



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, March 17, 1986
Metropolitan Council Chambers
4:00 p.m.

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of Minutes of February 24 and March 3, 1986 Meetings
4. REPORT OF THE POLICY COMMITTEE Todd Lefko,
Chair
 - a. Draft Study Outline/Scoping Document for the Southwest Corridor (T.H. 212) from Cologne to I-494*
 - b. Dakota County Environmental Assessment for County State Aid Highway 42 from County Road 5 to 750 Feet West of Portland Avenue in Burnsville, Minnesota*
 - c. Adoption of the Transit Service Needs Assessment, Phase I*
 - d. Regional Transit Board Fare Policy Development*
 - e. Capital Plan Development, 1987-1991*
5. REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE Ruth Franklin,
Chair
 - a. Exurban Funding Request: Hastings Commuter Express Buspool, Resolution No. 86-8
6. OTHER BUSINESS
 - a. Metro Mobility Discussion
 - b. Chairman's Report
 - c. Members' Reports
 - d. Staff Reports
7. PUBLIC COMMENT

Elliott Perovich
Chairman

* Please bring materials from the Policy Committee meeting to the board meeting.

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REGIONAL TRANSIT BOARD
ROLL CALL AND ATTENDANCE SHEET

DATE: 3/17/86

BOARD OR COMMITTEE RTB

86-8

<u>Quorum</u>	MEMBER NAME	PRESENT	VOTE	VOTE	VOTE	VOTE
?	Chairman		✓			
ay	Kenneth Bedeau	✓	✓			
no	Doris Caranicas	—	—			
y	Ruth Franklin <i>maybe late</i>	✓	✓			
no	Alison Fuhr	✓	✓			
y	Paul Joyce	✓	✓			
y	Edward Kranz	✓	✓			
no	Todd Lefko	✓	✓			
y	Bernard Skrebes	✓	✓			

REGIONAL TRANSIT BOARD

270 Metro Square Building, St. Paul, Minnesota 55101

Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
RTB Board Room
March 3, 1986

BOARD MEMBERS PRESENT: Elliott Perovich, Chairman; Kenneth Bedeau, Doris Caranicas; Ruth Franklin; Edward Kranz; Todd Lefko

OTHERS PRESENT: Ghaleb Abdul-Rahman, Mary Fitzgerald, Judy Hollander, Katie Turnbull, Judith McCourt, Leslie Johnson, Jerry Brechlin and Mike Kuehn, Regional Transit Board Staff; Tim Marx, legal counsel; Steve Bertrand

Due to a power outage, it was necessary to move the meeting to the Board Room. The meeting was called to order at 4:00 p.m. and roll taken. Lefko moved approval of the agenda; Bedeau seconded the motion. Motion carried unanimously.

REPORT OF THE POLICY COMMITTEE

SCOPE OF SERVICES: EVALUATION OF MANAGEMENT OPTIONS FOR THE DELIVERY OF RIDESHARING SERVICES

Committee Chair Lefko reviewed the report of the committee dated March 3, 1986, and moved:

That the Regional Transit Board direct staff to solicit proposals to conduct a rideshare management alternatives study based on the scope of services shown as Attachment A to the February 20, 1986, staff memorandum.

Caranicas seconded the motion; the motion carried unanimously.

JOINT EXHIBIT, THE SCIENCE MUSEUM OF MINNESOTA AND THE REGIONAL TRANSIT BOARD

Committee Chair Lefko reviewed the March 3 report of the committee regarding the joint project. The attempt to obtain exhibits from the Vancouver Expo 86 for a transportation exhibit at the Science Museum has been unsuccessful. He moved:

That the Regional Transit Board direct staff to conclude its work on the joint project with the Science Museum of Minnesota for a regional transportation exhibit and cancel its obligation to commit \$25,000 to the project.

Caranicas seconded the motion. The chairman asked McCourt what had happened. McCourt said the basic thrust of the recommendation to terminate the project is that Expo 86 cannot make a commitment to lend the materials. Without those materials, an exhibit would be extremely costly. Staff explored the possibility of borrowing material from other museums and at this time those materials are unavailable. The Science Museum cannot hold open the space without a commitment to develop the project. Lefko said we have not given up; the

potential is still there but the timing and materials are cannot be resolved. Abdul-Rahman said that when the board approved the \$25,000 expenditure staff was directed to report on whether the project could be accomplished. Exhibitors were contacted and most replied that they could not bring their exhibits to Minnesota. No funds have been spent. The chairman said it was a good idea and it should be pursued. McCourt said approximately 300 transportation museums throughout the United States were contacted. To develop exhibits on our own would cost in excess of one-half million dollars. The chairman said there may be other ways to fund the exhibit without taking money from our budget, such as approaching the vendors for support. The RTB should support a transit exhibit at the Science Museum or elsewhere. Franklin said she would support the recommendation because if we have an exhibit it must be a good one. A budget amendment could be made if something develops later. It would be time-consuming for staff to work on this now. The chairman said he is not suggesting pursuing this, but the idea should not be dropped entirely.

Lefko said the committee discussed the idea of a public relations plan for the board developed by the communications officer and the planners that would outline what potentials are there and what kind of things are involved in our relationships with the public. The chairman said the exhibit was a good idea and it is hard to find a better place for it than the Science Musuem. Lefko said after the session the board may have to reprioritize board and staff efforts and how to relate to the public with fewer resources. That could be part of the joint RTB/MTC discussions or be the subject of a half-day session of the board and staff. Vote was taken; the motion carried unanimously.

REGIONAL TRANSIT BOARD INVOLVEMENT IN PROPOSED I-494 STUDY

Committee Chair Lefko reviewed the March 3 report of the committee and moved:

That the Regional Transit Board participate as an active partner in the I-494 Corridor Study by naming a policy and staff representative to the project management team, provide staff support for the project, and commit \$20,000 toward the funding of the project.

Caranicas seconded the motion. The motion carried unanimously.

DRAFT ENVIRONMENTAL IMPACT STATEMENT FOR MALL OF AMERICA AND FANTASYWORLD

Committee Chair Lefko reviewed the March 3 report of the committee and moved:

That the Regional Transit Board adopt the comments in the February 19, 1986, staff report on the Mall of America and Fantasyworld Draft Environmental Impact Statement and forward them to the City of Bloomington.

Bedeau seconded the motion. The motion carried unanimously.

The next Policy Committee meeting will be March 12.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

Committee Chair Franklin said there was no report because the committee did not meet since the last board meeting.

OTHER BUSINESS

CHAIRMAN'S REPORT

The chairman said that today at the Senate the Metro Governance bill was passed to the floor and has been greatly expanded. The taxicab legislation is now part of the bill, which will go to the floor this week. The taxicab people testified for it, along with representatives of St. Paul and Minneapolis. That legislation is not in the House companion bill. The Senate Semi-States committee met at noon today on our funding bill. The funding level is \$2,535,000 and there is no rider language in the bill dealing with how to spend the money.

Hennepin County submitted a simple amendment allowing them to proceed with planning, engineering and building light rail transit in the Southwest Corridor. The whole bill passed out and will go to Senate Finance. Hennepin County said they will use their own money to build, but it is expected they will ask for operating funds. Caranicas said the Transit Service Needs Assessment contradicts Hennepin County's statement that it is the most heavily travelled corridor in the Twin Cities Metropolitan Area. The chairman said Hennepin County's consultants and the Alternatives Analysis study also contradict it. There was no mention of the relationship to the region.

Kuehn said another amendment to the Senate's Metro Governance bill mandates a senior citizen on the board. Perovich said it is impractical on a small board. Caranicas said specific formulas create difficulties in making appointments even for large groups.

There was discussion of the proposed lottery bill enabling legislation.

STAFF REPORTS

Abdul-Rahman reported on the activities of the staff Wellness Committee. Staff has requested that the Board Room be designated a non-smoking area. The committee is discussing stress, healthy diet and other issues. Lefko said the small, inexpensive air cleaning devices should be investigated. Lefko moved that the Board Room be designated a non-smoking area. Franklin seconded the motion. The motion carried unanimously.

Monthly meeting calendars were distributed. Perovich, Kuehn and Bedeau will attend the American Public Transit Association Legislative Conference in Washington from March 9 through March 11. Abdul-Rahman and Hollander will attend the Privatization Conference in Washington on March 12; Abdul-Rahman will be part of a panel. Hollander will attend the national Women in Transportation Seminar conference in Washington at the end of the week. Meetings with senators and congressmen have been arranged as part of the legislative conference, but the chairman said he will not go if our bills are in conference.

It is unlikely there will be a quorum for the March 12 Policy Committee meeting. It was agreed to allow business items to be forwarded to the board without action.

The chairman asked members to call State senators in their areas asking them to stay firm on the Semi-States position and to contact House representatives. Kuehn will provide copies of the legislation and other relevant materials to the members.

McCourt noted that on February 28 the Regional Transit Board assumed responsibility for the contracts for the seven county area. The first providers meeting will be March 4.

The chairman asked members to review their calendars for the last two weeks in June for the Vancouver visit.

Bedeau said he was impressed with the State of the Region message; however, he was very unhappy about the way the invocation was conducted. When the time comes he intends to talk to the elder who conducted the ceremony. The response of the audience was disheartening and the laughter was uncalled for, as was the applause at the end of the invocation. Bedeau said he wants the board to understand his feelings in the matter. The chairman said he also had negative feelings about the invocation because it seemed to be a mockery. Franklin said she had never seen the ceremony before and expected it to be quite different. She had not been sure how to respond. Kranz said the people at his table were confused and did not understand the intent of the ceremony. Lefko said it was a good sign that the elder was there, but the ceremony was put in the wrong context. Many people did not know how to react to what seemed to be a joke. He asked Bedeau if something can be done. Bedeau said American Indians have tried very hard to breakdown the old stereotypes and this kind of thing does not help. He asked the board to be sensitive to this. The chairman said this ceremony did a lot to undo what other people have done.

There being no further business, Franklin moved that the meeting be adjourned. Caranaicas seconded the motion. The motion carried unanimously.

Respectfully submitted,

Mary Fitzgerald
Secretary

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 13, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Draft Study Outline/Scoping Document for the Southwest Corridor
(T.H. 212) from Cologne to I-494

There being no quorum at the March 12, 1986, Policy Committee meeting, the subject document was reviewed but no action was taken. The following recommendation is being forwarded to the board for action at the March 17 board meeting.

RECOMMENDATION:

That the Regional Transit Board adopt the comments below on the Draft Study Outline/Scoping Document T.H. 212 and forward them to the Minnesota Department of Transportation (Mn/DOT).

There is a need for the designation of bus stops on T.H. 5 if either the Residential or Mitchell Lake alternative is used.

There is a need for consideration for future bus routes on T.H. 212. Any engineering designs for the new roadway, whatever the alternative route, should take into consideration possible use by transit, include bus stops, signage, park-and-ride lots and traffic patterns.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 10, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Draft Study Outline/Scoping Document for the Southwest Corridor
(T.H. 212) from Cologne to I-494

At its meeting on March 12, 1986, the Policy Committee will be reviewing the subject document. An oral report will be made at the March 17 board meeting.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, St. Paul, MN 55101
292-8789

DATE: March 4, 1986
TO: Policy Committee
FROM: Roane Smothers, Planner
SUBJECT: Regional Transit Board (RTB) Review--Draft Study Outline/
Scoping Document for the Southwest Corridor (TH 212) from
Cologne to I-494

Action Requested:

That the Policy Committee adopt the comments included in this review on the Draft Study Outline/Scoping Document T.H. 212 and forward them to the Minnesota Department of Transportation (Mn/DOT).

Background:

The Regional Transit Board (RTB) has received a copy of the above-referenced document for review. A scoping report on this project was originally published in February 1980 which satisfied the federal review process; however, due to funding problems, work on the project was stopped in 1981. The project has recently been reinstated in Mn/DOT's Transportation Planning Program and thus a review is being requested. The T.H. 212 portion in this project serves the area from Cologne, Minnesota, in the west to Eden Prairie in the east; with the cities of Chanhassen and Chaska in between (see Map 1). Both Hennepin County and Carver County have proposed T.H. 212 as a principal arterial in their counties. Only one-fourth of the proposed T.H. 212 corridor is located within the Metropolitan Urban Services Area (MUSA), with the remainder of the corridor in the rural service area. A new T.H. 212 roadway would improve safety and accessibility to motorists and would reduce present and future traffic congestion on nearby roadways.

The realignment of T.H. 212 has been designed to be developed in three stages (see Map 1). These stages are:

- Stage 1. A four-lane road built between I-494 and CSAH 4
- Stage 2. A two-lane road built between CSAH 4 and T.H. 41
- Stage 3. A two-lane road built between T.H. 41 and C.R. 147

Analysis:

The RTB has reviewed the Draft Study Outline/Scoping Document T.H. 212 based on the Interim Implementation Plan for its impact on transit and has checked with transit providers in the area.

The MTC currently operates three weekday bus routes located in the T.H. 212 corridor. Only two would be directly affected by the realignment. These are:

Route 53J (see Map 2) which provides three morning and three evening peak-period trips between Chaska and downtown Minneapolis. The route serves passengers in Chaska, the Jonathan area of Chaska, Chanhassen and Eden Prairie. The service is primarily express with non-stop service between Eden Prairie and Minneapolis.

Route 54 (see Map 3), is a new route serving the study area which began in April 1985. Route 54 provides one morning and one evening peak-period trip between Southdale and major employment centers in Eden Prairie. This in-commute service was scheduled so that existing MTC routes serving south Minneapolis, Bloomington, Edina and Richfield would connect to Route 54.

Transit service is also offered in the T.H. 212 corridor by Shakopee Area Transit, and Carver and Scott Counties. Shakopee Transit System consists of both Dial-a-Ride service within Shakopee city limits and vanpool service for commuters to destinations in Minneapolis and St. Louis Park. Carver and Scott county also provide Dial-a-Ride and regularly scheduled, flexible route services within their counties and service to Minneapolis.

The greatest impact on the MTC routes will be the construction of stage 1. The three alternative routes proposed for stage 1 (see Map 1).

System D: This alternative would run westerly from I-494 - T.H. 5 interchange to the Chicago and Northwestern (C&NW) Railroad tracks between MTS and CPT Corporation where it would angle southwesterly.

No MTC route would be directly affected by the System D alternative.

Residential: This alternative would follow T.H. 5 west from the I-494 - T.H. 5 interchange to the east side of the C&NW Railroad tracks where it would turn southwesterly and run parallel to the tracks through the School Road neighborhood.

MTC routes 54 and 53J would be affected directly by the Residential alternative since the reconstruction of T.H. 5 would take place between the I-494 - T.H. 5 interchange and the C&NW Railroad to accommodate the new four-lane T.H. 212.

Mitchell Lake: This alternative would follow T.H. 5 from the I-494 - T.H. 5 interchange to the area northwest of Mitchell Lake at which point it turns southerly and would run between Rice Marsh Lake and Lake Riley.

MTC routes 54 and 53J would be affected directly by the Mitchell Lake alternative since the reconstruction of T.H. 5 would take place between the I-494 - T.H. 5 interchange to the area northwest of Mitchell Lake at which T.H. 212 as a four-lane road would turn south.

Findings and Conclusions:

- The RTB has reviewed the Draft Study Outline/Scoping Document T.H. 212, based on the Interim Implementation Plan.
- Two MTC routes--54 and 53J--would be affected by the realignment of T.H. 212.
- In stage 1, the Residential and Mitchell alternatives would have the greatest impact of the MTC routes.
- Shakopee Area Transit, Carver and Scott County transit services would not be directly affected by the realignment.

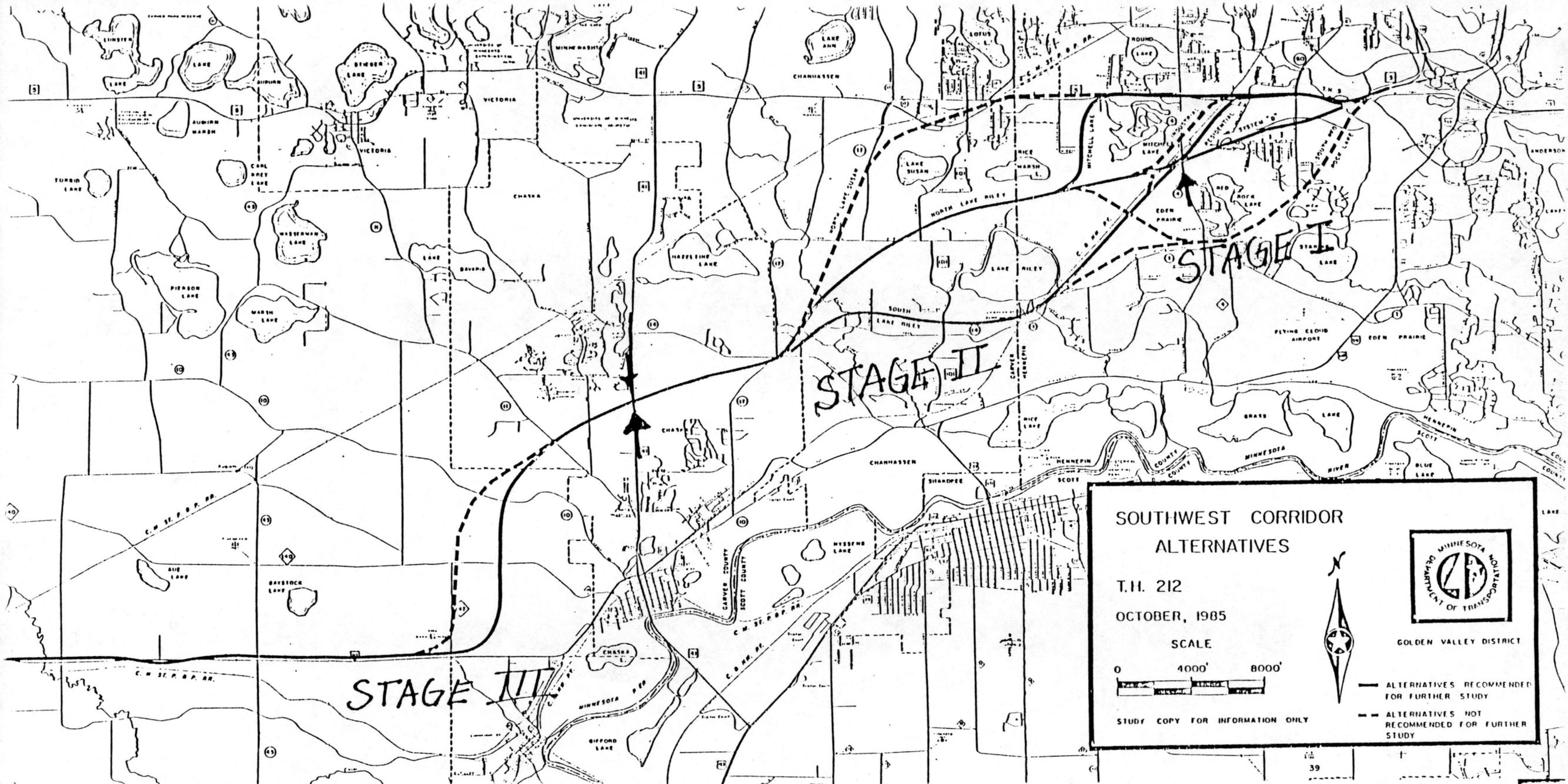
Recommendation:

That the Regional Transit Board adopt the comments below on the Draft Study Outline/Scoping Document T.H. 212 and forward them to the Minnesota Department of Transportation (Mn/DOT).

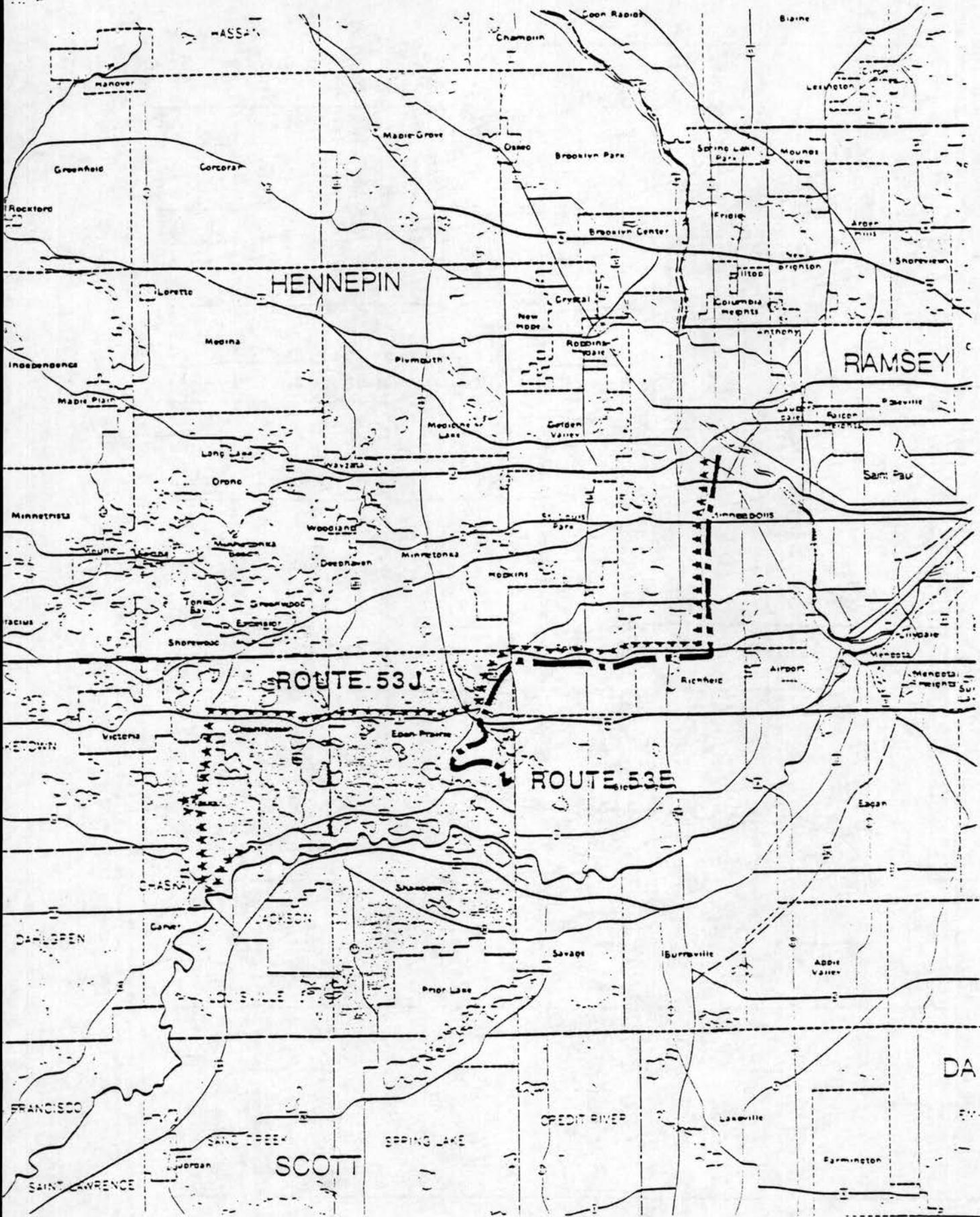
There is a need for the designation of bus stops on T.H. 5 if either the Residential or Mitchell Lake alternative is used.

There is a need for consideration for future bus routes on T.H. 212. Any engineering designs for the new roadway, whatever the alternative route, should take into consideration possible use by transit, include bus stops, signage, park-and-ride lots and traffic patterns.

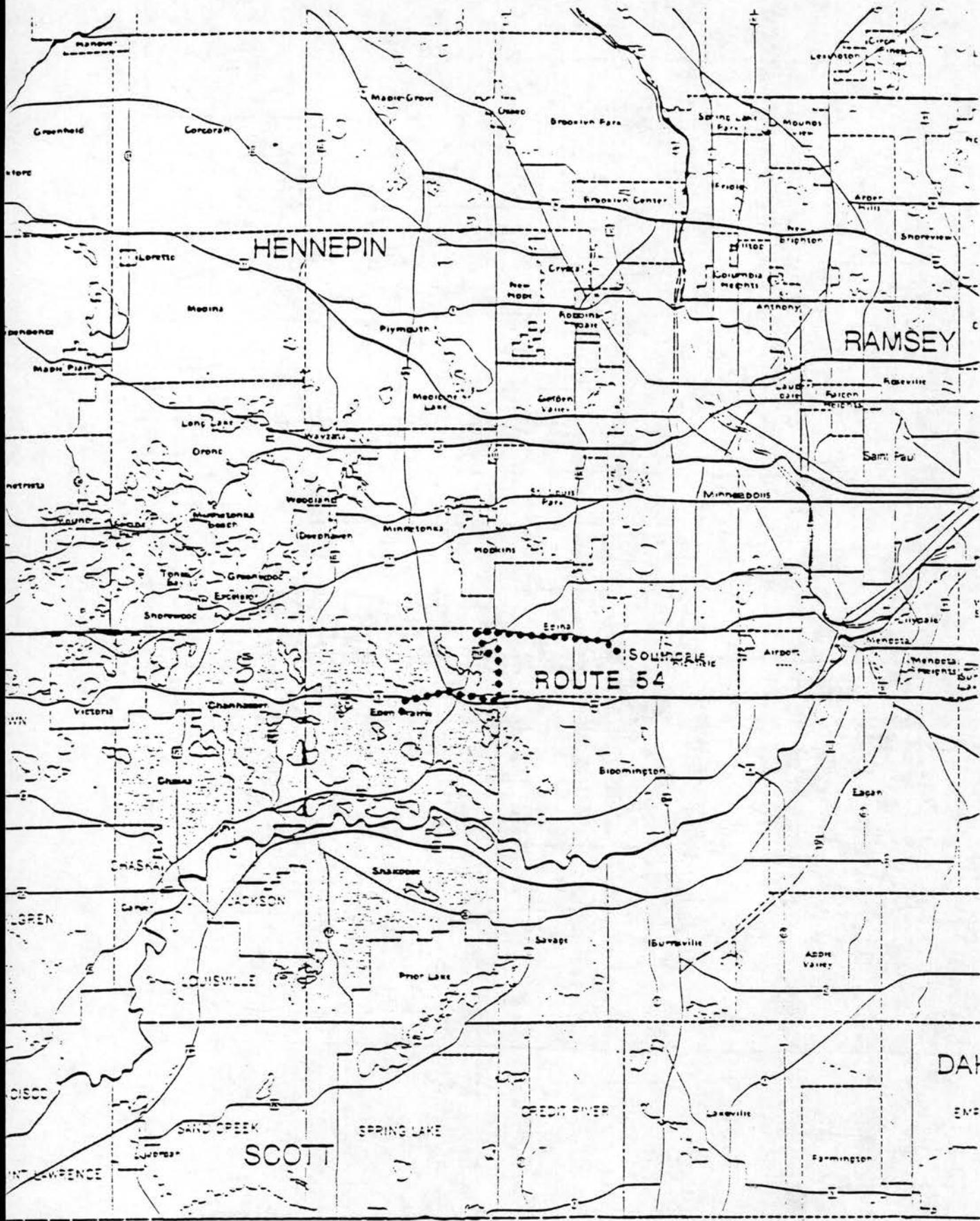
RDS:jmo



Map 1



Map 2



Map 3

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 13, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Dakota County Environmental Assessment for County State Aid
Highway 42 from County Road 5 to 750' West of Portland
Avenue in Burnsville, MN

There being no quorum at the March 12, 1986, Policy Committee meeting, the subject document was reviewed but no action was taken. The following recommendation is being forwarded to the board for action at the March 17 board meeting.

RECOMMENDATION:

That the Regional Transit Board find the proposed improvement to be in compliance with the Regional Transit Board's Implementation Plan.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 10, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Dakota County Environmental Assessment for County State Aid
Highway 42 from County Road 5 to 750' West of Portland
Avenue in Burnsville, MN

At its meeting on March 12, 1986, the Policy Committee will be reviewing the proposed improvement. An oral report will be made at the March 17 board meeting.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 5, 1986
TO: Policy Committee
FROM: Randy Rosvold, Planner RR
SUBJECT: Regional Transit Board (RTB) Review - Dakota County Environmental Assessment for County State Aid Highway 42 from County Road 5 to 750' West of Portland Avenue in Burnsville, Minnesota

Action Requested:

That the Policy Committee find the proposed improvement to be in compliance with the Regional Transit Board's Interim Implementation Plan.

Background:

The project, as proposed by the Dakota County Highway Department, calls for the widening of a 1.6 mile section of CSAH 42 from its existing four-lane roadway to a six-lane divided highway (see attached map of Dakota County). Roadway improvements slated by this project include improved turn lanes, grade widening, base and surface, curb and gutter, minor drainage, sidewalk, bridge deck replacement and widening over I-35W, signs, striping and signals including interconnect. Construction is expected to begin in 1989.

Analysis:

The RTB has reviewed the Environmental Assessment Worksheet for CSAH 42 and identifies the following transit-related items impacted by this project:

- The Metropolitan Transit Commission (MTC) operates two bus routes, Route 35M and Route 39, on this segment of CSAH 42 making local bus stops along this roadway. Existing bus stops are not clearly signed and no bus pull-off lanes are in place. Both bus routes may experience minor schedule delays during the construction process but overall the roadway widening project will alleviate traffic congestion in this rapidly developing part of Burnsville.
- A metered high occupancy vehicle ramp located at the intersection of I-35W and CSAH 42 exists. To date only carpools and vanpools make use of this facility. (MTC has not specific plans to use this ramp in the near future.) Access to the high occupancy vehicle (HOV) ramp may be hindered during the construction process. The final impact of this project on the HOV ramp is not clear at this point. The question of how this roadway widening project will impact access to this HOV ramp needs to be addressed in more detail.

Policy Committee
March 4, 1986
Page 2

Findings and Conclusions:

The RTB has reviewed the Environmental Assessment Worksheet for CSAH 42 in Dakota County and finds it in compliance with RTB Interim Implementation Plan.

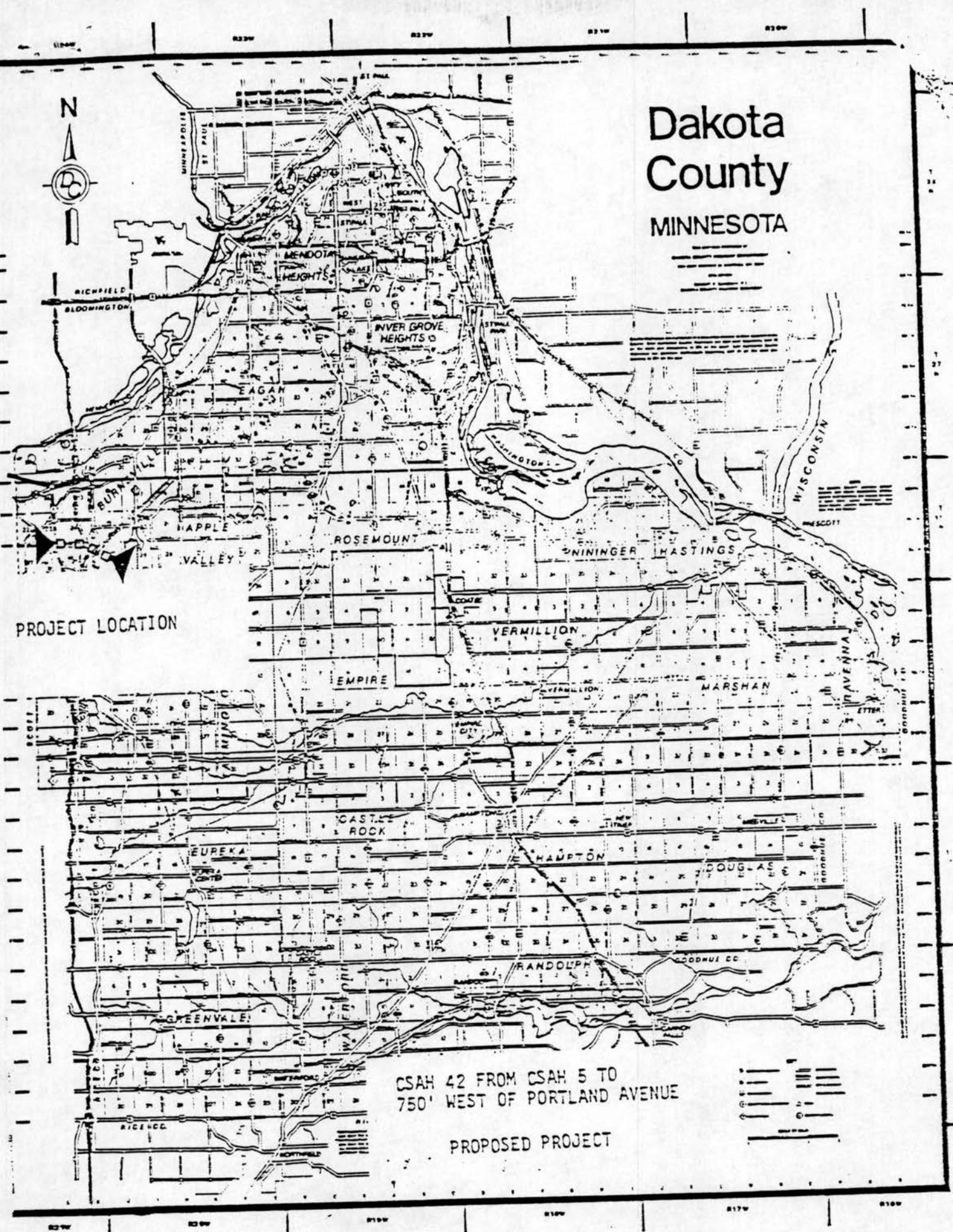
- Two MTC routes, Route 35M and Route 39, will be affected by the widening of the above-mentioned segment of CSAH 42.
- One metered high occupancy vehicle ramp which accesses I-35 at County Road 42 will be affected by this project.
- The MTC should be contacted to detail needs for bus stop signage and bus pull-off lanes along this segment of County Road 42.

Recommendation:

That the Policy Committee find the proposed improvement to be in compliance with the Regional Transit Board's Interim Implementation Plan.

KT:jmo

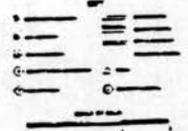
Dakota County MINNESOTA



PROJECT LOCATION

CSAH 42 FROM CSAH 5 TO
750' WEST OF PORTLAND AVENUE

PROPOSED PROJECT



REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 13, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Adoption of the Transit Service Needs Assessment Phase I

There being no quorum at the March 12, 1986, Policy Committee meeting, adoption of Phase I of the Transit Service Needs Assessment was reviewed but no action was taken. The following recommendation is being forwarded to the board for action at the March 17 board meeting.

RECOMMENDATION:

That the Regional Transit Board adopt Phase I of the Transit Service Needs Assessment.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 10, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Adoption of the Transit Service Needs Assessment Phase I

At its meeting on March 12, 1986, the Policy Committee will be discussing the adoption of the Transit Service Needs Assessment Phase I report. An oral report will be made at the March 17 board meeting.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 6, 1986
TO: Policy Committee
FROM: Katherine Turnbull, Planning Manager
SUBJECT: Adoption of the Transit Service Needs Assessment Phase I

Action Requested:

That the Policy Committee adopt Phase I of the Transit Service Needs Assessment.

Background:

On February 10, 1986, the Regional Transit Board accepted Phase I of the Transit Service Needs Assessment for the purpose of presentations and public meetings. Since that time staff has made presentations to the Metropolitan Transit Commission, the Transit Advisory Committee and the Taxicab Advisory Committee. Additionally, two public meetings were held on March 4 and 5 to receive questions or comments. Presentations will also be made to the Transportation Advisory Board Policy Committee, Minnesota Department of Transportation, the Rideshare Advisory Board and the Transportation Advisory Board in the next several weeks.

The questions and comments made during these presentations will be presented and discussed at the Policy Committee. The majority of these concerned questions about information used in the analysis and how the final results of Phase II will be used.

Findings and Conclusions:

- The Regional Transit Board adopted Phase I of the Transit Service Needs Assessment for purposes of presentations and public meetings.
- Several presentations have been made and several are scheduled for the next few weeks.
- Two public meetings were held on March 4 and 5.
- Comments and questions received concerned information used in the study and how the Phase II results would be used. No substantial changes in the Phase I document.

Action Requested:

That the Policy Committee adopt Phase I of the Transit Service Needs Assessment.

jmo

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 13, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: RTB Fare Policy Development

There being no quorum at the March 12, 1986, Policy Committee meeting, development of the RTB fare policy was discussed but no action was taken. The following recommendation is being forwarded to the board for action at the March 17 board meeting.

RECOMMENDATION:

That the Regional Transit Board (RTB) approve the proposed work approach for development of Regional Transit Board fare policies and that in concert with this process, the Regional Transit Board authorize the executive director to enter into a contract to assist with the development of such a plan for an amount not to exceed \$10,000 and to amend the Transit Service Needs Assessment contract to include the proposed fare policy element and expenditures.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 10, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: RTB Fare Policy Development

At its meeting on March 12, 1986, the Policy Committee will be discussing the proposed work approach for development of RTB fare policies. An oral report will be made at the March 17 board meeting.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 6, 1986
TO: Policy Committee
FROM: Katherine Turnbull, Planning Manger
SUBJECT: RTB Fare Policy Development

Action Requested:

That the Policy Committee approve the proposed work approach for development of Regional Transit Board (RTB) fare policies and that in concert with this process the Policy Committee authorize the executive director to enter into a contract to assist with the development of such a plan for an amount not to exceed \$10,000 and to amend the Transit Service Needs Assessment contract to include the proposed fare policy element and expenditures.

Background:

The Minnesota Legislature has given the Regional Transit Board a number of charges concerning the development and implementation of fare policies for transit services in the metropolitan area. These requirements were contained in the enabling legislation of 1984 and further refined in the 1985 legislation.

Specifically, the legislation requires the following:

1. Section 30 (FARES; PLANS; REPORT) The regional transit board shall prepare, as part of the implementation plan required by section 473.377, a statement of the policies that will govern the imposition of user charges for various types of transit service and the policies that will govern decisions by the board to increase or change fares. Following review by the council under section 473.377, the board shall submit the plan to the 1987 session of the legislature, along with its three-year financial plan. The three-year financial plan must contain schedules of user charges and changes in user charges required to implement the plan. During the period beginning January 1, 1985, and ending January 1, 1988, total revenue from fares for all regular route service must produce annually not less than 35 percent of total operating costs for that service. During this period, whenever the board's current financial plan shows, for any calendar year, that total revenue from fares for all regular route service is expected to be less than 35 percent of total operating cost for that service, the board shall amend its fare policies to require a change in fares that will bring fare revenue for that year into conformance with this section.

2. Subd. 2a (REGULAR ROUTE FARES) The board shall establish and enforce uniform fare policies for regular route transit in the metropolitan area. The policies must be stated in the board's three-year transit service implementation and financing plan. The policies must be consistent with the requirements of this section and the council's transportation policy plan. The commission and other operators shall charge a base fare and any surcharges for peak hours and distance of service in accordance with the policies prescribed in the approved implementation plan of the transit board. The commission and other operators shall submit their fare schedules to the board for approval.

Sec. 109. Minnesota Statutes 1984, section 473.408, subdivision 4, is amended to read:

3. Subd. 4 (CIRCULATION FARES). The commission and other operators may charge a reduced fare for service on any route providing circulation service in a downtown area or community activity center. The commission and other operators shall not contribute more than 50 percent of the operating deficit of any such route that is confined to a downtown area or community activity center. The boundaries of service districts eligible for reduced fares under this subdivision must be approved by the board.

4. Sec. 22 (FARE RESTRICTIONS SUSPENDED) The provisions respecting fares of the metropolitan transit commission in Laws 1981, chapter 363, section 55, subdivision 1; Laws 1981, third special session, chapter 2, article 1, section 2, subdivision 2; and Laws 1983, chapter 293, section 2, subdivision 5, are suspended until July 1, 1987.

Based on these requirements, a proposed approach and work program is presented for development of RTB fare policies. The proposed approach would utilize a national expert in fare policies and a local task force composed of representatives from the different provider groups. The national expert would be added to the Strategic Planning Group of the Transit Service Needs Assessment Phase II study and would spend additional time with RTB staff and the task force.

The focus of the proposed work program is on the development of overall fare policies. This is in keeping with the legislative directive outlined above. It also allows for the use of the technical information developed by the MTC and their consultant through their Pricing Study.

The basic elements of the work program, a preliminary schedule and responsibilities for each element are outlined below.

Work Program for RTB Fare Policy Development

1. Develop memorandum outlining legislative requirements, introduction to MTC study and outline of RTB work program approach and schedule and present to Policy Committee.

Date: 3/6/86

Staff: RTB

2. Develop memorandum outlining history, issues, impacts, different approaches, national trends. This would be based on a literature search, national trends and local studies.

Date: Draft - 3/14/86
Policy Mailing - 3/20/86
Policy Committee - 3/26/86

Staff: RTB

3. Discuss issues memorandum and approach with providers. Appoint task force to assist with analysis.

Date: 4/18/86

Staff: RTB

4. Identify and analyze the different approaches and issues involved in the development of a unified RTB Fare Policy. This step would involve the use of an outside consultant to assist in this analysis. This analysis will focus on the overall policies, supplemented by the results of the MTC study and its model to evaluate the impacts of different fare scenarios. The consultant or national expert would be added to the Strategic Planning Group of the Transit Service Needs Assessment. The results of this effort will be discussed with the task force, the Policy Committee and Board.

Date: 5/30/86

Staff: RTB and consultant

5. Present results, recommendations and proposed Fare Policies to Committees and boards for adoption. The Fare Policies would then be included in the Implementation Plan.

Date: 7/31/86

Staff: RTB and Consultant

Policy Committee
March 6, 1986
Page 4

Findings and Conclusions:

- The Minnesota Legislature has given the RTB a number of charges relating to the development and implementation of fare policies for transit services in the metropolitan area.
- A work program containing the approach, specific elements, timing and responsibilities has been completed for development of RTB fare policies.

Recommendation:

That the Policy Committee approve the proposed work approach for development of Regional Transit Board (RTB) fare policies and that in concert with this process the Policy Committee authorize the executive director to enter into a contract to assist with the development of such a plan for an amount not to exceed \$10,000 and to amend the Transit Service Needs Assessment contract to include the proposed fare policy element and expenditures.

KT:jmo

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 13, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Capital Plan Development 1987-1991

There being no quorum at the March 12, 1986, Policy Committee meeting, development of the 1987-1991 capital plan was discussed but no action was taken. The following recommendation is being forwarded to the board for action at the March 17 board meeting.

RECOMMENDATION:

That the Regional Transit Board approve the proposed work approach for developing a five-year capital plan for all transit operators providing public transit service in the seven-county metropolitan area and that in concert with this process the Regional Transit Board authorize the executive director to enter into a contract with a consultant to assist with the development of such a plan for an amount not to exceed \$10,000.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 10, 1986
TO: Regional Transit Board
FROM: Policy Committee
SUBJECT: Capital Plan Development 1987-1991

At its meeting on March 12, 1986, the Policy Committee will be discussing the proposed work approach for developing a five-year capital plan. An oral report will be made at the March 17 board meeting.

Todd Lefko
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 6, 1986
TO: Policy Committee
FROM: Judith McCourt, Programs Manager *Jm*
SUBJECT: Capital Plan Development 1987-1991

Action Requested:

That the Policy Committee approve the proposed work approach for developing a five-year capital plan for all transit operators providing public transit service in the seven-county metropolitan area and that in concert with this process that the Policy Committee authorize the executive director to enter into a contract with a consultant to assist with the development of such a plan for an amount not to exceed \$10,000.

Back ground:

The purpose of this memorandum is to propose a work program that will result in the documentation of existing facilities and rolling stock of all transit providers of public transit service and to propose a five-year capital needs program for providers involved in the provision of public transit services in the seven-county metropolitan area. This capital planning effort will take the first comprehensive look at the capital requirements of public and private transit operators in the metropolitan area. Capital requirements will be based on a variety of needs including replacement of fully depreciated and outdated equipment, replacement of facilities and equipment that will reach the end of its useful life during the time period, and equipment and facilities needs to accommodate projected transit travel plans through 1991 in the metropolitan area.

Discussion:

The Regional Transit Board (RTB) administers thirty-seven transit contracts with twenty-six different providers throughout the seven-county metropolitan area. These providers represent the public sector, private sector and the non-profit sector and represent a range of services from fixed route to volunteer supported dial-a-ride services. Annually, the RTB solicits requests for operating assistance from these parties. In addition, the RTB solicits a capital request program from the Metropolitan Transit Commission (MTC), the largest provider of transit services in the area. Capital requests, however, have not been solicited from other operators providing public transit services on behalf of the RTB.

Solicitation of a capital request from the MTC represents a substantial segment of the need for capital purchases to support the delivery of transit services. However, the MTC request is only a piece of the entire picture of

total capital demands in the metropolitan area. Other operators contend that they have capital needs that should be considered as part of the entire capital funding process. While other operators have suggested an acute need for capital dollars, documentation of the need has not been compiled and, therefore, the actual demand has not been evaluated.

One of the main forces behind the creation of the RTB in 1984 was to coalesce the many components of transportation service in the region. The assumption of the various contract responsibilities from the MTC and the Minnesota Department of Transportation has accomplished this in terms of operating responsibilities, but the determination of capital requirements of all operators still remains as an unknown. At this time it is recommended that the capital needs of all operators involved in public transit services be documented.

The need to prepare a five-year capital plan is consistent with requirements for the RTB to develop an Implementation Plan and a Financial Plan. Both of these documents call for the RTB to provide a description of service and facilities planned to meet the needs and service objectives of the board. The plans call for a schedule of expected levels of public expenditures, capital and operating for the services and facilities planned and must cover at least a five-year period. Both plans are due by August 1, 1986.

In addition to the requirements for inclusion of a capital element in the Implementation and Financial Plan, recent directives from UMTA encourage the inclusion of private, as well as public, operators throughout the planning and provision of all publicly funded transit services.

Three elements, the need to assess the total picture for capital needs in the metro area, requirements for the development of the Implementation Plan and Financial Plan and the UMTA initiatives suggest that the development of a five-year capital plan is appropriate at this time.

Base Assumptions

Three initial assumptions have been established as a base for the planning process:

1. The capital plan will cover the five-year period from 1987-1991.
2. The capital plan will be a comprehensive program of all anticipated capital needs from both the public and private sector to support the provision of public transportation service in the metropolitan area.
3. Capital requests will be based on transit service assumptions and decisions to invest capital dollars will be made so as to maximize the utility of public investments.

Scope of Work

Based on the initial assumptions, a scope of service has been prepared to outline the proposed capital planning process. Each element of the process is

summarized below:

- 1.0 Refine the capital planning approach, assumptions and schedule. Finalize the elements requiring consultant involvement.

Product: Detailed Work Plan

Responsibility: The RTB will take the lead role in the development of the work plan.

Timing: March 31, 1986

- 2.0 Conduct a literature search to identify information on capital planning efforts that have included a comprehensive look at the capital needs of both public and private sector involved in the delivery of public transit services.

Product: Bibliography

Responsibility: The RTB will conduct the literature search.

Timing: March 31, 1986

- 3.0 Create a task force with representation from the public and private sector, involved in providing a range of transit services in the metropolitan area, to advise in the development of a capital plan.

Product: Advisory Committee

Responsibility: The RTB will form and staff the advisory committee. The consultant will make periodic presentations throughout the process.

Timing: April 15, 1986

- 4.0 Develop a technical memorandum for outlining the issues that need to be addressed in the capital planning process. Issues to be addressed will include but not be limited to:

- 4.1 Defining eligible capital purchases including administrative, facilities, equipment and rolling stock.

- 4.2 Defining eligible participants including public agencies, private providers and non-profit organizations.

- 4.3 Exploring the benefits and disadvantages of the creation of a public trust ownership for capital purchases made with public funds.

- 4.4 Assessing the available capital resources including federal, state, local, privately-financed and public private partnership arrangements.

- 4.5 Reviewing the designated federal grant recipient status and recommend appropriate changes.
- 4.6 Reviewing local matching requirements and recommending appropriate changes.
- 4.7 Identifying other issues that need to be resolved as part of the process.

Product: Technical Memorandum: Issues Shaping the RTB
Capital Planning Process

Responsibility: The RTB, with consultant assistance, will identify the issues and develop the memorandum.

Timing: April 30, 1986

- 5.0 Inventory the facilities and rolling stock currently used by public, private and non-profit providers to support public transportation services in the metropolitan area.

Product: Inventory of rolling stock and facilities

Responsibility: The RTB will take the lead role in this activity. Support will be provided from the consultant in terms of developing inventory format and categorizing assets.

Timing: May 15, 1986

- 6.0 Develop a capital request procedure for providers.

Product: Capital Request Packet

Responsibility: The RTB and consultant will develop this packet jointly.

Timing: May 30, 1986

- 7.0 Develop evaluation criteria addressing the following points: urgency of need; relationships of request to RTB projected service plan; consistency with the Metropolitan Development Guide and Investment Framework; financial capability of recipient; and return on investment of public dollars as related to units of service, cost of capital purchase, and useful life of the purchase.

Product: Technical Memorandum: Capital Budget Evaluation
Criteria

Responsibility: The consultant will take the lead role in the development of the evaluation criteria.

Timing: June 15, 1986

8.0 Evaluate the capital requests and prioritize needs.

Product: Technical Memorandum: Evaluation and Prioritizing
of Capital Needs

Responsibility: The RTB will take the lead role in this activity.

Timing: July 30, 1986

9.0 Develop a final capital plan covering the period 1987-1991, summarizing
tasks 1.0-8.0.

Product: Capital Plan

Responsibility: The RTB and consultant will jointly develop the plan.

Timing: August 30, 1986.

Findings and Conclusions:

- A comprehensive capital needs program of public and private transit providers involved in the provision of public transit services in the metropolitan area has not been prepared.
- The RTB is legislatively required to prepare an Implementation Plan and a Financial Plan by August 1, 1986. Each of these plans calls for projecting the facilities and capital needed to support public transit service through 1991.
- Recent UMTA initiatives encourage the inclusion of the private transit operators, as well as public sector transit operators in planning and providing regional transit services.
- Because of legislative requirements to develop five-year financial projections for capital facilities accompanied by the RTB's interest in encouraging and planning for private sector involvement in public transit services throughout the region, it is judicious for the RTB to undertake a comprehensive capital planning effort.

Recommendation:

That the Policy Committee approve the proposed work approach for developing a five-year capital plan for all transit operators providing public transit service in the seven-county metropolitan area and that in concert with this process that the Policy Committee authorize the executive director to enter into a contract with a consultant to assist with the development of such a plan for an amount not to exceed \$10,000.

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 7, 1986
TO: Regional Transit Board
FROM: Administrative and Finance Committee
SUBJECT: Exurban Funding Request: Hastings Commuter Express Buspool
Resolution No. 86-

At its regular meeting of March 6, 1986, the Administration and Finance Committee reviewed the attached memorandum and determined sufficient funds were available to support the request.

The committee discussed the proposal at length. Questions were raised concerning additional service to St. Paul in the off-peak period. Staff responded that the service proposed is not a regular route but a buspool and is available on a monthly subscription basis to riders. The legislation specifies service provided with these funds must be either paratransit or ridesharing. Ed Kranz questioned whether the budget allowed for additional service. Judith McCourt stated that the service plan detailed costs only for the proposed service. Kranz raised the concern about the need for off-peak service, especially for the elderly. McCourt said that the Service Needs Assessment will be looking at specific area needs and also DARTS provided some service during the off-peak to St. Paul and that the other service elements in Dakota County should be addressed before adding off-peak service. Patrick Regan, Commuter Express, Inc., stated that he currently provides occasional trips to St. Paul on a contractual basis and would continue to do so. Regan said that he would continue to collect information on passenger trip desires to help determine future service needs.

Discussion also centered around the required local match. Kranz asked how the local match was determined and what input the board had into the decision. McCourt noted that the exurban guidelines, which include the requirement for local match, are reviewed annually by the board. The board, at its discretion, may waive local match requirements. based on its review of the project, the Administration and Finance Committee recommends:

RECOMMENDATION:

That the Regional Transit Board adopt Resolution No. 86-__ Exurban Funding Request; Commuter Express, Inc., authorizing the executive director to execute a contract with Commuter Express, Inc., for an amount not to exceed \$13,882 for the provision of paratransit service in the exurban area from April 1, 1986, to December 31, 1986, and that the Regional Transit Board notify the Transportation Regulatory Board that it supports the application for the authority to operate such service.

Ruth Franklin
Chair

REGIONAL TRANSIT BOARD

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

RESOLUTION

RESOLUTION NO. 86-

EXURBAN FUNDING REQUEST: COMMUTER EXPRESS, INC.

WHEREAS, the Regional Transit Board, in accordance with Minnesota Statutes 473.446, Subdivision 1, shall levy upon all taxable property within the Metropolitan Transit Area but outside of the Metropolitan Transit Taxing District, a transit tax equal to ten-percent of the levies provided in Subdivision 1(a) to (c); and

WHEREAS, the Regional Transit Board, in accordance with Minnesota Statutes 473.466, Subdivision 1(a), shall use the proceeds of this tax for paratransit services or ridesharing programs designed to serve persons located within the transit area but outside of the Metropolitan Transit Taxing District, hereinafter referred to as the exurban area; and

WHEREAS, these agencies are presently providing services in the exurban area and are willing to provide such paratransit services for the Metropolitan Transit Commission in accordance with all of the terms, provisions and conditions stated in the contract;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Executive Director is authorized to execute a contract with Commuter Express Inc. for an amount not to exceed \$13,882 for the provision of paratransit services in the exurban area from April 1, 1986 to December 31, 1986.

Adopted this _____ day of _____, 1986.

Elliott Perovich, Chairman

Mary Fitzgerald, Secretary

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 6, 1986
TO: Administration and Finance Committee
FROM: Judith McCourt, Programs Manager
SUBJECT: Exurban Funding Request: Hastings Commuter Express Buspool

ACTION REQUESTED

That the Executive Director be authorized to enter into contract with Commuter Express, Inc., for an amount not to exceed \$13,882, to provide a subscription buspool service from the City of Hastings to St. Paul and that the Regional Transit Board (RTB) notify the Transportation Regulatory Board (TRB) that it supports the application for authority to operate such service as submitted by Commuter Express, Inc.

BACKGROUND

In September 1985, the RTB authorized staff to solicit 1986 exurban proposals based on guidelines that had been adopted by the board. Twelve requests for funding were received. In January 1986, the RTB authorized funding of eleven of the twelve projects. The remaining project, which was submitted by the Hastings Bus Company--now known as Commuter Express, Inc.--was referred to staff for further development of the project concept.

DISCUSSION

The commuter buspool project has been developed by Commuter Express, Inc., and reviewed by staff and meets the guidelines established by the legislature and the RTB (Attachment One). Commuter Express, Inc. proposes a buspool from Hastings to downtown St. Paul. The buspool will operate daily, departing from Hastings at 6:45 a.m., arriving in St. Paul at 7:30 a.m. The buspool will leave St. Paul at approximately 4:45 p.m., arriving in Hastings at approximately 5:30 p.m.

The buspool proposal represents a new service concept for the metropolitan area. While subscription service has been provided to certain corporations and the University of Minnesota, this service has not been predicated on the basis of monthly commitments by passengers to use the service. The buspool concept focuses on a monthly commitment of riders. The buspool concept has been successfully used in California.

It is anticipated that, initially, 23 seats on a 47-passenger vehicle will be subscription seats. The remaining 25 seats will be available for the occasional pooler. By December 1986, 90-percent of the seats will be reserved for subscription users. The remaining 10-percent will continue to be available for the occasional user.

The total project cost is estimated at \$58,122. The buspool proposes a 52-percent revenue recovery ratio. The projected subsidy per passenger is \$1.60. The required 50-percent financial match was committed by the City of Hastings at its regular city council meeting on March 3, 1986.

Commuter Express, Inc. is required to file their plan to operate the buspool with TRB. The TRB will then issue a certificate of authority to Commuter Express, Inc. The TRB requires the RTB to sign-off on any requests for operating authority in the metropolitan area. Because the plan proposed by Commuter Express, Inc. is consistent with the exurban guidelines, staff recommends that the Administration and Finance Committee direct staff to notify the TRB that the RTB supports the service concept.

The project proposed by Commuter Express, Inc. is an example of a cooperative planning effort and the utilization of existing transit resources. Commuter Express, Inc. proposes an aggressive marketing plan to encourage riders in cooperation with existing community resources. The company has also secured agreements from the City of Hastings and the Minnesota Department of Transportation to use park-and-ride lots in the Hastings area.

FINDINGS AND CONCLUSIONS

- *As directed by the board on January 6, 1986, staff has worked with Commuter Express, Inc. to develop a commuter buspool serving Hastings and St. Paul.
- *The commuter express buspool proposal submitted by Commuter Express, Inc. meets all of the established legislative and RTB guidelines.
- *Because the RTB supports the buspool concept, staff should direct a letter to the TRB notifying them of the RTB's endorsement of the project.

RECOMMENDATION

That the Executive Director be authorized to enter into contract with Commuter Express, Inc., for an amount not to exceed \$13,882, to provide a subscription buspool service from the City of Hastings to St. Paul and that the RTB notify the TRB that it supports the application for authority to operate as submitted by Commuter Express, Inc.

Attachments
HSTNGS
ch

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 11, 1986
TO: Regional Transit Board Members
FROM: Mark Ryan, Project Administrator
SUBJECT: Metro Mobility Discussion

Action Requested

This item is informational only. No action is requested.

Background

At its meeting on December 16, 1985 the Regional Transit Board adopted recommendations for restructuring Metro Mobility services and directed staff to develop an implementation plan by June, 1986. The framework within which Metro Mobility services are to be restructured is a modified user-side subsidy or riders choice model.

Since that time, staff has held weekly meetings to discuss key areas of the implementation plan, solicited input from the Transportation Handicapped Advisory Committee (THAC) and begun to organize working sessions to provide additional input on the reorganization of Metro Mobility.

Discussion

Staff is presently in the process of organizing working sessions to provide for additional input on the reorganization of Metro Mobility. A meeting with transit providers has been set for April 2 and April 15 is the tentative date for a session with Metro Mobility users, agencies and interested parties.

A more technical series of working sessions has been organized as a workshop for RTB staff with assistance from the Private/Public Transportation Network (PPTN) to be held March 17, 18 and 19. The workshop will focus on specific issues that are considered key administrative elements in the reorganization of Metro Mobility services. The purpose of the workshop is to give staff the opportunity to gain first hand knowledge of programs similar to the one proposed for Metro Mobility and to solicit reactions to ideas staff has considered from administrators and operators involved in similar programs across the country.

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March 17, 1986

Since many RTB members have expressed an interest in learning more about other transit programs for the elderly and handicapped, staff has invited the out of town workshop participants to attend the RTB meeting on Monday and briefly describe their transportation program and answer any questions you may have.

Present at the Board meeting on Monday will be:

Cal Marsella Chief of Paratransit Services for Metro Dade in Miami, Florida.

Jon Roth..... Superintendent of Special Services Planning for Chicago Transit Authority.

Barbara Lupro Paratransit Administrator for the City of San Diego.

~~Derrick Lightfoot~~ .. Special Services Administrator of the Handi-Rides Program in Dallas.

Robert Jans President of Cook-DuPage Transportation, a private transit operator in the Chicago area.

David Cyra Regional Facilitator for the Private/Public Transportation Network.

Cal Marsella, Jon Roth, Barbara Lupro and Derrick Lightfoot have each been asked to give a five minute overview of their program and then questions will follow once all the presentations are completed. To ensure a timely adjournment of the meeting, forty-five minutes have been allocated for this Metro Mobility discussion.