Purpose
To define the guidelines for the Utah Department of Transportation (Department) to operate the Local Transportation Corridor Preservation Fund (LTCP Fund).

Policy
The projects and programs listed below are charged directly to the LTCP Fund for purchase of right of way (ROW) that will be owned by the Department, a county, or a city.

Background
SB 8 was passed during the 2005 Legislative Session to allow a county legislative body the right to impose up to a $10 local option transportation corridor preservation fee for new and renewal motor vehicle registrations. A special revenue fund was created to track these funds for the counties.

All Expenditures:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salt Lake County</td>
<td>LTCSL</td>
</tr>
<tr>
<td>Summit County</td>
<td>LTCSU</td>
</tr>
<tr>
<td>Utah County</td>
<td>LTCUT</td>
</tr>
<tr>
<td>Wasatch County</td>
<td>LTCWA</td>
</tr>
<tr>
<td>Davis County</td>
<td>LTCDA</td>
</tr>
<tr>
<td>Iron County</td>
<td>LTCIR</td>
</tr>
<tr>
<td>Weber County</td>
<td>LTCWE</td>
</tr>
<tr>
<td>Tooele County</td>
<td>LTCTL</td>
</tr>
<tr>
<td>Box Elder County</td>
<td>LTCBE</td>
</tr>
<tr>
<td>Washington County</td>
<td>LTCWH</td>
</tr>
</tbody>
</table>
Procedures
Local Transportation Corridor Preservation Fund   UDOT 02-94.1

Responsibility:  Comptroller’s Office

Actions

1. Prepare a monthly report for LTCP Fund programs for state road corridors.

2. Update county income information on the LTCP Fund Spreadsheets.

3. Prepare a memo request for payment to be signed by the ROW Director.

Responsibility:  ROW Lead Agent

4. Meet with participating local government representatives to obtain a prioritized list of properties to acquire.

5. Meet all requirements for distribution of the LTCP Fund within Utah Code 72-2-117.5.
Attachment 1
Request for Payment

From: Lyle McMillan  
Director of Right-of-Way

To: Becky Bradshaw  
Finance Director

Date: ___________________

Subject: Request for Payment of funds from the Local Transportation Corridor Preservation Fund (Project __________)

I have reviewed the requested payment by __________ City for $__________ pursuant to Utah Code Ann. § 72-2-117.5. The request is for the purchase of address for state road corridor or city/county road.

The documents contained in the City’s request appear to fulfill the statutory requirements, including:

1. The money will be used to preserve transportation corridors, promote long-term statewide transportation planning, save on acquisition costs, and promote the best interests of the state in a manner that minimizes impact on prime agricultural land.
2. The money is not being used for a transportation corridor that is primarily a recreational trail.
3. The application for the payment is made by a highway authority.
4. The application is endorsed by the applicable council of governments.
5. The highway authority either has a transportation corridor property acquisition policy or ordinance in effect that meets federal requirements for the acquisition of real property or any interests in real property or the highway authority has a written agreement with the Department for the acquisition of real property or any interests in real property.
6. The highway authority has an access management policy or ordinance in effect that meets the requirements of Subsection 72-2-117.

City, County or MPO has provided necessary documentation showing it is entitled to disbursement, provided that the county’s allotment in the Fund is sufficient to cover the request.

Request made by: MPO

Check to be written to: City or Title Company

Project Description: