

# Action Transmittal

TAC Planning



**Committee Meeting Date:** March 15, 2023

**Date:** March 3, 2023

## Action Transmittal: 2023-15

2023 Unified Planning Work Program Amendment 1

**To:** Transportation Advisory Board  
**From:** Technical Advisory Committee  
**Prepared By:** Amy Vennewitz, MTS Deputy Director (651-602-1048)  
Dave Burns, Planning Analyst (651-602-1887)

### Requested Action

That TAB recommend that the Council adopt the proposed amendments to the 2023 Unified Planning Work Program as shown in the attached document titled 2023 UPWP Amendment 1.

### Recommended Motion

That the Transportation Advisory Board recommend that the Metropolitan Council adopt the proposed amendments to the 2023 UPWP as shown in the attachment, 2023 UPWP Amendment 1.

### Background and Purpose

The Unified Program Work Program (UPWP) is prepared annually and describes the transportation planning activities to be undertaken by the Metropolitan Council, the Minnesota Pollution Control Agency, and the Metropolitan Airports Commission. It identifies budgeted expenditures, funding sources, and the allocation of staff resources for transportation planning activities on an annual basis. The 2023 UPWP was adopted by the Council on October 12, 2022, and subsequently approved by MnDOT and USDOT.

Annually, the UPWP for the following calendar year is developed and moved through the TAB and Council committees four to five months before the end of the current calendar year. At the time of UPWP development, project managers must estimate when projects in the current year will get underway, how much of the total budget will be spent and how much will carry into subsequent years. In 2022, due to unforeseen staffing challenges and other delays, a number of projects began later than expected or were unable to be initiated at all in 2022 and are now carrying forward in entirety into 2023. This amendment adjusts the expected start and end dates of these consulting studies and also adjusts the 2023 consultant study budgets to reflect the new schedules. In addition, two new studies, as described below, are proposed to be added to the 2023 work program along with the necessary budget for this additional work.

All of the budget adjustments appear in the consultant studies budget line item as shown in the revised Appendix A of the 2023 UPWP Amendment 1 document. In total, the proposed changes add \$316,000 to the 2023 consultant studies budget. The amendment proposes adding \$316,000 in local match funds to cover these increased costs, leaving the 2023 federal planning funds total unchanged from the adopted 2023 budget of \$5,109,512.

There have been a few small changes to the document from the time it was presented to TAC Planning. These changes are highlighted in yellow to distinguish from the other changes to the

amendment. The most significant change is the addition of the 2024 Regional Solicitation Engagement, described in the summary below.

**Summary of Proposed UPWP Changes:**

- Pages 6-7 adjust consultant study start dates.
- Pages 9-10 add language to clarify funding of the Travel Behavior Inventory program.
- Page 10 adds an activity to reflect release of the Regional Solicitation during calendar year 2023.
- Pages 11-31 reflect changes to consultant study schedules and budgets.
- Page 32, Appendix A, revises consultant study budgets and adds \$316,000 in total local match funds to cover these changes.
- Pages 35-47 Appendix C reflects changes to consultant study schedule and budget changes.
- Page 36 shows added tasks to the Regional Solicitation Evaluation study to include incorporating the 2050 Goals and Objectives and a task to analyze ways to incorporate performance measures in decision-making.
- Page 37 adds a new study, Electric Vehicle Public Engagement and City Support, to provide information and programs that help individuals and cities make decisions related to charging infrastructure and vehicle investment.
- Page 38 updates the proposed work tasks for the study Electric Vehicle Public Charging Needs Analysis.
- Page 38 adds a new activity that will develop an online tool to collect public input during the 2024 Regional Solicitation, ultimately to assist the TAB and its subcommittees in developing funding scenarios and final project selection.
- Page 39 adds a new study, Regional STOPS Model Update, to update the transit forecasting STOPS modeling program to incorporate data from the 2022 transit on-board survey.

**Relationship to Regional Policy**

The UPWP is a federally required description and documentation of the proposed annual transportation and transportation-related planning activities in the metropolitan area. This action will amend the 2023 UPWP to include updated consultant study schedules and 2023 budgets, along with two new proposed planning studies to be initiated during 2023.

**Staff Analysis**

Council staff has reviewed the necessary consultant work to be completed in 2023 and recommends that these changes are necessary and appropriate to accomplish the annual Unified Planning Work Program.

**Committee Comments and Action**

At its February 9, 2023, meeting, the TAC Planning Committee voted to recommend proposed amendments to the 2023 Unified Planning Work Program.

At its March 1, 2023, meeting the Technical Advisory Committee voted to recommend proposed amendments to the 2023 Unified Planning Work Program.

**Routing**

To	Action Requested	Date Completed (Scheduled)
TAC Planning	Review & Recommend	February 9, 2023
Technical Advisory Committee	Review & Recommend	March 1, 2023
Transportation Advisory Board	Review & Recommend	March 15, 2023
Metropolitan Council Transportation Committee	Review & Recommend	March 27, 2023
Metropolitan Council	Review & Adopt	April 8, 2023