

Action Transmittal

TAC Planning Committee



Committee Meeting Date: September 6, 2023

Date: August 30, 2023

Action Transmittal: 2023-44

2024 Unified Planning Work Program (UPWP)

To: Technical Advisory Committee
From: TAC Planning Committee
Prepared By: David Burns, Planning Analyst, 651-602-1887
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Requested Action

Adoption of the 2024 Unified Planning Work Program.

Recommended Motion

That the Technical Advisory Committee recommend adoption of the 2024 Unified Planning Work Program (attached).

Background and Purpose

The Unified Planning Work Program (UPWP) serves as the Council's application for USDOT transportation planning funds. It is required that every metropolitan planning organization (MPO) submit the UPWP for consideration by the USDOT on an annual basis. The UPWP is prepared annually and describes the transportation planning activities that the Council will conduct 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, 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. Projects with Metropolitan Council participation include staff hours and consultant costs that detail how the estimated \$5.6 million of federal planning money will be spent, along with a required 20 percent local match to the federal funds. In 2024, the Council is committing to use federal planning funds and local match to support the transportation planning program and continue the update to the 2050 Regional Development Guide and 2050 Transportation Policy Plan.

Many of the tasks described are required by state or federal law and are ongoing activities. Examples include staff support of the TAC/TAB committee process, the preparation of the Transportation Improvement Program (TIP) and support of the Regional Solicitation. Other tasks are focused studies that help to move forward the region's transportation planning process and fulfill the vision as outlined in the Transportation Policy Plan. The 2024 UPWP includes over \$2 million in planned consulting costs to complete these studies.

The draft 2024 UPWP is attached. It is anticipated that minor edits may occur based upon comments received by the public and due to small adjustments to the budget.

The draft 2024 UPWP was released for public review on August 21 and will be accepting comments through September 8. A summary of comments received will be presented to the Transportation Advisory Board at its September 20 meeting.

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 10, 2023, meeting, the TAC Planning Committee voted to recommend adoption of the 2024 Unified Planning Work Program.

Routing

To	Action Requested	Date Completed (Scheduled)
TAC Planning Committee	Review & Recommend	August 10, 2023
Technical Advisory Committee	Review & Recommend	<i>September 6, 2023</i>
Transportation Advisory Board	Review & Recommend	<i>September 20, 2023</i>
Metropolitan Council Transportation Committee	Review & Recommend	<i>September 25, 2023</i>
Metropolitan Council	Review & Adopt	<i>October 11, 2023</i>



2024 TRANSPORTATION UNIFIED PLANNING WORK PROGRAM FOR THE TWIN CITIES METROPOLITAN AREA



Adoption TBD

The Council's mission is to foster efficient and economic growth for a prosperous metropolitan region

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The Metropolitan Council is the regional planning organization for the seven-county Twin Cities area. The Council operates the regional bus and rail system, collects and treats wastewater, coordinates regional water resources, plans and helps fund regional parks, and administers federal funds that provide housing opportunities for low- and moderate-income individuals and families. The 17-member Council board is appointed by and serves at the pleasure of the governor.

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I. INTRODUCTION TO THE UNIFIED PLANNING WORK PROGRAM

A. Introduction

The Unified Planning Work Program (UPWP) is a description and documentation of transportation and transportation-related planning activities in the Twin Cities metropolitan area for calendar year 2024. The Metropolitan Council serves as the Metropolitan Planning Organization (MPO) for the region and facilitates the cooperative, continuing, and comprehensive (3-C) transportation planning process for the region. The Metropolitan Council jurisdiction includes the seven counties surrounding the core cities of Minneapolis and St. Paul, including Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington counties. In addition, the 2020 Census continues to identify developed areas of Wright and Sherburne counties, primarily along the I-94 and U.S. Highway 10 corridors, to also be included in the urbanized area (UZA) for transportation planning purposes, though these areas are not otherwise part of the Metropolitan Council's jurisdiction. Due to changes in the 2020 census definition of urbanized areas, a small portion of Houlton, Wisconsin which was part of the urbanized area under the 2010 census, is no longer included. A map depicting the MPO boundaries is provided on page 2 of this document. For more information on how the UPWP is used in the context of the activities of the Metropolitan Council, please reference the [2020 Transportation Planning and Programming Guide](#).

The participants in the UPWP include four agencies: the Metropolitan Council (Council), the Minnesota Department of Transportation (MnDOT), the Minnesota Pollution Control Agency (MPCA), and the Metropolitan Airports Commission (MAC). (See section F in this document for roles and responsibilities of the participants.) The 2024 UPWP also serves as the Metropolitan Council's application to the USDOT for transportation planning funds. The projects in which the Metropolitan Council participates are outlined with staff hours and consultant costs to detail how the federal transportation planning money will be spent. All federal transportation planning funds must be "matched" with at least a 20 percent local contribution, which is also detailed in this document.

Many of the tasks are required by state or federal law and are continuous and ongoing. Such activities include the TAB/TAC committee process and the creation of the region's annual [Transportation Improvement Program](#) (TIP). The long-range transportation plan for the Council, the [2040 Transportation Policy Plan](#) (TPP) was updated and adopted in November 2020. This plan complements the region's overall development plan, [Thrive MSP 2040](#), which is mandated by state law and was last updated in 2014. The regional development plan is being updated in 2024 and will serve to guide the development of the 2050 TPP, also anticipated to be adopted in 2024.

Many of the projects in this UPWP work towards and stem from the goals and objectives articulated within the *2040 Transportation Policy Plan*. Other projects have emerged as priorities from stakeholders and partners since the adoption of the TPP Update in 2020. The *TPP Update* was informed by feedback and input from local agency partners, which in turn provided direction to the Council on the most pressing issues to be studied. This cycle of planning project identification, conducting planning work, learning, development of recommendations, and implementation between the TPP to UPWP is part of the continuous process of regional transportation planning.

The Metropolitan Council is committed to a proactive, effective public participation process, and uses a variety of internal and external strategies, including newsletters, telephone comment lines, e-mail, information posted on the Council's website, an online forum, media relations, social media, community meetings, public hearings, and public information campaigns. These public participation strategies help keep the public and stakeholders informed as the Council carries out the programmed work program activities. An updated *Transportation Public Participation Plan* was adopted in 2022 and is being used

to inform the engagement and outreach activities for the 2050 TPP and other on-going planning studies.

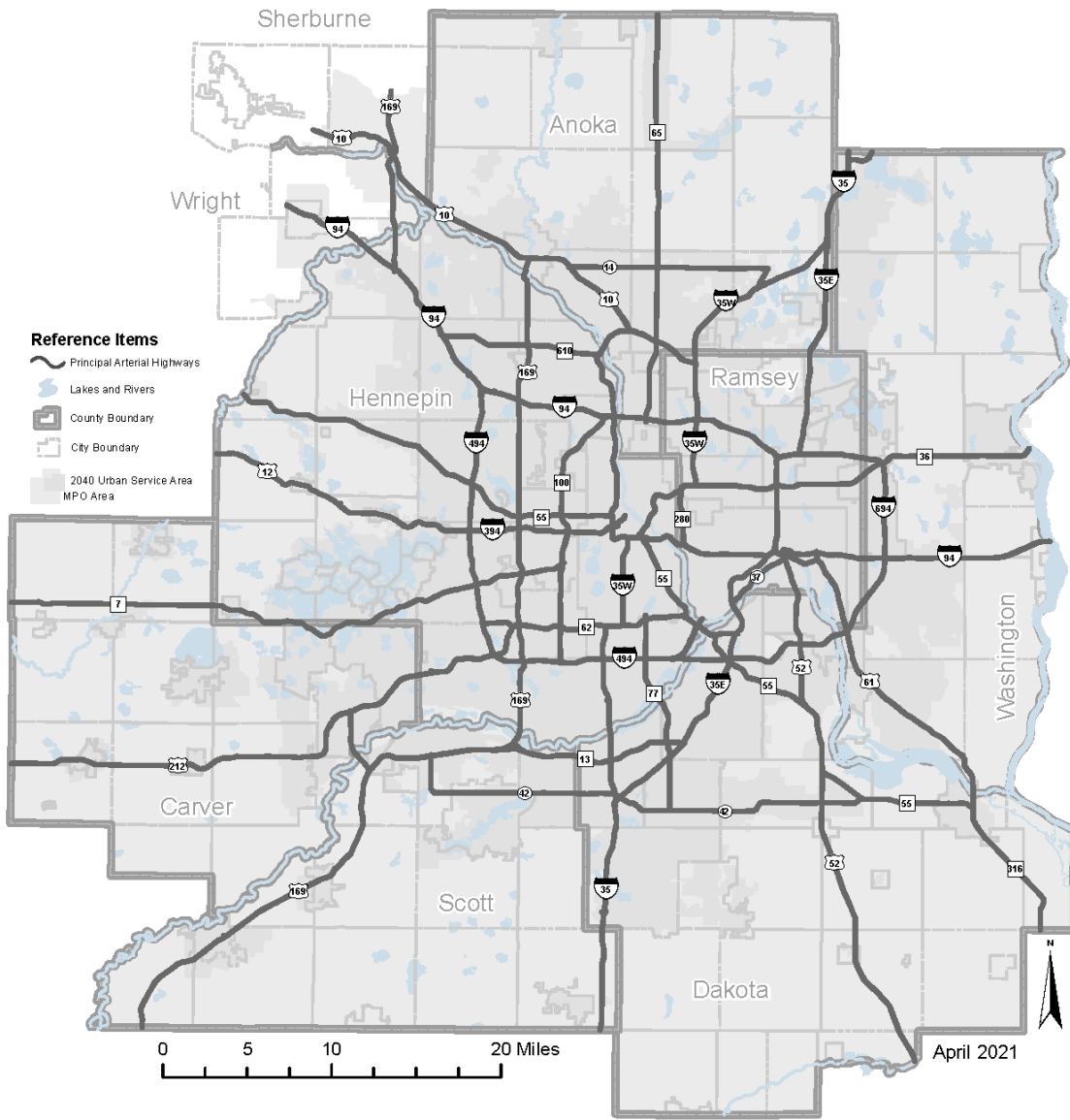


Figure 1: The Council's MPO Planning Area Boundary

B. Organization of the UPWP

The individual work activities and projects are divided into six major work activity areas. They are:

1. Planning and Programming Process
2. Modal System Planning
3. Long Range System Planning
4. Travel Forecasting and Model Development
5. Short Range Planning and Performance Monitoring
6. Non-CPG (Locally Funded) Planning Activities

Work activities, their products, and their relationship with the work of other agencies are detailed in Section II. The work activities are directly linked to the region’s long-term vision for the transportation system, as articulated in the *2040 Transportation Policy Plan*. The plan includes six overall goals; broad statements of aspiration that describe a desired future for the region’s transportation system. The six TPP goals are as follows:

- Transportation System Stewardship
- Safety and Security
- Access to Destinations
- Competitive Economy
- Healthy and Equitable Communities
- Leveraging Transportation Investment to Guide Land Use

The link between the work activities and how they support of region’s long-term version is included in Section II.

C. Status of Metropolitan Council Planning Documents

The following table lists the most recent status (as of July 2023) of the Transportation Policy Plan, the Transportation Improvement Program, and other key planning documents produced by the Council.

Document	Action/Date
Regional Development Guide (Thrive MSP 2040)	Adopted May 2014
2040 Transportation Policy Plan (TPP)	Adopted November 2020, Amended March 2022, expected amendment November 2023
2024-2027 Transportation Improvement Program (TIP)	Adoption anticipated November 2023
Aviation Policy Plan (included in TPP)	Adopted November 2020, Plan update anticipated to be adopted in November 2024
Transportation Public Participation Plan	Adopted July 2022
Congestion Management Process Policies and Procedures Document	Completed 2020; process on-going
Public Transit-Human Services Transportation Coordination Action Plan	Adopted January 2020
Title VI Plan	Adopted October 2022

D. 2023 Accomplishments

Major activities accomplished in 2023 include:

- Completed the Regional Travel Demand Management Study.

- Continued work of chapter drafting and drafting new goals and objectives for the 2050 Transportation Policy Plan, including facilitation of stakeholder engagement.
- Completed the 2050 TPP Goals Engagement and Update consultant project.
- Completed 2022 Transit On-Board Survey and data analysis.
- Conducted 2023 Household Travel Survey
- Completed 2023 Transportation System Performance Evaluation
- Completed Transportation Needs Assessment Study
- Completed the Functional Classification Study
- Updated the region's Urbanized Area Boundary

E. Roles and Responsibilities of Participants

As the Metropolitan Planning Organization for the Twin Cities area, the Council is the lead agency responsible for administering and coordinating the activities of participants carrying out the required tasks of the regional transportation planning process.

Participants in the transportation planning process include the Metropolitan Council (including Metro Transit); the Minnesota Department of Transportation (MnDOT); the Minnesota Pollution Control Agency (MPCA); regional transit operators (in addition to Metro Transit); tribal governments and representatives; local elected (city/county/township) officials and staff; the Metropolitan Airports Commission (MAC); residents of the region; and the U.S. Department of Transportation (US DOT).

Transportation agency staff from the agencies, counties, and cities are involved in the technical- and policy-making process through the Technical Advisory Committee (TAC), which advises the Transportation Advisory Board (TAB). Other subcommittees and task forces of the TAC deal with specific transportation issues. Refer to Figure 3 in the [Transportation Planning and Programming Guide](#) for a flowchart that delineates transportation committees of the TAB and TAC involved in the 3-C (continuing, comprehensive, cooperative) transportation planning process.

Two new work groups were formed in 2022 to guide the development of the 2050 Transportation Policy Plan (TPP). The 2050 TPP Technical Working Group serves as a forum for engaging transportation and planning professionals in the 2050 TPP and 2050 Regional Development Guide (RDG) development. The Technical Working Group includes existing TAC Planning Committee members and additional agency and organization partners. The 2050 TPP Advisory Work Group similarly serves as a forum to seek decisionmaker assessment and advice on policy development; the group also serves to identify topics to elevate for in-depth discussion by the Metropolitan Council, its Transportation Committee, and the Transportation Advisory Board. The Advisory Work Group includes Met Council members, TAB members, and partner agency leaders. These groups will continue to work through 2024.

F. Work Continuing from 2023

The 2040 TPP was last updated in November 2020. The update (and previous plans) includes a Work Program with studies that will be completed over the next four years. In addition, other planning studies have been identified that are needed to inform the development of the 2050 TPP or other ongoing transportation planning process work. Many of these studies involve consultant assistance and began prior to the 2024 UPWP development and adoption; other studies will begin sometime during 2024. In most instances, major planning studies require two to three years to complete and thus carry through multiple UPWPs. For example, the Regional Safety Action Plan began work in late 2022 and will

continue into 2024, spanning three UPWP documents. These on-going studies are described in Appendix C, along with planned new studies to be initiated during 2024.

Consultant work that began in, or prior to, 2024 and that will carry into 2024 and subsequent years includes the following:

- Transportation Planning Studies Outreach and Engagement Master Contract (formerly titled Equity Populations Engagement Master Contract) (early 2022 start)
- Regional Solicitation Evaluation (est. 4th quarter 2023 start)
- 2024 Regional Solicitation Engagement (est 3rd quarter 2023 start)
- Principal Arterial Intersection Mobility Study, Phase 2 (early 2022 start)
- Regional Safety Action Plan (4th quarter 2022 start)
- Urban Freight Distribution Study (1st quarter 2023 start)
- Metropolitan System Harms, Impacts and Mitigation Priorities Study (est. late 2023 start)
- Regional Transportation and Climate Change Multimodal Measures (4th quarter 2022 start)
- Electric Vehicle Public Engagement and City Support (est. 4th quarter 2023 start)
- Electric Vehicle Public Charging Needs Analysis (est. 4th quarter 2023 start)
- ActivitySim Local Initial Implementation Phase II (2nd quarter 2023 start)
- Travel Model Network Wrangler Maintenance and Enhancement (late 2023 start)
- Metro Vanpool Evaluation (late 2021 start, non-UPWP funded)
- Equity Evaluation of Regional Transportation Investment (mid- 2022 start; non-UPWP funded)

Estimated completion dates for these studies are included in the Work Activities section of this document and in Appendix C Consultant Studies.

II. WORK ACTIVITIES

This section of the 2024 UPWP identifies the Council’s work activities for the year, including a description of the purpose of the work, the activities that will be performed, and the products that will be produced as a result of the activity. There are six major work areas (Planning and Programming Process, Modal System Planning, Long Range System Planning, Travel Forecasting, and Model Development, Short Range Planning and Performance Monitoring, and Non-CPG Planning Activities) in which projects are categorized. The work activities are directly linked to the goals of the TPP.

Each year, the Council receives an estimate from MnDOT on the amount of federal transportation planning funds that will be available in the upcoming year. These funds, which come from both the Federal Highway Administration and the Federal Transit Administration, are consolidated into an overall transportation planning grant (referred to as the Consolidated Planning Grant, or CPG), and provided to MnDOT for administration and oversight. The Council will receive approximately \$5.5 million in federal CPG funds in 2024, which must be “matched” at a rate of at least 20% with non-federal funds.

The Council annually assesses the CPG allocation, the goals of the TPP, and regional priorities to determine the planning studies that are needed and will be funded for the year. The majority of the planning studies are meant to inform future updates to regional planning documents and policies and also to help prioritize transportation investments. Candidate UPWP studies are brought to the TAB subcommittees and other stakeholders at the beginning of the development of the UPWP for input and feedback. Projects are primarily scheduled for a particular year based on the urgency in which they need to be completed for the Council to meet its requirements as an MPO and for the work to inform scheduled regional planning and investment processes (i.e., TPP update, Regional Solicitation). Additionally, planning studies are identified and prioritized based on comments and feedback from past

public comment processes, such as comments received during the TPP update and TIP adoption processes.

Often, and due to the needs articulated by our regional partners and the public, the Council will typically budget funds that exceed the required 20 percent local match. Each year, the Council will use federal CPG funds at an 80 percent to 20 percent ratio until all federal funds are expended. At that point, all activities are funded with the remaining local funds programmed for the year. (Note that the CPG matching funds do not include funding for activities that are entirely paid for with local funds, such as Aviation Planning, RALF, or locally funded studies)

The Travel Behavior Inventory (TBI), a travel survey and modeling program used by the region to forecast and prepare for future growth, is also administered by the Council. The TBI is not funded with the Council's annual CPG allocation but is a fundamental program supporting the short and long-range planning activities within the region. Current funding sources include STPBG federal funds allocated from the 2016 Regional Solicitation and from MnDOT, as well as non-federal matching funds provided by the Council. The 2024 TBI budget utilizing these sources is shown in Appendix A of this document. In addition to the annual TBI budget shown in Appendix A, in 2024, \$1,170,000 in federal funds awarded to the TBI from the 2018 Regional Solicitation and from MnDOT will be transferred into an FTA grant to be administered by the Council and used for the 2025 household survey and other forecasting and survey work to begin in 2024. These funds, along with matching funds provided by the Council, will be shown in the 2024, 2025, and 2026 UPWP budgets when planned for expenditure.

Included for each work area in the Work Activities section below is a table with the cumulative staff time, consultant costs, estimated expenditures, and total cost for the projects within the activity area. The tables identify staff time by the number of weeks that staff will spend on a particular activity. Staff weeks are considered to be 40 hours of work.

A. Planning and Programming Process

The Tasks and Activities in this section support the management of the MPO functions including the work of the Council and Transportation Advisory Board, the creation of the annual Transportation Improvement Program, UPWP, and the Regional Solicitation for federal funds. This task focuses on engaging and receiving input from regional partners to better connect regional transportation policies and investments to achieve the outcomes and goals of Thrive MSP 2040 and the Transportation Policy Plan.

TASK A-1 PLANNING PROGRAM PROCESS SUPPORT

PURPOSE: To provide planning and administrative support to the metropolitan transportation planning process of the Council, Transportation Advisory Board, TAB's Technical Advisory Committee, and others pursuant to state and federal statutes and regulations. The process is required under federal law to certify the region for continued federal transportation funding. For specific information on the TAB, TAC, or Transportation Committee meetings, go to www.metrocouncil.org/Council-Meetings/Committees. Details on roles and responsibilities are further spelled out in the *Transportation Planning and Programming Guide*.

ACTIVITIES:

- Provide a forum and input process for regional transportation decision making and review of plans and programs for all transportation modes. Process participants are the Metropolitan Council (including Metro Transit), the Minnesota Pollution Control Agency (MPCA), the Minnesota

Department of Transportation (MnDOT), the Metropolitan Airports Commission (MAC), local units of government including tribal nations, transit providers, and residents.

- Draft Action Items and move them through the regional transportation planning process, with recommendation actions by the Transportation Advisory Board (TAB) and its Technical Advisory Committee (TAC), followed, when necessary, by action from the Council’s Transportation Committee and full Council.
- Provide training opportunities and information items and presentations for new Council, TAB, and TAC members.
- Provide general support, background, and information on the upcoming meetings and related decision-making to the Council members, TAB members, and other regional policy makers, as needed.
- Prepare the UPWP in cooperation with MnDOT, FHWA, MPCA, MAC, and other stakeholders.
- Provide quarterly reports on the progress of activities outlined in the UPWP.
- Attend the quarterly statewide MPO Directors' meetings and the annual Minnesota MPO workshop.
- Update the Transportation Advisory Board (TAB) and Technical Advisory Committee (TAC) bylaws, by review of the committees and TAB.
- Review and update TAC and TAB policies as needed.

PRODUCTS	COMPLETION DATES
TAB, TAC, Council Committee Agendas, Minutes, Reports	Monthly
Updates to TAB and TAC Bylaws and Policies	As needed
Training/background sessions for TAB and Council members	As needed
Audited (Consolidated Planning Grant) Fund Statements	April
Annual Update of Title VI and DBE Goals	July
2025 Unified Planning Work Program	October
UPWP Progress Reports to MnDOT/FHWA	Quarterly
UPWP Midyear Monitoring Meeting	Q2/Q3

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- MnDOT is involved in the planning process as an ongoing participant. MnDOT staff provides technical input, serves as committee members on several TAB and TAC committees, and is in frequent contact with Council staff regarding many issues.
- MnDOT administers the federal planning funds that finance most of the planning work done by the Council and provides guidance to ensure that federal planning requirements are met.
- MPCA staff participates in the ongoing interagency coordination activities to administer the Clean Air Act and the FAST Act by participating in the review of the TPP, TIP, and the UPWP; participating in the work of the TAB and TAC; serving as committee members on TAB and TAC committees; by providing needed technical assistance; and categorizing projects for air quality conformity purposes.
- MAC staff and Commission participate in the work of the TAB and TAC; serving as committee members on TAB and TAC committees.

TASK A-2 TIP DEVELOPMENT AND MANAGEMENT

PURPOSE: Federal law requires preparation and approval of the four-year Transportation Improvement Program (TIP), inclusive of the spending of all federal funds on projects within the region. The Council prepares a TIP each year for review by TAB and approval by the Council.

ACTIVITIES:

- Prepare the draft 2025-2028 TIP.
- Facilitate and host a public comment and review process for the draft TIP.
- Incorporate comments and adopt the 2025-2028 TIP.
- Review and process requests for TIP amendments and administrative modifications.
- Prepare the Annual Listing of Obligated Projects showing projects with federal funds obligated in the previous fiscal year.
- Develop online maps depicting the location and pertinent information of projects within the current and future TIPs.

PRODUCTS	COMPLETION DATES
Draft 2025-2028 TIP	June
TIP Public Comment Report	August
Final 2025-2028 TIP	September
Annual Listing of Obligated Projects	October
TIP amendments and administrative modifications	On-going (as needed)
Online TIP Map	Q4 2024 (annually updated)

RELATIONSHIP TO OTHER AGENCIES' WORK:

- MnDOT staff works cooperatively with Council staff and TAB/TAC to develop revenue assumptions and a program of projects for approval.
- MnDOT coordinates and monitors TIP data for all federally funded projects, along with MnDOT Trunk Highway projects.
- MnDOT also processes the STIP and administers STIP amendments and administrative modifications to reflect the TIP, its TIP amendments, and administrative modifications, respectively.

TASK A-3 REGIONAL SOLICITATION

PURPOSE: The Regional Solicitation for federal transportation project funding is a competitive application process that selects projects as part of three federal programs: the Surface Transportation Block Grant (STBG) Program, the Congestion Mitigation and Air Quality Improvement (CMAQ) Program, and Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT). The Carbon Reduction Program is a fourth federal program that is distributed by the Council with input from TAB. In the 2023 legislative session, a new regional transit sales tax was created and 5% of these funds are directed to TAB for expenditure on Active Transportation. The Regional Solicitation Evaluation will also determine how these regional funds will be allocated. The Council also participates in the Highway Safety Improvement Program (HSIP) solicitation, administered by MnDOT. The application components are evaluated and updated every two years prior to releasing the next application. During 2024, applications will be reviewed for qualifications and scored; scoring appeals will be held and project selection will occur. In addition, a major evaluation of the Regional Solicitation will continue. This major update is conducted approximately every 10 years along with the updates to the Regional Development Guide and TPP. This study will be completed in early 2026 and will first impact the 2026 Regional Solicitation.

ACTIVITIES:

- Complete the review of application qualifications.
- Coordinate scoring committee membership with regional partners, committees meet and discuss scoring procedures, score applications, and consider scoring appeals.

- Create an online tool to collect public input and assist the TAB in developing funding scenarios for the 2024 Regional Solicitation.
- Select Regional Solicitation Projects in mid-2024, primarily for program years 2028 and 2029.
- Showcase project successes of completed projects funded through the Regional Solicitation.
- Update online mapping tool and database of past funded projects.
- Work with MnDOT on HSIP scoring and project selection.
- Continue work on the Regional Solicitation Evaluation study with Council and TAB members including the new regional sales tax funds for Active Transportation (This study will carry into early 2026 and be used for the 2026 Regional Solicitation).

PRODUCTS	COMPLETION DATES
2024 Regional Solicitation and HSIP Application Release	Q4 2023
Regional Solicitation 2028-2029 Projects Selection (including HSIP projects)	Q3 2024
Regional Solicitation Evaluation	Q1 2026
2024 Regional Solicitation Engagement	Q1 2024
Update Online Mapping Tool of Funded Projects	Q4 annually

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- State and local partners are involved with the creation of the Solicitation criteria, the scoring of projects, and the selection of a final program of projects.
- The Solicitation awards projects to state, regional, county, city, and transit agency project applicants.
- MnDOT works cooperatively with Council staff to ensure that projects are developed on time and as specified in the applications. Those unable to do so are subject to the Council’s Program Year and Scope Change Policies.
- The Council works closely with MnDOT on the development and approval of the Highway Safety Improvement Program (HSIP) solicitation.

TASK A-4 PLANNING PROCESS ENGAGEMENT AND OUTREACH

PURPOSE: This activity focuses on public engagement and outreach activities for the various activities, studies, and products of the regional transportation planning processes. This includes the formal public comment processes for the required planning documents including the Transportation Policy Plan, Transportation Improvement Program, Unified Planning Work Program, and Transportation Public Participation Plan. It also encompasses general outreach and engagement activities related to regional planning studies and other engagement on regional needs and issues.

ACTIVITIES:

- Annual TIP update public comment process, including hosting public meetings, comment response development, and a written public comment report.
- Annual UPWP public engagement process and public comment.
- TPP, TIP, UPWP, and other process amendments and public comments processes as needed.
- Use the Transportation Planning Studies Outreach and Engagement contractors to implement transportation engagement activities with disadvantaged communities within on-going planning studies.
- Identify additional opportunities for focused engagement with BIPOC and low-income communities for on-going transportation studies.

- Release a new request for proposals to identify contractors for the Transportation Planning Studies Outreach and Engagement master contract
- Participate in engagement activities surrounding the 2050 Regional Development Guide update and the 2050 TPP update and identify important transportation topics, issues, and needs.

PRODUCTS	COMPLETION DATES
Implement work orders using the Transportation Planning Studies Outreach and Engagement master contract and complete work	On-going
Select contractors for a new Transportation Planning Studies Outreach and Engagement master contract	Q2 2024
TIP Public Comment Report	August

RELATIONSHIP TO OTHER AGENCIES' WORK:

The Council engages with a wide variety of partners and stakeholders as part of its transportation planning processes including the agencies, cities, counties, advocacy groups, representatives of BIPOC and low-income communities, disabled community representatives, youth, elderly, and the general public. All the region’s transportation planning work includes some level of engagement with these various partners. In addition, Council staff participates in the engagement activities of our partner agencies such as MnDOT, Metro Transit, and regional stakeholders.

Activity A Total	Staff Weeks	2024 Budget
Totals	413	\$2,193,655
Studies Continuing into 2024:		
Transportation Planning Studies Outreach and Engagement Master Contract		\$100,000
Regional Solicitation Evaluation		\$350,000
2024 Regional Solicitation Engagement		\$5,000
Total Activity A Consultant		\$455,000

B. Modal System Planning

Metropolitan Council staff work closely with MnDOT and regional partners to plan and invest in all modes of transportation within the regional transportation system. The tasks and planning activities within this section are meant to connect the region’s transportation investment philosophy, direction, and priorities for each mode toward achieving the adopted outcomes of Thrive MSP 2040 and the goals of the regional Transportation Policy Plan.

TASK B-1 HIGHWAY SYSTEM PLANNING

PURPOSE: To work with agency partners to plan a regional highway system that is consistent with the goals and objectives in the 2040 Transportation Policy Plan. This task also includes leading and participating in regional studies that inform highway investment decisions.

ACTIVITIES:

- Council staff will lead system studies and contribute to corridor studies or statewide efforts led by partner agencies.

- Continue to work on the Functional Classification Process Update project and implement recommendations from MnDOT’s metro area functional classification review to update Appendix D of the 2040 TPP, as well as related functional classification change processes (began in 2022).
- Participate in the development of MnDOT’s Capital Highway Investment Plan (CHIP).
- Develop and track approved highway performance measures.
- Finalize work on the consultant study Principal Arterial Intersection Mobility Study, Phase 2 (began in 2022).
- Continue work on the consultant study Regional Safety Action Plan that will assist the Council and its regional stakeholders in analyzing crash data/trends and provide guidance on developing annual safety performance targets (began in 2022).
- Continue work on the consultant study, Metropolitan Highway System Harms, Impacts and Mitigation Priorities Study, expected to be procured in 4th quarter 2023.

PRODUCTS	COMPLETION DATES
Preliminary Interchange Approvals (as outlined in TPP Appendix F)	As Needed
Submittal of Functional Classification Changes	As Needed
Metro Freeway Project Approvals	As Needed
Principal Arterial Intersection Mobility Study, Phase 2	Q4 2024
Regional Safety Action Plan	Q4 2024
Metropolitan Highway System Harms, Impacts, and Mitigation Priorities Study	Q4 2025

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- The Council works closely with MnDOT partners in both the Central Office and Metro District to coordinate planning activities for roadways across the region. These MnDOT offices lead planning studies from the statewide level through a corridor or interchange level and the Council engages where appropriate.
- The Council works closely with local regional partners, commonly the counties, but also including the areas in region 7W and the Shakopee Mdewakanton Sioux Community, on roadway needs connecting to and running through these jurisdictions.

TASK B-2 FREIGHT PLANNING

PURPOSE: To continue an integrated regional freight planning program for the Twin Cities Metropolitan Area that is implemented by MnDOT, Metropolitan Council, and public and private sector transportation partners.

ACTIVITIES:

- Represent the Council on the Minnesota Freight Advisory Committee (MFAC) and its Executive Committee.
- Support MnDOT and the University of Minnesota, Center for Transportation Studies in planning the Annual Freight & Logistics Symposium program.
- Coordinate with MnDOT on regional and state freight policy directives and Metro Freight Initiative strategies implementation.
- Support MnDOT in developing its Metro District Freight Plan.
- Provide technical assistance to MnDOT in freight project programming and selection processes.
- Complete the consultant-led Urban Freight Distribution Study (begun in 2023) which assesses e-commerce-related freight distribution best practices, emerging technologies for last-mile

deliveries, and opportunities to reduce the region’s freight-related vehicle miles traveled and associated greenhouse gas emissions.

- Provide technical research and peer region assessments on freight trends or planning initiatives that could inform regional plans and policies.
- Manage the process to evaluate local agency proposals for adding new regional truck freight corridors.

PRODUCTS	COMPLETION DATES
Regional truck freight corridor updates	Q4 2024
Urban Freight Distribution Study	Q1 2024

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- Metropolitan Council staff work closely with MnDOT’s Office of Freight and Commercial Vehicle Operations on regional and statewide freight planning efforts, including collaborating in planning MFAC meetings and events, coordinating regional and state policy directives, and technical review/assistance in state freight project solicitation process.
- Council staff works closely with counties and cities in identifying Regional Truck Freight Corridors which are used in the state freight project funding solicitations and the Regional Solicitation.

TASK B-3 TRANSIT PLANNING

PURPOSE: To work with partners to plan a regional transit system that is consistent with the goals and objectives in the *2040 Transportation Policy Plan (TPP)* and policies in Thrive MSP 2040. To conduct the short-, mid-, and long-range regional transit studies, policy, and planning activities that inform transit corridor and transit system implementation activities for the whole region.

ACTIVITIES:

- Continue regional studies and policy developments started in previous years to guide the implementation of the regional transit system including:
 - Continue to participate in and support the work of Metro Transit’s Network Now initiative and coordinate major outcomes with the investment direction in the TPP.
 - Finalize updating TPP Transit Design Guidelines and Performance Standards to address outcomes of ongoing transit planning studies, analysis, and policy coordination with regional transit providers.
 - Finalize update to the Transit Market Areas to reflect 2020 U.S. Census data or more recent data, as available.
- Begin work on the Microtransit Policy Framework, including scoping, stakeholder engagement, and early consultant work.
- Provide technical research and peer region assessments on transit trends or planning initiatives that could inform regional plans and policies.
- Consult with partners to identify regional transit planning studies that would inform investment opportunities and priorities for the regional transit system.
- Develop technical planning resources and planning guidance to help implementation of regional plans by transit agencies and other implementing partners.
- Provide technical expertise on transit planning and regional policy perspectives for coordination with other planning efforts, including other modal efforts and local community planning.
- Continue holding meetings of the Transit Planning Technical Working Group to discuss transit elements of the transportation planning process with regional technical experts.

- Develop a scope of work and budget and release request for proposals for the Public Transit and Human Services Transportation Coordinated Plan update to begin in late 2024 or early 2025.

PRODUCTS	COMPLETION DATES
TPP Transit Design Guidelines and Performance Standards Update	Q1 2024
Transit Market Areas Update	Q1 2024
Public Transit and Human Services Transportation Coordinated Plan	Q4 2025
Microtransit Policy Framework	Q3 2025

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- The Council works closely with regional transit providers that plan and implement local transit improvements to coordinate the evaluation and planning of the regional transit system.
- The Council works closely on various committees with transit providers, MnDOT and local governments (primarily counties or county regional railroad authorities) on corridor-specific work to ensure consistency with regional system planning and development. This includes coordination with cities, counties, and transit providers that may be leading specific efforts or be affected by plans through their own land use planning or implementation activities. Metropolitan Transportation Services (MTS) planning staff generally serve as technical liaisons to corridor efforts after a locally preferred alternative has been identified and adopted into the Transportation Policy Plan. Metro Transit staff generally take a more prominent implementation role at this stage. More information on partner-agency-led studies can be found in Task B5.
- MnDOT, the Council, Metro Transit, other transit providers, and local governments work jointly on various ad-hoc committees to coordinate the planning and implementation of the regional transit system (e.g., Team Transit for transit advantages and Regional Solicitation review subcommittees).

TASK B-4 BICYCLE AND PEDESTRIAN PLANNING

PURPOSE: To participate in bicycle and pedestrian planning in the region and provide technical assistance to and coordination with transportation agency partners. Collaborate with agencies on regional, sub-regional, or transportation corridor studies, as needed and when relevant to forwarding Council goals, objectives, and planned outcomes.

ACTIVITIES:

- Coordinate with and provide technical assistance to state and local agencies on bicycle/pedestrian planning issues, studies, and initiatives.
- Oversee the planning and implementation of regional bicycle systems, including:
 - Manage the process to evaluate local agency proposals for modifying the Regional Bicycle Transportation Network (RBTN)
 - Manage the process to evaluate local agency proposals for adding new regional bicycle barriers
- Participate on and coordinate with key bicycle and pedestrian planning committees, as appropriate; these have included standing and ad-hoc committees such as:
 - MnDOT Bicycle and Pedestrian Data Task Force
 - Minneapolis Pedestrian Advisory Committee
 - Minneapolis Bicycle Advisory Committee
 - Provide technical assistance on Regional Solicitation application development by working on changes required to reflect policies or react to feedback on the process.
- Coordinate with Council Regional Parks staff in identifying and implementing methods & means to improve collaboration with local agencies in planning regional bikeways and regional trails.

- Manage full update to the regional bicycle system inventory database through coordination with local agencies and MnDOT; work to incorporate updated data into regional bicycle system planning through collaboration at all levels of government.
- Participate on study advisory committees or panels (e.g., Technical Advisory Panel for MnDOT research project on pedestrian crossings) as appropriate to advancing Council goals and policies.
- Manage the Bicycle-Pedestrian Planning Working Group to discuss non-motorized modal elements of the transportation planning process with state and local agency bicycle and pedestrian planning practitioners.
- Begin managing the consultant-led Midtown Greenway Extension Study as a non-Consolidated Planning Grant project.
- Begin a Phase 1 study to inform the development and implementation of a regional sidewalk dataset by identifying needs and options.

Coordinate with TAB and TAC to design a project prioritization process, including scoring and project selection, for the regional sales tax funding for active transportation created by the Minnesota Legislature in 2023.	COMPLETION DATES
RBTN corridor and alignment updates	Q4 2024
Regional bicycle barrier updates	Q4 2024
Regional bicycle system inventory update	Q3 2024
Regional Sidewalk Dataset, Phase 1 Study	Q4 2024

RELATIONSHIP TO OTHER AGENCIES' WORK:

- Coordinate, review, and advise on state, county, and city bicycle and pedestrian plans and plan updates to ensure consistency with Council transportation policies, incorporate regional studies into partner agency project development and/or funding processes, and facilitate incorporation of regional planned networks and systems.
- Collaborate and advise on bike and pedestrian transportation policies by sharing best practices and regional policy perspectives through the following groups and committees:
 - Bicycle-Pedestrian Planning Technical Working Group
 - TAC/TAB
 - County Boards/Commissions and City Councils, as appropriate

TASK B-5 CORRIDOR STUDIES AND WORK LED BY PARTNER AGENCIES

PURPOSE: To participate in major corridor studies to ensure implementation of the regional transportation and development policies outlined in the 2040 TPP and Thrive MSP 2040.

ACTIVITIES:

- Participate in transitway studies or transit area studies that evaluate and/or prioritize transit improvements for recommended implementation, typically on a corridor or sub-regional level for the following:
 - Highway 55 Transit Study
- Participate in ongoing work for transitway corridor development including environmental review, station-area planning, and other implementation-related planning work for the following corridors:
 - Blue Line Extension
 - Gold Line
 - Purple Line

- Riverview Modern Streetcar
- Arterial BRT corridors
- Participate in highway corridor studies and interchange work that guide investments to improve mobility and safety for all users:
 - MnDOT’s Rethinking I-94 Environmental Impact Statement (EIS)
 - MnDOT’s Highway 252/I-94 EIS
 - MnDOT’s Highway 47/65 PEL
 - MnDOT’s Highway 55 (Olson Memorial Highway) Study
- Participate in corridor studies for intercity passenger rail as needed including environmental review, engineering, and other implementation-related planning work for the following corridors:
 - Northern Lights Express Passenger Rail
 - Northstar Commuter Rail Extension Study

PRODUCTS	COMPLETION DATES
Purple Line Station Area Planning	2026

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- MnDOT is usually the lead agency for state highway corridors, although many are led by local governments, particularly counties.
- For transit corridors, the county regional railroad authorities are often the lead agencies for feasibility, alternatives analysis, or environmental studies, although responsibility is usually transferred to the implementing agency when project development or engineering commences. The cities of Minneapolis and Saint Paul, Metro Transit, MVTA, and MnDOT have also led a limited number of corridor and subsystem transit studies in the past. MnDOT typically leads when transit analyses are coordinated as part of a highway corridor study.
- Metro Transit leads transitway corridor implementation and arterial BRT development.
- Local governments collaborate on transit corridor work by coordinating with or leading land use planning efforts. These efforts are often station- or corridor-specific where a county or transit agency is leading the transportation project but the authority for land use implementation falls on cities.

Activity B	Staff Weeks	2024 Budget
Total	350	\$1,704,980
New Studies in 2024:		
Regional Sidewalk Dataset, Phase 1 Study		\$25,000
Public Transit and Human Services Transportation Coordinated Plan Update		\$10,000
Microtransit Policy Framework		\$10,000
Consultant Studies Continuing into 2024:		
Principal Arterial Intersection Mobility Study, Phase 2		\$85,000
Regional Safety Action Plan		\$115,000
Urban Freight Distribution Study		\$20,000
Metropolitan Highway System Harms, Impacts, and Mitigation Priorities Study		\$280,000
Total Activity B Consultant		\$545,000

C. Long-Range System Planning

This work relates to planning policies, studies, and federal and state requirements for regional transportation planning that cross all modes including preparing and implementing the region’s long-range plan, informing land use planning activities as it relates to transportation, equity, and environmental justice planning, environmental and air quality planning activities and transportation finance. The work within this area strongly ties to helping understand and develop strategies for how regional transportation investments can help achieve the goals and objectives of the regional development guide and Transportation Policy Plan.

TASK C-1 TRANSPORTATION POLICY PLAN

PURPOSE: To prepare updates to the TPP and engage with stakeholders and regional partners on major updates and changes to the TPP including TPP goals, objectives, policies, and actions. To coordinate with MnDOT, transit providers, and other partners on TPP investment changes and as necessary, move amendments through a public review and participation and adoption process; incorporate any necessary administrative modifications to the TPP; and ensure implementation of the Council’s long-range Transportation Policy Plan goals, objectives, and investment directions.

ACTIVITIES:

- In 2024, the priority for this task will focus on finalizing the *2050 Transportation Policy Plan*, a major update expected for release for public comment in mid-2024. The content will undergo final reviews and drafts in the first quarter of 2024 and then a substantial public comment process will occur before the *2050 TPP* is finalized and adopted by the end of the year.
- Additional coordination work will occur with Community Development and other Council divisions on planning and work groups for the 2050 Regional Development Guide (Thrive) update, which will also be finalized in 2024.
- Review changes in revenue allocation and proposed projects and scope for major highway and transitway projects to prepare and process TPP amendments as needed.
- Incorporate administrative modifications to the TPP due to federal, state, or regional policy initiatives and minor changes to the plan that do not affect fiscal constraint as needed.
- Plan and host workshops on the TPP goals to identify future research and planning work needs and activities centered around these topics.

PRODUCTS	COMPLETION DATES
TPP Amendments	As needed
TPP Administrative Modifications	As needed
2050 Regional Development Guide Update and Engagement Activities	Q4 2024
2050 Transportation Policy Plan	Q1 Draft; Q4 Final 2024
2050 Transportation Policy Plan Public Comment Summary	Q3 2024
TPP Goal Topic Workshops	Q2 2024

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- The 2050 TPP Update will be created with significant input from regional policymakers, county and city partners, regional transit providers, federal and state agencies, other transportation implementation agencies, advocacy groups, and the public. Outreach and engagement with

these groups will be a primary activity in 2024. MnDOT, transit providers, MPCA, MAC, and city and county representatives all participate in the 2050 TPP Technical Working Group. Many agencies will also be directly engaged through direct outreach and engagement and through other related studies discussed elsewhere in this document.

- Major regional investments by MnDOT and counties in the highway system and by transit providers in the transit system must be articulated in the TPP and shared through a public process. TPP amendments and modifications are made in cooperation with and with participation by all the region’s transportation planning partners.

TASK C-2 TRANSPORTATION AND LAND USE PLANNING

PURPOSE: To ensure land use planning and development activities are supported by and consistent with the region’s Regional Development Guide and the Transportation Policy Plan. To work with the Council’s Community Development Division to coordinate the update of the Land Use Policy chapter of the Regional Development Guide and assure consistency with the policies and actions in the TPP.

ACTIVITIES:

- Ongoing review of the transportation components of comprehensive plans, comprehensive plan amendments, and environmental review documents for major developments.
- Participate in the review and scoring of Livable Communities grant program applications and other funding opportunities that support development and have a transportation relationship.
- Participate in on-going station area planning work on transitway corridors including Purple Line (Rush Line).
- Ongoing analysis of the relationship between land use and development patterns and regional travel, as needed, to support transportation planning and policy development and implementation.
- Continued participation in the Regional Development Guide update work teams including the Co-sponsor Team, Integration Team, Scenario Planning Team, Equity Work Group, and Existing Conditions Team. In 2024, these groups will help produce the 2050 Regional Development Guide and associated policy documents for release for public comment and final adoption. MTS planning staff will primarily support transportation components of the work.
- Continue implementation efforts for the Regional TDM Study based on the Action Plan and results from the 2050 TPP development.

PRODUCTS	COMPLETION DATES
Reviews of local Comprehensive Plans, Comprehensive Plan amendments, and environmental review requests	Ongoing
Review of Livable Communities Act Grant Applications	Semi-annually
2050 Regional Development Guide including land use policies	Q4 2024

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- Local governments implement land use policies and strategies through their comprehensive plans and other land use implementation tools. These are reviewed by the Council for consistency with regional policies and systems, such as *Thrive MSP 2040* and the Transportation Policy Plan.
- The Metropolitan Council works with other cabinet-level state agencies to implement the wide-ranging impacts of *Thrive MSP 2040*.
- The region’s Regional Development Guide (currently titled *Thrive MSP 2040*) integrates work from the Council’s various divisions, including transit and wastewater operations as well as various system planning and investment authorities.

TASK C-3 ENVIRONMENTAL JUSTICE AND EQUITY

PURPOSE: To ensure planning addresses the needs of people who have been historically underrepresented, including people with disabilities, communities of color, and low-income populations, and to coordinate specialized transportation services in accordance with the Americans with Disabilities Act (ADA).

ACTIVITIES:

- Continue project management work on the Equity Evaluation of Regional Transportation Investment consultant project, which was begun in 2022 and is funded through a special Council grant of local non-CPG funding.
- Work with a Policy Advisory Group formed for the Equity Evaluation study to identify transportation investment related strategies that will help to reduce systemic inequities in transportation investment practices.
- Staff presentations to the Council, TAB, and TAC committees to involve and keep them apprised of the Equity Evaluation work and recommendations.
- Develop an action plan and schedule to implement recommendations of the Equity Evaluation study and identify needs for future consulting assistance for implementation.
- Participate in the MnDOT led statewide Advancing Transportation Equity initiative including identifying and implementing equity measures for transportation planning and decision-making.
- Participate in the Council’s 2050 Regional Development Plan update which will highlight Equity as a regional outcome and identify regional equity metrics and evaluation measures to be used in transportation planning work and investment decision-making.
- Presentations and interactions with the Council’s Equity Advisory Committee (EAC) to incorporate their recommendations into the Council’s transportation work.

PRODUCTS	COMPLETION DATES
Participate in Equity Related Internal and External Committees	Ongoing
Recommendations from the Equity Evaluation of Regional Transportation Investment study (non-CPG funded)	Q2 2024
Implementation of Recommendations from Equity Evaluation action plan and schedule	Q4 2024

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- Provide support to other agencies in learning best practices for incorporating Equity into transportation planning and investment practices by sharing the work and results of the Equity Evaluation of Regional Transportation Investment study.
- Work with MnDOT in the Advancing Transportation Equity initiative to better understand how the transportation system, services, and decision-making processes help or hinder the lives of people in underserved and underrepresented communities in the Twin Cities.

TASK C-4 AIR QUALITY AND CLIMATE CHANGE PLANNING

PURPOSE: To implement long-term air quality planning required by state and federal law including implementing the green-house gas assessments for major highway projects required in legislation passed by the 2023 legislature and the integration of congestion management, transportation, land use, and air quality planning with the requirements of the Clean Air Act (CAA). CAA conformity planning is done collaboratively through the Minnesota Interagency Air Quality and Transportation Planning Committee (MNIAQTPC), consisting of technical staff from the Council, MnDOT, MPCA, FHWA, FTA, and EPA. In November 2019, the region completed its maintenance period for carbon monoxide and is

in full attainment of federal air quality standards from transportation-related sources. In 2022 a remaining small portion of Ramsey County completed its maintenance status for coarse particulate matter (PM₁₀) and the region is now in full air quality attainment.

ACTIVITIES:

- Provide data and technical assistance to partner agencies to assist in air quality and travel demand analyses and modeling.
- Organize and work with the MNIAQTPC to consult on air quality issues and State Implementation Plan (SIP) updates as necessary.
- Conduct any required air quality conformity analysis.
- Participate in the activities of Clean Air Minnesota, a public-private partnership that works to achieve measurable, voluntary emissions reductions.
- Participate in research work led by Council Community Development to identify strategies for reducing regional greenhouse gas emissions and develop a tool for predicting emission levels and comparing strategy effectiveness.
- Participate in work led by Community Development on scenario planning related to greenhouse gas emissions strategies as part of 2050 Regional Development Guide update activities.
- Prepare for a potentially needed SIP revision to comply with the anti-backsliding provisions of the CAA.
- Participate in MnDOT’s Sustainable Transportation Advisory Council.
- Collaborate on internal and inter-agency efforts to address climate change.
- Work with regional partners to develop a process for evaluating project-level emissions and greenhouse gas measures for TPP and TIP evaluation.
- Continue a consultant study on Regional Transportation and Climate Change Multimodal Measures to conduct a peer review, technical analysis and identify appropriate multimodal measures to use in the TPP, TIP, and Regional Solicitation processes.
- Work with MnDOT to implement new Transportation GHG Emissions Impact Assessment required by 2023 Minnesota legislation.
- Work with Community Development division and broad Metropolitan Statistical Area on implementing Climate Pollution Reduction Grants Program

RELATIONSHIP TO OTHER AGENCIES’ WORK:

The Council, MPCA, MnDOT, FHWA, FTA, and EPA all play key roles in the development of regional response strategies to reduce formations of greenhouse gases, ozone, and PM_{2.5}. Council staff works with other council divisions on emissions reduction planning efforts.

PRODUCTS	COMPLETION DATES
SIP Revision	As needed
Greenhouse Gas Emissions Scenario Planning work	Q4 2024
Regional Transportation and Climate Change Multimodal Measures study	Q2 2025

TASK C-5 TRANSPORTATION FINANCE

PURPOSE: To track and coordinate estimates of projected revenues and expenditures for the regional highway and transit systems with MnDOT, Metro Transit, and other transit providers, counties, and cities to assure that the planned major investments in the TPP and TIP meet the requirement of fiscal constraint and to research and prepare information on transportation funding and spending within the region.

ACTIVITIES:

- Continue to participate on the MnDOT Project Update Workgroup (PUW) to provide input and understanding on needed revisions to statewide revenue formulas and district allocations to include new funding programs and revenues from the Infrastructure and Investment Jobs Act (IIJA) to the state and region.
- Continue revising and updating the 20-year spreadsheet of expected highway and transit revenues and expenditures needed for the 2050 TPP update to assure and track fiscal constraint.
- Work with MnDOT on Metro District funding levels and allocation of available funding to major highway projects for the TPP update.
- Review and comment on MnDOT financial estimates, including the Minnesota State Highway Investment Plan (MnSHIP), district allocations from the new target formula and competitive programs and the metro-area Capital Highway Investment Plan (CHIP).
- Work with Metro Transit and counties on developing the 20 plus year funding plans for the regular route system and planned transitway corridor investments including consideration of new revenues generated by the regional transit sales tax.
- Work with counties and cities to articulate spending plans for the newly available regional sales tax and county transportation funds for active transportation.
- Review Council transit capital and operating budget plans and assure consistency with the TPP.

PRODUCTS	COMPLETION DATES
TPP Fiscally constrained revenue and spending plans for highways, transit and local transportation	Q2 2024
Transit Unified Operating Budget	December
Transit Unified Capital Budget	December

RELATIONSHIP TO OTHER AGENCIES' WORK:

- Council staff works with the transit operating agencies and suburban transit providers on transit operating and capital planning and the preparation of the Transit Financial Capacity Analysis Report
- MnDOT works in cooperation with the Council on estimating metro area highway revenues and spending and identifying major highway investments.
- The Council staff work with county transportation staff to estimate local transportation revenues and spending and track local contributions to regional highway and transit investments.

TASK C-6 AUTOMATED, CONNECTED, AND ELECTRIC VEHICLES

PURPOSE: Support national and state research and collaboration on automated, connected, and electric vehicle technologies; analyze anticipated impact of automated, connected, and electric vehicle implementation on the region’s transportation system and work with MnDOT and local transportation entities to share knowledge and prepare for implementation.

ACTIVITIES:

- Participate in the implementation of MnDOT State Connected and Automated Vehicle (CAV) Strategic Plan and planning activities led by MnDOT
- Participate in the Association of Metropolitan Planning Organizations (AMPO) national CAV planning work.
- Participate in MnDOT Electric Vehicle Implementation Plan activities and electric vehicle work.

- Participate in research work led by Council Community Development to identify strategies for reducing regional greenhouse gas emissions, including the adoption of electric vehicles, and develop a tool for predicting emission levels and comparing strategy effectiveness.
- Cooperate and coordinate on research activities related to CAV and electrification with the Center for Transportation Studies and other regional partners.
- Continue Electric Vehicle Public Charging Needs Analysis study
- Continue Electric Vehicle Public Engagement and City Support contract work

PRODUCTS	COMPLETION DATES
Electric Vehicle Public Charging Needs Analysis	Q2 2025
Electric Vehicle Public Engagement and City Support	Q2 2025

RELATIONSHIP TO OTHER AGENCIES' WORK:

In 2019, MnDOT completed and released its Statewide Strategic plan for CAV implementation work in MN. MnDOT also has created an office, CAV-X Office, devoted to exploring and implementing CAV in the state. Council staff will partner with MnDOT to participate in metro area activities including on-going committees related to CAV planning and testing activities occurring in the metro area work.

Activity C	Staff Weeks	2024 Budget
Total	352	\$1,598,807
New Studies in 2024:		
TPP Goal Topic Workshops		\$40,000
Consultant Studies Continuing into 2024:		
Regional Transportation and Climate Change Multimodal Measures		\$160,000
Electric Vehicle Public Charging Needs Analysis		\$125,000
Electric Vehicle Public Engagement and City Support		\$125,000
Total Activity C Consultant		\$450,000

D. Travel Forecasting and Model Development

This work area focuses on tasks and activities that provide research and survey data for the regional travel model primarily through the Travel Behavior Inventory; technical work to maintain and update the regional model as needed and research work on travel changes, behavior, and tools and methods that can be used for modeling travel.

TASK D-1 TRAVEL BEHAVIOR AND RESEARCH

PURPOSE: To continue a program of travel and socio-economic data research including the Travel Behavior Inventory (TBI). The TBI is a continuing program including a biennial household travel survey, a five-year transit on board survey, and additional travel behavior data collection. The work forms the factual basis for the region’s forecasting models. The scope of the TBI program is managed in consultation with a regional travel forecasting technical committee.

In the wake of COVID-19, the Met Council will continue to use available data sources, including Travel Behavior Inventory household survey data, roadway traffic counts, and passive origin-destination travel data to study the long-term effects of COVID-19. The Met Council will study and monitor long-term

effects for different population groups and on all modes of passenger transportation and on freight moving over the region’s highways, for possible application in future travel forecasts.

ACTIVITIES:

- Implement the surveys for the 2025 Travel Behavior Inventory Program.
- Coordinate meetings and agendas of the regional travel forecasting technical committee.
- Analyze and distribute TBI data, including the 2016 and 2022 transit on board surveys and the 2019, 2021, and 2023 household travel surveys.
- Conclude 2023 TBI household travel survey, including weighting and data release, and begin work on the 2024 household travel survey.
- Plan for future waves of TBI household travel survey and transit on board survey.
- Plan for future special generator surveys, including at MSP airport, regional colleges, and universities.
- Perform and support research on regional travel patterns and provide information on the Council website.
- Perform additional data collection as needed to support model development and improvement.
- Cooperate with research into regional travel forecasting conducted at the University of Minnesota and other research institutions as appropriate.
- Provide technical assistance to and satisfy data requests from other agencies, local units of government, and consultants.
- Review and analyze information from federal data sources such as the Census Transportation Planning Package, and American Community Survey, the National Household Travel Survey, and other data sources.
- Work with MnDOT and other partners to coordinate assessment and purchase of third-party transportation data where appropriate.
- Collaborate with peer agencies on best practices for data collection and analysis. This will include membership and active participation with the Zephyr Foundation.
- Work with the UMN Accessibility Observatory to participate in the Access Across America Phase II Pooled Fund Study and other accessibility research.
- Facilitate the purchase of StreetLight InSight or other passive origin-destination and speed data subscriptions to assist with understanding travel patterns within the region.

PRODUCTS	COMPLETION DATES
2023 TBI Household Travel Survey Data Analysis	Q3 2024
2025 TBI Household Travel Survey Implementation	Q3 2026
Commercial Purchase	Q2 2024
Origin-Destination Data Subscription	Q4 2024
University of Minnesota Transit Impact and Accessibility Research:	Ongoing

RELATIONSHIP TO OTHER AGENCIES’ WORK:

The Council coordinates closely with MnDOT in public and local government outreach related to transportation data collection. Council staff works closely with other Council divisions, including Community Development and Metro Transit, and with suburban transit providers and the University of Minnesota to plan data collection work. Data is shared with partner agencies and with local governments.

TASK D-2 TRAVEL MODEL DEVELOPMENT AND FORECASTING

PURPOSE: To maintain and apply travel forecast models to support planning for the orderly development and operation of transportation facilities. To maintain model inputs and to monitor, revise, and update travel forecasts to 2040 and beyond. To provide projections of travel demand, greenhouse gas and air pollution emissions, transit ridership, and other data needed to evaluate regional transportation investments. The scope of the forecasting program is managed in consultation with a regional travel forecasting technical committee.

ACTIVITIES:

- Work with Community Development to produce land use and socio-economic forecasts for the region and with IS to receive regional GIS databases.
- Work with MnDOT to further explore the integration of dynamic traffic and transit assignment into the regional model.
- Investigate and implement additional model improvements
- Take advice from and collaborate with peer agencies, federal partners, and industry organizations locally and nationally in understanding the need for and implementing model improvements.
- Continue to support, enhance, and keep current Tourcast activity-based travel model.
- Participate in the national ActivitySim collaborative project. Implement the ActivitySim activity-based model in the region.
- Provide technical assistance to other divisions, other agencies, and local units of government in travel forecasting.
- Provide technical assistance and review of major highway, transit corridor, and project forecasting.
- Distribute socio-economic forecasts, regional transportation forecasting networks, and the regional model to partners as needed.
- Produce forecasts for Council and MnDOT plans and studies.
- Develop and analyze travel demand forecasts to support the 2050 Transportation Policy Plan.
- Develop, enhance, and re-calibrate models considering recent sensitivity testing and new survey data.
- Continue rebuilding travel demand model input networks.
- Development and implementation of alternative and/or backup modeling approaches.
- Continue to review the reasonableness of forecasts in local comprehensive plans, environmental documents, etc. that are submitted to the Council.
- Improve methods for developing forecast model inputs, including networks.
- Distribute and support regional implementation of the FTA STOPS model for transitway forecasting.
- Explore and implement, as appropriate, alternative and/or backup methods for conducting travel forecasts.
- Begin scoping consultant studies for 2024-2025, including a pedestrian demand model, and an update to the regional freight model.

PRODUCTS	COMPLETION DATES
ActivitySim Local Implementation Phase II	Q3 2025
STOPS Model Update	Q2 2024
Zephyr Foundation Membership	Ongoing
Travel Model Network Wrangler Maintenance and Enhancement	Q2 2024
Evaluation of Forecast Accuracy and Robustness	Q2 2025

AMPO Research Foundation Membership (ActivitySim)	Q3 2023
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RELATIONSHIP TO OTHER AGENCIES' WORK:

- The Council coordinates closely with MnDOT in the development and operation of forecasting models and techniques. Through the Regional Travel Forecasting Committee, the Council coordinates with local and partner agency stakeholders in the forecasting process.

Activity D	Staff Weeks	2024 Budget
Total	234	\$1,231,401
New Studies in 2024:		
Evaluation of Forecast Accuracy and Robustness		\$35,000
Consultant Studies Continuing into 2024:		
ActivitySim Local Implementation Phase II		\$170,000
Travel Model Network Wrangler Maintenance and Enhancement		\$5,000
U of MN Transit Impact & Accessibility Research		\$100,000
Regional STOPS Model Update		\$35,000
2024 Memberships and Data Purchases:		
Zephyr Foundation Membership		\$2,000
AMPO Research Foundation Membership (ActivitySim)		\$35,000
Origin-Destination (StreetLight) Data Subscription		\$43,000
Speed Data Purchase		\$50,000
Total Consultant		\$475,000

E. Short-Range Planning and Performance Monitoring

This work in this area relates to regional transportation system modal performance monitoring; evaluation; comparison to adopted regional measures and targets; and subsequent reporting on regional performance. There is a special emphasis on the Congestion Management Process and monitoring and evaluating the development and implementation of Complete Streets components in corridors and projects in the region.

TASK E-1 CONGESTION MANAGEMENT PROCESS

PURPOSE: Federal law requires Transportation Management Areas (MPOs serving metropolitan areas with populations greater than 200,000) to develop and coordinate the implementation of a comprehensive Congestion Management Process (CMP). The CMP is a cooperative, multi-faceted process that includes establishing objectives; measuring and closely monitoring system performance; identifying causes of both recurring and non-recurring congestion; and implementing strategies to mitigate congestion on the transportation system. This results in the establishment of regional multi-modal performance measures and strategies which inform both long- and short-range planning activities and is used as a component in project selection processes.

ACTIVITIES:

- Host meetings of the CMP Advisory Committee, which is composed of partners and stakeholders representing transportation agencies and operators throughout the metro area. This Committee coordinates efforts and performs several activities to develop strategies that mitigate congestion on the transportation system.

- Continue work on the CMP Administration and Corridor Analysis project to vet selected corridors from partner agencies in cooperation with MnDOT.
- Update the Congestion Management Process Policies and Procedures document and Corridor Analysis Handbook based on feedback and findings from other studies.
- Update the travel time index analysis tool with new data.
- Explore new thresholds for congestion based upon a peer review and best practices.
- Update and apply methodologies for analyzing congestion levels and identifying areas of concern along the entire transportation system, including non-freeway principal and minor arterials systems.
- Implement mechanisms and incorporate prioritized CMP strategies/corridors into the project selection process.
- Revise the CMP documentation to better align with regional goals and priorities as the 2050 TPP is developed.
- Report and create visual dashboards depicting traffic trends and congestion data within the region.
- Assess the effectiveness of previously implemented strategies.
- Coordinate a comprehensive and coordinated program for collecting data used to assess system performance and determine both the extent and causes of congestion in the metro area.
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PRODUCTS	COMPLETION DATES
Congestion Management Process Pilot Corridor Analysis	Q4 2024

RELATIONSHIP TO OTHER AGENCIES' WORK:

The Council coordinates closely with regional stakeholders to identify areas of concern for congestion. Through the CMP Advisory Committee, the Council has established a coordinated and transparent process that allows for all regional stakeholders and transportation officials to be informed and have a forum for input into the region's CMP.

TASK E-2 COMPLETE STREETS RELATED ACTIVITIES

PURPOSE: This section outlines all complete streets activities and budget to ensure the federal requirement that at least 2.5% of the annual unified planning budget is devoted to Complete Streets related activities. Minnesota Statute §174.75 defines Complete Streets as:

“the planning, scoping, design, implementation, operation, and maintenance of roads in order to reasonably address the safety and accessibility needs of people of all ages and abilities using the transportation system. Complete streets considers the needs of motorists, pedestrians, transit users and vehicles, bicyclists, and commercial and emergency vehicles moving along and across roads, intersections, and crossings in a manner that is sensitive to local context and recognizes that the needs vary in urban, suburban, and rural settings.”

Incorporating Complete Street principles ensures the Council helps to create a transportation system that is safer, accessible to all users, and aligns with the needs of all communities within the region.

The 2024 UPWP includes numerous Complete Street activities, which are broadly categorized into the following categories of work:

- Safety and Accessibility
- Multi-Modal Considerations
- Context Sensitivity

- Equity and Inclusion
- Integration with Land Use

Many of the tasks outlined in this UPWP help fulfill the five principles of Complete Streets. The following is a list of activities described previously from other task areas within this UPWP that have a Complete Streets component. A Complete Streets tasks estimated budget reflecting the approximate staff weeks salary, benefits and consulting costs dedicated to Complete Streets is included in Appendix A.

Complete Streets related tasks within this UPWP:

To be completed for TAC Planning meeting.

TASK E-3 TRANSPORTATION SYSTEM PERFORMANCE MONITORING AND DATA COLLECTION

PURPOSE: This task involves the development, maintenance, and dissemination of information on the performance of the Twin Cities transportation system. This assists in informing policy decisions and funding allocations in the region. This task also involves the adoption of federally required transportation system performance targets and measures. Also included in this task is the monitoring of the region’s transportation system performance and condition.

ACTIVITIES:

- Work with MnDOT as regional partners to update federally required performance targets and report to the USDOT as necessary to fulfill federal requirements.
- Track travel time impacts on congestion on delay, producing reports and maps illustrating congestion on the region’s A-minor arterial system and non-instrumented principal arterials.
- Implement a transportation data management plan to improve data management, visualize and present data more effectively, reduce redundancy in analysis procedures, create a platform for future analysis, and clarify data management roles.
- Evaluate the performance of the regional transportation system with trend analysis, peer region comparisons, and on-request data analysis.
- Evaluate the application of transit service planning guidelines and performance standards.
- Develop annual Route Analysis that evaluates all routes in the regional transit system against regional transit performance standards.
- Coordinate with regional transit providers on transit asset management performance management, evaluation, and planning.
- Organize and distribute key safety data and trends to metro area stakeholders.

PRODUCTS	COMPLETION DATES
Updated Safety Performance Measure Targets	February 2024
Update Other Performance Measure Targets	As Needed
Updated Transit Asset Management Targets	As Needed
Updated Transit Safety Targets	As Needed
2023 Transit Route Analysis	Q4 2024

RELATIONSHIP TO OTHER AGENCIES WORK:

- Council staff works closely with MnDOT and other state MPOs to coordinate statewide performance targets. The Council will continue to work closely with regional and federal partners as it develops a performance dashboard for the region.

- Council staff monitors MnDOT’s Annual Congestion Report. The Council also works with MnDOT to develop the required data needed for federal performance measures.

Activity E	Staff Weeks	2024 Budget
Total	146	\$603,913
Consultant Studies Continuing into 2024:		
Congestion Management Process Pilot Corridor Analysis		\$125,000
Total Consultant		\$125,000

F. Non-CPG Planning Activities

The activities in this work area are components of the work performed by the MPO, however federal planning (CPG) dollars are not used. These activities are included as part of the narrative of the whole body of work that the department produces. The Council has been involved in this work for several decades and this work relates to the efficient operation of the region’s transportation system.

RIGHT OF WAY ACQUISITION LOAN FUND

PURPOSE: The Metropolitan Council administers the Right of Way Acquisition Loan Fund (RALF), established by the Minnesota legislature in 1982, to give loans to cities and counties for the advance acquisition of property located within an officially mapped metropolitan highway right-of-way. This work is funded locally since it is not eligible for federal planning funds, but it is included here to more fully illustrate the work of the Council’s transportation planning department.

ACTIVITIES:

- Council staff consults with interested cities and MnDOT to determine the eligibility of specific parcels for RALF loans, prepares reviews of RALF loan applications for Council approval, and if approved, processes loan documents and check requisitions.
- Staff processes loan repayments after the property is sold to the road building authority, which is generally MnDOT.
- Staff reports to the Council on the status of the RALF program and the available balance in the revolving loan fund each year.
- The Council originally levied a property tax to fund this program, but loan repayments made into the revolving fund when the highway is constructed have been sufficient to support the program for many years without the need for an annual levy.

PRODUCTS	COMPLETION DATES
Process loan applications and repayments	As needed

RELATIONSHIP TO OTHER AGENCIES’ WORK:

- Council staff works with MnDOT to determine whether parcels proposed for acquisition are needed for future state highway expansions.

AVIATION TRANSPORTATION PLANNING

PURPOSE: To maintain the long-term viability of the regional aviation system by ensuring compatible land use planning, development, system efficiency, and project effectiveness. To develop and

implement long-range regional aviation policy, monitor and periodically review and update the Aviation Policy Plan, which is included in the TPP. The Regional Aviation Plan ensures that airport plans are consistent with regional policies, current and anticipated technical, economic, and political conditions. Other aviation planning activities include reviewing and coordinating aviation planning activities among agencies and municipalities. The Council is the lead agency on metro airport system planning and works closely with the Metropolitan Airports Commission (MAC), who owns and operates most of the region’s public airports, an MnDOT Office of Aeronautics for statewide air system planning and airport project funding and the Federal Aviation Administration (FAA) for federal regulations, and funding. Staff will conduct COVID-19 research to analyze the impacts of the disease on the aviation industry in general as well as the regional aviation industry and facilities. Other cities and agencies participate in aviation planning activities through the Council’s TAC/TAB process.

ACTIVITIES:

- Continue an aviation system planning program including an aviation database, identification of needs, and evaluation of system performance.
- Coordinate activities with MnDOT Aeronautics, Metropolitan Airports Commission (MAC), FAA, other airport sponsors, communities, and users on the various metro aviation activities.
- Review/approval of Minneapolis- St. Paul (MSP) International Airport 2040 long-term comprehensive plan.
- Review airport annual capital improvement programs, and land use (noise, safety, and infrastructure) compatibility planning.
- Include ongoing reviews of the aviation elements of local comprehensive plans and comprehensive plan amendments.
- Participate in the Crystal Airport Joint Airport Zoning Board.
- Review/approve the Flying Cloud Airport Long term comprehensive plan.
- Continue the update to the Regional Aviation System Plan.

PRODUCTS:	COMPLETION DATES:
Update Regional Aviation System Plan	Q2 2024
Review MAC’s Capital Improvement Program	Q1 2024
Review of Local Plan Amendments and EAs for Aviation	Ongoing
Long-Term Comprehensive Plan for MSP	Q3 2023
Long-Term Comprehensive Plan for Flying Cloud Airport	Q1 2024

RELATIONSHIP TO OTHER AGENCIES’ WORK:

Council staff works with MnDOT Aeronautics and the Metropolitan Airports Commission to coordinate and review aviation system needs throughout the region. The MAC is responsible for planning and development for many of the region’s airports in the regional aviation system.

Non-CPG Funded Studies

PURPOSE: The Metropolitan Council has planning activities funded throughout the agency that meet the agency’s regional goals of Sustainability, Equity, Livability, Stewardship, and Prosperity. These studies often involve transportation planning staff time and are mentioned in the previous planning activities, however, the consultant contract itself is funded with non-CPG funds. In 2024, four study efforts as noted below and described in Appendix C are receiving non-CPG funding. Three of these studies are being accomplished due to specific legislation passed during the 2023 session requiring their completion. The Midtown Greenway Bicycle and Pedestrian Trail Expansion Planning Study will

be funded using Council funds and transportation planning staff will serve as the lead project manager with cooperation from Community Development parks planning staff and external partners. The Post-Covid Public Transportation study will also be funded with Council local funds and will be conducted by the University of Minnesota with participation by transportation planning and transit provider staff. The legislature appropriated \$3 million to MnDOT for Highway Bus Rapid Transit project development in the TH 169 and TH 55 corridors in which transportation planning staff will also participate.

ACTIVITIES:

- Consultant activities and work on the Equity Evaluation of Regional Transportation Investment study to be completed in June 2024.
- Participate in legislatively required Post-Covid Public Transportation Study to be conducted by the University of Minnesota Center for Transportation Studies.
- Serve as project lead for the Midtown Greenway Bicycle and Pedestrian Trail Expansion Planning study and facilitate involvement and coordination with other project partners.
- Participate in the MnDOT led Highway BRT corridor studies for TH169 and TH55.

PRODUCTS:	COMPLETION DATES:
Equity Evaluation of Regional Transportation Investment	Q2 2024
Post-Covid Public Transportation Study with U of MN	Q4 2024
Midtown Greenway Bicycle and Pedestrian Trail Expansion Planning Study	TBD
Highway Bus Rapid Transit TH 169 and TH55 Corridor Studies	TBD

III. APPENDICES

Appendix A: 2024 Unified Planning Work Program Budget

Table 1: Work Activity CPG Budget

Task	Task Title	Staff Weeks 2024	Salary Cost	Consultant Cost	Overhead & Expenses	Total Cost
A	Planning and Programming Process	413	\$1,292,060	\$455,000	\$446,595	\$2,193,655
B	Modal System Planning	350	\$907,875	\$545,000	\$252,105	\$1,704,980
C	Long Range System Planning	352	\$895,982	\$450,000	\$252,825	\$1,598,807
D	Research and Travel Forecasting	234	\$588,091	\$475,000	\$168,310	\$1,231,401
E	Short Range Planning and Monitoring	146	\$373,899	\$125,000	\$105,014	\$603,913
Eligible for Federal Funding		1,495	\$4,057,907	\$2,050,000	\$1,224,849	\$7,332,756
Federal CPG Funds						\$5,582,606
20% Required Local Match						\$1,395,652
Local Overmatch						\$354,498
Total						\$7,332,756
Total Match						24%

Table 2: Complete Streets Related Activities Spending To be added for TAC Planning

Task	Task Title	Staff Weeks 2024	Salary Cost	Consultant Cost	Overhead & Expenses	Total Cost
A	Planning and Programming Process					
B	Modal System Planning					
C	Long Range System Planning					
D	Research and Travel Forecasting					
E	Short Range Planning and Monitoring					

Total
Percent of overall budget

Table 3: Travel Behavior Inventory Budget

Task	Task Title	Staff Weeks 2024	Salary Cost	Consultant Cost	Overhead & Expenses	Total Cost
D	Travel Behavior Inventory Program	0		\$978,711		\$978,711
					Total Cost	\$978,711
					Federal Funds	\$422,835
					Required Local Match	\$155,876
					Overmatch Funds	\$400,000
					Total % Local	57%

Note: The 2024 TBI funds reflect federal funding sources received from the 2016 Regional Solicitation and MnDOT, along with Council local matching funds. See pages 9-10 for information.

Appendix B: Explanation of Fund Allocation, Indirect Costs, and Local Contributions

1. Allocation of Federal Funds

Since 2002 the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) funds have come to the Metropolitan Council in the form of a “Consolidated Planning Grant” (CPG) which recognizes the intermodal nature of urban transportation and allows flexibility in planning for issues that frequently result in multimodal solutions. These CPG funds are not used for aviation planning, which is funded almost entirely with non-federal dollars. The exception to this would be periodic special studies funded by Federal Aviation Administration (FAA) grants, which may occur pending funding availability. This is also true for the Right-of-way Acquisition Funds (RALF) program, which is funded with local monies. These activities are included in the 2024 UPWP to illustrate the full work completed by the Metropolitan Council; however, the money spent on these activities is excluded from federal funding as shown in the budget table.

2. Statement of Metropolitan Council Regarding Audits as required by 2 CFR 200.501 (b),

A non-Federal entity that expends \$750,000 or more during the non-Federal entity’s fiscal year in Federal awards must have a single audit conducted in accordance with § 200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

3. Metropolitan Council Cost Allocation Plan

Indirect costs budgeted in the Unified Planning Work Program for the Metropolitan Council activities were developed in accordance with the Metropolitan Council’s cost allocation plan. The cost allocation plan is in accordance with the provisions of 2 CFR 200. The Metropolitan Council’s cognizant agency is the U.S. Department of Transportation, Federal Transit Administration. The Metropolitan Council annually submits a cost allocation plan.

4. Local Support

The local match shown with the activity descriptions in the following sections refer to dollar contributions of the Metropolitan Council to provide at least a 20% local match to the federal CPG grant, as required. The UPWP budget does not include the contributions made by counties, cities, and other agencies that regularly participate in the 3-C process through the TAB and TAC advisory committees. Staff, elected officials, and citizen members of the TAB and TAC committees number more than 150 persons, most of whom meet monthly in regular committee working sessions. Such representatives put in additional hours dealing with written material prepared for their review and response. It is impossible to accurately calculate the hundreds of thousands of local dollars thus contributed to state and federal project planning for the region. The participation of such persons has been freely given by their respective employers as their contribution to local-regional cooperation. Because these local contributions of time and consultation help to advance federal and state funded highway and transit projects, it is appropriate to acknowledge this further contribution to the 3-C process for the region.

Appendix C: Planning Study Development Process and Description of 2024 Consultant Studies

Most planned consultant studies are first identified in the adopted 2040 TPP Work Program chapter and represent issues and needed work identified during the TPP update process as needing additional analysis, study, and policy or investment direction development. The TPP Work Program studies are discussed thoroughly at the time the TPP is updated with the TAB and TAC committees and are reviewed as part of the TPP public comment process. The goal is to complete all the identified studies over the next four years prior to the next TPP update and incorporate the findings and recommendations into the next update. After adoption of the TPP, issues may arise in the planning process committees and discussions that point to the need for planning studies not identified in the TPP Work Program. When this occurs, the regional planning partners will play a similar role as described below to assist the Council in developing the study work scope.

As the TPP proposed studies are brought forward for completion, a rough schedule is developed and the study is placed in the UPWP. During the first year in which a study is in the UPWP, Council staff work with partners to detail the project scope, prepare the final scope and request for proposals (RFP), release the RFP, and get the contract and work initiated. Most of the studies then carry forward into subsequent UPWP years as most projects take 2-3 years to complete.

To develop a scope of work, the overall project purpose and high-level tasks are discussed with the partner agencies (e.g., MnDOT, Metro Transit) and the city and county partners to develop a more defined scope of work. For policy level studies and studies that will directly impact regional investment direction, the proposed scope of work is frequently brought before the TAC committees to get feedback and comment. Council staff will also meet with potential consultants prior to the release of the RFP to get feedback on the proposed high level project tasks, approach, and needed timeline.

This iterative approach to developing planning studies, i.e. developing a project description in the TPP; identifying the project purpose, high-level tasks, timeline, and budget in the UPWP; discussing the project with committees, partner agencies, and local government partners to develop the scope of work; developing a draft scope of work for review; and then releasing the study for proposals, allows for sharing and informing stakeholders on the project and also helps to develop a scope of work that better addresses all feedback and needs. Once a project is under contract it continues into future annual UPWP documents and budgets until complete.

This appendix provides a more detailed description of each of the consultant work studies programmed in 2024. Most consultant studies are programmed over a series of calendar years. The first section describes consultant studies expected to be initiated during 2024 and the following section provides descriptions of consultant studies carrying forward from previous years into 2024. Modifications to the UPWP will be made in alignment with the UPWP amendment policy.

Each study describes the overall purpose of the study; major tasks; deliverables and outcomes from the work; estimated project schedule; an estimated cost range for new 2024 studies and on-going studies the total project budget; and the planned 2024 project budget for all studies. For new planning studies proposed to get underway in 2024, the estimated total project cost is shown as a range to recognize that the project work scope will be detailed in the development of the Request for Proposals and the budget finalized based upon the selected proposal(s). The total budget will be finalized in the 2nd year's UPWP (i.e., the 2025 UPWP for projects initiated in 2024). Each study described below may result in one or more contracts dependent upon the most advantageous and appropriate method to accomplish the proposed work scope. A summary of each consultant project is provided below.

Consultant Studies to be Initiated in 2024

Work Activity B: Modal System Planning New Contracts

Microtransit Policy Framework

PURPOSE:

The region is experiencing a growth in a relatively new transit service model known as microtransit. This service is typically on-demand, with individualized scheduling, smaller vehicles, and short trips. All the transit providers in the region are operating some form of microtransit but there are inconsistencies between how the services are offered to customers, managed by providers, and coordinated between different service types. This consultant study would assess the state of microtransit in the region, assess national best practices for microtransit operations and coordination across providers, and make recommendations for areas where regional microtransit policies are needed and what those regional policies should be.

TASKS:

- Create a technical advisory team of microtransit providers to guide the results of the work.
- Assess and document the microtransit programs in the region including their policies, strengths, opportunities, aspirations, and results.
- Conduct a peer review of similar microtransit programs, including those where different providers operate in the same region, and best practice literature.
- Develop a policy framework for microtransit operations in the region.

SCHEDULE AND BUDGET:

Est. Project Dates: Q4 2024 – Q4 2025

Est. Total Budget: \$100,000

2024 Budget: \$10,000

Regional Sidewalk Dataset, Phase 1 Study

PURPOSE:

While the region has a wide range of data available about roads, less is available for pedestrian facilities on the regional scale. Individual agencies may have data about the location of sidewalks with varying degrees of detail, but this is not consistently available in common formats across the region. This lack of data hampers planning for walking and rolling. Earlier Council internal work determined that the best course of action would be to create a regional dataset rather than trying to compile existing data from communities and filling in gaps. This work builds on the previous Council assessment and pilot and is envisioned to be done in two phases. The first phase would be a consultant study to assist the Council with reviewing the internal work done in 2018 and 2019, convening external and internal stakeholders to prioritize data needs, and reviewing best options available for addressing these data needs. Phase 2 would entail selecting an option(s) to acquire, purchase or collection the sidewalk data, along with identification of fundings for the recommended path.

TASKS:

- Create a technical advisory group of external and internal stakeholders to guide the Phase 1 study.
- Work with partners to prioritize initial desired data attributes
- Conduct a review of current technological options available for sidewalk data collection
- Develop recommendation for Phase 2 regional sidewalk data collection implementation

SCHEDULE AND BUDGET:

Est. Project Dates for Phase 1: Q1 2024 – Q1 2025

Est. Total Budget for Phase 1: \$25,000 - \$30,000
2024 Budget: \$25,000

Public Transit Human Services Coordination Plan Update

PURPOSE:

Federal law requires large MPOs to adopt and periodically update a Public Transit Human Service Coordination Plan. The current plan was last adopted in January 2020 and is recommended to be updated approximately every five years. The purpose of the plan is to Increase understanding of public transit and human service transportation coordination among stakeholders, elected officials, and the Metropolitan Council in the metro area and identify the potential for better coordination with the assistance of federal funding, especially with regard to service duplication and unmet needs in the metro area.

Tasks:

- Review past plans and activities accomplished.
- Establish technical working group with agency partner representation to provide project direction.
- Review changes in state and federal laws or rules.
- Establish strategies for associated federal funding sources that support coordination within the delivery of human services transportation.
- Prioritize needs and strategies.

SCHEDULE AND BUDGET:

Est. Project Dates: Q4 2024 – Q2 2026
Est. Total Budget: \$70,000 - \$100,000
2024 Budget: \$10,000

Work Activity C: Long-Range System Planning New Contracts

Transportation Policy Plan Goal Topic Research and Planning Needs Workshops

PURPOSE:

The purpose of this project is to hire a firm to assist in planning and hosting up to five workshops centered around the Transportation Policy Plan goal topics Safety, Climate, Equity, Natural Systems, Resilient) to identify related research and planning activities that should be accomplished in the coming five to ten years. Workshop attendees would include partner agency and local government technical staff and representatives of advocacy and stakeholder groups from within the region. The research and planning activities would be incorporated into the TPP Work Program chapter and annual UPWPs.

SCHEDULE AND BUDGET:

Est. Project Dates: Q2 2024 – Q3 2024
Est. Total Budget: \$30,000 - \$50,000
2024 Budget: \$40,000

Work Activity D: Travel Model Development and Forecasting New Contracts

Evaluation of Forecast Accuracy and Robustness

Purpose

Several recent corridor studies and projects have demonstrated that regional traffic growth over the past two decades is inconsistent with past highway forecasts and current future forecasts with

contemporary models. An examination is needed to identify the accuracy of previous forecasts, reasons for inaccuracies, and to develop recommendations for current forecasting practice.

Tasks

- Review of past corridor-level highway forecasts in the region from 2000 to 2020
- Conduct an analysis of overall accuracy and the causes of any inaccuracy
- Review current forecasting practices and make recommendations for improvement

Schedule and Budget

Est Project Dates: Q4 2024 – Q4 2025
Est. Total Budget: \$100,000
2024 Budget: \$35,000

Consultant Studies Initiated Prior to 2024 and Carrying into the 2024 UPWP

Work Activity A: Planning and Programming Processes Ongoing Contracts

Regional Solicitation Evaluation

Purpose:

This study will evaluate the entire Regional Solicitation program and process for selecting projects and is done approximately once every 10 years. The main purpose of the Regional Solicitation Evaluation is to tie project selection more closely to the Regional Development Guide and the 2050 Transportation Policy Plan, which are both currently being updated. In doing so, the MPO will ensure that the region’s current transportation goals and objectives are being incorporated into project selection in the Regional Solicitation.

Est. Project Dates: Q3 2023 – Q1 2026
Est. Total Budget: \$700,000 – \$800,000
2024 Budget: \$350,000

2024 Regional Solicitation Engagement

Purpose:

This engagement activity will develop an online investment trade-off tool to collect public input during the 2024 Regional Solicitation project selection process. This information will be used by the Transportation Advisory Board (TAB) and technical subcommittees to support the funding scenarios development and assist TAB in the final project selection. This project may involve additional engagement with underrepresented communities occurring under a separate contract.

Est. Project Dates: Q2 2023 – Q1 2024
Est. Total Budget: \$30,000
2024 Budget: \$5,000

Equity Populations Engagement Master Contract:

The Metropolitan Council initiated a master contract with three consultants to provide outreach and engagement services on an as-needed basis for 2 years. These consultants will plan, design and facilitate outreach activities designed to engage Black, Indigenous, and People of Color (BIPOC), Hispanic, low-income, and other traditionally underrepresented communities in transportation studies that may include equity, safety, climate change, transportation attitudes and needs, travel demand management, and transportation policy goals. The original master contract will be extended into early

2024 and a new request for qualifications will be released to select firms for a second round of the master contract.

Est. Project Dates: continuous
Est. Total Budget: on-gong annual budget of \$100,000
2024 Budget: \$100,000

Work Activity B: Modal System Planning Ongoing Contracts

Principal Arterial Intersection Mobility Study, Phase 2:

This is the third year of an effort to update the Principal Arterial Intersection Conversion Study, which was first completed in 2017. The project will be co-led by MnDOT and will update the data used in the first study. A database will be created in such a way that it can be updated with current data every few years prior to each Regional Solicitation as the study results are used in the scoring. This study helps in fulfilling the TPP goal of Access to Destinations. The study will focus on implementation of study finding into the 2050 TPP in 2024.

Est. Project Dates: Q2 2022 – Q3 2024
Total Budget: \$498,000
2024 Budget: \$85,000

Regional Safety Action Plan:

The Regional Safety Action Plan will analyze crash data for all modes and identify steps the region can take to meet the federal safety performance targets it sets annually. The Plan will include key tasks such as reviewing gaps in current safety planning across the region, completing crash data analysis and trends summaries, and identifying high injury streets. Similar to the Regional Pedestrian Safety Action Plan, this project will analyze not just where fatal and severe crashes have happened in the past, but also conduct a forward-looking systemic analysis of the road network based on risk factors. This study helps to fulfill the TPP regional goals of Safety and Healthy and Equitable Communities and be an input to the 2050 Transportation Policy Plan and future Regional Solicitation funding cycles. As part of this contract, the consultant will deliver a finalized Comprehensive Safety Action Plan that meets the requirements for such a plan included in the USDOT Safe Streets and Roads for All Notice of Funding Opportunity.

Est. Project Dates: Q1 2023 – Q3 2024
Total Budget: \$350,000
2024 Budget: \$115,000

Urban Freight Distribution Study:

This study will examine the impacts of E-commerce related freight distribution on the region's transportation system including an assessment of the impacts and potential opportunities of siting freight consolidation/distribution centers in various regional sub-areas. This study helps to fulfill the TPP regional goals of Prosperity, Healthy and Equitable Communities, and Leveraging Transportation and Land Use.

Est. Project Dates: Q1 2023 – Q1 2024
Total Budget: \$200,000
2024 Budget: \$20,000

Work Activity C: Long-Range System Planning Ongoing Contracts

Regional Transportation and Climate Change Multimodal Measures:

As the Council has increased its focus on reducing greenhouse gas emissions from transportation sources, it requires a more detailed way of evaluating the emissions benefits and impacts of plans, programs, and individual projects. The category of “transportation projects” includes a variety of different types of investments at tremendously different scales. It is important to be able to evaluate the emissions effects across project types for planners and policymakers to evaluate the emissions tradeoffs of investment and planning decisions. To make this possible, the Council will undertake a study to develop measures and methods for evaluating the emissions impacts of transportation projects, focusing on mobility projects for any mode, and transportation electrification and travel demand management investments.

Est. Project Dates: Q4 2022 – Q2 2025

Est. Total Budget: \$340,000

2024 Budget: \$160,000

Electric Vehicle Public Engagement and City Support

Purpose:

Individuals and cities will play a central role in determining how fast the benefits of transportation electrification are realized. This work will develop and provide the information these important stakeholders need to make decisions related to charging infrastructure and electric vehicles and accelerate the adoption of electric vehicles.

Est. Project Dates: Q3 2023 – Q2 2025

Est. Total Budget: \$125,000 – \$175,000

2024 Budget: \$125,000

Electric Vehicle Public Charging Needs Analysis

Purpose:

The 2021-2022 study, A Path to Accelerate Electric Vehicle Adoption in the Twin Cities, included an analysis of public charging needs at an aggregate level at various levels of electric vehicle market share. This technical analysis will extend that work to consider the more detailed ecosystem of public charging needed if the region is to accommodate and accelerate light-duty electric vehicle adoption. The study results will estimate and identify remaining gaps in charging infrastructure investment needs beyond what exists, and the investments anticipated from utilities, the private sector, and available federal funding.

Est. Project Dates: Q3 2023 – Q2 2025

Est. Total Budget: \$125,000– \$175,000

2024 Budget: \$125,000

Work Activity D: Travel Model Development and Forecasting Ongoing Contracts

ActivitySim Local Implementation Phase II:

Purpose:

The goal of this project is to follow up on Phase I of ActivitySim implementation (conducted in 2021-2022) by refining sub-models based on local data as necessary. This includes fully validating the Council’s ActivitySim model using observed local conditions Phase Two will also explore opportunities

to enhance the local model's ability to answer policy questions by incorporating ongoing improvements to the ActivitySim platform into the Council's model.

Est. Project Dates: Q2 2023 – Q2 2025
Est. Total Budget: \$300,000
2024 Budget: \$170,000

Travel Model Network Wrangler Maintenance and Enhancement:

Purpose:

In 2019-2020, the Council engaged a consultant to rebuild its highway, transit, bicycle, and pedestrian networks, used in the regional model based on official and open-source data sources. This was done in a way that can be reproduced from refreshed data as needed. This project also developed an open-source network management tool, called Network Wrangler to help staff manage the coding of projects and scenarios into the network. In the next phase of this work, the Council will hire a consultant to enhance Network Wrangler, to evolve it as the Council implements ActivitySim and learns more about its application. This work will also involve improvements to the network creation process.

Est. Project Dates: Q3 2023 – Q1 2024
Est. Total Budget: \$60,000
2024 Budget: \$5,000

University of Minnesota Transit Impact and Accessibility Research:

Purpose:

Part of this project was formerly titled the Transitway Impact Research Program but has now been broadened to address Transit research generally. This contribution will fund a portion of a transit research project to be selected in early 2024 by the funding partners of the Transit Impact Research Program at the UMN and will occur in 2024. This is an activity the Council participates in on an annual basis. The 2024 budget for this part of the project is \$50,000-\$80,000 dependent on the final scope of work.

Another part of this work funds the Council's participation in the MnDOT-led Access Across America pooled fund study, providing locally focused accessibility data sets and reports from the Accessibility Observatory, as well as funding a set of Council-directed accessibility analyses that focus on specific analytical needs with the University Accessibility Observatory. The 2024 budget for this part of the project is \$20,000.

Est. Project Dates: Q1 2024 – Q4 2024
Est. Total Budget: \$100,000
2024 Budget: \$100,000

Regional STOPS Model Update

Purpose:

In 2020 the Council developed a regional-scale implementation of the FTA "Simplified Trips on Project" transit forecasting software to provide a coordinated base for multiple corridor studies and regional planning purposes. This work was based on survey data collected in 2016. In 2022 the Council conducted its first pandemic-era transit on-board survey. This project will incorporate the new data and update the STOPS model.

Schedule & Budget:

Est Project Dates: Q3 2023 – Q3 2024

Est. Total Budget: \$85,000

2024 Budget: \$35,000

Work Activity E: Short-Range Planning and Performance Monitoring

Congestion Management Process Pilot Corridor Analysis

Purpose:

This study assesses the guidance outlined within the CMP Corridor Analysis Handbook (completed in 2022) and pilots corridor analyses to refine how the handbook applies to corridors within various land use, transportation and geographical contexts. This analysis will help determine if any changes are necessary to the handbook and serve to more thoroughly implement the CMP Handbook in the regional planning process and identify corridor-level investments. This work will ultimately contribute by ensuring consistency between congestion mitigation strategies and the goals of the 2050 Transportation Policy Plan.

Schedule and Budget:

Est. Project Dates: Q1 2023 – Q4 2024

Est. Total Budget: \$150,000

2024 Budget: \$125,000

2024 Memberships and Data Purchases

Zephyr Foundation Membership:

Agency membership dues in the Zephyr Foundation. The Foundation’s mission is to advance rigorous transportation and land use decision-making for the public good by advocating for and supporting improved travel analysis and facilitating its implementation. The Foundation's goals are to advance the field through flexible and efficient support, education, guidance, encouragement, and incubation.

Est. Project Dates: Q1 2024 – Q4 2024

Est. Total Budget: \$2,000

2024 Budget: \$2,000

AMPO Research Foundation Membership (ActivitySim):

Agency membership in the ActivitySim consortium. The mission of the ActivitySim project is to create and maintain advanced, open-source, activity-based travel behavior modeling software based on best software development practices for distribution at no charge to the public. The ActivitySim project is led by a consortium of Metropolitan Planning Organizations (MPOs) and other transportation planning agencies, which provides technical direction and resources to support project development. All member agencies help make decisions about development priorities and benefit from contributions of other agency partners.

Est. Project Dates: Q2 2024 – Q2 2025

Est. Total Budget: \$35,000

2024 Budget: \$35,000

Origin-Destination Data Subscription:

Acquisition of seven licenses for the StreetLight InSight program facilitated by MnDOT and offered to agency partners, including MPOs. This data is essential for understanding travel patterns and behavior

in the region. It is used to understand the origin and destination of trips, estimate the AADT of key corridors, and is used to analyze congestion within the region.

Est. Project Dates: Q4 2023 – Q3 2024
Est. Total Budget: \$43,000
2024 Budget: \$43,000

Speed Data Purchase:

The Council will purchase a dataset or data subscription to provide passively measured speed data for roadway facilities in the region. This data will be used for regional model calibration, as well as congestion analysis.

Est. Project Dates: Q1 2023 – Q4 2023
Est. Total Budget: \$50,000
2024 Budget: \$50,000

Non-CPG Funded Study Contracts

Regional Aviation System Plan:

This study, which will be funded with a combination of local and potentially Metropolitan Airports Commission (MAC) funds, will evaluate how the aviation system is performing in the region and identify aviation trends and issues that are relevant to the systems operation through 2050. The plan will look to update key information about system facilities, update the forecast and facility requirements for the regional airport system, incorporate updated regional airport long term comprehensive plans, MnDOT's updated State Aviation Plan, any relevant regulations from the FAA and aviation trends which could impact airport operations or regional airspace. This study will help to fulfill the TPP regional goals established during the 2050 TPP update process.

Est. Project Dates: Q4 2023 – Q4 2024
Total Non-CPG Budget: \$250,000

Equity Evaluation of Regional Transportation Investment:

The goal of this project is to make recommendations to the Council on how regional transportation investment processes that the Council either controls or has significant influence upon, can be changed and improved to be more equitable in transportation project development and decision-making, and also to result in more equitable regional transportation investment outcomes. The study will include the formation of an Equity Policy Group with the majority of the members representing Black, Indigenous, and populations of color and low-income populations. This group will be the primary policy group influencing the work direction of the consultant and developing recommendations for the Council.

Est. Project Dates: Q1 2022 – Q2 2024
Total Non-CPG Budget \$718,000

Appendix D: Acronyms

3-C - Continuing, Cooperative, Comprehensive
ADA – Americans with Disabilities Act
AMPO – Association of Metropolitan Planning Organizations
APP – Aviation Policy Plan
ATP – Area Transportation Partnership
BRT – Bus Rapid Transit
CAA – Clean Air Act
CAM – Clean Air Minnesota
CAV – Connected and Automated Vehicles
CIP – Capital Improvement Plan
CMP – Congestion Management Process
CPG – Consolidated Planning Grant
CSAH – County State Aid Highway
CTS – Center for Transportation Studies
DBE – Disadvantaged Business Enterprise
EA – Environmental Assessment
EAW – Environmental Assessment Worksheet
EIS – Environmental Impact Statement
EPA – Environmental Protection Agency
FAA – Federal Aviation Administration
FHWA – Federal Highway Administration
FTA – Federal Transit Administration
HSIP – Highway Safety Improvement Program
HOV – High Occupancy Vehicle
IIJA – Infrastructure Investment and Jobs Act
ITS – Intelligent Transportation System
LRT – Light Rail Transit
MAC – Metropolitan Airports Commission
MnDOT – Minnesota Department of Transportation
MNIQTPC – Minnesota Interagency Air Quality and Transportation Planning Committee
MPCA – Minnesota Pollution Control Agency
MPO – Metropolitan Planning Organization
MTS – Metropolitan Transportation Services
NHS – National Highway System
SIP – State Implementation Plan
SPR – State Planning and Research
STIP – State Transportation Improvement Plan
STBG – Surface Transportation Block Grant Program
TAAC – Transportation Accessibility Advisory Committee
TAB – Transportation Advisory Board
TAC – Technical Advisory Committee to the TAB
TBI – Travel Behavior Inventory
TED – Transportation and Economic Development
TH – Trunk Highway
TIP – Transportation Improvement Program
TMA – Transportation Management Area
TOD – Transit Oriented Development
UPWP – Unified Planning Work Program



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