

# Action Transmittal

TAC Planning Committee



**Committee Meeting Date:** September 18, 2024

**Date:** September 17, 2024

## Action Transmittal: 2024-37

2025 Unified Planning Work Program (UPWP)

**To:** Transportation Advisory Board  
**From:** Technical Advisory Committee  
**Prepared By:** David Burns, Planning Analyst, 651-602-1887  
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### Requested Action

Recommend that the Metropolitan Council:

- Adopt the 2025 Unified Planning Work Program with a budget of \$8,151,320.
- Authorize the Regional Administrator to enter into an agreement with the State of Minnesota Department of Transportation for distribution of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning funds.

### Recommended Motion

That the Transportation Advisory Board recommends adoption of the 2025 Unified Planning Work Program (UPWP) and authorization for the Regional Administrator to enter into an agreement with the State of Minnesota Department of Transportation for distribution of Federal Highway Administration and Federal Transit Administration planning funds.

### Background and Purpose

The Unified Planning Work Program (UPWP) serves as the Council's application for USDOT transportation planning funds. Federal regulations require that every metropolitan planning organization (MPO) develop and submit the UPWP to the USDOT in order to receive federal transportation planning funds. The UPWP is prepared annually and describes the transportation planning activities that the Council will perform for the coming year. Participants in the UPWP include the Metropolitan Council, the Minnesota Department of Transportation, the Minnesota Pollution Control Agency, the Metropolitan Airports Commission, regional transit providers and local cities, counties, and other stakeholders.

The UPWP includes activities required by federal regulation that address planning priorities of the metropolitan area. The document identifies budgeted expenditures, funding sources, and the allocation of staff resources for the transportation planning activities of the MPO. Activities and projects with Metropolitan Council participation include staff hours and consultant costs that detail how the estimated \$6.1 million of federal planning money will be spent, along with a required minimum 20 percent local match to the federal funds. In 2025, the Council will begin initiating work program items identified in the 2050 Transportation Policy Plan.

Many of the tasks described in the UPWP are ongoing activities that are required to be performed by the MPO. Examples of these activities include staff support of the TAB/TAC committee process,

the annual preparation of the Transportation Improvement Program (TIP) and support of the Regional Solicitation. Other tasks are focused planning studies that help to move forward the region’s transportation policies and knowledge, identify regional investments, and fulfill the transportation system vision as outlined in the Transportation Policy Plan. The 2025 UPWP includes approximately \$2.2 million in planned consulting costs to complete these planning studies.

The draft 2025 UPWP was available for public review and comment from August 9, 2024, to August 30, 2024. The Public Comment Report is available on the agenda link.

### Relationship to Regional Policy

The UPWP is a federally required description and documentation of proposed transportation and transportation-related planning activities in the metropolitan area. The activities include both activities required for the MPO to operate as well as projects that reflect the regional transportation vision.

### Committee Comments and Action

At its August 8, 2024, meeting, the TAC Planning Committee recommended that the Technical Advisory Committee recommends that TAB recommends adoption of the 2025 Unified Planning Work Program (UPWP) and authorization for the Regional Administrator to enter into an agreement with the State of Minnesota Department of Transportation for distribution of Federal Highway Administration and Federal Transit Administration planning funds.

At its September 4, 2024, meeting, the Technical Advisory Committee recommended that TAB recommend adoption of the 2025 Unified Planning Work Program (UPWP) and authorization for the Regional Administrator to enter into an agreement with the State of Minnesota Department of Transportation for distribution of Federal Highway Administration and Federal Transit Administration planning funds.

### Routing

To	Action Requested	Date Completed (Date Scheduled)
TAC Planning Committee	Review & Recommend	August 8, 2024
Technical Advisory Committee	Review & Recommend	September 4, 2024
Transportation Advisory Board	Review & Recommend	<i>September 18, 2024</i>
Metropolitan Council Transportation Committee	Review & Recommend	<i>October 14, 2024</i>
Metropolitan Council	Review & Adopt	<i>October 23, 2024</i>

