

Minnesota Attorney General: Administrative Rules Proceedings

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Version 3
August 20, 2018

MINNESOTA STATE REGULATIONS

Notice of filing by the Commissioner of Administration

We have received on this date, stamped and filed 2 copies of Rules and Regulations pertaining to the State Planning Agency
(Agency or Board)

Regulation No. SPA 251 thru 254 (new)

Subject: Public Transit Financial Assistance Program

Department of Administration
Publication, Central Services Division
Documents Section
140 Centennial Office Building
St. Paul, Minnesota 55155
Telephone: (612) 296-2874

FILED
RICHARD L. BRUBACHER
Commissioner of Administration

AUG 23 1974 12:10 pm

BY Edna Staudenmaier
AUTH. SIGNATURE EJ

Stamped and filed with the Secretary of State 8-23-74

Rev. 9-72

ADMIN 1000A (2/66)

STATE OF MINNESOTA

DEPARTMENT ATTORNEY GENERAL - SPA

Office Memorandum

TO : Mike Miller
Special Assistant Attorney General

DATE: August 2, 1974

FROM : Jean E. Heilman
Special Assistant Attorney General

SUBJECT:

Enclosed please find rules and regulations relating to Public Transit Financial Assistance Programs for your review and approval.

Thanks.

CHAPTER THREE

PUBLIC TRANSIT FINANCIAL ASSISTANCE PROGRAMS

SPA 251. GENERAL PROVISIONS.

(a) Authority. The State Planning Agency is authorized to adopt rules and regulations necessary to carry out the Supplemental Public Transit Aid Program pursuant to Minn. Laws, Chapter 534, Sect. 4 (1974) and the Public Transit Demonstration Program pursuant to Minn. Laws, Chapter 534, Sect. 5 (1974).

(b) Definitions. The following terms as used in these Regulations shall have the following meanings:

(1) "Act" means the Minnesota Supplemental Transit Aid Program of 1974, Minn. Laws, Chapter 534 (1974).

(2) "Agency" means the State Planning Agency that has been directed to administer the Act.

(3) "Demonstration assistance" means state financial assistance granted to an eligible recipient in accordance with the Public Transit Demonstration Program.

(4) "Eligible recipient" means a legislatively established public transit commission or authority, county or municipality or combination of such units, located in an area other than the metropolitan transit area, as defined in Minn. Stat., Chapter 473A (1971) that meets one of the following criteria:

(aa) It operates or provides financial operating assistance to a public transit system; or

(bb) It will operate or provide financial operating assistance to a public transit system during the contract period.

(5) "Public transit system" means a transit either publicly or privately owned, that provides the public with general or specific service on a regular and continuing basis. For the purposes of these Regulations, this term does not include air or rail transit.

(6) "Supplemental assistance" means state financial assistance granted to an eligible recipient in accordance with the Supplemental Public Transit Aid Program.

(7) "Total operating deficit" means the amount by which the total operating expenses incurred in the operation of a public transit system exceeds the amount of operating revenue derived therefrom.

SPA 252. SUPPLEMENTAL PUBLIC TRANSIT AID PROGRAM.

(a) Purpose. The purpose of the Supplemental Public Transit Aid Program is to provide supplemental assistance to eligible recipients for public transit systems to preserve and improve public transit operations in approved areas of the State.

(b) Eligibility Factors.

(1) Eligible Recipients. A public transit system with a total operating deficit projected for the contract period shall be eligible for supplemental assistance. Deficits incurred prior to this period shall not be eligible for supplemental assistance. When a legislatively established public transit commission or authority is in existence, any application for that area must be submitted by that commission or authority.

(2) Total Operating Deficit. To determine the total operating deficit of a public transit system, the following shall apply:

(aa) Generally accepted accounting principles and priorities shall be applied;

(bb) Depreciation on capital equipment that was purchased with state or federal financial assistance shall be excluded in the computation of total operating expenses to the extent of the federal or state assistance.

(cc) While the total operating deficit shall be projected on the basis of the deficit incurred during a twelve (12) month period preceding the proposed contract period, supplemental assistance shall be awarded on the basis of the total operating deficit of the contract period; and

(dd) A deficit incurred as the result of increased services shall be considered in determining eligibility.

(c) Determination of Supplemental Assistance.

(1) General. The application for supplemental assistance shall be submitted in two stages: preliminary and final applications. The Agency shall assist the applicant in the preparation of the application upon request. Supplemental assistance may not be used to pay any costs incurred by the applicant in the preparation, submission or processing of the application.

(2) Preliminary Application. The preliminary application shall be submitted to ascertain the probable eligibility of the applicant, including projected total operating deficit and projected availability of state and local financial assistance. For a particular public transit system, only one preliminary application shall be submitted on behalf of all units participating in the system. The preliminary application shall be in the form and manner prescribed by the Agency and shall contain the information required by the Agency, including the following:

(aa) The applicant's legal name;

(bb) The official name of the public transit system for which the supplemental assistance would be used;

(cc) The common carrier certificate number of the public transit system prescribed by the Minnesota Public Service Commission; and

(dd) The amount of supplemental assistance requested.

The preliminary application shall be submitted to the Agency and the appropriate Regional Development Commission for review and comment. Within thirty (30) days of receipt of the application, the Regional Development Commission shall submit any comments and recommendations to the Agency. Within sixty (60) days of receipt of the application, the Agency shall determine and notify the applicant of its eligibility to submit a final application.

(3) Final Application. The final application shall be submitted to determine actual eligibility, the supplemental assistance to be granted and the basic elements in the agreement. It may

be submitted by an applicant who has received notice that, based on its preliminary application, it is an eligible recipient. It shall be submitted to the Agency in the form and manner prescribed by the Agency and shall include the elements specified in SPA 254. When the eligible recipient has submitted or anticipates submitting an application for assistance under the demonstration program SPA 253, during the contract period, the project should be identified.

(4) Amount of Supplemental Assistance. The Agency shall review the application and determine the amount of supplemental assistance, if any, that shall be given to the eligible recipient. The Agency shall use the management plan as a basis for allocation of supplemental assistance to an eligible recipient. In the allocation of supplemental assistance, the Agency may consider population, transit ridership, relative need for public transit, new developments, prior local assistance, and other factors. Supplemental assistance shall not exceed two-thirds of the total operating deficit of the public transit system, as approved by the Agency. The eligible recipient shall establish to the satisfaction of the Agency that at least one-third of the total operating deficit will be available from local sources during the contract period. When more than one unit contributes assistance to the operation of the public transit system, the share contributed by each shall be specified.

(d) Contract.

(1) Content. The supplemental assistance contract shall be based upon the final application, including the management plan. It shall specify the amount of supplemental assistance that shall be awarded to the eligible recipient and shall be effective for a period of no more than one (1) year. It shall include the assurance of the eligible recipient that it will provide the required local share and carry out the management plan. For a particular public transit system, only one contract shall be executed on behalf of all units participating in the system.

(2) Disbursement Schedule. A portion of the final payment of the supplemental assistance shall be withheld pending an audit of the public transit system's books by the Agency at the termination of the contract. The final audit shall be used by the Agency to determine whether the supplemental assistance exceeds two-thirds of the transit system's total operating deficit. When the supplemental assistance is

more than two-thirds of the total operating deficit, the final payment shall be reduced accordingly. Any overpayment by the State shall be returned to the State Treasury at the request of the Agency. When the operating deficit is greater than the estimate, a subsequent application may be submitted.

(e) Regulation of Use of Supplemental Assistance.

(1) State Audits. The financial records of the participating public transit system may be audited by the Agency. A benchmark audit of the system's books shall be required at the beginning of the first contract period. Another audit shall be required at the end of the contract period to establish an approved total operating deficit. The Agency shall conduct an interim audit of any participating transit system that is sold during the contract period as of the effective date of the ownership transfer. Other audits may be made by the Agency.

(2) Accounting Records. The eligible recipient and participating public transit system shall maintain accounting records as required by the Agency.

(3) Project evaluation. The Agency shall use the management plan as a basis for monitoring and evaluating the performance of the participating public transit system during the contract period. Public transit policy and management decisions made and actions taken during the contract period shall conform with the management plan. Any proposed deviations from the management plan shall be reported to the Agency for approval prior to implementation. Failure to secure approval shall jeopardize continued supplemental assistance.

(4) Third-Party Contracts. Private and public organizations may participate in projects by contract with the eligible recipient.

(5) Penalties. When the eligible recipient fails to faithfully comply with the terms and conditions of the contract, the Agency may terminate all or part of the supplemental assistance awarded to the eligible recipient.

SPA 253. PUBLIC TRANSIT DEMONSTRATION PROGRAM

(a) Program Objectives. The primary objectives of the Public Transit Demonstration Program are to demonstrate the effects of the following:

(1) Increasing accessibility to public transportation;

(2) Improving the quality of public transit service;

(3) Improving the economic performances of the public transit system;

(4) Reducing adverse impacts of vehicular transportation on the environment;

(5) Reducing vehicular traffic; and

(6) Meeting transportation needs at a minimal cost.

A potential demonstration project shall be designed to meet directly one or more of these program objectives.

(b) Eligibility Factors.

(1) Public Transit Commission or Authority. When a legislatively established public transit commission or authority is in existence, any application for that area shall be submitted by that commission or authority.

(2) Eligible Projects. An eligible project shall meet the following requirements:

(aa) It shall be designed to have general applicability throughout the State;

(bb) It shall demonstrate the effect of improved public transit service; and

(cc) It shall meet one or more of the program objectives in SPA 253(a). Potential projects may include, but are not limited to:

(i) Use of school buses during non-school hours for the general public;

(ii) Dial-a-Ride services;

(iii) Inter-regional Service; and

(iv) Consolidation of existing special purpose transportation systems.

An application may include requests for funding for predemonstrational planning as well as funding for an ongoing evaluation of the project.

(c) Determination of Demonstration Assistance.

(1) General. The application for demonstration assistance shall be submitted in two stages: preliminary and final applications. The Agency shall assist the applicant in the preparation of the application upon request. Demonstration assistance may not be used to pay any costs incurred by the applicant in the preparation, submission or processing of the application.

(2) Preliminary Application. The preliminary application shall be submitted to ascertain the probable eligibility of the applicant, including projected availability of state and local financial assistance. For a particular public transit system, only one preliminary application shall be submitted on behalf of all units participating in the system. It shall be in the form and manner prescribed by the Agency and shall contain the information required by the Agency, including the following:

(aa) Project Objectives. A concise statement of the purpose of the proposed project shall include the manner in which it will meet one or more of the program objectives.

(bb) Project Description. The following shall be discussed in a concise manner:

(i) The content of the project;

(ii) The time schedule proposed for completion of the project;

(iii) The improvements in public transit service that will be demonstrated;

(iv) The compatability of the project with any existing transit service;

(v) The potential for continuation of the project beyond the demonstration phase;

(vi) The project budget, by categories of expenditure, including sources and amounts of non-state funding;

(vii) A description of the applicant's organizational experience in the project subject area, including the key personnel and their required experience;

(viii) The potential application of the project throughout the State; and

(ix) The disclosure of any proprietary rights and interests involved.

(cc) Evidence of Local Governmental and Public Support. Copies of resolutions, letters, review comments, etc. endorsing the proposed project should be included.

(dd) Amount of Demonstration Assistance Requested.

The preliminary application shall be submitted to the Agency and the appropriate Regional Development Commission for review and comment. Within thirty (30) days of receipt of the application, the Regional Development Commission shall submit any comments and recommendations to the Agency. Within sixty (60) days of receipt of the preliminary application, the Agency shall notify the applicant of its eligibility to submit a final application.

(3) Final Application. The final application shall be submitted to determine actual eligibility, the demonstration assistance to be granted and the basic elements of the agreement. It may be submitted only by an applicant who has received notice that, based on its preliminary application, it is an eligible recipient. It shall be submitted to the Agency in the form and manner prescribed by the Agency and shall include the elements specified in SPA 254. When the eligible recipient has submitted or anticipates submitting an application for assistance under the Supplemental Aid Program, SPA 252, during the contract period, this should be briefly discussed in the application.

(4) Project Evaluation. The primary criteria that shall be used by the Agency to evaluate proposed demonstration projects are:

(aa) Potential for meeting one or more of the program objectives;

(bb) Potential for application throughout the State;

(cc) Degree of innovation incorporated;

(dd) Compatibility with existing transit system;

(ee) Potential for integration with existing transit service;

(ff) Evidence of local government and public support;

(gg) Ability to continue a successful project beyond the demonstration phase; and

(hh) Potential for federal funding support.

(5) Project Funding. The applicant shall share in the cost of a demonstration project. Demonstration assistance may not exceed 75 percent of the cost of approved demonstration projects. When, in the Agency's judgment, a proposed demonstration project has potential national significance, the Agency may require the eligible recipient to submit an application to the Federal Government, in addition to the State application.

(d) Contract.

(1) Content. The demonstration contract shall be based upon the final application, including the management plan. It shall specify the amount of the demonstration assistance that shall be awarded to the eligible recipient and shall be effective for at least one year. It shall include the assurance of the eligible recipient that it will provide the required local share and carry out the management plan. For a particular public transit system, one contract shall be executed on behalf of all units participating in the system.

(2) Disbursement Schedule. A portion of the final payment of the demonstration assistance shall be withheld pending an audit of the transit system's books by the Agency at the termination of the contract. This final audit shall be

used by the Agency to determine whether the demonstration assistance exceeds 75 percent of the transit system's total costs. When the demonstration assistance is more than 75 percent of the total cost, the final payment shall be reduced accordingly. Any overpayment by the State shall be returned to the State Treasury at the request of the Agency. When the total cost is greater than the estimate, the eligible recipient may submit a subsequent application.

(e) Regulation of Use of Demonstration Assistance.

(1) State Audits. The financial records of the participating transit system shall be audited by the Agency. A benchmark audit of the system's books shall be required at the beginning of the contract period. The system's books shall also be audited at the end of the contract period to establish the total cost of the project. The Agency shall conduct an interim audit of any participating transit system that is sold during the contract period as of the effective date of ownership transfer. Other audits may be made by the Agency.

(2) Accounting Records. The eligible recipient and the participating public transit system shall maintain accounting records as required by the Agency.

(3) Project Evaluation. The Agency shall use the management plan as a basis for monitoring and evaluating the performance of the participating public transit system during the contract period. Public transit policy and management decisions made and actions taken during the contract period shall conform with the management plan. Any proposed deviations from the management plan shall be reported to the Agency for approval prior to implementation. Failure to secure the approval shall jeopardize continued state assistance.

(4) Project Duration. The eligible recipient shall be responsible for the continuation of successful projects beyond the demonstration phase.

(5) Third-Party Contracts. Private and public organizations and institutions may participate in projects by contract with the applicant.

(6) Penalties. When the eligible recipient fails to faithfully comply with the terms and conditions of the contract, the Agency may terminate all or part of the demonstration assistance awarded to the eligible recipient.

SPA 254. FINAL APPLICATION FOR SUPPLEMENTAL AND DEMONSTRATION ASSISTANCE.

(a) Final Application. The final application for the supplemental aid program or for the demonstration program shall contain the following:

(1) Management Plan. The basic component of the final application shall be a management plan that details all of the planned and anticipated events that would affect the public transit system's or demonstration project's operating revenue and expenses during the contract period.

(aa) Events that may affect operating revenues include: changes in routes, schedules, advertising, and marketing programs; revenues from school bus contracts, charter and other special services; ridership due to capital improvements, e.g. new buses or passenger shelters; change in fare structures; and similar activities.

(bb) Events that may affect operating expenses include: changes in routes or schedules; basic wage and fringe benefit programs; preventive maintenance programs; management techniques; maintenance expenditures due to new capital facilities and equipment; fuel costs, insurance premiums; and similar activities.

The required content of the management plan is found in SPA 254(b).

(2) Organization. The local institutional or organizational structures established to carry out the management plan should be described, including a concise description of the technical, policy and decision-making organizations

responsible for directing, controlling, reviewing, and implementing the management plan. The relationships between these various organizations should be illustrated in a simple diagram following the narrative. In addition, the following questions should be answered:

(aa) Who is directly responsible for the day-to-day management and operation of the transit system?

(bb) Who is directly responsible for negotiating wage contracts with the employees of the transit system?

(cc) Where more than one local unit of government participates in the program, who represents the applicant public body in negotiations with surrounding communities? Who represents the surrounding communities?

(dd) Who will represent the applicant public body in negotiating an assistance contract with the State, and how shall a contract be ratified by the applicant public body?

(ee) Who is responsible for filing reports for the transit system with the Minnesota Public Service Commission?

(3) Financial Conditions. Financial data shall be reported in the form and manner prescribed by the Agency. The accrual accounting method shall be used to report financial data unless the Agency approves the use of a different method.

(aa) For the supplemental assistance program, this financial data shall contain the audited figures for a twelve (12) month period preceding the contract period and estimated figures for the contract period.

(bb) For the demonstration program, the financial data shall contain estimated figures. When the demonstration project is associated with an existing public transit system, the financial data shall include the audited figures for a twelve (12) month period preceding the contract period.

(4) Financial Statement. A detailed breakdown of operating expenses shall be provided.

The projection of revenues and expenses should reflect the policies and practices outlined in the management plan.

(5) Operating Statistics. The actual and anticipated operational characteristics of the public transit system in a twelve (12) month period preceding the contract period and the contract period shall be described. This discussion shall include the revenue passengers, including monthly ridership, total miles; revenue hours; and other information required by the Agency.

(6) Sources of Local Funds. The sources and type of revenue that the eligible recipient and each participating unit will use to match the supplemental or demonstration assistance shall be identified.

(7) Contractual Agreements. A brief description of all current financial agreements, verbal or written, relating to the public transit services provided by or for the eligible recipient shall be included. The financial agreements to be described include, but are not limited to:

(aa) Public and private financial assistance to a private transit system or publicly operated system;

(bb) Contracts with private and public schools, colleges and universities;

(cc) Contracts with private and public organizations that guarantee a minimum revenue on a regular or special route(s);

(dd) Advertising contracts; and

(ee) Management and labor contracts.

(8) Fuel Supplies. Existing and potential problems that the public transit system faces in obtaining adequate fuel supplies during the contract period should be identified, including the status of contracts with fuel suppliers, the prospects for securing contracts for the contract period, the time between deliveries under normal and anticipated conditions, and any other pertinent facts.

(b) Management Plan.

(1) Purposes. The essential purposes of a management plan are:

(aa) To insure the maintenance or improvement of public transit services;

(bb) To identify and implement policies and practices to increase the efficiency of public transit operations; and

(cc) To insure that state assistance will be spent wisely.

(2) Content. The final application shall include the following elements which may vary in detail with the size of the public transit system:

(aa) Ownership. Any change in ownership of the participating transit system during the contract period should be described, including the date of actual or anticipated ownership change and the expected impact of the change on estimates, revenues and expenses.

(bb) Fares. Any changes in fare structures anticipated during the contract period should be described, including the expected effective dates, the justification for the changes, and the expected impact of the changes on estimated operating revenues and expenses.

(cc) Capital Improvements. Any actual or anticipated capital improvements in the participating public transit system during the contract period should be described. Capital improvements include, but are not limited to: buses, fare-boxes, communications equipment, storage and maintenance facilities and equipment, passenger shelters, and bus-stop signs.

The discussion of each capital improvement should include:

(i) The date the capital improvement was made or is expected to be made, e.g., the date new vehicles are put into service or a new facility is available for use; and

(ii) The expected impact of the capital improvement upon the estimated operating revenues and expenses.

(dd) Non-capital Improvements. Any actual or anticipated non-capital improvements made in the participating public transit service area during the contract period should be described. Non-capital improvements include, but are not limited to:

(i) Staggering work hours;

(ii) Regulating supply and prices of off-street parking; and

(iii) Increasing daytime parking rates on workdays.

The discussion of each type of non-capital improvement should include the following:

(iv) The date the non-capital improvement was or is expected to be initiated; and

(v) The expected impact of the non-capital improvement upon estimated operating revenues and expenses.

(ee) Levels of Service. Anticipated changes in the levels of service provided by the participating public transit system during the contract period should be described. The discussion of each change should include the following:

(i) The date the change is expected to be instituted;

(ii) The reasons for the change; and

(iii) The expected impact of the change upon operating revenues and expenses during the contract period.

(ff) Revenue Contracts. Any actual or anticipated changes in revenue producing contracts relating to the public transit services provided by or for the eligible recipient should be described. The discussion of each contract change or new contract should include the following:

(i) The date the contract change or new contract became effective or is expected to become effective; and

(ii) The expected impact of the contract change or new contract upon estimated operating revenues and expenses.

The following types of contracts should be discussed:

(iii) Contracts with private and public schools, colleges and universities;

(iv) Contracts with private and public organizations that guarantee a minimum revenue on regular or special route(s);

(v) Contracts with private and public organizations that purchase rides for employees or patrons; and

(vi) Advertising contracts.

(gg) Traffic Improvements. Any actual or anticipated traffic improvements made in the public transit service area during the contract period that have affected or will affect directly the speed and reliability of transit services should be described. Examples of traffic improvements include:

(i) Use of exclusive or preferential streets, bus lanes, or expressway ramps;

(ii) Control of traffic lights by buses;

(iii) Provision of fringe parking spaces with express or improved bus services;

(iv) Provision of bus turnouts; and

(v) Priority snow-plowing of transit routes.

The discussion of each type of traffic improvement should include the following:

(vi) The date the traffic improvement was or is expected to be made; and

(vii) The expected impact of the traffic improvement upon estimated public operating revenues and expenses.

(hh) Marketing. The participating transit system's proposed marketing program should be described in general terms, including the costs and benefits of the major elements. Elements of a marketing program may include:

(i) Public information;

(ii) Promotion;

(iii) Advertising;

(iv) Community relations; and

(v) Employee relations.

The marketing program's expected impact upon estimated operating revenues and expenses should be summarized.

(ii) Expense Contracts. Any anticipated or actual changes in contracts for services and goods relating to the public transit services proveded by or for the eligible recipient and others should be described. The discussion of each change or new contract should include the following:

(i) The scope and nature of the contract change or new contract;

(ii) The date the contract change or new contract became or is expected to become effective; and

(iii) The expected impact of the contract change or new contract upon estimated operating revenues and expenses.

The types of contracts to be discussed include:

(iv) Contracts for management and consulting services;

(v) Contracts for storage and maintenance of buses;

(vi) Contracts for the lease or purchase of tires and tubes;

(vii) Contracts for fuel and lubricants;

(viii) Contracts for liability and property insurance; and

(ix) Contracts, union and non-union, with transit system employees.

(jj) Preventive Maintenance. The participating public transit system's planned preventive maintenance program for the contract period should be described. Elements of a preventive maintenance program typically include:

(i) Defect reporting by drivers;

(ii) Daily fueling inspections;

(iii) Mileage inspections; and

(iv) Inventory controls.

APPROVED AS TO FORM AND LEGALITY
August 23 1974
WARREN SPANNAUS, ATTORNEY GENERAL
BY Michael B Miller
SPECIAL ASSISTANT ATTORNEY GENERAL

11:45 a.m.
STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
AUG 23 1974
Arlen I. Erdahl
Secretary of State

FILED
RICHARD L. BRUBACHER
Commissioner of Administration
AUG 23 1974 12:10 pm
BY Eda Staudenmaier
AUTH. SIGNATURE

PUBLIC TRANSIT FINANCIAL ASSISTANCE PROGRAMS

CHAPTER THREE

SPA 251. GENERAL PROVISIONS.

(a) Authority. The State Planning Agency is authorized to adopt rules and regulations necessary to carry out the supplemental public transit aid program pursuant to Minn. Laws, Chapter 534, Sect. 4 (1974) and the public transit demonstration program pursuant to Minn. Laws, Chapter 534, Sect. 5 (1974).

(b) Definitions. The following terms as used in these Regulations shall have the following meanings:

(1) "Act" means the Minnesota Supplemental Transit Aid Program of 1974, Minn. Stat., Chapter 534 (1974).

(2) "Agency" means the State Planning Agency which has been directed to administer this Act.

(3) "Public transit system" means a transit either publicly or privately owned, which provides the public with general or specific service on a regular and continuing basis. For the purposes of these Regulations, this term does not include air or rail transit.

(4) "Total operating deficit" means the amount by which the total operating ex penses incurred in the operation of a public transit system exceeds the amount of operating revenue derived therefrom.

SPA 252. SUPPLEMENTAL PUBLIC TRANSIT AID PROGRAM.

(a) Purpose. The purpose of the supplemental public transit aid program is to provide state financial assistance to local units of government for public transit systems to preserve and improve public transit operations in approved areas of the State.

(b) Eligibility Factors.

(1) Eligible Recipients. A legislatively established public transit commission or public transit authority, county, or municipality, or any combination of such units, located on an area other than the metropolitan transit area, as defined in Minn. Stat., Chapter 473A (1971), shall be eligible to apply for financial assistance, when it meets one of the following criteria:

(aa) It operates or provides financial operating assistance to a public transit system; or

(bb) It will operate or provide financial operating assistance to a public transit system during the contract period. It is not necessary that the applicant did not operate or provide financial assistance to the public transit system before the contract period.

However, where a legislatively established public transit commission or public transit authority is in existence, any application for that area shall be submitted by that commission or authority.

(2) Eligible Project. A public transit system shall be an eligible project when it has a projected total operating deficit in the contract period. (Any actual operating deficits incurred prior to the contract period shall not be eligible for financial assistance.)

(3) Total Operating Deficit. To determine the total operating deficit of a public transit system, the following shall apply:

(aa) Generally accepted accounting principles and priorities;

(bb) The exclusion of depreciation in computing total operating expenses when the depreciation is on capital equipment that was purchased with state or federal financial assistance;

(cc) The consideration of any increase in expenses or reduction in revenue of the public transit system occurring after April 12, 1974;

(dd) The projection of the total operating deficit on the basis of the deficit incurred during the 1973 calendar year or the twelve (12) months immediately preceding the date of application. However, the actual total operating deficit of the contract period shall be the basis for payment of assistance;

(ee) The eligibility for assistance of a deficit incurred as the result of increased services.

(c) Determination of Financial Assistance.

(1) General. The application for financial assistance shall be submitted in two stages to avoid the cost of a full application when ineligibility can be determined in the first stage and to allow for negotiation between the applicant and the Agency in the preparation of an acceptable final application. The two stages are:

(aa) Stage I, the preliminary application, the purpose of which shall be to ascertain the probable eligibility of the applicant, including projected total operating deficit and projected availability of state and local financial assistance.

(bb) Stage II, the final application, the purpose of which shall be to determine actual eligibility, the financial assistance to be granted and the basic elements in the agreement.

The Agency shall assist the applicant in the preparation of the application upon request. Financial assistance granted under this program may not be used to pay any costs incurred by the applicant in the preparation, submission or processing of the application.

(2) Preliminary Application. The preliminary application shall be in the form and manner prescribed by the Agency and shall contain the following information:

(aa) The applicant's legal name;

(bb) The official name of the public transit system for which the financial assistance would be used;

(cc) The common carrier certificate number of the public transit system prescribed by the Minnesota Public Service Commission;

(dd) The amount of financial assistance requested; and

(ee) The date the applicant's 1975 municipal budget must be submitted for approval.

The preliminary application shall be submitted to the Agency and the appropriate Regional Development Commission for review and comment. For a particular public transit system, only one preliminary application shall be submitted on behalf of all units participating in the system. Within thirty (30) days of receipt of the application, the Regional Development Commission shall submit any comments and recommendations to the Agency. Within sixty (60) days of receipt of the application, the Agency shall determine and notify the applicant of its eligibility to submit a final application.

(3) Final Application. The final application may only be submitted by an applicant who has received notice that, based on its preliminary application, it is eligible for financial assistance. It shall be submitted to the Agency in the form and manner prescribed by the Agency and shall include the elements specified in SPA 254. If the applicant has submitted or anticipates submitting an application for assistance under SPA 253, the transit demonstration program, during the contract period, the project should be identified.

(4) Amount of State Financial Assistance. The Agency shall review the application and determine the amount of state financial assistance, if any, that shall be given to the applicant. State financial assistance shall not exceed two-thirds of the total operating deficit of the public transit system, as approved by the Agency. The applicant shall establish to the satisfaction of the Agency that at least one-third of the total operating deficit will be available from local sources during the contract period. When more than one unit contributes assistance to the operation of the public transit system, the share contributed by each shall be established. The Agency shall use the management plan as a basis for allocation of state financial assistance to an applicant. In the allocation of financial assistance, the Agency may consider population, transit ridership, relative need for public transit, new developments, and other factors.

(d) Assistance Contract.

(1) Content. The assistance contract shall be based upon the final application, including the management plan. The contract shall specify the amount of state financial assistance that shall be awarded to the applicant and shall be effective for a period of no more than one (1) year. It shall include the assurance of the local unit that it will provide the required local share and carry out the management plan.

(2) Third-Party Contracts. Contracts proposed between an applicant and private or public transit operators, management firms, consultants, equipment suppliers and others for the operation of a public transit system shall be reviewed by the Agency at its discretion for conformance with the management plan and the contract.

(3) Disbursement Schedule. State assistance shall be paid according to the terms and conditions in the contract. A portion of the final payment shall be withheld pending an audit of the transit system's books by the Agency at the termination of the contract. This final audit shall be used by the Agency to determine whether the state assistance exceeds two-thirds of the transit system's total operating deficit. When the state assistance is more than two-thirds of the total operating deficit, the final payment shall be reduced accordingly. The applicant shall return any overpayment by the State to the State Treasury at the request of the Agency. When the operating deficit is greater than the estimate, the applicant may submit a subsequent application.

(4) Penalties. When the applicant fails to faithfully comply with the terms and conditions of the contract, the Agency may terminate all or part of the financial assistance awarded to the applicant.

(e) Regulation of Use of Financial Assistance.

(1) State Audits. The financial records of the participating transit system shall be audited by the Agency at least twice during the contract period. A benchmark audit of the system's books shall be required at the beginning of the contract period. Another audit shall be required at the end of the contract period to establish an approved total operating deficit. The Agency shall conduct an interim audit of any participating transit system that is sold during the contract period as of the effective date of the ownership transfer. Other interim audits may be made by the Agency at any time during the contract period.

(2) Accounting Records. The applicant and participating public transit system shall maintain accounting records as required by the Agency. The Agency shall provide technical assistance, as needed, to participating local transit systems to establish and maintain required financial reporting and accounting systems.

(3) Project evaluation. The Agency shall use the management plan as a basis for monitoring and evaluating the performance of the participating public transit system during the contract period. Public transit policy and management decisions made and actions taken during the contract period shall conform with the management plan. Any proposed deviations from the management plan shall be reported to the Agency for approval prior to implementation. Failure to secure the approval shall jeopardize continued state assistance.

(4) Regulation. The Act does not repeal or alter any existing statutory powers and duties of the Minnesota Public Service Commission (PSC) in the regulation of public transit systems. All local units of government and public transit systems participating in the program shall continue to adhere to established PSC rules and regulations when required by law. The Agency shall work with the PSC to develop standard financial accounting and reporting systems to satisfy the legal and administrative programs of both agencies.

SPA 253. PUBLIC TRANSIT DEMONSTRATION PROGRAM

(a) Program Objectives. The primary objectives of the public transit demonstration program are to demonstrate the effects of public transit service on:

(1) Increasing accessibility to public transportation;

(2) Improving the quality of public transit service;

(3) Improving the economic performances of the public transit system;

(4) Reducing adverse impacts of vehicular transportation on the environment;

(5) Reducing vehicular traffic; and

(6) Meeting transportation needs at a minimal cost.

A potential demonstration project shall be designed to meet directly one or more of these program objectives. When a proposal clearly does not meet one or more of these objectives, it shall be ineligible for state assistance.

(b) Eligibility Factors.

(1) Eligible Applicants. A county, municipality, legislatively established public transit authority or commission, or combination of units, located in an area other than the metropolitan transit area, as defined in Minn. Stat., Chapter 473A (1971), shall be eligible to apply for financial assistance when it meets one of the following criteria:

(aa) It operates or provides financial operating assistance to a public transit system; or

(bb) It will operate or provide financial operating assistance to a public transit system during the contract period. It is not necessary that the applicant did not operate or provide financial assistance to the public transit system before the contract period.

When a legislatively established public transit commission or public transit authority is in existence, any application for that area shall be submitted by that commission or authority.

(2) Eligible Projects. An eligible project shall meet the following requirements:

(aa) It shall be designed to have general applicability throughout the State;

(bb) It shall demonstrate the effect of improved public transit service; and

(cc) It shall be designed to meet one or more of the program objectives in SPA 253(a). Potential projects may include, but are not limited to:

(i) Use of school buses during non-school hours for the general public;

(ii) Dial-a-Ride services;

(iii) Inter-regional Service; and

(iv) Consolidation of existing special purpose transportation systems.

Project applications may include requests for funding for predemonstrational planning as well as funding for an ongoing evaluation of the project.

(c) Determination of Financial Assistance.

(1) General. The application for financial assistance shall be submitted in two stages to avoid the cost of a full application when ineligibility can be determined in the first stage, and to allow for negotiation between the applicant and the Agency in the preparation of an acceptable final application. The two stages are:

(aa) Stage I, the preliminary application, the purpose of which shall be to ascertain the probable eligibility of the applicant.

(bb) Stage II, the final application, the purpose of which shall be to determine actual eligibility, the financial assistance to be granted and the basic elements of the agreement.

The Agency shall assist the applicant in the preparation of the application upon request. Financial assistance granted under this program may not be used to pay any costs incurred by the applicant in the preparation, submission or processing of the application.

(2) Preliminary Application. The preliminary application shall be in the form and manner prescribed by the Agency and shall contain the following information:

(aa) Project Objectives. A concise statement of the purpose of the proposed project shall include what the project is designed to do and the manner in which the project will meet one or more of the program objectives.

(bb) Project Description. Concise statements should cover the following items:

(i) The content of the project;

(ii) The time schedule proposed for completion of the project;

(iii) The improvements in public transit service that will be demonstrated;

(iv) The compatability of the project with any existing transit service;

(v) The potential for continuation of the project beyond the demonstration phase;

(vi) The project budget, by categories of expenditure, including sources and amounts of non-state funding;

(vii) A description of the applicant's organizational experience in the project subject area, including the key personnel and their required experience;

(viii) The potential application of the project throughout the State; and

(ix) The disclosure of any proprietary rights and interests involved.

(cc) Evidence of Local Governmental and Public Support. Copies of resolutions, letters, review comments, etc. endorsing the proposed project should be included.

(dd) Amount of State Financial Assistance Requested. The preliminary application shall be submitted to the Agency and the appropriate Regional Development Commission for review and comment. For a particular public transit system, only one preliminary application shall be submitted on behalf of all units participating in the system. Within thirty (30) days of receipt of the application, the Regional Development Commission shall submit any comments and recommendations to the Agency. Within sixty (60) days of receipt of the preliminary application, the Agency shall notify the applicant of its eligibility to submit a final application.

(3) Final Application. The final application may only be submitted by an applicant who has received notice that, based on their preliminary applications, it is eligible for financial assistance. It shall be submitted to the

Agency in the form and manner prescribed by the Agency and shall include the elements specified in SPA 254. When the applicant has submitted or anticipates submitting an application for assistance under the Supplemental Aid Program, SPA 252, during the contract period, this should be briefly discussed in the application.

(4) Project Evaluation. The primary criteria that shall be used by the Agency to evaluate proposed demonstration projects are:

(aa) Potential for meeting one or more of the program objectives;

(bb) Potential for application throughout the State;

(cc) Degree of innovation incorporated;

(dd) Compatibility with existing transit system;

(ee) Potential for integration with existing transit service;

(ff) Evidence of local government and public support;

(gg) Ability to continue a successful project beyond the demonstration phase; and

(hh) Potential for federal funding support.

Each proposal shall be reviewed by the Agency as promptly as possible. Proposals selected may require further documentation for a detailed analysis.

(5) Project Funding. The applicant shall share in the cost of a demonstration project. The local sharing of costs is intended to serve the mutual interests of the State and the applicant by assuring the efficient utilization of the resources available for the conduct of demonstration projects and by promoting sound planning and prudent fiscal policies by the participating organizations. The State's financial assistance may not exceed 75 percent of the cost of approved demonstration projects. When, in the judgment of the Agency, a proposed demonstration project has potential national significance, the Agency may require the applicant to submit an application to the Federal Government, in addition to the State application. No more than twenty (20) percent of the funds appropriated under the Act shall be granted to any single applicant during the first six months of the program. At the end of the six-month period, unobligated funds may be made available without this restriction.

(6) Project Duration. The duration of a project shall be not less than one year nor more than two years. The applicant

shall be responsible for the continuation of successful projects beyond the demonstration phase. When, at the end of the initial demonstration period, the Agency has unobligated funds in the Supplemental Aid Program, the applicant may submit an application under that program for the continuation of the project.

(d) Demonstration Contract.

(1) Content. The demonstration contract shall be based upon the final application, including the management plan. It shall specify the amount of the demonstration funds that shall be awarded to the applicant. The contract shall include the assurance of the applicant that it will provide the required local share and carry out the management plan.

(2) Third-Party Contracts. Private and public organizations and institutions may participate in projects by contract with the applicant. Contracts proposed between an applicant and private or public transit operators, management firms, consultants, equipment suppliers and others for the operation of a public transit system shall be reviewed by the Agency at its discretion for conformance with the management plan and the contract.

(3) Disbursement Schedule. State demonstration funds shall be paid according to the terms and conditions in the contract. A portion of the final payment shall be withheld pending an audit of the transit system's books by the Agency at the termination of the contract. This final audit shall be used by the Agency to determine whether the allocation of state funds exceeds 75 percent of the transit system's total cost. When the state allocation is more than 75 percent of the total cost, the final state payment shall be reduced accordingly. The applicant shall return any overpayment by the State to the State Treasury at the request of the Agency. When the total cost is greater than the estimate, the recipient may submit a subsequent application.

(4) Penalties. When the applicant fails to faithfully comply with the terms and conditions of the contract, the Agency may terminate all or part of the state funds awarded to the applicant.

(e) Regulation of use of Financial Assistance.

(1) State Audits. The financial records of the participating transit system shall be audited by the Agency at least twice during the contract period. A benchmark audit of the system's books shall be required at the beginning of the contract period. The system's books shall also be audited at the end of the contract period to establish the total cost of the project. The Agency shall conduct an

interim audit of any participating transit system that is sold during the contract period as of the effective date of ownership transfer. Other interim audits may be made by the Agency at any time during the contract period.

(2) Accounting Records. Each applicant and participating public transit system shall maintain accounting records as required by the Agency. The Agency shall provide technical assistance, as needed, to participating local public bodies and transit operators to establish and maintain required financial reporting and accounting systems.

(3) Project Evaluation. The Agency shall use the management plan as a basis for monitoring and evaluating the performance of the participating public transit system during the contract period. Public transit policy and management decisions made and actions taken during the contract period shall conform with the management plan. Any proposed deviations from the management plan shall be reported to the Agency for approval prior to implementation. Failure to secure the approval shall jeopardize continued state assistance.

(4) Regulation. The Act does not repeal or alter any existing statutory powers and duties of the Minnesota Public Service Commission (PSC) in the regulation of public transit systems. All local units of government and public transit systems participating in the program shall continue to adhere to established PSC rules and regulations when required by law. The Agency shall work with the PSC to develop standard financial accounting and reporting systems to satisfy the legal and administrative programs of both agencies.

SPA 254. FINAL APPLICATION FOR STATE FINANCIAL ASSISTANCE.

(a) Final Application. The final application for the supplemental aid program or for the demonstration program shall contain the following:

(1) Management Plan. The basic component of the final application shall be a management plan that details all of the planned and anticipated events that would affect the public transit system's or demonstration project's operating revenue and expenses during the contract period.

(aa) Events that may affect operating revenues include: changes in routes, schedules, advertising, and marketing programs; revenues from school bus contracts, charter and other special services; ridership due to capital improvements, such as new buses and passenger shelters; change in fare structures; and similar activities.

(bb) Events that may affect operating expenses include: changes in routes and schedules; basic wage and fringe benefit programs; preventive maintenance programs; management techniques; maintenance expenditures due to new capital facilities and equipment; fuel costs, insurance premiums; and similar activities.

The required content of the management plan is found in SPA 254 (b).

(2) Organization. The local institutional or organizations structures established to carry out the management plan should be described, including a concise description of the technical, policy and decision-making organizations responsible for directing, controlling, reviewing, and implementing the management plan. The relationships between these various organizations should be illustrated in a simple diagram following the narrative. In addition, the following questions should be answered:

(aa) Who is directly responsible for the day-to-day management and operation of the transit system?

(bb) Who is directly responsible for negotiating wage contracts with the employees of the transit system?

(cc) Where more than one local unit of government participates in the program, who represents the applicant public body in negotiations with surrounding communities? Who represents the surrounding communities?

(dd) Who will represent the applicant public body in negotiating an assistance contract with the State, and how shall a contract be ratified by the applicant public body?

(ee) Who is responsible for filing reports for the transit system with the Minnesota Public Service Commission?

(3) Financial Conditions. Financial data shall be reported in the form and manner prescribed by the Agency. The accrual accounting method shall be used to report financial data unless the Agency approves the use of a different method.

(aa) For the supplement aid program, this financial data shall contain the audited figures for calendar year 1973 and estimated figures for the contract period.

(bb) For the demonstration program, the financial data shall contain estimated figures. When the demonstration project is associated with an existing public transit system, the financial data shall include the audited figures for calendar year 1973.

(4) Financial Statement. A detailed breakdown of operating expenses that were reported in aggregate form on the preliminary application shall be included. When the revenue and expense projections differ from the projections in the preliminary application, a detailed explanation for the differences should be included. The projection of revenues and expenses should reflect the policies and practices outlined in the management plan.

(5) Operating Statistics. The actual and anticipated operational characteristics of the public transit system in calendar year 1973 and the contract period should be described. This discussion shall include the Revenue Passengers, including monthly ridership; Total Miles; Revenue Hours; and Platform Hours, i.e., total driver pay hours, including guaranteed, preparatory, check-in and penalty time. When a demonstration project is associated with an existing public transit system, the information shall be required for calendar year 1973.

(6) Sources of Local Funds. The sources and type of revenue that the applicant and each participating unit will use to match the state assistance shall be identified.

(7) Contractual Agreements. A brief description of all current financial agreements, verbal or written, between the transit system and others is required. The financial agreements to be described include, but are not limited to:

(aa) Public and private financial assistance to a private transit system or publicly operated system;

(bb) Contracts with private and public schools, colleges and universities;

(cc) Contracts with private and public organizations that guarantee a minimum revenue on a regular or special route(s);

(dd) Advertising contracts; and

(ee) Management and labor contracts.

(8) Fuel Supplies. Existing and potential problems that the public transit system faces in obtaining adequate fuel supplies during the contract period should be identified, including the status of contracts with fuel suppliers, the prospects for securing contracts for the contract period, the time between deliveries under normal and anticipated conditions, and any other pertinent facts.

(b) Management Plan.

(1) Purposes. The essential purposes of a management plan are:

(aa) To insure the maintenance or improvement of public transit services;

(bb) To identify and implement policies and practices to increase the efficiency of public transit operations; and

(cc) To insure that state assistance will be spent wisely.

(2) Content. The final application shall include the following elements. Each topic should be addressed by the applicant; but the detail required will vary with the size of the public transit system.

(aa) Ownership. Any change in ownership of the participating transit system during the contract period should be described, including the date of actual or anticipated ownership change and the expected impact of the change on estimates revenues and expenses.

(bb) Fares. Any changes in fare structures anticipated during the contract period should be described, including the expected effective dates, the justification for the changes, and the expected impact of the changes on estimated operating revenues and expenses.

(cc) Capital Improvements. Any actual or anticipated capital improvements in the participating public transit system during the contract period should be described. Capital improvements include, but are not limited to: buses, fare-boxes, communications equipment, storage and maintenance facilities and equipment, passenger shelters, and bus-stop signs.

The discussion of each capital improvement should include:

(i) The date the capital improvement was made or is expected to be made, e.g., the date new vehicles are put into service or a new facility is available for use; and

(ii) The expected impact of the capital improvement upon the estimated operating revenues and expenses.

(dd) Non-capital Improvements. Any actual or anticipated non-capital improvements made in the participating public transit service area during the contract period should be described. Non-capital improvements include, but are not limited to:

(i) Staggering work hours;

(ii) Regulating supply and prices of off-street parking; and

(iii) Increasing daytime parking rates on workdays.

The discussion of each type of non-capital improvement should include the following:

(iv) The date the non-capital improvement was or is expected to be initiated; and

(v) The expected impact of the non-capital improvement upon estimated operating revenues and expenses.

(ee) Levels of Service. Anticipated changes in the levels of service provided by the participating public transit system during the contract period should be described. The discussion of each change should include the following:

(i) The date the change is expected to be instituted;

(ii) The reasons for the change; and

(iii) The expected impact of the change upon operating revenues and expenses during the contract period.

(ff) Revenue Contracts. Any actual or anticipated changes in revenue producing contracts between the participating transit system and others should be described. The discussion of each contract change or new contract should include the following:

(i) The date the contract change or new contract became effective or is expected to become effective; and

(ii) The expected impact of the contract change or new contract upon estimated operating revenues and expenses.

The following types of contracts should be discussed:

(iii) Contracts with private and public schools, colleges and universities;

(iv) Contracts with private and public organizations that guarantee a minimum revenue on regular or special route(s);

(v) Contracts with private and public organizations that purchase rides for employees or patrons; and

(vi) Advertising contracts.

(gg) Traffic Improvements. Any actual or anticipated traffic improvements made in the public transit service area during the contract period that have affected or will affect directly the speed and reliability of transit services should be described. Examples of traffic improvements include:

(i) Use of exclusive or preferential streets, bus lanes, or expressway ramps;

(ii) Control of traffic lights by buses;

(iii) Provision of fringe parking spaces with express or improved bus services;

(iv) Provision of bus turnouts; and

(v) Priority snow-plowing of transit routes.

The discussion of each type of traffic improvement should include the following:

(vi) The date the traffic improvement was or is expected to be made; and

(vii) The expected impact of the traffic improvement upon estimated public operating revenues and expenses.

(hh) Marketing. The participating transit system's proposed marketing program should be described in general terms, including the costs and benefits of the major elements. Elements of a marketing program may include:

(i) Public information;

(ii) Promotion;

(iii) Advertising;

(iv) Community relations; and

(v) Employee relations.

The marketing program's expected impact upon estimated operating revenues and expenses should be summarized.

(ii) Expense Contracts. Any anticipated or actual changes in contracts for services and goods between the participating public transit system and others should be described. The discussion of each change or new contract should include the following:

(i) The scope and nature of the contract change or new contract;

(ii) The date the contract change or new contract became or is expected to become effective; and

(iii) The expected impact of the contract change or new contract upon estimated operating revenues and expenses.

The types of contracts to be discussed include:

(iv) Contracts for management and consulting services;

(v) Contracts for storage and maintenance of buses;

(vi) Contracts for the lease or purchase of tires and tubes;

(vii) Contracts for fuel and lubricants;

(viii) Contracts for liability and property insurance; and

(ix) Contracts, union and non-union, with transit system employees.

(jj) Preventive Maintenance. The participating public transit system's planned preventive maintenance program for the contract period should be described. Elements of a preventive maintenance program typically include:

(i) Defect reporting by drivers;

(ii) Daily fueling inspections;

(iii) Mileage inspections; and

(iv) Inventory controls.

STATE OF MINNESOTA

COUNTY OF RAMSEY

STATE PLANNING AGENCY

In the Matter of the Adoption of Proposed Rules of the State Planning Agency Relating to Public Transit Financial Assistance Programs.

ORDER ADOPTING RULES

The above-entitled matter came on for hearing before the State Planning Agency in the State of Minnesota in the City of Duluth, Minnesota, in the Arena Auditorium, City Side Mezzanine of the Auditorium, 550 South Fifth Avenue West, on June 11, 1974, commencing at 1:30 P.M. and in the City of Mankato, Minnesota, in the Blue Earth County Civil Defense Regional Law Enforcement Center, Emergency Operation Center, 710 South Front Street, on June 12, 1974, commencing at 1:30 P.M. after proper notice required by Minn. Stat., Sect. 15.0412 (1971) was served upon all persons, associations and other interested groups registered with the Secretary of State for that purpose.

After affording interested persons an opportunity to present written and oral data, statements and arguments, having heard all of the testimony, having considered all of the evidence adduced and upon the records, files, and proceedings herein, and applicable statutory standards or criteria, and having confirmed the need for the above-captioned rules.

NOW, THEREFORE, IT IS ORDERED that these rules identified as Minnesota Regulations, SPA 251-254 are adopted this 2 day of August 1974, pursuant to authority vested in the State Planning Agency by Minn. Laws, Chapter 534 (1974).

STATE OF MINNESOTA
STATE PLANNING AGENCY

By Gerald W. Christenson
Gerald W. Christenson
Director

P.T. EXH 1
6-11-74 J.T.K.

STATE OF MINNESOTA

STATE PLANNING AGENCY

COUNTY OF RAMSEY

In the Matter of the Adoption of Proposed Rules of the State Planning Agency Relating to Public Transit Financial Assistance Programs.

ORDER FOR HEARING

To effectively implement Minn. Laws, Chapter 534, Sections 4 and 5 (1974) and Minn. Stat., Section 15.0412, Subd. 4 (1971), the Minnesota State Planning Agency deems it necessary to consider adoption of the proposed rules captioned above pursuant to the authority vested in the Agency by Minn. Laws, Chapter 534, Sections 4 and 5 (1974) and Minn. Stat., Section 15.0412, Subd. 4 (1971).

NOW THEREFORE, IT IS ORDERED this 6th day of May, 1974, that a public hearing on the proposed rules captioned above be held in the City of Duluth, Minnesota, in the Arena Auditorium, City Side Mezzanine of the Auditorium, 550 South Fifth Avenue West, on June 11, 1974, commencing at 1:30 P.M. and in the City of Mankato, Minnesota, in the Blue Earth County Civil Defense Regional Law Enforcement Center, Emergency Operation Center, 710 South Front Street, on June 12, 1974, commencing at 1:30 P.M. and continuing until all interested persons, representatives, and organizations have had an opportunity to be heard.

IT IS FURTHER ORDERED, that notice of said hearing be given to all representatives of associations or other interested groups or persons who have registered their names with the Secretary of State for that purpose.

Dated this 6th day of May, 1974.

STATE OF MINNESOTA
STATE PLANNING AGENCY

By Gerald W. Christenson
GERALD W. CHRISTENSON
Director

P.T. EXH 2
6-11-74 J.T.K.

STATE OF MINNESOTA

STATE PLANNING AGENCY

COUNTY OF RAMSEY

In the Matter of the Adoption of Proposed Rules of the State Planning Agency Relating to Public Transit Financial Assistance Programs.

NOTICE OF HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held pursuant to Minn. Laws, Chapter 534, Sections 4 and 5 (1974) and Minn. Stat., Section 15.0412, Subd. 4 (1971) in the above-entitled matter in the City of Duluth, Minnesota, in the Arena Auditorium, City Side Mezzanine of the Auditorium, 550 South Fifth Avenue West, on June 11, 1974, commencing at 1:30 P.M. and in the City of Mankato, Minnesota, in the Blue Earth County Civil Defense Regional Law Enforcement Center, Emergency Operation Center, 710 South Front Street, on June 12, 1974, commencing at 1:30 P.M. and continuing until all interested persons, representatives, and organizations have had an opportunity to be heard concerning the adoption of the proposed rules relating to Public Transit Financial Assistance Programs of the Minnesota State Planning Agency, by submitting oral or written data, statements, comment or argument. Statements or briefs may be submitted in writing without the necessity for appearance at the hearing. The record shall remain open for receipt of written statements for a minimum of twenty (20) days after the close of the hearing. A definite closing date will be set at the hearing.

A copy of the proposed rules is attached hereto. The rules are proposed rules only and are subject to alterations or modifications as the State Planning Agency deems necessary and appropriate from its consideration of all the evidence adduced at the public hearing and all statements entered in to the record.

Dated this 6th day of May, 1974.

STATE OF MINNESOTA
STATE PLANNING AGENCY

By Gerald W. Christenson
Gerald W. Christenson
Director

P.T. EXH 4
6-11-74 J.T.K.

STATE OF MINNESOTA

COUNTY OF RAMSEY

STATE PLANNING AGENCY

In the Matter of the Adoption of Proposed Rules of the State Planning Agency Relating to Public Transit Financial Assistance Programs.

AFFIDAVIT

I, Barbara A. Kochevar, first being duly sworn on oath, deposes and says that:

1. I am an employee of the State Planning Agency.

2. On May 8, 1974, I went to the Secretary of State's Office in the City of Saint Paul and requested a current list of all associations and individuals who had registered their names with the Secretary of State for the purpose of obtaining Notices of public hearings relating to the promulgation of rules by the Minnesota State Planning Agency and the Department of Highways.

3. On May 8, 1974, in response to the above request, the Secretary of State's Office provided me with the lists.

Barbara A Kochevar
BARBARA A. KOCHEVAR

Subscribed and sworn to before me this 8 day of May, 1974.

Evelyn Routier
Notary Public

EVELYN ROUTIER
Notary Public, Ramsey County, Minn.
My Commission Expires Oct. 12, 1976

P.T. EXH 6
6-11-74 J.T.K.

STATE OF MINNESOTA

COUNTY OF RAMSEY

STATE PLANNING AGENCY

In the Matter of Proposed Rules
of the Minnesota State Planning Agency
relating to Public Transit Financial
Assistance Programs

APPOINTMENT OF
HEARING OFFICER

Ron Hoffman is hereby appointed hearing officer in the matter of Proposed Rules of the Minnesota State Planning Agency relating to Public Transit Financial Assistance Programs.

Said hearing officer is authorized and empowered to conduct the hearing and to perform any and all acts necessary and proper thereto.

Dated this 11 day of June, 1974.

STATE OF MINNESOTA
STATE PLANNING AGENCY

By A. Edward Hunter
A. Edward Hunter
Deputy Director

P.T. EXH 5
6-11-74
J.T.K.

STATE OF MINNESOTA

COUNTY OF RAMSEY

STATE PLANNING AGENCY

In the Matter of the Adoption
of Proposed Rules of the State
Planning Agency Relating to Public
Transit Financial Assistance Programs.

AFFIDAVIT
OF MAILING

I, Linda Wiesner, first being duly sworn on oath, deposes and says that:

1. I am an employee of the State Planning Agency.

2. On May 8, 1974, I served the attached Notice of Hearing upon each of the individuals and organizations named in the Secretary of State's mailing lists that existed at that time and upon all counties in the State except the seven (7) metropolitan counties, all municipalities in the State except those in the Metropolitan Transit Commission's taxing district, the Duluth Transit Authority, and the St. Cloud Transit Commission by depositing in the United States mail, with postage prepaid, envelopes containing a true and correct copy of the said Notice addressed to each of the names and addresses contained in the lists.

Linda Wiesner
Linda Wiesner

Subscribed and sworn to before
me this 8 day of May, 1974
at Saint Paul, Minnesota.

Evelyn M Routier
Notary Public

EVELYN ROUTIER
Notary Public, Ramsey County, Minn.
My Commission Expires Oct. 18, 1974

Pt. EXH 3
6-11-74 J.T.K.

STATE OF MINNESOTA

COUNTY OF RAMSEY

STATE PLANNING AGENCY

In the Matter of the Adoption of Proposed Rules of the State Planning Agency Relating to Public Transit Financial Assistance Programs.

CERTIFICATE

I hereby certify that the attached 350 labeled + one sheet(s) constitute the complete list of persons, associations, and other interested groups who as of 2:40 o'clock P.M., this 8th day of May, 1974, have requested, pursuant to Minn. Stat., Sect. 15.0412, subd. 4 (1973), that their names be placed on file with the Secretary of State for the purpose of receiving notice of public hearing on proposed rules on the subject captioned above.

SECRETARY OF STATE

Arlen I. Erdahl
ARLEN I. ERDAHL

By Gail Dion

STATE PLANNING AGENCY
(Incl.Off. Local & Urban Affairs)

GREEN, Prof. John, Geology Dept. U of M Duluth, Duluth 55812

Geer, Charles A., 2400 First Natl Bk.Bldg., Minneapolis 55402

HIGHWAY

Ass'n. of Cas. and Surety Executives, 60 John St., New York 7

Hoglund United Sales, Inc., So. Hwy 25, Monticello, Minn.

Higgins, J. C., Brotherhood of Rwy. Clks., 2317 W. 7th St., Duluth

Stern, Philip J. - 1234 Soo Line Bldg., Mpls (Re driving instructor & sch.)

Perley A. Thomas Car Works, Inc., Attn. Carroll Graham, High Point, North Carolina (School bus laws only)

Minnesota School Bus Operators Assn. - Faribault, Minn.

Hopkins, Bill, 2004 Lyndale Ave. S., Minneapolis 55405

Bowar, C. L., Minnesota AAA, Burnsville 55378

Matthias, Dr. Howard, 329 Brown Hall, St. Cloud State College, St. Cloud 56301

St. Paul Motorcycle Escort Club, Inc., PO Box 3264, St. Paul 55101

Shields, J.B., Driver Ed. Range, 1000 N. Snelling Ave., St. Paul 55108

ALLEN CLAUDE H
1200 N W BK BLDG
ST PAUL MN
55101

ALTMAN MILTON H
707 DEGREE OF HONOR BLD
ST PAUL MN
55101

ANCHOR BLOCK COMPANY
PO BOX 3360
ST PAUL MN
55165

ANDERSON HERBERT
418 8TH ST. SO.
VIRGINIA MN
55792

ANDREWS MOSBURG ET AL-NICHOL
MIDLAND CENTER
OKLAHOMA CITY OK
73102

ANTHONY R.S. E.L.M.
1222 FOURTH ST. S.E.
MINNEAPOLIS MN
55414

ARVER JOHN A
2467 COHANCY
ST PAUL MN
55113

ASMUSSEN,DENNIS,MPIRG
3036 UNIV AVE SE
MPLS MN
55414

AUTOMOBILE MFRS ASSN INC
55 SHERBURNE AVE
ST PAUL MN
55103

BARRETT FRED
ST LOUIS CO COURT HOUSE
DULUTH MN

BARKER KENT
8100 34TH AVE SO
MPLS MN
55420

BEECHER EVERETT
10 10 1ST ST SO
HOPKINS MN

BELISLE JON
2040 WILSON #28
ST PAUL MN
55119

BERGERUD ALF
300 ROANOKE BLDG
MPLS MN
55402

BEST FLANAGAN ET AL
1ST NATL BANK BLDG
MPLS MN
55402

BREHL JAMES W
332 HAMM BLDG
ST PAUL MN
55102

BRIGGS & MORGAN - B F FRI
2200 W 1ST NATL BK BLDG
ST PAUL MN
55101

BROOKS WILLIAM F JR
854 MIDLAND BK BLDG
MPLS MN
55401

BROWN D M GOODRIDGE PUB S
IND DIST #561
GOODRIDGE MN
56725

BURGER ALBERT
600 DEGREE OF HONOR BLD
ST PAUL MN
55101

BUR.ENGR.IND.DIV. MR.KIBI
219 N. 2ND ST.
MPLS. MN

CAIN RUTH
730 E 38TH ST
MPLS MN
55407

CARLSON CARL L
7516 80TH ST S
COTTAGE GROVE MN
55016

CENTRAL BUSINESS DATA
BENSON RADIO ARCADE BLD
BENSON MN
56215

CHAMBER OF COMMERCE
30 SO 1ST AVE EAST
ELY MN
55731

ALBERT,AA CALDER CORP
366 JACKSON ST
ST PAUL MN
55101

AM CAMPING ASSN MRS LEACOCK
1235 BRIGHTON SQ
NEW BRIGHTON MN
55112

AM INST PROF GEOLOGISTS
2201 PRINCETON AVE
ST PAUL MN
55105

ANDERSON JAMES
7703 NORMANDALE RD
MPLS MN
55435

ANDERSON STANFORD P
14600 MINNETONKA BLVD
MINNETONKA MN
55343

ARMOUR AND COMPANY
UNION STOCK YARDS
SO ST PAUL MN
55075

ARROWHEAD REGIONAL DEV COMM
900 ALWORTH BLDG
DULUTH MN
55802

ASSOCIATED INDUST OF MPLS
NATIONAL BLDG
MPLS MN
55402

ASSN OF MINN COUNTIES
55 SHERBURNE AVE #203
ST PAUL MN
55103

BABCOCK LOCHER NELSON ET AL
118 E MAIN ST
ANOKA MN
55303

BADALICH JOHN P
2025 THOMPSON AVE
SO ST PAUL MN
55075

BARTHOLOW HAROLD E FIRE CHF
2600 109 AVE N W
COON RAPIDS MN
55433

BECKLIN ROBERT C
447 N W 4TH
CAMBRIDGE MN
55008

BEMIDJI STATE COLLEGE
PLACEMENT BUR.J.C.BRADY
BEMIDJI MN
56601

BENSONI PETER USW OF AM.
609 PROVIDENCE BLDG.
DULUTH MN

BEUTEL ROBERT
BOX 1205
ST CLOUD MN
56301

BLOMQUIST BARRY L

NORTH BRANCH MN
55056

BRIGHAM E M III
RR4
RED WING MN
55066

BROEKER JOHN
2850METRO DR. SUITE 504
BLOOMINGTON MN
55420

BRUBACHER RICHARD COMM ADM
208 ADM BLDG
ST PAUL MN
55101

BRUNING C.R.DEPT.CLINIC.EXP.
BURTON HALL
MPLS. MN
55455

BUR NATL AFFAIRS INC
1231 25TH ST NW
WASHINGTON DC
20037

CARPENTER MRS MARY LEE
DOW CHEMICAL 47 BLDG
MIDLAND MICH.
48640

CARRISON DALE K
MANKATO STATE COLLEGE
MANKATO MN
56001

CHERCHES CHRIS CITY MGR
5005 MTKA BLVD
ST LOUIS PARK MN
55416

CHRISTIAN SCI COMM ON PUB
1821 UNIV AVE SUITE 271
ST PAUL MN
55104

CLARKSON J.B.
2350 I.D.S. CENTER
MINNEAPOLIS MN
55402

COLEMAN NICHOLAS D
700 LINWOOD AVE
ST PAUL MN
55105

CONCORDIA COLLEGE
DEAN
MOORHEAD MN
56560

CONSUMER SERVICES DEPT CO
230 STATE OFF BLDG
ST PAUL MN
55101

CROW WING CO PLANNING & ADV
COURT HOUSE
BRAINERD MN
56401

CUSHMAN J S DAYTON HUDSON
700 NICOLLET MALL
MPLS MN
55402

DANKERS,KENNETH
1200 WEST FOURTH STREET
RED WING MN
55066

DANIELSON RODNEY L
418 AUDITORIUM
ST PAUL MN
55102

DIEHL JOHN
26 KENWOOD PKWY
ST PAUL MN
55105

DISPATCH PIONEER PRESS
PRESS RM STATE CAPITOL
ST PAUL MN
55101

DOYTON MAURICE, MET SEWER BD
350 METRO SQ BLDG
ST PAUL MN
55101

DUDLEY E H
RT 7 BOX 122
EXCELSIOR MN
55331

EBELING EDWARD H.
161 W. MAIN
PERHAM MN
56573

EDINA FIRE D JAMES MCNELL
4801 W 50TH ST
EDINA MN
55424

ELMER EDWIN W
2901 PLEASANT AVE
MPLS MN
55408

EMERICK RICHARD A
1908 IDS CENTER
MPLS MN
55402

ERDMAN ROGER TENNANT CO
701 N LILAC DR
MPLS MN
55441

ERNEST K LEHMANN & ASSOC.
1409 WILLOW ST.
MPLS MN
55403

EVERETT JERRY NW PETRO ASSN
512 NICOLLET MALL RM917
MPLS MN
55402

EWALD DOUGLAS MINN HOSP A
2333 UNIV AVE SE
MPLS MN
55414

FAEGRE & BENSON ATTN LIBR
1200 NW BANK BLDG
MPLS MN
55402

FELHABER R S
W 1ST NATL BANK BLDG
ST PAUL MN
55101

CHAMBERLAIN JOHN L
PO BOX 241
MPLS MN
55440

CHAMBERLAIN WARREN D
887 SW 4TH AVE
FARIBAULT MN
55021

CITY CLERK
386 CITY HALL
ST PAUL MN
55102

CITIZENS LEAGUE
530 SYNDICATE BLDG
MPLS MN
55402

COLLIN LAURENCE
RT 2
ISANTI MN
55040

COMMUNITY DESIGN CENTER
118 E 26TH ST
MPLS MN
55404

COUNTY ATTYS COUNCIL
95 SHERBURNE AVE S203
ST PAUL MN
55103

COX AND KING
600 BUILDERS EXCH
MPLS MN
55402

DANFORTH & ALLEN
731 NW BANK BLDG
MPLS MN
55402

DAVIS HENRY
6301 SHINGLE CREEK
BROOKLYN CTR MN
55429

DAYTON CHAS SIERRA CLUB
400 ROANOKE
MPLS MN
55402

DORSEY MARQUART
2400 1ST NATL BANK BLDG
MPLS MN
55402

DOUGLASS BELL
525 OSBORN BLDG
ST PAUL MN
55102

DUNN OLIVER PLUMBERS LOC 15
708 SO 10TH ST
MPLS MN
55404

ELDER DR JAMES B
11140 WASHBURN AVE SO
BLOOMINGTON MN
55431

ELDRED R W ARMOUR & CO
UNION STOCK YARDS
SO ST PAUL MN
55075

EMP HANDICAPPED PERSONS COMM
527 JACKSON RM 227
ST PAUL MN
55101

ENV SERV-GEN RESOURCE CORP
6340 INDUSTRIAL DR
HOPKINS MN
55343

ESSE KENNETH
4801 W 50TH ST
EDINA MN
55424

EVANS CHAS.L. PRENTICE-HALL
ENGELWOOD CLIFFS
NEW JERSEY

EWING MRS WM
42 ASTAR RD
BABBITT MN
55706

FLEMING FREDERICK A
1860 HIGHLAND PARKWAY
ST PAUL MN
55116

FLETCHER RONALD
7900 XERXES AVE S
MPLS MN
55431

FOX W.E. LINDQUIST & VENNUM
4200 IDSCTR 80 S.8TH ST
MINNEAPOLIS MN
55402

FRANKLIN ROBERT B MPLS TR
426 PORTLAND
MPLS MN
55415

GALVIN M J JR
W2162 1ST NATL BK BLDG
ST PAUL MN
55101

GIEL DAVID
RM B-28 STATE CAPITOL
ST PAUL MN
55155

GLEN. HILLS HOSP.R.VAN HA
3901 GOLDEN VALLEY RD.
MPLS. MN
55422

GREEN DEL CITY MGR
BLOOMINGTON CITY HALL
BLOOMINGTON MN
55431

GREEN GARY J
41 SHERBURNE AVE
ST PAUL MN
55102

H B FULLER CO
2400 KASOTA AVE
ST PAUL MN
55108

HAYES,THOMAS W
700 SELLWOOD BLG
DULUTH MN
55812

HESS DONALD MIDWEST PLANN
2101 HENN BLDG
MPLS MN
55405

HEINTZ MARY ELLEN
PO BOX 599
CINCINNATI OH
45201

HICHINGER-MARK PLANNING
421 WABASHA ST
ST PAUL MN
55102

HOULE MELVIN
881 W HWY 96
SHOREVIEW MN
55112

HOUSE APPROPRIATIONS COMM
RM 109 STATE CAPITOL
ST PAUL MN
55101

HULTMAN WARREN R
C/O BARBAROSSA R3
OSSEO MN
55369

HUMAN RIGHTS DEPT
60 STATE OFF BLDG
ST PAUL MN
55101

HUTCHISON R.M. ANOKA CO.COMP
COURT HOUSE
ANOKA MN
55303

INS FED OF MINN
902 SOO LINE BLDG
MPLS MN
55402

IUOE LOC 49 CHAS SWENSON
2580 UNIV AVE
ST PAUL MN
55101

FINLEY JAMES F
920 MINN BLDG
ST PAUL MN
55101

FINNEGAN J.R.
55 E. 4TH
ST.PAUL MN
55101

FITZGERALD DR BOB
3007 LYNDALE AVE SO
MPLS MN
55408

FORBES GORDON MINN RRS ASSN
~~EDUCATION BLDG~~ 203 Hanover
ST PAUL MN 480 Cedar
55101

FURLONG DR JOHN
RT 1
BOVEY MN
55709

F W WOOLWORTH CO
3316 W 66TH ST
EDINA MN
55424

GAS HUT INC
4940 VIKING DR
MINNEAPOLIS MN
55435

GEORGE K GRANSE CO
1477 SELBY AVE
ST PAUL MN
55104

GODIN RALPH J
3824 47TH AVE SO
MPLS MN
55406

GRANATH MARVIN -HONEYWELL
2701 4TH AVE SO
MPLS MN
55408

GUSTAFSON MRS D MINN VET MED
24 S 6TH ST
MPLS MN
55402

GUSTAFSON WALLACE
BOX 567
WILLMAR MN
56201

HARVEY MICHAEL
1390 W M HAHA PKWY
MPLS MN
55409

HALLBERG LEE & MCCABE
4927 34TH AVE S
MPLS MN
55417

HARTFELDT WILL
415 HAMM BLDG 6TH ST
ST PAUL MN
55102

HEAD & TRUHN
1007 SOO LINE BLDG
MPLS MN
55402

HILL JIM ASSOC.MILK PROD.
7850 METRO PARKWAY
MINNEAPOLIS MN
55420

HOPKINS WM.B. DIR.MISCCA
3915 GOLDEN VALLEY ROAD
GOLDEN VALLEY MN
55422

HOUSE ED STANDING SUB COMM
RM 109 STATE CAPITOL
ST PAUL MN
55101

HULSTRAND ANDERSON & LARSON
PO BOX 130
WILLMAR MN
56201

HUNT MRS CHAS L MECCA
26 E EXCH CENTRAL MANOR
ST PAUL MN
55101

HUNT JAMES P JR
11470 GALTIER DR
BURNSVILLE MN
55378

INGEBRIGTSEN DR K H
23 SE 4TH ST
MPLS MN
55414

INGVALSON VERN MN.FARM BUR.
3110 WOODDALE DR PO 337
OST PAUL MN
55165

IVERSON DR JOS DEPT ED
ST OLAF COLLEGE
NORTHFIELD MN
55057

IVERSON GARY L
1212 PIONEER BLDG
ST PAUL MN
55101

JENOS INC
525 LAKE AVE SO
DULUTH MN
55801

JENSEN CARL A
127 E MAIN ST
SLEEPY EYE MN
56085

KABLE RICHARD W

BETHEL MN
55006

KING,TIMOTHY
3333 OAKLAND AVE S
MPLS MN
55407

KLUZ STEVEN J
1910 1ST NATL BK BLDG
MPLS MN
55402

KNUTSON R N GRANNIS ETAL
F J SCHULT BLDG
ST ST PAUL MN
55075

KOLLER MR & MRS ERWIN A
1568 DULUTH ST
ST PAUL MN
55108

LAKE SUPERIOR INDUSTRIAL BUR
828 FIRST AM. BK. BLDG.
DULUTH MN
55802

LARSON C L
3800 MINNEHAHA AVE SO
MPLS MN
55406

LARSON HANS P DIV HOSP SERV
717 DELAWARE ST SE
MPLS MN
55440

LINDALL & JONATHAN DEVELOP.
VILLAGE ONE CENTER
CHASKA MN
55318

LOCKNER GARY
R R 1 BOX 23
BAUDETTE MN
56623

MCKIBBON MRS SHIRLEY
11 EVERGREEN LN
BABBITT MN
55706

MALONE E I COMM LABOR & INDU
444 LAFAYETTE RD 5TH FL
ST PAUL MN
55101

MANKATO STAT STUDENT SENATE
CENTENNIAL STUDENT UN
MANKATO MN
56001

MAUL WARREN E
320 S 4TH ST
MPLS MN
55415

MECCA R.F. NELSON
26 E EXCHANGE ST
ST PAUL MN
55101

MET OPEN SPACE INFOR PROJ
111 E FRANKLIN AVE SO
MPLS MN
55404

MET TFR MEN ASSN A ROSENTHAL
1821 UNIV AVE
ST PAUL MN
55104

JACKMAN DONALD G
4023 E LAKE ST
MPLS MN
55406

JOHNSON M.D. FRUNDT & FRUNDT

BLUE EARTH MN
56013

JOHNSON LANCE J
265 S LAFAYETTE RD
ST PAUL MN
55107

KANE ANTHONY
176 E FIFTH ST
ST PAUL MN
55101

KIMBALL ROBERT
647 CAPITOL SQ BLDG
ST PAUL MN
55101

KNOWLES, LARRY D
8025 33RD AVE N
CRYSTAL MN
55427

KNUTSON DR KEITH, BIOLOGY
ST CLOUD STATE
ST CLOUD MN
56301

KOPP MRS VERNON
2050 65TH ST E
INVER GR HGHT MN
55075

KORTZ MRS LOUISE
1064 FOREST HILLS DR SW
ROCHESTER MN
55901

LANSING & OAKES
400 SIBLEY ST
ST PAUL MN
55101

LAPP LAZAR LAURIE ET AL
1200 BUILDERS EXCHANGE
MINNEAPOLIS MN
55402

LAUNDERERS&DRY CLEANERS ASSN
W 1ST NATL BK BLDG
ST PAUL MN
55101

LEAGUE MN MUNIC MC HADICK
3300 UNIV AVE S E
MPLS MN
55414

LOOS CALVIN J
6809 LYNDALE AVE SO
MPLS MN
55423

LOWE DOUG
2701 N LEXINGTON AVE
ROSEVILLE MN
55113

MCLELLAN LARKIN
215 ADM BLDG ST CAPITOL
ST PAUL MN
55101

MANTHEY T J PICKANDS MATHER
~~2300 UNION COMM BLDG~~
CLEVELAND OH
~~OHIO~~ 1100 Superior Ave
44114

MASTER MATTSON LTD
~~414 ROANOKE BLDG~~ 315 Peavey Bldg
MPLS MN
55402

MEIEROTTO, JOAN
1794 SO LEXINGTON
ST PAUL MN
55118

MERRITT GRANT POLLUTION C
OAK & DELAWARE
MPLS MN
55440

MILLER RICHARD A
1020 PLYMOUTH BLDG
MPLS MN
55402

MILLER TOM
2311 PILLSBURY AVE S
MPLS MN
55404

MPLS STAR PRESS ROOM
STATE CAPITOL
ST PAUL MN
55101

MPLS TRIBUNE CITY DESK
425 PORTLAND AVE
MPLS MN
55415

MINN AFL-CIO, L O LA SHOMB
414 AUDITORIUM ST
ST PAUL MN
55102

MINN ASSN COOPERATIVES
55 SHERBURNE AVE
ST PAUL MN
55103

MINN AUTOMOBILE DEALERS ASSN
GRIGGS MIDWAY BLDG
ST PAUL MN
55104

MINN BD PODIATRY EXAM & REG.
1111 W 2ND ST.
CROCKSTON MN
56716

MINN DENTAL HYGIENISTS
5041 YVONNE TERRACE
MPLS MN
55436

MINN ELECTRICAL ASSN INC
525 SO 7TH
MPLS MN
55415

MINN FARMERS UNION PRES OFF
1275 UNIV AVE
ST PAUL MN
55104

MINN FOOD RETAILERS ASSN
555 WABASHA
ST PAUL MN
55101

MINN HWYS MANAGEMENT SERVICE
410 HWY BLDG
ST PAUL MN
55101

MINN HOUSING INST N T CARTER
7801 METRO PKWY
MPLS MN
55420

MINNE MINE CREDIT UNION
3000 HUDSON PK S 100
ST PAUL MN
55119

MINN.MTR.TRANSP. · .J.N.DENN
1821 UNIV.
ST.PAUL MN
55104

MINN PUB INT RES DAYTON
2418 UNIV AVE SE
MPLS MN
55414

MN REP STATE CENTRAL COMM
555 WABASHA AVE
ST PAUL MN
55102

MINN RETAIL HARDWARE ASSN
3033 EXCELSIOR BLVD 313
MPLS MN
55416

MINN SCH BUS OPERATORS ASSN

FARIBAULT MN
55021

MINN STATE BAR ASSN
100 MINN FED BLDG
MPLS MN
55402

MINN ST BD PHAR P G GRUSSING
1965 FORD PKWY
ST PAUL MN
55116

MINN STATE OPTOMETRIC ASSN
333 E HENNEPIN AVE
MPLS MN
55414

MINN STATE RETIREMENT SYSTEM
529 JACKSON ST
ST PAUL MN
55101

MINN.TURKEY GROWERS ASSN
2383 UNIV AVE
ST PAUL MN
55114

MINN ASSN WATERSHED DIST'S

ADA MN
56510

MINN APT ASSN
GRIGGS-MIDWAY BLDG
ST PAUL MN
55104

MINN ASSN ELEC COOPERATIVES
4901 W 77TH ST
MPLS MN
55435

MINN COUNCIL STATE EMP NO 6
475 RICE ST
ST PAUL MN
55103

MINN ENV CONTROL CITIZEN ASN
CENTRAL MANOR 26 E EXCH
ST PAUL MN
55101

MINN HEREFORD-LJ SCHAFER

BUFFALO LAKE MN
55314

MINN LAND USE COMMITTEE
4344 IDS CENTER
MPLS MN
55402

MINN PETROLEUM COUNCIL
446 BUILDERS EXCH BLDG
MPLS MN
55402

MINN RESTAURANT ASSN
2001 UNIVERSITY AVE.
ST PAUL MN 55
104

MINN SOCIETY ARCHITECTS AIA
NW NATL BK BLDG
ST PAUL MN
55101

MINN STATE CAPITOL EMP UNION
PO BOX 3215
ST PAUL MN
55165

MINN TEAMSTERS CREDIT UNION
2021 HENN AVE E
MPLS MN
55413

MINN WATER RESOURCES BD
RM 206 555 WABASHA ST
ST PAUL MN
55102

MN. ASN.C&IND H.D.PETERSO
480 CEDAR ST.
ST.PAUL MN
55101

MINN. ASSN. PET RETAILERS
1115 2ND AVE. SO.
MINNEAPOLIS MN
55403

MINN DEPT HEALTH J C MCKA
717 DELAWARE S E
MPLS MN
55440

MINN ENV LAW INST INC
PO BOX 15076 COMM STA
MPLS MN
55415

MINN. HOTEL & MTR. ASSN
2001 UNIVERSITY AVE
ST PAUL MN

MINN LP GAS ASSN
7515 WAYZATA BLVD 106
MPLS MN
55426

MINN POULTRY & HATCHERY A
BOX 158
MADELIA MN
56062

MINN RETAIL FEDERATION
7600 PARKLAWN STE 457
MPLS MN
55435

MINN SOC CERTIFIED PUB AC
1102 WESLEY TEMPLE BLDG
MPLS MN
55403

MINN STATE MED ASSN
375 JACKSON ST
ST PAUL MN
55101

MINN TBR PRODUCERS ASSN
200 CHRISTIE BLDG
DULUTH MN
55802

MINN-WISC BOUNDARY AREA C
600 2ND ST
HUDSON WI
54016

MOFFITT R.C. DIR.ENV.CONTROL
MPLS.CITY HALL RM 301M
MPLS MN
55415

MOOD R BLOOMINGTON HLTH DEPT
10200 PENN SO
BLOOMINGTON MN
55431

NASS GEO V HENN CO GEN HOSP
5TH AND PORTLAND AVE
MPLS MN
55415

NATL FAMILY INS CO
2147 UNIV AVE
ST PAUL MN
55114

NAT'L SOLID WASTES-R. GRASSO
1730 RHODE ISLAND AV.NW
WASHINGTON DC
20036

NEDELL HAROLD - MEINEKE
6300 W LOOP S SUITE 200
HOUSTON TX
77027

NEUMAN RALPH W
RT 2 BOX 125
EMBARRASS MN
55732

NW COUNTRY ELEVATOR ASSN
802 GRAIN EXCH BLDG
MPLS MN
55415

NURSING HOME ADMRS BD EXAMRS
277 W UNIV AVE
ST PAUL MN
55103

OCONNOR GREEN THOMAS ET AL
845 NW BANK BLDG
MPLS MN
55402

OFFICE OF THE GOVERNOR
130 STATE CAPITOL
ST PAUL MN
55101

OTTER TAIL POWER CO.
215 S. CASCADE ST.
FERGUS FALLS MN
56537

PAYNE WM B
2400 FIRST NATL BK BLDG
MPLS MN
55402

PETERSON GARY
854 MIDLAND BK BLDG
MPLS MN
55401

PHILLIPS LEGISLATIVE SERVICE
459 RICE ST
ST PAUL MN
55103

POPOVICH PETER S
314 MINN BLDG
ST PAUL MN
55101

PRAUSE JOS.C.
2220 105TH AVE.N.W.
COON RAPIDS MN
55433

PULSCHER RBT SPRINGSTED INC
813 OSBORN BLDG
ST PAUL MN
55102

RACHNER MARY JANE
1917 PINEHURST AVE
ST PAUL MN
55116

RENNER R.H. ST PAUL AREA CC
300 OSBORN BLDG.
ST PAUL MN
55102

RAMSEY CO MEDICAL SOCIETY
1500 LOWRY MEDICAL BLDG
ST PAUL MN
55102

MCCNEY, MICHAEL A.
BCX 903, ST.JOHN'S UNIV
COLLEGEVILLE MN
56321

MPIRG
BOX 45 ST MARYS COLLEGE
WINONA MN
55987

NATL CAR RENTAL ATT D MITZEL
5501 GREEN VALLEY DR
MPLS MN
55437

NATL COUNCIL JEWISH WOMEN
4330 CEDAR LK RD
MPLS MN
55416

NCEC INC C/O DR DAHLBERG
CONCORDIA COLLEGE
MOORHEAD MN
56560

NELSON DONALD E NSP CO
414 NICOLLET AVE
MPLS MN
55401

NIELSEN STOCK & BLACKBURN
415 730 BLDG
MPLS MN

NORTH CENTRAL ELEC ASSN
PO BOX 202
BATTLE LAKE MN
56515

NW BELL TEL CO LEGAL DEPT
224 S 5TH ST RM 2000
MPLS MN
55402

O'BRIEN J.DENNIS
1200 1ST NATL.BANK BLDG
MINNEAPOLIS MN
55402

OLD COLONY GAS & OIL COMPANY
17TH AVE N AT 2ND ST
MPLS MN
55411

OSTRUM DONALD E
10213 PIERCE ST NE
BLAINE MN
55434

PATTISON ORVIS
BOX 645
WILLMAR MN
56201

PAYNE COL ALVIN

DEGRAFF MN
56233

PETERSEN JOHN W
525 OSBORN BLDG
ST PAUL MN
55102

PHAR MFGRS ASSN WM D PATT
1155 15TH ST NW
WASHINGTON DC DC
20005

PORTER LYLE O

TRACY MN
56175

PORT AUTH CITY OF ST PAUL
330 MINNESOTA BLDG
ST PAUL MN
55101

QUIRIN E W
336 STATE OFF BLDG
ST PAUL MN
55155

RANALLO CLARENCE
800 CENTRAL AVE N E
MPLS MN
55413

RED OWL STORES INC
215 E EXCELSIOR AVE
HOPKINS MN
55343

RICHARDSON THOS
7851 METRO PKWY S 103
MPLS MN
55420

RICHARDS MONTGOMERY ET AL
1430 RAND TOWER
MPLS MN
55402

ROSS ALFRED
6356 WARE RD
LINC LAKES MN
55014

SAX DOVE & STENSON
310 ENDICOTT BLDG
ST PAUL MN
55101

SCARBOROUGH WILLIAM
DIV.ED. U.M.
MORRIS MN
56267

SCHMIDT LARRY WCCO-TV NEWS
50 S 9TH ST
MPLS MN
55402

SCHWINN ROBT.P.
1400 SOO LINE BLDG.
MPLS. MN
55402

SENATE COUN OFF J ST MARIE
STATE CAPITOL
ST PAUL MN
55101

SHELL OIL CO. W.A. ROQUET
ONE SHELL PLAZA BX 2463
HOUSTON TX
77001

SMERIKA WN.
BOISE CASCADE PAPERS
INTL FALLS MN
56649

STATE BD VETERINARY EXAMINER
C/C DR A C SPANNAUS DVM
WACONIA MN

STOLPESTAD BROWN & SMITH
1550 NW BK BLDG
ST PAUL MN
55101

SUSSEL CO.ATTN:TED SCHWENKER
1850 COMO AVE.
ST PAUL MN
55108

SCHAPS NICHOLAS
100 DAIN TOWER
MPLS MN
55402

SCHNEIDER MARLON
GREEN GIANT
LESUEUR MN
56058

SCHNEIDER & NEESER
706 1ST ST SO PO BX 876
WILLMAR MN
56201

SENATE FINANCE COMMITTEE
113 STATE CAPITOL
ST PAUL MN
55101

SHINER JOHN T.
~~297 GOLDEN AVE~~ 615 Robinwood Lane Apt 5
~~ST PAUL~~ MN
~~55102~~ Hopkins 55343

SODERMAN ANTHONY
152 S PLAZA BLDG
MPLS MN
55416

STD AM LIFE & ANNUITY CO
3801 W 50TH ST
MPLS MN
55410

STUPKA & MOREM
MIDTOWN BLDG
AUSTIN MN
55912

SWANSON BURT E
W-2162 1ST NATL BK BLDG
ST PAUL MN
55101

THOMPSON CONRAD
1107 23RD ST NW
ROCHESTER MN
55901

ROBBIE JOSEPH
904 CARGILL BLDG NC CTR
MPLS MN
55402

ROBERTS DAVID E
1260 NW NATL BK BLDG
ST PAUL MN
55101

SAN SIMEON DEVELOP CORP
OLD 1ST STATE BK BLDG
PAYNESVILLE MN

SATHRE, HARVEY
77 SHERBURNE
ST PAUL MN
55103

ST PAUL BUR HLTH DR P COX
555 CEDAR ST
ST PAUL MN
55101

ST PAUL FOOD RETAILERS ASSN
1220 ARCADE
ST PAUL MN
55106

SCHMIDT D R MN ASSN REALTORS
6101 WAYZATA BLVD
MPLS MN
55416

SCHMIDT H W TCHRS RETIREMENT
302 CAPITOL SQ BLDG
ST PAUL MN
55101

SCHWARTAU NEAL METH HOSP
201 W CENTER ST
ROCHESTER MN
55901

SCHWERMAN EARL JR
1535 8TH AVE SE
ROCHESTER MN
55901

SCHROEDER ALFRED H
2172 CARROLL AVE
ST PAUL MN
55104

SEARS ROEBUCK & CO
2929 ELLIOT AVE D 703MW
MPLS MN
55401

SHABATURA EUGENE H
2833 LAKE AVE SO
DULUTH MN
55811

SHAW ROBERT M
616 MOBIL OIL BLDG
MPLS MN
55402

SKELLY OIL CO R R WELLINGTON
PO BOX 436
KANSAS CITY MO

SLOCUM CHARLES A
1203 IDS TOWER
MPLS MN
55402

STANSFIELD ARLENE LAND OLKS
PO BOX 116
MPLS MN
55440

STATE BD.BARBER EXAMINERS
555 WABASHA
ST PAUL MN
55102

STEELWORKERS CREDIT UNION
BOX 250
BABBITT MN
55706

STENSLAND M.E. PRES. MVMA
203 NW 22ND ST.
AUSTIN MN
55912

SULLIVAN J KIRK
PO BOX 200
BOISE ID
83701

SUMMIT NATL BANK D L MORRILL
205 AURORA AVE
ST PAUL MN
55103

SWANSON GERALD H
212 CITY HALL
ROCHESTER MN
55901

SWEITZER R L HONEYWELL INC
2701 4TH AVE S
MPLS MN
55408

THOMPSON HESSIAN ET AL
1500 MIDWEST PLAZA BLDG
MPLS MN
55402

TIMESAVERS INC ATT R S VOLD
5270 HANSON COURT
MPLS MN
55422

UNION STOCK YARDS
ATTN PRES
SO ST PAUL MN
55075

VAN EVERA MUNDT ET AL
700 TORREY BLDG
DULUTH MN
55802

VERRILL JOHN E
DEPT SECONDARY ED UOF M
DULUTH MN
55812

VOLDNESS PERRY
IDS 8TH & MARQUETTE
MPLS MN
55402

WEST & GOWAN
ATTORNEYS AT LAW
PINE ISLAND MN
55963

WINTERS JOHN A
POLK CO STATE BK BLDG
CROOKSTON MN
56716

WM.MITCHEL COLLEGE LAW LIB.
2100 SUMMIT AVE.
ST.PAUL MN
55105

WOZNIAK D D
401 FIRST FED BLDG
ST PAUL MN
55101

WYANT CLINTON W ATTY

ATKIN MN
56431

TWIN CITY RETAIL DRUGGIST AS
2388 UNIV AVE
ST PAUL MN
55104

VAN CLEVE JOHN H
2101 HENN AVE
MPLS MN
55405

VAN DRAKE STEPHEN R
BOX 353
PELICAN RAPID MN
56572

VILLAGE OF WOODBURY-F.STRONG
561 TOWER DRIVE
NEWPORT MN
55055

VOGEL HOWARD G
814 FLOUR EXCH BLDG
MPLS MN
55415

WALTERS THOS H
4510 W 77TH ST STE 235
MPLS MN
55435

WELK G V NORTHERN STATES
414 NICOLLET MALL
MPLS MN
55401

WEST MIDWAY-SO.ST ANTH.PK.AS
898 RAYMOND AVE.
ST PAUL MN
55114

WHITLOCK A G
ECON LAB OSBORN BLDG
ST PAUL MN
55102

WIS FEEDER PIG MARKET CO-OP

FRANCIS CREEK WI

WOLKERSTORTER THEODORE
676 17TH AVE NW
NEW BRIGHTON MN
55112

STATE OF MINNESOTA
OFFICE of SECRETARY of STATE

NOTICE of HEARINGS MAILING LABEL SYSTEM

NAME	ADDRESS	CITY	STATE	ZIP CODE
ANDERSON GRAHAM	951 E HENN	MPLS	MN	55414
DAILEY THOS M	E-1000 1st NAT'L BK BLDG	ST PAUL	MN	55101
CAIRNS JOHN A	1460 NW BK BLDG	MPLS	MN	55802
GRAHAM THOS H	854 MIDLAND BK BLDG	MPLS	MN	55401
JOHNSON & SANDERSON	St MARYS HOSPITAL	ROCHESTER	MN	55901
KEENAN RICHARD J	4444 IDS BLDG	MPLS	MN	55402
POSS DONALD G	6301 SHINGLE CREEK PKWY	BROOKLYN CENTER	MN	55430

ADDITIONS

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE THE
MINNESOTA STATE PLANNING AGENCY

In the Matter of the Adoption of Proposed Rules of the State Planning Agency Relating to Public Transit Financial Assistance Programs

FINDINGS OF FACT

The above-entitled matter came on for hearing before the Minnesota State Planning Agency in the City of Duluth, Minnesota, in the Arena Auditorium, 550 South Fifth Avenue West, on June 11, 1974, commencing at 1:30 P.M. and in the City of Mankato, in the Blue Earth County Civil Defense Regional Law Enforcement Center on June 12, 1974 commencing at 1:30 P.M. after proper notice required by Minnesota Statute §15.0412 (1971) was served upon all persons, associations and other interested groups registered with the Secretary of State for that purpose.

After affording all interested persons an opportunity to present written and oral data, statements and arguments, having heard all of the testimony, having considered all of the evidence adduced and upon the records, files and proceedings herein, this Agency finds the following:

1. The purpose of the Supplemental Public Transit Aid Program is to provide supplemental financial assistance to eligible recipients for public transit systems to preserve and improve public transit operations in approved areas of the State.

2. The primary objectives of the Public Transit Demonstration Program are to demonstrate the effects of the following:

   a. Increasing accessibility to public transportation;

   b. Improving the quality of public transit service;

   c. Improving the economic performances of the public transit system;

   d. Reducing adverse impacts of vehicular transportation on the environment;

   e. Reducing vehicular traffic; and

   f. Meeting transportation needs at a minimal cost.

3. The following definitions should be added for clarification:

   a. "Demonstration assistance" means state financial assistance granted to an eligible recipient in accordance with the Public Transit Demonstration Program.

b. "Supplemental assistance" means state financial assistance granted to an eligible recipient in accordance with the Supplemental Public Transit Aid Program.

4. Depreciation on capital equipment that was purchased in the state or federal financial assistance shall be excluded in the computation of total operating expenses to the extent of the federal or state assistance.

5. The period of time that is the basis for the projection of the total operating deficit should be a twelve (12) month period preceding the proposed contract period, rather than the twelve (12) month period immediately preceding the proposed contract period.

6. For a particular public transit system, only one contract shall be executed on behalf of all units participating in the system.

7. A demonstration contract should be effective for at least one year.

8. A reasonable rate of return on the investment should be included in the determination of the total operating deficit when the eligible recipient contracts with a third party for public transit services.

MINNESOTA STATE PLANNING AGENCY

By Gerald W. Christenson
Gerald W. Christenson
Director

STATE OF MINNESOTA

COUNTY OF RAMSEY

BEFORE THE MINNESOTA
STATE PLANNING AGENCY

In the Matter of Proposed Rules
of the Minnesota State Planning Agency
relating to Public Transit Financial
Assistance Programs

STATEMENT OF NEED

The above-captioned rules are new rules and regulations and are not amendments to any existing rule or regulation.

The need to adopt these rules and regulations arises from the enactment of the Minnesota Supplemental Transit Aid Program Act of 1974, Minn. Laws, Chap. 534 (1974), which gave the State Planning Agency authority to adopt rules and regulations necessary to carry out the supplemental public transit aid program and the public transit demonstration program.

There are several local units of government, who have a public transportation system with financial problems. Other local units of government have no public transit system, which results in mobility problems for senior citizens, youth and low income persons. The purpose of these state financial aid programs is to provide funds to local units of government who desire to preserve, improve or develop these transit systems.

STATE OF MINNESOTA
STATE PLANNING AGENCY

By A. E. Hunter

A. Edward Hunter
Deputy Director

STATEMENT OF COMPLIANCE
WITH RULE MAKING PROCEDURES

I, Special Assistant Attorney General, Jean E. Heilman, do hereby declare that I have examined the proposed rules entitled, "Public Transit Financial Assistance Programs", and all related documents and that, based on them and my personal familiarity with the applicable procedures, the Rule Making Procedures have been followed.

Jean E. Heilman
Special Assistant
Attorney General

Dated: August 2, 1974