



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 2, 1987
Council Chambers
4:00 p.m.

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of February 17, 1987, Regional Transit Board Meeting Minutes
4. REPORT OF THE POLICY COMMITTEE
5. REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE
 - A. Disadvantaged Business Enterprise/Women Business Enterprise 1987 Goals
 - B. Metropolitan Transit Commission Nicollet Garage and Midday Bus Storage Request
 - C. City of Plymouth Contract Amendments
 - D. Rideshare Contract
 - E. 1982 General Obligation Bond Refunding 87-03
 - F. Metropolitan Transit Commission Amended 1987 Budget, Resolution No. 87-01
 - G. Metropolitan Transit Commission 1987 Federal Aid Urban and Urban Mass Transportation Administration Section 9 Grant Requests, Resolution No. 87-02
 - H. OTHER BUSINESS *Seq. Program*
6. OTHER BUSINESS
 - A. Chairman's Report *Seq. Program*
 - B. Members' Reports
 - C. Staff Reports
7. PUBLIC COMMENT

Elliott Perovich
Chairman

Adv.
Weaver
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REGIONAL TRANSIT BOARD
ROLL CALL AND ATTENDANCE SHEET

DATE: 3/2/87

BOARD OR COMMITTEE RTB

MEMBER NAME	PRESENT	VOTE	Roll 87-01 VOTE	Roll 87-02 VOTE	Roll 87-03 VOTE
Chairman	✓				
Kenneth Bedeau (P)					
Doris Caranicas (P)	✓		y	y	y
Ruth Franklin (Chair, A & F)	✓		y	y	y
Alison Fuhr (P)	✓		y	y	y
Paul Joyce (A & F)	✓		y	y	y
Edward Kranz (A & F)	✓		y	y	y
Todd Lefko (Chair, Policy)					
Bernard Skrebes (A & F)	✓		y	y	y

REGIONAL TRANSIT BOARD

270 Metro Square Building, St. Paul, Minnesota 55101

Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
Metropolitan Council Chambers
February 17, 1987

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

MEMBERS ABSENT: Ruth Franklin

OTHERS PRESENT: Greg Andrews, Tom Beaver, Jerry Brechlin, Kathy Christopherson, Cindy Fish, Mary Fitzgerald, Jan Hennings, Judy Hollander, Mike Kuehn, Ed Kouneski, Cindy Mayor, Randy Rosvold, Roane Smothers, Katie Turnbull, Regional Transit Board Staff; Bob Rossman, Amalgamated Transit Union; Karen Lyons, Dottie Rietow and Dirk deVries, Metropolitan Council; Steve Bertrand; Greg Failor, Metropolitan Transit Commission; Al Pint, Minnesota Department of Transportation; John Doyle, Marcia Diers and Rideshare Advisory Committee members

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

Joyce moved approval of the minutes of the February 2, 1987, meeting; Fuhr seconded the motion. Motion carried unanimously.

Fuhr moved approval of the minutes of the January 26, 1987, Committee of the Whole meeting; Skrebes seconded the motion. The motion carried unanimously.

PRESENTATION BY THE RIDESHARE ADVISORY COMMITTEE

John Doyle, Chair of the Rideshare Advisory Committee, thanked the board, staff and members of the committee for their support of the committee's activity. He then introduced Marcia Dier, Manager of Minnesota Rideshare, who used graphs to illustrate participation in the program. In 1986 Minnesota Rideshare increased the data base by 47-percent and the number of match lists mailed out increased by 48 percent. There was a 55 percent increase in pools.

Doyle said the program provides an important service to the area, but it is important to have a comprehensive strategy to bring into play on the resources in order to make the strategy work. The Metropolitan Area is in danger of being strangled by traffic congestion. Over 1,043,000 people are transported to work daily and on average 1.10 people are carried in each vehicle. Even a 0.10 increase in that figure would result in 83,000 fewer cars. The committee suggested that the RTB collaborate with the Metropolitan Council as they go through the process of revising the vehicle occupancy goals for the region. The RTB must make that goal a top priority with a realistic timeframe for achievement. RTB should direct staff and provide resources to develop an effective strategy for achieving the goal. The formulation should assess tax incentives, use of HOV lanes and preparation of a cost-benefit analysis.

MINUTES

February 17, 1987

RTB staff members are among the top public transit experts in the country, Doyle said, and he is confident that if they are given direction to develop a strategy to reduce vehicle occupancy, they will develop a plan of action that will work. In response to Fuhr's question, Doyle said figures on savings in highway wear and tear would be developed in a cost-benefit analysis. The committee is discussing options for the program, but cannot go further without staff resources to put things into a comprehensive picture and test options. Doyle suggested that as a follow-up at a later date the committee come prepared with a plan of action for the board's consideration.

Joyce asked if the committee considered, as a major component of a balanced metro system, going beyond the Metropolitan Urban Service Area line. Perovich said that is happening now.

deVries said that when I-394 was being debated there was a finite number of car pools needed to justify the capacity decisions. He asked what progress has been toward that goal. Pint said they have reached a third of the goal. deVries said he was pleased with that progress toward the goal.

REPORT OF THE POLICY COMMITTEE

1-394-PLYMOUTH ROAD TIMED-TRANSFER STATION

Committee Chair Lefko reviewed the report to the committee dated February 13. The Policy Committee held a meeting immediately before today's board meeting and reviewed this issue. He moved:

That the Regional Transit Board reaffirm its support for the timed-transfer transit station location at the northwest corner of Plymouth Road and I-394. Further, the RTB requests the Minnesota Department of Transportation, which is responsible for design, right-of-way acquisition, construction and funding of the station, to ensure that the design and development of the station is done in a timely manner that best meets the transit design and operating requirements. Further, the Regional Transit Board is supportive of the compatible use concept as outlined in alternative BRW-A if it proves to be feasible. The City of Minnetonka, the Metropolitan Transit Commission and the Minnesota Department of Transportation should be consulted in review of alternative BRW-A.

Fuhr seconded the motion. Joyce said that if the committee intended that if that alternative does not work, Minnesota Department of Transportation will notify the RTB, that language should be included in the motion. Kranz moved to amend the motion, adding the following:

The Minnesota Department of Transportation will inform the Regional Transit Board if the BRW-A alternative proves not to be feasible.

Joyce seconded the motion. Vote was taken on the amendment; the motion carried unanimously. Vote was taken on the motion; the motion carried unanimously.

MINUTES
February 17, 1987

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

Vice Chair Joyce reviewed the issues discussed at the last committee meeting. No formal action was taken.

OTHER BUSINESS

CHAIRMAN'S REPORT

The chairman noted that he and Andrews attended the American Public Transit Association Conference in San Diego and reviewed his meetings at the Legislature.

MEMBERS' REPORTS

Fuhr expressed her concern about the Star and Tribune story on light rail transit. The RTB needs a transit group to provide additional support at the Legislature.

Kranz noted that MTC recently changed advertising agencies. He asked why the contract was not continued with the other agency, which was a top national, award-winning agency. Failor said the contract was put out for bids and awarded within the last month.

Bedeau expressed his gratitude to the board members for their support, but other commitments have forced him to resign. He will serve until a new member is appointed.

STAFF REPORTS

Andrews introduced Tom Beaver, the new public information officer. One of his responsibilities will be developing a public information program, which will be brought to the board for approval.

There being no other business, Joyce moved and Kranz seconded that the meeting be adjourned. The motion carried unanimously. The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Hambert

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: March 2, 1987
TO: Regional Transit Board
FROM: Administration and Finance Committee *HC*
SUBJECT: Report of the A&F Committee

At its meeting February 26, 1987, the Administration and Finance Committee reviewed, discussed and moved the following:

SUBJECT: DBE/WBE 1987 GOALS

Recommendation:

That the Administration and Finance Committee recommend for Board approval amendment of Section VII, Parts A and B of the Disadvantaged Business Enterprise Plan/Women's Business Enterprise Plan to set goals of 10% DBE and 2% WBE participation for UMTA funding for federal fiscal year 1987. In addition, it is recommended that the RTB also adopt goals of 10% DBE and 2% WBE in the procurement of all goods and services for the agency in 1987.

SUBJECT: MTC NICOLLET GARAGE & MIDDAY BUS STORAGE REQUEST

Recommendation:

That the Regional Transit Board (RTB) approve the Metropolitan Transit Commission's (MTC's) Nicollet Garage and Midday Bus Storage Facility request and direct the MTC to include these items in their capital program and resubmit them to the RTB. Further, the RTB directs the MTC, as part of this process, to develop these two facilities as metropolitan transit facilities and include in the application how other operator needs could be accommodated in the design and management of the facilities. This information will be reviewed prior to RTB approval of the MTC's budget amendment request.

SUBJECT: CITY OF PLYMOUTH CONTRACT AMENDMENT

Recommendation:

That the Regional Transit Board authorize the Executive Director to amend the 1986 contract with the City of Plymouth from \$355,200 to \$360,050 and to amend the 1987 contract with the City of Plymouth from \$369,200 to \$449,150.

SUBJECT: RIDESHARE CONTRACT

Recommendation:

That the Administration and Finance Committee recommend Board approval of authorizing the Executive Director to negotiate a contract with the Metropolitan Transit Commission for the delivery of ridesharing services in the metropolitan area in an amount not to exceed \$683,026.

SUBJECT: 1982 GENERAL OBLIGATION BOND REFUNDING

Recommendation:

That the Administration and Finance Committee approve Resolution No. 87-03 for the issuance of \$5,750,000 of bonds by the Metropolitan Council advance refunding of bonds outstanding from the 1982 Certificates of Indebtedness issued by the Metropolitan Transit Commission.

SUBJECT: AMENDED MTC 1987 BUDGET APPROVAL

Recommendation:

That the Administration and Finance Committee recommend the Regional Transit Board approve the 1987 Metropolitan Transit Commission budget. This new proposal is an overall decrease in both operational and capital funding requests.

SUBJECT: MTC 1987 FAU & UMTA GRANT APPROVAL

Recommendation:

That the Administration and Finance Committee recommend the Regional Transit Board approve the application of the Metropolitan Transit Commission for federal transit assistance as stated in Resolution No. 87-____.

OTHER BUSINESS

Discussion took place regarding the Hastings Commuter Express Contract. The item was on this agenda as informational only. Action is expected at the meeting scheduled for Thursday, March 5.

Andrews provided an update on the negotiations for the new space lease. It is anticipated this item will appear on the agenda for the March 5 A&F meeting.

Ruth Franklin
Chair

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 24, 1987
TO: Regional Transit Board
FROM: Administration and Finance Committee

At its meeting of February 26, 1987, the committee will review and is expected to take action on the following matters. A report on the committee's actions will be made at the board meeting.

1. Disadvantaged Business Enterprise/Women Business Enterprise 1987 Goals
2. Metropolitan Transit Commission Nicollet Garage and Midday Bus Storage Request
3. City of Plymouth Contract Amendments
4. Rideshare Contract
5. 1982 General Obligation Bond Refunding
6. Metropolitan Transit Commission Amended 1987 Budget, Resolution No. 87-01
7. Metropolitan Transit Commission 1987 Federal Aid Urban and Urban Mass Transportation Administration Section 9 Grant Requests, Resolution No. 87-02

Ruth Franklin
Chair

BDLAS1

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 20, 1987
TO: Administration and Finance Committee
FROM: Bob Dietrick, Administrative Aide
SUBJECT: Disadvantaged Business Enterprise/Women Business Enterprise
DBE/(WBE) 1987 Goals

ACTION REQUESTED

It is requested that the Administration and Finance Committee recommend for Board approval the adoption of the following goals:

- 1) Ten-percent DBE and two-percent WBE for UMTA funding for federal fiscal year 1987.
- 2) Ten-percent DBE and two-percent WBE overall goals for the RTB purchasing and contracting budget for calendar year 1987.

BACKGROUND

DBE/WBE Goals for UMTA Grants

The Surface Transportation Act of 1982, Section 105(f), requires that recipients of UMTA funds must set annual DBE and WBE goals for contracting and purchasing opportunities undertaken with UMTA funding. These goals must be based on projected contracting and purchasing opportunities for the year and the known availability of DBE's and WBE's who provide the service. Federal regulations require a DBE goal of at least 10%. There is no specific federal requirement for the WBE goal, though the recommendation is for a goal of 2% WBE participation.

The RTB receives UMTA funding from two sources: the Section 8 planning assistance grant and the Section 6 research and demonstration grant. The RTB is a sub-recipient of Section 8 funds, with the Metropolitan Council being the primary recipient. The Section 8 grant is shared with the Metropolitan Council and the MTC. The Metropolitan Council, as primary recipient, is responsible for setting the goals for the Section 8 money and seeing to it that the Council, RTB and MTC collectively meet the goals or make a good faith effort to meet them. The Council has submitted goals of 10% DBE and 2% WBE to UMTA for federal fiscal year 1987 and it is recommended that the RTB formally adopt these goals also for its share of the Section 8 grant. The RTB met its 10% DBE goal in 1986.

DBE/WBE 1987 GOALS
February 20, 1987
Page Two

The RTB is the primary recipient of Section 6 research and demonstration funding and, as such, is required to adopt DBE and WBE goals and submit them directly to UMTA. It is important to remember that these goals do not apply to the full amount of the UMTA grant, but to the projected contracting (consulting) or purchasing opportunities undertaken with the UMTA funds. It is recommended that the RTB adopt goals of 10% DBE and 2% WBE for Section 6 funding.

Overall DBE/WBE Goals for Internal Purchasing and Contracting

In addition to mandated goal-setting for UMTA funding, the RTB policy has been to encourage and increase the participation of DBE/WBE's in the procurement of all goods and services for the agency. Affirmative efforts have been made, and will continue to be made, to ensure that maximum opportunities are available to DBE/WBE's in the purchasing process. In 1986, the RTB achieved 10 percent DBE participation in the purchase of office supplies, and 100% DBE participation in the use of travel agencies. The RTB will continue to make every effort to identify and use certified DBE/WBE's in the internal purchasing and contracting opportunities. That effort will include a good faith effort to meet the 10% DBE and 2% WBE goals in the procurement of all goods and services for the agency.

RECOMMENDATION

It is recommended that the Administration and Finance Committee recommend for Board approval amendment of Section VII, Parts A and B of the Disadvantaged Business Enterprise Plan/Women's Business Enterprise Plan to set goals of 10% DBE and 2% WBE participation for UMTA funding for federal fiscal year 1987. In addition, it is recommended that the RTB also adopt goals of 10% DBE and 2% WBE in the procurement of all goods and services for the agency in 1987.

RD001W

REGIONAL TRANSIT BOARD

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

DATE: February 18, 1987
TO: Administration and Finance Committee
FROM: Katherine Turnbull, Planning Manager *KT*
SUBJECT: MTC Nicollet Garage and Midday Bus Storage Request

ACTION REQUESTED:

That the Regional Transit Board (RTB) approve the Metropolitan Transit Commission's (MTC's) Nicollet Garage and Midday Bus Storage Facility request and direct the MTC to include these items in their capital program and resubmit them to the RTB. Further, the RTB directs the MTC, as part of this process, to develop these two facilities as metropolitan transit facilities and include in the application how other operator needs could be accommodated in the design and management of the facilities. This information will be reviewed prior to RTB approval of the MTC's budget amendment request.

BACKGROUND:

On July 17, 1986, the Metropolitan Transit Commission submitted a revised Nicollet Garage and midday bus storage facility plan for consideration by the Regional Transit Board. The plan recommended the construction of a 175-bus garage on the site of the existing Nicollet Garage and a 125-bus midday storage facility adjoining the Heywood Garage. The cost for these facilities is approximately \$15.4 million; \$11 million for the Nicollet Garage and \$4.4 for the midday bus storage facility.

The recommendation represents a change from the MTC's 1985 Nicollet Garage request. At that time the MTC was requesting funding for a 300-bus garage to be constructed at either the Heywood or Hiawatha sites. The new recommendation was made following additional analysis by the MTC in late 1985 and 1986. This analysis was conducted after the Metropolitan Council did not approve funding for the 300-bus Nicollet Garage requested in the 1986/87 financial plan. The Metropolitan Council's action stated that "expenditures for the Nicollet Garage are not approved until such time as the study for replacement of the facility is completed and adopted."

The activities surrounding these actions are summarized below:

- o On August 19, 1985, the RTB approved, for purposes of a public hearing and Metropolitan Council review, the 1986/87 financial plan. The financial plan included funding for replacement of the MTC's Nicollet Garage. The request was for a 300-bus garage to be constructed at either the Heywood or Hiawatha sites. On October 24, 1985, the Metropolitan Council completed

its review of the RTB's financial plan. Expenditures for replacement of the Nicollet Garage were not approved until such time as the study for replacement of the facility was completed and adopted. In early December, the MTC requested the RTB to delay action on expenditures for the Nicollet Garage. The RTB acted at its meeting on December 16, 1985, to temporarily delay action on the Nicollet Garage until the MTC completed an analysis of the alternatives and made a recommendation to the RTB.

- o In early 1986, the MTC re-examined the Nicollet Garage analysis in light of the decline in the projected MTC fleet requirements. Three alternatives were examined. During this time the RTB coordinated and facilitated meetings between the MTC and representatives from the Minnesota Charter Bus Operators Association to discuss the MTC's need to replace the Nicollet Garage and to seek input on how private operators could be involved in the planning process.
- o In June, the MTC acted on the staff recommendation resulting from the additional analysis on the Nicollet Garage and approved the 175-bus garage on the existing Nicollet site and the 125-bus midday bus storage facility adjacent to the Heywood Garage. This recommendation was presented to the RTB in July.
- o The RTB conducted a review and analysis of the MTC's June request in 1986 and 1987. This included dialogue between the MTC, RTB and Metropolitan Council, a meeting in January to discuss issues associated with the request and the MTC's response to specific questions, as requested by the RTB. The highlights of this analysis are presented in this memorandum.

ANALYSIS:

The RTB's review of the MTC's 1986 Nicollet Garage Replacement Study and resulting request focused on the future need for the Nicollet Garage in light of possible changes in the existing transit system rather than the condition of the existing facility. There appears to be agreement that the condition of the existing facility, which is 73 years old, is not good and continued use of the garage in its present condition is difficult.

The analysis of the MTC's request examined existing MTC garages and the routes operating out of each, future MTC fleet size and route structures based on possible impacts of the Transit Service Needs Assessment strategies, the I-394 timed-transfer improvements, the competitive bid demonstration, and the potential future development of light rail transit. Many unknowns surround these different activities making the analysis difficult.

The following reports, memorandums and information were used in this review:

- o "Report on MTC Facility Needs," MTC, April 5, 1983. This memorandum examines the MTC's future service garage needs. The findings indicate that five garages are necessary under most of the scenarios tested. The point at which four garages could be considered would be if the peak vehicle

requirement fell below 700 buses. If one garage were to be closed, closing Nicollet would create smaller cost savings than closing either South or Shingle Creek. Closing Nicollet is neither operationally feasible nor cost-effective, given the likelihood that peak fleet requirements will remain above 700 buses.

- o "Garage Alternatives Evaluation," MTC, November 1985. This report recommends construction of a 300 bus facility at either the Heywood or the Hiawatha site to replace the existing Nicollet Garage.
- o "Nicollet Garage Replacement," MTC, July 1986. This report recommends a 175 bus garage at the present Nicollet site and a 125 bus midday bus storage facility adjacent to the Heywood Garage.
- o "Bus Fleet and Modernization Plan," MTC, February 1985, and "Bus Fleet and Modernization Plan, 1986 Through 2000," MTC March 1986. These reports contain the MTC's bus fleet acquisition plan through the year 2000. The 1985 plan was revised in early 1986 based on a new set of vehicle need assumptions. The 1986 report uses the December 1, 1985, fleet size as its base. The 1986 bus fleet requirements listed in the plan are shown below along with the 1987 MTC fleet information. The 1987 information is from the most recent information provided to UMTA by the MTC.

	<u>1986</u>	<u>1987</u>	<u>2000</u>
Active Bus Fleet	990	976	1,041
Peak Hour Buses	825	834	890

- o MTC Memorandums. These include memorandums to the Operations Committee, Commission and correspondence to the RTB.
- o RTB Memorandums. These include memorandums to the Policy Committee, Committee of the Whole and staff memorandums of various meetings.
- o Transit Service Needs Assessment, Competitive Bid Demonstration application, Implementation and Financial Plan, additional information on MTC garages, routes operated from the different garages and other background information.

The analysis examined the two parts of the MTC's request--the Nicollet Garage and the midday bus storage--separately. While the two projects are somewhat related in that the MTC proposes to construct the midday bus storage facility first and then use it to house many of the Nicollet Garage buses while the new facility is being constructed, the issues associated with the two projects are different. The midday bus storage request is examined first.

The main purpose of the 125-bus midday storage facility adjacent to the Heywood Garage is to provide downtown midday bus storage for buses operating out of the MTC's Shingle Creek and South garages. The facility would be constructed before the Nicollet Garage is replaced and would then be used to locate many of the Nicollet buses during the construction period. The MTC estimates an annual operating cost savings of approximately \$500,000 through midday storage of Shingle Creek and South buses at the facility. The estimated payback period for this facility is seven years. Given these annual cost savings and payback period, the midday bus storage appears to be warranted.

The major concern raised in the review of the midday bus storage request was the ability of other non-MTC operators to use the facility. The report indicates that the facility has been sized based on the MTC's needs, although it does note that private operators might use the facility if they have taken over MTC services. If the midday bus storage facility is to be viewed as a metropolitan transit facility, the needs of non-MTC operators should be considered in the use of the facility. If this is a desired approach, the MTC should be requested to ensure that space is made available for other operators. The RTB could work with the MTC to identify the number of spaces which should be made available and to develop a management plan to address how other operators could be accommodated. This should be incorporated into the MTC's formal application.

The analysis of the need for replacement of the Nicollet Garage examined the MTC's present fleet size and projected fleet plan. As noted previously, the MTC based the need for replacement of the Nicollet garage on a 1986 fleet size of 825 peak buses and 1,027 active buses. As of November 1986, the MTC had a peak fleet requirement of 813 buses and an active bus fleet of 952 buses.

The MTC's 1983 "Report on MTC Facility Needs" concluded that five garages would be needed in the future. Four garages should be considered only if the peak vehicle requirement fell below 700 buses. The RTB analysis included a review of the potential impacts of the competitive transit demonstration on the MTC's fleet size. Given this analysis, it does not appear that the competitive transit demonstration will reduce the MTC's fleet size below the 700 peak-hour bus level.

The location of the Nicollet Garage and the MTC's other garages was also examined. The location of the MTC's five garages and the number of buses assigned to each are shown in figures 1 and 2.

The routes operated out of each garage were also examined and mapped on RTB transit maps. Most of the services operated out of Nicollet are focused on south and southwestern Minneapolis. This includes 25 buses operating 35W express service, 35 buses operating in the western communities, some of which are tied into the I-394 services, 12 Route 52 buses and buses serving other routes in south Minneapolis.

- FIGURE 1
- 1 - Heywood
 - 2 - Nicollet
 - 3 - Shingle Cree
 - 4 - Snelling
 - 5 - South

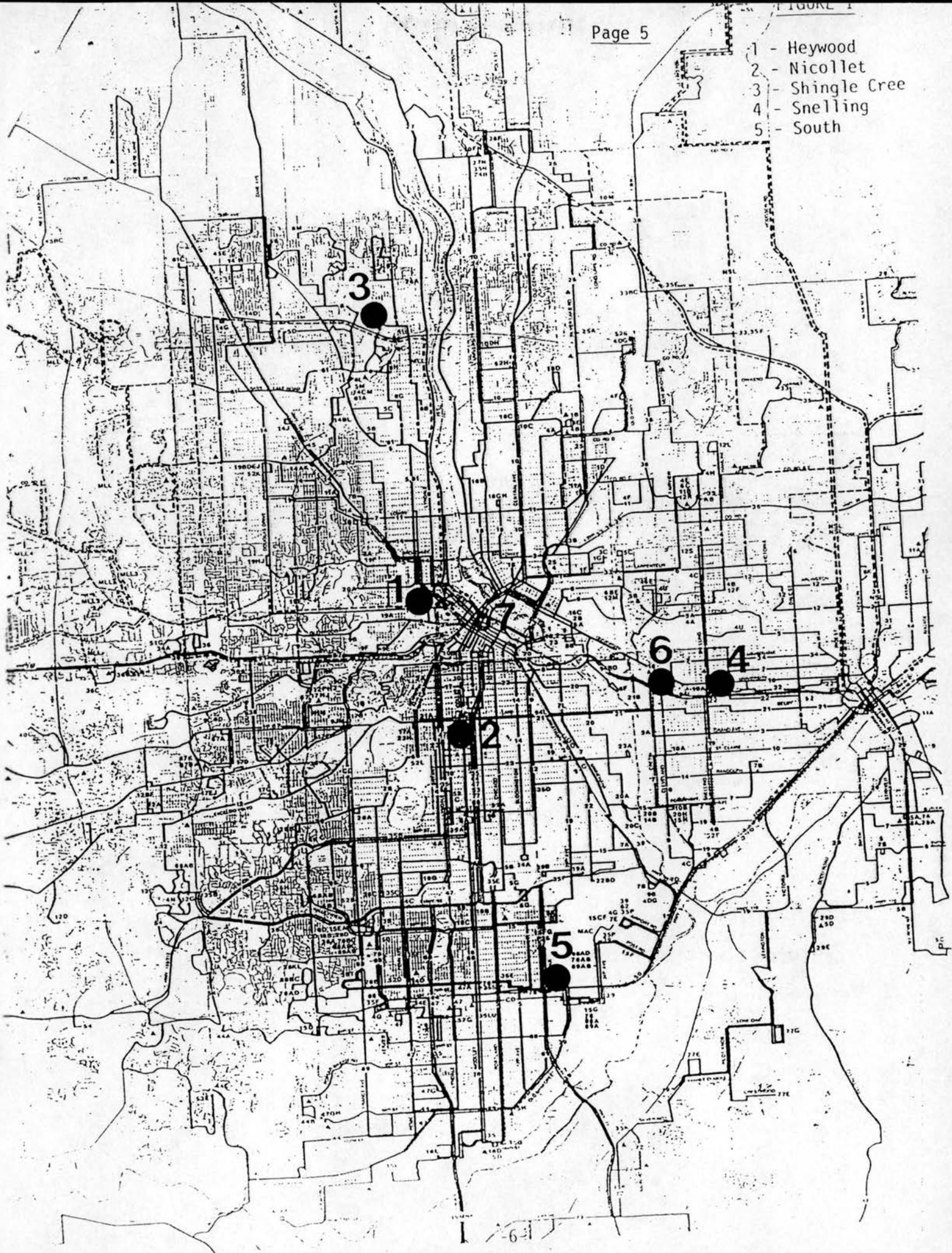


Figure 2
MTC GARAGES

November 1986

Facility	Function	Optimum Assignment/ Maximum Assignment*	Available Active Bus Fleet**	Peak Bus Requirement	
				a.m.	p.m.
Heywood	Storage and Maintenance	275/300	^{NET} 77/102	169	169
Nicollet	Storage and Maintenance	150/258	-43/65	165	164
Shingle Creek	Storage and Maintenance	175/200	16/41	134	136
Snelling	Storage and Maintenance Personnel & Training	260/289	23/52	202	203
South	Storage and Maintenance	174/200	165	138	141
		<hr/>	<hr/>	<hr/>	<hr/>
		1,034/1,247	952	808	813

* From Table 2, "Nicollet Garage Replacement," MTC, July 1986.

** Aaron Isaacs indicated that the MTC tries to keep the number of active buses at each garage at approximately 17 percent over the peak fleet requirement.

Analysis indicates that the Nicollet Garage's current location is good for these routes. RTB staff examined the general impacts that different future service scenarios would have on the MTC's need for the Nicollet Garage. These included the service expansion anticipated in the I-394 corridor, the possibility of competitively bidding high subsidy routes operating from Nicollet, and potential service additions resulting from the Transit Service Needs Assessment and the I-35W and I-494 studies. The conclusion reached was that unless very major changes are made in the present service mix, the Nicollet Garage is needed and that the present location is the best location.

However, similar to the midday bus storage facility, the review also indicated that the MTC has not taken into account the potential use of the facility by non-MTC providers. It seems reasonable that, given the ideal location of the facility, other operators may find it cost-effective to use the Nicollet Garage. Thus, the MTC should be directed to include in the facility design and management plan the potential use of the Nicollet Garage by non-MTC operators.

FINDINGS AND CONCLUSIONS:

- o The MTC has completed a study of the replacement for the Nicollet Garage as directed by the Metropolitan Council in August, 1985.
- o Based on this study, the MTC has recommended the construction of a 175-bus Nicollet Garage on the existing Nicollet site and a 125-bus midday bus storage facility adjacent to the Heywood Garage at a total cost of \$15,386,198; \$4,415,599 for the midday facility; and \$10,970,599 for Nicollet Garage. This recommendation was presented to the RTB in July, 1986.
- o The RTB has completed an independent review of the MTC's request and agrees with the major findings that the Nicollet Garage needs to be replaced and the 175-bus facility on the existing site appears to be the most cost-effective solution. The midday bus storage facility is also warranted due to the annual operating cost savings.
- o The RTB's analysis included a review of future MTC fleet size, the potential impact of the competitive transit demonstration on the MTC's fleet size and the need for replacing Nicollet Garage and the impact of service improvements resulting from the Transit Service Needs Assessment, I-394 and the I-35W and I-494 studies.
- o The MTC's recommendations do not adequately address the issue of non-MTC operators' use of the two facilities. The RTB views these as metropolitan transit facilities to which other operators should have access. The MTC shall include in its design and management plans how non-MTC operators will be accommodated.

Administration and Finance
February 18, 1987
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RECOMMENDATION:

That the Regional Transit Board (RTB) approve the Metropolitan Transit Commission's (MTC's) Nicollet Garage and Midday Bus Storage Facility request and direct the MTC to include these items in their capital program and resubmit them to the RTB. Further, the RTB directs the MTC, as part of this process, to develop these two facilities as metropolitan transit facilities and include in the application how other operator needs could be accommodated in the design and management of the facilities. This information will be reviewed prior to RTB approval of the MTC's budget amendment request.

KT:jmo
NICLLT/TX3

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 20, 1987
TO: Administration and Finance Committee
FROM: Mark Ryan, Project Administrator
Ed Kouneski, Programs Manager
SUBJECT: City of Plymouth Contract Amendment

ACTION REQUESTED

That the Regional Transit Board authorize the Executive Director to amend the 1986 contract with the City of Plymouth from \$355,200 to \$360,050 and to amend the 1987 contract with the City of Plymouth from \$369,200 to \$449,150.

BACKGROUND

On December 15, 1986, the Regional Transit Board authorized its Executive Director to enter into contract with the City of Plymouth for \$369,200 to provide transit service for calendar year 1987. As part of the report to the Administration and Finance Committee, staff indicated that the City of Plymouth was in the process of developing a new budget for 1987.

The contract amount approved by the RTB was based on information received from the City of Plymouth as of November 14, 1986. Since that time, the RTB has been asked by the City of Plymouth to increase the amounts of its 1986 and 1987 contracts. The request by the City of Plymouth is based on an increase in the number of vehicles needed to meet increasing ridership demands and a request from Plymouth's subcontractor, Medicine Lake Lines, to be compensated for operating losses experienced in 1986 and anticipated in 1987.

DISCUSSION

Two separate issues are presented for discussion in this memorandum; (1) an increase in Plymouth's 1986 and 1987 contract amounts to fund an additional vehicle; and (2) an increase in Plymouth's 1986 and 1987 contract amounts to address operating losses of Plymouth's subcontractor, Medicine Lake Lines.

Request to Fund Additional Vehicle

As a result of a continued increase in morning peak period ridership, the City of Plymouth added an additional vehicle in November, 1986. The amount of additional funding that Plymouth has requested to operate this service in 1986, is \$4,850.

To continue the additional morning service and to add evening peak period service in 1987, the City of Plymouth has requested additional funding of \$44,150. The need for an additional vehicle is well supported by a continued increase in ridership. A graph prepared by Medicine Lake Lines showing monthly ridership levels is included as Attachment I.

Request to Address Operating Losses

Since the City of Plymouth's request for funding was received by the RTB, Medicine Lake Lines has informed the City of Plymouth of significant operating losses that they have experienced while operating the Plymouth MetroLink service.

The request from the City of Plymouth is to address only those losses experienced in 1986 and then to adjust the 1987 contract amount so that Medicine Lake Lines will be able to operate at the current service level.

To assist the RTB with an understanding of this shortfall, RTB staff requested Medicine Lake Lines to provide a table that outlines the costs of providing service to the City of Plymouth since 1984, and the losses that Medicine Lake Lines has experienced over that same period. This is included with this memorandum as Attachment II.

The information provided by Medicine Lake Lines shows that between 1984 and 1986, the service has operated at a cumulative loss of approximately \$186,400. Medicine Lake Lines was asked why this situation took so long to surface and why this problem was not addressed during previous contract negotiations with Mn/DOT.

Medicine Lake Lines has indicated that in order to meet increasing ridership demands, it was necessary to utilize vehicles that were originally designated as back-ups for the service. The contract was originally developed to fund three full-size vehicles and four mini-coaches. Two weeks after service began, a fourth full-size vehicle was added and during the summer of 1984, a fifth mini-coach was added. However, during the time that these vehicles were added, the contracts established between Mn/DOT and the City of Plymouth did not reflect the costs of the additional vehicles.

Medicine Lake Lines attribute their losses to the following reasons:

- Increase in ridership;
- Use of spare vehicles to meet system demand;
- Previous contracts with Mn/DOT that did not recover the true costs for operating the service;
- Substantial insurance increases;
- Reduced charter revenues.

In reviewing the Medicine Lake Lines portion of the contracts with the City of Plymouth, staff has found the following:

<u>Year</u>	<u>Passengers</u>	<u>Approved Contract Amount</u>	<u>Requested Contract Amount</u>
1984	85,055	\$ 220,835	NA
1985	95,557	\$ 285,862	NA
1986	107,553	\$ 310,200	\$ 366,537
1987	109,935*	\$ 328,700	\$ 408,650

*Projected

While the amount of funding available to Medicine Lake Lines has increased since 1984, Medicine Lake Lines and the City of Plymouth have indicated that these increases did not address the true cost of operating the service since 1984.

For 1986, Medicine Lake Lines has identified an operating loss of \$51,487. To make up this shortfall, staff from the City of Plymouth and the RTB first looked to the existing budget. By deferring an upgrade to the Plymouth MetroLink park and ride lot to 1987 and through lower than anticipated expenses in Plymouth's marketing budget, \$20,000 is available in the existing 1986 contract to assist Medicine Lake Lines. The City of Plymouth is requesting the balance of the shortfall, \$31,487, as an amendment to their 1986 contract with the RTB.

In considering the request to amend the 1986 contract to cover operating losses of Medicine Lake Lines, the fact that both the City of Plymouth and Medicine Lake Lines agreed to provide a specific level of service in return for a set amount of funding makes it difficult for staff to recommend an amendment to the 1986 contract for this purpose.

For 1987, the City of Plymouth and Medicine Lake Lines have indicated that the current level of service cannot be maintained without an increase in their budget of \$35,800. The amount of funding available to operate service in the City of Plymouth needs to be established so that the RTB, the City of Plymouth and Medicine Lake Lines can reach an agreement on the level of service for 1987.

In considering the City of Plymouth's request to amend the 1987 contract to address operating losses by Medicine Lake Lines, staff considered the detailed information provided by Medicine Lake Lines showing the cost of the service. The need for this level of service is well documented and the total amount requested by the City of Plymouth is below the amount of property tax revenues that is available to Plymouth. Additionally, all payments to providers are subject to verification through a final audit by the RTB.

Included with this memorandum as Attachment III, is a letter from City of Plymouth that outlines the request. A table prepared by RTB staff that outlines the changes requested by the City of Plymouth and the changes recommended by staff is presented below.

Requested Contract Amounts

	<u>Original Request</u>	<u>Additional Vehicle</u>	<u>Operating Loss</u>	<u>Revised Request</u>
1986	\$355,200	\$ 4,850	\$31,487*	\$391,537
1987	\$369,200	\$44,150	\$35,800	\$449,150

Recommended Contract Amounts

	<u>Original Request</u>	<u>Additional Vehicle</u>	<u>Operating Loss</u>	<u>Revised Request</u>
1986	\$355,200	\$ 4,850	- 0 -	\$360,050
1987	\$369,200	\$44,150	\$35,800	\$449,150

* Unaudited operating loss in 1986 was \$51,487.

FINDINGS AND CONCLUSIONS

- o On December 15, 1986, the Regional Transit Board authorized its Executive Director to enter into contract with the City of Plymouth for \$369,200 to provide transit service for calendar year 1987. As part of the report to the Administration and Finance Committee, staff indicated that the City of Plymouth was in the process of developing a new budget for 1987.
- o Since the City of Plymouth's 1987 funding request was received by the RTB; Plymouth has requested the RTB to amend its 1986 and 1987 contracts to reflect an increase in the number of vehicles needed to meet ridership demand and to address operating losses by their subcontractor, Medicine Lake Lines.

- o The need for an additional vehicle is supported by a continued increase in ridership on the Plymouth system.
- o Medicine Lake Lines and the City of Plymouth have provided the RTB with information that shows the Plymouth MetroLink service has operated at a loss since 1984.
- o Since 1984, payments to Medicine Lake Lines have increased however, Medicine Lake Lines and the City of Plymouth have indicated that these increases did not reflect the true costs of operating the service.
- o Both the City of Plymouth and Medicine Lake Lines agreed to provide a specific level of service in return for a set amount in public subsidy for 1986.

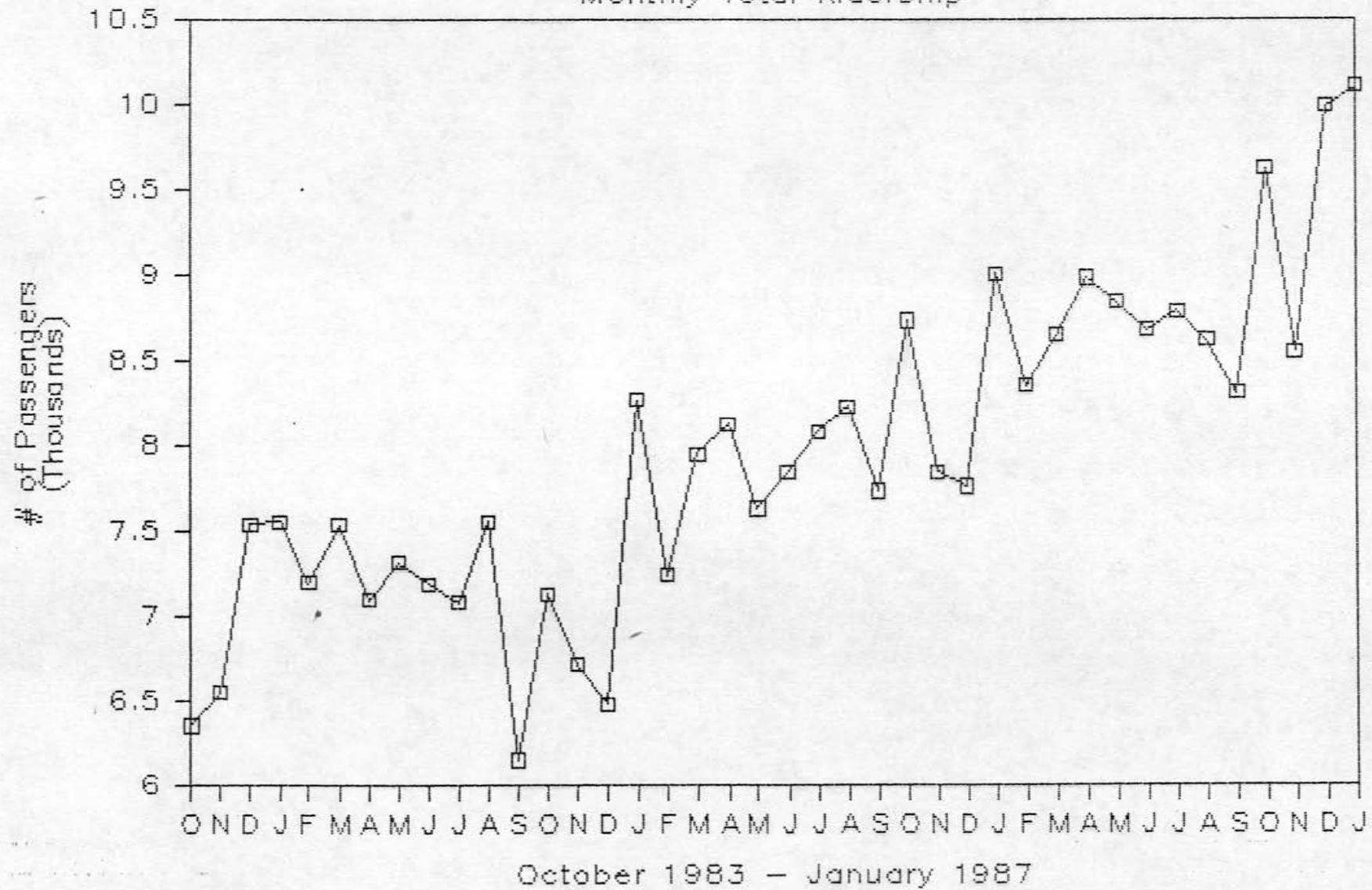
RECOMMENDATION

That the Regional Transit Board authorize the Executive Director to amend the 1986 contract with the City of Plymouth from \$355,200 to \$360,050 and to amend the 1987 contract with the City of Plymouth from \$369,200 to \$449,150.

RTBTX2/PLYOUT

PLYMOUTH METROLINK

Monthly Total Ridership



Attachment 1

PLYMOUTH METROLINK

	<u>1984</u>		<u>1985</u>		<u>1986</u>		<u>1987</u>	
	<u>Commuter</u>	<u>Circulator</u>	<u>Commuter</u>	<u>Circulator</u>	<u>Commuter</u>	<u>Circulator</u>	<u>Commuter</u>	<u>Circulator</u>
PLYMOUTH OPERATING COSTS (Exclusive of charter)	267,026.73	43,514.10	342,287.81	59,401.31	396,942.93	57,569.21	436,000.00	59,450.00
CHARTER COSTS	<u>37,146.41</u>	<u>7,022.93</u>	<u>29,099.23</u>	<u>5,135.16</u>	<u>21,150.76</u>	<u>3,674.08</u>	<u>27,500.00</u>	<u>3,750.00</u>
TOTAL COSTS	<u><u>304,173.14</u></u>	<u><u>50,537.03</u></u>	<u><u>371,387.04</u></u>	<u><u>64,536.47</u></u>	<u><u>418,093.69</u></u>	<u><u>61,243.29</u></u>	<u><u>463,500.00</u></u>	<u><u>63,200.00</u></u>
CHARTER REVENUES	37,146.14	7,022.93	29,099.23	5,135.16	21,150.76	3,674.08	27,500.00	3,750.00
PASSENGER FARES	67,986.40	5,991.00	75,587.63	10,267.00	78,490.12	9,485.40	81,800.00	11,200.00
SUBSIDY PAYMENTS	<u>178,272.42</u>	<u>37,592.53</u>	<u>229,571.80</u>	<u>48,836.20</u>	<u>260,889.95</u>	<u>41,008.91</u>	<u>294,000.00</u>	<u>45,000.00</u>
TOTAL REVENUES	<u><u>283,404.96</u></u>	<u><u>50,606.43</u></u>	<u><u>334,258.66</u></u>	<u><u>64,238.36</u></u>	<u><u>360,530.83</u></u>	<u><u>54,168.39</u></u>	<u><u>403,300.00</u></u>	<u><u>59,950.00</u></u>
MLL LOSS	<u>20,768.18</u>	<u>(69.40)</u>	<u>37,128.38</u>	<u>298.11</u>	<u>57,562.86</u>	<u>7,074.90</u>	<u>60,200.00</u>	<u>3,250.00</u>
MILES (PLYMOUTH ONLY)	<u>122,358</u>	<u>46,724</u>	<u>139,725</u>	<u>50,978</u>	<u>140,092</u>	<u>51,120</u>	<u>144,443</u>	<u>51,120</u>
PASSENGERS (PLYMOUTH ONLY)	<u>73,073</u>	<u>11,982</u>	<u>77,554</u>	<u>18,003</u>	<u>91,744</u>	<u>15,809</u>	<u>92,935</u>	<u>17,000</u>

December 12, 1986



Mr. Mark Ryan
 Project Manager
 Regional Transit Board
 270 Metro Square Building
 St. Paul, MN 55101

SUBJECT: 1986 & 1987 BUDGET REVISIONS FOR PLYMOUTH METROLINK

Dear Mark:

At the December 4th RTB Finance and Administration Committee meeting, you advised committee members that a request would be forthcoming from the City of Plymouth to revise the 1986 contract amount over than originally approved, and to revise the 1987 contract amount over your staff recommendation to the committee. This letter outlines both requests.

Since its inception in October 1983, Plymouth Metrolink has had the good fortune not suffer from declining ridership as have most other bus systems. Instead, we have consistently added passengers system-wide at a rate of 10 to 12 percent per annum. The table below displays daily ridership averages by month for calendar years 1984 through 1986. The table verifies total system ridership increasing 11 percent between 1984 and 1985, and 12 percent between 1985 and 1986.

DAILY RIDERSHIP AVERAGES BY MONTH FOR CALENDAR YEARS 1984 - 1986									
	SERVICE TYPE								
	Commuter/ Reverse Commuter			Internal Circulator			Total System		
<u>MONTH:</u>	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1984</u>	<u>1985</u>	<u>1986</u>
January	330	307	351	21	51	40	351	358	391
February	310	292	350	25	50	47	335	342	394
March	307	311	338	25	56	64	332	367	402
April	301	295	354	27	55	44	331	350	398
May	295	298	332	27	36	35	322	334	367
June	276	314	349	41	53	64	317	367	413
July	277	297	328	42	52	62	319	349	390
August	266	292	328	47	57	73	313	349	401
September	275	322	354	32	42	33	307	364	387
October	276	312	384	36	55	40	312	367	424
November	271	311	396	35	57	50	306	368	446
December	265	320		39	52		304	372	
YEAR LONG AVERAGE	287	306	351	36	51	50	321	357	401

We are pleased that unlike most contemporary transit systems, we are adding rather than losing ridership. Added ridership, however, is a mixed blessing. Increasing ridership has made it necessary in 1984, 1985, and 1986 to regularly add vehicles to accommodate our new patrons. As early as 1983, it became necessary for Medicine Lake Lines to activate one spare bus to carry additional ridership. The same thing occurred in 1984, and has occurred once again in 1986. We have grown from a system of seven buses with two budgeted spares in 1984, to ten buses with no spares beginning the last month of 1986 and for calendar year 1987.

In 1984 and 1985, the budget negotiation process for Plymouth Metrolink for Medicine Lake Lines did not capture the true costs of the additions of these vehicles. In other words, the pressure to control annual budgetary cost growth was controlled to the point where the contracts written between the City of Plymouth and Medicine Lake Lines provided an insufficient amount for Medicine Lake Lines to recover their true expenses. Consequently, both in 1984 and in 1985, and now again in 1986, Medicine Lake Lines will suffer non-recoverable losses in operating funds unless the RTB authorizes an amendment to our 1986 budget and 1987 proposal.

For information purposes, I have assembled the table below showing total system operating costs for 1984, 1985, 1986 as originally proposed and as requested, and the 1987 requested budget.

PLYMOUTH METROLINK COST COMPARISONS
 12/10/86

	<u>1984 Contract</u>	<u>1985 Actual</u>	<u>1986 Original Contract</u>	<u>1986 Requested</u>	<u>1987 Requested</u>
<u>MLL Total Operating</u>					
Expenditures	\$ 305,928	\$ 398,323	\$ 437,000	\$ 483,350	\$ 526,700
Revenue	85,093	112,461	126,800	121,300	124,250
Net MLL	220,835	285,862	310,200	362,050	402,450
<hr/>					
<u>Plymouth</u>					
Expenses	\$ 10,000	7,115	45,000	45,000	40,500
<hr/>					
TOTAL SUBSIDY REQUIRED	\$ 230,835	\$ 292,977	\$ 355,200	\$ 407,050	\$ 442,950

Total subsidy costs required for Plymouth Metrolink have increased from \$230,835 in 1984 to \$407,050 in 1986. In large part, this substantial increase is brought about by the fact that Medicine Lake Lines did not fully account for the fiscal impact of ridership increases upon the budget costs each year since 1984. In other words,

subsequent year budgets following 1984 were based upon inflationary increase and not actual increased costs due to increased demand. This fact has been exacerbated by substantial insurance increases and reduced charter revenues. Moreover, an additional vehicle has been added in 1986 as a direct result of increases in the peak period beginning in November. We would expect that this additional vehicle will be required throughout 1987 and have budgeted accordingly. If it is not necessary during the normally slow summer months, there would be an associated savings in the 1987 budget.

The bottom line is that our request is for a one-time adjustment of \$51,850 (i.e. the difference between the original contract of \$355,200 and the requested budget of \$407,050) to respond to the added costs to the system caused by incremental vehicle additions since 1984 as the result of increasing ridership. The 1987 requested budget is \$35,900 more than the requested 1986 budget. Of this request, \$37,950 is directly attributable to the added peak period bus made necessary by added ridership. We will endeavor to reduce this increase during the course of 1987 if we find that it is unnecessary to operate the additional peak period bus because of the normally lower ridership experienced during the summer months.

No one, least of all the City of Plymouth or Regional Transit Board, wants to see precipitous increases in transit system costs. However, success can be a two-edged sword. The addition of riders ultimately translates into additional vehicles, drivers and associated costs. Those costs have to be recognized as the price of success.

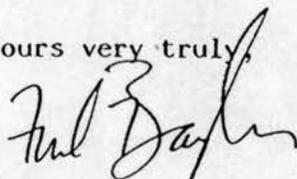
I am attaching for information, the Regional Transit Board financial plan projections prepared by Medicine Lake Lines for the requested 1986 and requested 1987 budgets. We are asking that the Regional Transit Board approve the request to revise the 1986 budget and the 1987 budget recognizing the following factors:

1. No enhancements will be made to internal circulator service in 1986 and in calendar year 1987.
2. Service to Prudential or other major employers will be investigated first on a cost sharing basis and not normally as part of the Plymouth Metrolink program.
3. Assuming the 1.5 mill levy contribution by Plymouth in 1987, the community will contribute \$900,000 to regional transit. Of this amount, \$442,950 or just less than half of Plymouth's contribution would be required to subsidize Plymouth Metrolink. The remainder remains available to assist other communities in enhancing and maintaining their transit service levels.
4. If Medicine Lake Lines' 1988 requested budget increases outside of added service by an amount exceeding inflation, I would be willing to publicly bid the system in order that all parties can rest assured that the fees charged are reasonable and realistic.

Your positive consideration of this request is needed to keep Plymouth Metrolink in operation for the remainder of this year, and for calendar year 1987. Jim Johnson of Medicine Lake Lines and I will be present at the December 15 Regional Transit Board meeting to respond to any questions you or members of the Board may have.

Mr. Mark Ryan
December 12, 1986
Page four

Yours very truly,

A handwritten signature in cursive script, appearing to read "Frank Boyles".

Frank Boyles
Assistant City Manager

FB:jm
attach

cc: Jim Johnson, Medicine Lake Lines

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 20, 1987
TO: Administration and Finance Committee
FROM: Cynthia Mayer, Project Administrator *CW*
SUBJECT: Rideshare Contract

ACTION REQUESTED

The Administration and Finance Committee is asked to review and recommend Board approval of authorizing the Executive Director to negotiate a contract with the Metropolitan Transit Commission for the delivery of ridesharing services in the metropolitan area in an amount not to exceed \$683,026.

BACKGROUND

In August of 1985, the Regional Transit Board (RTB) assumed the policy and program responsibility for ridesharing programs in the seven-county metropolitan area. When the RTB assumed the responsibility for ridesharing, it directed staff to establish an eleven-member Rideshare Advisory Committee (RAC) to advise the Board on ridesharing programs and policies.

DISCUSSION

During 1986, the RAC researched and discussed several areas of concern to the committee. The four areas of interest included (1) review and comments on the major elements of the Minnesota Rideshare work program; (2) review and comments on major elements of the Transit Service Needs Assessment concerning ridesharing; (3) private sector involvement in the delivery of ridesharing services; and (4) review of existing municipal policies on ridesharing and a plan to encourage parking policies to promote ridesharing. The RAC is currently working on its goals and objectives for 1987. The major focus for 1987 is to promote ridesharing as an important part of the whole transit picture in the metropolitan area.

The RTB approved the ridesharing program budget when it approved the MTC operating budget. The MTC requested \$683,026 from the RTB to operate ridesharing services in the metropolitan area. It is necessary at this time to negotiate the contract specifically for ridesharing services. Therefore, it is requested that the Executive Director be directed to negotiate a contract with the MTC for ridesharing services.

RIDESHARE CONTRACT
February 20, 1987
Page Two

FINDINGS AND CONCLUSIONS

- o During 1986, the RAC researched and discussed several area of concern relating to ridesharing in the metropolitan area.
- o The major focus for 1987 is to promote ridesharing as an important part of the whole transit picture in the metropolitan area.
- o MTC has requested \$683,026 to operate ridesharing services in the metropolitan area.

RECOMMENDATION

The Administration and Finance Committee is asked to review and recommend Board approval of authorizing the Executive Director to negotiate a contract with the Metropolitan Transit Commission for the delivery of ridesharing services in the metropolitan area in an amount not to exceed \$683,026.

CMmisc

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 20, 1987
 TO: Administration and Finance Committee
 FROM: Kathryn Christopherson, Comptroller *KC*
 SUBJECT: Review and Recommend Approval of Metropolitan Transit Commission (MTC) 1987 FAU & UMTA Section 9 Grant Requests

ACTION REQUESTED

The Administration and Finance Committee is asked to review the proposed Metropolitan Transit Commission (MTC) applications for federal Section 9 operating and capital grants and for a Federal Aid Urban (FAU) capital grant and if accepted, recommend that the RTB approve Resolution No. 87-___ granting review agency approval to the MTC application.

BACKGROUND

Minnesota Statutes require that the RTB approve the applications for federal transit assistance made by the MTC. The MTC is applying for an UMTA Section 9 operating and capital grant, a FAU capital grant and has filed a letter of intent to apply for a Section 3 grant for the Nicollet Garage project.

The operating assistance request is a function of the actual deficit from 1986 operations, which is calculated on the Project Budget Worksheet of these materials.

The capital projects are incorporated in the amended 1987 MTC budget also being presented to today's Committee for recommended approval to the Regional Transit Board.

	(000's)		
	Federal	Local	Total
Sec 9 Operating Assistance Jan 1 - Dec 31, 1986	\$8,212 (13%)	\$54,983 (87%)	\$63,195
FAU purchase of 47 buses	5,000 (75%)	1,666 (25%)	6,666
Sec 9 purchase of 98 buses purchase tools & equip purchase MIS hardware	11,962 (73%)	4,333 (27%)	16,295
	\$25,174 (29%)	\$60,982 (71%),	\$86,156

The grant application materials are attached for your review.

FAU/UMTA GRANT REQUESTS
February 20, 1987
Page Two

RECOMMENDATION

That the Administration and Finance Committee recommend the Regional Transit Board approve the application of the Metropolitan Transit Commission for federal transit assistance as stated in Resolution No. 87-____.

Attachment
C2/12A

REGIONAL TRANSIT BOARD

270 Metro Square Building, St. Paul, Minnesota 55101

RESOLUTION NO. 87-____

RESOLUTION

RESOLUTION APPROVING THE FILING OF AN APPLICATION
BY THE METROPOLITAN TRANSIT COMMISSION WITH THE
DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA,
FOR GRANTS UNDER THE URBAN MASS TRANSPORTATION ACT OF 1964,
AS AMENDED, AND FEDERAL AID URBAN UNDER TITLE 23 U.S.C.

WHEREAS, the secretary of transportation is authorized to make grants for a mass transportation program of projects; and

WHEREAS, the Metropolitan Transit Commission has prepared and requested approval of an application for operating and capital assistance under Section 9 of the Urban Mass Transportation Act of 1964 as amended; and

WHEREAS, the Metropolitan Transit Commission has prepared and requested approval of an application for FAU (Federal Aid Urban) grant under Title 23 U.S.C. (Highway); and

WHEREAS, Minnesota Statutes 473.475, Subdivision 8, requires that the Regional Transit Board approve the application of political subdivisions within the metropolitan area for federal transit assistance; and

WHEREAS, the Regional Transit Board at its regular meeting of March 2, 1987 reviewed the application of the Metropolitan Transit Commission for \$25,174,097 of federal transit assistance.

NOW, THEREFORE, BE IT RESOLVED:

- 1) THAT the Regional Transit Board approves the application of the Metropolitan Transit Commission, dated January 7, 1987 for \$25,174,097 of federal transit assistance.

Adopted this ____ day of _____, 1987.

Elliott Perovich, Chairman

Mary Fitzgerald, Secretary



METROPOLITAN TRANSIT COMMISSION

560-6th Avenue North, Minneapolis, Minnesota 55411-4398 612/349-7400

January 7, 1987

Mr. Elliott Perovich
Chairman
Regional Transit Board
270 Metro Square Building
St. Paul, MN 55101

RE: Grant Applications for 1987 Section 9 and FAU Funds

Dear Mr. Perovich:

The Metropolitan Transit Commission is submitting two grant applications for Section 9 Operating and Capital assistance and FAU funds to the Urban Mass Transportation Administration. The enclosed grant applications are submitted for your review in accordance with the Minnesota Intergovernmental Review Process.

The public hearing for this project is scheduled for Wednesday, January 21, 1987, at 5:30 p.m. in our Commission Chamber (hearing notice attached). Your prompt review of this grant application will be appreciated so that we may proceed with this project in a timely manner.

Please feel free to contact Hank Imm, Grants Administrator, at 349-7728 with any questions or concerns you might have regarding the grant applications.

Sincerely,

John J. Capell
Chief Administrator

JJC/HI/kal/5658
attachment

RECEIVED

JAN 9 1987

REG. TRANS. BRD.



METROPOLITAN TRANSIT COMMISSION

560-6th Avenue North, Minneapolis, Minnesota 55411-4398 612/349-7400

January 7, 1987

Mr. Joel P. Ettinger
Regional Administrator
Urban Mass Transportation Administration - Region V
300 South Wacker Drive, Suite 1740
Chicago, ILL 60606

RE: Grant Applications for 1987 Section 9 and FAU Programs

Dear Mr. Ettinger:

The Metropolitan Transit Commission hereby applies for two federal grants as follows;

1. 1987 Section 9 Grant

MTC hereby authorizes de-obligation of the unexpended grant balances of \$527,200 of MN-90-X008 (1984 Section 9) and \$1,491,200 of MN-90-X013 (1985 Section 9) and reobligation of them to the grant apportionment of FFY 1987. Therefore, the revised grant funds available to MTC is \$20,174,097 in total. The federal assistance to MTC's capital projects is \$11,961,646, while the federal assistance to MTC's operating costs is \$8,212,451.

2. FAU Grant

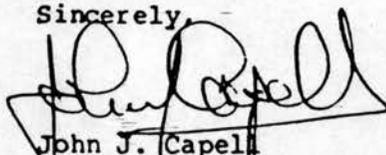
MTC hereby applies for a grant of \$5,000,000 under Title 23.U.S.C. (Highways) in financing the purchase of up to forty-seven (47) 40-foot buses. The total project cost is estimated at \$6,666,667.

Two separate packets of application documents are enclosed for your review and approval. It is MTC's intention to apply for Section 3 grant in 1987; a brief description is enclosed.

It is understood that no refund or reduction of the local contribution shall be made at any time unless there is, at the same time, a refund of the proportional amount of the federal share.

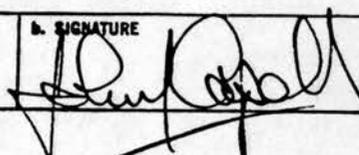
The applicant represents that the data submitted to U.S. Department of Transportation in support of these applications are true and correct.

Sincerely,



John J. Capell
Chief Administrator

JC/njh/3464
Enclosures

FEDERAL ASSISTANCE		2. APPLICANT'S APPLICATION		a. NUMBER		3. STATE APPLICATION IDENTIFIER		a. NUMBER	
1. TYPE OF ACTION <input type="checkbox"/> PREAPPLICATION <input checked="" type="checkbox"/> APPLICATION <small>(Mark appropriate box)</small> <input type="checkbox"/> NOTIFICATION OF INTENT (Opt) <input type="checkbox"/> REPORT OF FEDERAL ACTION		Leave Blank		b. DATE Year month day 19 87 01 07		b. DATE Year month day ASSIGNED 19			
4. LEGAL APPLICANT/RECIPIENT						5. FEDERAL EMPLOYER IDENTIFICATION NO. 41-1410695			
a. Applicant Name : John J. Capell b. Organization Unit : Metropolitan Transit Commission c. Street/P.O. Box : 560 Sixth Avenue North d. City : Minneapolis e. County : Hennepin f. State : Minnesota g. ZIP Code: 55411-4398 h. Contact Person (Name & telephone No.) : Hank Imm, Grants Administrator (612) 349-7728						6. PRO-GRAM <small>(From Federal Catalog)</small>		a. NUMBER 2 0 • 5 0 7 b. TITLE Section 9 Grant	
7. TITLE AND DESCRIPTION OF APPLICANT'S PROJECT 1986 Operating Assistance and 1987 Capital Projects Assistance for the Metropolitan Transit Commission						8. TYPE OF APPLICANT/RECIPIENT A-State H-Community Action Agency B-Interstate I-Higher Educational Institution C-Substate District J-Indian Tribe D-County K-Other (Specify): <u>Regional</u> E-City F-School District G-Special Purpose District Enter appropriate letter <input checked="" type="checkbox"/>			
						9. TYPE OF ASSISTANCE A-Basic Grant D-Insurance B-Supplemental Grant E-Other C-Loan Enter appropriate letter(s) <input checked="" type="checkbox"/>			
10. AREA OF PROJECT IMPACT <small>(Names of cities, counties, States, etc.)</small>				11. ESTIMATED NUMBER OF PERSONS BENEFITING		12. TYPE OF APPLICATION			
Twin Cities Metropolitan Area				2,000,000		A-New C-Revision E-Augmentation B-Renewal D-Continuation Enter appropriate letter <input checked="" type="checkbox"/>			
13. PROPOSED FUNDING		14. CONGRESSIONAL DISTRICTS OF:		15. TYPE OF CHANGE <small>(For 15c or 15e)</small>					
a. FEDERAL	\$ 20,174,097.00	a. APPLICANT	4	b. PROJECT		A-Increase Dollars F-Other (Specify): B-Decrease Dollars C-Increase Duration D-Decrease Duration E-Cancellation N/A			
b. APPLICANT	4,333,232.00			16. PROJECT START DATE Year month day		Enter appropriate letter(s) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
c. STATE	35,000.00			19 87 01 01					
d. LOCAL	54,947,549.00			17. PROJECT DURATION					
e. OTHER	32,205,000.00			24 Months					
f. TOTAL	\$ 111,694,878.00			18. ESTIMATED DATE TO BE SUBMITTED TO FEDERAL AGENCY		19 87 01 07			
20. FEDERAL AGENCY TO RECEIVE REQUEST <small>(Name, City, State, ZIP code)</small>						21. REMARKS ADDED			
300 South Wacker Drive, Suite 1740, Chicago, Illinois 60606						<input type="checkbox"/> Yes <input type="checkbox"/> No			
22. THE APPLICANT CERTIFIES THAT		a. To the best of my knowledge and belief, data in this preapplication/application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is approved.		b. If required by OMB Circular A-95 this application was submitted, pursuant to instructions therein, to appropriate clearinghouses and all responses are attached:		No response attached (1) Regional Transit Board <input type="checkbox"/> <input type="checkbox"/> (2) Metropolitan Council <input type="checkbox"/> <input type="checkbox"/> (3) <input type="checkbox"/> <input type="checkbox"/>			
23. CERTIFYING REPRESENTATIVE		a. TYPED NAME AND TITLE John J. Capell Chief Administrator		b. SIGNATURE 		c. DATE SIGNED Year month day 19 87 01 05			
24. AGENCY NAME						25. APPLICATION RECEIVED			
						Year month day 19			
26. ORGANIZATIONAL UNIT				27. ADMINISTRATIVE OFFICE		28. FEDERAL APPLICATION IDENTIFICATION			
29. ADDRESS						30. FEDERAL GRANT IDENTIFICATION			
31. ACTION TAKEN		32. FUNDING		33. ACTION DATE		34. STARTING DATE			
<input type="checkbox"/> a. AWARDED <input type="checkbox"/> b. REJECTED <input type="checkbox"/> c. RETURNED FOR AMENDMENT <input type="checkbox"/> d. DEFERRED <input type="checkbox"/> e. WITHDRAWN		a. FEDERAL \$.00 b. APPLICANT .00 c. STATE .00 d. LOCAL .00 e. OTHER .00 f. TOTAL \$.00		Year month day 19		Year month day 19			
						35. CONTACT FOR ADDITIONAL INFORMATION <small>(Name and telephone number)</small>			
						36. ENDING DATE 19			
						37. REMARKS ADDED			
						<input type="checkbox"/> Yes <input type="checkbox"/> No			
38. FEDERAL AGENCY A-95 ACTION		a. In taking above action, any comments received from clearinghouses were considered. If agency response is due under provisions of Part 1, OMB Circular A-95, it has been or is being made.		b. FEDERAL AGENCY A-95 OFFICIAL <small>(Name and telephone no.)</small>					

SECTION I - APPLICANT/RECIPIENT DATA

SECTION II - CERTIFICATION

SECTION III - FEDERAL AGENCY ACTION

PROGRAM BUDGET

Urbanized Area: Minneapolis - St. Paul
 Designated Recipient: Metropolitan Transit Commission (MTC)
 Grantee: MTC
 Program Number: MN-90-

Budget Item Code	A. <u>Bus and Bus Related Facilities</u>	<u>Amount</u>
11.12.01	Purchase up to 98 40-foot buses for replacement	\$13,994,594
11.12.40	Purchase bus spare parts	100,000
11.42.07	Purchase ADP (MIS) hardware	228,740
11.42.06	Purchase shop equipment	322,630
11.42.11	Purchase 6 support vehicles	78,000
11.42.20	Purchase miscellaneous equipment	13,000
11.62.02	Purchase miscellaneous communications equipment	152,800
11.62.03	Purchase up to 250 mobile radio systems	1,000,000
11.72.00	Force Accounts (bus, equipments and spare parts)	150,526
11.73.00	Contingency	<u>254,588</u>
	Subtotal Bus	\$16,294,878

Gross Program Cost: \$16,294,878
 Revenue Financing: -0-
 Net Program Cost: \$16,294,878

Federal share (73%): \$11,961,646
 Local share (27%): \$ 4,333,232

B. Operating:

30.09.00	January 1, 1986 - December 31, 1986:	\$63,195,000
	Federal Share:	\$ 8,212,451
	Local share:	\$54,982,549

C. TOTAL FEDERAL FUNDS REQUESTED: \$20,174,097

PROJECT BUDGET WORKSHEET

For the Period: January 1 through December 31, 1986

Transit Operator (s): Metropolitan Transit Commission

Designated Recipient: Metropolitan Transit Commission
(Applicant)

(1) Total Operating Expenses (Itemize)

<u>Labor</u>	\$ 54,910,000
<u>Fringe & Benefits</u>	26,402,000
<u>Material & Supplies</u>	9,993,000
<u>All Others</u>	8,384,000

TOTAL OPERATING EXPENSES

\$ 99,689,000 (1)

(2) Less Eliminations

(a) Less Ineligible Expenses (Itemize)

<u>All Other Federal</u>	\$ 425,000
<u>Operating Expenses</u>	

(b) Less Non-Mass Transportation Expenses (Itemized)

<u>Charter</u>	\$ 80,000
----------------	-----------

(c) Less Contra-Expenses (Itemize)

<u>Interest Expenses</u>	\$ 699,000
--------------------------	------------

(d) Less Other Exclusions (Itemize)

<u>Project Mobility</u>	\$ 2,125,000
<u>Metro Mobility</u>	960,000

TOTAL ELIMINATIONS

\$ 4,289,000 (2)

(3) Eligible Operating Expenses (Line 1-Line 2)

\$ 95,400,000 (3)

(4) Less Farebox and Other Revenues Not
Includable as Local Share (Itemize)

Farebox Revenues \$ 32,205,000

TOTAL FAREBOX AND OTHER REVENUE
APPLIED AGAINST ELIGIBLE EXPENSES
NOT INCLUDABLE AS LOCAL SHARE:

\$ -0- \$ 32,205,000 (4)

(5) Net Project Cost (Line 3-Line 4)

\$ 63,195,000 (5)

(6) Local Share (Itemize)

RTB \$ 49,778,000

State Grants 35,000

Contract Fares 440,000

Advertising 607,000

Working Capital 3,962,549

Others 160,000

LOCAL SHARE:

\$ 54,982,549 (6)

(7) Net Expenses Before Applying UMTA Funds
(Line 5-Line 6)

\$ 8,212,451 (7)

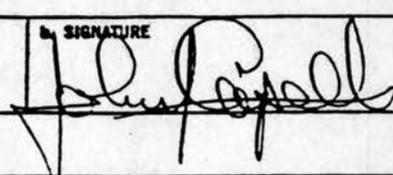
(8) UMTA Funds Available

\$ 8,212,451 (8)

(9) UMTA Funds Requested

\$ 8,212,451 (9)

njh/3464

FEDERAL ASSISTANCE		2. APPLICANT'S APPLICATION	a. NUMBER	3. STATE APPLICATION IDENTIFIER	a. NUMBER
1. TYPE OF ACTION <input type="checkbox"/> PREAPPLICATION <input checked="" type="checkbox"/> APPLICATION (Mark appropriate box) <input type="checkbox"/> NOTIFICATION OF INTENT (Cpt.) <input type="checkbox"/> REPORT OF FEDERAL ACTION		b. DATE 19 87 01 07	Year month day	b. DATE ASSIGNED 19	Year month day
4. LEGAL APPLICANT/RECIPIENT		5. FEDERAL EMPLOYER IDENTIFICATION NO. 41-1410695		6. PRO-GRAM (From Federal Catalog)	
a. Applicant Name : John J. Capell, Chief Administrator b. Organization Unit : Metropolitan Transit Commission c. Street/P.O. Box : 560 Sixth Avenue North d. City : Minneapolis e. State : Minnesota f. Contact Person (Name & telephone No.) : Hank Imm, Grants Administrator (612) 349-7728		a. County : Hennepin g. ZIP Code: 55411-4398		a. NUMBER 2 0 • 5 0 7 b. TITLE Federal Aid Urban	
7. TITLE AND DESCRIPTION OF APPLICANT'S PROJECT		8. TYPE OF APPLICANT/RECIPIENT		9. TYPE OF ASSISTANCE	
Purchase of up to 47 forty-foot buses		A-State B-Interstate C-Substate District D-County E-City F-School District G-Special Purpose District		H-Community Action Agency I-Higher Educational Institution J-Indian Tribe K-Other (Specify): Regional	
		Enter appropriate letter <input checked="" type="checkbox"/> K		A-Basic Grant B-Supplemental Grant C-Loan D-Insurance E-Other Enter appropriate letter(s) <input type="checkbox"/> A	
10. AREA OF PROJECT IMPACT (Names of cities, counties, States, etc.)		11. ESTIMATED NUMBER OF PERSONS BENEFITING		12. TYPE OF APPLICATION	
Twin Cities Metropolitan Area		2,000,000		A-New B-Renewal C-Revision D-Continuation E-Augmentation Enter appropriate letter <input type="checkbox"/> A	
13. PROPOSED FUNDING		14. CONGRESSIONAL DISTRICTS OF:		15. TYPE OF CHANGE (For 12c or 12e)	
a. FEDERAL \$ 5,000,000 .00 b. APPLICANT 1,666,667 .00 c. STATE .00 d. LOCAL .00 e. OTHER .00 f. TOTAL \$ 6,666,667 .00		a. APPLICANT 4 b. PROJECT 1,2,3,4,5,6,8 16. PROJECT START DATE Year month day 19 87 01 01 17. PROJECT DURATION 24 Months		A-Increase Dollars B-Decrease Dollars C-Increase Duration D-Decrease Duration E-Cancellation F-Other (Specify): N/A Enter appropriate letter(s) <input type="checkbox"/>	
20. FEDERAL AGENCY TO RECEIVE REQUEST (Name, City, State, ZIP code)		21. REMARKS ADDED		19. EXISTING FEDERAL IDENTIFICATION NUMBER	
300 South Wacker Drive, Suite 1740, Chicago, Illinois 60606		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
22. THE APPLICANT CERTIFIES THAT		a. To the best of my knowledge and belief, data in this preapplication/application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurance if the assistance is approved. (1) Metropolitan Council (2) Regional Transit Board (3)		b. If required by OMB Circular A-95 this application was submitted, pursuant to instructions therein, to appropriate clearinghouses and all responses are attached: No response <input type="checkbox"/> Response attached <input type="checkbox"/>	
23. CERTIFYING REPRESENTATIVE		24. AGENCY NAME		25. APPLICATION RECEIVED	
a. TYPED NAME AND TITLE John J. Capell Chief Administrator		b. SIGNATURE 		c. DATE SIGNED Year month day 19 87 1 05	
26. ORGANIZATIONAL UNIT		27. ADMINISTRATIVE OFFICE		28. FEDERAL APPLICATION IDENTIFICATION	
29. ADDRESS		30. FEDERAL GRANT IDENTIFICATION		31. ACTION TAKEN	
<input type="checkbox"/> a. AWARDED <input type="checkbox"/> b. REJECTED <input type="checkbox"/> c. RETURNED FOR AMENDMENT <input type="checkbox"/> d. DEFERRED <input type="checkbox"/> e. WITHDRAWN		32. FUNDING a. FEDERAL \$.00 b. APPLICANT .00 c. STATE .00 d. LOCAL .00 e. OTHER .00 f. TOTAL \$.00		33. ACTION DATE Year month day 19 34. STARTING DATE Year month day 19 35. ENDING DATE Year month day 19 36. REMARKS ADDED <input type="checkbox"/> Yes <input type="checkbox"/> No	
38. FEDERAL AGENCY A-95 ACTION		39. FEDERAL AGENCY A-95 OFFICIAL (Name and telephone no.)		37. REMARKS ADDED	
a. In taking above action, any comments received from clearinghouses were considered. If agency response is due under provisions of Part 1, OMB Circular A-95, it has been or is being made.					

SECTION I - APPLICANT/RECIPIENT DATA

SECTION II - CERTIFICATION

SECTION III - FEDERAL AGENCY ACTION

PROGRAM BUDGET

Urbanized Area: Minneapolis - St. Paul
Designated Recipient: Metropolitan Transit Commission
Grantee: MTC
Program Number: MN-23-

<u>Budget Line</u> <u>Item Code</u>	<u>Description</u>	<u>Amount</u>
11.12.01	Purchase up to 47 40-ft. buses for replacement	\$6,666,667

Gross Program Cost: \$6,666,667
Revenue Financing: -0-
Net Program Cost: \$6,666,667

Federal Share (75%): \$5,000,000
Local Share (25%): \$1,666,667

DECLARATION OF INTENTION TO APPLY FOR SECTION 3 GRANT

Metropolitan Transit Commission hereby declares its intention to apply for Section 3 grant in financing construction project of a new 300 bus service and maintenance facility to replace the existing Nicollet Garage.

The existing Nicollet Garage is old, in poor condition and deteriorating rapidly. The functional elements are inadequate to properly service, maintain and operate bus fleet. The traffic and bus circulation pattern on the existing site is inefficient and has continuing hazards with local residents.



John J. Capell
Chief Administrator

DATE: 1/5/87

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 20, 1987
 TO: Administration and Finance Committee
 FROM: Kathryn Christopherson, Comptroller *KC*
 SUBJECT: Review and Recommend Approval of Metropolitan Transit Commission (MTC) Amended 1987 Budget

ACTION REQUESTED

The Administration and Finance Committee is asked to review the 1987 Metropolitan Transit Commission (MTC) amended budget and recommend the Board approve the attached Resolution No. 87-_____.

BACKGROUND

Attached is a summary of the major changes to the MTC budget prepared by Leonard Oppenheimer, Accounting Manager at the MTC.

The new budget draft requests \$3.1 million less operating assistance from the RTB for 1987 and an increase of \$1.3 million in local share for capital funding which changes the matching percentages from 80% federal/20% local to 73% federal/27% local. Total capital funding requests have decreased \$2.5 million.

The following is a summary of the operational and capital changes:

		(millions)	
<u>Operational</u>	<u>Current Adopted</u>	<u>Proposed</u>	<u>RTB Assistance Change</u>
<u>Revenues:</u>			
Passenger fares/misc	33.4	33.9	- .5
Investment Inc	.9	1.0	- .1
Federal Grants	7.4	8.2	- .8
<u>Expenses:</u>			
Labor & Fringe	78.9	77.8	-1.1
Fuel	4.8	4.2	- .6
Funding Requirements	<u>59.8</u>	<u>56.7</u>	<u>-3.1</u>
Total Operational Expenditures	101.6	99.9	-1.7

AMENDED MTC BUDGET
February 20, 1987
Page Two

(millions)

<u>Capital</u>	<u>Current Adopted</u>	<u>Proposed</u>	<u>Change</u>
1987	31.3	32.7	+1.4 ¹
Total	133.8	131.3	-2.5

¹ This change is a shift of 1986 capital projects moved into 1987 for completion.

RECOMMENDATION

That the Administration and Finance Committee recommend the Regional Transit Board approve the 1987 Metropolitan Transit Commission budget. This new proposal is an overall decrease in both operational and capital funding requests.

The staff of the RTB have reviewed the local share increase in capital funding from 20% to 27% and approve this change for calendar year 1987. This represents a policy shift toward a greater reliance on local funding in order to maintain the current fleet replacement program that was approved in the original budget. Staff will be available for questions and comments.

Attachment
C2/12B

REGIONAL TRANSIT BOARD

270 Metro Square Building, St. Paul, Minnesota 55101

RESOLUTION NO. 87-_____

RESOLUTION APPROVING THE
1987 METROPOLITAN TRANSIT COMMISSION
AMENDED BUDGET

- WHEREAS, in accordance with Minnesota Statutes 473.435, the Metropolitan Transit Commission (MTC) is required to prepare an annual budget as prescribed by the Regional Transit Board (RTB) and submit it to the RTB for review and approval or disapproval, to which approval the Board may attach conditions; and
- WHEREAS, the MTC prepared a Metropolitan Transit Commission 1987 Proposed Budget and submitted it to the RTB for review and approval, and the RTB prepared a 1987 Work Program and Budget; and
- WHEREAS, the RTB reviewed and approved the Metropolitan Transit Commission 1987 Proposed Budget and Regional Transit Board 1987 Work Program and Budget on November 17, 1987; and
- WHEREAS, the Metropolitan Council reviewed and approved the capital budgets on October 9, 1986, subject to conditions stated in the Metropolitan Council's approving Resolution No. 86-52; and
- WHEREAS, the Administration and Finance Committee of the RTB has reviewed the Metropolitan Transit Commission 1987 Proposed Budget and the Regional Transit Board 1987 Work Program and Budget and recommended the documents be approved subject to certain conditions and recommendations and resubmitted together to the Metropolitan Council pursuant to Minnesota Statutes 473.163, Subd. 2, as the final 1987 Regional Transit Budget; and
- WHEREAS, the Metropolitan Transit Commission anticipates significant changes from the approved budget; and
- WHEREAS, the Metropolitan Transit Commission has adopted an amended draft of the 1987 proposed budget;

NOW, THEREFORE, BE IT RESOLVED:

- 1) THAT the Regional Transit Board finds the Metropolitan Transit Commission 1987 Amended Budget to be consistent with its Implementation and Financial Plan and, therefore, grants its approval of the document consisting of operations (\$99,867,802), debt service (\$4,501,000), and capital expenditures (\$32,658,784); totaling \$137,027,586 for calendar year 1987.
- 2) THAT the Regional Transit Board directs its Executive Director to transmit this resolution to the Metropolitan Council as an amendment to the 1987 Capital Improvement Program adopted by the Council by Resolution No. 86-52.

Adopted this _____ day of _____, 1987.

Elliott Perovich, Chairman

Mary Fitzgerald, Secretary



MEMORANDUM

To: Finance and Administration Committee of
the Metropolitan Transit Commission

From: Leonard R. Oppenheimer *(LRO)* *Bjll*
Manager of Accounting and Budgeting

Date: January 6, 1987

Subject: MTC 1987 BUDGET

This memo accompanies a (12/86) proposed draft of the 1987 budget which differs substantially from the (6/86) proposed budget approved for submittal to the RTB. In summary, this draft requires \$3.1 million less RTB assistance than that currently adopted by the RTB.

Following is a synopsis of the RTB's review process as well as the major changes which have been incorporated into this proposed draft.

I. RTB REVIEW

In July, 1986, the Commission approved our 1987 Budget for submittal to the Regional Transit Board. As of this date, the RTB has not officially transmitted its approval or disapproval of the proposed budget or its component parts. Unofficially, we have information regarding the status of our operating, capital, and debt service projects.

In September, 1986, the RTB requested and received a financial forecast of our operating fund which (1) conformed to management's "final" contract offer at that point in time, (2) was updated for the most recent 1986 estimated actual information, and (3) reduced our working capital to \$15 million by 12/31/86. In November, 1986, the RTB approved an operating budget for MTC which was based on this operational forecast (Scenario K4B).

Except for the Nicollet Garage and Midday Bus Storage Projects, our Capital Projects were incorporated into the RTB's Capital Budget (as submitted to the Metropolitan Council). I reported on the Metropolitan Council's action and recommendations about the RTB's Capital Budget at the October 10, 1986 Finance and Administration Committee. Highlights of my report included the following: All MTC projects which were conveyed to the Metropolitan Council were approved. The Metropolitan Council asked the RTB to consider structuring future bus purchases so the vehicles could be used by any provider and to reconsider the conversion of our vehicles from Project Mobility to Regular Route service.

Our Debt Service Project was used as the basis of the RTB's debt service levy and is therefore funded.

II. THE CHANGES

A. Capital Projects

I. Disbursements

a. **MTC Facilities:**

- o The Nicollet Garage Project and the Midday Bus Storage Project are still under review at the RTB. They have therefore been deleted from the budget.

b. **Fleet Replacement:**

- o In general, projects have been reduced to the bare minimum to assure completion. Contingencies have been reduced or eliminated and spare parts purchased with new buses will be restricted.
- o Bus Replacement Projects already in progress are being reduced to conform to known (bid) prices. The cost per bus estimates for new vehicles to be acquired in 1987 and 1988 are likewise being reduced by 4%.

2. Funding

a. **Federal Funds:**

- o The 6/86 proposed budget was balanced by assuming that any additional shortfall in capital projects would (somehow) be made up in increased Section 9 funds. This proposed budget uses the just released (12/86) Federal Fiscal Year 1987 Section 9 apportionment. It also reflects our best attempts to consolidate and recover funds from old grants. The bottom line is that our needs will exceed available federal funds for this budget, and for foreseeable future capital budgets.

b. **Local Funds:**

- o Given that the federal shortfall is not a temporary situation, we have proposed a major policy shift to bridge the shortfall. Our capital program cannot and should not be delayed. The largest part of our capital program is fleet replacement/modernization. The average age of our fleet still needs to be brought

down and this cannot occur if we try to delay purchases into the future: we would never "catch up." Therefore, we have proposed that MTC increase its local contribution to the federal 1987 Section 9 capital grant by \$1.3 million, thereby bringing the funding split to 73% federal/27% local. Future years would also require increased local contributions to keep up with the fleet plan.

3. Miscellaneous

- a. The Metro Mobility Equipment Project is to be continued into 1987, funded from direct RTB appropriations.
- b. Labor, Fringes, and Overhead have been adjusted to reflect the ratified labor agreement.

B. Operating Projects

1. Programmatic Changes

a. Regular Routes:

- o SW Metro Transit Projects have been added to the budget, one project for the Express Service (4621) and one project for the Shuttle/Circulator/In-Commute Service (4622).
- o Project 4401 has been reduced for SW Metro services which have been split-out.
- o Regular Route Service is no longer simply project 4401. Instead, the 4000's will include 4401, SW Metro, Valley Transit, and any new regular route services.

b. Special Services:

- o Metro Mobility Administrative Center has been designated as project 5610, to differentiate its changed function and has been increased to the amount of the contract with RTB (about \$50,000).
- o SW Metro Dial-A-Ride Service has been added as Project 5623. A large part of this project are the sub-contracted cost of service (508-01) and the lease expense on the vehicle (512-04).

c. Planning Projects:

- o Our UPWP projects have been reduced to one project (project 1102). Transportation Planning. All other UPWP funds and responsibilities are at the RTB.

2. Expenses

a. **Union Contract:**

- o On 12/1/86, MTC and ATU ratified a three-year labor agreement running from 5/1/86 through 4/30/89. Changes in wages, fringes, and associated expenses have been factored into both the 1986 and the 1987 elements of this proposed budget. The overall effect is a substantial reduction in costs.

b. **Fuel Assumption:**

- o We have reduced our fuel assumption from \$0.6700 to \$0.5775 based on a medium (\$0.5340) to high (\$0.6210) APTA/DOE forecast for 1987.

c. **Personnel Changes:**

- o **Drivers:** By July, 1987, full-time driver workforce will be reduced to 1,165 and part-time drivers working on weekends will increase to 56.
- o **Mechanics:** No changes from 6/86 proposed draft.
- o **Clerical-Complement:** No changes from 6/86 proposed draft.
- o **Administrative-Complement:** Finance Administration, Budgeting, and Accounting reorganized: 1 full-time position eliminated. Grants function transferred from Communications, Planning and Development Division to Finance Division. Service Planning reorganized: 1 full-time position eliminated. Metro Mobility Administrative Center adds 1 full-time position as it adjusts to the final contract requirements. NET = -1.
- o **Administrative-Security:** Reorganized to follow latest Commission action.

3. Funding Subsidies

- a. **Earned Revenue:** As MTC enters into new services, revenue is added to the budget and the need for RTB assistance is lessened.
- b. **Federal Operating Assistance:** We are now reasonably sure of our calendar year 1986 federal operating assistance (from Federal Fiscal Year 1987). UMTA has estimated our Section 9 Operating Grant at \$8.2 million. We have estimated \$8.15 million for 1987.

- c. **RTB Assistance:** Has been reduced to maintain our working capital at \$15 million. This proposed budget requires \$3.1 million less than the K4B forecast adopted by the RTB.

ACTION REQUESTED

Approval of the MTC 1987 Proposed Budget for resubmittal to the RTB.

LRO:de/SPm1

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 24, 1987
TO: Administration and Finance Committee
FROM: Gregory L. Andrews, Executive Director
SUBJECT: 1982 General Obligation Bond Refunding, Resolution No. 87-03

ACTION REQUESTED

That the Administration and Finance Committee recommend approval by resolution of the issuance of \$5,750,000 of bonds by the Metropolitan Council advance refunding \$5,600,000 of bonds outstanding from the 1982 Certificates of Indebtedness issued by the Metropolitan Transit Commission.

BACKGROUND

Because of the favorable situation in terms of interest rates in the tax-exempt bond market, the Council, the Metropolitan Waste Control Commission (MWCC), Regional Transit Board (RTB), the Metropolitan Transit Commission (MTC), and the Council's financial advisor, Springsted, Inc. have been reviewing outstanding debt to see if opportunities exist for refinancings. As a result of our review, Springsted has identified several bond issues from which significant savings might accrue. I have attached a February 24, 1987, memo from Springsted that describes the savings in substantial detail, including the advance refunding of the MTC's 1982 Certificates of Indebtedness. The identified savings of \$451,000 will accrue to the Regional Transit Board through reduced debt service levies beginning in 1988. The MTC is adopting a similar resolution requesting the Board to proceed with the advance refunding. The Management Committee of the Council approved its staff recommendation on February 24 and will recommend Council approval for the total program as identified in the Springsted memo at the meeting of February 26 at 4:00 p.m.

RECOMMENDATION

That the Administration and Finance Committee approve Resolution No. 87-03 for of the issuance of \$5,750,000 of bonds by the Metropolitan Council advance refunding \$5,600,000 of bonds outstanding from the 1982 Certificates of Indebtedness issued by the Metropolitan Transit Commission.

GA/mf

REGIONAL TRANSIT BOARD

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

RESOLUTION NO. 87-03

REQUESTING THE METROPOLITAN COUNCIL TO ISSUE ITS
GENERAL OBLIGATION REFUNDING BONDS TO REFUND THE
GENERAL OBLIGATION CERTIFICATES OF INDEBTEDNESS OF
1982 OF THE METROPOLITAN TRANSIT COMMISSION

WHEREAS, pursuant to Minnesota Statutes, Section 473.39, the Metropolitan Council (the "Council") at the request by vote of at least two-thirds of the members of the Regional Transit Board (the "Board") is authorized to issue its general obligation bonds for, among other purposes, the refunding of outstanding certificates of indebtedness; and

WHEREAS, pursuant to Resolution No. 87-18 adopted on February 26, 1987, the Metropolitan Transit Commission (the "Commission") has determined that the issuance of the general obligation bonds of the Council to refund the General Obligation Certificates of Indebtedness of 1982 of the Commission (the "1982 Bonds") in the outstanding principal amount of \$5,600,000 maturing in the years 1990 through 1995 is in the best interest of the Commission and the Metropolitan Transit Taxing District and has requested that the Board, by vote of two-thirds of its members, request the Council to issue its general obligation refunding bonds for such purpose.

NOW, THEREFORE, BE IT RESOLVED:

1. THAT the Board hereby confirms the Commission's finding that issuance of the Council's general obligation refunding bonds to refund the Commission's 1982 Bonds is in the best interest of the Commission and the Metropolitan Transit Taxing District.
2. THAT the Board hereby requests that the Council issue its general obligation refunding bonds to refund the outstanding principal amount of the Commission's 1982 Bonds maturing in the years 1990 through 1995.

Adopted by vote of not less than two-thirds of the members of the Board this 2nd day of March 1987.

Elliott Perovich, Chairman

Mary Fitzgerald, Secretary

CERTIFICATION OF MINUTES

Governmental Unit: Regional Transit Board

Meeting: A meeting of the Regional Transit Board held on the 2nd day of March 1987 at 4:00 p.m. at 300 Metro Square Building, St. Paul, Minnesota.

Members Present:

Members Absent:

Documents: A Copy of a resolution adopted by the Regional Transit Board at said meeting.

Certification:

I, Mary Fitzgerald, Secretary of the Regional Transit Board, do hereby certify the following:

Attached hereto is a true and correct copy of a resolution on file and of record in the offices of the Regional Transit Board, which resolution was adopted by the Board at the meeting referred to above. Said meeting was a board meeting, was open to the public, and was held at the time and place at which meetings of the Regional Transit Board are regularly held. Member _____ moved adoption of the attached resolution. The motion for adoption of the attached resolution was seconded by Member _____. A vote being taken on the motion, the following voted in favor of the resolution:

and the following voted against the resolution:

Whereupon said resolution was declared duly passed and adopted. The attached resolution is in full force and effect and no action has been taken by the Regional Transit Board that would in any way alter or amend the attached resolution.

Witness my hand officially as the secretary of the Regional Transit Board this 2nd day of March 1987.

Mary Fitzgerald

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 24, 1987
TO: Members of the Regional Transit Board
FROM: Elliott Perovich, Chairman
SUBJECT: 1987 Legislative Program

At the Committee of the Whole meeting on January 26, five legislative proposals were approved as the RTB's legislative program.

Attached are the bill drafts that have been prepared for introduction by the Revisor of Statutes Office.

RECOMMENDATION

That the Regional Transit Board approve the 1987 legislative program as presented in the proposed legislative bill language.

EP/mf

1 section have been pledged; and

2 (c) an additional amount necessary to provide full and
3 timely payment of certificates of indebtedness, bonds, or other
4 obligations issued or to be issued under section 473.39 by the
5 council for purposes of acquisition and betterment of property
6 and other improvements of a capital nature and to which the
7 council or board has specifically pledged tax levies under this
8 clause.

9 The county auditor shall reduce the tax levied pursuant to
10 this subdivision on all property within statutory and home rule
11 charter cities and towns that receive full peak service and
12 limited off-peak service by an amount equal to 25 percent of the
13 tax levy that would be produced by applying a ~~the~~ rate of ~~0.5~~
14 ~~mits~~ specified in clause (a) above on the property. The county
15 auditor shall reduce the tax levied pursuant to this subdivision
16 on all property within statutory and home rule charter cities
17 and towns that receive limited peak service by an amount equal
18 to 37.5 percent of the tax levy that would be produced by
19 applying a ~~the~~ rate of ~~0.75~~-mits specified in clause (a) above
20 on the property. The amounts so computed by the county auditor
21 shall be submitted to the commissioner of revenue as part of the
22 abstracts of tax lists required to be filed with the
23 commissioner under section 275.29. Any prior year adjustments
24 shall also be certified in the abstracts of tax lists. The
25 commissioner shall review the certifications to determine their
26 accuracy and may make changes in the certification as necessary
27 or return a certification to the county auditor for
28 corrections. The commissioner shall pay to the regional transit
29 board the amounts certified by the county auditors on the dates
30 provided in section 273.13, subdivision 15a, clause (3). There
31 is annually appropriated from the general fund in the state
32 treasury to the department of revenue the amounts necessary to
33 make these payments in fiscal year 1987 and thereafter.

34 For the purposes of this subdivision, "full peak and
35 limited off-peak service" means peak period regular route
36 service, plus weekday midday regular route service at intervals

1 longer than 60 minutes on the route with the greatest frequency;
2 and "limited peak period service" means peak period regular
3 route service only.

4 Sec. 2. [APPLICATION.]

5 This act applies in the counties of Anoka, Carver, Dakota,
6 Hennepin, Ramsey, Scott, and Washington.

1 a statutory or home rule charter city or town unless the city or
2 town,

3 (i) was receiving assistance under Minnesota Statutes 1982,
4 section 174.265 or by July 1, 1984,

5 (ii) had submitted an application for assistance under that
6 section by July 1, 1984, or

7 (iii) had submitted a letter of intent to apply for
8 assistance under that section by July 1, 1984, and submits an
9 application for assistance under this section by January 1, 1988.

10 Sec. 2. Minnesota Statutes 1986, section 473.39, is
11 amended to read:

12 473.39 [BORROWING MONEY.]

13 Subdivision 1. [GENERAL AUTHORITY.] The council, if
14 requested by vote of at least two-thirds of all of the members
15 of the transit board, may issue general obligation bonds subject
16 to the volume limitation in subdivision 1a to provide funds to
17 the board for expenditure to implement the board's approved
18 implementation plan and may issue general obligation bonds not
19 subject to the volume limitation set forth in subdivision 1a for
20 the refunding of outstanding bonds, or certificates of
21 indebtedness of the council, the board or the commission, and
22 judgments against the board or the commission. The council may
23 not unreasonably withhold the issuance of obligations for an
24 implementation plan that has been approved by the council. The
25 council may not issue obligations pursuant to this subdivision,
26 other than refunding bonds, in excess of the amount specifically
27 authorized by law. Except as otherwise provided in sections
28 473.371 to 473.449, the council shall provide for the issuance,
29 sale, and security of the bonds in the manner provided in
30 chapter 475, and has the same powers and duties as a
31 municipality issuing bonds under that law, except that no
32 election is required and the net debt limitations in chapter 475
33 do not apply to the bonds. The obligations are not a debt of
34 the state or any municipality or political subdivision within
35 the meaning of any debt limitation or requirement pertaining to
36 those entities. Neither the state, nor any municipality or

1 political subdivision except the council and board, nor any
2 member or officer or employee of the board or council, is liable
3 on the obligations. The obligations may be secured by taxes
4 levied without limitation of rate or amount upon all taxable
5 property in the transit taxing district and transit area as
6 provided in section 473.446, subdivision 1, clause (c). The
7 council shall certify to the transit board before October 1 of
8 each year the amounts necessary to provide full and timely
9 payment of the obligations. As part of its levy made under
10 section 473.446, subdivision 1, clause (c), the board shall levy
11 the amounts certified by the council and transfer the proceeds
12 to the council for payment of the obligations. The taxes must
13 be levied, certified, and collected in accordance with the terms
14 and conditions of the indebtedness.

15 Subd. 1a. [AMOUNT; I-394 FACILITIES.] The council may
16 issue certificates of indebtedness, bonds, or other obligations
17 under this section in an amount not exceeding \$8,500,000 for
18 expenditure as prescribed in the implementation plan of the
19 board. Of this amount, no more than \$1,500,000 may be spent for
20 land acquisition and capital improvements for park and ride lots
21 and transit transfer stations planned for the interstate highway
22 described in section 161.123, clause (2), commonly known as
23 I-394. These facilities may be constructed and maintained by
24 the metropolitan transit commission. The board shall require,
25 as a condition of financial assistance to the commission, that
26 the commission make facilities it constructs, acquires, or
27 improves for I-394 with funds provided under this provision
28 available to all transit providers on a nondiscriminatory basis,
29 as the board defines these terms. The limitation contained in
30 this subdivision does not apply to refunding bonds issued by the
31 council.

32 Subd. 1b. [TEMPORARY BORROWING.] On or after the first day
33 of any fiscal year, the board may borrow money which may be used
34 or expended by the board for any purpose, including but not
35 limited to current expenses, capital expenditures and the
36 discharge of any obligation or indebtedness of the board, or any

1 obligation or indebtedness of the council issued pursuant to
2 subdivision 1 or any obligation or indebtedness of the
3 commission. The indebtedness must be represented by a note or
4 notes which may be issued from time to time in any denomination
5 and sold at public or private sale pursuant to a resolution
6 authorizing the issuance. The resolution must set forth the
7 form and manner of execution of the notes and contain any other
8 terms and conditions the board deems necessary or desirable to
9 provide security for the holders of the notes. The note or
10 notes are payable from committed or appropriated money from
11 taxes levied by the board under section 473.446, subdivision 1,
12 clause (a), grants or loans of the state or federal government
13 made to the board, or other revenues of the board or, if the
14 commission has given prior approval to the pledge of them,
15 grants or loans made to or other revenues of the commission, and
16 the money may be pledged to the payment of the notes. To the
17 extent the notes are not paid from the grant or loan money
18 pledged for their payment, the principal of and interest on the
19 notes must be paid from any taxes levied by the board pursuant
20 to section 473.446, subdivision 1, clause (a) and any income and
21 revenue received by or accrued to the board during the fiscal
22 year in which the note or notes were issued, or other money of
23 the board lawfully available for the purpose. Notes issued
24 under this subdivision are not a debt of the state or any
25 municipality or political subdivision within the meaning of any
26 debt limitation or requirement pertaining to those entities.
27 Neither the state nor any municipality or political subdivision
28 except the board, nor any member or officer of the board, is
29 liable on the notes.

30 Subd. 2. [LEGAL INVESTMENTS.] Certificates of
31 indebtedness, bonds, or other obligations issued by the
32 council or by the board to which tax levies have been pledged
33 pursuant to section 473.446, are proper for investment of any
34 funds by a bank, savings bank, savings and loan association,
35 credit union, trust company, insurance company, or public or
36 municipal corporation, and may be pledged by any bank, savings

1 bank, savings and loan association, credit union, or trust
2 company as security for the deposit of public money.

3 Sec. 3. Minnesota Statutes 1986, section 473.446,
4 subdivision 1, is amended to read:

5 Subdivision 1. [TAXATION WITHIN TRANSIT TAXING DISTRICT.]
6 For the purposes of sections 473.401 to 473.451 and the
7 metropolitan transit system, except as otherwise provided in
8 this subdivision the regional transit board shall levy each year
9 upon all taxable property within the metropolitan transit taxing
10 district, defined in subdivision 2, a transit tax consisting of:

11 (a) an amount up to two mills times the assessed value of
12 all such property, based upon the level of transit service
13 provided for the property, the proceeds of which shall be used
14 for payment of the expenses of operating transit and paratransit
15 service and to provide for payment of obligations issued by the
16 commission under section 473.39, subdivision 1b, or 473.436,
17 subdivision 6;

18 (b) an additional amount, if any, as the board determines
19 to be necessary to provide for the full and timely payment of
20 its certificates of indebtedness and other obligations
21 outstanding on July 1, 1985, to which property taxes under this
22 section have been pledged; and

23 (c) an additional amount necessary to provide full and
24 timely payment of certificates of indebtedness, bonds, or other
25 obligations issued or to be issued under section 473.39 by the
26 council for purposes of acquisition and betterment of property
27 and other improvements of a capital nature and to which the
28 council or board has specifically pledged tax levies under this
29 clause.

30 The county auditor shall reduce the tax levied pursuant to
31 this subdivision on all property within statutory and home rule
32 charter cities and towns that receive full peak service and
33 limited off-peak service by an amount equal to the tax levy that
34 would be produced by applying a rate of 0.5 mills on the
35 property. The county auditor shall reduce the tax levied
36 pursuant to this subdivision on all property within statutory

1 and home rule charter cities and towns that receive limited peak
2 service by an amount equal to the tax levy that would be
3 produced by applying a rate of 0.75 mills on the property. The
4 amounts so computed by the county auditor shall be submitted to
5 the commissioner of revenue as part of the abstracts of tax
6 lists required to be filed with the commissioner under section
7 275.29. Any prior year adjustments shall also be certified in
8 the abstracts of tax lists. The commissioner shall review the
9 certifications to determine their accuracy and may make changes
10 in the certification as necessary or return a certification to
11 the county auditor for corrections. The commissioner shall pay
12 to the regional transit board the amounts certified by the
13 county auditors on the dates provided in section 273.13,
14 subdivision 15a, clause (3). There is annually appropriated
15 from the general fund in the state treasury to the department of
16 revenue the amounts necessary to make these payments in fiscal
17 year 1987 and thereafter.

18 For the purposes of this subdivision, "full peak and
19 limited off-peak service" means peak period regular route
20 service, plus weekday midday regular route service at intervals
21 longer than 60 minutes on the route with the greatest frequency;
22 and "limited peak period service" means peak period regular
23 route service only.

24 Sec. 4. [FARE RESTRICTION REPEALED.]

25 The provisions respecting fares of the metropolitan transit
26 commission in Laws 1981, chapter 363, section 55, subdivision 1;
27 Laws 1981, Third Special Session chapter 2, article 1, section
28 2, subdivision 2; and Laws 1983, chapter 293, section 2,
29 subdivision 5, are repealed.

30 Laws 1985, First Special Session chapter 10, section 122 is
31 repealed.

32 Sec. 5. [REPEALER.]

33 Minnesota Statutes 1986, section 473.436, subdivisions 6
34 and 7, are repealed.

35 Sec. 6. [EFFECTIVE DATE.]

36 This act applies in the counties of Anoka, Carver, Dakota,

2-17-87

[REVISOR] HMW/RD 87-1494

- 1 Hennepin, Ramsey, Scott, and Washington and takes effect the day
- 2 after final enactment.

REGIONAL TRANSIT BOARD

Suite 270 Metro Square Building, Saint Paul, Minnesota 55101

DATE: February 24, 1987
TO: Members of the Regional Transit Board
FROM: Elliott Perovich, Chairman
SUBJECT: Informational Items

Three items that I want to bring to your attention follow:

1. I have appointed Bill Hopkins as the new chairman of our Transportation Handicapped Advisory Committee. Bill is employed at the Courage Center and has a long listing of involvement on programs for our handicapped citizens. I know many of you know Bill and I feel confident that he will do an excellent job for us. He will be chairing his first meeting of the Transportation Handicapped Advisory Committee on March 10.
2. During my recent interview before the Metropolitan Council's Nominating Committee, Carol Flynn, Chair of the Council's System Committee, extended an invitation to our board members to attend and participate in her committee meetings. During 1987 the Council will be reviewing their Transportation Policy Plan as required under Metro Governance legislation. Carol encouraged our board members to work with her committee in this process. In addition, our board will be holding joint meetings with the Council at certain critical points in the development of their revised Policy Plan. I strongly encourage you to take Carol up on her invitation and follow what her committee is doing.
3. Two brochures concerning APTA's 1987 Awards Program have been placed by the board members' mail boxes. You may want to review them and consider participating in the program by nominating the organization or individuals you deem deserving of special recognition. The awards will be presented at APTA's Annual Meeting in late September.

EP/mf