



Minnesota Regional Transit
Board: Records.

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7600 Executive Drive
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TO: REGIONAL TRANSIT BOARD

FROM: SOUTHWEST METRO TRANSIT COMMISSION

SUBJECT: POSTION STATEMENT CONCERNING REBID
OF SOUTHWEST METRO TRANSIT SERVICE

DATE: MAY 16, 1988

The Southwest Metro Transit Commission (SWMTC) is requesting the Regional Transit Board delay their vote concerning the rebid of Southwest Metro Transit Service. The SWMTC is requesting this no-action position due to the short time frame under which this recommendation has transpired.

The Southwest Metro Transit Administrator was notified in a hand delivered memo on Thursday, May 5, 1988 regarding the staff position recommending SWMTC rebid its transit service. On Monday, May 9, 1988, (only two working days later), the Administration/Finance Committee voted to recommend our rebid. Today, May 16, 1988, you are meeting to decide this very important issue. SWMTC is gravely concerned due to the fact they have not had time to meet to consult with each of their respective City Councils. Our elected officials need time to adequately review and address the issue before us. We are therefore, requesting a continuance until your meeting of June 6, 1988 or June 20, 1988.

We request that this continuance not serve to delay your approval to enter into a seven month contract with Southwest Metro Transit for \$518,150 as recommended.

REGIONAL TRANSIT BOARD

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

RESOLUTION NO. 88-04

Establishing the Regional Transit Board
1988 Affirmative Action Goals

WHEREAS, the Regional Transit Board (hereinafter called the "RTB") has adopted an Affirmative Action Plan that is in conformance with Revised Orders No. 4 and 14 issued by the Office of Federal Contract Compliance Programs (OFCCP) of the U. S. Department of Labor; and

WHEREAS, The RTB's Affirmative Action Plan requires that an annual utilization analysis be conducted; and

The RTB is committed to setting annual affirmative action goals based on an analysis of the information collected in the utilization analysis;

NOW, THEREFORE, BE IT RESOLVED:

That the goals of the Regional Transit Board's Affirmative Action Plan for 1988 are as follows:

- 1) To maintain an overall minority and female workforce representation equal to or greater than the availability of qualified minority and female candidates in the appropriate labor market.
- 2) To continue to maintain female and minority representation equal to or greater than their expected availability by occupational categories of managers, professionals, and clerical.
- 3) To continue to aggressively recruit women and minority candidates for positions at the RTB and to work to expand the pool of available women and minority candidates for positions at the RTB.

Adopted this _____ day of _____, 1988

Elliott Perovich, Chair

Mary Fitzgerald, Secretary

REGIONAL TRANSIT BOARD

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

RESOLUTION NO. 88-05

1988 AMENDED REGIONAL TRANSIT BOARD CAPITAL BUDGET

WHEREAS, the Regional Transit Board adopted its 1988 budget; and

WHEREAS, the Regional Transit Board now determines it necessary and desirable to revise the 1988 capital budget to authorize and fund additional disbursements relating to capital expenditures;

NOW, THEREFORE, BE IT RESOLVED:

1. THAT capital projects be amended to include the following:

	<u>Adopted</u>	<u>Proposed</u>
- Project 88-20-01 Furniture and Office Equipment	\$100,000	\$124,400

2. THAT the total capital budget be amended to: \$292,270 \$316,670
3. THAT the Regional Transit Board directs its Executive Director to transmit this resolution amending the RTB 1988 capital budget to the Metropolitan Council for review and approval.

Adopted this _____ day of _____, 1988.

Elliott Perovich, Chairman

Mary Fitzgerald, Secretary

EX B

National Gridlock

*Scientists
tackle the traffic
jam.*

By James Gleick

LIKE COUNTLESS OTHER STREETS and highways around the world at that very moment, the Harbor Freeway in Los Angeles was an instant catastrophe, the lines of cars jerking to a halt, the traffic congealing in the fuzzy Southern California sunlight. A television camera was watching somewhere overhead. Magnetic sensors embedded in the pavement measured the speed and density of passing cars. Blank electronic billboards stood ready to offer guidance to the morning's motorists. None of it helped. Officially, rush hour was long since over, but a single stalled truck had pushed the system across an invisible threshold, raising the collective blood pressure of motorists backed up for miles.

In an office not far away, a traffic operations team took all this in. They monitored the morning's traffic failures in a small room that the state's transportation agency, Caltrans, bills as one of the nation's highest of high-tech control centers. The first great wave of the day's 300,000 cars had passed more or less successfully along the 15-mile Santa Monica Freeway, joining the beach communities to the downtown area. Just off the Santa Monica, though, on the Harbor Freeway, the left lanes were jammed, and in a tribute to the mysterious irrationality of traffic, hundreds of drivers were consistently failing to spill into the relatively clear right lane.

J. S. Wills, an officer of the State Highway Patrol, observed this all-too-familiar spectacle imperturbably for more than an

James Gleick, a science reporter for *The Times*, is the author of "Chaos," published recently by Viking.

hour on one of the three television screens set into his desk. "I guess people just haven't figured it out yet," he said. On a huge wall map, a row of lights, linked to the pavement sensors, glowed red.

Traffic past meets traffic future: for the moment, California's electronic countermeasures, impressive in theory, represent the already outdated technology of the 1960's. Most of the green-yellow-red diodes indicating highway speeds on the Caltrans wall map have not even been hooked up. The computers gather data about the freeways, but the data rarely gets as far as the terse electronic signs over the highway. "All this information should be sent out to the public, but somehow it's not set up that way," said Jerry Y. Mar, head of the team running the control center. Meanwhile, three blocks away, across a bureaucratic gulf, a separate computer, belonging to the city of

Los Angeles, monitors traffic on local streets, in total ignorance of conditions on the freeways.

To forestall the final strangling of America's streets and highways during the next two decades, control centers like these will not be enough. Traffic engineers are turning to a new generation of technology, in the form of mathematical modeling and increasingly intelligent computer networks. Simulations, available even on desktop computers, are offering surprising lessons about the dynamics of traffic, lessons that up to now have eluded most working traffic engineers. Herds of cars, like schools of fish, produce strangely complex behavior with patterns that are largely invisible to the individual participants, or the victims.

Computers are just beginning to make it possible to understand the peculiar patterns of congested flow — bunching and clustering on dense roadways, rolling "shock waves" that can instantly shut down the flow, the ghostly tie-up that lingers long after the cause has been removed. Simulations now mimic not only the tidy driver but the ugly and unpredictable one, too — the driver who cuts rudely across lanes or makes left turns oblivious of the oncoming flow.

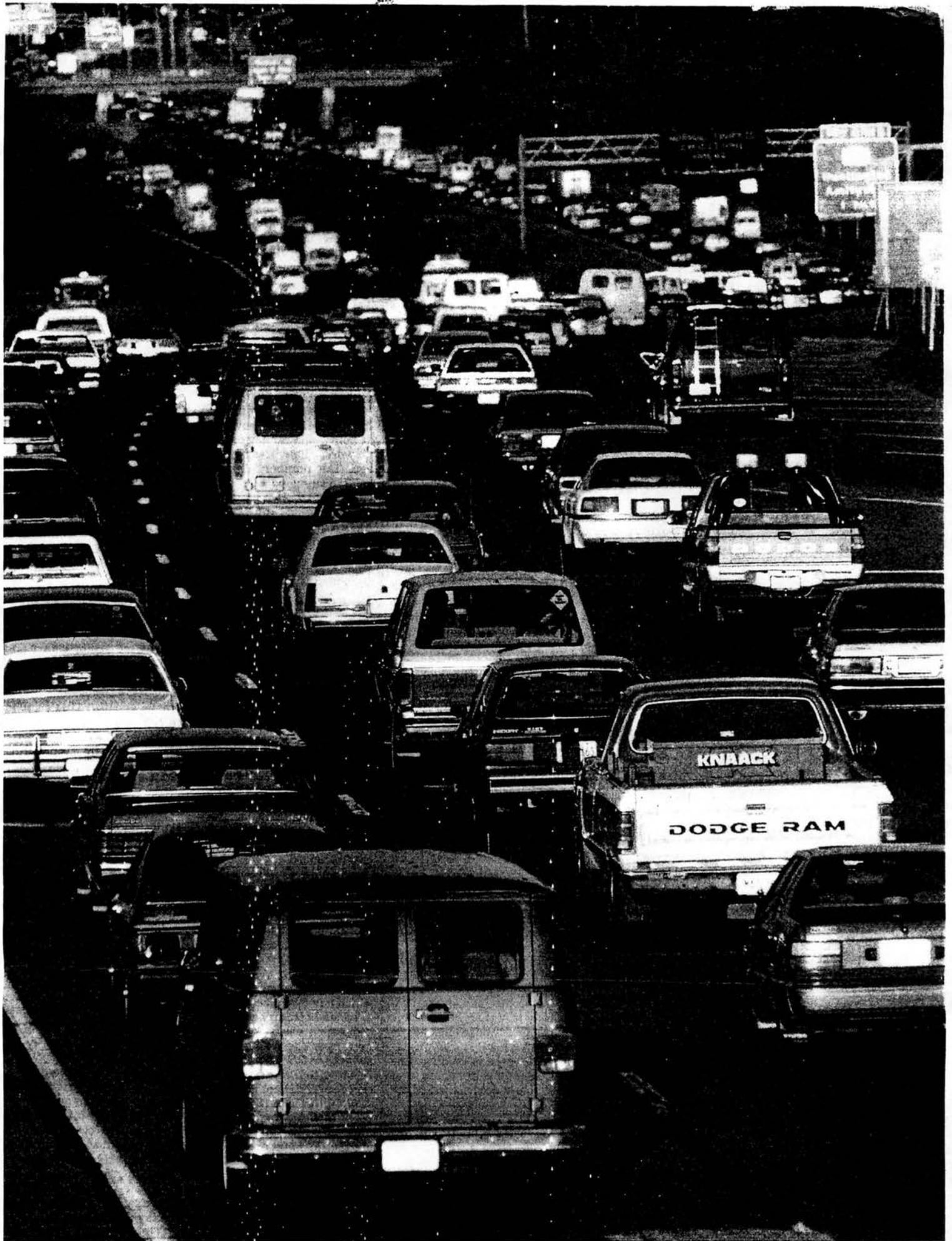
OFFICIALS SENSITIVE TO political realities are discovering a pressing motivation to explore the new technologies of traffic. The frustration and anxiety, the irrational and antisocial behavior of trapped motorists have turned cities and freeway systems into

A typical motorist in New York City, top, stuck in downtown Manhattan traffic.

In Chicago, the driver at left frets during a delay on the Dan Ryan Expressway, which is being rebuilt.

New York-bound morning rush-hour traffic, right, inching its way along the Long Island Expressway.





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war zones. Older cities are watching their roadways and bridges shut down. Newer cities are seeing uncontrolled development at rates that leave behind any conceivable program of road building. And in any case, the time for highway construction is past.

“The public all of a sudden has passed some sort of threshold of toleration of traffic congestion,” said S. Edwin Rowe, head of Los Angeles' city transportation agency. His own department has quickly condensed a 30-year plan into a 10-year plan, and it is participating in a major Federal pilot program, called Smart Streets, which is to get under way later this year. Like other smart highways in planning stages elsewhere, California's will mix advanced computer techniques with new dashboard technologies. As the 1990's approach, planners from California to New York City, and from Europe to Asia, are setting up ambitious projects that will link sensing devices on the highways to computers in traffic centers, which will in turn send the information back out again to the streets, adjusting traffic signals to change the flow. Ultimately, the information may be beamed directly, by radio, to video street maps displayed on every driver's dashboard.

As of now, in this realm of the 10-lane freeway and the 7-digit license plate, traffic has roughly tripled since 1970, whether measured in miles of congestion or vehicle-hours of lost time. Expectations have fallen. Angelinos would be horrified to know that the indicator lights on Caltrans's freeway map do not turn red until speeds fall below 20 miles per hour. To America's highway managers, trying to get the most use out of every square foot of pavement, the grim reality is that freeways work best at a slow 30 to 40 miles per hour: even though each driver spends more time on the road, overall capacity is higher, because the cars pack more closely together.

And worse is coming. One recent study predicted that average speeds in the Los Angeles area would drop by the year 2010 from 31 miles per hour to 11. In old urban centers like New York, speeds of 11 miles per hour can be as fast as daytime traffic ever flows. But the worst surge in traffic congestion is in fast-growing communities like Phoenix, Tampa and Hous-

ton. In the rest of the world, cities such as Singapore, Tokyo, Hong Kong, London, Berlin, and Lisbon are taking the lead in experimental attacks on the problem.

Lately, America's drivers have received one nasty surprise after another:

¶Many areas were counting on improved mass transit and deteriorating highways to draw people from their cars; instead, the growth of automobile use has rapidly outstripped population growth.

¶The peak periods associated with rush hours have bulged and spread, in cities from Boston to San Francisco, sometimes turning the daylight hours into one long peak.

¶Despite myths to the contrary, fewer people now work at home, and far fewer walk to work, than a generation ago. The number of households owning no automobile has fallen to 10 million, according to “Commuting in America,” a report written last year by Alan E. Pisarski for the Eno Foundation for Transportation. The New York metropolitan area alone accounts for a fifth of those; it also accounts for a third of all trips on public transportation.

¶Some experiments with “high-occupancy vehicle lanes” have successfully encouraged car pooling, but others have been killed by local protest groups. On the whole, riders prefer more than ever to be alone in their cars. Average occupancy has fallen to less than one and one-sixth persons a car.

Above all, the nation's travel patterns have been transformed. The central-city-to-suburb stereotype that guided road builders no longer applies. These days, more and more people are commuting from one suburb to another. “The traditional model doesn't work,” said Thomas W. Brahm, executive director of the Institute of Transportation Engineers, which has organized a series of special conferences on the congestion crisis. “Our road networks are radial, from suburbs to downtown. The net result is that the transportation network is not in place to service the suburban-to-suburban work trip.” Rural roads overflow, and commuting traffic spills onto the interstate highway network, affecting, in turn, the flow of long-distance transportation.

The costs are high. Millions of vehicle hours are lost each day to traffic, a time equiva-

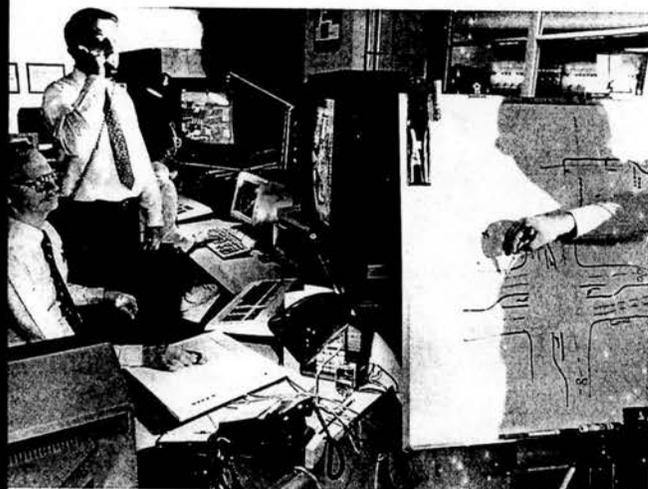
lent to dozens of new life-prison sentences. As drivers know, it can be a peculiarly infuriating and claustrophobic prison.

TRAFFIC HELL meets traffic heaven. My car is caught in the uptown flow funneling toward Manhattan's Herald Square, not even keeping up with pedestrians, but for once this is a motorist's dream. Let someone else's arteries put up with the rising blood pressure. I have a hostage in the passenger seat, New York City's czar and guru of traffic, Samuel I. Schwartz.

He has not left himself completely at my mercy. His own driver, a peace officer equipped with a siren and empowered to make arrests, is tailing me, just in case. He has followed us past broken-down trucks and pothole crews, broken traffic lights and defaced signs. We have passed the former sites of sonic detectors that were installed above key intersections, in a flirtation with technology that ended when New Yorkers discovered that they made good stereo tweeters. We sailed through the notorious crossroads of Tillary and Adams in Brooklyn with the atypically efficient assistance of a brown-uniformed traffic agent. (“That's a wild intersection,” said Schwartz, a lanky, bearded former physics student who is the city's chief engineer and First Deputy Commissioner of Transportation.)

Schwartz is no friend of the motorist, which puts him out of tune with most of his professional colleagues but in tune with most New Yorkers, who would just as soon see all cars blasted off the face of the earth, except when they happen to be riding in one. The best traffic innovations, he believes, are the ones that keep cars away from Manhattan altogether; he scorns technologies that would just squeeze a few more cars into the midtown shoebox. Out-of-state, he is best known for his classic New York-acerbic series of “Don't Even Think of . . .” parking signs. He sees the city as a unique battleground — a place where every world crisis sets off demonstrations that block traffic, where pedestrians consider the first lane of every street to be their turf, where taxicabs often seem to be playing bumpercar.

“The next block looks like it



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Los Angeles traffic problems are diagrammed, then fed into computers operated by the city's transportation agency.

stinks," he says. "That really annoys me."

A little turbulence set in at 14th Street, and by the 20's traffic slowed seriously. Herald Square, where Macy's flagship store overlooks the three-way crossing of Broadway, the Avenue of the Americas and 34th Street, is a round-the-clock disaster. Indeed, although he has not yet announced it, Schwartz is preparing a major redesign of the intersection. His plan will bend Broadway at the intersection, forcing downtown traffic to take side streets instead of continuing straight through — a necessary sacrifice, Schwartz contends, which will not only speed up traffic but create new pedestrian space. Until then, even modest demand wreaks havoc with the flow.

"Now is when the progression breaks down," Schwartz says, as the moving tide of red lights catches up with us again. The dreaded phenomenon of "signal failure" is setting in, and cars are failing to travel even one block during the green light. The traffic signals in Manhattan's grid system, timed progressively to help the flow of 30-mile-per-hour traffic, only make matters worse in the face of congestion. "It's terrific in light volume," he says. "It's terrible under these kinds of conditions." Cars start forward on green, only to jam up against the tail of traffic still waiting at a red light one block ahead. The flow inches forward like a kink winding along a length of hose.

Traffic engineers grade traffic much the way high school teachers grade tests, on a scale from A to F, and this traffic was about to flunk — as usual. "We're living in E and we're spending far too much time in F," Schwartz

says. "We're flirting with gridlock every day."

As specialists use the term, "gridlock" is not the freezing of a single intersection by traffic coming in from two directions. That is "spillover." Gridlock is an even more devilish condition. Coined in New York in the early 1970's, "gridlock" occurs when traffic jams up all the way around a city block and becomes a circular cascade of congestion, so that every car, paradoxical though it sounds, is actually blocking itself, the snake biting its own tail. That, in the current lexicon, is gridlock.

ASTONISHINGLY, no more than about 9,000 vehicles are in motion at any moment in the midtown core of the city. Add a few cars to that number, and the flow does not just slow. It gels — instantly.

A street grid and a single highway are different, but students of highway traffic observe the same kind of dynamics. Stephen L. Cohen, a mathematician with the Traffic Systems Division of the Federal Highway Administration, remembers how startling it was to see the suddenness of bunching — for no apparent reason — in traffic on Interstate 95 in Virginia.

"I actually have it on film," he said. "You have a flow close to capacity, and one or two guys slow down, and everybody behind them starts to slow down, and it sets up a shock wave. It can be deadly. Then it just as suddenly goes away."

Every driver has seen traffic appear mysteriously, jamming a freeway as if something were blocking a lane up ahead, and then dissi-

pate just as mysteriously. Sometimes the congestion is the secondary shock from an accident that blocked traffic minutes or hours before. The wave of congestion moves upstream more rapidly than the congestion clears later, when the actual obstruction is gone. So even after nothing remains for the rubberneckers, elsewhere the flow preserves a kind of memory of the incident, still blocking cars far from the actual site. At other times, the waves of stop-and-go traffic are simply the consequence of flow too close to the critical point of saturation, where it becomes sensitive to the smallest perturbation — a single driver stepping on the brakes.

"People don't understand stop-and-go driving — there's sort of an instability there," said Gordon F. Newell, a transportation theorist at the University of California at Berkeley. The tools for understanding smooth flow do not transfer well to understanding the choppy flow that develops just a few miles per hour slower. Complex systems on the border between two very different kinds of behavior become exceedingly tricky to understand. "And unfortunately, a lot of the way traffic engineers do things is by custom rather than by logic."

Newell and other experts believe that some solutions are staring planners in the face. For example, many towns and cities set their signals running with too long a cycle time; flow could be improved simply by changing a one-minute cycle to a 45-second cycle. Other solutions, however, will require more flexible and more intelligent control of the signals, with the help of more sophisticated computer simulations.

Such simulations are just beginning to come to grips with the special twists of dense traffic. "Congestion is a much harder problem to deal with theoretically," said Edward B. Lieberman of KLD Associates, a consulting firm in Huntington Station, L.I., which has worked with New York City and many other communities. "The game is different. There are so many more dimensions to the problem. It's the kind of thing that isn't taught in school."

On Lieberman's computer screen, tiny red rectangles move back and forth along tiny streets and clog tiny intersections. They speed up and slow down, change lanes, cut one another off and run

red lights with a reasonably realistic mix of lawful and unlawful behavior. Modelers can rearrange streets and intersections at will, adding new lanes or turn bays and experimenting with different signal-timing strategies. They can also adjust the psychology of the imaginary drivers, changing their aggressiveness, for example, in making a left turn in the face of oncoming traffic.

Simply plugging in average values is not enough, they find. When they attempt to simulate the natural variation of real-world traffic (programming in a slow or unresponsive driver, for instance), it has a sharp effect on the simulations — usually slashing the capacity of a street or intersection. Planners, Lieberman said, need to prepare their systems for such drivers, and, he added, "There's an old saying: 'There's a clunker in every queue.'"

More important, Lieberman's models vividly demonstrate the futility of using the same strategies for ordinary traffic and for congestion. Schwartz, too, had pointed out that progressively staggered lights only impede progress when the flow breaks down near an intersection like Herald Square. Most traffic signals in New York City and the rest of the country work the same way they have worked for 50 years: the timing is built on some idea of the average demand on an intersection, and then it runs without change, cycle after cycle, day and night, oblivious to changing circumstances. "It works fine at 2 A.M.," Lieberman said, "but it's actually counterproductive at 5 P.M."

EVERY SO OFTEN, workers on duty in the control room maintained by the City of Los Angeles see something unexpected on their computer screens — sudden pockets of congestion near the freeways. The freeways themselves are invisible to them. Even though they have an early version of the technology now making its way toward other American cities, their screens have no way of getting the information produced by their State of California counterparts three blocks away. Electronic sensors feed the city computer detailed, up-to-the-minute data about the flow. The computer knows how fast the cars are moving and how closely they are packed. The screen can zoom in on a

troublesome intersection or back away to show hundreds of traffic-filled acres. Every so often, the flow starts to break down on streets suspiciously near a freeway — and then, even though no freeway problems have yet been reported, the city experts know they will soon be hearing from their State of California counterparts.

The obvious next step, linking the state and city computers in the interests of quicker communication, will be just the easy part of a pilot project, now getting underway, which is meant to serve as a model for the future of traffic control. When the system can assess conditions on both streets and freeways, and when it can use that information freely to change the timing of signals, it should be able to push and prod the flow of traffic at will.

"We're kind of at a takeoff point right now," said Rowe, the head of Los Angeles's transportation system. His computers have already taken over the timing of traffic lights at several dozen key intersections. When traffic begins building up on one approach or another, for example, his computers can lengthen the appropriate green lights accordingly. That in itself improves performance considerably. "The city being a dynamic place, signals are running most of the time at a not-optimum setting," he said.

In the future, signals should get cleverer. Planners want their computers to take a global view of traffic build-ups. That might mean changing the flow of key thoroughfares when an accident slows a nearby freeway, for example. The best handling of a particular intersection may not serve the system as a whole; in some situations, the computers will certainly sacrifice the interests of some drivers for the greater good.

Deputy Commissioner Schwartz's forthcoming plan for Manhattan (which he hopes to get started in 1989 or 1990) takes that principle to a new extreme. When the computer decides that the midtown core is getting congested, it will initiate a set of procedures designed to frustrate — delicately, Schwartz hopes — the flow of cars on the way into the center. A red light for traffic heading down Fifth Avenue at 72d Street, for example, might lengthen from 40 seconds to 40½. At 71st Street, the red signal stretches to 41 seconds, and so on — each half second delay creating an electronic

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friction to slow down the incoming cars.

The New York plan has an analogue on the California freeways. Under a system known as ramp metering, cars are forced to pause at a red light before they enter, holding down the number of cars on the freeway. The psychological difficulties are similar. "It's still a political hot potato in many jurisdictions," said David K. Witteford of the Transportation Research Board, an arm of the National Research Council in Washington. "When you meter somebody, you're penalizing an individual who may not see the community benefit."

Attitudes differ from place to place. For reasons that remain mysterious, residents of the Los Angeles area seem to swallow ramp metering even as they rush to protest car-pool lanes. In San Francisco, equally choked by traffic, car-pool lanes raise fewer hackles, but ramp metering is taken as a threat to personal liberty. Ramp metering may become slightly more palatable over the next few years as it, too, comes under the centralized control of computers that will sense when they can afford to ease the delays. One way or another, all these approaches will soon have their day.

IF THE FUTURE OF TRAFFIC is to be something other than the proverbial coast-to-coast parking lot, it will require desperate measures. Few expect much in the way of road-building, although the double-decking of existing highways does occasionally get straight-faced consideration in California. From now on, it will be hard enough to keep up with the decay of the roads we have. In Chicago, a much-feared reconstruction of the Dan Ryan Expressway has just begun to take its toll on the rush hours. In New York, a single grotesque detour on the Brooklyn-Queens Expressway — taking on a life of its own in the wake of a mismanaged rebuilding project — has become just one of a score of near-permanent trouble spots in a time of road repair.

So planners in California will move ahead this summer with the Smart Streets pilot project, with financing from the Federal Government. Smart Streets will combine all the elements of computer control with an even more ambitious, and more expensive, twist.

Twenty test automobiles contributed to the study by General Motors will be

equipped with on-board computers and display screens. Each screen will show the driver, a Caltrans employee, his position on a local street map. The information will be stored electronically, perhaps using the technology of laser disks. The system will navigate with a combination of compass and wheel sensors, keeping track of the car's position and displaying it on the map.

Such navigation systems are already under development by automobile manufacturers and map companies, and they have considerable promise on their own. Users can zoom in and out on their position (presumably keeping one eye on the road). Maps can be readily updated. Computer programs can help drivers choose the best routes between any chosen points.

But traffic engineers want to add another element that will adapt this bit of future technology for their purposes: radio signals that will feed timely traffic news directly into the car's brain. The map displays will instantly show the sites to avoid — the accidents and stalled vehicles that account for half of all congestion.

IF YOU DID THE BEST you could, it wouldn't be utopia by any means," Berkeley's Newell said. The effects of overexpansion and overdevelopment cannot be controlled without limiting expansion and development. Still, for some cities and suburbs, many planners believe that the new traffic technologies can at least hold off the worst consequences.

In the meantime, communities continue to struggle with the politics of their low-technology alternatives, such as ten-dollar tolls near urban centers and car-pool lanes on major arteries. Unpopular though they are, traffic engineers continue to eye them wistfully. Daniel C. Butler, chief of traffic systems for Caltrans in Los Angeles, ponders the average occupancy rate of less than 1.17 people per vehicle as he eyes the wall map of his situation room. If only his constituents would accept car-pool lanes, he says. And if only such lanes actually managed to get lone drivers out of their cars...

"If we could, by magic, increase that to 1.5" — a single passenger for every other driver — "we wouldn't have any red lights there at all," he said. "We probably wouldn't need that damn room." ■

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REGIONAL TRANSIT BOARD
 ROLL CALL AND ATTENDANCE SHEET

DATE: _____

BOARD OR COMMITTEE: Board

MEMBER NAME	PRESENT	VOTE	su amend VOTE	VOTE	no on 2nd VOTE	88-04 AA VOTE	88-05 Capital VOTE
Chairman	✓		no		no	Y	Y
Doris Caranicas	✓		no		no	Y	Y
Ruth Franklin	✓		no		no	Y	Y
Carole Faricy	✓		Y			Y	Y
Alison Fuhr	✓		no			Y	Y
Rochelle Graves	✓		no		X	no	Y
George Isaacs	✓		Y			Y	Y
Paul Joyce	✓		Y			Y	Y
Edward Kranz	✓		Y			gone	gone



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

Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
Metropolitan Council Chambers
April 18, 1988

BOARD MEMBERS PRESENT: Elliott Perovich, Chairman; Doris Caranicas; Carole Faricy; Ruth Franklin; George Isaacs; Rochelle Graves; Paul Joyce; Ed Kranz

MEMBERS ABSENT: Alison Fuhr

OTHERS PRESENT: Gregory Andrews, Tom Beaver, Kathy Christopherson, Bob Dietrick, Linda Ehlers, Mary Fitzgerald, Judy Hollander, Dave Jacobsen, Ed Kouneski, Mark Ryan, Katie Turnbull, Elba Zuniga, Regional Transit Board Staff; Charles Weaver and Greg Korstad, legal counsel; Arnie Entzel, Amalgamated Transit Union; Dirk deVries and Natalio Diaz, Metropolitan Council; Steve Bertrand, United Handicapped Federation; John Capell, Lyle Frerichs, John Farrell, Tom Vida, Metropolitan Transit Commission; Mary O'Hare-Anderson, Metropolitan Center for Independent Living; Kurt Strom, Minnesota State Council on Disabilities

The meeting was called to order at 4 p.m. and roll taken. The chairman noted that an amended agenda had been distributed to include Resolution No. 88-03, Federal Funds for Minnesota Rideshare. He also asked to add Item 3.a., comments by Mary O'Hare-Anderson, who had asked for an opportunity to address the board. Joyce moved approval of the amended agenda; Faricy seconded the motion. The motion carried unanimously.

Joyce moved and Caranicas seconded that the minutes of the April 4 board meeting be approved. Faricy asked for clarification of the language on Page 3 regarding recertification and re-registration of customers. Ehlers explained that payment of annual registration fees would be staggered and Metro Mobility Administrative Center would review questionable certifications. After clarification of the CareBus amendment, vote was taken; the motion carried unanimously.

Mary O'Hare-Anderson, Center for Independent Living, said she wished to state clearly for the record what happened two weeks ago. When the contracts were extended the chairman indicated the delay would allow Transportation Handicapped Advisory Committee, the Metropolitan Center for Independent Living (MCIL) and the law center to meet with the attorneys and RTB staff to discuss the providers' contracts. There were meetings with Legal Aid and MCIL at which testimony from the October hearings and the THAC minutes were reviewed. Two weeks ago, it was her understanding, reference was made that both MCIL and the law center worked on the contracts. She thought the contracts would reflect the information so that members could make a good decision. She found that a minor concern was addressed but the major concerns were not. She stated that the board simply was not given all the information when they were told MCIL gave input. She would have felt better if they were

presented with the differences, but she was told their concerns were addressed and that is not true. There was a hearing a year ago under H.F. 1009 on the contracts and the intent was that people would be able to bring up their concerns. It is painful that we are back beyond where we were a year ago. We started in the right direction and got mixed up again. She re-read the October testimony where she said she was encouraged and thought we were going to work together. There were requests for meetings that did not happen. It is confusing that we have major problems out there. She wants the board to clearly understand it was not given all the information. Thinking of all the work that was done and the problems of the people using the system, she could cry. She would be more than happy to sit down with members to discuss their concerns. The people intended to get service are not getting it. The people getting on the system are people it was not intended for. She wants the record to show that they cannot keep on, not being respected participants. O'Hare-Anderson said she has read the letter from the RTB law firm and strongly disagrees with it.

Faricy said she was not at that meeting, but understood the contracts were reviewed based on the information received. She asked how this will be reviewed again. Graves asked what bearing this has on the May 1 deadline. Isaacs said that although he was not present, we have a working contract and can function. If we do not resolve it we can handle it during the year. We must continue moving down the road. Caranicas said we may be able to deal with items of operating protocol as an addendum to the contracts. The chairman said there is a Committee of the Whole meeting next week and a Policy Committee meeting could be held immediately after that meeting.

OFFICE SPACE LEASE EXTENSION

Andrews reviewed the staff report dated April 18 and noted that the third line, first paragraph, should be May 1, 1988. The Metropolitan Council lease extension with Metro Square provides 1,000 square feet will be taken in May from a location to be agreed upon. The partnership has a new tenant for our back conference room and Kouneski's office effective May 1. In June an additional 5,000 feet will be taken; the council has assured us it will not be RTB space. As part of the 1,000 feet, we will need to vacate two more offices June 1. Metro Square is giving us an extension at existing rates and will not charge us if we move and they have another tenant ready; however, this extension does obligate the board for rent through June 30, 1988. Franklin moved and Joyce seconded:

That the Regional Transit Board authorize the executive director to extend the current sublease with the Metropolitan Council through June 30, 1988.

PUBLIC OFFICIALS' LIABILITY INSURANCE RENEWAL

Dietrick reviewed his April 7 memorandum. In response to Faricy's question, he said other agencies were checked but few underwriters of this kind of insurance were found. Korstad said there are specific statutes that allow limits on liability; however, there are exceptions to those limitations and one million is certainly not excessive. Dietrick said the underwriter will only write the policy for this amount. The council has the same limit with a higher deductible. Joyce moved and Caranicas seconded:

That the Regional Transit Board authorize the executive director to renew the Regional Transit Board's Public Official's Liability insurance coverage with Lloyd's of London at a premium of \$72,500, with the same coverage terms of \$1,000,000 with a \$25,000 deductible.

The motion carried unanimously.

URBAN MASS TRANSPORTATION ADMINISTRATION ENTREPRENEURIAL GRANT RECOMMENDATIONS

Ryan reviewed the April 12, 1988 staff memorandum and briefly described the projects to be proposed to UMTA for funding. An Urban Institute representative will be here next week to review the proposals. Once UMTA has selected the grant recipients, RTB will assume an administrative role. Perovich said this is an agreement between private people and UMTA; RTB will help carry out the process. Ryan said RTB is a sponsor and conduit between the parties.

Isaacs questioned why this was not sent to Policy Committee first. Andrews said in ordinary practice he does not like to send items directly to the board, but in this instance we needed to get into the pipeline so we could move ahead. Members discussed selection criteria, Metro Mobility vehicles, administrative cost reimbursement and staff time available. Ryan said UMTA will provide seed money for people trying to break into the transportation business and become self-supporting. In response to Joyce's question on deadlines, Ryan said there is no absolute deadline, but UMTA has already awarded \$3 million and it was felt the applications should be sent in before the money is gone. Perovich said he is not sure how much the board should be involved; it is basically a conduit. UMTA is asking for recommendations and their money was made available for projects that might work. The opportunity came up quickly and, while it is not part of our program, when the money is gone we will lose this opportunity. Caranicas questioned the amount of staff involved. Perovich said UMTA will pay for staff time.

Franklin said members do not like surprises and staff must realize they want to be briefed on these issues. RTB will not select the grant recipients and staff has reviewed the proposals based the UMTA rules and regulations. She moved:

1. That the following proposals, with the conditions noted in Attachment II, be endorsed by the Regional Transit Board and forwarded to UMTA for funding under the Entrepreneurial Services Program:

<u>Proposal</u>	<u>Amount</u>
Ms. Livingston St. James	\$ 25,000
Saint Paul Downtown Council	\$302,000
Empire Executive Coaches	\$153,644
Magic Ride Limousine Company and Illusions Limousine Service	\$ 25,000
ITMS	\$130,983

2. That the Regional Transit Board request \$67,200 from UMTA for the provision of technical assistance and the administration of the Entrepreneurial Services Program.

3. That Scott County evaluate the needs identified in the in the Prior Lake dial-a-ride proposal and if necessary, to include additional service in the Prior Lake area as part of the County's 1989 funding request to the Regional Transit Board.
4. That the City of Prior Lake evaluate the needs identified in the Prior Lake dial-a-ride proposal as part of the replacement service (opt-out) study currently underway.
5. That RTB staff review the proposal from the City of Edina for possible funding under UMTA's suburban initiatives program.

Caranicas seconded the motion; the motion carried (Graves, Joyce and Isaacs voted no). The chairman directed staff to provide information in a more timely manner.

FEDERAL FUNDS FOR MINNESOTA RIDESHARE, RESOLUTION NO. 88-03

Mayer reviewed the April 18, 1988 memorandum. Joyce moved and Caranicas seconded:

That the Regional Transit Board approve Resolution No. 88-03 authorizing the executive director to enter into agreement with the Minnesota Department of Transportation for federal funding participation in its ridesharing program in an amount not to exceed \$361,000.

Roll call vote was taken; the resolution was unanimously approved.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

Committee Chair Franklin reviewed the report of the April 4 committee meeting.

AUTHORIZATION TO EXECUTE AN AGREEMENT WITH THE CITIES OF APPLE VALLEY, BURNSVILLE, EAGAN, PRIOR LAKE, ROSEMOUNT AND SAVAGE FOR CONSULTANT SERVICES TO CONDUCT A TRANSIT NEEDS ASSESSMENT

Franklin moved and Joyce seconded:

That the Regional Transit Board authorize the executive director to enter into an agreement with the Cities of Apple Valley, Burnsville, Eagan, Prior Lake, Rosemount and Savage to fund the consultant assistance for the transit needs assessment study in an amount not to exceed \$50,000; and

That the Regional Transit Board direct staff to provide technical assistance to the cities on this assessment. Both the consultant funding and staff time will be allocated from work program activity 88-13, Transit System Planning and Implementation.

The motion carried unanimously. Kranz said this is a significant effort and should be cited in the response to the Legislative Audit Commission report. Andrews said it is incorporated in the draft response the board will receive next week. Kranz said transportation for Dakota County has been discussed for a year and he expects great things.

REGIONAL TRANSIT BOARD PARTICIPATION IN THE I-494 ENVIRONMENTAL IMPACT STATEMENT PROCESS

Franklin moved and Graves seconded:

That the Regional Transit Board authorize the executive director to enter into an agreement with the Minnesota Department of Transportation for an amount not to exceed \$10,000 to support the Environmental Impact Statement Process on I-494. This funding will be allocated from work program activity number 88-13.

The motion carried unanimously.

FINANCIAL STATEMENTS - DECEMBER 1987

Franklin noted that corrected copies of the statements had been passed out. She moved and Fuhr seconded:

That the Regional Transit Board approve the December 1987 financial statements and direct that they be placed on file until the adoption of the 1987 audited financial statements.

The motion carried unanimously.

OTHER BUSINESS

CHAIRMAN'S REPORT

The chairman updated the members on the status of pending legislation.

MEMBERS' REPORTS

In response to Kranz' question on audit of Medicine Lake Lines, Andrews said RTB is responsible only for its contracts, and is not responsible for completing the Minnesota Department of Transportation audits. Mn/Dot has withheld funds. Hollander said the discussion of the Carter Goble final report will be May 16.

Kranz said his understanding was that the Southwest Metro budget was only approved for the first three months of the year. Kouneski said it was extended through May. Staff is reviewing the management plan and will bring it to the May 9 Administration and Finance Committee meeting.

STAFF REPORTS

Andrews said at the demonstration April 14 of the Metro Mobility Administrative Center computer system, questions were raised about the ability to administer the contracts. He asked John Capell, Chief Administrator of the Metropolitan Transit Commission, to appear before the board and respond to their concerns. Capell said the scheduled date for the computer program is May 1. Andrews' letter asked if the extension should be delayed. Capell's recommendation is to remain on schedule. MTC has reviewed the status and concluded that they can operate effectively. Part of the new program will allow orders to be taken through the new system. The providers will have their own printers and their keyboards will access the computer. The screens will show the customer's needs and a voucher will be prepared immediately if desired. The voucher triggers

the trip the next day and the trip goes into the computer at MMAC. The new rate structure will not be programmed; however, they will be able to segregate by provider and type of trip and forward that to providers each day. The recap will address the providers' need for a summary of activity. The computer will be running by May 1. MMAC has a total commitment from Unisys and they will commit whatever MTC staff is necessary. Kranz said he attended the presentation, which was excellent; however, his concern is that the new structure of Metro Mobility was implemented a year and a half ago and the members have heard this before. The Unisys representative indicated MTC is half done with the programming and a number of other things are not yet programmed. Capell said MTC will make every effort to ensure that the computer implementation is completed.

The chairman said the board will have to decide on May 1 what RTB is capable of handling. Franklin said she was very favorably impressed. It is already more than we have ever had before and the expansion a year ago was handled with a less sophisticated program. Graves said MTC is committed and RTB must ensure it has effective contracts. Andrews said, working with MTC and MMAC, we need to communicate the new contracts and develop the newsletter. The communication function is very important. Graves said by May 1 the board will have contracts in place that represent the feelings of the board and its constituents.

Andrews introduced David Jacobsen, who has joined the Planning Department as a Planner II, and Eric Waage, who is interning in a planning position.

PUBLIC COMMENT

Dean Johnson, Community Development Director for the City of Rosemount, thanked the board on behalf of the six cities for approving their request for assistance.

There being no further business, Caranicas moved and Joyce seconded to adjourn. The motion carried and the meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved by the board: _____, 1988.



REGIONAL TRANSIT BOARD

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

Minutes of the Meeting of the
COMMITTEE OF THE WHOLE
Metropolitan Council Offices, Room E
April 25, 1988

BOARD MEMBERS PRESENT: Elliott Perovich, Chairman; Alison Fuhr; Doris Caranicas; Carole Faricy; Ruth Franklin; George Isaacs; Rochelle Graves; Paul Joyce; Ed Kranz

OTHERS PRESENT: Gregory Andrews, Tom Beaver, Kathy Christopherson, Mary Fitzgerald, Judy Hollander, Ed Kouneski, Katie Turnbull, Mike Kuehn, Regional Transit Board Staff; Charles Weaver and Greg Korstad, legal counsel; Dirk deVries, Karen Lyons, Emil Brandt and Natalio Diaz, Metropolitan Council; Steve Bertrand, United Handicapped Federation; Lyle Frerichs, Metro Mobility Administrative Center; Mary O'Hare-Anderson, Metropolitan Center for Independent Living; Kurt Strom, Minnesota State Council on Disabilities

The meeting was called to order at 4 p.m. and roll taken. Joyce moved and Caranicas seconded that the agenda be approved; the motion carried unanimously.

RESPONSE TO THE LEGISLATIVE AUDIT COMMISSION REPORT

Andrews reviewed the April 12, 1988 memorandum and asked for the board's input to ensure that the proposed actions are realistic based on the direction of the board. Isaacs said the LRT planning should be included on Page 2. Fuhr said the board should develop priorities, but given the climate, should not expand the staff. Franklin disagreed, saying that if we are going to work more with suburban communities, there should be careful reviewed and additional staff should be included in the 1989 budget; Isaacs agreed. The chairman said this is a major discussion issue and in a full retreat the board will establish its priorities. Fuhr said we should work with the cities' staff. Caranicas said some cities do not have a staff.

In response to Kranz' question; Andrews said the purpose of this meeting is to receive members' input. Based on the two earlier meetings on this subject, staff tried to anticipate the board's direction. If members disagree, the response will be amended to reflect the board's direction. Kranz said there is disagreement on increasing staff complement. The chairman said two board meetings were held and the members went through the whole report and the board will hold a long work session on it. The April 12 memorandum is a reaction by the staff and they will take board comments and bring them to a work retreat.

Referring to Page 3, Kranz said the board has to establish better unity on these issues. A certain element of the board opposed establishing those ad hoc committees. The third paragraph under "Action Plan" is accurate, but misses actually dealing with staff needs of board. It should also state that extra

time spent on one project takes time away from other projects. Andrews said we are looking at changes in the payroll system to report monthly on hours used on a project-by-project basis to allow comparison. Caranicas agreed that the ad hoc committees must be clearly defined. The Ad Hoc Metro Mobility Committee had no charge and there was nothing specific to address. Faricy said some positions are the same as other agencies. Andrews said that is mandated by the Metropolitan Agencies Financial Advisory Committee. In response to Fuhr's question on the Implementation and Financial Plan, Hollander said after the Transportation Policy Plan (TPP) is adopted by the Council we will begin to revise it; it is due in July 1989. Because it is part of other plans, staff plans to complete it in March 1989. (Graves arrived.)

Kuehn said the legislative intent in Metro Governance was that the Metropolitan Council would complete the TPP in 1987 and RTB would do its plan in 1988 so everything would be in sync. The chairman said it has to be done that way. The Council will revise it in odd-numbered years to allow RTB to revise its IFP before the following legislative session. Diaz said the two can be reconciled very easily. Perovich said in the next cycle he would like the TPP done in odd-numbered years.

Joyce said, referring to Franklin's comments on technical assistance being tied to adding staff, a lot of these things will not get done. In offering continued opportunity to opt-out, where will the line be: central business districts, first-ring suburbs? Fuhr said the board never had a conclusive discussion on opt-out. Is it necessary? The board should discuss it and go back to the Legislature. The chairman said the legislative package a year ago contained a provision that if the communities were not working on it by July 1988 they would be sunsetted. The mill levy goes to the Transit Assistance Fund for the RTB to use as it sees fit. Fuhr said they come to us to ask for their funds; it is an accounting thing, but we took it out of something. The chairman said the Legislature gave RTB \$40 million for transit in the Metropolitan Area. Joyce said there is a de facto policy.

Kranz said the board as a whole has not gone on record in support of opt-out and tried to eliminate it, which may not have been wise. The board should look at the whole issue and there may be a need to encourage opt-out and ask for legislative reform, defining other communities that may be eligible as opposed to eliminating it. If nothing is done the board should review the structure of its staff and programs. To say there is no need for opt-out implies the board is helping communities restructure service and address their needs; that is not true. The board directed staff to address some transit needs, but they only scratched the surface. The board should address the whole structure of suburban transit and decide if it is dealing effectively with it. It is a large issue and he does not think the board has dealt with suburban transportation. The chairman said that is an issue the board should address in time to include it in a legislative program. Andrews said 50 percent of staff time is committed to technical assistance.

Isaacs said the next time he hopes we will have the time to run entrepreneurial grants through the proper channels. The items should have been slowed down; he agrees with doing it, but disagrees with the methods.

Referring to Page 10, the chairman said letters will go out to the Chairman's Advisory Committee next week and he will meet with them next month. A great many people in the exurban area applied and it will be split out. Kranz said he would like to see who is on the committee. Fuhr said several mayors have

asked when they will hear something. Perovich said he felt it should be reviewed by the associations so Robert Orth and Bruce Nawrocki were asked to review the list. It might be well to meet also with the exurban group. Fuhr commented that riders are also our constituency and should be involved in such things as helping us buy buses.

Regarding Chapter 6, Competitive Bidding, Joyce said the process may have suffered, but the decision was correct. Fuhr asked how long the interim standards will prevail. Turnbull said performance standards will go to the Policy Committee mid- to late summer. Isaacs said he expects the Metropolitan Transit Commission to be involved. There should be more meeting of minds before the board makes a decision. Kranz said the Southwest Metro Service was budgeted for five months in 1988. To continue, it will have to be readdressed in May. Is it subject to competitive guidelines? Andrews said originally it was an 18-month demonstration project. The agreement is coming to the board in May. It is funded by RTB and would have to comply with our recently adopted guidelines. Kranz said it is funded totally through property tax and through opt-out they elected to have 90 percent for their service. The chairman said it is an RTB decision; when a community opts-out they can use 90-percent, subject to an approved transit plan.

Kranz said Competitive Bidding and property taxes could be issues by themselves. Perovich said staff is trying to go through the report; if members want to add items there will be additional discussion.

Fuhr said more attention should be paid to the advisory committees and their thoughts and comments should be solicited. The charge to the Rideshare Advisory Committee is vague. Andrews said a one-page summary of advisory committees should be prepared.

Kranz said enough time should be given to address these topics. The chairman said before the work session staff will put together the board's response. If staff input triggers thought, he wants members to tell them. A day-long retreat will be needed to review the response and make decisions, which will be the response to the Legislative Audit Commission. He asked members to give their comments to Andrews or write them down. Fuhr said this process does not allow for differences in philosophy among members. Members should be allowed to explore that. The chairman said that is the purpose of this meeting.

Andrews said the forum for discussion will be in the work program discussion. Fuhr asked if there are going to be more differences that the board has not talked about. The chairman said the Legislative Audit Commission raised legal issues that must be addressed by the Legislature. The board's authority is unclear. Members can express opinions, but these are murky legal issues. Alter told legislators that.

The chairman said Mary Fitzgerald will be in contact with the members about setting a date for the retreat in mid-May. The Legislative Audit Commission expects a response by June 1. A meeting of the board is scheduled for May 31, 1988 for final approval of the response.

CONTINUED DISCUSSION OF TRANSPORTATION DEVELOPMENT GUIDE/POLICY PLAN

Turnbull said the RTB needs to address the performance measures the Metropolitan Council will use to evaluate how the RTB meets the policy plan. She asked members to think about these issues and decide what they want to focus on at the joint meeting with the council on April 28. The major elements are requirements for the Implementation and Financial Plan and performance measures.

Diaz asked if the Thursday meeting should have a totally open agenda or should staff think of three or four topics that interest the board? Should the council members be alerted to them? Perovich said members talked about a number of meetings. This should be discussed jointly with council members and look at things we would like to address in subsequent meetings. The next meeting should address the light rail transit issue. That should take preparation on the part of our board and the council. Exurban issues might be another subject. The members of both agencies will have to prepare themselves. Fuhr said some of the recommendations from the LAC report should be addressed with the council because the council was faulted in the report. Diaz said the LAC staff presented their comments to the council and the council concurred. They have discussed with Perovich and Andrews some of the things in the report and those things will be resolved through the report. The council has not taken formal action.

Diaz said RTB's staff asked the council to address the new issue of performance measures and monitoring. Those things can be very general or quite specific. He asked the members to look at the performance indicators. Appendix B of the policy plan deals with minimum contents of the Implementation and Financial Plan. Lyons said, referring to Page 99, much of this is directly taken from the law. The council is asking that the next revision to the Implementation and Financial Plan be submitted August 15, 1989. The first plan in 1989 could be briefly revised in 1990 and thereafter coincide with the financial plan submission. Diaz said that would avoid doing something every year. Lyons reviewed the impact on the RTB of the policy plan.

Isaacs referred to Page 102 and asked, since the RTB is a interim planning organization, would it exceed its mandate? Lyons said the intent is to make sure the transit planning is looking ahead more than five years. Diaz said the bulk will be a five-year plan, but the differentiation is very difficult; there is no brick wall at five years. LRT, for example, will have long-range impact. After five years RTB will have some general indication of what is ahead. Joyce said flexibility is needed. The short term is very detailed and long term would be very general.

Perovich said he has a problem the fact that the same guidelines and requirements are not delineated for any other public agencies that do transit planning. Diaz said the council's statutory responsibility is clearly defined with respect to the Regional Transit Board, but they do not have the same authority over other agencies. The council will review what other people are doing. The council recently passed a resolution that it will review everything. Perovich said the law does not delineate what the council can review and that can be put in the policy plan. Diaz said that is discussed on pages 15, 16 and 22, but in some instances the council does not have review and approval authority. He commented that the council and RTB staff have been meeting twice a week and he is pleased with the process.

There being no further business, Joyce moved and Caranicas seconded that the meeting be adjourned. The motion carried unanimously. The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved by the board: _____, 1988.



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

Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
Metropolitan Council Chambers
May 5, 1988

BOARD MEMBERS PRESENT: Elliott Perovich, Chairman; Doris Caranicas; Carole Faricy; Alison Fuhr; George Isaacs; Rochelle Graves; Paul Joyce; Ed Kranz

MEMBERS ABSENT: Ruth Franklin and Ed Kranz

OTHERS PRESENT: Gregory Andrews, Tom Beaver, Mary Fitzgerald, Judy Hollander, Mike Kuehn, Ed Kouneski, Mark Ryan, Katie Turnbull, Regional Transit Board Staff; Charles Weaver and Greg Korstad, legal counsel; Dirk deVries, Metropolitan Council; Steve Bertrand, United Handicapped Federation; Jim Johnson, Medicine Lake Lines

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

Fuhr moved approval of the minutes of the Committee of the Whole meeting of February 25, 1988; Faricy seconded the motion. Joyce said, referring to Page 4, second paragraph, that he had made the point that he felt the board made the right decision in light of previous experience in the industry. The major provider of transit should be the operator of light rail. The minutes will be amended to reflect that statement. The motion carried unanimously (Graves not present).

Joyce said there is no report for the Administration and Finance Committee; the next meeting will be May 9 and the agenda is quite long.

REPORT OF THE POLICY COMMITTEE

Caranicas reviewed the reports of the Policy Committee meetings held April 18 and April 25, 1988.

REGIONAL TRANSIT BOARD ROLE IN THE NEW METROPOLITAN COUNCIL PROCESS FOR REVIEW OF COMPREHENSIVE PLAN AMENDMENTS

Caranicas moved:

That the Regional Transit Board approve the process for reviewing comprehensive plan amendments as outlined in the April 1, 1988, staff memorandum.

Joyce seconded the motion; The motion carried unanimously (Graves not present).

REQUEST FROM MEDICINE LAKE LINES ON PROPOSAL FOR COUNTY ROAD 18 TRANSIT SERVICE

Caranicas moved and Isaacs seconded:

That the Regional Transit Board direct staff to continue working with Medicine Lake Lines on implementing the I-394 timed-transfer and consider the ideas raised in this proposal in the planning for the I-394 timed-transfer system.

Fuhr said she had not been present at the meeting, but favors Jim Johnson's ideas and asked if motion could be amended to delete the words "...in the planning for the I-394 timed-transfer system." As written, the motion limits Johnson in what he could do. Isaacs questioned how much time is available for all these proposals. Turnbull said it fits into the overall spectrum.

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Fuhr said she stated last week that she would agree to adding three more staff, up to 29. In any event, RTB is supposed to be working with the suburbs. Perovich said the whole area merits serious study, but Turnbull's point is that we are looking at timed transfer in that area and would continue to work with Johnson, considering something north of that and determine how it fits in. Fuhr said 18 at Crosstown is considered one of the most dangerous sections in the Metropolitan Area. Is there potential of buses going down 18? Turnbull said staff will look at that but there are problems. If timed transfer is implemented we will find out more about preferential access.

Caranicas said the motion allows all improvements and she supports passing it. Johnson said the first goal is crosstown capability in the outer rings. This is something to operate in the short timeframe for experimentation. When I-394 is complete it may be unable to operate because of the problems on County Road 18. (Graves arrived.)

The chairman said that is a critical area for RTB. The motion allows staff to continue to work with Johnson to find something we can try. Joyce said the point is that buses get stuck in the same traffic. Vote was taken; the motion carried unanimously.

METRO MOBILITY PROVIDER CONTRACT

This item was the subject of a special Policy Committee meeting held on April 25, 1988. Caranicas moved and Joyce seconded:

1. That the Regional Transit Board add to the Metro Mobility provider contract effective May 1, 1988 a complaint procedure that:
 - a. Identifies types of complaints to be handled in the proceeding;
 - b. States time frames within which complaints should be made and complaints should be handled;
 - c. States the type of response required for complaints and advises complainants of other available remedies and procedures.

2. The attorney will work with the Metropolitan Center for Independent Living to develop the complaint procedure.
3. That the Regional Transit Board direct staff to establish a process with the Metro Mobility Administrative Center for development of performance standards, i.e., minimum levels of expectation, by September 1, 1988.

Legal Counsel Korstad was asked to discuss the meetings with the Metropolitan Council for Independent Living (MCIL). Korstad said that in response to a letter from Mary Jo Nicols of MCIL he prepared a series of provisions to amend the provider agreement. A paragraph was added requiring every provider to identify and appoint a person to handle complaints. The person is to be trained by the provider and be the point person for administration. The agreement will require a complaint process be instituted by each provider to handle all complaints about delivery of service. Capacity issues are to be addressed by the RTB. He described the components of the procedure, which was discussed at length at the meetings. Nichols has not indicated a desire for changes but had said MCIL feels there is a need for another look at the MMAC agreement to ensure that they can carry out their obligations. Korstad said he and Kouneski will look at this in the immediate future. He cannot represent Nicols' feelings about this, but she did not indicate to him that there is additional language she wants with respect to the contract.

Fuhr asked what the process to amend the contract is if the board decides to amend it. Korstad said the contract is in final form and can be amended by the parties if both agree it should be amended; however, the board cannot unilaterally change the conditions under which service will be provided. He and Kouneski had lengthy discussions about the necessity for stability to encourage capital investment in the program.

Graves said she wants the board to know she will address issues of requirements for drivers training in first aid and CPR at the time of renewal of contracts. Caranicas said she has given this a great deal of thought and it seems Graves' suggestion is a personnel procedure for the provider. The board does not get into personnel policies at MTC and should not do so with other providers. The board is not involved in operations. Graves said she works on probation and parole and was told by one of her clients who had been employed by a provider that the training is a sham. Vote was taken; The motion carried unanimously.

OTHER BUSINESS

CHAIRMAN'S REPORT

The chairman discussed the end of the legislative session and the implications of the tax bill. The legislators believe local government units should be accountable for the amount of tax they levy.

There will be a board retreat on May 26 to discuss the response to the Legislative Audit Commission report and the public relations program of the Regional Transit Board.

In response to Isaacs' question about the next joint meeting, the chairman said he would like it to be scheduled in May because the board has to take some positions and start activity in the area of light rail transit. This is an excellent time to surface the whole light rail transit planning process and educate more people about it. Anoka will commit \$1 million in the next year and a half and we need to broaden the spectrum of involvement. The board has not taken a position on tunneling. At a breakfast meeting, he and Steve Keefe agreed on the need to move ahead on these issues.

Joyce said tunneling could be an item for the next Policy Committee meeting. Perovich said activities should be scheduled for early fall, before the next legislative session.

MEMBERS REPORT

In response to Fuhr's question, deVries, who is the Metropolitan Council liaison to the RTB, said the joint meeting on April 26 should have been more structured. He did not feel much substantive discussion took place. Another possibility is returning to a dinner format where the discussion is less formal. Perovich said there should be more frequent meetings because it was obvious legislators are dissatisfied because the metro agencies are not taking the lead in transportation issues. They feel the council should be playing a bigger role in highway planning.

Isaacs said it was agreed at the meeting that there will be quarterly meetings. He felt RTB members made their feelings known, but should have heard more from Metropolitan Council members.

Fuhr said Natalio Diaz had talked to the board about the appendix to the Transportation Policy Plan. She found much of it mentioned in the needs assessment so there was duplication and she thought someone would address that. Joyce agreed with the need for structure, but commented that the council members had been meeting since 2 p.m. that day.

STAFF REPORTS

Andrews said he had been in New York last week with Metropolitan Council and Metropolitan Waste Control Commission representatives to meet with Moody and Poor on bond ratings. The rating agencies asked questions about the status of LRT planning. They were very concerned about how buses and light rail are integrated. They did not seem to feel this is under control. Andrews distributed the official statements showing the relationship between the agencies. The new ratings are expected this week.

The chairman noted that one of the issues in the award of the American olympic site to Atlanta was the lack of light rail transit in Minnesota. Light rail is a stabilizing factor for the economy.

Andrews said the agenda for the meeting next week of the Administration and Finance Committee is quite lengthy and he urged members to call the office if they have questions beforehand.

The Metro Mobility providers' area map with overlays is complete and Andrews asked the members to stop by the office to see it.

The chairman asked members to notify the board's secretary of their vacation plans for the summer so that agendas can be built around them. There being no further business, Joyce moved and Caranicas seconded that the meeting be adjourned. The meeting was adjourned at 5 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved by the board: _____, 1988.

REGIONAL TRANSIT BOARD

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

DATE: May 5, 1988
TO: Regional Transit Board
FROM: Elliott Perovich, Chairman
SUBJECT: Consent List

The following comprehensive plan amendment has been reviewed by the staff and chairman of the Regional Transit Board (RTB). In my opinion, the amendment meets the standards of consent referrals adopted by the board.

City of Blaine Comprehensive Plan Amendment for the Olympic Sports Facility

The City of Blaine is requesting Metropolitan Council approval to change the land use designation of a 164-acre parcel located directly north of the Anoka County Airport. The site would be redesignated from the present airport use designation to semi-public/public use in order to accommodate the Olympic Sports Facility proposed by the Minnesota Amateur Sports Commission. After review of the amendment, the RTB finds no significant impact on transit.

EP/HB:jmo

REGIONAL TRANSIT BOARD

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

DATE: May 10, 1988
TO: Chairman and Members of the Regional Transit Board
FROM: Gregory L. Andrews, *GLA* Executive Director
SUBJECT: Amendment to the Mears Park Centre Lease

SUMMARY

This memorandum describes the agreement to lease office space in the Mears Park Centre building and seeks authorization to amend the lease with Ameritas.

BACKGROUND

On March 16, 1987, the RTB authorized the chairman and executive director to execute a lease with Ameritas, Inc. for office space in the Mears Park Centre office development. The lease specified 11,150 square feet of usable office space with an option to acquire an additional five percent at the current lease rates in effect at the time of execution of that option. The lease also specifies that the developer provide a tenant finishout allowance of \$16 per square foot.

As the project neared completion, it was necessary to reach agreement with the developer for additional space to be leased as well as final tenant finishout costs. Negotiations took place with representatives of the three metro agencies, including Charles Farrell, Faegre and Benson, representing the agencies; and John McDonald, President of Ameritas, Inc., and his attorneys. After many hours of negotiations, a final agreement was reached that is summarized in a memo from David Renz, Executive Director of the Metropolitan Council (attached).

The agreement with the developer as discussed by Mr. Renz was reviewed and approved by the Office Space Policymakers Committee on May 9, 1988. Chairman Perovich and Administration and Finance Committee Chair Franklin represent the RTB on that committee.

The impact of the settlement with Ameritas on the RTB is the need to amend our lease for 99 square feet of additional usable space on the seventh floor and the acceptance of \$72,929 of additional tenant finishout cost to be financed through the Port Authority based on a 30-year amortization schedule. The agreement also assumes a completion date of June 1, 1988, except for the parking ramp, which will be completed ten weeks from the date of approval of this agreement. We are now in the process of coordinating the furniture and telephone installation for an early June move into our new offices in Mears Park Centre.

RECOMMENDATION

That the Regional Transit Board authorize the chairman and executive director to amend the lease with Ameritas, Inc. for Mears Park Centre offices.

GA/mf

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METROPOLITAN COUNCIL

Suite 300 Metro Square Building, Saint Paul, Minnesota 55101

DATE: May 9, 1988
TO: Office Space Policymakers Committee
FROM: David Renz, Executive Director
SUBJECT: Lease Amendments with Ameritas

The staffs of the Metropolitan Council, Metropolitan Waste Control Commission, and the Regional Transit Board have completed negotiations on amendments to the three agencies' leases for the Mears Park Centre office project. Due to changes in staffing levels, design, and use of office space, and refinements and revisions to the initial plans for this project, each agency must execute an amendment to their original lease. While each agency has its own lease, the three agencies coordinated and negotiated a "package" for the entire project. The key elements of this package presented for your approval are as follows:

1. The three agencies, in aggregate, will now lease a total of 106,000 square feet of space. All 106,000 square feet are leased at the originally agreed-upon rate schedule, beginning at \$12 per square foot in 1988.
2. The agencies have additional expansion space (about 2,850 square feet) which may be leased under the existing terms, conditions, and lease rates in effect at the time the space is incorporated.
3. Ameritas will provide tenant improvements allowance for the entire 106,000 square feet of office space, at the previously agreed upon rate of \$16 per square foot.
4. Completion date for the project is now June 1, 1988, provided there is "substantial completion" of the project under all terms of existing lease except for parking structure completion. Rent payments begin on Completion Date. Agencies will begin furniture and related installations at that time, and will all have moved into new facility by July 1, 1988. If developer does not meet completion date, all remedies under existing lease remain in effect.
5. Tenant improvements costs, including changes and upgrades to the project, are capped at \$274,000 above the allowance provided by developer for tenant improvements. These costs continue to be subject to agencies' audit. The cap does not include specific work related to certain computer and audio visual cabling.
6. Improvements costs above the allowance (see #5 above) are to be financed as part of the project's capital debt, at Port Authority debt service based on 30 year amortization, and paid by each agency according to its share of the relevant improvement costs.

7. Parking structure is to be completed within ten weeks of the signing of the lease amendment. Other parking facilities required in existing lease will be available June 1 under terms provided in the lease.
8. Neither party is in default, nor are there any bases for non-performance on the terms of the lease, at the time this amendment is signed.
9. The agencies will clearly allocate all square footage among them, particularly including assignment and responsibility for common and meeting areas.

In addition to negotiating this proposed amendment, the three agencies reexamined the basis for allocation of square footage, the method for jointly administering common areas on the first floor of the Mears Park Centre building, and the basis for allocating tenant improvement costs above the developer-paid allowance. The following are the proposed elements of agreement by the three agencies.

1. The Metropolitan Council will lease the first floor common and meeting areas, including the chambers, and bill the Commission and Board on a quarterly basis for their pro-rata shares of common facilities use.
2. Tenant improvement costs (as per #5 above), greater than the developer-paid allowances will be allocated among the agencies. These costs will be charged based upon each agency's share of actual improvement costs incurred in construction of the facility. Common areas' charges will be allocated based on each agency's proportionate participation in the project.
3. The allocation of total project square footage is as follows:

Metro Council	57,791 sq. ft.
MWCC	37,032
RTB	11,249

Included in the Council's square footage is the amount of 7,114 square feet for the shared first floor facilities.

These three items will be communicated to Ameritas, and incorporated as appropriate into the lease amendments, once accepted by all three agencies.

BLDG/cy
5.9.88



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

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

At its meeting of May 9, 1988, the Regional Transit Board reviewed and approved the following recommendations:

REGIONAL TRANSIT BOARD CONTRACT WITH SOUTHWEST METRO TRANSIT COMMISSION

- 1st Amendment*
1. That the Regional Transit Board authorize the executive director to enter into contract with the Southwest Metro Transit Commission in an amount not to exceed \$518,150 for the period June 1 through December 31, 1988. ~~1988~~ *1989* *step*
 2. That the Regional Transit Board direct Southwest Metropolitan Transit Commission to rebid the service and complete the process by January 1, 1989. *1990*

1988 AFFIRMATIVE ACTION GOALS AND STATUS REPORT, RESOLUTION NO. 88-04

That the Regional Transit Board adopt the 1988 Affirmative Action Plan as outlined in the May 2, 1988 staff report.

1988 REGIONAL TRANSIT BOARD CAPITAL BUDGET AMENDMENT, RESOLUTION NO. 88-05

That the Regional Transit Board approve Resolution No. 88-05 authorizing additional capital expenditures for 1988 in an amount not to exceed \$24,400 for the purchase of furniture and fixtures to be used in areas shared with the Metropolitan Council and Metropolitan Waste Control Commission.

METROPOLITAN TRANSIT COMMISSION REQUEST FOR SPECIAL WEEKLY PASS FOR THE USA CUP SOCCER TOURNAMENT

That the Regional Transit Board approve the Metropolitan Transit Commission's request for a special weekly pass for use in conjunction with the USA Cup Soccer Tournament to be held July 4 through 9, 1988.

NEW TRANSIT SERVICES MARKETING CONTRACT AWARD

That the Regional Transit Board authorize the executive director to negotiate and enter into contract with Simons Allyn Marketing Communications for an amount not to exceed \$30,000.

CONTRACT AWARD TO OPERATE ANOKA COUNTY WEEKEND SERVICE

That the Regional Transit Board authorize the executive director to negotiate and enter into contract with Medicine Lake Lines for an amount not to exceed \$145,838 to operate weekend service in Anoka County for the period August 1, 1988 through December 31, 1989, with options to extend the contract for two additional one-year periods.

RYDER STUDENT TRANSPORTATION SERVICES CONTRACT EXTENSION

That the Regional Transit Board authorize the executive director to extend the contract with Ryder Student Transportation Services to operate Route 25 Saturday service through July 31, 1988 in an amount not to exceed \$3,856.13.

REQUEST TO EXTEND ST. PAUL DIME ZONE

That the Regional Transit Board not approve the request to extend the St. Paul dime zone from its current boundary at University and Lafayette.

METROPOLITAN TRANSIT COMMISSION REQUEST FOR 1987 SUPPLEMENTAL FUNDS

That the Regional Transit Board approve a supplemental allocation of \$172,751 in transit assistance to the Metropolitan Transit Commission for calendar year 1987 to allow the MTC to maintain a \$15,000,000 working capital balance.

REVIEW OF METROPOLITAN TRANSIT COMMISSION 1989 BUDGET ASSUMPTIONS

That the Regional Transit Board transmit to the Metropolitan Transit Commission the comments on the Metropolitan Transit Commission 1989 budget assumptions contained in the April 29, 1988 staff memorandum and direct the staff to:

1. Participate with the MTC in a joint review and analysis of new fare pricing levels that can be implemented with fare simplification.
2. Take necessary steps to convene a ridership task force to develop strategies and actions that can reverse the declining trend.

METROPOLITAN TRANSIT COMMISSION REQUEST FOR CHANGES IN THE REGULAR ROUTE FARE STRUCTURE AND FARE PRICING LEVELS

That the Regional Transit Board indicate to the Metropolitan Transit Commission that the proposed change in the fare structure is consistent with the Regional Transit Board fare policies, but that the proposed fare pricing levels should be reexamined in light of the need to maintain the 35-percent farebox recovery ratio beyond 1989. Further, that the Regional Transit Board requests staff to work with the Metropolitan Transit Commission staff to identify fare pricing levels that would meet these policies to be presented the June Administration and Finance Committee meeting.

Ruth Franklin
Chair

AFtoBD
RTBTX1

REGIONAL TRANSIT BOARD

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

DATE: May 6, 1988
TO: Regional Transit Board
FROM: Linda Ehlers, Project Administrator
SUBJECT: RTB Advisory Committee Report

Transportation Handicapped Advisory Committee

At its May 3, 1988, meeting, the Transportation Handicapped Advisory Committee (THAC) discussed the following topics:

- o Legislative Summary
- o Minneapolis Downtown Area Pick-up and Drop-off Locations
- o Metro Mobility Administrative Center Report
- o Metropolitan Council's Transportation Policy Plan
- o Review of Certification Appeals Process

Based on their review of the Transportation Policy Plan, the committee approved the following recommendation:

That the comments provided on the Transportation Policy Plan at the April 12 and May 3 THAC meetings be forwarded to the RTB board for consideration in formulating their response to the Metropolitan Council on the plan.

The following recommendation was also approved at the May 3 meeting:

That beginning in June, the regular Transportation Handicapped Advisory Committee meetings be held from 1:30 p.m. to 3:30 p.m. on the second Monday of each month.

REGIONAL TRANSIT BOARD

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

DATE: May 6, 1988
TO: Regional Transit Board
FROM: Randy Rosvold, Planner *RR*
SUBJECT: RTB Advisory Committee Report

Providers' Advisory Committee

At its May 5, 1988, meeting, the Providers' Advisory Committee (PAC) discussed the following topics:

- o Medicine Lake Lines' Concerns Regarding Contract Award Process for Southwest Metropolitan Transit Commission (SWMTC)
- o Proposed Twin Cities Area Transit Providers' Dispute Resolution Process
- o Metropolitan Council's Transportation Development Guide/Policy Plan
- o RTB's Review and Analysis of MTC's Request for Changes in the Regular Route Fare Structure and Fare Pricing Levels
- o RTB Exurban Funding Guidelines

Based on discussions of the proposed dispute resolution process, the committee approved the following recommendation:

That the Providers' Advisory Committee not be directly involved in the dispute resolution process (proposed step d); and that an additional week be added to the process between proposed steps A and B. (One member opposed this recommendation.)

REGIONAL TRANSIT BOARD

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

DATE: May 6, 1988
TO: Regional Transit Board
FROM: Cyndie Mayer, Project Administrator
SUBJECT: RTB Advisory Committee Report

Rideshare Advisory Committee

At its May 5, 1988, meeting, the Rideshare Advisory Committee (RAC) discussed the following topics:

- o Rideshare Evaluation Consultant's Draft Recommendations
- o Metropolitan Council's Transportation Policy Plan

Initial comments were received on the rideshare evaluation consultant's draft recommendations. A special RAC meeting was called for June 2 to continue discussions and to review the second draft of the consultant's report.

County should slow down light rail plans

Ramsey County is working hard to select the best route from among eight alternative light rail transit alignments between downtown St. Paul and downtown Minneapolis.

The Regional Transit Board and the Ramsey County Regional Railroad Authority are expected to make a decision sometime this summer. Frankly, I think they are moving much too rapidly in route selection.

There are four basic routes involved, with two variations for each, as outlined in a study done by consultants for the transit board. The study reflects the capital costs, operating costs, travel times and estimated weekday ridership for the various routes.

They are: University Avenue, with quarter-mile and one-mile stops; a Burlington Northern right-of-way with a Como Avenue access to downtown St. Paul and an eastern access point; I-94, with a frontage road alignment and an elevated unit; and the Short Line Railroad, with an I-35E downtown access and a Shepard Road access. Whatever route is chosen, it would tie in to a Minneapolis connection at the University of Minnesota.

The fastest route would be the I-94 elevated at 26 minutes between the downtowns; it also would be the most costly to build at \$202 million. The Burlington Northern/Como Avenue alignment would have the cheapest operating costs, \$8.5 million annually, and construction cost, \$130 million. The slowest travel time would be University Avenue with quarter-mile stops at 41 minutes. It would be the cheapest to build at \$127 million and have the lowest ridership, 35,800.

Both Short Line routes require high capital costs — in the \$190 million range — and have comparatively lower ridership figures.

The University Avenue proposal with one-mile stops would cost \$136 million, have high ridership — 41,800 — and take 34 minutes from Loop to Loop.

Significant differences surfaced last week



JOHN R. FINNEGAN
ASSISTANT PUBLISHER

between some Ramsey County officials and the Metropolitan Council over which of the alternatives is most desirable. The Metropolitan Council, raising questions about some of the cost and ridership projections in the transit board's study, said University Avenue would be the most cost effective route.

Ramsey County Commissioner John Finley, responding to that recommendation, indicated he favors the Burlington Northern right-of-way several blocks north of University.

Finley, who is chairman of the Ramsey

County Regional Rail Authority, cited safety and traffic problems he associates with a light rail system on University Avenue. In his comments, he raised a question that underscores a basic problem in this entire discussion about light rail. He asked whether rail should move people from St. Paul to Minneapolis as quickly as possible.

That is only one of a number of questions that must be asked and answered before we get too concerned about siting a light rail line.

What is light rail (the 1980s version of the streetcar) supposed to accomplish in Ramsey County?

Is it to speed transportation of commuters and workers between the two core cities?

Is it to reduce traffic on metro highways and reduce needs for additional freeways or additional lanes?

Is it to provide cost-efficient, speedy transit service through high-density areas?

Is it to promote new economic growth or promote more intensive growth in specific areas?

We are concentrating on where to locate a light rail system before we decide there is even a need for such a system and before we have decided precisely what purpose a system would serve.

Let's stop and make those two decisions first before we get even more deeply entangled with route selection.

Deciding what ends we want a light rail line to serve probably will determine what route it should take.

