



Minnesota Regional Transit
Board: Records.

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MEMORANDUM

TO: Members of the Regional Transit Board

FROM: Judith McCourt *JM*

DATE: August 20, 1984

SUBJECT: Regional Transit Board Orientation

Attached is a tentative agenda for the Regional Transit Board Orientation on Wednesday, August 29, 1984, at the Spring Hill Center in Wayzata. Directions to Spring Hill are attached. The orientation will begin with registration at 8:30 AM. From there, the day will continue with presentations from Mn/DOT, the Metropolitan Council and the MTC. The sessions will provide opportunities for questions. The day will conclude with a panel question and answer period followed by a social hour.

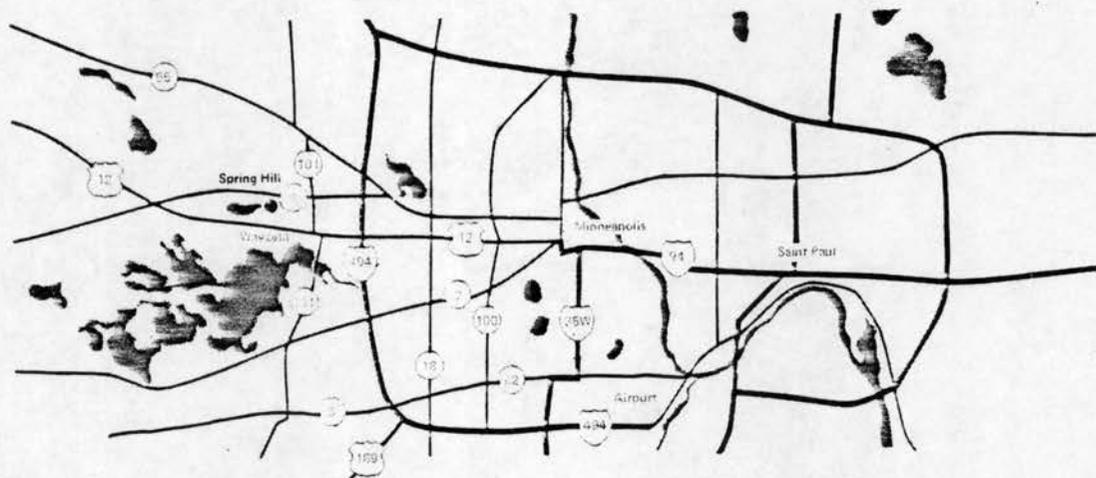
The day promises to be an opportunity to gain an understanding of transportation issues, policies and programs of the Metropolitan Council, Mn/DOT and the MTC.

JM/njh/1622
Attachment

Regional Transit Board Orientation
August 29, 1984
Spring Hill Center
Wayzata, Minnesota

- 8:30 - 9:00 - Registration
-Coffee, Rolls, Juice -
- 9:00 - 9:15 - Opening Remarks
- Elliott Perovich
- 9:15 - 10:15 - Minnesota Department of Transportation
Biennial Budget
- 10:15 - 10:30 - Break
- 10:30 - 11:30 - Metropolitan Council
- Transportation Policy Plan -
- 11:30 - 1:00 - Lunch
- Speakers to be announced -
- 1:00 - 2:00 - Metropolitan Council
- Factors/Issues/Forces Promotion RTB Legislation
- Metropolitan Transportation Planning Process
- 2:30 - 3:00 - Metropolitan Transit Commission
- MTC Overview
- MTC Planning Activities
- MTC Special Service Activities
- 3:00 - 3:15 - Break
- 3:15 - 4:00 - Metropolitan Transit Commission
- MTC Finances
- Conclusion
- 4:00 - 5:30 - Panel Discussion - Question & Answers
- 4:30 - 5:30 - Social Hour

DIRECTIONS TO SPRING HILL CENTER



From Minneapolis take U.S. 12 west, beyond Wayzata turn-off, to Hwy. 101 north exit (also Central Avenue). Turn right (north) on 101 and go approximately 1.2 miles to the first stoplight, which is County Road 6. Turn left (west) and go two miles to Spring Hill Center sign, at the crest of a hill, on the left. From airport, take Interstate 494 west to U.S. 12 west, then follow directions above. From St. Paul, take interstate 94 west to U.S. 12 west, then follow directions above. Note: No exit on to County Road 6 from Interstate 494.

OUTLINE OF METRO COUNCIL
PRESENTATION FOR
RTB ORIENTATION

- I. Transportation Policy Plan (TPP)
 - History (MRA)
 - Approach to TPP preparation
 - Goals
 - Analysis of existing conditions (highway, transit, TBI, demographics)
 - Policies/Philosphy
 - Subregional Concept
 - 2000 Highway and Transit System Plans
 - Implementation guidelines
 - Additional policies to address new legislation

- II. Factors/Issues/Forces Promoting RTB Legislation
 - Planning/Coordinating/Funding
 - Type and cost of service
 - Property tax
 - Roles and responsibilities of agencies

- III. Metropolitan Transportation Planning Process
 - Role of MC, Mn/DOT, RTB, MTC, TAB
and private sector - federal vs. state

Financial Presentation

- I. DESCRIPTION OF FUNDING SOURCES
 - A. Historical Perspective (pie charts)
 - B. Federal Grants
 - 1. Section 9 - Operating & Capital
 - 2. Section 3
 - 3. Section 8
 - C. State Grants
 - 1. Operating - Regular Bus
 - Social Fares
 - Project, Metro Mobility
 - D. Property Tax
 - 1. Historical - Mill Rates
 - 2. Urban - 2.0 Mills
 - a.) Feathering - Present & Future
 - 3. Exurban
 - 4. Debt Service
 - 5. How Certification Takes Place
- II. FARE STRUCTURE
 - A. Historical
 - B. Fare Policy
 - 1. Fare Alternatives Analysis
 - C. Convenience Fares
 - 1. Discount for Payroll Deduction
 - D. Social Fares
- III. FINANCIAL REPORTING
 - A. Overview of Financial Statements
 - B. Internal Reporting
 - 1. Project
 - 2. Cost Center
- IV. FINANCIAL PLANNING
 - A. Current Biennial Projections
 - 1. Need for Adequate Fund Balance
 - B. Annual Budget Cycle
 - C. Cash Flow Projections
 - 1. Short Term Financing
- V. CAPITAL PROGRAM
 - A. Bonding Requirements
 - B. Safe Harbor Agreements

2. Development, implementation and evaluation of demonstration projects
3. Research

DRAFT

Outline for RTB Presentation on Special Services

- I. Overview of Special Services
 - A. Involvement since 1975
 - B. "Family of Services" philosophy
 - C. Institutional/Community Coordination and Cooperation
- II. Metro Mobility
 - A. Background/Start-up
 - B. Organization and service description
 - C. Ridership Characteristics
 - D. Funding
 - E. Future/Trends
 - 1. Accessible regular route transit demonstration
- III. Minnesota Rideshare
 - A. Background/Start-up
 - B. Organization and service description
 - C. Funding
 - D. Future/Trends
 - 1. Rideshare Market Potential Study and Implementation
- IV. Paratransit Activities
 - A. Direct Provision of Paratransit Services
 - 1. Lake Minnetonka Paratransit
 - 2. White Bear Lake Paratransit
 - 3. Dial-a-Ride/Model Cities Demonstration Project
 - B. Facilitating the Provision of Paratransit Services
 - 1. Assistance to communities and agencies
 - a. technical/planning
 - b. vehicle leasing program

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PLANNING AT MTC

1. MTC's Planning Objectives
 - a. To increase ridership and ridesharing
 - b. To provide a basic level of mobility within the region for persons who must rely on public transit.
 - c. To insure that the facilities and equipment of the system are of high quality and reliability
 - d. To implement Metropolitan Council Policy Plan
2. Elements of MTC's Long-Range Planning
 - a. Capital planning
 - b. Fleet planning
 - c. T.D.P.
 - d. Subregional
 - e. Alternatives analysis
 - f. Community liaison
3. Elements of Short-Range Planning
 - a. Service planning
 - b. Marketing support
 - c. Research and cost savings
4. Future Trends
 - a. Fleet planning
 - b. Facilities improvement

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MTC PRESENTATION RTB/MTC ORIENTATION SESSION

AUGUST 29, 1984

- I. MTC OVERVIEW - (Louis B. Olsen, Chief Administrator) - 25 minutes
 - A. MTC Slide Show (runs 10 minutes)
 - B. Introduce self and explain position at MTC
 - C. Introduce other presenter
 - *D. Organizational overview (show chart)
 - *E. Historical perspective on transit (show chart)
 - *F. Geographical perspective on transit (show chart)
- II. MTC PLANNING ACTIVITIES - (Robert E. LaShomb, Director, Planning, Development & Communications) - 15 minutes
(See attached outline)
- III. MTC SPECIAL SERVICES ACTIVITIES - (Judith G. Hollander, Director of Special Services) - 15 minutes
(See attached outline)
- IV. QUESTIONS & ANSWERS

- BREAK -
- V. MTC FINANCES - (John J. Capell, Assistant Chief Administrator/Administration
Gregory L. Andrews, Director of Finance) - 30 Minutes
(See attached outline)
- VI: CONCLUSION - (Louis B. Olsen) - 15 minutes
 - *A. Evaluation of MTC performance (show chart)
 - B. Closing Remarks
 - C. Questions & Answers
 - (D. Slide show here as option)

*Needs charts & corresponding handouts

DLK:jao
8/15/84

Office Memorandum

DEPARTMENT TRANSPORTATION
Room 815

TO: Addressees

DATE: August 10, 1984

FROM: Al Schenkelberg
 Director
 Office of Transit

PHONE: 6-1615

SUBJECT: Draft Regional Transit
 Board (RTB) Budget for
 F.Y. 86/87.

Attached you will find a draft copy of the Metro Area Transit Budget information package. The material is layed out in a presentation type format that Mn/DOT must complete for the R.T.B. orientation day on August 29.

Please review the entire package and pay particular attention to Section VIII. If you have any concerns or comments contact Al Vogel (296-0372) or myself (296-1615), we need your comments by August 22nd.

ADDRESSEES

Elliott Perovich
Ghaleb Abdul-Rahman
Peter Bachman
Lou Olsen
Judith McCourt
John Cappell/Greg Andrews
Commissioner Braun
Doug Differt
Dwight Pederson
Ed Cohoon
Gene Ofstead
MPTA

Providers - Medicine Lake Lines
 North Suburban Lines
 MPC Chairman
 Hastings
 Carver County
 Scott County
 DARTS
 Columbia Heights
 Hopkins
 St. Louis Park
 White Bear Lake
 Anoka County
 Washington County

BUDGET PRESENTATION FOR THE RTB

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BUDGET PRESENTATION FOR THE RTB

- I. F. Y. 84-85 Biennial Budget
- II. F. Y. 86-87 Budget Guidelines
- III. Significant Dates
- IV. F. Y. 86-87 Biennial Budget Format
- V. Biennial Budget; Historical & Proposed Dollars
- VI. Assumptions Used to Determine Budget Figures
- VII. Budget Narrative Layout
- VIII. Draft Narratives for Biennial Budget

Appendix to include:

- . MVET Bar Graph
- . MVET Transfer of Funds Flow Chart
- . Fact Book Information on 10 Metro Non-MTC Systems*
- . Fact Sheet on Metro Mobility (include map).*
- . Metro Area Service Map *
- . F.Y. 83-85 Biennial Budget Narratives *

* Not included with this draft.

BUDGET PRESENTATION FOR THE RTB

I. F.Y. 84-85 Biennial Budget For Transit Assistance Statewide

	<u>F.Y. 84 (est.)</u>	<u>F.Y. 85 (Spend Plan)</u>	<u>Total</u>
Metro Mobility	\$ 5,000.0	\$ 5,000.0	\$10,000.0
Private Operators	965.1	965.1	1,930.2
MTC - Social Fares	4,987.5	4,987.5	9,975.0
MTC - Operating	6,269.3	2,874.0 ^{1/}	9,143.3
Opt-Out ^{2/}	296.5	684.0	980.5
	<u>\$17,518.4</u>	<u>\$14,510.6</u>	<u>\$32,029.0</u>

^{1/} Includes appropriation reductions of \$1,084.8 for RTB-Administration & \$1,023.0 for MSRS reduced employer contribution.

^{2/} Fund source for Opt-Out activities is the MTC-Operating Assistance appropriation.

II. F.Y. 86-87 Budget Guidelines

- A. Dollars requested to represent same service level.
- B. Alternative request can be presented based on expressed needs of grant recipients.
- C. Change level (on budget documents) reflects the difference from same dollar level to same service level for Mn/DOT budget submittals.

III. Significant Dates

- A. 8/10/84 - "Draft" narratives to budget section.
- B. 8/24/84 - Comm./Dep. Comm. budget reviews completed.
- C. 8/31/84 - Comm./Dep. Comm. make final budget decisions.
- D. 9/28/84 - Final budget due to Dept. of Finance.

IV. F.Y. 86-87 Biennial Budget Format

A. Program 04: Public Transit Assistance

1. Rail Service Improvement

2. Non-Metro Transit Assistance

a. State funded (general or M.V.E.T.) programs

b. Federal funded programs

B. Program 08: Regional Transit Board

1. Metro Transit Assistance

a. Metro Mobility

b. Private Operators

c. MTC-Operating

d. MTC-Social Fares

e. Opt-Out

f. Other service needs (Implementation Plan(?))

2. Metro Transit Administration

V. Biennial Budget; Historical & Proposed Dollars

	<u>F.Y. 83</u>	<u>F.Y. 84</u>	<u>F.Y. 85</u>	<u>F.Y. 86</u>	<u>F.Y. 87</u>
Metro Mobility	\$ 5,000.0	\$ 5,000.0	\$ 5,000.0	\$ 5,350.0	\$ 5,724.6
Private Operators	986.8	965.1	965.1	1,032.7	1,104.9
M.T.C.-Operating	6,045.0	6,269.3	2,874.0	4,075.2	4,290.5
M.T.C.-Social Fares	4,374.0	4,987.5	4,987.5	5,336.6	5,710.2
Opt-Out	-	296.5	684.0	731.9	783.1
Metro Non-M.T.C.	-	-	-	816.7	872.3
	<u>\$16,405.8</u>	<u>\$17,518.4</u>	<u>\$14,510.6</u>	<u>\$17,343.1</u>	<u>\$18,485.6</u>
LRT (P.E. & Design)	-	-	<u>10,080.0</u>	(?)	(?)
TOTAL			<u>\$24,590.6</u>	(?)	(?)
Other Service Needs				(?)	(?)

FY 86-87 BIENNIAL BUDGET FORMAT

Program 04: Public Transit Assistance

<u>BUDGET ACTIVITY</u>	<u>MANAGEMENT ACTIVITY</u>	<u>AID</u>	<u>APID</u>
40 Leave as is - Rail Service Improvement			
43 Non-Metro Transit Assistance	430 Non-Metro Transit Assistance	676601 (Non-MTC) 690362 (Sec. 18 Oper.) 681643 (M.V.E.T. Non-Metro Operating) 678441 (16(b)(2)) 678490 (16(b)(2)) Local 684365 (9A) 690370 (Sec. 18) 681650 (M.V.E.T. Non-Metro Capital)	71000: 45-10 71000: 14-30 71000: 09-34 71000: 12-30 71000: 04-61 71000: 71-30 71000: 14-30 71000: 09-34

Program 08: Regional Transit Board

80 Metro-Transit Assistance	800 Metro Transit Assistance	677260 (Metro-Non MTC) 676585 (Metro Mobility) 676593 (Private Oper.) 678599 (MTC-Oper.) 678607 (Social) 684381 (Opt-Out) 681668 (LRT Planning/Design)	71000: 45-10 71000: 41-10 71000: 43-10 71000: 08-10 71000: 08-10 71000: 08-10 71000: 08-34
81 Metro Transit Administration	810 Metro Transit Administration	683060 (Regional Transit Admin.)	71000: 09-10

- VI. Assumptions Used to Determine Budget Figures
 - A. 7% Annual Inflation Rate
 - B. \$1,000,000 per year loss of federal funds.
- VII. Budget Narrative Layout
 - A. Program 08: Narrative
 - 1. Purpose
 - 2. Overview
 - 3. Budget History
 - 4. Federal Funding
 - 5. Issues
 - 6. Explanation of Budget Request
 - a. M.V.E.T.
 - b. General Fund
 - B. Activity - Metro Transit Assistance
 - 1. Purpose; including subset of purposes for Metro Mobility and Program Development, MTC, etc.
 - 2. Objectives; Including subset of objectives.
 - 3. Recipient Identification and Eligibility Criteria
 - 4. Significant Statistics
 - 5. Explanation of Budget Request
 - C. Activity - Metro Transit Administration
 - 1. Purpose
 - 2. Objectives
 - 3. Significant Statistics
 - 4. Explanation of Budget Request

VIII. DRAFT NARRATIVES FOR BIENNIAL BUDGET

A. Program: Regional Transit Board (08)

Agency : Transportation, Department of

1. Program Purpose:

The 1984 Minnesota Legislature created the Regional Transit Board (RTB) for the purpose of providing essential mobility and transportation options in the seven county area; for the encouragement of alternatives to the single occupant vehicle, and for the development of transportation service designed to meet public needs efficiently and effectively. Two (2) budget activities, Metro Transit Assistance and Metro Transit Administration, encompass all RTB activities.

2. Regional Transit Board Overview

The RTB has responsibility for the development, coordination, and mid-range planning for transit in the seven county metro area. Activities include budget preparation and distribution of transit funds through contracts with providers including MTC fixed route, 2 private bus operations, Metro Mobility, and ten small urban and rural systems operating within the metro area. Additionally, the RTB is responsible for metro area rideshare activities and the replacement service program ("opt out").

3. Regional Transit Board Budget History:

In 1984, the Minnesota Legislature made a commitment to the Regional Transit Board concept. In the RTB's first year (F.Y. 1985) it was funded by appropriation transfers from the MTC (\$1,084,800) and the Mn/DOT (\$14,700). These funds were used for "start-up" of the RTB which included staffing, lease of office space, supplies, etc.

Program activities, which included the MTC, Metro Mobility, private operations, and 10 rural and small urban systems continued to be administered by Mn/DOT. F.Y. 84-85 biennial appropriations for these activities approached \$32 million.

4. Federal Funding

Several federal fund sources are available to seven-county metropolitan area transit systems. These sources include:

1. Section 3 Discretionary Funds - Funds are generated from 1¢ of the 5¢ federal gas tax increase and are available for capital expenditures only.
2. Section 9 Formula Grants - Direct appropriation to the Metro Area for routine transit capital projects and operating assistance within the seven county metro area.

3. Section 18 Formula Grant - Section 18 funding is available to areas under 50,000 population and can be used for capital and operating assistance. The seven county metropolitan area has three transit systems presently receiving Section 18 funding (Hastings, Carver County, and Scott County). This program will continue to be administered by Mn/DOT.
4. Section 16(b)(2) Program - Provides 80% federal funding to private non-profit organizations for acquisition of capital equipment. This program, as with the Section 18 program will continue to be administered by Mn/DOT.

5. Transit Budget Issues:

Serious transit issues relating to this budget are provided for your consideration:

- A. Motor Vehicle Excise Tax - Funds generated by the M.V.E.T. will be required, in addition to dollars from the general fund, to meet the F.Y. 86-87 needs as reflected in the biennial budget request.
- B. Transit Alternatives in Three Corridors (Hiawatha, Southwest/University Avenue Corridors) - Once a preferred alternative is selected in each corridor, priorities among corridors will have to be established if federal funding is pursued. The priority corridor for which federal aid would be sought will be selected by Metropolitan

Council in the context of the regional transportation planning process. In addition, funding alternatives/sources must be identified.

- C. Minnesota Human Rights Act - M.S. 363.03 requires that physical and program access must be provided by a public service to disabled persons. Potential impacts on service and cost requirements must be carefully evaluated.
- D. Federal Funds - continuing decreases in federal operating assistance have a direct impact on state budget requests.
- E. Private Operators - Capital Needs - The two operators in the Twin Cities have no source of funds to replace or refurbish capital equipment.
- F. New Starts/Demonstration - The budget request has not taken into consideration demand for service or demonstration programs. Potential demand for new service, particularly in the fringe areas should be carefully examined.

6. Explanation of Budget Request:

The budget request identifies M.V.E.T. funds as the sole funding source for Metro Transit Administration. The Metro Transit Assistance budget activity identifies M.V.E.T. as the primary fund source with a general fund appropriation necessary to supplement existing activities. Dollars requested represent the appropriate level necessary to maintain same service levels for all transit systems.

B. Grants and Aids Analysis for: Metro Transit Assistance

Activity: Metro Transit Assistance
Program : Regional Transit Board
Agency : Transportation, Department of
Statutory Reference: M.S. 473.371

1. Purpose:

The Metro Transit Assistance activity exists to provide a basic level of mobility for all people in the metropolitan area; to arrange for the provision of a comprehensive set of transit and paratransit services to meet the needs of all people in the metropolitan area; to cooperate with private and public providers to assure the most efficient and coordinated use of existing and planned transit resources; and to maintain public mobility in the event of emergencies or energy shortages.

a. Metro Mobility Purpose

The metro mobility activity exists to provide a coordinated special transportation service for disabled persons in the metropolitan area. Demand responsive, door-through-door service is provided within Minneapolis, St. Paul and most first ring

suburbs. The Metro Mobility Transportation Center acts as the primary coordination element certifying eligible individuals, taking requests for service, arranging tours, and dispatching vehicles. Participating providers include the MTC (operating Project Mobility), 6 taxi companies, and 2 private providers of wheelchair accessible transportation.

A 9-member Management Policy Committee has been established to set management policies for metro mobility. The committee, comprised of representatives of the elderly, handicapped, participating providers, Mn/DOT, MTC and the Metropolitan Council, determines policies relating to such issues as service area, fares, hours of service and expansion. An advisory task force of 25 individuals representing the users of the service, advises the Management Policy Committee.

b. Private Operator Purpose

The private operators activity exists to provide state financial assistance to Medicine Lake Lines and North Suburban Lines. Both provide regular

route public transit within the Metropolitan Transit Taxing District. This assistance is intended to pay 100% of the operating deficit to supplement operating revenues and ensure continued viability of the private companies as an alternative to buy out by the MTC and expansion of MTC services to the two market areas. Public funds are justified on the basis that private operators do not have access to federal capital assistance or local taxing authority; but provide service in a market place dominated by a public system which does receive this assistance.

c. MTC Purpose

This grant activity exists to provide state financial assistance to the Metropolitan Transit Commission (MTC) and augment revenues received from the federal government, fare revenues and metropolitan property taxes. The MTC exists to provide safe and efficient transportation services for the movement of people by bus, vanpool and carpool throughout the seven-county metropolitan region. On the regular route bus system, MTC

annually serves approximately 76.3 million passengers on 29 million service miles using a fleet of over 1,000 vehicles. Annually, over 3800 metropolitan area residents are organized into vanpools and carpools for commuting purposes. Operating assistance from the state enables MTC to maximize service levels to meet consumer demand, yet maintain fares and property taxes below the actual cost of providing the service, in conformance with state statutes and commission policies.

d. Metro-Non MTC Purpose

The metro-non-MTC assistance activity exists to provide state financial assistance, both operating and capital, to any legislatively established public transit commission or authority (except the MTC), any county or statutory or home rule charter city and any private operator of regular route transit (except private operators in the metro area) or any combination of the above when the local financial effort is inadequate to assure continuation of the public transit service. This activity provides funding for home-to work, elderly and handicapped or general

purpose travel.

2. Major Objectives

- a. Encourage, to the maximum extent possible, participation in the program by public and private providers of public transportation and special transportation services.
- b. Maintain the quality of the regular route bus system.
- c. Maintain ridership and service at slightly over their present levels unless demand shifts dramatically.
- d. Provide access to transit for persons who have limited or no alternative mode of transit available.
- e. Improve the efficiency of the regular route bus system.
- f. Provide ridesharing services for commuters throughout the region and facilitate the development of employer and subregional ridesharing programs in the private sector.

3. Sub-set Objectives:

a. Metro Mobility Objectives

1. Provide access to transit for persons who have no

alternative public mode of transportation available.

2. Increase the efficiency and productivity of the operation by providing a coordinated accessible transportation system.

b. Private Operator Objectives

1. Provide service in certain areas of the Metropolitan Transit Taxing District not served by the MTC.
2. Design, operate, and maintain service to attract patrons in such numbers as to assure continuing viability as a reasonable alternative to the private automobile.

c. MTC Objectives

1. Maintain the quality of the regular route bus system.
2. Maintain ridership and service levels at their present levels unless demand shifts dramatically.

3. Provide access to transit for persons who have limited or no alternative mode of transit available.
4. Improve the efficiency of the regular route bus system.
5. Provide ridesharing services throughout the region to encourage commuters to car-pool, vanpool or bus to their place of employment.
6. Encourage and facilitate the development of employer and subregional rideshare programs working with the private sector.

d. Metro Non-MTC

1. Increase the efficiency and productivity of public investments so the local, as well as statewide transit program purposes are met.
2. Provide access to transit for persons who have limited or no alternative mode of transportation available.

4. Recipient Identification and Eligibility Criteria:

Grant recipients include the following: Metropolitan Transit Commission (MTC) which operates fixed route service and project mobility; two (2) private operators of fixed route service (North Suburban Lines and Medicine Lake Lines); and Metro Mobility which includes contracts with 6 taxi companies (3 in Minneapolis and 3 in St. Paul), 2 private providers (all providing wheelchair accessible transportation), and the Metro Mobility Transportation Center, the primary coordination element for Metro Mobility which is responsible for certifying eligible riders, taking requests for service, arranging tours, and dispatching vehicles.

Formal eligibility criteria for Metro Mobility were adopted in 1983. The certification standards provide that an individual's functional limitations are the basis for determining whether or not an individual is eligible to use metro mobility services.

On April 2, 1984, the Legislative Commission to Review Administrative Rules (LCRAR) heard testimony on a request to review these

rules governing eligibility of blind persons. On June 13th the LCRAR recommended that Mn/DOT amend these rules so that people who cannot learn to use mainline service, and who do not necessarily have a mental impairment or emotional problem be more adequately addressed in the rules.

The LCRAR's recommendation to amend the rules will most likely require the RTB's direct involvement due to Section 122 of the enabling legislation which requires establishment of criteria for determining eligibility.

5. Significant Statistics

a. Metro Mobility:

Metro Mobility began operating in early 1979. Since that time 1,700,000 trips have been provided to handicapped individuals in the metro area. Currently, over 9,600 individuals are certified to use the system which provides over 39,000 trips a month. Thirty four percent of those certified are non-ambulatory (primarily in wheelchairs), 31% use a personal assistance device, and 35% have non-visible handicaps.

Proportionately those requiring accessible vehicles are more frequent users of the service. Predominant trip purposes are work and medical.

1. Four hundred twelve thousand (412,000) trips are provided annually for metro area disabled persons.
2. Project Mobility provides home to work trips for 43% of current ridership.
3. Project Mobility continued to increase ridership per 8 hour work period from 15.94 in 1983 to 19 in 1984.
4. Taxi providers have realized an estimated 25% increase in passengers per tour from 1980 to 1984.

b. Private Operators

C.Y. 1983 operating statistics for the two private operators (North Suburban Lines and Medicine Lake Lines) are as follows:

Miles	848,614
Pass.	709,945
Hours	44,163
Cost	\$1,527,366

Rev.	\$	571,727
Def.		955,639

6. Explanation of Budget Request

Rev/Cost		37%
Cost/Pass	\$	2.15
Cost/Mile		1.80
Pass/Mile		.84

c. Metro Non-MTC

C.Y. 1983 operating statistics for the 10 metro non-MTC systems were as follows:

Miles	1,047,893
Pass.	286,420
Hours	73,200

Cost/Mile	\$	1.05
Pass/Mile		.27
Rev/Cost		10%

d. Metropolitan Transit Commission

C.Y. 1983 operating statistics for the MTC were as follows:

Miles	28,405,429
Pass.	75,537,333
Hours	2,068,877

Difference between 1982 and 1983

Miles	decreased	4.4%
Pass	decreased	7.6%
Hours	decreased	4.7%

C. Grants and Aids Analysis for: Metro Transit Administration

Activity: Metro Transit Administration
Program : Regional Transit Board
Transportation, Department of
Statutory References: M.S.

1. Purpose:

The Metro Transit Administration activity exists to establish procedures and standards for review and approval of applications for financial assistance within the 7-county metropolitan area; to prepare, adopt, submit and implement annual budgets and 3-year financial plans; to administer the Metro Area Rideshare Program; to assist and advise transit providers with the planning promotion, development, operation, and evaluation of transit programs and projects; and to submit annual reports to the Metropolitan Council, the Governor and the Legislature.

2. Objectives:

- a. To accomplish, within the time frames specified in law, the major actions identified within the "Report of the RTB Transition Task

Force to the RTB", 7/3/84.

- b. To manage and coordinate the vast public transit resources available within the 7-county metropolitan area by: developing a comprehensive transportation plan, contracting with public and private providers, and by identifying and/or evaluating accomplishments and needed improvements.

3. Significant Statistics:

4. Explanation of Budget Request:

The RTB, created by the 1984 Legislature, is comprised of a chairperson and 14 members. The approved complement of the RTB, for F.Y. 85, could not exceed 19 full-time positions. The budget presented herein is based on the staffing plan developed and approved by the RTB and includes _____ full-time positions.

In addition, it is suggested that the fund source for this activity be from that portion of the motor vehicle excise tax which is transferred to metro area transit (80% of the 25% dedicated to transit).

APPENDIX

STATEWIDE TRANSIT NEEDS

Office of Transit
May 2, 1984

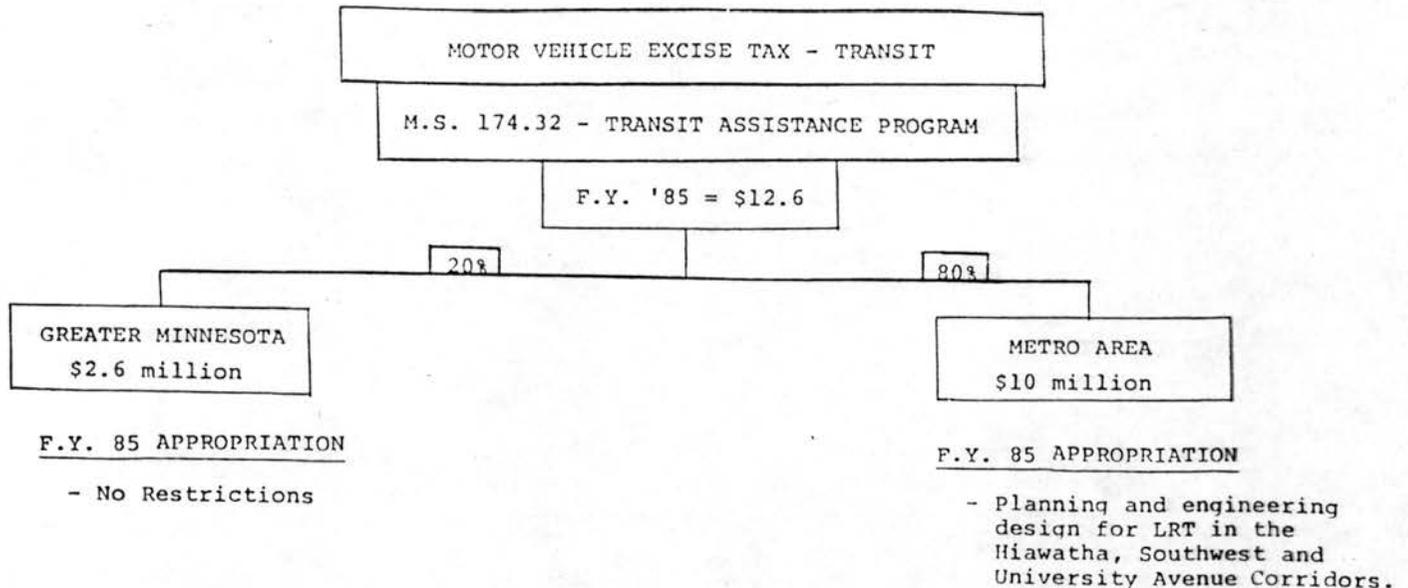
Existing System

The transit program services in Minnesota serve approximately 442 communities and 3.1 million people. A total of 55 transit systems receive state funding participation through 66 contracts administered by Mn/DOT. The 66 contracts include:

- . 4 Twin Cities, regular route, (2 with MTC and 2 with Private Operators)
- . 10 Metro Mobility
- . 4 other urbanized areas over 50,000 population (Duluth, Moorhead, St. Cloud & Rochester)
- . 27 small urban areas 2500-5000 population.
- . 21 rural areas under 2500 population.

The state's share of the transit programs for the 1984-1985 Biennium (in thousands of dollars) are as follows:

	<u>1984</u>	<u>1985</u>	<u>Total</u>
Metro Mobility	\$ 5,000.0	\$ 5,000.0	\$10,000.0
Private Operators	965.1	965.1	1,930.2
Non-MTC Assistance	5,434.2	5,434.2	10,868.4
MTC - Operating	6,565.8	5,656.8	12,231.6
MTC - Social Fares	<u>4,987.5</u>	<u>4,987.5</u>	<u>9,975.0</u>
Total	\$22,952.6	\$22,052.6	\$45,005.2



Future Fiscal Years:

FUTURE NEEDS HAVE TO BE INCLUDED IN BIENNIAL BUDGET REQUESTS

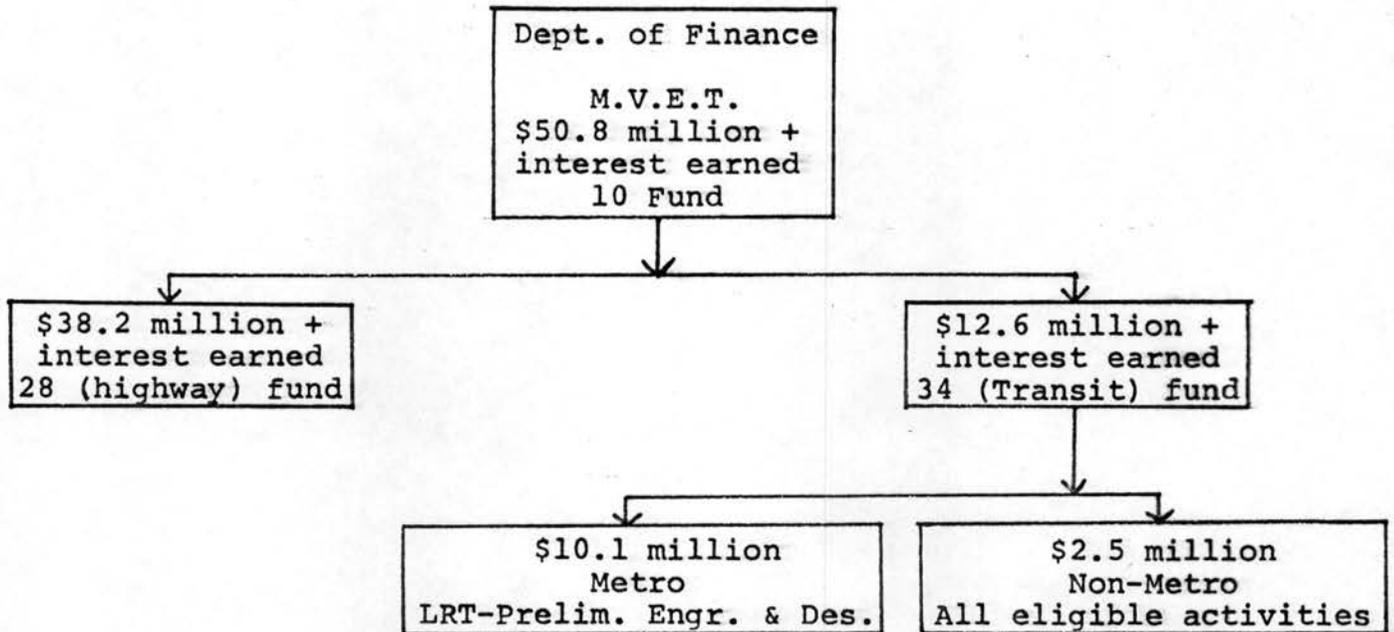
Eligible Services :

Public Transit, Light Rail, Commuter Van, Carpool, Rideshare, Park/Ride Lots, Other Services (including operating assistance)

Eligible Activities:

Planning and Engineering Design, Capital Assistance - Vehicle Purchase and Rehabilitation, Purchase Rail Lines and Facilities, R/W, Other Necessary Expenditures Other Assistance for Public Transit Services.

F.Y. 85 TRANSFER OF M.V.E.T.



- o Funds transfer from the 10 fund on 1/15/85 and 7/15/85.
- o Can allot and encumber against 34 fund but no expenditures until transfer occurs.
- o Interest earned transfers from the 10 fund to the 34 fund but we can't obligate beyond appropriation limits.
- o Cash needs prior to transfer dates must be requested through Department of Finance and documentation provided.
- o Funds not obligated in F.Y. 85 revert back to the fund level (prior to metro/non-metro split).

PAYEE'S NAME **SPRING HILL CONFERENCE CENTER**

CHECK NO. **152138**

VOUCHER NO.

146315

P.O. NUMBER	ACCT. REFERENCE NO.	DESCRIPTION	INVOICE NO.	AMOUNT
	434 -4051900	RTB CONFERENCE 8/29/84	8-232	751.29

METROPOLITAN COUNCIL
METRO SQUARE BLDG.
ST. PAUL, MINN. 55101

PLEASE DETACH BEFORE DEPOSITING

TOTAL AMOUNT

751.29

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



Metropolitan Council
OF THE TWIN CITIES AREA

300 METRO SQUARE BLDG.
7th AND ROBERT
ST. PAUL, MINN. 55101 291-6359

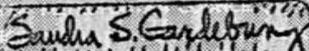
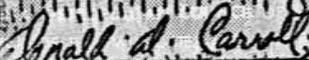
No. 146315

\$751.29

THE FIRST NATIONAL BANK
OF ST. PAUL, MINNESOTA

CHECK NO.	DATE	AMOUNT
152138	09/14/84	751.29

PAY TO THE ORDER OF **SPRING HILL CONFERENCE CENTER**
P.O. BOX-000288
WAYZATA MN 55391

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW

⑈ 146315 ⑈ ⑆096000014⑆ 20⑈92295⑈

**spring hill
center**

box 288, wayzata, minnesota 55391
612-473-0221

INVOICE

8-232
Invoice Number

SH	TE	Subs	C	X	G	NP
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TO: Ms. Judith McCort
Regional Transit Board
560 6th Avenue North
Minneapolis, MN 55411-4398 344-7532

DATE September 7, 1984
NAME OF CONFERENCE Regional Transit Board
DATE OF CONFERENCE August 29, 1984
PURCHASE ORDER NO. _____

Overnight Participants

Singles	_____ @ _____	_____
Doubles	_____ @ _____	_____
TOTAL		_____

Day Participants

Full Day	<u>30</u> @ <u>35.00</u>	<u>1050.00</u>
Half Day (Lunch)	_____ @ _____	_____
Half Day (Breakfast)	_____ @ _____	_____
Half Day (Dinner)	_____ @ _____	_____
TOTAL		<u>\$1050.00</u>

Additional Food Served

Breakfast	_____ @ _____	_____
A.M. Coffee Break	_____ @ _____	_____
Lunch	_____ @ _____	_____
P.M. Coffee Break	_____ @ _____	_____
Snacks	<u>26</u> @ <u>2.75</u>	<u>71.50</u>
Dinner	_____ @ _____	_____
TOTAL		<u>71.50</u>

Beverage Services

Self Service Bar	<u>1</u> @ <u>50.00</u>	<u>50.00</u>
Bartender Hours	_____ @ _____	_____
Bartender Minimum	_____ @ _____	_____
Mixed Drink Setup	_____ @ _____	_____
Regular Setup	_____ @ _____	_____
TOTAL		<u>50.00</u>

Sub-Total

\$1171.50

Minnesota Sales Tax

70.29

Conference Room

Other Services

AV Equipment 49.50

49.50

TOTAL

\$1291.29

LESS DEPOSIT

(540.00)

BALANCE DUE Net 30 Days

\$ 751.29

SALES TAX: All groups (including NON-PROFIT ORGANIZATIONS) must pay sales tax. Under the provisions of Minnesota law, "sales of meals, lodging and admissions" are taxable items.

PAYMENT: Payment of the BALANCE DUE should be remitted to Spring Hill Center within 30 days of the billing date.

The staff hopes you had an enjoyable stay and a productive meeting. We look forward to serving you again at Spring Hill Center in the future.

Patricia Grazzini
Patricia Grazzini
Controller

August 21, 1984

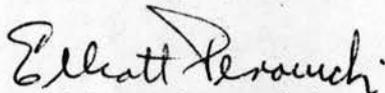
Senator Steve Novak
747 Redwood Lane
New Brighton, Minnesota 55112

Dear Senator Novak:

We would like very much to have you informally address the new Regional Transit Board at our orientation on Wednesday August 29, 1984 at Spring Hill Conference Center. I indicated to you in our phone conversation last week that we plan for the day to be informal, relaxed and informative. The Metropolitan Council, Minnesota Department of Transportation, and Metropolitan Transit Commission will all be making presentations during the day. It would please us to have you join us, at least during the extended lunch break, and talk to the group. They would enjoy it. You are welcome to come and participate for as much of the day as your very busy schedule will allow and you choose.

I indicated to you that we intended to also invite Representative Kathleen Vallenga. However, she will be out of town again next week as a result of her mother's death recently. We hope you can find time in your busy schedule to honor us with your presence at least during the lunch hour. I'll await your confirmation. Thank you.

Sincerely,


Elliott Perovich
Chairman RTB