



Minnesota Regional Transit
Board: Records.

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REGIONAL TRANSIT BOARD

270 Metro Square Building
St. Paul, Minnesota 55101
612/292-8789

MEETING OF THE REGIONAL TRANSIT BOARD

Monday, February 24, 1986
Room E
4:00 p.m.

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of Minutes of January 27 and February 10, 1986
4. CONSENT LIST
5. REPORT OF THE POLICY COMMITTEE
Metropolitan Council Interim Amendment to
Transportation Policy Plan
Todd Lefko,
Chair
6. REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE
Ruth Franklin,
Chair
 - a. First Bank Electronic Wire Transfers,
Resolution No. 86-___
 - b. New Office Space Lease
 1. *Cabin Design Contract*
 - c. State and Federal (Gramm-Rudman) Supplemental
Budget Information
 - d. Resignation of Director of Administration
Leslie M. Johnson
7. OTHER BUSINESS
 - a. Chairman's Report
 - b. Members' Reports
 - c. Staff Reports
8. PUBLIC COMMENT

Elliott Perovich
Chairman

An Equal Opportunity Employer

REGIONAL TRANSIT BOARD
ROLL CALL AND ATTENDANCE SHEET

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C Werner
E Bunt
N Ding

De Vries
Jody Hanes

DATE: 2/24/86

BOARD OR COMMITTEE RTP

MEMBER NAME	PRESENT	VOTE	VOTE	VOTE	VOTE	VOTE
Chairman	✓	<i>1/2</i>				
Kenneth Bedeau	✓	<i>2</i>				
Doris Caranicas	✓	<i>2</i>				
Ruth Franklin	<i>na-</i>					
Alison Fuhr	✓	<i>2</i>				
Paul Joyce	✓	<i>2</i>				
Edward Kranz	✓	<i>2</i>				
Todd Lefko	✓	<i>2</i>				
Bernard Skrebes	✓	<i>2</i>				

REGIONAL TRANSIT BOARD

270 Metro Square Building, St. Paul, Minnesota 55101

Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
Metropolitan Council Chambers
February 10, 1986

BOARD MEMBERS PRESENT: Elliott Perovich, Chairman; Kenneth Bedeau, Doris Caranicas; Ruth Franklin; Paul Joyce; Edward Kranz; Todd Lefko and Bernard Skrebes

OTHERS PRESENT: Ghaleb Abdul-Rahman, Mary Fitzgerald, Judy Hollander, Katie Turnbull, Judith McCourt, Cindy Fish, Mike Kuehn, Leslie Johnson, Regional Transit Board Staff; Tim Marx, legal counsel; Peter Fausch and Ferroll Robinson, Strgar-Roscoe-Fausch; Jim Martin and Emil Brandt, Metropolitan Council; Arnie Entzel and Steve Bertrand

The meeting was called to order at 4:00 p.m. and roll taken. Caranicas moved approval of the agenda; Joyce seconded the motion. Motion carried unanimously.

CONSENT LIST

Skrebes moved that the following resolution be approved. Caranicas seconded the motion.

Resolution Authorizing the Executive Director to Enter into Agreement with the Minnesota Department of Transportation for Federal Funding Participation in its Ridesharing Program, Resolution No. 86-5

Roll call vote was taken; motion carried.

Caranicas moved that the following resolution be approved. Franklin seconded the motion.

Resolution Authorizing the Executive Director to Enter into Agreement with the Minnesota Department of Transportation for the Transfer of Funds from the Minnesota Department of Transportation to the Regional Transit Board, Resolution No. 86-6

Roll call vote was taken; motion carried.

REPORT OF THE POLICY COMMITTEE

PRESENTATION ON PHASE I REPORT, TRANSIT SERVICE NEEDS ASSESSMENT

Committee Chair Lefko called upon Katie Turnbull to present the Transit Service Needs Assessment Draft Final Report, dated January 1986. She thanked RTB staff and Strgar-Roscoe-Fausch, the consultant for the project, for their efforts. We are at the halfway point of the project. Staff will receive comment on the draft report through the week of March 2, 1986. Approximately 20 meetings were held in the fall with communities and the market research was done with focus groups.

Lefko asked if using the corridor approach can lead to different conclusions. Turnbull said using the Minor Civil Division level allows data to be aggregated into subareas. There was discussion of the cyclical nature of neighborhoods; as the population ages, younger families begin to move into the larger homes in the neighborhoods. The chairman said that in older cities such as Anoka that cycle was stalled by the high interest rates in the last 60s and early 70s but with lower interest rates it is beginning again. That is also reflected in rising school populations. We will need to consider the projected needs of the transit-dependent elderly and the young people who are dependent on transit.

Franklin asked if the employment increases were tied to what the Metropolitan Council is doing on the Metropolitan Development Investment Framework (MDIF). The figures seem to disagree with the MDIF statements about employment past 1-694. Turnbull said staff is using the same data base as the Council. Franklin asked that someone check on it. Caranicas said figures were based on city plans, some of which are incomplete. The chairman said the Council projections were related to the investment in the infrastructure for the year 2000. The Council is looking at maximizing the investment. Turnbull said they may be using a different threshold.

Joyce noted that in the first paragraph on page 23, the ridership figure should be 74 million passengers per year. In discussing declining ridership, it must be assumed the drop in gas prices has had an effect.

Lefko moved that the Regional Transit Board accept the draft Phase I Report, Transit Service Needs Assessment for the purpose of receiving public comment. Caranicas seconded the motion. Motion carried unanimously.

The chairman complimented Turnbull on her leadership of this project. Hollander asked the board members to respond in detail to the report over the next two weeks. The chairman suggested the development of overlay maps to show major highway grids for the purpose of orientation. Lefko said if they are done as overhead projections people can get an idea of the relationships.

Lefko said it is important to illustrate what this process will produce. Three years from now we will have changes in process, sets of information documents and processes that will effect budgets and programs.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

The committee has not met since the last board meeting and had no report.

OTHER BUSINESS

MEMBERS' REPORTS

Franklin said the Directions Committee of the Transportation Advisory Board will bring three resolutions to the advisory board: a resolution supporting elimination of the gasahol tax credit because of its effect on transportation spending, a resolution supporting raising the drinking age to 21, and a resolution supporting dedication of the Motor Vehicle Excise Tax to the Highway User Fund.

Kranz said he attended the National Association of Regional Councils Conference in Washington D.C. The administration is proposing lumping all transit funds into block grants. Indications from U.S. representatives are that that will not pass. There is no forecast for anything in the foreseeable future except cutting back.

Franklin said APA and planning engineers are sponsoring a conference in March. It may be worthwhile for a staff member to attend it.

The chairman said people have been asking about the Expo 86 conference in Vancouver, British Columbia. He has talked to Wayne McQuinn of the Canadian Embassy and they are willing to put together something for the board members. McQuinn suggested the last two weeks in June because that will be focused on transit. The chairman asked that people look at their schedules and indicate to him whether they are interested.

Caranicas, the RTB representative on the Taxicab Advisory Committee, said the committee met two weeks ago and did not seem ready to present a bill to the Legislature. Last week things came together and the committee reached consensus. She thinks we have a viable bill.

Skrebes reported on a lunch meeting of leaders of Arden Hills, New Brighton, Little Canada and Shoreview last week. They discussed how to identify transportation needs in their communities and agreed to sponsor a survey. They would like another meeting between the board and themselves.

Bedeau, the RTB representative on the Rideshare Advisory Committee, said one of the difficult questions is how to use the Rideshare Program and keep it functional in view of declining gas prices. The chairman said everyone is wondering where it will stabilize. The price of gas may be counterbalanced by car prices. We are beginning to have serious congestion programs and building freeways is getting more expensive. Air pollution problems will not be tolerated. Parking is another problem. The Minneapolis Downtown Council will not support building any more parking ramps. Preliminary indications are that the Sane Lane is carrying more traffic than the other two lanes combined. Perovich thinks we will have to approach Rideshare from the corporate level. There is an opportunity with the new development in Blaine.

There being no other business, Skrebes moved to adjourn. Joyce seconded the motion. The meeting adjourned at 5:50 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

OK

D R A F T

February 25, 1986

Sandra Gardebring, Chair
Metropolitan Council
300 Metro Square Building
St. Paul, Minnesota 55101

Dear Ms. Gardebring:

At its meeting of February 24, 1986, the Regional Transit Board agreed to submit a statement of support for the amendment to the Transportation Policy Plan recently proposed by the Metropolitan Council.

We feel that this document clarifies the existing policy plan and reflects the responsibilities of the Regional Transit Board. It is consistent with the legislative direction and authority provided to both the Regional Transit Board and the Metropolitan Council. Further, we appreciate the interim nature of the document, recognizing that important results will be forthcoming from both the RTBs Transit Service Needs Assessment Study and the Council's Long-Range Transit Study. We agree that these studies will have important implications for transit services, facilities and finances. We look forward to working with the Metropolitan Council on further refinements to the policy plan once these studies are completed.

Thank you for the opportunity to review the document.

Sincerely,

Elliott Perovich
Chairman

EP/mf

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 18, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Metropolitan Council Interim Amendment to Transportation
Policy Plan

At its meeting of February 12, the Policy Committee directed staff to develop a statement of support of the Metropolitan Council's Interim Amendment to the Transportation Policy Plan. Staff is in the process of developing the statement and it will be distributed at or before the board meeting.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 24, 1986
TO: Regional Transit Board
FROM: Administration & Finance Committee
SUBJECT: Res. 86-__, First Bank Electronic Wire Transfers

ACTION REQUESTED

The Regional Transit Board is asked to approve Resolution 86-__, authorizing the RTB's Director of Administration, as Deputy Treasurer, to execute the "Domestic and International Funds (Wire) Transfer Agreement" with First Bank of St. Paul.

BACKGROUND

At its meeting of February 20, 1986, the Administration and Finance Committee, per the materials attached, reviewed the request of staff that the Board approve the execution of an Agreement with First Bank of St. Paul providing for the electronic transfer of funds.

In addition, staff had revised the resolution provided in the committee packet to add a paragraph authorizing the RTB's accountant, more recently hired, to have authority, in addition to those positions authorized on Regional Transit Board Resolution 85-5-the depositories resolution, to cause wire transfers.

The committee recommends the staff request inclusive of authority for the accountant to cause wire transfers.

RECOMMENDATION

That the Regional Transit Board approve resolution 86-__, authorizing the Director of Administration to execute the "Domestic and International Funds (Wire) Transfer Agreement" with First Bank of St. Paul and adding the accountant to the list of positions authorized to cause wire transfers.

PAUL JOYCE
VICE-CHAIR

LJ

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, St. Paul, MN 55101

RESOLUTION NO. 86-

RESOLUTION

AUTHORIZING EXECUTION OF TRANSFER OF FUNDS AGREEMENT

WHEREAS, the Regional Transit Board, from time to time, orally requests The First National Bank of Saint Paul to transfer funds to other banks for credit to persons designated by the Regional Transit Board in a manner which makes it inconvenient or impossible to execute the written authorizations, instructions, and releases required by said Bank, so that the Bank may have standing instructions upon which to act pursuant to oral requests for the transfer of funds;

NOW, THEREFORE, BE IT RESOLVED:

1. THAT Leslie Johnson, Director of Administration of the Regional Transit Board, is hereby authorized to execute the Domestic and International Funds (Wire) Transfer Agreement, attached and hereby made a part of this resolution on behalf of the Regional Transit Board with the First National Bank of Saint Paul, providing for telephone requests for the transmission of funds belonging to this Company upon the terms and conditions set forth in said agreement.
2. THAT the authority conferred herein shall continue in full force and effect until written notice of its revocation shall be received by said Bank at its office.
3. THAT in addition to those persons designated in Regional Transit Board Resolution No. 85-5 to have authority to cause wire transfers, the Regional Transit Board's accountant shall have authority to cause wire transfers.

Adopted this _____ day of _____, 1986.

Elliott Perovich, Chairman

Mary Fitzgerald, Secretary

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 18, 1986
TO: Regional Transit Board
FROM: Administration and Finance Committee
SUBJECT: First Bank Electronic Wire Transfers, Resolution No. 86-_____

At its meeting February 20, 1986, the Administration and Finance Committee will review and take action on the staff recommendation requesting authorization for the Execution of Transfer of Funds Agreement with First Bank of St. Paul (attached). A verbal presentation will be given at the board meeting.

Ruth Franklin
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, St. Paul, MN 55101

RESOLUTION NO. 86-

RESOLUTION

AUTHORIZING EXECUTION OF TRANSFER OF FUNDS AGREEMENT

WHEREAS, the Regional Transit Board, from time to time, orally requests The First National Bank of Saint Paul to transfer funds to other banks for credit to persons designated by the Regional Transit Board in a manner that makes it inconvenient or impossible to execute the written authorizations, instructions, and releases required by said Bank, so that the Bank may have standing instructions upon which to act pursuant to oral requests for the transfer of funds;

NOW, THEREFORE, BE IT RESOLVED:

1. THAT Leslie Johnson, Director of Administration of the Regional Transit Board, is hereby authorized to execute the Domestic and International Funds (Wire) Transfer Agreement, attached and hereby made a part of this resolution, on behalf of the Regional Transit Board with the First National Bank of Saint Paul providing for telephone requests for the transmission of funds belonging to this Company upon the terms and conditions set forth in said agreement.
2. THAT the authority conferred herein shall continue in full force and effect until written notice of its revocation shall be received by said Bank at its office.

Adopted this _____ day of _____, 1986.

Elliott Perovich, Chairman

Mary Fitzgerald, Secretary

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 14, 1986
TO: Administration and Finance Committee
FROM: Leslie M. Johnson, Director of Administration
SUBJECT: Resolution Regarding First Bank Electronic Wire Transfers

ACTION REQUESTED

The committee is asked to recommend Resolution No. 86-___ authorizing the Execution of Transfer of Funds Agreement with First Bank of St. Paul.

BACKGROUND

As explained in their letter (attached), First Banks Systems now utilize an electronic wire transfer system for which they require certain Agreements (attached).

After March 1, we will be unable to make transfers without these executed Agreements. As a part of doing business, we have no problem with the Agreements. The persons designated to make wire transfers will be those designated on the board's depositories resolution.

RECOMMENDATION

That the Administration and Finance Committee recommend the board approve Resolution No. 86-___ authorizing Execution of Transfer of Funds Agreement and directs it be placed on the board consent list.

Attachment

RD001h



DOMESTIC AND INTERNATIONAL FUNDS (WIRE) TRANSFER AGREEMENT

This Customer (corporation/bank), _____ (the "Customer") from time to time requests by means of telephonic, telegraphic, oral or written requests or orders, the transfer of funds from the Customer's account(s) maintained at THE FIRST NATIONAL BANK OF SAINT PAUL, MINNESOTA ("Bank") to other banks for credit to persons/accounts designated by this Customer; and

The Bank is unable to obtain from the Customer the usual required written instructions and authorization;

THEREFORE, in consideration of the Bank's acting upon telegraphic and oral requests for the transfer of funds and forbearing its requirement of written instructions, commencing _____, 19____, the Customer hereby agrees to the following terms and conditions (including those on Attachment A) and authorizes you to:

1. Honor, execute and charge to Customer's account(s) at the Bank, all telephonic, oral or written requests or orders for the transfer of funds, when such requests or orders are received from anyone giving the security code prescribed by the Bank (see Attachment A).
2. Transfer funds from specific Customer account(s) with the Bank to any specified Customer bank account(s), whether such account(s) are with the Bank or other bank(s); and
3. Transfer funds from Customer account(s) with the Bank to any account(s) of a third party, whether such third party account(s) are with the Bank or other bank(s).
4. Record all telephonic instructions received by the Bank's Wire Transfer Department from the Customer and retain the recordings for sixty-one (61) days following such requests. The Customer agrees to report any discrepancies between the Customer's records of these transactions and the Bank statement to you in writing within thirty days after the statement date.
5. Act upon all transfer requests on the date received, when received prior to the deadlines required by the Bank, and to use any means for the transmission of funds the Bank may consider suitable. The Bank reserves the right to change the deadlines upon notice.

It is further understood that this funds transfer service (including oral transfer request) is provided as a convenience to this Customer and in consideration of obligations of the Bank hereunder, the Customer:

- a. Releases the Bank from responsibility for any inaccuracy, interruption of delay in transmission and for claims occasioned in whole or in part by any circumstances beyond the Bank's control.
- b. Assumes full responsibility for all transfers made by the Bank in good faith in accordance with these procedures and agrees that the Bank shall be conclusively deemed to have exercised ordinary care if it has followed these procedures or if the Customer has not followed them. **IN NO EVENT SHALL THE BANK BE LIABLE FOR INDIRECT, CONSEQUENTIAL DAMAGES OR LOSS OF PROFIT, NOTWITHSTANDING NOTICE TO BANK OF THE POSSIBILITY OF SUCH DAMAGES OR LOSSES.**
- c. Agrees to supply the Bank any information that the Bank may reasonably request including but not limited to: money amounts, accounts to be affected, date of transfers, supplemental instructions, and further evidence of any authorized representative's authority to transfer funds or to do any other act contemplated under these procedures.
- d. Agrees that the Bank may change these procedures upon written notice to the Customer.
- e. Agrees to notify the Bank in writing when any employee authorized to transfer funds leaves the employment of the Customer.
- f. Agrees that the Bank reserves the right to refuse to execute transfer requests for the following reasons:
 - (1) transfers against uncollected funds.
 - (2) transfers in excess of transaction limits, if any.
- g. Understands that each transaction will generate a unique transaction number, which the Wire Transfer operator will read back to the Customer, and agrees that the transaction is not complete until the Customer receives and records the sequence number.

This authority shall remain in force and effect until either party shall give five (5) business days written notice. This agreement supercedes any previous agreements.

Dated: _____, 19____ Customer _____

By: _____

Title: _____

Accepted:
The First National Bank of Saint Paul

By: _____

Date: _____, 19____



First Bank Saint Paul

The First National Bank
of Saint Paul
332 Minnesota Street
Saint Paul Minnesota 55101

January 29, 1986

Jerry Brechlin
Regional Transit Board
270 Metro Square Building
St. Paul, MN-55101

Dear Mr. Brechlin:

Effective March 1, 1986, all requests for wire transfers of funds will be directed to our Bank's automated wire transfer system. Civic Banking staff will no longer be authorized to manually process your request. Instead, you will need to contact the wire transfer department directly to request funds transfers. You should complete and return the enclosed transfer agreement forms.

The Bank established the automated wire transfer system in 1984 as part of an ongoing effort to improve customer service. The system provides direct access to the wire transfer department and assures a more efficient and accurate service. The system has several security measures intended to safeguard your transfer of funds. Most significantly, you are asked to designate authorized callers, and only those individuals are given the security code to transfer funds.

The automated wire transfer system will accept requests for transfer of funds to other financial institutions as well as transfers between checking accounts at this Bank.

We urge you to return the enclosed forms to the wire transfer department as soon as possible, thereby allowing adequate time to establish your account on the automated system.

Sincerely,

Pamela J. Zagaria
Commercial Banking Officer

PJZ:mlk
enclosure



**First Bank
Saint Paul**

Member First Bank System

**WIRE TRANSFER AGREEMENT
ATTACHMENT A**

1. Security Code

The Customer shall elect one of the following levels of security:

- Use of one security code for all DDA accounts listed below.
- Use of one security code for each DDA account listed below.
- Use of multiple security codes, one for each individual initiating funds transfers. Desired number of codes: _____.

In any case, the Bank will accept and execute transfer requests from anyone representing himself/herself to be from the Customer and giving the Customer's DDA account number accompanied by the appropriate, assigned security code.

The Bank will maintain a listing of the security code(s) presently assigned to each Customer.

The Customer has sole responsibility for distribution and use of the security code(s). The security code(s) may be changed upon five business days advance written notice of either the Customer or the Bank or, in the case of a change by Customer, upon acknowledgement of such change by the Bank.

Customer requests code(s) to be assigned for use with these DDA accounts:

Account Number	Account Name	# of Codes
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2. Transaction Limits

The Customer may establish a maximum dollar limit for each transaction. Transactions exceeding Customer-established limits will result in a call back to the Customer for verification of the transfer's validity and authorization to release the transfer.

The Customer: _____ does not wish to establish transaction limits.
 _____ wishes to establish a maximum transaction limit of \$ _____.

3. Call-Back Parties

In the event that the Bank has a question concerning a transfer request, please indicate below at least one individual as a "call-back" person. This is the individual the Bank will contact to verify any information in question, or to authorize any transactions exceeding any customer-established dollar limits, if any. Individuals listed below should not necessarily be those that initiate funds transfers.

Name	Title	Phone Number
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Customer

By: _____

Title: _____

Dated: _____, 19 _____

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, St. Paul, MN 55101

RESOLUTION NO. 86-

RESOLUTION

AUTHORIZING EXECUTION OF TRANSFER OF FUNDS AGREEMENT

WHEREAS, the Regional Transit Board, from time to time, orally requests The First National Bank of Saint Paul to transfer funds to other banks for credit to persons designated by the Regional Transit Board in a manner which makes it inconvenient or impossible to execute the written authorizations, instructions, and releases required by said Bank, so that the Bank may have standing instructions upon which to act pursuant to oral requests for the transfer of funds;

NOW, THEREFORE, BE IT RESOLVED:

1. THAT Leslie Johnson, Director of Administration of the Regional Transit Board is hereby authorized to execute the Domestic and International Funds (Wire) Transfer Agreement, attached and hereby made a part of this resolution, on behalf of the Regional Transit Board with the First National Bank of Saint Paul providing for telephone requests for the transmission of funds belonging to this Company upon the terms and conditions set forth in said agreement.
2. THAT the authority conferred herein shall continue in full force and effect until written notice of its revocation shall be received by said Bank at its office.

Adopted this _____ day of _____, 1986.

Elliott Perovich, Chairman

Mary Fitzgerald, Secretary

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 24, 1986
TO: Regional Transit Board
FROM: Administration & Finance Committee
SUBJECT: New Office Space Lease

ACTION REQUESTED

The Regional Transit Board, pursuant to the A&F committee meeting of 2/20/86 is asked to take two actions with respect to the new office space lease:

1. To confirm approval of the lease with MGC Limited Partnership authorizing the Chairman and Executive Director to make appropriate changes in the dates within the lease and execute it;
2. To authorize the Executive Director to execute a contract with Radius Design, Inc. for design development of the new office space

BACKGROUND

Per the committee memorandum attached, the A&F committee was advised at its meeting that the policy task force had decided to proceed with execution of the lease with MGC Limited Partnership for the new office space and recommends that the Board confirm its approval of the lease inclusive of granting authority to the Chairman and Executive Director to change such dates within the lease as are necessary, due the delay in execution, and execute the lease.

As a consequence of the decision to proceed with the new space lease, staff reviewed with the committee a request, and form of contract, for the design development services of Radius Design, Inc., in the person of Glendel Honeycutt, for design of the interior office spaces. A Design Consultant is called for in the lease. Radius Design, Inc., is the firm utilized in putting together the Request for Proposals which work was appreciated. The committee reviewed the proposal for Radius Design, Inc., at a fee of \$1.25 per square foot plus reimburseable expenses and recommends its approval.

RECOMMENDATION

1. That the Regional Transit Board confirm the action of January 27, 1986 approving the office space lease with MGC Limited Partnership and authorize the Chairman and Executive Director to execute said lease inclusive of such changes in lease date and like provision as, due the delay in execution, are necessary.

2. That the Regional Transit Board authorize the Executive Director to execute a contract with Radius Design, Inc., for design development of the new office space at a fee of \$1.25 per square foot plus reimburseable expenses.

PAUL JOYCE
VICE-CHAIR

LJ

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 18, 1986
TO: Regional Transit Board
FROM: Administration and Finance Committee
SUBJECT: New Office Space Lease

At its meeting of February 20, 1986, the Administration and Finance Committee will receive an update on the status of the new space lease and possible amendments of the lease with Asset Developments, Inc., for the new space as well as a proposed contract with Radius Design, Inc., for design development of the interiors of the new office space. A verbal report on the status of the lease, any necessary amendments to the lease, as well as a recommendation regarding the Radius Design contract will be made at the Board meeting.

Ruth Franklin
Chair

LJ

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 18, 1986
TO: Administration and Finance Committee
FROM: Leslie M. Johnson, Director of Administration
SUBJECT: Radius Design Contract

ACTION REQUESTED

The committee is asked to review and recommend for approval the attached contract with Radius Design, Inc. for design development for the interiors of the new offices of the Regional Transit Board.

BACKGROUND

Committee and board members may recall that Radius Design, Inc.--in the person of Glendel Honeycutt--had been retained and utilized by the Metro Agencies in the preparation of the Request for Proposals for new office space. The agencies have been pleased with her work and now wish to retain Radius Design as design consultant in design development of the new offices.

The proposed contract compensation is \$1.25 per square foot, estimated at 6,880 square feet x \$1.25 = \$8,600, plus reimburseable expenses for any necessary out-of-town travel, expense of reproduction, and expense of any renderings, models, or mock-ups requested by RTB.

RECOMMENDATION

That the Administration and Finance Committee recommend the board authorize the executive director to execute a contract with Radius Design, Inc. for design development of the new office space at a fee of \$1.25 per square foot plus reimburseable expenses.

Attachment

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 14, 1985
TO: Administration and Finance Committee
FROM: Leslie M. Johnson, Director of Administration
SUBJECT: Status of New Space Lease

At the meeting, we will need to brief you on the status of the new space lease and may need for the committee to take action to recommend amendments to the lease document previously authorized. Metropolitan Council staff has not yet finalized negotiations with Arkell for an extension of our present lease, which may then impact dates and escrows specified in the approved new space lease. At the least, we hope to brief you on the status of the lease resolution and will, if determined necessary, request a recommendation of amendments to the board.

RDO01e

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 24, 1986
TO: Regional Transit Board
FROM: Administration and Finance Committee
SUBJECT: State and Federal (Gramm-Rudman) Supplemental Budget Information

At its meeting February 20, 1986, the Administration and Finance Committee received and reviewed the additional informational materials provided by chair Perovich regarding budget matters in light of the Minnesota legislative session. Comments and questions are to continue at the February 24, 1986 board meeting.

RUTH FRANKLIN
CHAIR

AF2/20

METRO AREA TRANSIT

House Reduction Proposal (in 000's)

<u>FY 86-87 Expenditures</u>		<u>Net</u>
Total Appropriation		\$33,044.0
Metro Mobility (FY 86-87)	\$11,000.0	\$22,044.0
RTB Planning (FY 86-87)	\$ 1,000.0	\$21,044.0
RTB Administrative Budget (FY 86-87)	\$2,120.0	\$18,924.0

Private Providers:	<u>FY 86</u> (contract obligations)	<u>FY 87</u> (reduction)	
Small urban	\$176.0	\$172.5	
Rural systems	\$452.4	\$443.4	
Replacement (opt-out)	\$487.5	\$487.5	
Private operators	\$995.4	\$975.5	
Jobseekers	<u>\$217.8</u>	<u>\$434.6</u>	
Subtotals	\$2,329.1	\$2,513.5	\$14,081.4

MTC (FY 86) contract obligations \$10,665.0

\$3,416.4

Net dollars available for MTC (FY 87)

\$3,416.4

Anticipated state obligation to MTC to
maintain current service = \$12,341.0

Shortfall to MTC (FY 86) = \$ 8,925.0

REGIONAL TRANSIT BOARD

METRO AREA TRANSIT

(Fiscal Year 1986-87, in 000's)

	<u>FY 86</u>	<u>FY 87</u>	<u>Total</u>
Governor Recommendation:			
General Fund	\$6,654.6	\$6,504.9	\$13,159.5
Transit Assistance (replaced by general fund)	<u>\$14,791.4</u>	<u>\$15,824.8</u>	\$30,616.2
TOTAL	\$21,446.0	\$22,329.7	\$43,775.7
House Appropriation Bill:			
General Fund	\$16,038.0	\$6,869.1	\$22,907.1
Transit Assistance	<u>\$5,136.9</u>	<u>\$5,000.0</u>	<u>\$10,136.9</u>
TOTAL	\$21,174.9	\$11,869.1	\$33,044.0

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 18, 1986
TO: Regional Transit Board
FROM: Administration and Finance Committee
SUBJECT: State and Federal (Gramm-Rudman) Supplemental Budget Information

For its meeting of February 20, 1986, the Administration and Finance Committee received an informational item regarding impacts of the state's revenue shortfall and the federal Gramm-Rudman Act. This item is conveyed to the board agenda for the information of the full board and further discussion particularly in light of the Minnesota legislative session. Chairman Perovich and staff will respond to board discussion and questions.

Ruth Franklin
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 14, 1986
TO: Administration and Finance Committee
FROM: Leslie M. Johnson, Director of Administration
SUBJECT: State and Federal (Gramm-Rudman) Supplemental Budget Information

Attached is a copy of information regarding impacts of the state's revenue shortfall and the federal Gramm-Rudman Act prepared for and discussed by chairman Perovich with committees of the state legislature February 13, 1986. It is provided for your information. We are prepared to respond to questions regarding this information at the committee meeting.

Attachment

RD001b

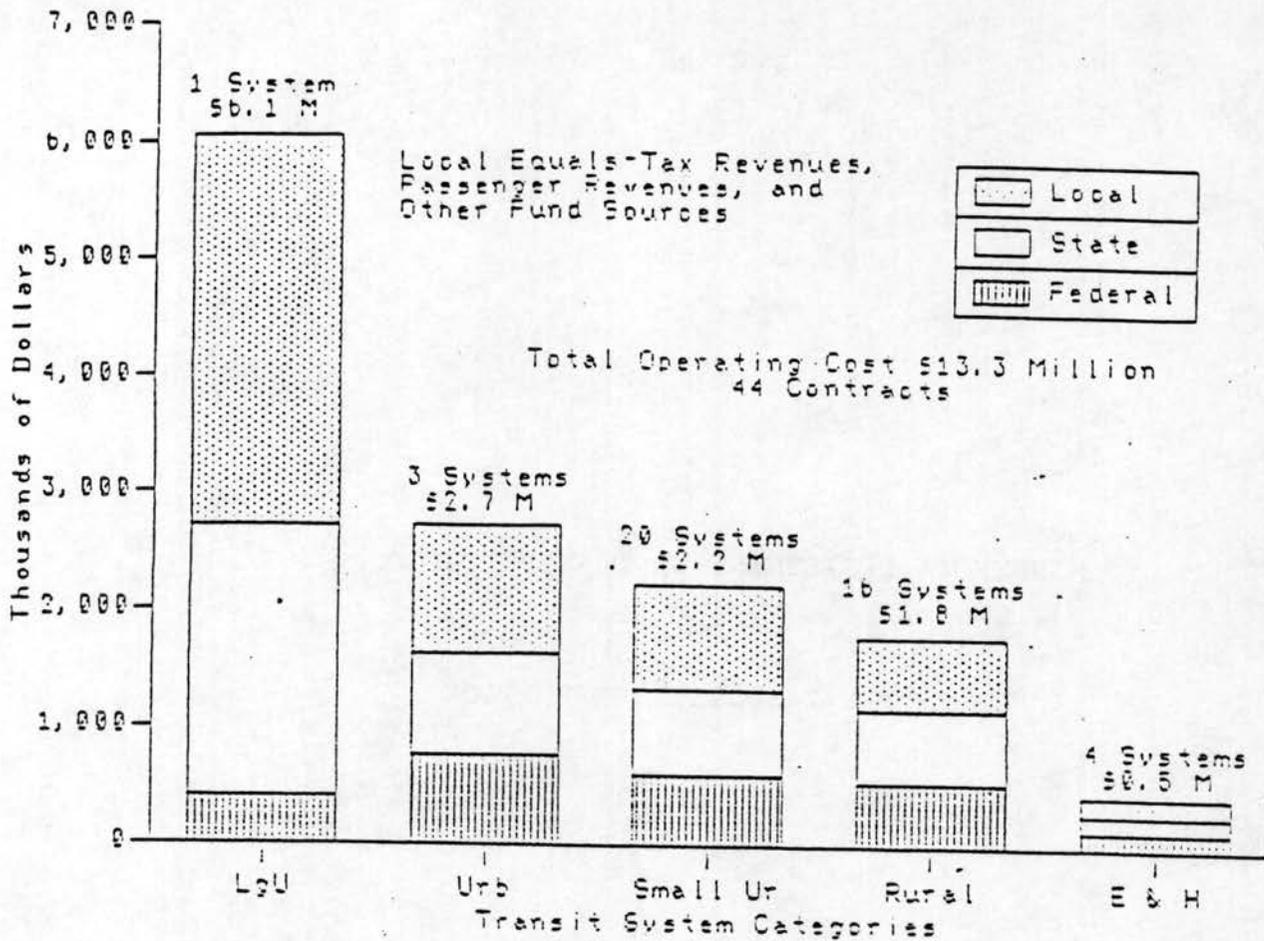
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MINNESOTA DEPARTMENT OF TRANSPORTATION

SUPPLEMENTAL BUDGET INFORMATION

Office of Transit
February 11, 1986

1984 GREATER MINNESOTA PUBLIC TRANSIT
 COST SHARING
 Amount by Fund Source and System Category



Duluth

Moorhead
 Rochester
 St. Cloud

Albert Lea
 Bemidji
 Benson
 Brainerd
 Cloquet
 Fairmont
 Faribault
 Hibbing
 Hutchinson
 LeSueur
 Mankato
 Marshall
 Montevideo
 Morris
 Northfield
 Pipestone
 Red Wing
 Virginia
 Willmar
 Winona

Appleton
 A.E.O.A.
 Big Stone
 Chisago
 Clearwater
 Cottonwood
 Lake of the Woods
 Leech Lake
 Lincoln
 Mahube
 Pelican
 Rapids
 Pine River
 Sherburne
 Tri-Cap
 Tri-Valley
 Upsala

Duluth
 Moorhead
 Rochester
 St. Cloud

Mn/DOT Contracts Transferring to RTB

Small Urban

Columbia Heights
City of Hastings
City of Hopkins
St. Louis Park Emergency Program
White Bear Lake Dial-a-Ride

Rural Systems

Anoka County
Carver County
DARTS
Scott County
Washington County

Metro Mobility

Transportation Center
Project Mobility
Suburban Paratransit
Morley Bus Company
Yellow Taxi, Minneapolis
Blue and White Cabs
Red and White Cabs
Yellow Taxi, St. Paul
City Wide Cab
Diamond Taxi

Replacement Service

City of Plymouth
City of Shakopee

Private Operator

Medicine Lake Lines, Inc.
North Suburban Lines, Inc.

Metropolitan Transit Commission

SUPPLEMENTAL F.Y. 86-87 TRANSIT BUDGET

(\$'s in 000's)

<u>Appropriation</u>	<u>Non-Metro</u>		<u>Metro</u>		<u>Total</u>	
	F.Y. 86	F.Y. 87	F.Y. 86	F.Y. 87	F.Y. 86	F.Y. 87
General Fund	\$2,580.8	\$2,525.2	\$ 7,004.6	\$ 6,651.2	\$ 9,585.4	\$ 9,176.4
Transit Assistance	<u>2,540.3</u>	<u>2,800.7</u>	<u>15,160.0</u>	<u>16,200.0</u>	<u>17,700.3</u>	<u>19,000.7</u>
TOTAL	\$5,121.1	\$5,325.9	\$22,164.6	\$22,851.2	\$27,285.7	\$28,177.1
<u>Governor's Rec.</u>						
General Fund	\$2,460.8	\$2,459.8	\$ 6,654.6	\$ 6,504.9	\$ 9,115.4	\$ 8,964.7
Transit Assistance (Replaced by General Fund)	<u>2,448.1</u>	<u>2,706.9</u>	<u>14,791.4</u>	<u>15,824.8</u>	<u>17,239.5</u>	<u>18,531.7</u>
TOTAL	\$4,908.9	\$5,166.7	\$21,446.0	\$22,329.7	\$26,354.9	\$27,496.4
<u>Difference</u>						
General Fund	(\$120.0)	(\$ 65.4)	(\$350.0)	(\$146.3)	(\$470.0)	(\$211.7)
Transit Assistance (Net Change)	<u>(92.2)</u>	<u>(93.8)</u>	<u>(368.6)</u>	<u>(375.2)</u>	<u>(460.8)</u>	<u>(469.0)</u>
TOTAL	(\$212.2)	(\$159.2)	(\$718.6)	(\$521.5)	(\$930.8)	(\$680.7)

February 11, 1986
Office of Transit

STATUS OF FEDERAL FUNDING

<u>UMTA Grants</u>	<u>U.S. Totals</u>		<u>Minnesota</u>		<u>Gramm-Rudman</u>	
	<u>F.Y. 85</u>	<u>F.Y. 86[*]</u>	<u>F.Y. 85</u>	<u>F.Y. 86[*]</u>	<u>F.Y. 86</u>	<u>F.Y. 87</u>
- Section 9 (Urban)	\$2,337.7 M.	\$2,087.0 M.	\$22.1 M.	\$19.7 M.	<u>-4.0/5.0%</u>	<u>-15.0/20.0%</u>
- Section 18 (Non-Urban)	71.8 M.	63.0 M.	1.6 M.	1.4 M.	↓	↓
<u>Discretionary Grants</u>						
- Section 3 (Capital Only)	\$1,588.5 M.	\$1,015.0 M.	\$ 6.0 M.	\$ 3.8 M.	↓	↓
- Section 16(b)(2) - (Elderly & Disabled)	25.0 M.	30.5 M.	.4 M.	.5 M.	↓	↓

PROGRAM DEFINITIONS

UMTA Section 9 Funds - Formula grants to urbanized areas for Operating & Capital Assistance.

UMTA Section 18 Funds - Formula grants for Operating & Capital Assistance to non-urbanized areas under 50,000 population.

UMTA Section 3 Funds - Discretionary Grants for extraordinary capital needs.

UMTA Section 16(b)(2) Funds - Formula grants for Capital acquisition to Private Non-Profit Organizations.

* Prior to Gramm-Rudman

February 11, 1986
Office of Transit

REGIONAL TRANSIT BOARD
State Funding Reductions

	F.Y. 1986	F.Y. 1987	Total
<u>Original Appropriations</u>			
General Fund	\$ 7,004,600	\$ 6,651,200	\$13,655,800
Transit Assistance	<u>15,160,000</u>	<u>16,200,000</u>	<u>31,360,000</u>
TOTAL	\$22,164,600	\$22,851,200	\$45,015,800
<u>Proposed Reductions</u>			
General Fund	(\$ 350,000)	(\$ 146,300)	(\$ 496,300)
Transit Assistance	<u>(368,600)</u>	<u>(375,200)</u>	<u>(743,800)</u>
TOTAL	(\$ 718,600)	(\$ 521,500)	(\$1,240,200)
<u>Governor's Recommendation</u>			
General Fund	\$ 6,654,600	\$ 6,504,900	\$13,159,500
Transit Assistance	<u>14,791,400</u>	<u>15,824,800</u>	<u>30,616,200</u>
TOTAL	\$21,446,000	\$22,329,700	\$43,775,700
<u>Amounts of Contract and Program Obligations</u>			
RTD Administration	\$ 1,080,000	\$ 1,085,000	\$ 2,165,000
Planning Grant	1,750,000	---	1,750,000
Transit Assistance	<u>18,993,509</u>	<u>20,724,900</u>	<u>39,718,509</u>
TOTAL	\$21,823,509	\$21,809,900	\$43,633,509
Net Initial Shortfall	(\$377,609)	\$519,800	\$142,191

by Gov

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FY 67 Metro Area Contract and Program Obligations

FY 67

Small Urban	
Columbia Heights	13,700.00
City of Hastings	30,600.00
City of Hopkins	38,600.00
St. Louis Park Emergency Program	7,000.00
White Bear Lake Dial-a-Ride	87,900.00
Rural Systems	
Anoka County	36,400.00
Carver County	30,800.00
DARTS	251,600.00
Scott County	28,200.00
Washington County	131,200.00
Metro Mobility	
Transportation Center	974,200.00
Project Mobility	2,850,200.00
Suburban Paratransit	546,400.00
Morley Bus Company	273,900.00
Yellow Taxi, Minneapolis	389,900.00
Blue and White Cabs	226,800.00
Red and White Cabs	92,200.00
Yellow Taxi, St. Paul	151,200.00
City Wide Cab	143,400.00
Diamond Taxi	93,000.00
Replacement Service	
City of Plymouth	352,300.00
City of Shakopee	157,500.00
Private Operator	
Medicine Lake Lines, Inc.	554,300.00
North Suburban Lines, Inc.	469,100.00
Metropolitan Transit Commission	12,341,000.00
RTB Administration	1,085,000.00
Jobseekers Program	443,500.00
TOTAL	\$21,809,900.00

FY 86 Metro Area Contract Obligations
As of 12/31/85

FY 86

Small Urban	
Columbia Heights	14,622.00
City of Hastings	28,959.00
City of Hopkins	40,183.50
St. Louis Park Emergency Program	7,431.00
White Bear Lake Dial-a-Ride	84,852.50
Rural Systems	
Anoka County	35,118.50
Carver County	28,742.00
DARTS	236,728.00
Scott County	25,546.00
Washington County	126,267.00
Metro Mobility	
Transportation Center	969,710.50
Project Mobility	2,728,536.50
Suburban Paratransit	483,846.00
Morley Bus Company	254,000.00
Yellow Taxi, Minneapolis	388,000.00
Blue and White Cabs	208,075.00
Red and White Cabs	88,925.00
Yellow Taxi, St. Paul	146,575.00
City Wide Cab	152,475.00
Diamond Taxi	78,750.00
Replacement Service	
City of Plymouth	327,600.00
City of Shakopee	159,939.50
Private Operator	
Medicine Lake Lines, Inc.	543,450.00
North Suburban Lines, Inc.	451,977.00
Metropolitan Transit Commission	11,165,500.00*
RTB Administration	1,080,000.00
RTB Planning & Needs	1,750,000.00
Subtotal	21,505,809.00
Jobseekers Program	217,800.00
TOTAL	\$21,823,609.00

*Of this amount, \$5,500,000 has been "pre-encumbered" pending final negotiations with the MTC for the period 1/1/86 - 6/30/86.

REGIONAL TRANSIT BOARD
270 Metro Square Building, St. Paul, Minnesota 55101

BUDGET REDUCTION

	<u>FY 86</u>	<u>FY 87</u>
<u>State</u>		
Transit Assistance	\$718,600	\$521,500
Homestead Credit Reimbursement		627,000
Total State Reduction	<u>\$718,600</u>	<u>\$1,148,500</u>
<u>Federal</u>		
Gramm-Rudman Act		
MTC	\$366,000	\$1,700,000
Other Local Providers	10,000	48,000
Rideshare	19,000	86,000
Total Federal Reduction	<u>\$395,000</u>	<u>\$1,834,000</u>
Total Budget Reductions (Federal and State)	\$1,113,600	\$2,982,500

Gov. budget

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 24, 1986
TO: Regional Transit Board
FROM: Administration and Finance Committee
SUBJECT: Resignation of Director of Administration - Leslie M. Johnson

At its meeting February 20, 1986, the Administration and Finance Committee reviewed the memorandum announcing Mr. Johnson's resignation to be effective on or before July 31, 1986.

RECOMMENDATION

That the Regional Transit Board authorize the executive director to execute on behalf of the RTB an agreement with Leslie M. Johnson under which Mr. Johnson will resign his position from the RTB no later than July 31, 1986, and will release the RTB from any potential claims. In return, the RTB will pay to a placement firm of Mr. Johnson's choice a one-time fee of \$4,800, provided that the fee is incurred prior to October 1, 1986.

RUTH FRANKLIN
CHAIR

AF2/20

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 18, 1986
TO: Regional Transit Board
FROM: Administration and Finance Committee
SUBJECT: Resignation of Director of Administration Leslie M. Johnson

The Administrative and Finance Committee will review the above-mentioned matter at its meeting of February 20, 1986. A report of the committee's action will be distributed to the board at its February 24 meeting.

Ruth Franklin
Chair