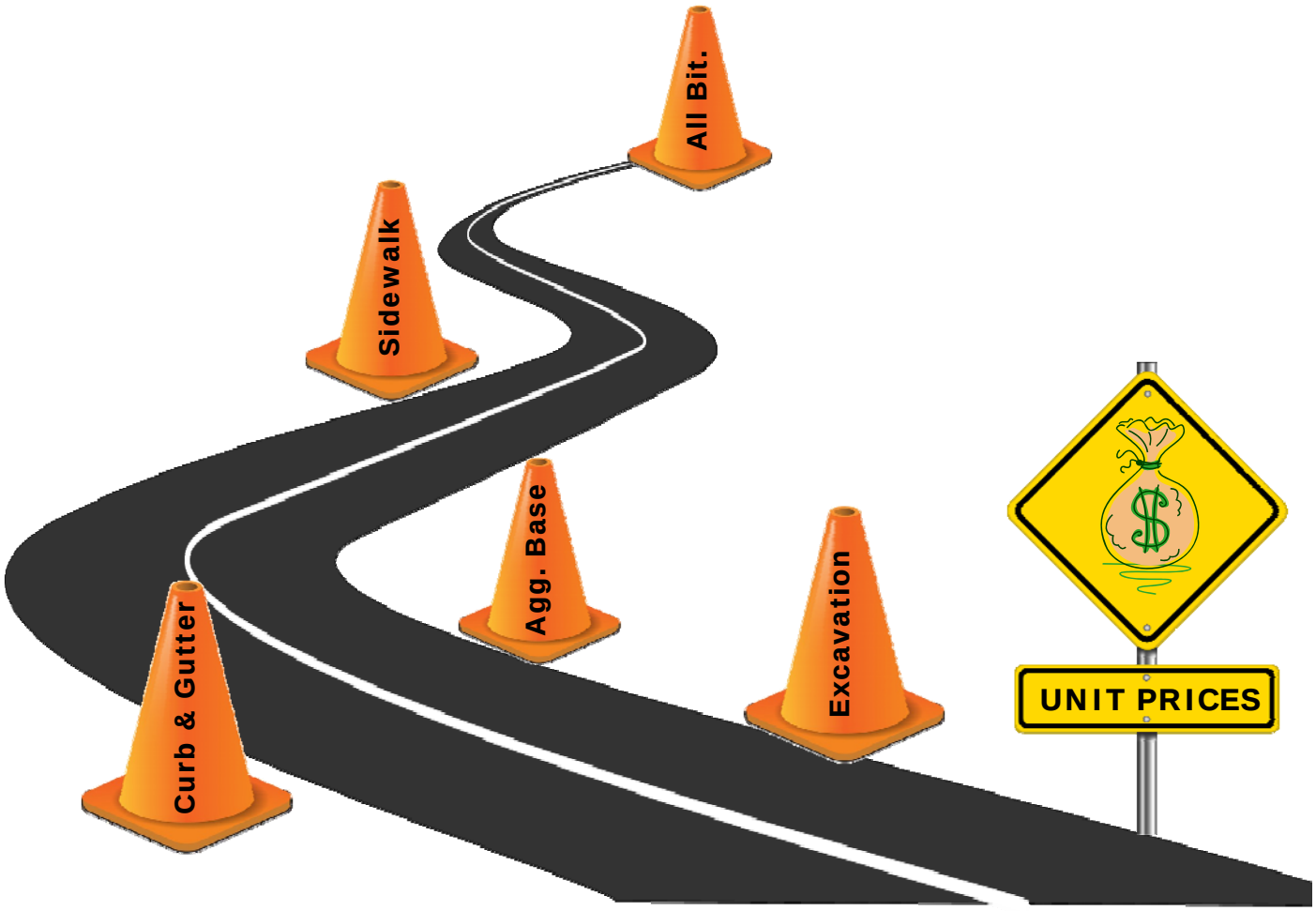
2014
Municipal Screening Board Data



June 2014

The State Aid Program Mission Study

Mission Statement:

The purpose of the state-aid program is to provide resources, from the Highway Users Tax Distribution Fund, to assist local governments with the construction and maintenance of community-interest highways and streets on the state-aid system.

Program Goals:

The goals of the state-aid program are to provide users of secondary highways and streets with:

- Safe highways and streets;
- Adequate mobility and structural capacity on highways and streets; and
- An integrated transportation network.

Key Program Concepts:

Highways and streets of community interest are those highways and streets that function as an integrated network and provide more than only local access. Secondary highways and streets are those routes of community interest that are not on the Trunk Highway system.

A community interest highway or street may be selected for the state-aid system if it:

A. Is projected to carry a relatively heavier traffic volume or is functionally classified as collector or arterial

B. Connects towns, communities, shipping points, and markets within a county or in adjacent counties; provides access to rural churches, schools, community meeting halls, industrial areas, state institutions, and recreational areas; serves as a principal rural mail route and school bus route; or connects the points of major traffic interest, parks, parkways, or recreational areas within an urban municipality.

C. Provides an integrated and coordinated highway and street system affording, within practical limits, a state-aid highway network consistent with projected traffic demands.

The function of a road may change over time requiring periodic revisions to the state-aid highway and street network.

State-aid funds are the funds collected by the state according to the constitution and law, distributed from the Highway Users Tax Distribution Fund, apportioned among the counties and cities, and used by the counties and cities for aid in the construction, improvement and maintenance of county state-aid highways and municipal state-aid streets.

The *Needs* component of the distribution formula estimates the relative cost to build county highways or build and maintain city streets designated as state-aid routes.

2014 MUNICIPAL SCREENING BOARD DATA

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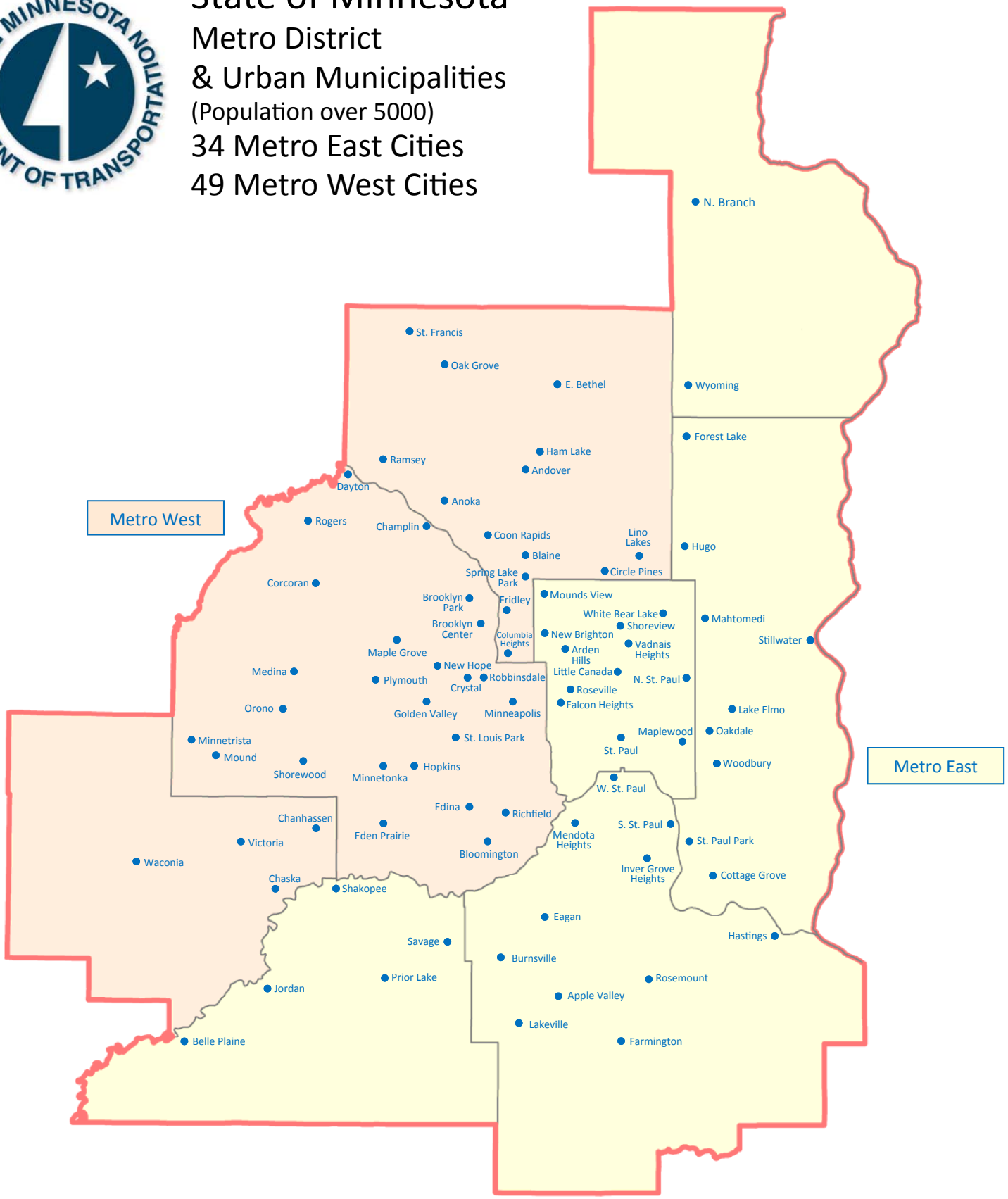
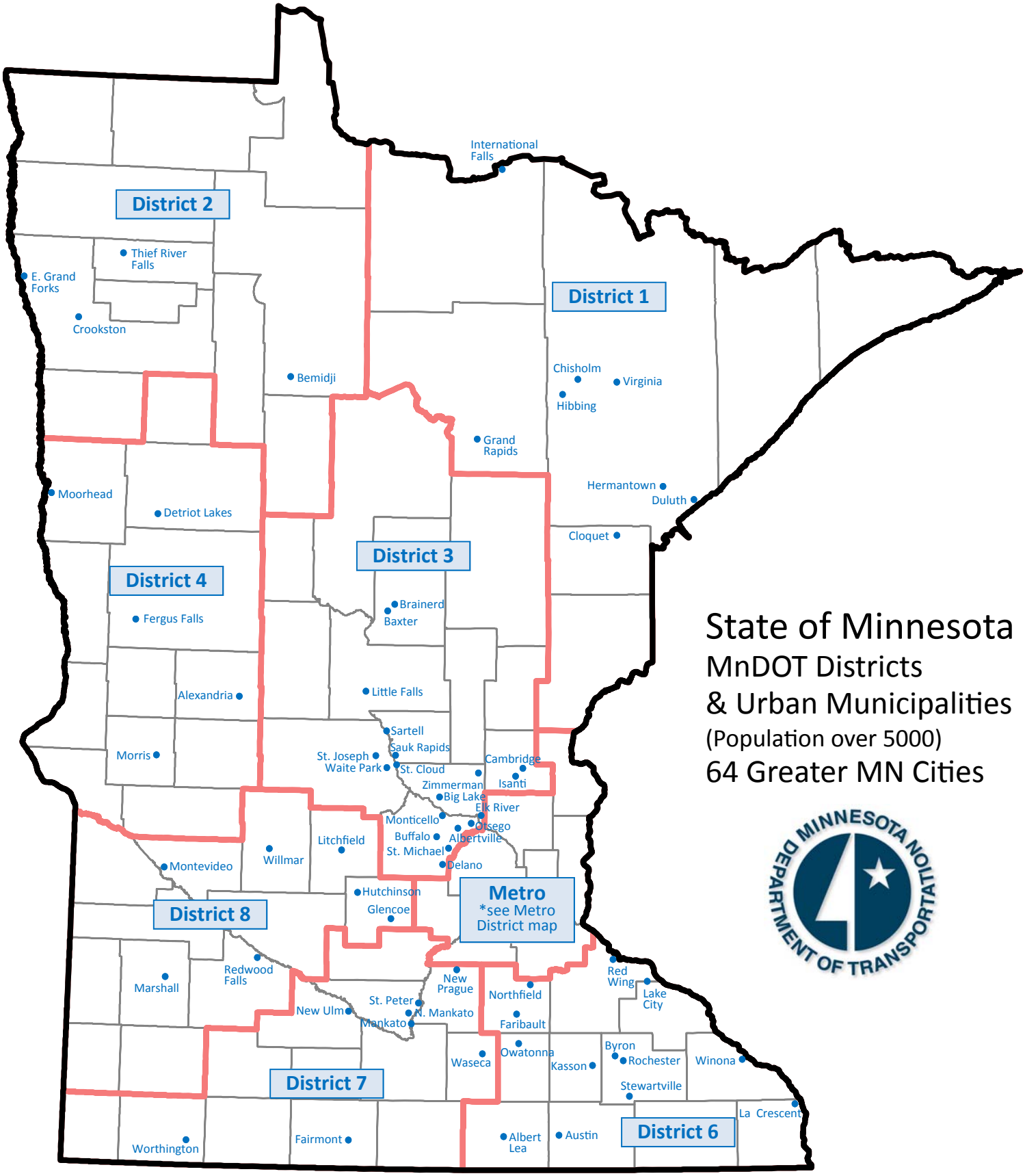
State of Minnesota
Metro District
& Urban Municipalities
(Population over 5000)

34 Metro East Cities

49 Metro West Cities





State of Minnesota
MnDOT Districts & Urban Municipalities
(Population over 5000)

64 Greater MN Cities

2014 MUNICIPAL SCREENING BOARD

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OFFICERS

Chair	Steve Bot	St. Michael	(763) 497-2041
Vice Chair	Klayton Eckles	Woodbury	(952) 912-2600
Secretary	Jeff Johnson	Mankato	(507) 387-8640

MEMBERS

District	Years Served	Representative	City	Phone
1	2014-2016	Jesse Story	Hibbing	(218) 262-3486
2	2014-2017	Rich Clauson	Crookston	(218) 281-6522
3	2012-2014	Brad DeWolf	Buffalo	(320) 231-3956
4	2013-2015	Jon Pratt	Detroit Lakes	(218) 847-5607
Metro-West	2013-2015	Rod Rue	Eden Prairie	(952) 949-8314
6	2013-2015	Steven Lang	Austin	(507) 437-9949
7	2014-2016	Jeff Johnson	Mankato	(507) 387-8640
8	2012-2014	John Rodeberg	Glencoe	(952) 912-2600
Metro-East	2014-2016	Klayton Eckles	Woodbury	(952) 912-2600
Cities	Permanent	Cindy Voigt	Duluth	(218) 730-5200
of the	Permanent	Don Elwood	Minneapolis	(612) 673-3622
First	Permanent	Richard Freese	Rochester	(507) 328-2426
Class	Permanent	Paul Kurtz	Saint Paul	(651) 266-6203

ALTERNATES

District	Year Beginning		City	Phone
1	2017	Julie Kennedy	Grand Rapids	(218) 326-7625
2	2018	VACANT		
3	2015	Justin Femrite	Elk River	(763) 635-1051
4	2016	Jeff Kuhn	Morris	(320) 762-8149
Metro-West	2016	Steve Lillehaug	Brooklyn Center	(763) 569-3300
6	2016	Jay Owens	Red Wing	(651) 385-3625
7	2017	Mark DuChene	Waseca	(507) 835-9716
8	2015	Sean Christiansen	Willmar	???
Metro-East	2017	Michael Thompson	Maplewood	(651) 249-2403

17-Apr-14

2014 SUBCOMMITTEES

The Screening Board Chair appoints one city Engineer, who has served on the Screening Board, to serve a three year term on the Needs Study Subcommittee.

The past Chair of the Screening Board is appointed to serve a three year term on the Unencumbered Construction Fund Subcommittee.

NEEDS STUDY SUBCOMMITTEE	UNENCUMBERED CONSTRUCTION FUNDS SUBCOMMITTEE
Steve Bot, Chair St. Michael (763) 497-2041 Expires after 2014	Jeff Hulsether, Chair Brainerd (218) 828-2309 Expires after 2014
Tim Schoonhoven Alexandria (320) 762-8149 Expires after 2015	Jean Keely Blaine (763) 784-6700 Expires after 2015
Mark Graham Vadnais Heights (651) 204-6050 Expires after 2016	Kent Exner Hutchinson (320) 234-4212 Expires after 2016

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Municipal Screening Board
Meeting Minutes
October 22-23, 2013
Ruttger's Resort, Deerwood, Minnesota.

Tuesday Session, October 22, 2013

I. The 2013 Fall Municipal Screening Board was called to order at 1:05 p.m.

a. CEAM Acting Chair Steve Bot introduced the head table consisting of Julie Skallman, MnDOT - State Aid Engineer, Marshall Johnston, MnDOT - Manager, Municipal State Aid Needs Unit, Mel Odens, Assistant State Engineer, Klayton Eckles, Woodbury- Secretary Municipal Screening Board, Jeff Hulsether, Chair, Unencumbered Construction Funds Subcommittee and Jean Keely, Past Chair, Municipal Screening Board.

II. Roll Call by Secretary Eckles for members present:

a. Municipal Screen Board Representatives:

PRESENT:

(District 1)	David Salo, Hermantown
(District 2)	David Kildahl, Thief River Falls
(District 3	Justin Femrite
(Metro-West)	Rod Rue, Eden Prairie
(District 6)	Steven Lang, Austin
(District 7)	Troy Nemmers, Fairmont
(District 8)	John Rodeberg, Glencoe
(Metro-East)	Mark Graham, Vadnais Heights
Duluth	Cindy Voigt
Minneapolis	Don Elwood
St. Paul	Paul Kurtz

ABSENT:

District 4	Jon Pratt, Detroit Lakes
Rochester	Richard Freese

RECOGNIZED SCREENING BOARD ALTERNATES:

District 1	Jesse Story, Hibbing
District 7	Jeff Johnson, Mankato
Metro East	Klayton Eckles, Woodbury

MnDOT PERSONNEL:

Mel Odens	Assistant State Engineer
Rick Kjonaas	State Aid Special Projects Engineer
Walter Leu	District 1 State Aid Engineer

Lou Tasa	District 2 State Aid Engineer
Kelvin Howieson	District 3 State Aid Engineer
Merle Earley	District 4 State Aid Engineer
Fausto Cabral	District 6 State Aid Engineer
Gordy Regenscheid	District 7 State Aid Engineer
Todd Broadwell	Acting District 8 State Aid Engineer
Ted Schoenecker	Metro State Aid Engineer
Julie Dresel	Assistant Metro State Aid Engineer
Julee Puffer	Assistant Manager, MSAS Needs Unit

RECOGNIZED OTHERS IN ATTENDANCE:
Lee Gustafson, Minnetonka, Chair NSTF
Dave Sonnenberg, Chair, CEAM Legislative Committee
Larry Veek, Minneapolis
Mike Van Beusekom, St. Paul
Russ Matthys, Chair, Needs Study Subcommittee
Shane Waterman, Marshall Johnston

I. Review of the '2013 Municipal State Aid Street Needs Report' booklet
   a. Motion to approve May MSB minutes Pages 7-17 was made by Graham and seconded by Rodeberg. Approved 11-0

II. Marshall Johnston reviewed the rest of the booklet:
   a. He presented an introductory information in the booklet Pages 1-17

   b. Total Allocation for cities that fell below 5,000 in the 2010 census Page 18

      5 cities fell below the allocation population level of 5,000. These will still get allocation until 2015 or when they get back to 5000, three have climbed back to 5,000.

   c. Tentative 2013 Population Apportionment Pages 19-26

      Shows the estimated apportionments, but they are subject to final adjustments.

   d. Mileage, Needs and Apportionment Pages 27-29

   e. Tentative 2013 Construction Needs Apportionment are shown on Pages 30-39

      The proposal for construction needs apportionment is that cities will use the same allocation as 2013 except a minor adjustment is proposed because there were 5 cities that got double allocation in 2013 because of legislative action to back pay those that dropped below 5,000 population. $13.27 is the allocation per $1000 of need.

f. Recommendation to the Commissioner Pages 40-42

These would be the apportionment to each city subject to minor adjustments.

g. Other Topics

i. City of St. Paul is requesting a System Revision Request (Page 45)

This item is regarding one way pairs – St. Paul would not gain any additional mileage, but would provide opportunity to re-designate existing mileage.

ii. There are currently 5 cities that have completed a Certification of MSAS system as “Complete”. Several cities have been turned down in their requests, as some work was still required to complete the system (Pages 46-48).

There may be some changes needed in the computation because of advances. Unencumbered Construction Funds Subcommittee may need to look at this.

Salo: This entire concept may no longer be valid under the new continuous needs calculation approach.

Johnston: This would require a change in the State Aid rules.

Gustafson: The intent of TF is not to deem all segments as inadequate:

Kurtz: If a city has been deemed “complete” is there a reporting mechanism on how that city is spending the population portion of their allocation?

Johnston: Yes, but we’ve always assumed cities spend the construction portion first.

Salo: The need for a reporting system no longer exists regarding completeness in the new continuous needs computation.

Bot: This item ought to be sent to committee.

Skallman: This could potentially be completely eliminated if it doesn’t make sense under the new program.

iii. Advance Guidelines are shown on Pages 49-50

Currently the state is in code green, so all advance requests would be approved.

iv. History of the Administrative and Research Accounts Page 51

A resolution would be required to put ½% into the research account.

v. Transportation Revolving Loan Fund is shown on Page 52

The screening board has never voted to move any money into this account.

vi. County Highway Turnback Policy Pages 53-54

vii. Current Resolutions of the Municipal Screening Board Pages 55-63

III. Other Discussion Items

a. NSTF (Needs Study Task Force) update – Lee Gustafson

Gustafson reviewed the recommended changes to the MSA Needs Calculations. He pointed out how the 2008 Gas Tax Legislation affected all cities in the MSA Program.

The NSTF looked at a comparison of the five year average construction apportionment for each city verses the 2014 appointment using the new methodology.

Gustafson presented a packet with the list of recommended changes developed by the NSTF. Recommendation is all changes be adopted and put in place for 2015.

Voigt: Why does exhibit 2 need to be included, since it is not really part of funding calculations?

Gustafson: This is just for illustration purposes to help describe the intent of the new method, but the direction is that roads be constructed as per MnDOT design methods.

Salo: Approving things as presented will help the screening board of the future, should it decide to change things, at least a basis for how the numbers were based is included for background.

Gustafson: Yes, it is like a memory book item.

Salo: Thanks to Lee Gustafson and Marshall Johnston for all their hard work on NSTF.

Femrite: How would 7 year cap work in regards to an annexation, consolidation or turnback or other special situation?

Gustafson: The 7 year phase in is for the transition period. An annexation would be a special case to be addressed by a future screening board perhaps on a case by case basis.

Salo: Should we add some language to phase-in language include a clause to allow for annual review by the Screening Board for special situations; then it might be part of the annual report.

Rue: What actually changed to reduce the total winners and losers when compared to earlier analysis?

Gustafson: Early comparisons were based on 2011 numbers, but we didn't have complete data, or the new software. Both have since been addressed.

Johnston: Also the increase to the total dollars available in 2014 improves the situation along with most cities updating their needs.

Voigt: Clarification on definition of signals – How do we count signals? Are the rules clear so we don't double count?

Johnston: There is a need to develop a strategy for inputting traffic signals. But this is one of the only input items and training will need to be provided.

Gustafson: Intent of this program is for traffic signals only not pedestrian flashers – perhaps there are some very special cases.

Bot: the motions to be considered tomorrow include:

i. NSTF recommendations for new Needs methodology

ii. Phase in of the NSTF recommendations

iii. One-time adjustment for the City of Duluth

iv. Revisions to the MSB resolutions to incorporate new Needs methodology

b. Legislative Update - Dave Sonnenberg presented an update. Major items include:

- The street improvement district is back on for debate.
- Most all financing options for locals would rely on bonding, but bonding is tapped out unless more resources are approved.
- Climate for new roadway funding resources is poor because of election year.
- Request for small cities to be able to use county allocations.

c. Kjonaas: The transportation alliance also has a big agenda. State Aid is looking at a number of efficiency items.

One stop over weight tracking and stormwater permit streamlining are two items that hold promise.

Other items:

- Expand the use of available money for bridges and bridge approaches for cities under 5000.
- 501 Fund Swaps. Could be designed to complete "Expenditure Adjustments" of federal dollars to make them more flexible.
- Jurisdictional study to make sure we have the "right roads" – A turn back program to ultimately eliminate township roads.
- Transportation revolving loan fund has never seen any money put toward it, what should we do with this program?

d. State Aid report – Julie Skallman, Mel Odens and others
Odens: District meetings went very well. The spec. book is being finalized. New SALT web site is now active.

Kjonaas: Frac sand mining discussions are taking place across the State.

IV. Voigt entered a motion to adjourn until 8:30 Wednesday morning. Nemmers seconded the motion. Meeting adjourned.

WEDNESDAY MORNING SESSION 10-23-2013

I. Meeting re-convened at 8:30 a.m. by Steve Bot. Action items were taken on past days discussion:

a. Salo made a motion to approve the unadjusted construction needs. Nemmers seconded the motion. Motion approved 11-0.

b. Kildahl made a motion seconded by Graham for MSA funds to be put aside in the amount of $746,853 or not to exceed ½% of total 2014 appointment toward research. Motion approved 11-0.

c. Graham made a motion seconded by Salo for the UCFS to look at how to address "Certified Complete" cities –under the new continuous needs system, and determine if any statutes need changing. For Motion approved 11-0.

d. Rodeberg made a motion seconded by Rue to have 3 current members on Unencumbered Construction Fund Subcommittee to extend from a three year term to a four year term. Motion approved, 11-0.

e. Voigt made a motion seconded by Femrite that it is not the intent of either the Session Law or the resolution passed by the Municipal Screening Board last spring to give the 5 cities that fell below 5,000 population a double allocation in 2014. Motion approved 11 – 0.

f. Regarding the NSTF recommend changes. Rodeberg made a motion seconded by Nemmers to approve changes in MSAS Needs calculations as recommended in the October 4, 2013 memo to the MSB by the Needs Study Task Force. Voigt recommended exhibit 2 & 3 be excluded from the recommended changes. Vote called. 10 – 1 (Duluth opposed)

g. Bot: Another item of concern was the phase in.

Salo: The taskforce didn't examine all possible scenarios for what might happen as we go forward. An option would be a subcommittee look at phase-in and watch how it operates and make changes.

Salo made a motion seconded by Graham that phase-in should be reviewed annually by the Municipal Screening Board and if unusual issues come to MSAS Staff they can be sent to the UCFS to provide input to the MSB. Motion approved, 11 – 0.

h. Femrite made the motion seconded by Voigt directing the Unencumbered Construction Funds Subcommittee to revise the Municipal Screening Board resolutions to reflect the new method of computing Needs, as outlined in the

October 4, 2013 Needs Study Task Force memo to the MSB, for consideration and approval at the Spring 2014 MSB meeting. Motion approved 11 – 0.

i. Bot: an unresolved item pertains to the Duluth request for a one-time adjustment.

Kildahl: Why would we take action to not do anything. Hasn't this already been addressed?

Bot: Yes, we did approve the changes discussed in the memo –however we may wish to clarify this issue, as this could be misinterpreted.

Graham made a motion seconded by Rue to approve the recommendation of the Needs Study Task Force, as outlined in their October 4, 2013 memo to the MSB, that there be no one-time adjustment for the City of Duluth relating to implementation of the new Needs calculations. Motion approved 10-1 (Duluth opposed).

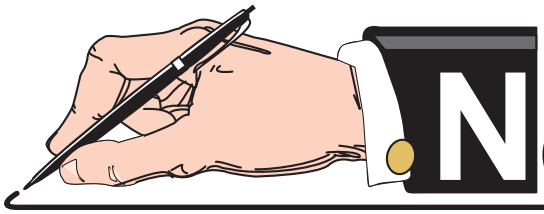
II. Steve Bot thanked NSTF for many long hours of efforts. Special thanks to Lee Gustafson and Marshall Johnston.
   a. Russ Matthys, Chair of the Needs Study Subcommittee
   b. Jeff Hulsether, Chair of the Unencumbered Construction Funds Subcommittee and Past Chair of the Municipal Screening Board
   c. Jean Keely and Kent Exner, Past Chairs MSB
   d. Screening Board members. This is the last meeting for David Salo, District 1,Troy Nemmers, District 7, Mark Graham, Metro East
   e. Also gratitude for Rick Kjonaas and all his long list of accomplishments while serving 13 years in State Aid

III. Other
   a. Spring Screening Board meeting will be Tuesday and Wednesday, May 20th and 21st, 2014 at Chase on the Lake in Walker, MN
   b. Combined meeting of County and City Executive Committees and Screening Board Representatives will convene at 10:00 AM.

IV. Rodeberg motioned to adjourn meeting seconded by Nemmers. Approved 11 – 0. Meeting adjourned at 9:15 a.m.

Respectfully Submitted:

Klayton Eckles



NOTES and COMMENTS

UNIT PRICES

EXCAVATION

NEEDS YEAR	NO. OF CITIES	QUANTITY	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5 YEAR AVERAGE CONTRACT PRICE
1989	70	1,406,108	$3,024,233	$2.15	$3.00	-
1990	65	1,263,652	2,733,063	2.16	3.00	-
1991	67	1,260,768	3,303,493	2.62	3.00	-
1992	70	1,243,656	3,764,622	3.03	3.00	-
1993	64	1,105,710	2,994,010	2.71	3.00	-
1994	65	1,484,328	4,965,339	3.35	3.00	-
1995	59	1,317,807	3,419,869	2.60	3.00	$2.52
1996	68	1,691,036	4,272,539	2.53	3.00	2.53
1998	60	919,379	3,273,588	3.56	3.00	2.77
1999					3.20	2.86
2000	56	1,157,353	3,490,120	3.02	3.30	2.84
2001					3.30	2.95
2002	50	893,338	3,275,650	3.67	3.40	2.99
2003					3.67	
2004	56	1,018,912	4,523,089	4.44	3.80	3.41
2005					4.00	3.34
						3.68
						4.08

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2005 NEEDS STUDY IS $4.25 PER CU. YD.

Note: There was no Unit Price Study in years 1997,1999, 2001, 2003 and 2005. Therefore, we used the total of the past five year's costs divided by the total of the past five year's quantities for the 5-Year Average.

AND GRAPHS

UNIT PRICE STUDY

An annual unit price study was conducted until 1997. In 1996, the Municipal Screening Board made a motion to conduct the Unit Price study every two years, with the ability to adjust significant unit price changes on a yearly basis. There were no changes in the unit prices in 1997. In 1999 and 2001, a construction cost index was applied to the 1998 and 2000 contract prices. In 2003, the Screening Board directed the Needs Study Subcommittee to use the percent of increase in the annual National Engineering News Record Construction Cost Index to recommend Unit Costs to the Screening Board.

In 2007, the Municipal Screening Board made a motion to conduct the Unit Price study every three years with the option to request a Unit Price study on individual items in "off years".

These prices are applied against the quantities in the Needs Study computation program to compute the 2015 construction (money) needs apportionment.

The average State Aid bridge costs from 2013 are used to determine the unit price.

MN/DOT's hydraulic office furnished a recommendation of costs for storm sewer construction and adjustment based on 2013 construction costs.

The Engineering Construction Cost Index of +2.7% was used this year.

Cost Indexes

Construction Cost Index

The CCI held steady this month, but its annual escalation rate fell slightly, to 2.7% from 2.9% last month.

20-CITY: 1913=100	DEC. 2013 INDEX VALUE	% CHG. MONTH	% CHG. YEAR
CONSTRUCTION COST	9667.77	0.0	+2.7
COMMON LABOR	20598.03	0.0	+2.7
WAGE $/HR.	39.14	0.0	+2.7

MUNICIPAL STATE AID SCREENING BOARD
NEEDS STUDY SUBCOMMITTEE
APRIL 8, 2014

The Needs Study Subcommittee (NSS) meeting was held on April 8, 2014 via webinar at 1:00 pm. NSS members present either in person or on the telephone were: Steve Bot – St. Michael (Chair), Jeff Kuhn- Morris (alternate for Tim Schoonhoven-Alexandria) and Mark Graham-Vadnais Heights. Also present were: Marshall Johnston, Julee Puffer, Deb Hall-Kuglin, Patti Loken, Alyssa Klossner and Bill Lanoux of Mn/DOT State Aid.

The meeting was called together by Chairman Bot at 1:05 p.m. and turned over to Johnston to review the information contained in the **2014 Needs Study Subcommittee Unit Price Study** that was emailed to all by Puffer prior to the meeting. This study consisted of a 27 page document that included information prepared by MnDot staff and Parsons Brinckerhoff for review by the NSS.

Johnston indicated that Lanoux will be taking over his MSA Needs responsibilities beginning on April 9, but he will be available to help him throughout the transition. Johnston gave an overview of the unit costs to be considered. A full and complete unit price study is done every three years, with the next one occurring in 2015. The 2014 needs study therefore uses the Construction Cost Index (CCI) published by the Engineering News Record. The CCI used for 2014 is 2.7 %.

Bot asked Johnston and Lanoux to make certain that the NSS minutes from 2012 be thoroughly reviewed to see if any comments are germane when the complete 2015 needs study is done. Bot will provide an electronic copy of the 2012 minutes to all of today's meeting participants.

Johnston explained that no unit cost study was done in 2013 due to the switchover to the new needs computer program. Johnston also explained that the new list of eight existing ADT groups will be used for calculation of the 2014 needs that matches the actions of the October 2013 Municipal Screening Board for continuous needs. Johnston is completing the review of the MSA Memory Book that will document the Municipal Screening Board actions.

Chair Bot began discussion on each individual item as follows:

A. Grading/Excavation

MOTION BY GRAHAM, SECONDED BY KUHN, TO SET THE EXCAVATION UNIT PRICE AT $7.00 PER CUBIC YARD. MOTION PASSED UNANIMOUSLY.

B. Aggregate Base

MOTION BY KUHN, SECONDED BY BOT, TO SET THE UNIT PRICE FOR AGGREGATE BASE AT $11.25 PER TON. MOTION PASSED UNANIMOUSLY.

C. All Bituminous

MOTION BY KUHN, SECONDED BY GRAHAM, TO SET THE UNIT PRICE OF ALL BITUMINOUS AT $61.25 PER TON. MOTION PASSED UNANIMOUSLY.

D. Curb and Gutter

MOTION BY BOT, SECONDED BY GRAHAM, TO SET THE UNIT PRICE FOR CURB AND GUTTER AT $11.75 PER LINEAR FOOT. MOTION PASSED UNANIMOUSLY.

E. Sidewalk Construction

Johnston indicated that this unit price has previously been calculated per square yard, but will now be calculated per square foot.

MOTION BY GRAHAM, SECONDED BY KUHN, TO SET THE SIDEWALK UNIT PRICE AT $3.50 PER SQUARE FOOT. MOTION PASSED UNANIMOUSLY.

F. Bridge Costs

Johnston explained that the MnDot Bridge Office provided a wealth of information regarding 2013 bridge costs based on 91 actual projects. It is the MSAS policy to calculate the average cost per square foot for bridges and use one-half of this unit cost for needs purposes. The average cost per square foot for all bridges let in CY 2013 was $144.05.

MOVED BY BOT, SECONDED BY KUHN, TO SET THE BRIDGE COST TO AT $ 72.00 PER SQUARE FOOT. MOTION PASSED UNANIMOUSLY.

G. Storm Sewer

Johnston outlined the standard letter provided yearly by the State Aid Hydraulics Office that establishes the costs for storm sewer construction. The Subcommittee discussed the fact that the new computer program no longer distinguishes between new and partial storm sewer costs. Instead, the new program as directed by the Municipal Screening Board will now establish costs based on the eight ADT groups. These ADT groups are also characterized by differing typical section widths.

MOTION BY BOT, SECONDED BY GRAHAM, TO SET THE STORM SEWER PRICES AS FOLLOWS: 26 FOOT WIDTH- $148,100; 28 FOOT WIDTH- $150,900; 34 FOOT WIDTH- $159,400; 40 FOOT WIDTH- $167,800; 48 FOOT WIDTH- $179,100; 54 FOOT WIDTH- $187,500; 62 FOOT WIDTH- $198,700; 70 FOOT WIDTH- $210,000 MOTION PASSED UNANIMOUSLY

H. Signals

Johnston indicated that this unit calculation will also change to match the new computer program. This new method will be to establish a unit cost per signal, then divide it by four to calculate a per leg price. Bot noted that there seems to be a wide discrepancy of average costs per signal between Greater Minnesota, Metro and Statewide figures.

MOTION BY GRAHAM, SECONDED BY BOT, TO ESTABLISH THE PER SIGNAL COAST AT $205,000. FURTHER, THIS UNIT PRICE SHOULD BE STUDIED CLOSELY AS PART OF THE 2015 IN-DEPTH ANALYSIS. MOTION PASSED UNANIMOUSLY.

I. Street Lighting

Johnston indicated that unit cost of $100,000 per mile has remained constant since 2006. Graham suggested that this unit cost be studied more fully in 2015, particularly given innovations with LED fixtures and the ability to illuminate the same or more area with fewer light fixtures.

MOTION BY KUHN, SECONDED BY BOT, TO LEAVE THE STREET LIGHTING PRICE UNCHANGED AT $100,000 PER MILE, BUT WITH THE DIRECTION THAT THIS FIGURE BE STUDIED CLOSELY AS PART OF THE 2015 IN-DEPTH ANALYSIS. MOTION PASSED UNANIMOUSLY.

J. Engineering

MOTION BY GRAHAM, SECONDED BY KUHN, TO LEAVE THE ENGINEERING COST FOR NEED CALCULATIONS AT 22% OF THE TOTAL NEEDS COSTS FOR A GIVEN PROJECT. MOTION PASSED UNANIMOUSLY.

After discussion, the NSS is recommending to the MSB that State Aid review the percentage that each individual item is of the total Needs and present this data at the Fall MSB meeting. The percentages referenced by the NSS in recommending these Unit Prices were based on incomplete data that was requested in August 2013 for comparison purposes between the old and new Needs computation methods. Reviewing these items in the Fall after all unit costs/Needs updates/system revisions are input into the new system will verify that the actual percentages of the items are within acceptable ranges and that no one item is weighted more or less than acceptable.

The Subcommittee thanked MnDot staff for their continued work in the implementation of the new computer program and the changes made by the Municipal Screening Board. The Subcommittee also hopes that Johnston is able to actually participate in retirement activities.

There being no more business for the Needs Study Subcommittee, Chair Bot adjourned the webinar meeting at 2:15 p.m.

Minutes respectfully prepared by:

Mark Graham, Secretary
Needs Study Subcommittee

2014 UNIT PRICE RECOMMENDATIONS

for the January 2015 distribution

Needs Item		Used for Distribution in the Old Application 2012 Needs Prices used for 2013 Distribution	Subcommittee Recommended Prices in 2013 for 2014 Distribution that we did not use	Unit Costs used for the 2014 Estimate from the new application used for test purposes	2.7% ENR Construction Cost Index for 2013	Subcommittee Recommended Prices in 2014 for the 2015 Distribution	Screening Board Approved Prices for 2015 Distribution
Grading (Excavation)	Cu. Yd.	$6.60	**$6.75**	**$6.75**	**$6.93**	**$7.00**	
Aggregate Base	Ton	10.65	**10.90**	**10.90**	**11.19**	**11.25**	
All Bituminous	Ton	58.00	**59.50**	**59.50**	**61.11**	**61.25**	
Sidewalk Construction	Sq. Ft.	2.83	**3.25**	**3.25**	**3.34**	**3.50**	
Curb and Gutter Construction	Lin.Ft.	11.15	**11.45**	**11.45**	**11.76**	**11.75**	
Street Lighting	Mile	100,000	**100,000**	**100,000**	**NA**	**100,000.00**	
Traffic Signals	Per Sig	140,000	**225,000**	**225,000**	**NA**	**205,000.00**	
Engineering	Percent	22	**22**	**22**	**NA**	**22**	
All Structures (includes both bridges and box culverts)							
0 to 149 Ft.	Sq. Ft.	125.00	**120.00**	**60.00**	**NA**	**72.00**	
150 to 499 Ft.	Sq. Ft.	125.00	**120.00**	**60.00**	**NA**	**72.00**	
500 Ft. and over	Sq. Ft.	125.00	**120.00**	**60.00**	**NA**	**72.00**	

Complete Storm Sewer Cost from Hydraulics Specialist $319,711
Partial Storm Sewer Cost from Hydraulics Specialist $99,942

Average SS Cost = 319,711 + 99,942)/2= **$209,827**

NSS recommended Storm Sewer Costs for 2014

for the January 2015 distribution

Typical Section	2011 Total cost per mile	Cost difference from 70' section	Percent cost difference from 70' section	Cost based on % of Cost of highest Typical Section
26	$ 367,150	$ (153,408)	-29.5%	$148,100
28	$ 374,123	$ (146,435)	-28.1%	$150,900
34	$ 395,042	$ (125,515)	-24.1%	$159,400
40	$ 415,961	$ (104,596)	-20.1%	$167,800
48	$ 443,854	$ (76,704)	-14.7%	$179,100
54	$ 464,773	$ (55,785)	-10.7%	$187,500
62	$ 492,665	$ (27,892)	-5.4%	$198,700
70	$ 520,557	$ -	0.0%	$210,000

N:msas\2014 june book\unit price recommendations\storm sewer costs

PERCENTAGE COMPARISONS

As of April 2014, these are the best comparisons available. The August 2013 row is based on the quantities and computations recommended by the Needs Study Task Force and approved by the Municpal Screening Board. The cities had partially updated their Needs with new system revisions based on the new method of calculating Needs.

	Percentage of the Total Needs for Gravel Base	Percentage of the Total Needs for Bituminous	Percentage of the Total Needs for Excavation	Percentage of the Total Needs for Storm Sewer	Percentage of the Total Needs for Sidewalk	Percentage of the Total Needs for Trafic Signal legs	Percentage of the Total Needs for Street Lighting	Percentage of the Total Needs for Curb & Gutter	Percentage of the Total Needs for Engineering	Percentage of the Total Needs for Structures	Total Percent
August 2013 New Method	**11.87**	**18.08**	**10.00**	**10.07**	**9.88**	**4.86**	**6.14**	**7.94**	**18.03**	**3.11**	81.97
2012 Percentages	23.14	10.10	12.95	8.43	6.41	4.17	4.49	5.21		4.63	79.53
2011 Percentages	24.18	10.99	10.35	8.58	6.68	4.27	4.67	5.52		4.22	79.46
2010 Percentages	21.75	9.88	16.58	7.97	6.07	4.06	4.40	5.06		3.90	79.67
2009 Percentages	23.88	10.96	10.36	8.67	6.51	4.52	5.04	5.41		4.33	79.68
2008 Percentages	22.00	9.67	11.79	8.94	7.34	4.89	5.35	5.57		4.36	79.91
5 Year Avg. using Old Method	**22.99**	**10.32**	**12.41**	**8.52**	**6.60**	**4.38**	**4.79**	**5.35**		**4.29**	**79.65**
DIFFERENCE	**(11.12)**	**7.76**	**(2.40)**	**1.55**	**3.28**	**0.48**	**1.35**	**2.59**		**(1.17)**	**2.32**

2008 thru 2012 percentages do not include railroad crossings, maintenance, or engineering

N:\MSAS\Books\2014 June Book\Percentage Comparisons

GRADING/EXCAVATION

Needs Year	Number of Cities	Quantity (Cu.Yd)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
1999					$3.70	$3.30
2000	56	1,157,353	$3,490,120	$3.02		3.30
2001					3.12	3.40
2002	50	893,338	3,275,650	3.67		3.67
2003					3.75	3.80
2004	56	1,018,912	4,523,089	4.44		4.00
2005					$4.65	4.25
2006	48	587,442	3,152,838	5.37		4.75

Needs Year	Number of Cities	Quantity (Cu. Yd.)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2007					$4.94	$4.95
2008					5.08	5.10
2009	47	1,334,769	6,052,005	$4.53		4.75
2010					4.90	4.90
2011					5.03	5.05
2012	83	689,502	4,521,435	6.56		6.60
2013					6.77	6.75
2014					6.93	

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2014 NEEDS STUDY IS _$7.00_ PER CUBIC YARD

Applying the ENR Construction Cost Index of 2.7% to last years 'Price Used in Needs' will result in an increase of $0.18 to the 'Price Used in Needs' in 2013 for a 2014 ENR CCI Cost of $6.93

This item was 10.00% of the total Needs in August 2013

Urban and Rural Grading Factors Are no longer included in the unit cost study for Excavation

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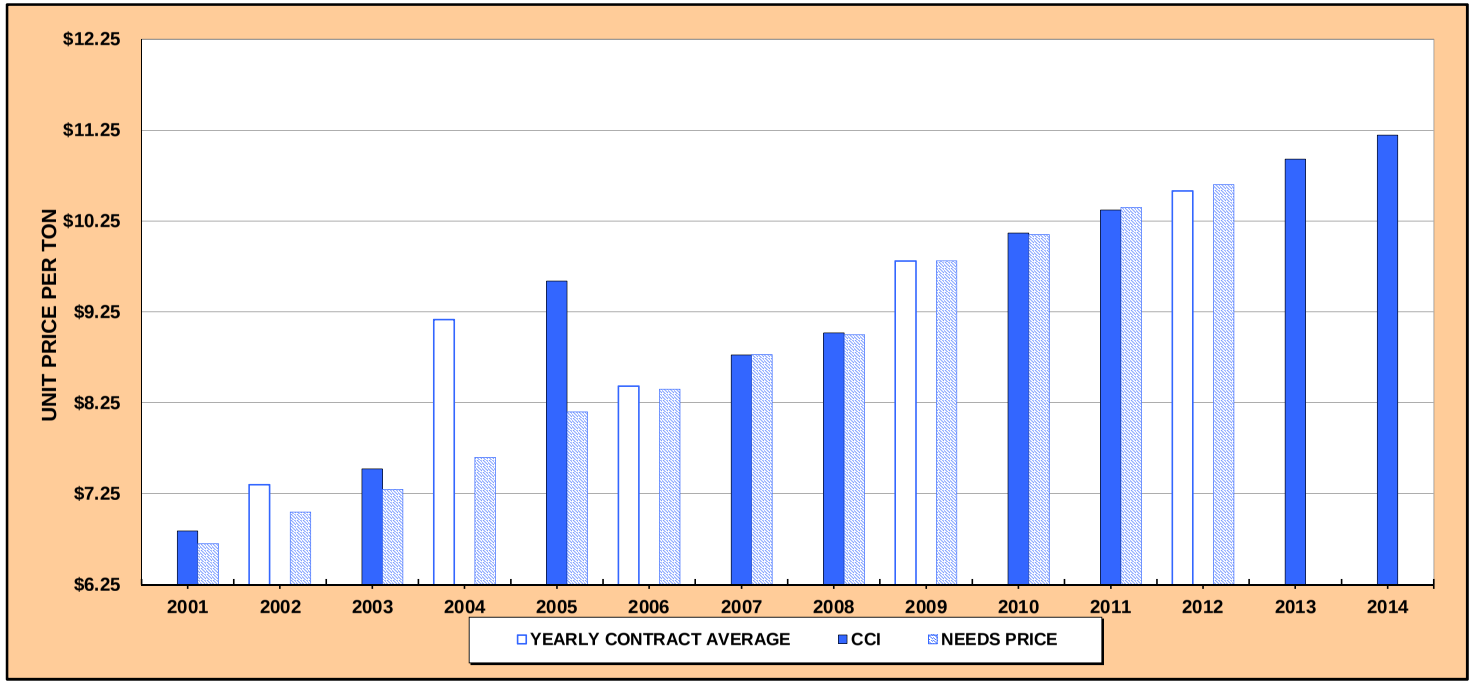
AGGREGATE BASE



Needs Year	Number of Cities	Quantity (Ton)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2001					$6.84	$6.70
2002	52	527,592	$3,877,688	$7.35		7.05
2003					7.53	7.30
2004	58	573,153	5,252,804	9.16		7.65
2005					9.59	8.15
2006	46	355,866	$3,000,906	8.43		8.40
2007					8.78	8.78

Needs Year	Number of Cities	Quantity (Ton)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2008					$9.02	$9.00
2009	45	436,802	$4,284,174	$9.81		9.81
2010					10.12	10.10
2011					10.37	10.40
2012	57	416,725	4,409,415	10.58		10.65
2013					10.93	10.90
2014					11.19	

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2014 NEEDS STUDY IS __$11.25__ PER TON

Applying the ENR Construction Cost Index of 2.7% to last years 'Price Used in Needs' will result in an increase of $0.29 to the 'Price Used in Needs' in 2013 for a 2014 ENR CCI Cost of $11.19

This item was 11.87% of the total Needs in August 2013

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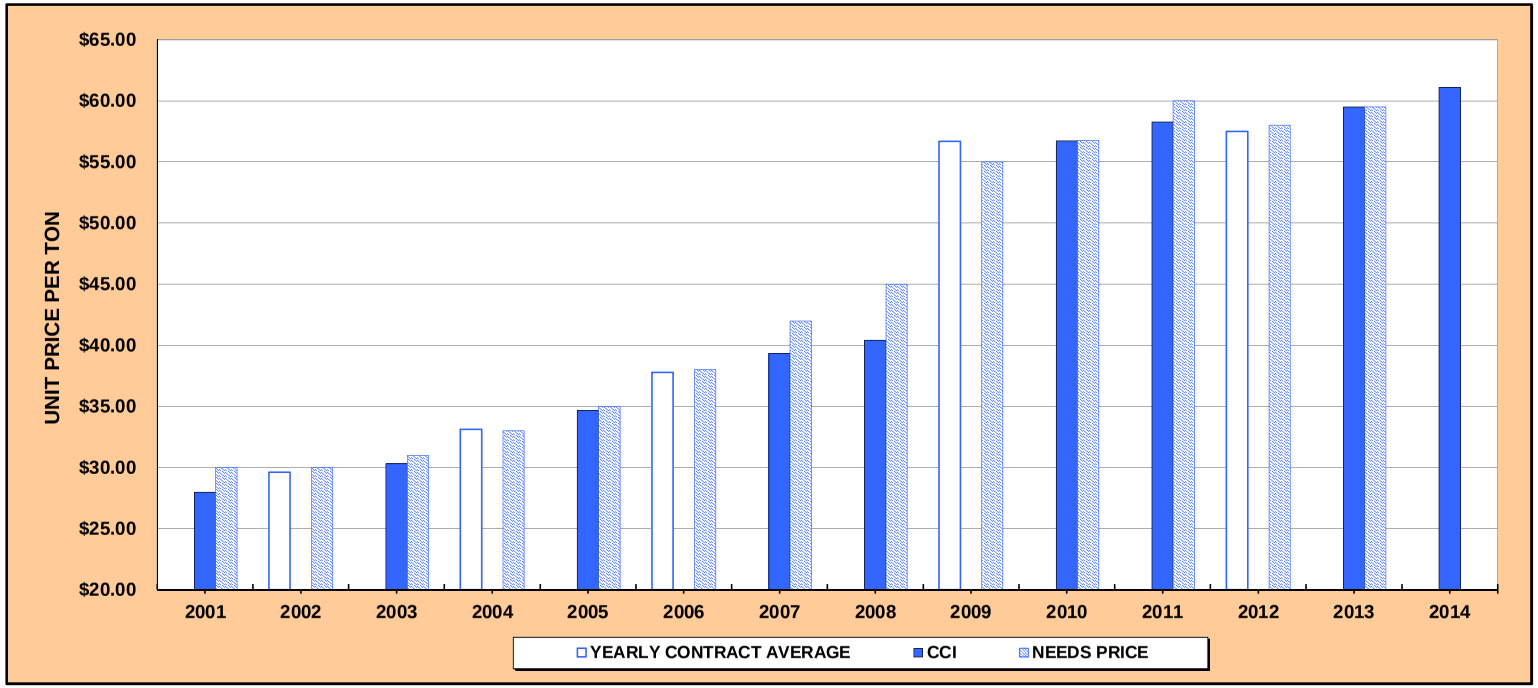
ALL BITUMINOUS



Needs Year	Number of Cities	Quantity (Ton)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2001					$27.99	$30.00
2002	50	371,198	$10,989,206	$29.60		30.00
2003					30.31	31.00
2004	60	459,606	15,229,960	33.14		33.00
2005					34.68	35.00
2006	51	305,073	11,524,574	37.78		38.00
2007					39.33	42.00

Needs Year	Number of Cities	Quantity (Ton)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2008					$40.42	$45.00
2009	44	277,797	$15,744,901	$56.68		55.00
2010					56.72	56.75
2011					58.27	60.00
2012	65	317,687	18,334,854	57.51		58.00
2013					59.51	59.50
2014					61.11	

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2014 NEEDS STUDY IS __$61.25__ PER TON

Applying the ENR Construction Cost Index of 2.7% to last years 'Price Used in Needs' will result in an increase of $1.61 to the 'Price Used in Needs' in 2013 for a 2014 ENR CCI Cost of $61.11

This item was 18.08% of the total Needs in August 2013

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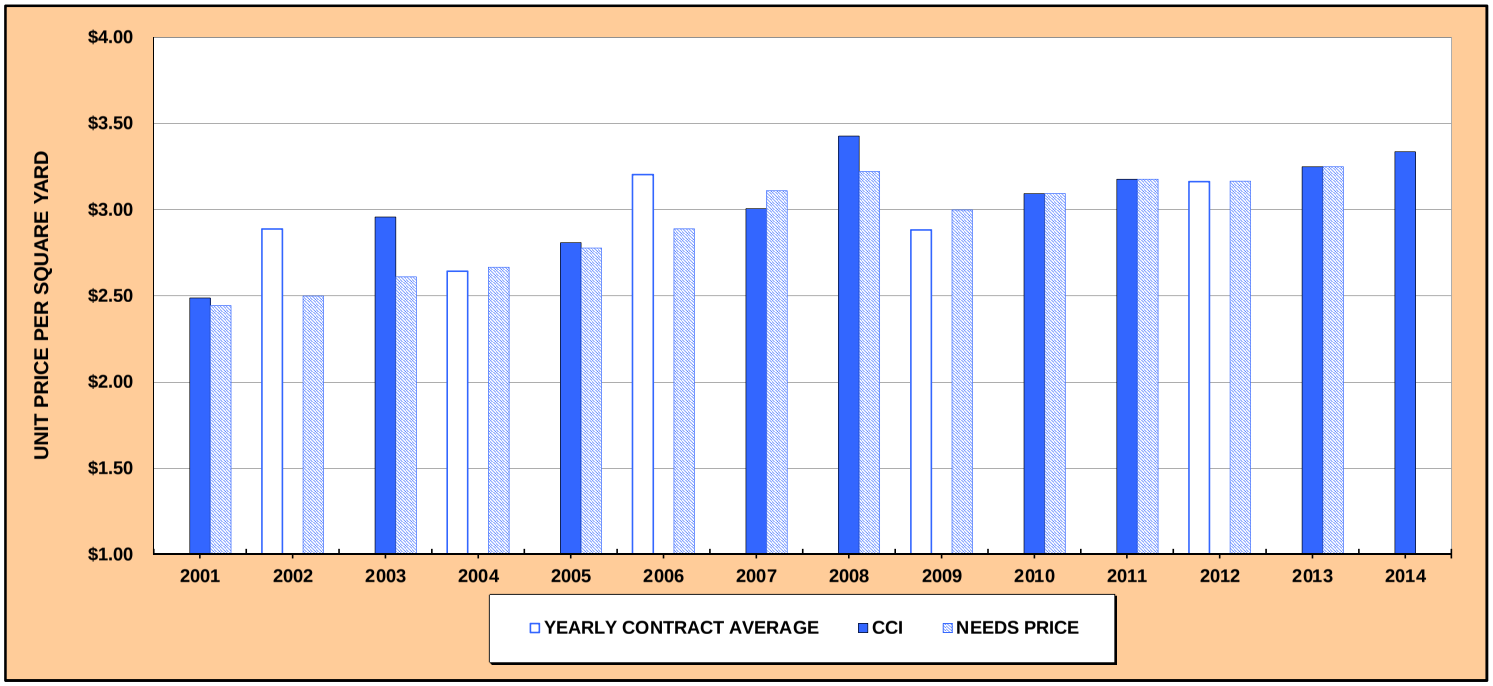
SIDEWALK CONSTRUCTION



Needs Year	Number of Cities	Quantity (Sq.Yds.)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2001					$2.49	$2.44
2002	38	61,390	$1,596,409	$2.89		2.50
2003					2.96	2.61
2004	47	123,460	2,937,553	2.64		2.67
2005					2.81	2.78
2006	43	69,500	2,004,367	3.20		2.89
2007					3.01	3.11

Needs Year	Number of Cities	Quantity (Sq.Yds.)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2008					$3.43	$3.22
2009	44	95,689	$2,482,820	$2.88		3.00
2010					3.09	3.09
2011					3.18	3.18
2012	51	66,045	1,880,257	3.16		3.17
2013					3.25	3.25
2014					3.34	

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2014 NEEDS STUDY IS _$3.50_ PER SQ FT

Applying the ENR Construction Cost Index of 2.7% to last years 'Price Used in Needs' will result in an increase of $0.09 to the 'Price Used in Needs' in 2013 for a 2014 ENR CCI Cost of $3.34

This item was 9.88% of the total Needs in August 2013

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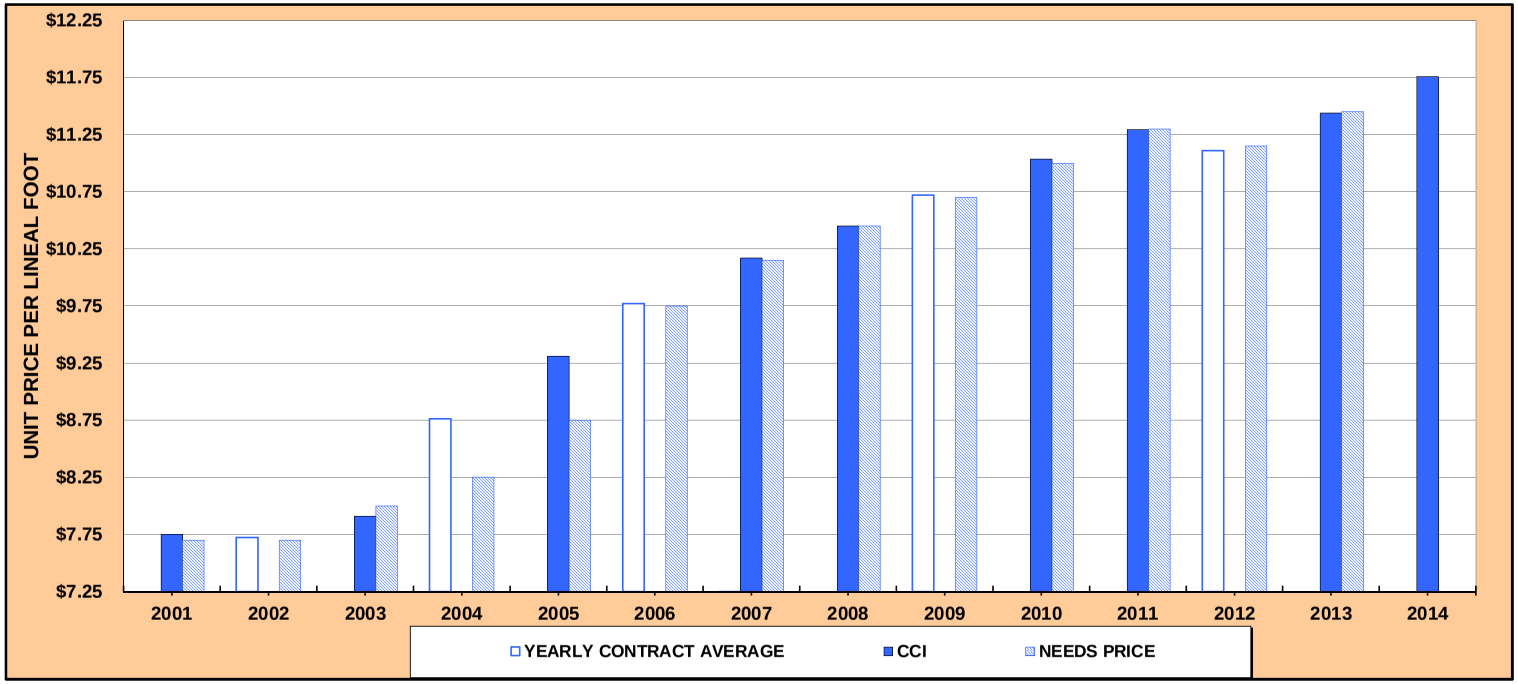
CURB AND GUTTER CONSTRUCTION



Needs Year	Number of Cities	Quantity (Ln. Ft.)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2001					$7.75	$7.70
2002	50	363,497	$2,807,345	$7.72		7.70
2003					7.91	8.00
2004	59	469,131	4,110,211	8.76		8.25
2005					9.31	8.75
2006	52	327,171	3,195,201	9.77		9.75
2007					10.17	10.15

Needs Year	Number of Cities	Quantity (Ln. Ft.)	Total Cost	Yearly Average Contract Price	Construction Cost Index	Price Used in Needs
2008					$10.45	$10.45
2009	43	262,251	$2,812,246	$10.72		10.70
2010					11.03	11.00
2011					11.29	11.30
2012	63	281,751	3,130,181	11.11		11.15
2013					11.44	11.45
2014					11.76	

SUBCOMMITTEE'S RECOMMENDED PRICE FOR THE 2014 NEEDS STUDY IS _$11.75_ PER LN FT

Applying the ENR Construction Cost Index of 2.7% to last years 'Price Used in Needs' will result in an increase of $0.31 to the 'Price Used in Needs' in 2013 for a 2014 ENR CCI cost of $11.76

This item was 7.94% of the total Needs in August 2013

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MnDOT State Aid Bridge Office
2013 Calendar Year - - Bridge Cost Report

General Notes

The CY 2013 Bridge Cost Report reflects the unit cost ($ per square foot of bridge area) of all of the bridges let in CY 2013.

Pre-cast concrete box culverts have not been included in this report as they do not generally get reviewed (or approved) by the State Aid Bridge Office. Please contact the SALT Office for pre-cast concrete box culvert cost information.

The bridge unit costs are derived from the pay items on the 1st sheet of each bridge plan and therefore may include Traffic Control, Guardrail, etc.

We exclude one bridge pay item when calculating the cost of each bridge. That pay item is *Remove Existing Bridge* and it occurs prior to bridge construction and is not eligible for state or federal funding.

If a bridge has expensive aesthetic features, it may result in a higher unit cost for the bridge. Bridges with an unusually high (or low) unit cost will be omitted to ensure we are reporting "average" bridge unit costs.

Please note that the purpose of this report is to provide the approximate costs of building the various types of bridges and to track those cost trends over time.

Please report any missing bridges to the State Aid Bridge Office as soon as possible so we can revise the report. Once the report gets loaded to our website it's considered to be final.

As always we appreciate your comments and feel free to call us if you have any questions or comments.

Dave Conkel
MnDOT State Aid Bridge Engineer
Phone: 651-366-4493
E-Mail: dave.conkel@state.mn.us

MnDOT State Aid Bridge Office
2013 Calendar Year - - Bridge Cost Report

Separated per Bridge Length < 150'

SORTED BY BRIDGE LENGTH

New Bridge Number	Project Type	Project Number	Length	Beam Type Code	Letting Date	Area	Cost	Unit Cost
L8517	*SAP*	118-080-049	19.56	REHAB	5/25/2013	652	$48,963	$75.10
L8505	*SAP*	118-080-048	28.00	REHAB	7/25/2013	579	$12,814	$22.13
L8507	*SAP*	118-080-048	28.00	REHAB	7/25/2013	597	$3,557	$5.96
L8503	*SAP*	118-080-048	28.25	REHAB	7/25/2013	603	$174,219	$288.92
70J52	SAP	070-608-021	30.00	C-ARCH	7/16/2013	1490	$724,015	$485.92
19565	SAP	188-594-001	31.67	C-CLAB	3/21/2013	1119	$271,795	$242.89
69640	*SAP*	118-080-048	32.25	REHAB	7/25/2013	755	$7,009	$9.28
69654	*SAP*	118-080-048	32.25	REHAB	7/25/2013	769	$33,612	$43.71
69672	*SAP*	118-080-048	32.25	REHAB	7/25/2013	779	$3,697	$4.75
L6007	SP	118-060-010	32.25	REHAB	1/12/2013	828	$405,943	$490.27
69A13	*SAP*	069-598-042	41.67	C-SLAB	10/24/2013	1305	$285,377	$218.68
69671	*SAP*	118-080-048	42.38	REHAB	7/25/2013	1024	$26,087	$25.48
23587	SAP	023-599-173	48.00	C-SLAB	11/25/2013	1408	$221,455	$157.28
R0654	SP	103-090-003	50.00	C-SLAB	8/6/2013	767	$292,692	$381.61
R0655	SP	103-090-003	50.00	C-SLAB	8/6/2013	767	$296,728	$386.87
43559	SAP	043-715-004	51.67	C-SLAB	7/2/2013	2756	$361,355	$131.12
22617	SAP	022-600-002	51.67	PCB	9/11/2013	1206	$276,024	$228.88
13527	SAP	013-608-009	52.00	C-SLAB	5/7/2013	1838	$466,460	$253.79
09531	*SAP*	009-598-013	52.75	C-SLAB	5/28/2013	1758	$272,957	$155.27
82534	SAP	082-621-027	59.67	C-SLAB	3/12/2013	2138	$409,316	$191.45
L8506	*SAP*	118-080-048	61.00	REHAB	7/25/2013	1301	$23,040	$17.71
69A09	*SAP*	069-656-017	63.67	C-SLAB	6/12/2013	2504	$513,853	$205.21
24554	SAP	024-609-008	64.67	C-SLAB	4/2/2013	2285	$274,776	$120.25
24557	SAP	024-598-020	66.00	PCB	4/2/2013	2332	$274,782	$117.83
25615	SAP	025-599-108	66.92	PCB	8/29/2013	1963	$238,886	$121.69

SAP AND *SP* DENOTES DULUTH AREA FLOOD BRIDGES

NOTE: LIST OF BRIDGES LESS THAN 150' LENGTH CONTINUED ON NEXT SHEET.

MnDOT State Aid Bridge Office
2013 Calendar Year - - Bridge Cost Report

Separated per Bridge Length < 150' (Cont'd)

SORTED BY BRIDGE LENGTH

New Bridge Number	Project Type	Project Number	Length	Beam Type Code	Letting Date	Area	Cost	Unit Cost
29532	SAP	029-618-016	67.50	C-SLAB	6/17/2013	2391	$475,245	$198.76
07592	SAP	007-646-007	69.33	PCB	4/2/2013	2565	$440,468	$171.72
19566	SP	188-118-004	72.50	TRUSS	6/3/2013	840	$368,214	$438.35
22616	SP	022-604-013	75.00	PCB	5/14/2013	2950	$294,100	$99.69
51535	SAP	051-628-017	76.17	PCB	11/5/2013	2996	$259,754	$86.70
72545	SAP	072-599-057	76.67	C-SLAB	5/9/2013	2403	$272,592	$113.44
66554	SAP	066-626-013	76.85	PCB	1/1/2013	3023	$271,486	$89.81
23586	SAP	023-599-191	77.50	C-SLAB	3/25/2013	2429	$265,461	$109.29
71528	SAP	071-603-019	77.67	C-SLAB	8/26/2013	3366	$381,015	$113.20
32572	SAP	032-599-096	78.50	PCB	6/28/2013	2460	$264,081	$107.35
73577	SAP	073-607-028	78.92	PCB	8/8/2013	3420	$463,979	$135.67
09530	*SAP*	009-598-015	79.50	PCB	5/28/2013	2650	$356,390	$134.49
50595	SP	050-597-007	79.67	C-SLAB	8/8/2013	2496	$275,278	$110.29
42567	SAP	042-607-026	80.50	C-SLAB	6/18/2013	3166	$348,392	$110.04
83550	SAP	083-632-002	81.00	C-SLAB	2/22/2013	3188	$293,551	$92.08
30519	SAP	030-598-002	81.15	PCB	3/25/2013	2868	$351,606	$122.60
12553	SAP	012-599-085	82.73	C-SLAB	8/6/2013	2592	$269,290	$103.89
69A14	*SAP*	069-631-008	82.73	C-SLAB	11/14/2013	2965	$761,225	$256.74
10547	SAP	010-641-005	83.50	C-SLAB	10/22/2013	3284	$324,977	$98.96
67566	SAP	067-599-157	84.00	C-SLAB	4/12/2013	2632	$296,156	$112.52
09532	*SAP*	009-598-014	84.27	PCB	5/28/2013	2809	$396,859	$141.28
59546	SAP	059-608-022	84.67	C-SLAB	4/2/2013	2655	$280,846	$105.78
69A12	SAP	069-697-005	86.92	PCB	4/25/2013	3071	$394,813	$128.56
13525	SAP	013-598-009	87.00	PCB	3/19/2013	3074	$327,728	$106.61
14554	SAP	014-599-094	91.04	PCB	4/16/2013	2853	$699,812	$245.29

SAP AND *SP* DENOTES DULUTH AREA FLOOD BRIDGES

NOTE: LIST OF BRIDGES LESS THAN 150' LENGTH CONTINUED ON NEXT SHEET.

MnDOT State Aid Bridge Office
2013 Calendar Year - - Bridge Cost Report

Separated per Bridge Length < 150' (Cont'd)

SORTED BY BRIDGE LENGTH

51534	SAP	051-599-093	92.44	PCB	2/19/2013	2897	$302,748	$104.50
79554	SAP	079-605-014	93.06	PCB	12/26/2013	3660	$463,104	$126.53
L8920	SP	141-080-042	94.50	REHAB	1/1/2013	4788	$869,992	$181.70
L8921	SP	141-080-042	94.50	REHAB	1/1/2013	4788	$761,237	$158.99
32573	SAP	032-604-045	97.00	C-SLAB	6/14/2013	3815	$357,289	$93.65
69A11	*SAP*	069-598-046	99.04	C-SLAB	11/14/2013	3104	$503,818	$162.31
11529	SP	011-608-015	102.50	C-SLAB	7/16/2013	5279	$761,421	$144.24
85574	SAP	085-600-004	103.00	C-SLAB	8/6/2013	3021	$272,275	$90.13
13524	SAP	013-619-017	103.50	C-SLAB	2/26/2013	4071	$521,414	$128.08
88547	*SP*	118-193-002	103.61	REHAB	10/31/2013	10361	$213,960	$20.65
69A15	*SAP*	069-598-043	104.94	PCB	9/12/2013	3288	$670,227	$203.84
59545	SAP	059-599-080	105.00	C-SLAB	3/5/2013	3290	$290,444	$88.28
25609	SP	025-599-104	106.67	C-SLAB	4/11/2013	3343	$267,058	$79.89
18531	SAP	018-599-031	107.00	C-SLAB	4/9/2013	4071	$437,613	$107.50
65565	SAP	065-637-003	112.17	PCB	7/1/2013	4861	$461,207	$94.88
59544	SAP	059-617-016	116.50	C-SLAB	4/9/2013	4582	$390,155	$85.15
59543	SAP	059-599-081	118.67	C-SLAB	3/5/2013	3719	$325,774	$87.60
69A02	SAP	069-598-039	118.92	C-SLAB	3/7/2013	4202	$605,164	$144.02
69A10	*SAP*	069-598-047	119.92	PCB	7/30/2013	4237	$699,840	$165.17
23584	SAP	023-615-013	121.92	C-SLAB	3/25/2013	4308	$392,056	$91.01
68541	SP	068-599-094	126.00	C-SLAB	9/11/2013	3948	$453,073	$114.76
31557	SAP	031-614-013	127.67	C-SLAB	4/30/2013	4511	$401,294	$88.96
89182	SAP	055-598-042	142.00	REHAB	12/10/2013	6366	$1,467,897	$230.58

SAP AND *SP* DENOTES DULUTH AREA FLOOD BRIDGES

Total Cost	**$26,941,787**
Total Deck Area	**203,179**
Average Cost per Sq Ft	**$132.60**
Total No. of Bridges < 150'	**73**

MnDOT State Aid Bridge Office
2013 Calendar Year - - Bridge Cost Report

Separated per Bridge Length > 150'

SORTED BY BRIDGE LENGTH

New Bridge Number	Project Type	Project Number	Length	Beam Type Code	Letting Date	Area	Cost	Unit Cost
14553	SAP	014-598-009	151.00	C-SLAB	3/8/2013	5335	$589,182	$110.44
48531	SAP	048-612-019	157.67	PCB	3/25/2013	6202	$589,462	$95.04
89859	SAP	064-631-004	170.00	REHAB	4/10/2013	3783	$666,161	$176.09
31556	SAP	031-614-012	173.67	C-SLAB	4/30/2013	6136	$631,001	$102.84
04514	SP	004-619-009	182.83	REHAB	5/7/2013	8045	$80,494	$10.01
45576	SAP	045-598-022	184.75	PCB	9/17/2013	5789	$734,174	$126.82
37536	SAP	037-620-010	190.92	PCB	5/21/2013	7350	$843,519	$114.76
5368	SP	050-629-011	198.44	REHAB	1/29/2013	8712	$1,519,954	$174.47
27B82	SP	107-090-006	210.00	SKYWAY	1/11/2013	2500	$1,500,000	$600.00
64580	SAP	064-615-013	234.90	PCB	4/10/2013	8299	$756,177	$91.12
76542	SP	076-617-011	279.33	PCB	7/2/2013	10986	$1,348,386	$122.74
4128	SAP	007-669-006	288.25	REHAB	10/24/2013	5765	$239,520	$41.55
62641	SP	164-594-001	306.17	PCB	8/28/2013	15768	$2,411,755	$152.95
62635	SP	062-636-006	332.18	PCBped	8/7/2013	4818	$1,132,184	$234.99
62639	SP	164-145-040	386.33	PCB	1/17/2013	26593	$4,126,010	$155.15
27B83	SP	091-090-073	477.42	TRUSS	6/25/2013	6684	$2,059,985	$308.20
62636	SP	062-636-006	659.10	PCBped	8/7/2013	9641	$2,030,602	$210.62
62634	SP	062-636-005	842.24	PCB	8/7/2013	33779	$6,446,302	$190.84

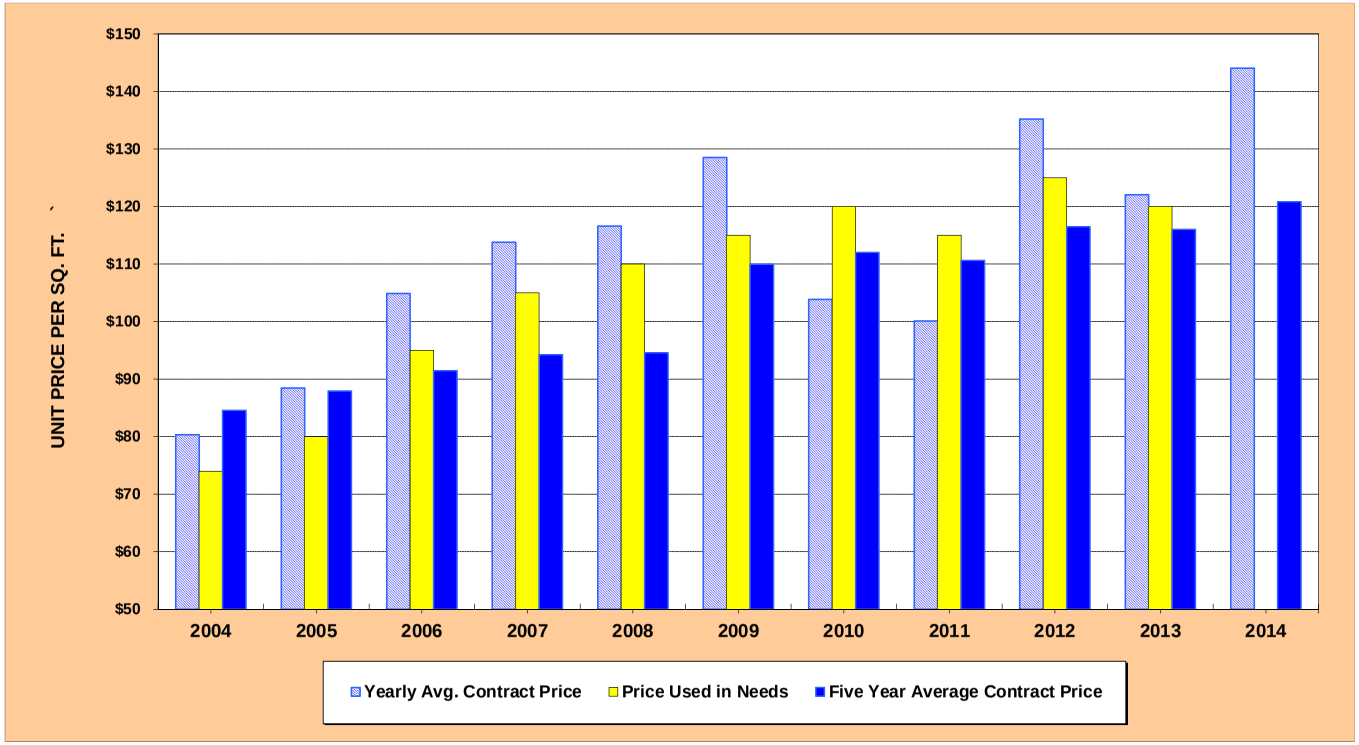
SAP AND *SP* DENOTES DULUTH AREA FLOOD BRIDGES

Total Cost	**$27,704,868**
Total Deck Area	**176,185**
Average Cost per Sq Ft	**$157.25**
Total No. of Bridges > 150'	**18**

Totals for All Bridges Let in CY 2013

Total Cost for all Bridges	**$54,646,656**
Total Deck Area for all Bridges	**379,364**
Average Cost per Sq Ft	**$144.05**
Total Number of Bridges	**91**

ALL BRIDGES



NEEDS YEAR	NUMBER OF PROJECTS	DECK AREA	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5-YEAR AVERAGE CONTRACT PRICE
2004	126	977,400	$78,528,140	$80.34	$74.00	$84.58
2005	44	252,713	22,351,485	88.45	80.00	87.93
2006	53	533,871	55,999,602	104.89	95.00	91.47
2007	49	235,505	26,798,183	113.79	105.00	94.26
2008	37	247,120	28,815,052	116.60	110.00	94.58

NEEDS YEAR	NUMBER OF PROJECTS	DECK AREA	TOTAL COST	YEARLY AVERAGE CONTRACT PRICE	PRICE USED IN NEEDS	5-YEAR AVERAGE CONTRACT PRICE
2009	46	301,827	$38,797,162	$128.54	$115.00	$109.97
2010	56	333,867	34,675,259	103.86	120.00	112.02
2011	66	509,552	51,008,086	100.10	115.00	110.63
2012	69	475,190	64,255,407	135.22	125.00	116.49
2013	73	505,031	61,637,866	122.05	120.00	116.02
2014	91	379,364	54,646,656	144.05		120.85

SUBCOMMITTEES RECOMMENDED PRICE FOR THE 2013 NEEDS STUDY IS $72.00 PER SQ. FT.

THE NSTF HAS RECOMMENDED USING 1\2 OF THE APPROVED BRIDGE COST

NIMSAS/JUNE 2014 BOOK/ALL BRIDGES GRAPH.XLSX

Minnesota Department of Transportation

Memo

Bridge Office
3485 Hadley Avenue North
Oakdale, MN 55128-3307

Date: March 20, 2014

To: Marshall Johnston
Manager, Municipal State Aid Street Needs Section

From: Juanita Voigt
State Aid Hydraulic Specialist

Phone: (651) 366-4469

Subject: State Aid Storm Sewer
Construction Costs for 2013

We have completed our analysis of storm sewer construction costs incurred for 2013 and the following assumptions can be utilized for planning purposes per roadway mile:

- Approximately $319,711 for new construction, and
- Approximately $99,942 for adjustment of existing systems

The preceding amounts are based on the average cost per mile of State Aid storm sewer using unit prices. 156 Storm Sewer Plans were submitted during 2013.

CC: Andrea Hendrickson (file)

PARSONS BRINCKERHOFF

To: Lee Gustafson, Chair MSAS Needs Study Task Force

From: Glenn Schreiner

Date: January 18, 2012

Subject: MSAS Needs Study – Storm Sewer Costs (Memo revised following 12/21/2011 Task Force Meeting)

As you requested, PB has reviewed storm sewer costs and prepared estimated costs for each of the eight typical sections for consideration by the Needs Study Task Force. The estimates were prepared using the MnDOT Drainage Manual to calculate the storm runoff, typical storm sewer design and quantities for the 70' and 26' typical sections based on the following assumptions:

- Drainage area includes 15 foot boulevard behind curb
- 10 year storm for inlet spacing; 25 year storm for mainline pipe sizing
- Average inlet capacity 1 cfs
- Two outfall locations
- 1% pipe slope

The estimated construction cost was then developed using the average bid prices from a link provided by Marshall Johnston and unit prices were confirmed with Marshall. (See http://www.dot.state.mn.us/bidlet/avgPrice.html.)

The 70' and 26' costs were used to interpolate a cost per mile for each of the eight typical sections; prorated by width. The 48' section was then calculated independently as a check, resulting in a slightly higher cost (however, the chart uses the interpolated number.) Refer to the attached spread sheet for additional details.

The computed costs are summarized in the below table.

Typical Section	Total cost per mile
26	$ 367,150
28	$ 374,123
34	$ 395,042
40	$ 415,961
48	$ 443,854
54	$ 464,773
62	$ 492,665
70	$ 520,557

Based on direction from the task force, the costs should be adjusted to reflect $300,000 cost/mile for the 70 foot section and decreased respectively for the narrower sections.

The method used was to determine the percent decrease from the computed 70 foot cost ($520,557), based on the computed cost differential, and apply the percent decrease to the $300,000 cost assigned to the 70 foot section. This methodology is a simple approach with one variable (70 foot section cost) and fixed percent decreases for the narrower sections. The resulting costs are shown below:

Typical Section	2011 Total cost per mile	Cost difference from 70' section	Percent cost difference from 70' section	Cost based on % of $300,000
26	$ 367,150	$ (153,408)	-29.5%	$ 211,590
28	$ 374,123	$ (146,435)	-28.1%	$ 215,609
34	$ 395,042	$ (125,515)	-24.1%	$ 227,665
40	$ 415,961	$ (104,596)	-20.1%	$ 239,721
48	$ 443,854	$ (76,704)	-14.7%	$ 255,795
54	$ 464,773	$ (55,785)	-10.7%	$ 267,851
62	$ 492,665	$ (27,892)	-5.4%	$ 283,926
70	$ 520,557	$ -	0.0%	$ 300,000

2013 RECOMMENDED STORM SEWER COSTS

Complete Storm Sewer Cost from Hydraulics Specialist		$313,443
Partial Storm Sewer Cost from Hydraulics Specialist		$98,465
Average SS Cost =	(313,443 + 98,465)/2=	**$205,954**

NSS recommended Storm Sewer Costs for 2013

Typical Section	2011 Total cost per mile	Cost difference from 70' section	Percent cost difference from 70' section	Cost based on % of Cost of highest Typical Section
26	$ 367,150	$ (153,408)	-29.5%	$ 221,112
28	$ 374,123	$ (146,435)	-28.1%	$ 225,311
34	$ 395,042	$ (125,515)	-24.1%	$ 237,910
40	$ 415,961	$ (104,596)	-20.1%	$ 250,508
48	$ 443,854	$ (76,704)	-14.7%	$ 267,306
54	$ 464,773	$ (55,785)	-10.7%	$ 279,904
62	$ 492,665	$ (27,892)	-5.4%	$ 296,702
70	$ 520,557	$ -	0.0%	$ 313,500

NSTF recommended Storm Sewer Costs for 2013

Typical Section	2011 Total cost per mile	Cost difference from 70' section	Percent cost difference from 70' section	Cost based on % of Cost of highest Typical Section
26	$ 367,150	$ (153,408)	-29.5%	$ 145,260
28	$ 374,123	$ (146,435)	-28.1%	$ 148,018
34	$ 395,042	$ (125,515)	-24.1%	$ 156,295
40	$ 415,961	$ (104,596)	-20.1%	$ 164,571
48	$ 443,854	$ (76,704)	-14.7%	$ 175,607
54	$ 464,773	$ (55,785)	-10.7%	$ 183,883
62	$ 492,665	$ (27,892)	-5.4%	$ 194,919
70	$ 520,557	$ -	0.0%	$ 205,954

N:msas\2014 june book\unit price recommendations\storm sewer costs

Complete Storm Sewer Cost from Hydraulics Specialist $319,711
Partial Storm Sewer Cost from Hydraulics Specialist $99,942

Average SS Cost = 319,711 + 99,942)/2= **$209,827**

NSS recommended Storm Sewer Costs for 2014

for the January 2015 distribution

Typical Section	2011 Total cost per mile	Cost difference from 70' section	Percent cost difference from 70' section	Cost based on % of Cost of highest Typical Section
26	$ 367,150	$ (153,408)	-29.5%	$148,100
28	$ 374,123	$ (146,435)	-28.1%	$150,900
34	$ 395,042	$ (125,515)	-24.1%	$159,400
40	$ 415,961	$ (104,596)	-20.1%	$167,800
48	$ 443,854	$ (76,704)	-14.7%	$179,100
54	$ 464,773	$ (55,785)	-10.7%	$187,500
62	$ 492,665	$ (27,892)	-5.4%	$198,700
70	$ 520,557	$ -	0.0%	$210,000

N:msas\2014 june book\unit price recommendations\storm sewer costs

Summary Signal ONLY Needs

Greater MN

Intersection Configuration	Cost Construct	Cost Remove Exiting	Furnished Material *	**Grand Total Signal ONLY**	Contract Total	Contract Holder	Location	Year Built
Smaller 4 Legged	$158,942	$8,000	$25,363	**$192,305**	$252,336	MnDOT	Thief River Falls, MN	2013
Larger 4 Legged	$190,532	Incidental	$25,363	**$215,895**	$4,923,804	MnDOT	Albert Lea	2013
Larger 4 Legged**	$161,716	Incidental	$44,125	**$205,841**	$206,552	Stearns County	St Cloud	2014

Metro

Intersection Configuration	Cost Construct	Cost Remove Exiting	Furnished Material~	**Grand Total Signal ONLY**	Contract Total	Contract Holder	Location	Year Built
Smaller 4 Legged	$124,000	$10,600	$0	**$134,600**	$1,602,324	Ramsey County	St Paul	2013
Larger 4 Legged	$163,343	$12,600	$0	**$175,943**	$9,495,000	Ramsey County	Maplewood	2012

Average Cost	
Greater MN	$204,680
Metro	$155,271
Statewide	$184,917

NOTES:
These estimates do NOT account for temporary signal systems, curb and gutter, pavement, pavement marking, traffic signing, truncated domes or pedestrian ramps, etc.
These estimates account for signal mast arms, signal heads, handholes, loops, EVP, push buttons, etc.
~ Assumes a new signal controller and cabinet for a coordinated system.
* Assumes a new signal controller and cabinet for a stand alone non-coordinated system.
** Signal system includes Advanced Warning Flashers, due to high approach speeds (Est cost $15,000) and video detection ($25,755) in lieu of resistive loops.

By: MEV
On:040214

23-Apr-14

STORM SEWER, LIGHTING AND SIGNAL NEEDS COSTS

NEEDS YEAR	STORM SEWER ADJUSTMENT (Per Mile)	STORM SEWER CONSTRUCTION (Per Mile)	LIGHTING (Per Mile)	SIGNALS (Per Mile)
1996	71,200	229,700	20,000	20,000-80,000
1998	76,000	245,000	20,000	24,990-99,990
1999	79,000	246,000	35,000	24,990-99,990
2000	80,200	248,500	50,000	24,990-99,990
2001	80,400	248,000	78,000	** 30,000-120,000
2002	81,600	254,200	78,000	30,000-120,000
2003	82,700	257,375	80,000	31,000-124,000
2004	83,775	262,780	80,000	31,000-124,000
2005	85,100	265,780	82,500	32,500-130,000
2006	86,100	268,035	100,000	32,500-130,000
2007	88,100	271,000	100,000	32,500-130,000
2008	89,700	278,200	100,000	32,500-130,000
2009	92,800	289,300	100,000	32,500-130,000
2010	94,200	295,400	100,000	34,000-136,000
2011	95,600	301,300	100,000	34,000-136,000
2012	97,000	307,300	100,000	34,000-136,000
2013	**$313,500 and $205,954**		100,000	**$225,000/signal**
2014				

** Lighting needs were revised to deficient segment only.

NEEDS STUDY SUBCOMMITTEE'S RECOMMENDED PRICES FOR 2014:

Storm Sewer/Mile	Lighting/Mile	Traffic Signals/per Signal
$148,100-$210,000	**$100,000**	**$205,000**

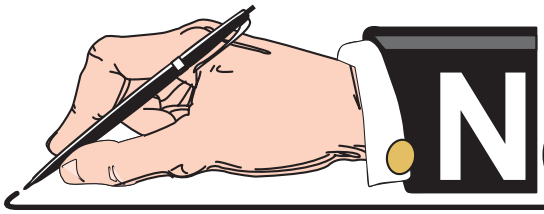
After the NSS met and approved a price of $313,500 in 2013, the Needs Study Task Force met and is recommending to the MSB that the price be calculated using the following formula: (Storm Sewer Adjustment + Storm Sewer New Construction)/2)=Unit Price used in Needs. Using this formula the Storm Sewer Unit Price for the 2014 Needs Study would be **($319,711+$99,942)/2= $209,826**

RAILROAD CROSSINGS NEEDS COSTS

Are 'After The Fact' Needs in the new program

OTHER

TOPICS



NOTES and COMMENTS

Unencumbered Construction Funds Subcommittee (UCFS)

Meeting Minutes
March 19, 2014

Attendees
Jeff Hulsether, Brainerd – Chairperson
Jean Keely, Blaine
Kent Exner, Hutchinson
Julie Skallman, MnDOT
Patti Loken, MnDOT
Julee Puffer, MnDOT
Marshall Johnston, MnDOT
Cindy Degener, MnDOT
Candy Harding, MnDOT

I. Chair Hulsether called the meeting to order at 12:45 PM.

II. Motion to nominate Exner as meeting secretary by Keely and seconded by Hulsether. Motion carried unanimously.

III. Meeting Agenda Discussion

1) Certified Complete Cities
   a. Explain calculations
      Johnston reviewed existing Minnesota Statutes that apply to the process of certifying a specific city's Municipal State Aid street system complete. Two Statute statements that were thoroughly discussed by the Subcommittee included 'subject to the consent of the commissioner and under rules of the commissioner, a portion of the money so apportioned may be used on other streets or roads within the city' and 'portion of the county or city apportionment attributable to needs must not be used on the local system'. The Subcommittee also reviewed the provided MSAS Distribution High Level Overview flowchart that explained the breakdown of the city construction allotment into the respective Needs and population based allotment shares. However, Johnston explained that the calculations to administer the allotment splits can be confusing and inconsistent.
   b. Discuss carry over from previous years
      A handout, Certified Complete City Analysis of 90 – Muni Const Acct, was provided that displayed the allocation/disbursement splits for recent years for the five certified complete cities (Columbia Heights, Crookston, Falcon Heights, Fridley & South St. Paul). The Subcommittee discussed how State Aid staff determines a city to be certified complete and how that status is monitored going forward (onsite system inspection every two years). Subcommittee members requested that the current certified complete checklist be reviewed with the Municipal Screening Board.
   c. Discuss borrowing from Needs portion of allotment to spend on local roads.
      Another handout, Local Amount Available After January 2014 Allocation, was reviewed and discussed. This information displayed a local amount allotment balance situation that results in a current negative balance for a particular city

(Fridley). Johnston explained how this balance was arrived at and that this city had in essence utilized their entire population based allotment for their local roadway system as allowed, but exceeded that amount which necessitated borrowing against the Needs based allotment for the local roadway improvements during 2013. The Subcommittee had a lengthy discussion regarding this situation and ultimately agreed that the following parameters should be administered in the future:

- *MSA system project payment requests will be funded by the Needs based allocation first, followed by the population based allocation.*
- *Remaining population based allocation amount could then be utilized for local roadway projects (balance amount shall not be exceeded and no advancements for the population based share would be allowed).*
- *Annual population based allocation amount should be utilized on local roadway projects during the specific year of the allocation. If not, starting at the end of the 2015 calendar year, the remaining population based allocation will roll into the overall construction allotment balance the following year. Thus, requiring that it be utilized on MSA system projects in future years.*
- *Requested share of the population based allocation to be utilized on the local roadway system shall not exceed the current balance and advancements or borrowing against the Needs based allocation will not be allowed.*
- *State Aid advancement repayments are first priority with respect to any given year's total allocation.*

The Subcommittee requested that State Aid staff prepare a letter addressed to the five certified complete cities explaining the above described approach to the administration of their accounts that would be sent prior to the upcoming Municipal Screening Board meeting. Also, it was requested that State Aid staff prepare information for the MSB meeting that examines the historically splits of the certified complete cities' Needs and population based allocations.

d. Make recommendations to the MSB.
Following significant discussion, the Subcommittee made the following recommendations for the Municipal Screening Board's consideration at their spring meeting:

- *Criteria prepared by State Aid staff and based on the above described parameters relative to the administration of certified complete cities' MSA accounts be considered.*
- *Appropriate resolutions be formulated and considered.*

Motion to forward the above recommendations to the Municipal Screening Board by Keely and seconded by Exner. Motion carried unanimously.

2) Municipal Screening Board resolutions

a. Review draft resolutions based on new Needs calculation methods.
The Subcommittee and State Aid staff worked through a draft of the necessary resolution revisions to accommodate the new Needs calculations/program. Subcommittee members agreed that the ADT roadway designs chart should be included within the Needs resolutions and that the forthcoming Needs handbook should be referenced within the Needs resolutions. Further review

of these resolutions will occur during an onsite/teleconference meeting on Tuesday, April 1st.

b. Make a recommendation to the MSB.
It is the intention of the Subcommittee that a set of revised resolutions will be provided to the MSB for their consideration at their upcoming meeting.

3) Other Topics
   a. How to count traffic signal legs
      i. One-Way streets
      After a brief discussion, the Subcommittee agreed that the intersection of one-way streets should be considered two legs when counting traffic signal legs for the new Needs program.
      ii. Pedestrian signals
      The Subcommittee agreed that stand-alone pedestrian signals should not be accounted for when counting traffic signal legs for the new Needs program.
   b. Other issues?

IV. Motion to adjourn at 4:10 PM by Exner and seconded by Keely. Motion carried unanimously.

Respectfully Submitted,

Kent Exner
UCFS Meeting Secretary
Hutchinson City Engineer

Unencumbered Construction Funds Subcommittee (UCFS)

Meeting Minutes
April 1, 2014

Attendees
Jeff Hulsether, Brainerd – Chairperson
Jean Keely, Blaine (via conference call)
Kent Exner, Hutchinson (via conference call)
Julie Skallman, MnDOT
Patti Loken, MnDOT
Julee Puffer, MnDOT
Marshall Johnston, MnDOT
Cindy Degener, MnDOT
Candy Harding, MnDOT

I. Chair Hulsether called the meeting to order at about 1:10 PM.

II. Meeting Discussion

1) Certified Complete Cities
   a. Reviewed 'Certified Complete City Analysis of 90 – Muni Const Acct' Handout
      State Aid staff provided an overview of worksheets for each certified complete City that showed the allocation/disbursement activity (past 12 years) of their respective State Aid and Local Road shares of their accounts. UCFS members provided input and suggested format revisions relative to these documents. At this point, State Aid staff will revise accordingly and verify that all past project encumbrances are accounted for and noted as 'Less Encumbrances' within the worksheets. UCFS members also agreed that if a certified complete City applies for local road funds in excess of their current local road balance that they will be "paid short" and may request the remaining funding in future years. It was noted that local road funds may not be allocated in future years if a City was uncertified and that the respective City would have to potentially account for the project funding shortfall with other City funding.
   b. Reviewed 'Local Amount Available After January 2014 Allocation' Handout
      State Aid staff provided an overview of this document. UCFS members agreed that this information appeared to be appropriate and requested that it be included within the annual Needs book.
   c. Reviewed Draft 'Current Resolutions of the Municipal Screening Board' Handout
      State Aid staff provided an overview of updated Municipal Screening Board (MSB) resolutions to reflect the changes required by the implementation of the new Needs system. UCFS members provided input and suggested some additional revisions relative to these documents. At this point, UCFS members agreed that the proposed revisions be attached to this meeting's minutes and that they be forwarded to the MSB for their consideration.

III. Meeting adjourned at about 2:50 PM.

Respectfully Submitted,

Kent Exner
UCFS Meeting Secretary
Hutchinson City Engineer

Certified Complete City Analysis of 90 - Muni Const Acct

as of 12/31/2013

revised after the 4/1/2014 UCFS meeting

Best estimate based on information available

Columbia Heights						
	Construction Allocation			Disbursements/Encumbrances		
Allocation Year	Total	Local Road (Population based Allocation)	State Aid (Needs based Allocation)	Total	Local Road (Population based Allocation)	State Aid (Needs based Allocation)
2013	440,075.00	254,780.00	185,295.00	340,773.95	24,011.25	316,762.70
2012	505,676.00	288,943.00	216,733.00	228,877.93	62,814.01	166,063.92
2011	463,793.00	261,154.00	202,639.00	619,592.33	222,185.99	397,406.34
2010	437,964.00	240,999.00	196,965.00	278,461.16		278,461.16
2009	422,762.00	232,296.00	190,466.00	413,750.75	216,213.75	197,537.00
2008	400,706.00	220,798.00	179,908.00	883,425.13	203,494.00	679,931.13
2007	401,487.00	222,661.00	178,826.00	300,000.00	300,000.00	-
2006	420,663.00	222,461.00	198,202.00	54,430.87	15,000.00	39,430.87
2005	415,513.00	227,722.00	187,791.00	427,758.24	285,000.00	142,758.24
2004	358,907.00	164,852.00	194,055.00	270,000.00	270,000.00	-
2003	360,095.00	196,990.00	163,105.00	9,000.00	9,000.00	-
2002	422,713.00	242,179.00	180,534.00	1,904,954.05	-	1,904,954.05
Bal Fwd In	1,069,484.29	1,069,484.29	-	-	-	-
	6,119,838.29	3,845,319.29	2,274,519.00	5,731,024.41	1,607,719.00	4,123,305.41
Less Disbursements		(1,607,719.00)	(4,123,305.41)			
		2,237,600.29	(1,848,786.41)			
Move negative SA to Local Road		(1,848,786.41)	1,848,786.41			
		388,813.88	-			
2014		263,412.00	193,093.00			
Available before encumbrances		652,225.88	193,093.00			
5% Encumbrances carried over		24,011.25	-			
Amount Available for Local Roads		676,237.13				
Amount Available for SA Roads			193,093.00			

Crookston						
	Construction Allocation			Disbursements/Encumbrances		
Allocation Year	Total	Local Road (Population based Allocation)	State Aid (Needs based Allocation)	Total	Local Road (Population based Allocation)	State Aid (Needs based Allocation)
2013	394,484.00	118,241.00	276,243.00	402,718.71	35,935.32	366,783.39
2012	385,556.00	116,950.00	268,606.00	535,682.89	180,384.47	355,298.42
2011	383,513.00	115,517.00	267,996.00	228,348.52	-	228,348.52
Balance from 2010			3,197.12	-	-	-
	1,163,553.00	350,708.00	816,042.12	1,166,750.12	216,319.79	950,430.33
Less Disbursements		(216,319.79)	(950,430.33)			
		134,388.21	(134,388.21)			
Move negative SA to Local Road		(134,388.21)	134,388.21			
		-	-			
2014		121,893.00	287,869.00			
Available before encumbrances		121,893.00	287,869.00			
5% Encumbrances carried over		1,027.21	-			
Amount Available for Local Roads		122,920.21				
Amount Available for SA Roads			287,869.00			

Falcon Heights

Allocation Year	Construction Allocation: Total	Construction Allocation: Local Road (Population based Allocation)	Construction Allocation: State Aid (Needs based Allocation)	Disbursements/Encumbrances: Total	Disbursements/Encumbrances: Local Road (Population based Allocation)	Disbursements/Encumbrances: State Aid (Needs based Allocation)
2013	101,689.00	69,932.00	31,757.00	10,805.97	10,805.97	-
2012	93,451.00	68,346.00	25,105.00	84,321.15	80,071.15	4,250.00
2011	95,560.00	70,417.00	25,143.00	-	-	-
2010	89,289.00	64,803.00	24,486.00	-	-	-
2009	85,664.00	62,235.00	23,429.00	124,061.54	124,061.54	-
2008	82,922.00	59,681.00	23,241.00	-		-
2007	86,294.00	59,173.00	27,121.00	91,393.71	-	91,393.71
2006	84,425.00	57,757.00	26,668.00	321,991.60	-	321,991.60
2005	87,541.00	58,887.00	28,654.00	-	-	-
2004	82,744.00	59,402.00	23,342.00	38,294.76	40,165.82	(1,871.06)
2003	79,953.00	59,323.00	20,630.00	139,384.34	105,533.48	33,850.86
2002	86,308.00	64,191.00	22,117.00	-	-	-
Bal Fwd In	110,326.50	26,361.00	83,965.50	-	-	-
	1,166,166.50	780,508.00	385,658.50	810,253.07	360,637.96	449,615.11
Less Disbursements		(360,637.96)	(449,615.11)			
		419,870.04	(63,956.61)			
Move negative SA to Local Road		(63,956.61)	63,956.61			
		355,913.43	-			
2014		72,641.00	33,094.00			
Available before encumbrances		428,554.43	33,094.00			
5% Encumbrances carried over		10,805.97	-			
Amount Available for Local Roads		439,360.40				
Amount Available for SA Roads			33,094.00			

Fridley

	Construction Allocation			Disbursements/Encumbrances		
Allocation Year	Total	Local Road (Population based Allocation)	State Aid (Needs based Allocation)	Total	Local Road (Population based Allocation)	State Aid (Needs based Allocation)
2013	661,929.00	357,321.00	304,608.00	821,354.96	683,733.87	137,621.09
2012	645,430.00	349,475.00	295,955.00	769,376.47	531,040.09	238,336.38
2011	622,688.00	335,456.00	287,232.00	476,071.36	331,987.29	144,084.07
2010	653,919.00	357,191.00	296,728.00	1,296,874.00	837,474.24	459,399.76
2009	634,507.00	344,292.00	290,215.00	499,440.24	-	499,440.24
2008	598,807.00	327,252.00	271,555.00	804,750.00	633,750.00	171,000.00
2007	598,258.00	330,011.00	268,247.00	501,858.50	336,500.00	165,358.50
2006	625,302.00	328,298.00	297,004.00	-	-	-
2005	588,805.00	334,679.00	254,126.00	924,527.15	643,500.00	281,027.15
2004	515,020.00	337,287.00	177,733.00	351,096.18	330,000.00	21,096.18
2003	475,908.00	314,500.00	161,408.00	1,078,548.08	330,000.00	748,548.08
2002	502,402.00	340,544.00	161,858.00	340,278.60	335,000.00	5,278.60
Bal Fwd In	741,200.54	337,065.00	404,135.54	-	-	-
	7,864,175.54	4,393,371.00	3,470,804.54	7,864,175.54	4,992,985.49	2,871,190.05
Less Disbursements		(4,992,985.49)	(2,871,190.05)			
		(599,614.49)	599,614.49			
2014		369,374.00	317,428.00			
Available before encumbrances		(230,240.49)	917,042.49			
5% Encumbrances carried over		105,856.14	68,816.85			
Local Enc Release due to negative		(105,856.14)	105,856.14			
Amount Available for Local Roads		(230,240.49)				
Amount Available for SA Roads			1,091,715.48			
Local Disbursement made in 2014		108,600.49		Note: 5% Enc for this payment has been released		
		(338,840.98)				

South St. Paul

Allocation Year	Construction Allocation: Total	Construction Allocation: Local Road (Population based Allocation)	Construction Allocation: State Aid (Needs based Allocation)	Disbursements/Encumbrances: Total	Disbursements/Encumbrances: Local Road (Population based Allocation)	Disbursements/Encumbrances: State Aid (Needs based Allocation)
2013	526,154.00	303,807.00	222,347.00	615,191.28		615,191.28
2012	518,299.00	298,784.00	219,515.00	406,342.38		406,342.38
2011	488,867.00	284,563.00	204,304.00	314,535.93		314,535.93
2010	450,433.00	263,511.00	186,922.00	709,747.02	68,045.65	641,701.37
2009	434,040.00	252,954.00	181,086.00	368,302.78	60,735.15	307,567.63
2008	413,302.00	240,434.00	172,868.00	413,331.71	-	413,331.71
2007	410,680.00	242,462.00	168,218.00	417,965.22	-	417,965.22
2006	416,611.00	242,184.00	174,427.00	330,122.02	20,977.38	309,144.64
2005	415,645.00	247,281.00	168,364.00	494,353.26	443,423.56	50,929.70
2004	423,449.00	249,538.00	173,911.00	354,954.62	273,088.88	81,865.74
2003	429,871.00	247,476.00	182,395.00	265,045.01	-	265,045.01
2002	430,894.00	268,073.00	162,821.00	1,874,988.52	1,555,883.00	319,105.52
Bal Fwd In	1,852,543.88	-	1,852,543.88	-	-	-
	7,210,788.88	3,141,067.00	4,069,721.88	6,564,879.75	2,422,153.62	4,142,726.13
Less Disbursements		(2,422,153.62)	(4,142,726.13)			
		718,913.38	(73,004.25)			
Move negative SA to Local Road		(73,004.25)	73,004.25			
		645,909.13	-			
2014		313,421.00	231,704.00			
Available before encumbrances		959,330.13	231,704.00			
Repaid Overpayment		15,297.40				
5% Encumbrances carried over		-	39,353.77			
Amount Available for Local Roads		974,627.53				
Amount Available for SA Roads			271,057.77			

N:\msas\subcommittee issues\UCFS\2014\Certified Complete Analysis Final 3-24-14 REDO FINAL

Minnesota Department of Transportation
State Aid for Local Transportation
MS 500
395 John Ireland Boulevard
Saint Paul, MN 55155

March 27, 2014

Kevin Hanson, Columbia Heights City Engineer
Rich Clauson, Crookston City Engineer
Marc Culver, Falcon Heights City Engineer
Jim Koslucher, Fridley City Engineer
John Sachi, South St. Paul City Engineer

RE: Certified Complete Cities

Dear City Engineers:

We are writing this letter to bring to your attention to an issue regarding the Certified Complete cities and the practice used for calculating the amount of municipal state aid funds (population share) available for local road improvements. Changes associated with the MSAS Needs distribution and the retirement of Marshall Johnston as the MSAS Needs manager prompted the review of many of our current practices and processes. In addition to the changes of the Needs distribution, MnDOT is embarking on a strategic priority, "Enhancing Financial Effectiveness". The Certified Complete processes for the State Aid cities is one such focus area we felt needed to be re-evaluated and reviewed by the Municipal Screening Board (MSB) to ensure we are following applicable rules and statues.

The first step in the review process is for State Aid to gather information and bring it to the Unencumbered Construction Funds Subcommittee (UCFS). The subcommittee met with State Aid staff on March 19, 2014 to review the past practice of determining the amount of funds (based on population) available to a certified complete city, how the funds are carried forward from year to year, and how they have been used for funding local road projects. They concluded the process is flawed for the following occurrences:

- Year to year carry over
  - Currently, the method used to carry forward the remaining balance available from one year to the next can result in a city appearing to have more funds available to spend on its local roads than is has in its total construction account.
- Allowing a city to go negative in its local population funding amount, i.e. spending more than the population share of the total construction attotment.
  - Currently, a city is allowed to borrow from the Construction Needs based portion of its total Construction Allotment to spend on its local roads.

The committee is recommending the following changes to be administered by state aid:

- Year to year carry over
  - The 2014 local population amount previously thought to be available will be adjusted as shown on the attached chart.
  - The 2015 local amount will allow a one-time carryover from 2014 plus the amount calculated in 2015.

- The 2016 and beyond local population amount available will be reset to $0 at the end of each year and only the local amount available calculated for that year will be available to use on non MSAS city streets .
- No longer will it be allowed for a city to go negative in its local population amount spent. State Aid rule 8820.18 subpart.2 states in part: 'That portion of the county or city apportionment attributable to Needs must not be used on the local system.'

Allowing a city to go negative (borrowing from its Needs based allocation to spend on its local system) is not in compliance with the above rule. Therefore, beginning with the 2014 distribution, a city will only be allowed to spend the amount of its Construction Allotment that is based on the population portion of the of the apportionment on its local streets.

If the MSB concurs with UCFS members, new guidelines will be written and the funding amount available in January will be based on the population apportionment of the allocation to spend on your local streets. The attached spreadsheet shows the local amount you will have available using the new guidance.

During the transition of the new process, the amount available in 2014 is either the amount of the city's total Construction Allotment or the amount calculated on the attached spreadsheet from State Aid Finance, whichever is less. If your local amount is a negative, the amount available in 2014 will be $0.

The MSB will be taking action on this on May 21 and 22 at the spring Screening Board Meeting. Bring questions and comments to your prescreening district meetings in order for your district MSB representative to discuss. Prescreening board meeting dates will be announced soon by your District State Aid Engineers.

To make sure this issue is fixed permanently, State Aid Finance is creating a special account for Certified Complete cities. Each city's Construction Allotment will be split into two sub accounts; Needs based account and a population based account. When your payment requests are processed, the dollars will be paid from the appropriate sub account. If your payment request for a project on a state aid route is greater than the amount in the Needs based account, the remainder will automatically come from the population based account, thereby reducing the sum available for use on local streets.

Sincerely,

Julie Skallman
State Aid Engineer

Enclosures
cc: Patti Loken, Acting MSAS Needs Manager
Ted Schoenecker, State Aid
Dan Erickson, Metro State Aid
Julie Dresel, Metro State Aid
Lou Tasa, D2 State Aid
Steve Bot, MSB Chair
Jeff Hulsether, UCFS Chair

LOCAL AMOUNT AVAILABLE AFTER JANUARY 2014 ALLOCATION

UCFS recommended amounts

revised after 4/1/2014 UCFS meeting

	Fridley	Columbia Heights	Falcon Heights	South St. Paul	Crookston
Construction Fund Balance Available after the January 2014 Allocation	$861,475	$869,330	$472,454	$1,245,685	$410,789
Maximum Local Amount Available after January 2014 Allocation BASED ON CURRENT CALCULATION METHOD	($123,885)	$1,040,370	$458,975	$2,320,144	$256,702
Maximum Local Amount Available after January 2014 Allocation BASED ON SA FINANCE CALCULATIONS	($230,240)	$676,237	$439,360	$974,628	$122,920
Maximum Local Amount Available after January 2014 Allocation SUBCOMMITTEE RECOMMENDATION	**$0**	**$676,237**	**$439,360**	**$974,628**	**$122,920**

CURRENT RESOLUTIONS
OF THE
MUNICIPAL SCREENING BOARD

October 2013

Bolded wording (except headings) are revisions since the last publication of the Resolutions

BE IT RESOLVED:

ADMINISTRATION

Appointments to Screening Board - Oct. 1961 (Revised June 1981, May 2011)

That annually the Commissioner of Mn/DOT will be requested to appoint three (3) new members, upon recommendation of the City Engineers Association of Minnesota, to serve three (3) year terms as voting members of the Municipal Screening Board. These appointees are selected from the MnDOT State Aid Districts as they exist in 2010, together with one representative from each of the four (4) cities of the first class.

Screening Board Chair, Vice Chair and Secretary- June 1987 (Revised June, 2002)

That the Chair Vice Chair, and Secretary**,** nominated annually at the annual meeting of the City Engineers ~~a~~Association of Minnesota and subsequently appointed by the Commissioner of the Minnesota Department of Transportation shall not have a vote in matters before the Screening Board unless they are also the duly appointed Screening Board Representative of a construction District or of a City of the first class.

Appointment to the Needs Study Subcommittee - June 1987 (Revised June 1993)

That the Screening Board Chair shall annually appoint one city engineer, who has served on the Screening Board, to serve a three year term on the Needs Study Subcommittee. The appointment shall be made at the annual winter meeting of the City's Engineers Association. The appointed subcommittee person shall serve as chair of the subcommittee in the third year of the appointment.

Appointment to Unencumbered Construction Funds Subcommittee ~~–~~ (Revised June 1979, May 2014)

That the Screening Board past Chair be appointed to serve a minimum three-year term on the Unencumbered Construction Fund Subcommittee. This will continue to maintain an experienced group to follow a program of accomplishments. The most senior member shall serve as chair of the subcommittee.

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Appearance Screening Board - Oct. 1962 (Revised Oct. 1982)

That any individual or delegation having items of concern regarding the study of State Aid Needs or State Aid Apportionment amounts, and wishing to have consideration given to these items, shall, in a written report, communicate with the State Aid Engineer. The State Aid Engineer with concurrence of the Chair of the Screening Board shall determine which requests are to be referred

to the Screening Board for their consideration. This resolution does not abrogate the right of the Screening Board to call any person or persons before the Board for discussion purposes.

Screening Board Meeting Dates and Locations - June 1996

That the Screening Board Chair, with the assistance of the State Aid Engineer, determine the dates and locations for that year's Screening Board meetings.

Research Account - Oct. 1961

That an annual resolution be considered for setting aside up to ½ of 1% of the previous years Apportionment fund for the Research Account to continue municipal street research activity.

~~**Soil Type** - Oct. 1961 (Revised June, 2005)~~

~~That the soil type classification as approved by the 1961 Municipal Screening Board, for all municipalities under Municipal State Aid be adopted for the 1962 Needs Study and 1963 apportionment on all streets in the respective municipalities. Said classifications are to be continued in use until subsequently amended or revised by using the following steps:~~

~~a) The DSAE shall have the authority to review and approve requests for Soils Factor revisions on independent segments (if less than 10% of the MSAS system). Appropriate written documentation is required with the request and the DSAE should consult with the Mn/DOT Materials Office prior to approval.~~
~~b) If greater than 10% of the municipality's MSAS system mileage is proposed for Soil Factor revisions, the following shall occur:~~
~~Step 1. The DSAE (in consultation with the Mn/DOT Materials Office) and Needs Study Subcommittee will review the request with appropriate written documentation and make a recommendation to the Screening Board.~~
~~Step 2. The Screening Board shall review and make the final determination of the request for Soils Factor revisions.~~

~~That when a new municipality becomes eligible to participate in the MSAS allocation, the soil type to be used for Needs purposes shall be based upon the Mn/DOT Soils Classification Map for Needs purposes. Any requests for changes must follow the above process.~~

Population Apportionment - October 1994, 1996

That beginning with calendar year 1996, the MSAS population apportionment shall be determined using the latest available federal census or population estimates of the State Demographer and/or the Metropolitan Council. However, no population shall be decreased below that of the latest available federal census, and no city dropped from the MSAS eligible list based on population estimates.

Improper Needs Report - Oct. 1961

That the State Aid Engineer and the District State Aid Engineer (DSAE) are requested to recommend an adjustment of the Needs reporting whenever there is a reason to believe that

said reports have deviated from accepted standards and to submit their recommendations to the Screening Board, with a copy to the municipality involved, or its engineer.

New Cities Needs - Oct. 1983 (Revised June~~,~~ 2005, May 2014)

That any new city having determined its eligible mileage, but has not submitted its Needs to the DSAE by December 1, will have its money Needs determined ~~at~~ using the lowest cost per mile of ~~the lowest~~ any other participating city.

Construction Needs Components – May 2014

That f~~F~~or Construction Needs purposes, all roadways on the MSAS system shall be considered as being built to Urban standards.
That a~~A~~ll segments on the MSAS system shall always generate Construction Needs on the following items:
Excavation/Grading
Gravel Base
Bituminous
Curb and Gutter Construction
Sidewalk Construction
Storm Sewer Construction
Street Lighting
Traffic Signals
Engineering

Unit Price Study- Oct. 2006 (Revised May, 2014)

That the Needs Study Subcommittee shall annually review the Unit Prices for the Needs components used in the Needs Study. The Subcommittee shall make its recommendation to the Municipal Screening board at its annual spring meeting.

That the Unit Price Study go to a 3 year (or triennial) cycle with the Unit Prices for the two 'off years' to be set using the Engineering News Record construction cost index on all items where a Unit Price is not received from other MnDOT offices. The Screening Board may request a Unit Price Study on individual items in the 'off years' if it is deemed necessary.

~~That the Unit Price Study go to a 3 year (or triennial) cycle with the Unit Prices for the two 'off years' to be set using the Engineering News Record construction cost index. The Screening Board may request a Unit Price Study on individual items in the 'off years' if it is deemed necessary.~~

Unit Costs – May 2014

That the quantities which the Unit Costs for Excavation/Grading, Gravel Base, and Bituminous are based upon shall be determined by using the roadway cross sections in each of the ADT ~~traffic~~ group~~ing~~s as determined by the Municipal Screening Board.

Field Code Changed

MSAS URBAN ADT GROUPS FOR NEEDS PURPOSES

Quantities Based on a One Mile Section

EXISTING ADT	PROPOSED NEEDS WIDTH	DESIGN DATA	GRADING DEPTH (inches)	GRADING QUANTITY (cubic yards)	CLASS 5 GRAVEL BASE DEPTH (inches)	CLASS 5 GRAVEL BASE QUANTITY (Tons)	TOTAL BITUMINOUS QUANTITY (TONS)
0 EXISTING ADT & NON EXISTING	26 FOOT ROADBED WIDTH	2- 11' TRAFFIC LANES 0 PARKING LANES 2- 2' CURB REACTION	22 INCHES	11,655	6 INCHES	4,346	2,917 4 INCHES
1-499 EXISTING ADT	28' FOOT ROADBED WIDTH	2- 12' TRAFFIC LANES 0 PARKING LANES 2- 2' CURB REACTION	22 INCHES	12,496	6 INCHES	4,691	3,182 4 INCHES
500-1999 EXISTING ADT	34 FOOT ROADBED WIDTH	2- 12' TRAFFIC LANES 1- 8' PARKING LANE 1- 2' CURB REACTION	26 INCHES	17,698	10 INCHES	10,176	3,978 4 INCHES
2000-4999 EXISTING ADT	40 FOOT ROADBED WIDTH	2-12' TRAFFIC LANES 2- 8' PARKING LANE	32 INCHES	25,188	16 INCHES	19,628	4,773 4 INCHES
5000-8999 EXISTING ADT	48 FOOT ROADBED WIDTH	4-11' TRAFFIC LANES 2- 2' CURB REACTION	35 INCHES	32,795	19 INCHES	27,907	5,834 4 INCHES
9000-13,999 EXISTING ADT	54 FOOT ROADBED WIDTH	4-11' TRAFFIC LANES 1- 8' PARKING LANE 1- 2' CURB REACTION	36 INCHES	37,918	19 INCHES	31,460	8,287 5 INCHES
14,000-24,999 EXISTING ADT	62 FOOT ROADBED WIDTH	4-11' TRAFFIC LANES 1- 14' CENTER TURN 2- 2' CURB REACTION	38 INCHES	45,838	20 INCHES	38,049	11,535 6 INCHES
GT 25,000 EXISTING ADT	70 FOOT ROADBED WIDTH	6-11' TRAFFIC LANES 0 PARKING LANES 2- 2' CURB REACTION	39 INCHES	53,172	21 INCHES	44,776	13,126 6 INCHES

That the quantity used for Curb and Gutter Construction be determined by multiplying the segment length time the Unit Price and multiplying it times two if it is an undivided roadway and by four if it is divided. This quantity is then multiplied by the Municipal Screening Board approved Unit Price.

That the Unit Cost for Sidewalk Construction be determined by multiplying the Unit Price times 2,933.5 (a five food wide sidewalk on one side of the road) in the lower two ADT ~~traffic~~ groups and by 5,867 (two five food wide sidewalks in the upper ADT ~~traffic~~ groups.

That the Unit Cost for Storm Sewer Construction be calculated for the highest ADT ~~traffic~~ group~~ing~~ and be prorated downward for the lower ADT group~~ing~~s. The Unit Cost for the highest ADT ~~traffic~~ grouping, based on the average costs of all Storm Sewer Construction on the MSAS system in the previous year, will be provided to State Aid by the MnDOT Hydraulics Office and the proration downward is determined based on calculations approved by the Municipal Screening Board.

Field Code Changed

Complete Storm Sewer Cost from Hydraulics Specialist $319,711
Partial Storm Sewer Cost from Hydraulics Specialist $99,942

Average SS Cost = 319,711 + 99,942)/2= **$209,827**

NSS recommended Storm Sewer Costs for 2014

for the January 2015 distribution

Typical Section	2011 Total cost per mile	Cost difference from 70' section	Percent cost difference from 70' section	Cost based on % of Cost of highest Typical Section
26	$ 367,150	$ (153,408)	-29.5%	$ 148,100
28	$ 374,123	$ (146,435)	-28.1%	$ 150,900
34	$ 395,042	$ (125,515)	-24.1%	$ 159,400
40	$ 415,961	$ (104,596)	-20.1%	$ 167,800
48	$ 443,854	$ (76,704)	-14.7%	$ 179,100
54	$ 464,773	$ (55,785)	-10.7%	$ 187,500
62	$ 492,665	$ (27,892)	-5.4%	$ 198,700
70	$ 520,557	$ -	0.0%	$ 210,000

That the Unit Cost for Street Lighting be determined by multiplying the Unit Price by the segment length.

That the Unit Cost for Traffic Signals be determined by the recommendation by the MnDOT Office of Traffic and Safety Operations and approved by the MSB.

That the Unit cost for Engineering is determined by adding together all other Unit Costs and multiplying them by the MSB approved Engineering Unit Price and adding to the total of all the other Unit Costs.

Field Code Changed

Field Code Changed

2014 UNIT PRICE RECOMMENDATIONS

fot the January 2015 distribution

Needs Item		Used for Distribution in the Old Application 2012 Needs Prices used for 2013 Distribution	Subcommittee Recommended Prices in 2013 for 2014 Distribution that we did not use	Unit Costs used for the 2014 Estimate from the new application used for test purposes	2.7% ENR Construction Cost Index for 2013	Subcommittee Recommended Prices in 2014 for the 2015 Distribution	Screening Board Approved Prices for 2015 Distribution
Grading (Excavation)	Cu. Yd.	$6.60	$6.75	$6.75	$6.93	$7.00	
Aggregate Base	Ton	10.65	10.90	10.90	11.19	11.25	
All Bituminous	Ton	58.00	59.50	59.50	61.11	61.25	
Sidewalk Construction	Sq. Ft.	2.83	3.25	3.25	3.34	3.50	
Curb and Gutter Construction	Lin.Ft.	11.15	11.45	11.45	11.76	11.75	
Street Lighting	Mile	100,000	100,000	100,000	NA	100,000.00	
Traffic Signals	Per Sig	140,000	225,000	225,000	NA	205,000.00	
Engineering	Percent	22	22	22	NA	22	
All Structures (includes both bridges and box culverts)							
0 to 149 Ft.	Sq. Ft.	125.00	120.00	60.00	NA	72.00	
150 to 499 Ft.	Sq. Ft.	125.00	120.00	60.00	NA	72.00	
500 Ft. and over	Sq. Ft.	125.00	120.00	60.00	NA	72.00	

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~~**Construction Cut Off Date** - Oct. 1962 (Revised 1967)~~

~~That for the purpose of measuring the Needs of the Municipal State Aid Street System, the annual cut off date for recording construction accomplishments shall be based upon the project award date and shall be December 31st of the preceding year.~~

~~**Construction Accomplishments** - Oct. 1988 (Revised June 1993, October 2001, October 2003)~~

~~That when a Municipal State Aid Street is constructed to State Aid Standards, said street shall be considered adequate for a period of 20 years from the project award date or encumbrance of force account funds.~~

~~That in the event sidewalk or curb and gutter is constructed for the total length of the segment, those items shall be removed from the Needs for a period of 20 years.~~

~~All segments considered deficient for Needs purposes and receiving complete Needs shall receive street lighting Needs at the current unit cost per mile.~~

~~That if the construction of a Municipal State Aid Street is accomplished, only the Construction Needs necessary to bring the segment up to State Aid Standards will be permitted in subsequent Needs after 10 years from the date of the letting or encumbrance of force account funds. For the purposes of the Needs Study, these shall be called Widening Needs. Widening Needs shall continue until reinstatement for complete Construction Needs shall be initiated by the Municipality.~~

~~That Needs for resurfacing, and traffic signals shall be allowed on all Municipal State Aid Streets at all times.~~

~~That any bridge construction project shall cause the Needs of the affected bridge to be removed for a period of 35 years from the project letting date or date of force account agreement. At the end of the 35 year period, Needs for complete reconstruction of the bridge will be reinstated in the Needs Study at the initiative of the Municipal Engineer.~~

~~That the adjustments above will apply regardless of the source of funding for the road or bridge project. Needs may be granted as an exception to this resolution upon request by the Municipal Engineer and justified to the satisfaction of the State Aid Engineer (e.g., a deficiency due to changing standards, projected traffic, or other verifiable causes).~~

~~That in the event that an M.S.A.S. route earning "After the Fact" Needs is removed from the M.S.A.S. system, then, the "After the Fact" Needs shall be removed from the Needs Study, except if transferred to another state system. No adjustment will be required on Needs earned prior to the revocation.~~

~~**Population Apportionment** - October 1994, 1996~~

~~That beginning with calendar year 1996, the MSAS population apportionment shall be determined using the latest available federal census or population estimates of the State Demographer and/or the Metropolitan Council. However, no population shall be decreased below that of the latest available federal census, and no city dropped from the MSAS eligible list based on population estimates.~~

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~~**DESIGN**~~

~~**Design Limitation on Non-Existing Streets** - Oct. 1965~~

~~That non-existing streets shall not have their Needs computed on the basis of urban design unless justified to the satisfaction of the State Aid Engineer.~~

~~**Less Than Minimum Width** - Oct. 1961 (Revised 1986)~~

~~That if a Municipal State Aid Street is constructed with State Aid funds to a width less than the design width in the quantity tables for Needs purposes, the total Needs shall be taken off such constructed street other than Additional Surfacing Needs.~~
~~Additional surfacing and other future Needs shall be limited to the constructed width as reported in the Needs Study, unless exception is justified to the satisfaction of the State Aid Engineer.~~

~~**Greater Than Minimum Width** (Revised June 1993)~~

~~That if a Municipal State Aid Street is constructed to a width wider than required, Resurfacing Needs will be allowed on the constructed width.~~

~~**Miscellaneous Limitations** - Oct. 1961~~

~~That miscellaneous items such as fence removal, bituminous surface removal, manhole adjustment, and relocation of street lights are not permitted in the Municipal State Aid Street Needs Study. The item of retaining walls, however, shall be included in the Needs Study.~~

MILEAGE - Feb. 1959 (Revised Oct. 1994. 1998)
That the maximum mileage for Municipal State Aid Street designation shall be 20 percent of the municipality's basic mileage - which is comprised of the total improved mileage of local streets, county roads and county road turnbacks.

Nov. 1965 – (Revised 1969, October 1993, October 1994, June 1996, October 1998, May 2014)

~~However,~~That the maximum mileage for State Aid designation may be exceeded to designate trunk highway turnbacks released to the Municipality after July 1, 1965. ~~and county highway turnbacks after May 11, 1994 subject to State Aid Operations Rules.~~
That the maximum mileage for State Aid designation may also be exceeded to designate both County Road and County State Aid Highways released to the Municipality after May 11th, 1994.

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Nov. 1965 (Revised 1972, Oct. 1993, 1995, 1998)

That the maximum mileage for Municipal State Aid Street designation shall be based on the Annual Certification of Mileage current as of December 31st of the preceding year. Submittal of a supplementary certification during the year shall not be permitted. Frontage roads not designated Trunk Highway, Trunk Highway Turnback or County State Aid Highways shall be considered in the computation of the basic street mileage. The total mileage of local streets, county roads and county road turnbacks on corporate limits shall be included in the municipality's basic street mileage. Any State Aid Street that is on the boundary of two adjoining urban municipalities shall be considered as one-half mileage for each municipality.

That all mileage on the MSAS system shall accrue Needs in accordance with current rules and resolutions.

Oct. 1961 (Revised May 1980, Oct. 1982, Oct. 1983, June 1993, June 2003)

That all requests for revisions to the Municipal State Aid System must be received by the District State Aid Engineer by March first to be included in that years Needs Study. If a system revision has been requested, a City Council resolution approving the system revisions and the Needs Study reporting data must be received by May first, to be included in the current year's Needs Study. If no system revisions are requested, the District State Aid Engineer must receive the Normal Needs Updates by March 31st to be included in that years' Needs Study.

One Way Street Mileage - June 1983 (Revised Oct. 1984, Oct. 1993, June 1994, Oct. 1997)

That any one-way streets added to the Municipal State Aid Street system must be reviewed by the Needs Study Sub-Committee, and approved by the Screening Board before any one-way street can be treated as one-half mileage in the Needs Study.

That all Municipal Screening Board approved one-way streets be treated as one-half of the mileage and allow one-half complete Needs. When Trunk Highway or County Highway Turnback is used as part of a one-way pair, mileage for certification shall only be included as Trunk Highway or County Turnback mileage and not as approved one-way mileage.

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~~**NEEDS COSTS**~~

~~That the Needs Study Subcommittee shall annually review the Unit Prices used in the Needs Study. The Subcommittee shall make its recommendation the Municipal Screening Board at its annual spring meeting.~~

~~**Grading Factors (or Multipliers) October 2007**~~

~~That Needs for tree removal, pavement removal, curb and gutter removal and sidewalk removal shall be removed from urban segments in the Needs study and replaced with an Urban Grading Multiplier approved by the Municipal Screening Board. This Multiplier will be multiplied by the Grading/Excavation Needs of each deficient proposed urban segment in the Needs study.~~

~~That Needs for tree removal, pavement removal, special drainage, gravel surface and gravel shoulders shall be removed from the rural segments in the Needs study and be replaced with a Rural Grading Multiplied approved by the Municipal Screening Board. This Multiplier will be multiplied by the Grading/Excavation Needs of each deficient proposed rural segment in the Needs study.~~

~~That these Grading Factors shall take effect for the January 2009 allocation.~~

NEEDS ADJUSTMENTS – May 2014

That in the event that an MSAS route earning "After the Fact" Needs is removed from the MSAS system, then, the "After the Fact" Needs shall be removed from the Needs Study, except if transferred to another state system. No adjustment will be required on Needs earned prior to the revocation.

~~**Bond Adjustment** - Oct. 1961 (Revised 1976, 1979, 1995, 2003, Oct. 2005)~~

~~That a separate annual adjustment shall be made in total money Needs of a municipality that has sold and issued bonds pursuant to Minnesota Statutes, Section 162.18, for use on State Aid projects.~~

~~That this adjustment shall be based upon the remaining amount of principal to be paid minus any amount not applied toward Municipal State Aid, County State Aid or Trunk Highway projects.~~

~~**UnencumberedUnencumbered Construction Fund Balance Adjustment** - Oct. 1961 (Revised October 1991, 1996, October, 1999, 2003)~~

~~That for the determination of Apportionment Needs, a city with a positive unencumbered construction fund balance as of December 31st of the current year shall have that amount deducted from its 25-year total Needs. A municipality with a negative unencumbered construction fund balance as of December 31st of the current year shall have that amount added to its 25 year total Needs.~~

~~That funding Requests received before December 1st by the District State Aid Engineer for payment shall be considered as being encumbered and the construction balances shall be so adjusted.~~

Excess Unencumbered Construction Fund Balance Adjustment –
Oct. 2002, (Revised Jan. 2010, May 2014)

That State Aid Payment Requests received before December 1st by the District State Aid Engineer for payment shall be considered as being encumbered and the construction balances shall be so adjusted.

That the December 31 construction fund balance will be compared to the annual construction allotment from January of the same year.
If the December 31 construction fund balance exceeds 3 times the January construction allotment and $1,500,000, the negative ~~first year~~ adjustment to the Needs will be 1 times the December 31 construction fund balance. In each consecutive year the December 31 construction fund balance exceeds 3 times the January construction allotment and $1,500,000, the negative adjustment to the Needs will be increased to 2, 3, 4, etc. times the December 31 construction fund balance until such time the Construction Needs are adjusted to zero.

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Comment [MJ1]: Move tro UCFS balance area Name SA POayment request

Comment [RMJ2]: Discuss this paragraph

If the December 31 construction fund balance drops below 3 times the January construction allotment and subsequently increases to over 3 times, the multipliers shall start over with one.
~~This adjustment will be in addition to the unencumbered construction fund balance adjustment and takes effect for the 2004 apportionment.~~

Low Balance Incentive – Oct. 2003 (Revised May, 2014)

That the amount of the Excess Unencumbered Construction Fund Balance Adjustment shall be redistributed as a positive adjustment to the Construction Needs of all municipalities whose December 31st construction fund balance is less than 1 times their January construction allotment of the same year. This redistribution will be based on a city's prorated share of its Unadjusted Construction Needs to the total Unadjusted Construction Needs of all participating cities times the total Excess Balance Adjustment**.**

After the Fact Right of Way Adjustment - Oct. 1965 (Revised June 1986, 2000, May 2014~~)~~)

~~That Right of Way Needs shall be included in the Total Needs based on the unit price per acre until such time that the right of way is acquired and the actual cost established.~~ That Right of Way Needs shall not be included in the Needs calculations until the right of way is acquired and the actual cost established. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a 15-year period. Only right of way acquisition costs that are eligible for State-Aid ~~reimbursement~~ funding shall be included in the right-of-way Construction Needs adjustment. This Directive is to exclude all Federal or State grants. ~~The State Aid Engineer shall compile right-of-way projects that are funded with State Aid funds.~~

When "After the Fact" Needs are requested for right-of-way projects that have been funded with local funds, but qualify for State Aid reimbursement, documentation (copies of warrants and description of acquisition) must be submitted to the District State Aid Engineer. The City Engineer shall input the data into the Needs Update program and the data will be approved by the DSAE.

~~'After the Fact' Non Existing Bridge Adjustment - Revised October 1997~~

~~That the Construction Needs for all 'non existing' bridges and grade separations be removed from the Needs Study until such time that a construction project is awarded. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a period of 15 years. The total cost shall include project development and construction engineering costs based upon the current Project Development percentage used in the Needs Study.~~

After the Fact Railroad Bridge over MSAS Route Adjustment – May 2014

RR Bridge over MSAS Route Rehabilitation

That any structure that has been rehabilitated (Minnesota Administrative Rules, CHAPTER 8820, 8820.0200 DEFINITIONS, Subp. 8. Bridge rehabilitation) shall not be included in the Needs calculations until the rehabilitation project has been completed and the actual cost established. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a 15-year period. Only State Aid eligible items are allowed to be included in this adjustment and all structure rehabilitation Needs adjustments must be input by the city and approved by the DSAE.

RR Bridge over MSAS Route Construction/Reconstruction

That any structure that has been constructed/reconstructed (Minnesota Administrative Rules, CHAPTER 8820, 8820.0200 DEFINITIONS, Subp. 31. Reconstruction) shall not be included in the Needs calculations until the project has been completed and the actual cost established. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a 35-year period. Only State Aid eligible items

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are allowed to be included in this adjustment and all structure construction/reconstruction Needs adjustments must be input by the city and approved by the District State Aid Engineer.

After the Fact Railroad Crossing Adjustment

That any Railroad Crossing improvements shall not be included in the Needs Calculations until the project has been completed and the actual cost established. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) to the annual Construction Needs for a 15 year period. Only State Aid eligible items are allowed to be included in this adjustment, and all Railroad Crossing Needs adjustments must be input by the city and approved by the District State Aid Engineer.

Excess Maintenance Account – June 2006

That any city which requests an annual Maintenance Allocation of more than 35% of their Total Allocation, is granted a variance by the Variance Committee, and subsequently receives the increased Maintenance Allocation shall receive a negative Needs adjustment equal to the amount of money over and above the 35% amount transferred from the city's Construction Account to its Maintenance Account. The Needs adjustment will be calculated for an accumulative period of twenty years, and applied as a single one-year (one time) deduction each year the city receives the maintenance allocation.

After the Fact' Retaining Wall Adjustment Oct. 2006 (Revised May 2014)

That retaining wall Needs shall not be included in the Needs study until such time that the retaining wall has been constructed and the actual cost established. At that time a Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a 15 year period. Documentation of the construction of the retaining wall, including eligible costs, must be submitted to your District State Aid Engineer by July 1 to be included in that years Needs study. After the Fact needs on retaining walls shall begin effective for all projects awarded after January 1, 2006. All Retaining Wall adjustments must be input by the city and approved by the District State Aid Engineer.

Trunk Highway Turnback - Oct. 1967 (Revised June 1989, May 2014)

That any trunk highway turnback which reverts directly to the municipality and becomes part of the Municipal State Aid Street system shall not have its Construction Needs considered in the Construction Needs apportionment determination as long as the former trunk highway is fully eligible for 100 percent construction payment from the Municipal Turnback Account. During this time of eligibility, financial aid for the additional maintenance obligation, to~~of~~ the municipality imposed by the turnback shall be computed on the basis of the current year's apportionment data and shall be accomplished in the following manner.

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That the initial turnback maintenance adjustment when for less than 12 full months shall provide partial maintenance cost reimbursement by adding said initial adjustment to the Construction Needs which will produce approximately 1/12 of $7,200 per mile in apportionment funds for each month or part of a month that the municipality had maintenance responsibility during the initial year.

That to provide an advance payment for the coming year's additional maintenance obligation, a Needs adjustment per mile shall be added to the annual Construction Needs. This Needs adjustment per mile shall produce sufficient apportionment funds so that at least $7,200 in apportionment shall be earned for each mile of trunk highway turnback on Municipal State Aid Street System.

That Trunk Highway Turnback adjustments shall terminate at the end of the calendar year during which a construction contract has been awarded that fulfills the Municipal Turnback Account Payment provisions.~~; and the Resurfacing Needs for the awarded project shall be included in the Needs Study for the next apportionment.~~

TRAFFIC - June 1971

Traffic Limitation on Non-Existing Streets - Oct. 1965 (Revised May 2014)

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~~That non-existing street shall not have their Needs computed on a traffic count of more than 4,999 vehicles per day unless justified to the satisfaction of the Commissioner.~~

That for the 1965 and all future Municipal State Aid Street Needs Studies, the Needs Study procedure shall utilize traffic data developed according the Traffic Forecasting and Analysis web site at http://www.dot.state.mn.us/traffic/data/coll-methods.html#TCS ~~to the Traffic Estimating section of the State Aid Manual (section 700)~~. ~~This manual shall be prepared and kept current under the direction of the Screening Board regarding methods of counting traffic and computing average daily traffic.~~ The manner and scope of reporting is detailed in the above mentioned manual.

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Comment [SG3]: Marshall: Check the accuracy of this paragraph (Notes from your 2011 revised document)

Traffic Counting - Sept. 1973 (Revised June 1987, 1997, 1999)

Comment [SG4]: Discuss this section on traffic counting. It should possibly be reworded.

That ~~future~~ traffic data for State Aid Needs Studies be developed as follows:

1. The municipalities in the metropolitan area cooperate with the State by agreeing to participate in counting traffic every two or four years at the discretion of the city.

2. The cities in the outstate area may have their traffic counted and maps prepared by State forces every four years, or may elect to continue the present procedure of taking their own counts and have state forces prepare the maps.

3. Any city may count traffic with their own forces every two years at their discretion and expense, unless the municipality has made arrangements with the Mn/DOT district to do the count.

~~ADD MOST RECENT UNIT PRICE CHART AT THE END OF THE RESOLUTIONS??~~

Comment [SG5]: Is this to be included still?

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MUNICIPAL STATE AID CONSTUCTION ACCOUNT
ADVANCE GUIDELINES

State Aid Advances

M.S. 162.14, Subd 6 provides for municipalities to make advances from future year's allocations for the purpose of expediting construction. This process not only helps reduce the construction cash balance, but also allows municipalities to fund projects that may have been delayed due to funding shortages.

The formula used to determine if advances will be available is based on the current construction cash balance, expenditures trends, repayments and the $20,000,000 recommended threshold in MSAS construction. The threshold can be administratively adjusted by the Chief Financial Officer and reported to the Screening Board at the next Screening Board meeting.

The process used for advancing is dependent on the code levels which are listed below. Code levels for the current year can be obtained from the SAF website - http://www.dot.state.mn.us/safinance/advances/advances.html.

State Aid Advance Code Levels

Guidelines for advances are determined by the following codes.

SEVERE

Code RED - SEVERE – Construction cash balance too low. NO MORE ADVANCES - NO EXCEPTIONS

GUARDED

Code YELLOW - GUARDED – Construction cash balance low; balances reviewed monthly. Advancing money may not meet the anticipated needs. Priority system will be used. Resolution required. Reserve option is available only prior to bid advertisement.

LOW

Code GREEN - LOW – Construction cash balance at acceptable level to approve anticipated advances. Advances approved on first-come, first-serve basis while funds are available. Resolution required. High priority projects are reserved; others optional.

General Guidelines for State Aid & Federal Aid Advance Construction

If a City requests an advance on future allotments they need to submit an Advance Resolution authorizing the advance by the board. This will "earmark" the funding for that City, but it will NOT hold the funds. Advanced funds will be paid out on a first come first serve basis as the construction accounts are spent down to zero. The correct resolution must be used for each advance type and there is a sample resolution for each on the State Aid Finance webpage.

3/10/2014

Requests are good only for the year requested (cannot be summited for multiple years) and void at 12/31 of that year.

Advances are not limited to the projects listed on the resolution. Project payments are processed in the order received by SAF until the maximum advance amount is reached. Advances are repaid from next year's allocation until fully repaid.

Advance funding is not guaranteed. If the City finds they need a guarantee that the funds will be held specifically for them they can submit a "Request to Reserve Funds" to ensure funds will be available for their project. Once approved, a signed copy will be returned to the County.
Requests are good only for the year requested (cannot be summited for multiple years) and void at 12/31 of that year.

Sample Advance Resolutions and a - Request to Reserve Funds can be obtained from SAF website - http://www.dot.state.mn.us/safinance/formsandresolutions.html.
E-mail completed forms to Sandra Martinez in State Aid Finance and your DSAE for review.

Priority System
A Priority System will be required if the construction cash balances drop below an acceptable level which is Code Yellow. This process starts in early October proceeding the advance year. Each city will be required to submit projects to their DSAE for prioritization within the district. The DSAE will submit the prioritized list to SALT for final prioritization.

Requests should include a negative impact statement if project had to be delayed or advance funding was not available. In addition, include the significance of the project.

Priority projects include, but are not limited to projects where agreements have mandated the city's participation, or projects with advanced federal aid. Small over-runs and funding shortfalls may be funded, but require State Aid approval.

Advance Limitations

Statutory - None
Ref. M.S.162.14, Subd 6.
State Aid Rules - None
Ref. State Aid Rules 8820.1500, Subp 10& 10b.
State Aid Guidelines
Advance is limited to five times the municipalities' last construction allotment or $4,000,000, whichever is less. Advance amount will be reduced by any similar outstanding obligations and/or bond principle payments due. The limit can be administratively adjusted by the Chief Financial Officer.

Limitation may be exceeded due to federal aid advance construction projects programmed by the ATP in the STIP where State Aid funds are used in lieu of federal funds. Repayment will be made at the time federal funds are converted. Should federal funds fail to be programmed, or the project (or a portion of the project) be declared federally ineligible, the local agency is required to pay back the advance under a payment plan mutually agreed to between State Aid and the Municipality.

FY14 Local Road Research Board Program **March 2014**

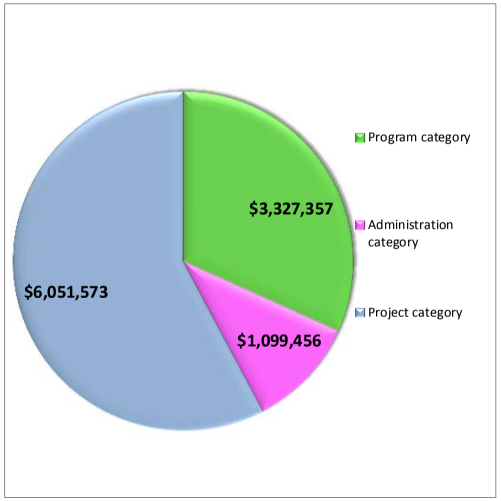
	TITLE	EXPIRATION DATE	PROJECT TOTAL	LRRB $	Other Source	LRRB Paid to Date	FY13	FY14	FY15	FY16	FY17	FY18
645	FY09-11 Implementation of Research Findings	2/28/2014	928,366	680,191	248,175	657,015	-	-				
	FY12-14 Implementation of Research Findings	7/31/2014	779,666	735,000		389,913	-	327,181	16,559			
	FY12-14 Implementation of Research Findings (unobligated)							1,346				
	Match for Pedestrian Crossing Safety Training			44,666		19,988		24,678				
668	FY14 Technology Transfer Center, U of M - LTAP Program Base	8/31/2014	525,000	185,000	150,000	112,575		72,425				
	FY14 Circuit Training & Assist Program (CTAP T2 Center)			84,000				84,000				
	FY14 Minnesota Maintenance Research Expos			26,000				26,000				
	FY14 Transportation Student Development			5,500				5,500				
	FY14 Mn/DOT Maintenance CTAP Trainer			74,500		74,500						
675	FY14 Research Services		160,000	160,000		160,000						
676	FY13 MnROAD Research: Facility Support (FY13/Half Payment FY14)		500,000	500,000		500,000						
676	FY13 MnROAD Research: Tech Transfer & Support		70,000	70,000		70,000						
676	FY14 MnROAD Research: Facility Support		500,000	500,000		500,000						
676	FY14 MnROAD Research: Tech Transfer & Support		70,000	70,000		70,000						
745	FY14 Library Services		70,000	70,000		70,000						
863*	Optimal Timing of Preventive Maintenance for Addressing Environmental Aging in HMA Pavements-Pooled Fund Project	11/30/2014	286,185	57,237	228,948	57,237						
868*	HMA Surface Characteristics-Pooled Fund Project	4/30/2014	375,426	63,152	312,274	39,299		23,853				
869*	FY12-14 TERRA Board	8/31/2014	90,000	42,500	42,500	27,500		15,000				
	FY15-16 TERRA Board		25,000	25,000					12,500	12,500		
885	Research Test Section Tracking Phase II	12/31/2017	55,000	55,000		5,000		10,000	15,000	10,000	10,000	5,000
886*	Cost-Effective Pavement Preservation Solutions for the Real World	9/7/2014	109,984	47,492	62,492	28,662		18,830				
894*	Assessing and Improving Pollution Prevention by Swales	8/31/2014	314,000	312,000	2,000	294,300			17,700			
896*	Quantifying Moisture Effects in DCP and LWD Tests Using Unsaturated Mechanics	2/28/2014	109,900	54,950	54,950	52,203		2,748				
897	Developing Salt-Tolerant Sod Mixtures for Use as Roadside Turf in Minnesota	8/31/2014	176,516	176,516		132,387		26,477	17,652			
898*	Estimating the Crash Reduction and Vehicle Dynamic Effects of Flashing LED Stop Signs	2/28/2014	74,667	37,334	37,333	33,601		3,734				
899	Performance Monitoring of Olmsted CR 117 and 104 and Aggregate Base Materials	2/28/2015	36,000	36,000				20,000	5,500	5,500	5,000	
907	Assessing the Impact of Heavy Loads on the Local Roads	8/31/2014	54,000	54,000		42,000		12,000				
909*	Planning and Implementation of Complete Streets at Mulitple Scales	1/31/2014	101,271	52,739	48,532	46,963		5,776				
910*	Partially Grouted Riprap Lab Flume Study	8/31/2014	130,373	65,187	65,187	36,671		10,552	14,965	3,000		
912*	Improved Approach to Enforcement of Road Weight Restrictions	1/31/2014	65,000	32,500	32,500	32,500						
914*	Research using waste shingles for stabilization or dust control for gravel roads and shoulders	1/31/2014	100,277	61,777	38,500	55,777		6,000				
915	Implications of modifying State Aid Standards; Urban, New or Reconstruction (Mn Rules 8820.9936) to accommodate various roadway users.	11/30/2013	117,700	117,700		117,700						
916	FY13 Technical Transfer Materials Development	9/30/2013	99,884	99,884		99,884						
916	FY14 Technical Transfer Materials Development	9/30/2014	99,933	99,933		39,259		35,691	24,983			
917	Two-Lane Roundabout Field Research Regarding Signing and Striping	4/30/2014	110,000	110,000		104,500		5,500				
918*	Implementation of TONN 2010	5/31/2014	35,000	13,347	21,653	13,347						
921*	Frost Video	12/31/2013	64,986	30,987	50,000	30,987						
922	Systems Preservation Guide – A Planning Process for Local Government Management of Transportation Networks	11/30/2014	698,876	698,876		203,783		291,764	203,329			
924	YouTube Video - seven under contract	6/30/2014	100,000	93,397		81,013		12,384				
	YouTube Video - balance remaining (not under contract)			6,603				6,603				
924	YouTube Video 2015	6/30/2015	100,000	100,000					100,000			
925	Advanced LED Warning Signs for Rural Intersections Powered By Renewable Energy (ALERT)	6/30/2014	106,192	106,192		99,192		7,000				
927	Outreach Web Site 00340 02/02/2012 to 01/31/2014	1/31/2014	95,764	95,764		95,764						
927	Outreach Web Site 04617 2/1/2014 to 8/31/2016	8/31/2016	55,041	55,041				12,951	19,426	19,426	3,238	
928	ITS Institute (Addressing Rural Roadway Departure Fatalities)	12/31/2014	100,000	100,000		23,191		68,830	7,979			
929	Investigation and Assessment of Colored Concrete Pavement	4/28/2014	78,291	78,418		45,983		32,435				
930*	Development and Integration of Advanced Timber Bridge Inspection Techniques for NBIS	1/31/2015	199,786	139,786	60,000	89,903		29,904	19,979			
931*	Lighting levels for Isolated Intersections Leading to Safety Improvements	7/31/2014	94,170	42,185	51,985	13,735		14,777	13,673			
932	Determination of Effective Impervious Area in Urban Watersheds	7/31/2015	150,000	150,000		32,000		40,100	70,500	7,400		
933	Building Local Agency Capacity for Public Engagement in Local Road Systems Planning Decision-Making	7/31/2014	140,060	140,060		130,738		9,322				
934	Field Evaluation of Friction Measurement and Applicator Control Systems for Winter Road Maintenance on Low Volume Roads	11/30/2013	40,000	40,000		40,000						

	TITLE	EXPIRATION DATE	PROJECT TOTAL	LRRB $	Other Source	LRRB Paid to Date	FY13	FY14	FY15	FY16	FY17	FY18
935*	Design Consideration for Embankment Protection during Road Overtopping Events	3/31/2015	194,787	97,394	97,394			35,768	33,581	18,000	10,045	
936	FY14-15 Focus Groups		15,000	15,000				7,500	7,500			
937*	Development of Guidelines for Flashing Yellow Arrows for Protected/Permissive Use	1/31/2015	102,000	51,000	51,000	18,000		20,000	13,000			
938	Culvert Training	10/31/2014	55,000	55,000		11,017		33,755	10,228			
939	Lightly Surfaced Roads	7/31/2014	40,000	40,000		17,000		23,000				
940*	Development of Cost-Effective Timber Bridge Repair Techniques for Minnesota	3/31/2015	299,582	209,582	90,000	51,131		135,717	22,734			
941	On-line Technician Certification/Re-certification Training	1/31/2014	33,133	33,133		25,518		7,615				
942	Is it Effective to Rejuventate a Road Rather than Re-gravel?	7/31/2014	88,910	88,910		62,700		21,600	4,610			
943	Traffic Sign Life Expectancy	7/31/2014	76,222	76,222		10,487		65,735				
944*	Minnesota Steel Pipe Service Life Map	8/31/2015	60,678	30,339	30,339			5,751	22,012	2,577		
945*	Next Generation Bridge Management Tolls and Inspection	12/31/2014	72,072	24,024	48,048	9,363		8,224	6,438			
946	Guidelines for Permeable Pavement Systems	8/31/2015	177,414	177,414				63,870	113,544			
947*	Investigation of Optimal Mix Design of Full Depth Reclamation Stabilization with Cement and Emulsion	9/30/2015	110,823	55,412	55,411			25,220	28,941	1,250		
948*	Flagger Operations: Investigating Their Effectiveness in Capturing Driver Attention	10/31/2015	270,351	50,000	220,351	50,000						
949	Tack Coat Testing - Measuring Field Bond Strength	6/30/2015	68,000	68,000				52,000	16,000			
950	Major Equipment Life Cycle Cost Analysis	2/28/2015	97,904	97,904				56,100	41,804			
951	Transportation Investment and Economic Development in Rural Minnesota	4/30/2015	93,468	93,468				45,000	48,468			
952	Best Management Practices for Establishment of Salt-Tolerant Grasses on Roadsides	9/30/2017	193,677	193,677		26,548		34,528	52,940	54,311	15,666	9,684
953	Development of a Digital Highway Framework to Facilitate Crash Avoidance: Serving County Roads	12/31/2014	86,489	86,489				69,722	16,767			
954	TRS-Pavement Management Resource Centers	6/30/2014	14,727	14,727		3,458		11,269				
955*	Deployment of Portable WIM Systems at ATR Sites for Data Collection and Comparative Study	1/31/2015	122,329	92,142	18,622	55,800		5,250	31,092			
956	TRS-Pavement Striping materials		15,000	15,000				15,000				
957	55 Year Celebration Activities-Obligated		20,000	8,834		8,266		568				
957	55 Year Celebration Activities-balance remaining (not obligated)			11,166				11,166				
958	Mumble Strips Noise Study in Polk County	7/31/2014	65,500	65,500		7,916		41,209	16,375			
959	TRS Chloride Free Snow and Ice Control Material		19,800	19,800				17,500	2,300			
960	TRS Right and Left Turn Lane Warrants	4/30/2014	30,157	30,157				30,157				
961	TRS Gravel Road Management	6/30/2014	24,791	24,791		886		23,905				
962	Evaluation of Safety and Mobility of Two-Lane Roundabouts		124,920	124,920					40,000	84,920		
963	Stakeholder Attitudes, Knowledge and Engagement in Local Road Systems Planning Decision-Making		139,793	139,793					90,503	49,290		
964	Traffic Impacts of Bicycle Facilities		138,914	138,914					43,000	95,914		
965	Study of De-icing Salt Accumulation and Transport Through a Watershed		119,339	119,339					58,553	41,110	19,676	
967	Full Depth Reclamation (FDR) for Urban and Suburban Street Application		93,969	93,969					18,969	75,000		
968	Modernizing Road Construction Plans and Documentation		146,022	146,022					121,374	24,648		
969	Barriers to Right-of-Way Acquisition and Recommendations for Change		133,895	133,895					93,726	40,169		
970	Alternate Design Methods to Renew Lightly Traveled Paved Roads		64,131	64,131					64,131			
971	Optimal RAP Content for Minnesota Gravel Roads		92,538	92,538					64,271	28,267		
972	Minnesota Local Agency Pavement Marking: Mining Existing Data		65,000	65,000					20,000	45,000		
973	Examination of Driver Performance and Distraction with In-vehicle Signing		29,365	29,365					29,365			
974*	Bio-Fog Seal Evaluation		143,469	76,735	66,735				42,000	28,735	6,000	
998	FY12 OPERA - Administration & Projects	11/30/2013	90,000	90,000		90,000						
998	FY13 OPERA - Administration & Projects	6/30/2014	45,000	45,000		45,000						
998	FY14 OPERA - Administration & Projects	6/30/2014	90,000	90,000		45,000		45,000				
999	FY14 Program Administation Encumbered (includes publishing)			145,000		73,592		16,338				
	FY14 Program Administation balance remaining (not encumbered)							55,070				
	FY14 Program LRRB Contingency Account		50,000	50,000				50,000				
	TOTALS		12,206,483	10,166,118	2,184,928	5,380,750	-	2,296,898	1,733,970	647,016	69,625	14,684

	TITLE	EXPIRATION DATE	PROJECT TOTAL	LRRB $	Other Source	LRRB Paid to Date	FY13	FY14	FY15	FY16	FY17	FY18
			Uncommitted Balance Carryforward				1,977,751	2,341,658	502,500	200,855	903,839	2,194,215
							3,070,770	3,162,232	3,272,326	3,200,000	3,200,000	3,200,000
			Amount Available				5,048,521	5,503,890	3,774,826	3,400,855	4,103,839	5,394,215
			Less Expended in SWIFT				2,632,263	2,133,412				
			CTAP Transfer				74,500	74,500				
			Payments Pending Per ARTS				100	496,581				
			Less Total Commitments					2,296,898	1,733,970	647,016	69,625	14,684
			Amount Available				**2,341,658**	**502,500**	**2,040,855**	**2,753,839**	**4,034,215**	**5,379,531**
			INV668: U of MN LTAP						375,000	375,000	375,000	375,000
			INV998: Operational Research Program (OPERA)						90,000	90,000	90,000	90,000
			INV676: MnROAD						500,000	500,000	500,000	500,000
			INV676: MnROAD Technology Transfer and Support						70,000	70,000	70,000	70,000
			INV745: Library Services						70,000	70,000	70,000	70,000
			INV675: Research Services						230,000	230,000	230,000	230,000
			INV999: Project Administration						135,000	135,000	135,000	135,000
			INV916: Technical Transfer Materials Development						100,000	100,000	100,000	100,000
			INV936: Focus Groups							10,000		
			INV869: TERRA Board									
			INV645: RIC						220,000	220,000	220,000	220,000
			Contingency Funds						50,000	50,000	50,000	50,000
			Total On-going Program Commitments					-	1,840,000	1,850,000	1,840,000	1,840,000
			Total Available after On-going Program Commitments				**2,341,658**	**502,500**	**200,855**	**903,839**	**2,194,215**	**3,539,531**

Pending Projects
Canceled Projects
Projects co-funded from other sources are marked with an *
Projects in green shading are completed.
Projects in green font are not completed, but all of the LRRB funding is spent.

Program category	Total LRRB =	3,327,356.60	10,478,385
Administration category	Total LRRB =	1,099,455.80	
Project category	Total LRRB =	6,051,572.60	
Research Category	Total LRRB=	7,076,605.43	10,478,385
Implementation Category	Total LRRB=	3,401,779.57	-



Notes:

Discrepancy in the FY14 available balance was discovered after the September meeting. Due to a lag in the timing between ARTS and SWIFT, $570,000 for INV 676 was included as both an encumbrance in FY14 and in the total SWIFT Expenditures amount.

$39,177 of FY14 Contingency used to fund projects at September 25th meeting
This amount has been restored to the Contingency line since a correction was made and there is sufficient available balance to cover this.

INV869: FY12-13 TERRA support contract was amended thru FY14 to align end date with the other TERRA contract

INV914: Includes equipment paid for by LRRB: $17,765.01

INV927: At the 6/20/13 meeting an additional $56,000 was approved to extend the HNTB web development contract for two more years.

INV957: Purchase of imprinted promotional items: flash drives, screen cleaning cloths, work gloves

COUNTY HIGHWAY TURNBACK POLICY

Definitions:

County Highway – Either a County State Aid Highway or a County Road

County Highway Turnback- A CSAH or a County Road which has been released by the county and designated as an MSAS roadway. A designation request must be approved and a Commissioner's Order written. A County Highway Turnback may be either County Road (CR) Turnback or a County State Aid (CSAH) Turnback. (See Minnesota Statute 162.09 Subdivision 1). A County Highway Turnback designation has to stay with the County Highway turned back and is not transferable to any other roadways.

Basic Mileage- Total improved mileage of local streets, county roads and county road turnbacks. Frontage roads which are not designated trunk highway, trunk highway turnback or on the County State Aid Highway System shall be considered in the computation of the basic street mileage. A city is allowed to designate 20% of this mileage as MSAS. (See Screening Board Resolutions in the back of the most current booklet).

MILEAGE CONSIDERATIONS

County State Aid Highway Turnbacks

A CSAH Turnback **is not** included in a city's basic mileage, which means it **is not** included in the computation for a city's 20% allowable mileage. However, a city may draw Construction Needs and generate allocation on 100% of the length of the CSAH Turnback

County Road Turnbacks

A County Road Turnback **is** included in a city's basic mileage, so it **is** included in the computation for a city's 20% allowable mileage. A city may also draw Construction Needs and generate allocation on 100% of the length of the County Road Turnback.

Jurisdictional Exchanges

County Road for MSAS

Only the **extra** mileage a city receives in an exchange between a County Road and an MSAS route **will be** considered as a County Road Turnback.

If the mileage of a jurisdictional exchange is **even**, the County Road **will not be** considered as a County Road Turnback.

If a city receives **less** mileage in a jurisdictional exchange, the County Road **will not be** considered as a County Road Turnback.

CSAH for MSAS

Only the **extra** mileage a city receives in an exchange between a CSAH and an MSAS route **will be** considered as a CSAH Turnback.

If the mileage of a jurisdictional exchange is **even**, the CSAH **will not be** considered as a CSAH Turnback.

If a city receives **less** mileage in a jurisdictional exchange, the CSAH **will not be** considered as a CSAH Turnback

NOTE:
When a city receives **less** mileage in a CSAH exchange it will have less mileage to designate within its 20% mileage limitation and may have to revoke mileage the following year when it computes its allowable mileage.
Explanation: After this exchange is completed, a city will have more CSAH mileage and less MSAS mileage than before the exchange. The new CSAH mileage was included in the city's basic mileage when it was MSAS (before the exchange) but is not included when it is CSAH (after the exchange). So, after the jurisdictional exchange the city will have less basic mileage and 20% of that mileage will be a smaller number.
If a city has more mileage designated than the new, lower 20% allowable mileage, the city will be over designated and be required to revoke some mileage. **If a revocation is necessary, it will not have to be done until the following year after a city computes its new allowable mileage.**

MSAS designation on a County Road

County Roads can be designated as MSAS. If a County Road which is designated as MSAS is turned back to the city, it will not be considered as County Road Turnback.

MISCELLANEOUS

A CSAH which was previously designated as Trunk Highway turnback on the CSAH system and is turned back to the city will lose all status as a TH turnback and only be considered as CSAH Turnback.

A city that had previously been over 5,000 population, lost its eligibility for an MSAS system and regained it shall revoke all streets designated as CSAH at the time of eligibility loss and consider them for MSAS designation. These roads will not be eligible for consideration as CSAH turnback designation.

In a city that becomes eligible for MSAS designation for the first time all CSAH routes which serve only a municipal function and have both termini within or at the municipal boundary, should be revoked as CSAH and considered for MSAS designation. These roads will not be eligible for consideration as CSAH turnbacks.

For MSAS purposes, a County or CSAH that has been released to a city cannot be local road for more than two years and still be considered a turnback.

Municipal (MSAS) Traffic Counting

The current Municipal State Aid Traffic Counting resolution reads:

> That future traffic data for State Aid Needs Studies be developed as follows:
>
> 1. The municipalities in the metropolitan area cooperate with the State by agreeing to participate in counting traffic every two or four years at the discretion of the city.
>
> 2. The cities in the outstate area may have their traffic counted and maps prepared by State forces every four years, or may elect to continue the present procedure of taking their own counts and have state forces prepare the maps.
>
> 3. Any city may count traffic with their own forces every two years at their discretion and expense, unless the municipality has made arrangements with the Mn/DOT district to do the count.

In 1998, cities were given the option of counting on a 2 or 4 year cycle.
In 2008, cities were given the option to revise their 2 or 4 year cycle as well as the count year.
In 2009, cities were given the option to move to a 4 year cycle with the option to count a subset of locations in the "off cycle" or 2nd year of a 4 year cycle (they will only recieve new count materials if these choose to count)

See Metro and Outstate counting schedules below
(Note that Chisago County MSAS are grouped with the Outstate schedule)

Metro Municipal Traffic Counting Schedule *(publication year, city name, two or four year cycle)*

2011	2012	2013	2014	2015	2016	2017
Blaine (2)	Anoka (4)	Arden Hills (4)	Andover (4)	Blaine (2)	Anoka (4)	Arden Hills (4)
Brooklyn Center (4)	Bloomington (4)	Blaine (2)	Apple Valley (4)	Brooklyn Center (4)	Bloomington (4)	Blaine (2)
Brooklyn Park (2)	Columbia Heights (4)	Brooklyn Park (2)	Belle Plaine (4)	Brooklyn Park (2)	Columbia Heights (4)	Brooklyn Park (2)
Chanhassen (2)	Coon Rapids (4)	Chanhassen (2)	**Bloomington (4*^)**	Chanhassen (2)	Coon Rapids (4)	Chanhassen (2)
Circle Pine (4)	Crystal (4)	Cottage Grove (2)	Burnsville (4)	Circle Pine (4)	Crystal (4)	Cottage Grove (2)
Cottage Grove (2)	Dayton (2)	East Bethel (2)	Champlin (4)	Cottage Grove (2)	Dayton (2)	East Bethel (2)
East Bethel (2)	Eden Prairie (4)	Edina (4)	Chaska (4)	East Bethel (2)	Eden Prairie (4)	Edina (4)
Farmington (4)	Hopkins (4)	Falcon Heights (4)	Corcoran (4)	Farmington (4)	Hopkins (4)	Falcon Heights (4)
Ham Lake (4)	**Minneapolis (4*^)**	Fridley (4)	Dayton (2)	Ham Lake (4)	**Minneapolis (4*^)**	Fridley (4)
Hastings (4)	Mound (4)	Golden Valley (4)	Eagan (4)	Hastings (4)	Mound (4)	Golden Valley (4)
Lake Elmo (2)	Shakopee (4)	Lake Elmo (2)	Forest Lake (4)	Lake Elmo (2)	Shakopee (4)	Lake Elmo (2)
Lakeville (4)	South St. Paul (4)	Mahtomedi (4)	Hugo (4)	Lakeville (4)	South St. Paul (4)	Mahtomedi (4)
Mounds View (4)	Spring Lake Park (4)	Maplewood (4)	Inver Grove Heights (4)	Mounds View (4)	Spring Lake Park (4)	Maplewood (4)
Orono (4)	**St. Paul (4*)**	Medina (4)	Jordan (4)	Orono (4)	**St. Paul (4*)**	Medina (4)
Prior Lake (2)		New Brighton (4)	Lino Lakes (4)	Prior Lake (2)		New Brighton (4)
Ramsey (2)		New Hope (4)	Little Canada (4)	Ramsey (2)		New Hope (4)
Rogers (4^)		North St. Paul (4)	Maple Grove (4)	**Rogers (4^)**		North St. Paul (4)
Savage (4)		Oak Grove (4)	Mendota Heights (4)	Savage (4)		Oak Grove (4)
Shoreview (2)		**Plymouth (4^)**	**Minnetonka (4*)**	Shoreview (2)		**Plymouth (4^)**
St. Anthony (4)		Prior Lake (2)	Minnetrista (4)	St. Anthony (4)		Prior Lake (2)
Victoria (2)		Ramsey (2)	Oakdale (4)	Victoria (2)		Ramsey (2)
Woodbury (4^)		Richfield (4)	Rosemount (4)	**Woodbury (4^)**		Richfield (4)
		Robbinsdale (4)	**St. Francis (4^)**			Robbinsdale (4)
		Roseville (4)	Vadnais Heights (4)			Roseville (4)
		Shoreview (2)	Waconia (4)			Shoreview (2)
		Shorewood (4)				Shorewood (4)
		St. Louis Park (4)				St. Louis Park (4)
		St. Paul Park (4)				St. Paul Park (4)
		Stillwater (4)				Stillwater (4)
		Victoria (2)				Victoria (2)
		West St. Paul (4)				West St. Paul (4)
		White Bear Lake (4)				White Bear Lake (4)

Typically takes counts over several years rather than just the publication year
^May choose to have a select set updated every 2 years
Waconia did not submit in 2012

Outstate Municipal Traffic Counting Schedule *(publication year, city name, four year cycle)*

2011	2012	2013	2014	2015	2016	2017
Baxter	Albertville	Albert Lea	Alexandria	Baxter	Albertville	Albert Lea
Brainerd	Austin	Crookston	Bemidji	Brainerd	Austin	Crookston
Chisholm	Buffalo	East Grand Forks	Big Lake	Chisholm	Buffalo	East Grand Forks
Duluth*	Cambridge	Glencoe	Byron	Duluth*	Cambridge	Glencoe
Fergus Falls	Delano	Grand Rapids	Cloquet	Fergus Falls	Delano	Grand Rapids
Hermantown	Detroit Lakes	Hutchinson	Elk River	Hermantown	Detroit Lakes	Hutchinson
Hibbing	Faribault	Kasson	Fairmont	Hibbing	Faribault	Kasson
Litchfield	International Falls	Little Falls	Kasson	Litchfield	International Falls	Little Falls
North Mankato	Isanti	Mankato	Lake City	North Mankato	Isanti	Mankato
Owatonna	La Crescent***	Moorhead	Marshall	Owatonna	La Crescent	Moorhead
Red Wing	Montevideo	Morris	New Ulm	Red Wing	Montevideo	Morris
Redwood Falls	Monticello	New Prague	Rochester **	Redwood Falls	Monticello	New Prague
Saint Peter	Northfield	North Branch	Stewartville	Saint Peter	Northfield	North Branch
Sauk Rapids	Otsego	Saint Joseph	Willmar	Sauk Rapids	Otsego	Saint Joseph
Thief River Falls	Saint Michael	Sartell	Zimmerman	Thief River Falls	Saint Michael	Sartell
Virginia	Waseca	St. Cloud		Virginia	Waseca	St. Cloud
Worthington		Waite Park		Worthington		Waite Park
Winona		Wyoming		Winona		Wyoming

**** Duluth counts approximately 1/4 of the city each year***

***** Up until 2012 Rochester was counted every two years (rotating between the city and MnDOT)***

****** No longer a city over 5000***

Portions of St. Cloud are always being counting due to it crossing into 3 different counties

CURRENT RESOLUTIONS
OF THE
MUNICIPAL SCREENING BOARD

October 2013

Bolded wording (except headings) are revisions since the last publication of the Resolutions

BE IT RESOLVED:

ADMINISTRATION

Appointments to Screening Board - Oct. 1961 (Revised June 1981, May 2011)

That annually the Commissioner of Mn/DOT will be requested to appoint three (3) new members, upon recommendation of the City Engineers Association of Minnesota, to serve three (3) year terms as voting members of the Municipal Screening Board. These appointees are selected from the MnDOT State Aid Districts as they exist in 2010, together with one representative from each of the four (4) cities of the first class.

Screening Board Chair, Vice Chair and Secretary- June 1987 (Revised June, 2002)

That the Chair Vice Chair, and Secretary**,** nominated annually at the annual meeting of the City Engineers association of Minnesota and subsequently appointed by the Commissioner of the Minnesota Department of Transportation shall not have a vote in matters before the Screening Board unless they are also the duly appointed Screening Board Representative of a construction District or of a City of the first class.

Appointment to the Needs Study Subcommittee - June 1987 (Revised June 1993)

That the Screening Board Chair shall annually appoint one city engineer, who has served on the Screening Board, to serve a three year term on the Needs Study Subcommittee. The appointment shall be made at the annual winter meeting of the City's Engineers Association. The appointed subcommittee person shall serve as chair of the subcommittee in the third year of the appointment.

Appointment to Unencumbered Construction Funds Subcommittee - Revised June 1979

That the Screening Board past Chair be appointed to serve a three-year term on the Unencumbered Construction Fund Subcommittee. This will continue to maintain an experienced group to follow a program of accomplishments.

Appearance Screening Board - Oct. 1962 (Revised Oct. 1982)

That any individual or delegation having items of concern regarding the study of State Aid Needs or State Aid Apportionment amounts, and wishing to have consideration given to these items, shall, in a written report, communicate with the State Aid Engineer. The State Aid Engineer with concurrence of the Chair of the Screening Board shall determine which requests are to be referred

to the Screening Board for their consideration. This resolution does not abrogate the right of the Screening Board to call any person or persons before the Board for discussion purposes.

Screening Board Meeting Dates and Locations - June 1996

That the Screening Board Chair, with the assistance of the State Aid Engineer, determine the dates and locations for that year's Screening Board meetings.

Research Account - Oct. 1961

That an annual resolution be considered for setting aside up to ½ of 1% of the previous years Apportionment fund for the Research Account to continue municipal street research activity.

Soil Type - Oct. 1961 (Revised June, 2005)

That the soil type classification as approved by the 1961 Municipal Screening Board, for all municipalities under Municipal State Aid be adopted for the 1962 Needs Study and 1963 apportionment on all streets in the respective municipalities. Said classifications are to be continued in use until subsequently amended or revised by using the following steps:

a) The DSAE shall have the authority to review and approve requests for Soils Factor revisions on independent segments (if less than 10% of the MSAS system). Appropriate written documentation is required with the request and the DSAE should consult with the Mn/DOT Materials Office prior to approval.
b) If greater than 10% of the municipality's MSAS system mileage is proposed for Soil Factor revisions, the following shall occur:
    Step 1. The DSAE (in consultation with the Mn/DOT Materials Office) and Needs Study Subcommittee will review the request with appropriate written documentation and make a recommendation to the Screening Board.
    Step 2. The Screening Board shall review and make the final determination of the request for Soils Factor revisions.

That when a new municipality becomes eligible to participate in the MSAS allocation, the soil type to be used for Needs purposes shall be based upon the Mn/DOT Soils Classification Map for Needs purposes. Any requests for changes must follow the above process.

Improper Needs Report - Oct. 1961

That the State Aid Engineer and the District State Aid Engineer are requested to recommend an adjustment of the Needs reporting whenever there is a reason to believe that said reports have deviated from accepted standards and to submit their recommendations to the Screening Board, with a copy to the municipality involved, or its engineer.

New Cities Needs - Oct. 1983 (Revised June, 2005)

That any new city having determined its eligible mileage, but has not submitted its Needs to the DSAE by December 1, will have its money Needs determined at the cost per mile of the lowest other city.

Unit Price Study- Oct. 2006

That the Unit Price Study go to a 3 year (or triennial) cycle with the Unit Prices for the two 'off years' to be set using the Engineering News Record construction cost index. The Screening Board may request a Unit Price Study on individual items in the 'off years' if it is deemed necessary.

Construction Cut Off Date - Oct. 1962 (Revised 1967)

That for the purpose of measuring the Needs of the Municipal State Aid Street System, the annual cut off date for recording construction accomplishments shall be based upon the project award date and shall be December 31st of the preceding year.

Construction Accomplishments - Oct. 1988 (Revised June 1993, October 2001, October 2003)

That when a Municipal State Aid Street is constructed to State Aid Standards, said street shall be considered adequate for a period of 20 years from the project award date or encumbrance of force account funds.

That in the event sidewalk or curb and gutter is constructed for the total length of the segment**,** those items shall be removed from the Needs for a period of 20 years.

All segments considered deficient for Needs purposes and receiving complete Needs shall receive street lighting Needs at the current unit cost per mile.

That if the construction of a Municipal State Aid Street is accomplished, only the Construction Needs necessary to bring the segment up to State Aid Standards will be permitted in subsequent Needs after 10 years from the date of the letting or encumbrance of force account funds. For the purposes of the Needs Study, these shall be called Widening Needs. Widening Needs shall continue until reinstatement for complete Construction Needs shall be initiated by the Municipality.

That Needs for resurfacing, and traffic signals shall be allowed on all Municipal State Aid Streets at all times.

That any bridge construction project shall cause the Needs of the affected bridge to be removed for a period of 35 years from the project letting date or date of force account agreement. At the end of the 35 year period, Needs for complete reconstruction of the bridge will be reinstated in the Needs Study at the initiative of the Municipal Engineer.

That the adjustments above will apply regardless of the source of funding for the road or bridge project. Needs may be granted as an exception to this resolution upon request by the Municipal Engineer and justified to the satisfaction of the State Aid Engineer (e.g., a deficiency due to changing standards, projected traffic, or other verifiable causes).

That in the event that an M.S.A.S. route earning "After the Fact" Needs is removed from the M.S.A.S. system, then, the "After the Fact" Needs shall be removed from the Needs Study, except if transferred to another state system. No adjustment will be required on Needs earned prior to the revocation.

Population Apportionment - October 1994, 1996

That beginning with calendar year 1996, the MSAS population apportionment shall be determined using the latest available federal census or population estimates of the State Demographer and/or the Metropolitan Council. However, no population shall be decreased below that of the latest available federal census, and no city dropped from the MSAS eligible list based on population estimates.

DESIGN

Design Limitation on Non-Existing Streets - Oct. 1965

That non-existing streets shall not have their Needs computed on the basis of urban design unless justified to the satisfaction of the State Aid Engineer.

Less Than Minimum Width - Oct. 1961 (Revised 1986)

That if a Municipal State Aid Street is constructed with State Aid funds to a width less than the design width in the quantity tables for Needs purposes, the total Needs shall be taken off such constructed street other than Additional Surfacing Needs.
Additional surfacing and other future Needs shall be limited to the constructed width as reported in the Needs Study, unless exception is justified to the satisfaction of the State Aid Engineer.

Greater Than Minimum Width (Revised June 1993)

That if a Municipal State Aid Street is constructed to a width wider than required, Resurfacing Needs will be allowed on the constructed width.

Miscellaneous Limitations - Oct. 1961

That miscellaneous items such as fence removal, bituminous surface removal, manhole adjustment, and relocation of street lights are not permitted in the Municipal State Aid Street Needs Study. The item of retaining walls, however, shall be included in the Needs Study.

MILEAGE - Feb. 1959 (Revised Oct. 1994. 1998)
That the maximum mileage for Municipal State Aid Street designation shall be 20 percent of the municipality's basic mileage - which is comprised of the total improved mileage of local streets, county roads and county road turnbacks.

Nov. 1965 – (Revised 1969, October 1993, October 1994, June 1996, October 1998)

However, the maximum mileage for State Aid designation may be exceeded to designate trunk highway turnbacks after July 1, 1965 and county highway turnbacks after May 11, 1994 subject to State Aid Operations Rules.

Nov. 1965 (Revised 1972, Oct. 1993, 1995, 1998)

That the maximum mileage for Municipal State Aid Street designation shall be based on the Annual Certification of Mileage current as of December 31st of the preceding year. Submittal of a supplementary certification during the year shall not be permitted. Frontage roads not

designated Trunk Highway, Trunk Highway Turnback or County State Aid Highways shall be considered in the computation of the basic street mileage. The total mileage of local streets, county roads and county road turnbacks on corporate limits shall be included in the municipality's basic street mileage. Any State Aid Street that is on the boundary of two adjoining urban municipalities shall be considered as one-half mileage for each municipality.

That all mileage on the MSAS system shall accrue Needs in accordance with current rules and resolutions.

Oct. 1961 (Revised May 1980, Oct. 1982, Oct. 1983, June 1993, June 2003)

That all requests for revisions to the Municipal State Aid System must be received by the District State Aid Engineer by March first to be included in that years Needs Study. If a system revision has been requested, a City Council resolution approving the system revisions and the Needs Study reporting data must be received by May first, to be included in the current year's Needs Study. If no system revisions are requested, the District State Aid Engineer must receive the Normal Needs Updates by March 31st to be included in that years' Needs Study.

One Way Street Mileage - June 1983 (Revised Oct. 1984, Oct. 1993, June 1994, Oct. 1997)

That any one-way streets added to the Municipal State Aid Street system must be reviewed by the Needs Study Sub-Committee, and approved by the Screening Board before any one-way street can be treated as one-half mileage in the Needs Study.

That all approved one-way streets be treated as one-half of the mileage and allow one-half complete Needs. When Trunk Highway or County Highway Turnback is used as part of a one-way pair, mileage for certification shall only be included as Trunk Highway or County Turnback mileage and not as approved one-way mileage.

NEEDS COSTS

That the Needs Study Subcommittee shall annually review the Unit Prices used in the Needs Study. The Subcommittee shall make its recommendation the Municipal Screening Board at its annual spring meeting.

Grading Factors (or Multipliers) October 2007

That Needs for tree removal, pavement removal, curb and gutter removal and sidewalk removal shall be removed from urban segments in the Needs study and replaced with an Urban Grading Multiplier approved by the Municipal Screening Board. This Multiplier will be multiplied by the Grading/Excavation Needs of each deficient proposed urban segment in the Needs study.

That Needs for tree removal, pavement removal, special drainage, gravel surface and gravel shoulders shall be removed from the rural segments in the Needs study and be replaced with a Rural Grading Multiplied approved by the Municipal Screening Board. This Multiplier will be multiplied by the Grading/Excavation Needs of each deficient proposed rural segment in the Needs study.

That these Grading Factors shall take effect for the January 2009 allocation.

NEEDS ADJUSTMENTS

Bond Adjustment - Oct. 1961 (Revised 1976, 1979, 1995**,** 2003, Oct. 2005)

That a separate annual adjustment shall be made in total money Needs of a municipality that has sold and issued bonds pursuant to Minnesota Statutes, Section 162.18, for use on State Aid projects.

That this adjustment shall be based upon the remaining amount of principal to be paid minus any amount not applied toward Municipal State Aid, County State Aid or Trunk Highway projects.

Unencumbered Construction Fund Balance Adjustment - Oct. 1961 (Revised October 1991, 1996, October, 1999, 2003)

That for the determination of Apportionment Needs, a city with a positive unencumbered construction fund balance as of December 31st of the current year shall have that amount deducted from its 25-year total Needs. A municipality with a negative unencumbered construction fund balance as of December 31st of the current year shall have that amount added to its 25 year total Needs.

That funding Requests received before December 1st by the District State Aid Engineer for payment shall be considered as being encumbered and the construction balances shall be so adjusted.

Excess Unencumbered Construction Fund Balance Adjustment – Oct. 2002, Jan. 2010

That the December 31 construction fund balance will be compared to the annual construction allotment from January of the same year.
If the December 31 construction fund balance exceeds 3 times the January construction allotment and $1,500,000, the first year adjustment to the Needs will be 1 times the December 31 construction fund balance. In each consecutive year the December 31 construction fund balance exceeds 3 times the January construction allotment and $1,500,000, the adjustment to the Needs will be increased to 2, 3, 4, etc. times the December 31 construction fund balance until such time the Construction Needs are adjusted to zero.

If the December 31 construction fund balance drops below 3 times the January construction allotment and subsequently increases to over 3 times, the multipliers shall start over with one. This adjustment will be in addition to the unencumbered construction fund balance adjustment and takes effect for the 2004 apportionment.

Low Balance Incentive – Oct. 2003

That the amount of the Excess Unencumbered Construction Fund Balance Adjustment shall be redistributed to the Construction Needs of all municipalities whose December 31st construction fund balance is less than 1 times their January construction allotment of the same year. This redistribution will be based on a city's prorated share of its Unadjusted Construction Needs to the total Unadjusted Construction Needs of all participating cities times the total Excess Balance Adjustment**.**

Right of Way - Oct. 1965 (Revised June 1986, 2000)

That Right of Way Needs shall be included in the Total Needs based on the unit price per acre until such time that the right of way is acquired and the actual cost established. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a 15-year period. Only right of way acquisition costs that are eligible for State-Aid reimbursement shall be included in the right-of-way Construction Needs adjustment. This Directive to exclude all Federal or State grants. The State Aid Engineer shall compile right-of-way projects that are funded with State Aid funds.
When "After the Fact" Needs are requested for right-of-way projects that have been funded with local funds, but qualify for State Aid reimbursement, documentation (copies of warrants and description of acquisition) must be submitted to the State Aid Engineer.

'After the Fact' Non Existing Bridge Adjustment - Revised October 1997

That the Construction Needs for all 'non existing' bridges and grade separations be removed from the Needs Study until such time that a construction project is awarded. At that time a Construction Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a period of 15 years. The total cost shall include project development and construction engineering costs based upon the current Project Development percentage used in the Needs Study.

Excess Maintenance Account – June 2006

That any city which requests an annual Maintenance Allocation of more than 35% of their Total Allocation, is granted a variance by the Variance Committee, and subsequently receives the increased Maintenance Allocation shall receive a negative Needs adjustment equal to the amount of money over and above the 35% amount transferred from the city's Construction Account to its Maintenance Account. The Needs adjustment will be calculated for an accumulative period of twenty years, and applied as a single one-year (one time) deduction each year the city receives the maintenance allocation.

'After the Fact' Retaining Wall Adjustment Oct. 2006

That retaining wall Needs shall not be included in the Needs study until such time that the retaining wall has been constructed and the actual cost established. At that time a Needs adjustment shall be made by annually adding the local cost (which is the total cost less county or trunk highway participation) for a 15 year period. Documentation of the construction of the retaining wall, including eligible costs, must be submitted to your District State Aid Engineer by July 1 to be included in that years Needs study. After the Fact needs on retaining walls shall begin effective for all projects awarded after January 1, 2006.

Trunk Highway Turnback - Oct. 1967 (Revised June 1989)

That any trunk highway turnback which reverts directly to the municipality and becomes part of the State Aid Street system shall not have its Construction Needs considered in the Construction Needs apportionment determination as long as the former trunk highway is fully eligible for 100 percent construction payment from the Municipal Turnback Account. During this time of eligibility, financial aid for the additional maintenance obligation, of the municipality imposed by the turnback shall be computed on the basis of the current year's apportionment data and shall be accomplished in the following manner.

That the initial turnback adjustment when for less than 12 full months shall provide partial maintenance cost reimbursement by adding said initial adjustment to the Construction Needs which will produce approximately 1/12 of $7,200 per mile in apportionment funds for each month or part of a month that the municipality had maintenance responsibility during the initial year.

That to provide an advance payment for the coming year's additional maintenance obligation, a Needs adjustment per mile shall be added to the annual Construction Needs. This Needs adjustment per mile shall produce sufficient apportionment funds so that at least $7,200 in apportionment shall be earned for each mile of trunk highway turnback on Municipal State Aid Street System.

That Trunk Highway Turnback adjustments shall terminate at the end of the calendar year during which a construction contract has been awarded that fulfills the Municipal Turnback Account Payment provisions; and the Resurfacing Needs for the awarded project shall be included in the Needs Study for the next apportionment.

TRAFFIC - June 1971

Traffic Limitation on Non-Existing Streets - Oct. 1965

That non-existing street shall not have their Needs computed on a traffic count of more than 4,999 vehicles per day unless justified to the satisfaction of the Commissioner.

That for the 1965 and all future Municipal State Aid Street Needs Studies, the Needs Study procedure shall utilize traffic data developed according to the Traffic Estimating section of the State Aid Manual (section 700). This manual shall be prepared and kept current under the direction of the Screening Board regarding methods of counting traffic and computing average daily traffic. The manner and scope of reporting is detailed in the above mentioned manual.

Traffic Counting - Sept. 1973 (Revised June 1987, 1997, 1999)

That future traffic data for State Aid Needs Studies be developed as follows:

1. The municipalities in the metropolitan area cooperate with the State by agreeing to participate in counting traffic every two or four years at the discretion of the city.

2. The cities in the outstate area may have their traffic counted and maps prepared by State forces every four years, or may elect to continue the present procedure of taking their own counts and have state forces prepare the maps.

3. Any city may count traffic with their own forces every two years at their discretion and expense, unless the municipality has made arrangements with the Mn/DOT district to do the count.