



Minnesota Regional Transit  
Board: Records.

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**MEETING OF THE REGIONAL TRANSIT BOARD**

Monday, July 24, 1989  
Mears Park Centre, Room A  
4:00 p.m.

**AMENDED AGENDA**

A public hearing will be held at 4 p.m., immediately before the regular board meeting, for the purpose of receiving additional public comment on the draft Regional Transit Board Five-Year Transit Plan.

1. Call to Order and Roll Call
2. Approval of Agenda
- ✓ 3. Approval of Board Minutes of May 22, 1989
4. Approval of Board Minutes of July 10, 1989
5. Approval of I-35W Travel Demand Management
6. Light Rail Vehicle Demonstration Project
7. **REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE**  
Ruth Franklin, Chair
  - A. Approval of Committee Minutes of July 10, 1989
  - B. Financial Statements - May 1989
  - C. Preliminary RTB 1990 Work Program and Budget
  - D. *Add motion* Northeast Suburban Transit (NEST) Budget Amendment
  - E. Extension and Revision of Contract Between Minnesota's Center for Transportation Studies and the Regional Transit Board for a Joint Research Program
  - F. Roseville Area Circulator Contract Amendment
8. **REPORT OF THE POLICY COMMITTEE**  
Doris Caranicas, Chair
  - A. Approval of Committee Minutes of May 22, 1989

(over)

9. **REPORT OF THE AD HOC COMMITTEE ON LIGHT RAIL TRANSIT**  
George Isaacs, Chair
  - A. Approval of Committee Minutes of January 12, 1989
  - B. Approval of Committee Minutes of February 16, 1989
  - C. Approval of Committee Minutes of March 16, 1989
  - D. Approval of Committee Minutes of June 1, 1989
10. **OTHER BUSINESS:**
  - A. Chairman's Report
  - B. Members Reports
  - C. Advisory Committee Reports
  - D. Staff Reports
  - E. Public Comment

Elliott Perovich  
Chairman



**MEETING OF THE REGIONAL TRANSIT BOARD**

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Elliott Perovich  
Chairman

**REGIONAL TRANSIT BOARD**  
**ROLL CALL AND ATTENDANCE SHEET**

Date: 7/24/89

BOARD OR COMMITTEE: RTB

<u>Member Name</u>	<u>Present</u>	<u>Vote</u>	<u>Vote</u>	<u>Vote</u>	<u>Staff Present</u>
Chair <u>out of town</u>					HB
James Brimeyer	✓				FK
Doris Caranicas	✓				JH
Ruth Franklin	✓				DV
Carole Faricy	✓				GA
Rochelle Graves	✓				BS
George Isaacs	✓				Pahl
Paul Joyce	✓				RR
Ed Kranz	✓				Mayer
					Asakita
					Curry
					Buehler
					Hanson
					Sen Smith

**Visitors:**

Bank Serrano "Orange 494"  
Christopher Green, M.A.C.  
John Capelle  
Joseph Entzall  
Don deVries  
Raven Johnson  
Douglas Eichel

**Regional Transit Board's Draft Five Year Transit Plan Public Hearing Script**  
**July 24, 1989**

Good afternoon, I'd like to welcome you to today's public hearing.

Today the RTB will receive your written and verbal comments concerning the Plan. Your written testimony will be inserted in the record following your comments during the hearing. If you have written material please give us a copy for the records and then summarize those comments or add to them during your testimony. The purpose of this public hearing is to receive your comments, not to debate issues.

Now I'd like to explain the process we'll be using for the hearing. We'll begin by taking comments from people who have called in to schedule time for their presentation.

Next, we'll take testimony from those of you who have signed on the sign-in sheet on a first come, first serve basis.

Following those people, we'll take testimony from anyone in the audience who did not schedule time or sign up on the sign - in sheet.

This hearing is being recorded. When you come to the microphone, please state your name, the organization you represent, your address and your phone number.

Leading off today's hearing is ----- from ----- . Will you please come to the microphone ?

**Now call the names from the schedule**

(After all testimony, Thank those who testified and those who came to listen.)

The Five year Transit Plan will go before the Regional Transit Board on August 14, 1989 for approval.



**American Public Transit Association**  
1201 New York Avenue, N.W.  
Washington, DC 20005  
Phone (202) 898-4000  
FAX (202) 898-4070

Jack R. Gilstrap  
Executive Vice President

Chairman  
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Alfred H. Savage, Rail Transit  
Roger Snoble, Management and Finance  
William L. Volk, Marketing

TO: APTA LEGISLATIVE COMMITTEE  
FROM: TERRY O. COOPER, CHAIRMAN  
DATE: JULY 17, 1989  
SUBJECT: MEETINGS JULY 24 AND 25, 1989

I would like to confirm two very important meetings at the J.W. Marriott Hotel, 1331 Pennsylvania Avenue, NW, Washington, D.C.:

Monday, July 24: Federal Funding Subcommittee  
1:30-5:30 p.m.  
Grand Ballroom-Salon II

Tuesday, July 25: Full Legislative Committee  
8:30-12:30 p.m.  
Grand Ballroom-Salon I

The basic purpose of the meetings will be to review House Transportation Appropriations Subcommittee recommendations regarding federal FY 1990 transit funding proposals. It should be noted that while the Appropriations Subcommittee marked-up the initial proposals on July 12, the full Committee is expected to act on those recommendations July 26.

In addition to these important funding issues, recommendations will come jointly from the Federal Policy and Procedures Subcommittee and APTA's Elderly and Disabled Person Services Task Force to the full Committee regarding the provision of transit services to elderly and disabled persons, including wheelchair users. Recommendations will deal specifically with lifts on buses and the provision of paratransit services.

The Federal Policy and Procedures Subcommittee also will be bringing recommendations dealing with the pending UMTA NPRM on major capital investment projects. The key issues here will be those of "capital overmatch and the preference for cash rather than in-kind local share."

Also on the agenda will be a draft policy proposal dealing with national clean air legislation. It is anticipated that the Administration will have just filed its proposed legislation. While the proposed legislation is expected to be very comprehensive in scope, it will address the matter of bus exhaust emission standards. Given APTA's pending petition before the Environmental Protection Agency (EPA) seeking relief from EPA's 1985 standards, the expected Administration recommendations in the proposed legislation will be significant.

Finally, the Committee will begin consideration of various proposals coming out of Transit 2000, based on initial deliberations of the Strategic Planning Subcommittee. Among the key issues that must be explored as we formulate legislative principles on which to base our reauthorization agenda are:- the extent of change desired in current programs; the immediacy of additional federal resources, e.g. gas tax; the mechanics of a "metropolitan program" which would better integrate highway and transit investment; differentiating funds needed for reinvestment vs. major capacity expansion; and the mix of dedicated vs. general funds and the mix of formula vs. discretionary funding. More detailed back-up materials highlighting these and other issues are being sent to you under separate cover.

You will note that the upcoming meetings will address several critically important matters that will affect directly your federal funding in FY 1990 as well as directly affect your ability to carry out your work. I urge your attendance at these meetings in the strongest possible terms. If you have not already done so, please confirm your attendance with Melody McDonald at  
(202) 898-4101.

See you in Washington, D.C.

Enclosures



**American Public Transit Association**  
1201 New York Avenue, N.W.  
Washington, DC 20005  
Phone (202) 898-4000  
FAX (202) 898-4070

Chairman  
James E. Cowen  
Vice Chairman  
Daniel T. Scannell  
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Richard J. Simonetta  
Immediate Past Chairman  
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Janis Vaughn Pierce, Governing Boards  
Alfred H. Savage, Rail Transit  
Roger Snoble, Management and Finance  
William L. Volk, Marketing

Jack R. Gilstrap  
Executive Vice President

TO: APTA LEGISLATIVE COMMITTEE MEMBERS  
FROM: TERRY O. COOPER, CHAIRMAN  
DATE: JUNE 23, 1989  
SUBJECT: MEETINGS - JULY 24-25, WASHINGTON, D.C.

RECEIVED  
JUN 26 1989  
RTR.

Please plan to attend two very important meetings in July. On the 24th of July, the Federal Funding Subcommittee will meet from 1:30 p.m. to 5:30 p.m. at the J. W. Marriott Hotel, 1331 Pennsylvania Avenue, NW, Washington, D.C. On July 25th, the full Legislative Committee will meet from 8:30 a.m. to 12:30 p.m. at the J. W. Marriott. These two meetings will be very critical as our legislative agenda progresses.

The purpose of the meeting will be to review mark-up actions that are expected to have just occurred relative to U.S. House of Representatives actions on proposed FY 1990 transportation appropriations. It is anticipated that this review also will precede any related action by the U.S. Senate. We would like these reviews to be held against the backdrop of the adopted APTA Five-Point Program concerning federal FY 1990 transportation appropriations. We would expect that any further suggestions that would need to be made to Senate appropriations would be developed on the 24th and 25th. We apologize for the timing of these meetings but it is being driven by anticipated Congressional schedules.

A block of rooms at the J. W. Marriott has been reserved for July 24. If you need a room please call the hotel at (202) 393-2000 and ask for the APTA block by July 16. Information on discounted airfares is enclosed. Please let us know if you plan to attend by returning the enclosed form.

Please make your plans now. An agenda and background material will be sent to you prior to the meeting. We have a lot of work to do.

See you in Washington.

Enclosure



**REGIONAL TRANSIT BOARD**

Mears Park Centre  
230 East 5th Street  
St. Paul, Minnesota 55101

Minutes of the Meeting of the  
**REGIONAL TRANSIT BOARD**  
Mears Park Centre, Room A  
May 22, 1989

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

**OTHERS PRESENT:** Gregory Andrews, Judy Hollander, Mary Fitzgerald, Ed Kouneski, Suzanne Hanson, Becky Scudder, Robert Dietrick, Mike Kuehn, Dale Ulrich, Regional Transit Board staff; Tom Satre, Opperman, Heins and Paquin; Dirk deVries, Natalio Diaz, Metropolitan Council; Arnie Entzel, Amalgamated Transit Union

The chairman called the meeting to order at 4 p.m. The chairman said the board will consider the regular business items and then adjourn in order to go into executive session. Caranicas moved and Isaacs seconded approval of the agenda; the motion was unanimously approved.

Caranicas moved and Faricy seconded that the minutes of the meeting of May 1, 1989 be approved. The motion was unanimously approved.

Former Member Alison Fuhr was not present, so the consideration of Resolution of Appreciation, No. 89-12, was delayed to the end of the agenda.

**REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE**

Committee Chair Franklin reviewed action taken at the committee's meeting of May 8, 1989.

**Financial Statements - March 1989**

Franklin moved and Isaacs seconded:

That the Regional Transit Board receive the March 1989 financial statements and direct that they be placed on file.

The motion was unanimously approved.

**PUBLIC OFFICIALS LIABILITY INSURANCE RENEWAL**

Franklin moved and Isaacs seconded:

That the Regional Transit Board authorize the executive director to renew the Regional Transit Board's Public Officials Liability Insurance coverage

with National Union Insurance Company for the policy period of May 14, 1989 to May 14, 1990 at a premium cost of \$54,985.

The motion was unanimously approved.

**METROPOLITAN TRANSIT COMMISSION APPLICATION FOR URBAN MASS  
TRANSPORTATION ADMINISTRATION SECTION 3 GRANT AND  
TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT**

Franklin moved and Caranicas seconded:

That the Regional Transit Board approve the Metropolitan Transit Commission's application to the Urban Mass Transportation Administration for Section 3 funding for bus replacement costs and approve the submittal to the Metropolitan Council of an amendment to the Transportation Improvement Program.

The motion was unanimously approved.

**REPORT OF THE POLICY COMMITTEE**

Committee Chair Caranicas reviewed the action taken at the meeting of May 15, 1989.

**Key Five-Year Transit Plan Elements-Goals, Policies, Strategies and  
Budget Assumptions**

Caranicas moved and Joyce seconded:

That the Regional Transit Board approve the distribution of draft elements of the RTB's Five-Year Transit Plan to constituents and organizations who will be effected by the plan only for the purpose of prompting discussion on what should be included in the plan.

The motion was unanimously approved. The chair said the next committee meeting will be convened immediately following this board meeting.

**OTHER BUSINESS**

**Chairman's Report**

Kuehn reviewed the information on legislation handed out before the meeting and discussed the bonding authorization bill. There was discussion of the proposed MTC Impact Assessment clause and its effect on the bidding for Route 52.

Members discussed the proposed changes in the structure of the RTB board and Brimeyer suggested that the members discuss the best way to proceed during the transition period. Graves said this is the kind of bill members were looking for; staff and board members should be commended.

Perovich said this conference committee was an example of how they should operate. Conference committee members spent more than 11 hours considering the House and Senate bills. Isaacs suggested holding a special board meeting to discuss the transition.

Satre said the bill is geared to make the process work. RTB's chairman knows the process inside and out and testified frequently. The board can be pleased because they got the package they wanted.

### Members' Reports

Isaacs said the Ad Hoc Committee on Light Rail Transit will be at 5 p.m. on June 1.

MTC Liaison Graves reported on the actions taken by the MTC Operations Committee. It is important that the board have a presentation on bus accessibility because of the budget implications.

Franklin, who had been named the Women in Transportation Seminar's Woman of the Year locally, reported on the national conference.

### Staff Reports

Andrews reviewed the June schedule of board and committee meetings, proposing that a special Policy Committee meeting be held on Tuesday, June 13, to discuss the Five Year Plan. On June 19 the board will review the draft plan. The next Administration and Finance Committee meeting would be held on June 19. Isaacs moved and Graves seconded:

That the June 1989 meeting schedule be changed. The new schedule will be:

June 13	Special Policy Committee
June 19	Regional Transit Board/Administration and Finance Committee

The motion was unanimously approved.

### Resolution of Appreciation for Alison Fuhr, Resolution No. 89-12

The chairman read the resolution honoring Alison Fuhr; Graves moved and Joyce seconded:

That the Regional Transit Board approve Resolution No. 89-12,  
Resolution of Appreciation for Alison Fuhr.

On a roll call vote, the motion and resolution was unanimously approved.

There being no other business, Isaacs moved and Faricy seconded that the meeting be adjourned. the motion was unanimously approved and the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Mary Fitzgerald  
Secretary  
Regional Transit Board

Approved by the Board: \_\_\_\_\_, 1989



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101

Minutes of the Meeting of the  
**REGIONAL TRANSIT BOARD**  
Mears Park Centre, Chambers  
July 10, 1989

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

**OTHERS PRESENT:** Mike McLaughlin, Natalio Diaz, Metropolitan Council; Charles Weaver and Greg Korstad, legal counsel; Roger Huss, University of Minnesota; Amy Vennewitz, Center for Transportation Studies; Arnie Entzel, Amalgamated Transit Union; Gregory Andrews, Mary Fitzgerald, Ed Kouneski, Howard Blin, Suzanne Hanson, Becky Scudder, Mike Kuehn, Dale Ulrich, Regional Transit Board Staff

The meeting was called to order at 4:00 p.m. and roll taken. Isaacs moved and Caranicas seconded approval of the amended agenda. The motion was unanimously approved (Graves not present).

Isaacs moved and Caranicas seconded approval of the minutes of the Regional Transit Board meeting of June 19, 1989. The motion was unanimously approved.

**SCHEDULE OF BOARD MEETINGS**

Andrews reviewed his June 28 memorandum. In order to fully comply with the requirements of the public hearing process, a second hearing must be scheduled. Caranicas moved and Joyce seconded:

That the Regional Transit Board set an additional public hearing on July 24, 1989 at 4:00 p.m. in Mears Park Centre, Room A, to receive comment on the draft Five-Year Transit Plan.

The motion was unanimously approved.

**REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE**

Committee Chair Franklin reviewed the report of the committee's June 19, 1989 meeting. She moved approval of the minutes of that meeting. Caranicas seconded the motion with a correction in the names of members present. The motion was unanimously approved.

**FINANCIAL STATEMENTS - APRIL 1989**

Franklin moved and Caranicas seconded:

That the Regional Transit Board receive the April 1989 financial statements and direct that they be placed on file.

The motion was unanimously approved.

## 1988 AUDITED FINANCIAL STATEMENTS

Franklin moved and Joyce seconded:

That the Regional Transit Board accept the following documents and direct that they be placed on file.

- A. Financial Statements for the Year Ended December 31, 1988 and Independent Auditors' Report
- B. Auditors' Letter on Reportable Conditions
- C. Federal Financial Assistance Schedule for the Year Ended December 31, 1988 and Reports of Independent Auditors

The motion was unanimously approved.

## AGREEMENT FOR UNIVERSITY OF MINNESOTA ROUTE 52 EXPRESS SERVICE

Franklin moved and Caranicas seconded:

That the Regional Transit Board:

- 1) Authorize the executive director to enter into a cost sharing agreement with the University of Minnesota to fund 50-percent of the operating deficit for Route 52 express service during the period August 14, 1989 through June 30, 1991 in an amount not to exceed \$847,896; and
- 2) Direct staff to arrange transfer reciprocity and convenience fare revenue recognition agreements with the MTC for the university service.

Kranz said the background of this service should be reviewed, particularly the question of specialized service versus regular route service and the date of the bid-letting, since the question has been discussed for so long. He asked when the Metropolitan Transit Commission (MTC) was asked to assess the impact on MTC of letting the contract to another provider. He asked also for an analysis of the bids because a wide variety of figures have been mentioned as being the gap between the bids.

Andrews said Kouneski's July 24, 1987 memorandum defined specialized service as "that which directly benefits a single organization or institution." Paratransit and regular route service are included in that definition. In their discussions two years ago, the board members determined that Route 52 is regular route service on a fixed schedule and subject to cost-sharing as a specialized transit service. This is consistent with the Metropolitan Council's policy. (Farcy arrived.) The University of Minnesota put out the Request for Proposal (RFP) about the first of this year and held a pre-bid conference in January. On February 8 the proposal analysis and MTC impact assessment was presented to the RTB's Administration and Finance Committee. It analyzed the statutory mandate regarding Route 52 transit service. The impact assessment dealt with the financial implications on MTC, the impact on MTC ridership and the effect on employees. Based on the MTC's response, staff concluded that the board could contract with a provider other than MTC to provide the service. The board felt that since the legislation was in place and three MTC employees were effected, they could not support the staff recommendation. In the last session of the Legislature, the language regarding the effect on the work force was modified, as discussed at the Administration and Finance Committee meeting of June 19, 1989.

Kranz asked if RTB has obtained a legal opinion on the legislation and expressed concern about the unusual length of the process. Andrews said no opinion was requested, but that the attorneys are present and can be consulted. Kranz said the entire issue should be revisited.

Huss said the RFP Process began in October 1988. The proposals were due in early January and during the next month they were analyzed. RTB was then notified of the university's position. Mark Ryan, a former RTB staff person, made his recommendation to the board. It has been about five months since the university made its recommendation.

In response to Brimeyer's question, Kranz said the legislation is complex and members do not know if a final draft has been issued. The Legislature dealt with the impact on MTC employees, but another issue is the impact on the commission of putting this route out for bids. The board does not yet know if that has been changed and, under the circumstances, the board should reconsider the entire issue.

Responding to Faricy's question, Andrews said the audits of Medicine Lake Lines have not been settled by the Minnesota Department of Transportation (Mn/DOT). Faricy said that along with the immediate impact on MTC of the loss of this route, we are dealing with the impact of the decision on the entire MTC operation and this is cause for concern. We will live with this decision for a long time and it should be referred to the new board. Caranicas said the only remaining issue in the lengthy debate was the layoff issue. It is clear the university should be free to offer the bid to whatever provider they choose.

Entzel said he is concerned, as are some board members, that these funds are public dollars. The incomplete audits are very questionable and Mn/DOT people are frustrated about their inability to complete them because of the problems with getting information. He urged the board to be more cautious about awarding a contract to an agency with those problems with the state auditors--take a second look, and insist on seeing the outcome of the audits.

The chairman said the people from the university have indicated that they are aware of the problems and are satisfied they can deal with them. RTB only provides a subsidy and the university deals with the provider. Vote was taken and the motion was approved (Faricy and Kranz voted no).

#### **REGIONAL TRANSIT BOARD 1989 BUDGET AMENDMENT**

Franklin moved and Isaacs seconded:

That the Regional Transit Board approve the staff recommendation to amend the Regional Transit Board 1989 Work Program and Budget operating expenses to \$84,955,450, capital expenses to \$335,178 and Total Source of Funds to \$95,726,410.

The motion was unanimously approved. Franklin reminded the members that the Administration and Finance Committee meeting will be convened immediately after this meeting.

#### **REPORT OF THE POLICY COMMITTEE**

Committee Chair Caranicas said the committee has not met since the last board meeting. She moved approval of the minutes of the committee meetings of May 15 and June 13, 1989. Joyce seconded the motion. The motion was unanimously approved.

#### **OTHER BUSINESS:**

#### **MEMBERS REPORTS:**

Isaacs reported that he toured the State Fair Grounds last week with Howard Blin and Suzanne Hanson to find an acceptable location for the light rail transit demonstration.

**STAFF REPORTS:**

Andrews announced the promotion of Howard Blin to the position of Manager of the Planning Department, effective immediately.

Cynthia Curry has been hired as a paratransit analyst and will join the board in two weeks. (Graves arrived.)

There being no other business, Joyce moved and Graves seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 4:25 p.m.

Respectfully submitted,

Mary Fitzgerald  
Secretary

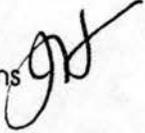
Approved by the board on \_\_\_\_\_, 1989

# REGIONAL TRANSIT BOARD

Mears Park Centre  
230 East Fifth Street, St. Paul, Minnesota 55101  
612/292-8789

DATE: July 18, 1989

TO: Members of the Policy Committee

FROM: Judith G. Hollander, Director of Planning and Programs  
David Jacobsen, Planner 

SUBJECT: Final approval of the 35W Travel Demand Management Program

## SUMMARY

This memorandum transmits the final I-35W Travel Demand Management (TDM) Program which sets forth a set of short- and long-term actions that will result in better management of traffic in the I-35W corridor during the congested morning and afternoon peak periods. The board is requested to approve the report, as it has been modified, and direct staff to implement the recommendations contained in this report.

## BACKGROUND

A draft Travel Demand Management program for the I-35W corridor was endorsed by the board in June for the purposes of public comment. Copies of the I-35W TDM report were distributed to local elected, and appointed officials, agency and municipal staff representatives as well as to interested citizens' groups. Overall, support for the recommendations has appeared to be quite positive and Mn/DOT has begun already to take steps to implement some of the recommendations included in the report.

Staff received written comments only from the Neighborhood Transportation Network (see attached) and then met with its President to discuss their suggestions. Efforts were made to make some modifications to respond to these comments.

## FINDINGS AND CONCLUSIONS

- RTB assumed the responsibility of coordinating the development of the I-35W Travel Demand Management program; in this effort, the RTB has worked with representatives from other agencies, communities in the corridor and consultants in developing the TDM program. A copy of the draft program was circulated to affected parties for their comments.
- The I-35W program presents a package of actions that can result in improved travel demand and traffic management of the I-35W corridor. Comments from citizens groups and agency representatives indicate positive support for the recommendations.

- Staff modified the I-35W TDM report to respond to comments received on the document.

## RECOMMENDATION

That the Regional Transit Board approve the following I-35W Travel Demand Management Program recommendations and direct its staff to take the steps necessary and appropriate for the RTB to implement these recommendations.

1. Implement an "Immediate Action TDM program" during the next three months which will include the following elements for the overall corridor and/or specific I-35W commuter markets:

- Appoint a corridor manager and establish a I-35W interagency team to coordinate all I-35W improvements and TDM elements
- Establish public information and marketing programs for:
  - Traffic management changes
  - HOV bypass ramps
  - Carpooling and related incentives
  - Transit service and related incentives
- Enforce proper usage of HOV bypass lanes
- Establish a downtown Minneapolis Transportation Management Organization (TMO)
- Expand "Improve 494" TMO to include I-35W TDM recommendations
- Expand employer based transit and rideshare promotional activities
- Continue Highway Helper program
- Accident Investigation Sites
- Radio announcements
- HOV bypass ramp enforcement
- Temporary changeable message signs
- Design of selected metering at HOV ramps
- Study of transit service improvements

2. Develop estimated costs and an implementation schedule for the following mid-range TDM actions:

- Expand public information and marketing programs
- Enforce HOV bypass ramps and selected metering of HOV ramps
- Temporary and permanent changeable message signs
- Accident Investigation Sites
- Expand Highway Helper
- Expand and improve transit service
- Expand transit and rideshare incentives (instant matching, transit passes, reduced parking fees, etc.)
- Provide technical support to TMOs (downtown, fringe, I-494)

Neighborhood  
Transportation  
Network

RECEIVED

JUL 11 1989

R.T.B.

Ms. Judith Hollander  
Regional Transit Board  
Mears Park Centre  
230 East Fifth Street  
St. Paul, MN 55101

July 9, 1989

Dear Judy:

We very much appreciate the strong commitment the RTB has demonstrated through its substantial efforts in developing the I-35W Traffic Demand Management Program. As promised, this letter describes my general reactions to the June 8th draft report; specific questions and comments are attached.

There are two major additions I would urge for the report -- namely, "oomph" and public participation. By "oomph", I mean that the report would be more of an advocate of TDM strategies, projecting a reasonable amount of enthusiasm and confidence for the effects such strategies can have.

If compelling reasons for actively pursuing TDM strategies were included in the report, they could attract people to the TDM bandwagon, particularly the "heavy hitters" whose support and commitment are needed. For example, how significant a role can TDM play in our transportation future? What will be the condition of the transportation system in the future if such efforts succeed? What will its condition be if such efforts fail or are not made?

By contrast, the major message of the report now seems to be that, if a tremendous number of people from a wide array of perspectives and disciplines devote serious amounts of effort and money to this cause, TDM may (or may not) result in improved management that will (in any event) not be "... the total answer to the congestion problems on I-35W."

Without being placed in context, the theoretical concept of improved management, in and of itself, is unlikely to inspire the enthusiasm or convey the sense of urgency that are necessary for the program's success. It sounds like a nice but time-consuming and expensive undertaking that may have little or no effect on the problem being presented.

To put the management role in perspective, I suggest that the report stress (as Met Council's Transportation Policy Plan does) that serious changes in current travel trends MUST be made -- if the metropolitan area is to continue to enjoy a fairly comfortable and easy mobility. We need to emphasize the Department of Transportation's views that it is not possible to build our way out of congestion, that safe highways cannot be built to the widths that would

Ms. Judith Hollander  
July 10, 1989  
Page Two

be required to handle the projected traffic volumes that would occur if current travel trends were to continue.

The report could also highlight the significant contributions the existing systems management strategies have made to 35W's operations (that is, that they have significantly increased the highway's capacity and safety while, at the same time, substantially decreasing travel times).

Not surprisingly (considering the source), I also suggest that the report call for a strong public participation process. TDM strategies can be yet another piece of the "environmental pie" that Minnesotans are now demanding. We are learning to recycle; we are rejecting non-recyclable plastics; we're switching from disposable diapers to diaper services. Significant numbers of us may also be willing to make meaningful changes in our travel behaviors:

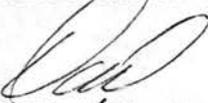
- if we understand how our behaviors are affecting the environment;
- if we can see that taking personal responsibility for how and when we travel can improve the environment and/or our lifestyles;
- if appropriate alternatives are made available; and
- last but not least, if we are given the opportunity to participate in the TDM decision-making process.

The ultimate success (or failure) of the TDM program will, of course, be determined by real people -- by how many of us actually cooperate with the program. An intense public education and participation program should be launched as early as possible -- to start engendering enthusiasm and active involvement in the selection, design and implementation of TDM strategies.

I think the report would be significantly improved if its basic thrust were to convey the message that TDM strategies are urgent and must be an essential component of a future, environmentally-sensitive transportation system, not just something less than "the total answer".

Very truly yours,

NEIGHBORHOOD TRANSPORTATION NETWORK

  
S. Doré Mead  
President

SDM:em

Enclosure

Pages i

and ii -- Executive Summary -- Conveys the feeling that TDM strategies are only temporary measures to tide us over to or through construction [the following Introduction, however, seems to make it clear that TDM is intended for both the short- and the long-term.]

Short- and mid-range TDM actions are listed -- what about long-term actions?

What does the phrase "selected metering of HOV ramps" mean? Does it suggest that consideration is being given to metering HOV ramps? Wouldn't metering defeat their purpose?

Page 1 --- Introduction -- Is TDM intended just to maintain mobility or should it be used to improve mobility -- at least for those who are willing to travel by transit and para-transit options?

Figures

4 and 5 -- Except for the "blip" in ridership that occurred in 1979 and 1980, daily express bus ridership levels seem to follow daily express mileage; in other words, when mileage decreases, there are fewer passengers. Which is the chicken and which is the egg? Do decreases in ridership levels follow mileage decreases or vice versa? In particular, why has the mileage on 35W's flyers been cut back 50% since 1976 (from 6,000 daily miles in 1976 to 4,000 daily miles in 1988)? How has this contributed to today's traffic volumes?

[How does the Twin Cities' transit ridership rate compare to other similarly-sized metropolitan areas? Are we higher or lower than "typical"? With only 9,500 daily express bus riders on 35W but 170,000 vehicle trips on the highway, are we traveling excessively by car -- compared to other transportation corridors in the Twin Cities as well as in other metropolitan areas?]

Are we contributing to 35W's congestion by concentrating so much of the bus service on 35W as radial routes to downtown? Are we ignoring too much of the needs of the 79% of commuters on 35W who are NOT going downtown? By doing so, are we giving most people who use 35W no choice but to travel by car?

Table I -- It's not clear that larger parking lots have heavier usage than smaller lots do. The average usage of all lots is 57% of capacity, compared to 59% at lots with a capacity of 100 cars or more. The largest lot has a usage of only 38%.

Many church parking lots appear to be particularly under-utilized, with usage averaging only 42% of capacity. Are people aware of these facilities? Are the facilities well marked? Are they in highly-visible locations for the population in general? Does one have to belong to the churches to become aware of the parking facility? Does the signage make it clear that the facilities are open to the general public, not just to members of the church?

Page 17 -- Should a dime-zone connection be provided between the two downtowns?

Page 38 -- Rideshare program -- It's difficult to believe that an active promotion downtown would only result in a reduction in peak period vehicles ranging from "0-20". If I'm reading it correctly, "0-20" is the estimated impact of 4% to 100% of downtown employers' participating in an active promotion -- including "such activities as on-site coordinators and matching services, top management support, employer subsidies, vanpool programs, and other incentives such as a guaranteed ride home."

Shouldn't this level of commitment (even from a handful of employers) result in a far higher impact? Or is the "0-20" estimate a per-employer estimated range?

Pages 55

to 59 -- Could these pages be moved much closer to the front of the report, so that the reader can keep the conclusions in mind while studying the report?

**I-35W TRAVEL DEMAND  
MANAGEMENT PROGRAM  
FINAL REPORT**

**Prepared  
by the  
Regional Transit Board**

**Draft**

**June 8, 1989**

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## EXECUTIVE SUMMARY

I-35W, from downtown Minneapolis south through Richfield, Bloomington and Burnsville, is one of the Twin Cities metropolitan area freeway segments experiencing high levels of congestion. Improvements to the facility are currently being examined by the Minnesota Department of Transportation (Mn/DOT). In an effort to determine appropriate improvements for the corridor, Mn/DOT and the Metropolitan Council have completed the scoping decision-making process and are working on the Environmental Impact Statement (EIS) for this freeway segment. During the scoping process, the desire to more closely examine the use of Travel Demand Management (TDM) strategies in the corridor was identified and support for the development of a TDM program was generated. TDM and traffic management techniques can be used in both the short and long term to better manage the demand on the facility.

In this document, the Regional Transit Board (RTB) presents a Travel Demand Management Program for the I-35W corridor. The TDM program sets forth a set of short- and long-term actions to be implemented by a variety of agencies and organizations that will result in better management of traffic in the I-35W corridor during the congested morning and afternoon peak periods. The actions focus on moving more people in fewer vehicles and spreading travel outside the congested peak periods. Recommendations for actions that can be taken immediately are presented as part of a short-term program whereas recommendations for actions that require additional funding and implementation lead-time are identified for implementation at a later time.

Major recommendations of the I-35W TDM program are:

1. Implement a "Short-Term TDM Program" during the next three months which will include the following elements for the overall corridor and/or specific I-35W commuter markets:
  - appoint a corridor manager and establish a I-35W interagency team to coordinate all I-35W improvements and TDM elements;
  - establish public information and marketing programs for:
    - traffic management changes
    - HOV bypass ramps
    - carpooling and related incentives
    - transit service and related incentives;
  - expand employer based transit and rideshare promotional activities;
  - enforce proper usage of HOV bypass lanes;
  - establish a downtown Minneapolis Transportation Management Organization (TMO);
  - expand "Improve 494" TMO to include I-35W TDM recommendations;
  - continue Highway Helper program;
  - develop accident investigation sites; and
  - prepare radio announcements.

2. Develop estimated costs and an implementation schedule for the following mid-range TDM actions:

- expand public information and marketing programs;
- enforce HOV bypass ramps and selected metering of HOV ramps;
- temporary and permanent changeable message signs;
- accident investigation sites;
- expand Highway Helper program;
- expand and improve transit service;
- expand transit and rideshare incentives (instant matching, transit passes, reduced parking fees, etc.); and
- provide technical support to TMOs (downtown, fringe, I-494).

These recommendations were made following a thorough inventory and evaluation of existing TDM activities in the corridor, an analysis of the various 35W markets, and an evaluation of the effectiveness and cost of different actions for each of the basic markets.

The RTB assumed the responsibility of coordinating the development of the TDM program as a result of comments made during the I-35W scoping process. A joint decision was made by the Minnesota Department of Transportation (Mn/DOT), the Metropolitan Council and the Regional Transit Board that, because of the RTB's short- and mid-range planning responsibilities and because an effort distinct from the I-35W Environmental Impact Statement was desired, the RTB was the appropriate agency to conduct this work. The RTB has worked with representatives from other agencies, communities in the corridor and consultants in developing the TDM program.

The TDM program represents a package of actions that can result in improved travel demand and traffic management of the I-35W corridor. However, it is not intended that the program offers the total answer to the congestion problems on I-35W. No one solution will eliminate the problem, nor will the overall package of TDM elements absolve the need to look at other improvements to maintain the capacity of the system. It can, however, bridge the gap between current needs and construction, which will not begin until the mid to late 1990s. The commitment and support of the communities, agencies and private sector is needed to implement these strategies and to provide for the mobility needs of individuals traveling in the corridor.

I-35W  
TRAVEL DEMAND MANAGEMENT PROGRAM  
FINAL REPORT

I. INTRODUCTION

Traffic congestion is becoming an increasingly significant problem on the freeway system in the Twin Cities Metropolitan Area. The Minnesota Department of Transportation (Mn/DOT) estimates that currently some 20 percent of the freeway miles in the urbanized area experience high levels of congestion. This figure is projected to increase to 40 percent by the year 2000. Congestion levels are worst during the morning and afternoon rush hours, or peak periods, which correspond to the normal work times. With limited resources and limited available land to expand existing facilities, the Twin Cities area, like other parts of the country, is examining ways to better manage the roadway system to maximize the number of people carried. Travel Demand Management (TDM) is one approach being actively pursued in many areas, including the Twin Cities, to increase the person-moving capacity of the transportation system.

Travel Demand Management (TDM) is a term used for a variety of actions that better manage the demand on transportation facilities by maximizing their person-carrying capacity. TDM actions focus on moving more people in fewer vehicles, through the use of a variety of transit applications, and moving travel outside of the congested peak periods. Many of these actions are not new; many have been used successfully in the past. However, a number of new techniques have been used with some degree of success in other areas. In addition, new institutional arrangements have emerged, especially the more active participation of the private sector.

TDM actions promise to be valuable techniques for reducing the need for additional highway capacity. As indicated in the Metropolitan Council's Transportation Development Guide/Policy Plan:

Ridesharing, conventional transit and travel-demand management strategies, such as variable work hours and parking incentives should be used to reduce the projected increase in vehicular traffic and alleviate the need for additional capacity in the metropolitan highway system during peak hours.

TDM actions alone cannot solve all the congestion problems. They can, however, play an important role. A combination of TDM actions, along with traffic management techniques, can assist in improving and maintaining current levels of mobility in the face of increasing demands on the transportation system.

I-35W, from downtown Minneapolis to Burnsville, is one of the metropolitan freeway segments experiencing high levels of congestion. Improvements to the facility are currently being examined by Mn/DOT. Regardless of the outcome of this process, which is currently in the Environmental Impact Statement (EIS) stage, TDM and traffic management techniques can be used in both the short and long term to better manage the demand on the facility. This report presents the proposed TDM program for I-35W. This program will be successful only with the strong support and commitment

of resources from the communities, agencies, and the private sector. All of these groups have important roles to play. Acting together in a coordinated manner, they can have an impact in maintaining the mobility of the I-35W corridor.

## **BACKGROUND**

I-35W is an important element of the Twin Cities metropolitan freeway system. The segment from downtown Minneapolis south through Richfield, Bloomington, and Burnsville carries approximately 170,000 vehicles a day. This segment, which is shown in Figure 1, has been identified for improvement by the Minnesota Department of Transportation. Mn/DOT and the Metropolitan Council have completed the scoping decision making process and are working on the Environmental Impact Statement (EIS) for this freeway segment.

One of the issues that emerged during the scoping process was the need to more closely examine the use of TDM activities in the corridor. A variety of TDM elements have been in use in the corridor since the 1970s. I-35W was one of the first highway corridors in the country to successfully implement many of these actions including ramp metering, high occupancy vehicle (HOV) bypass lanes at ramps, an extensive express bus network, promotion of ridesharing, and an overall traffic surveillance and monitoring program.

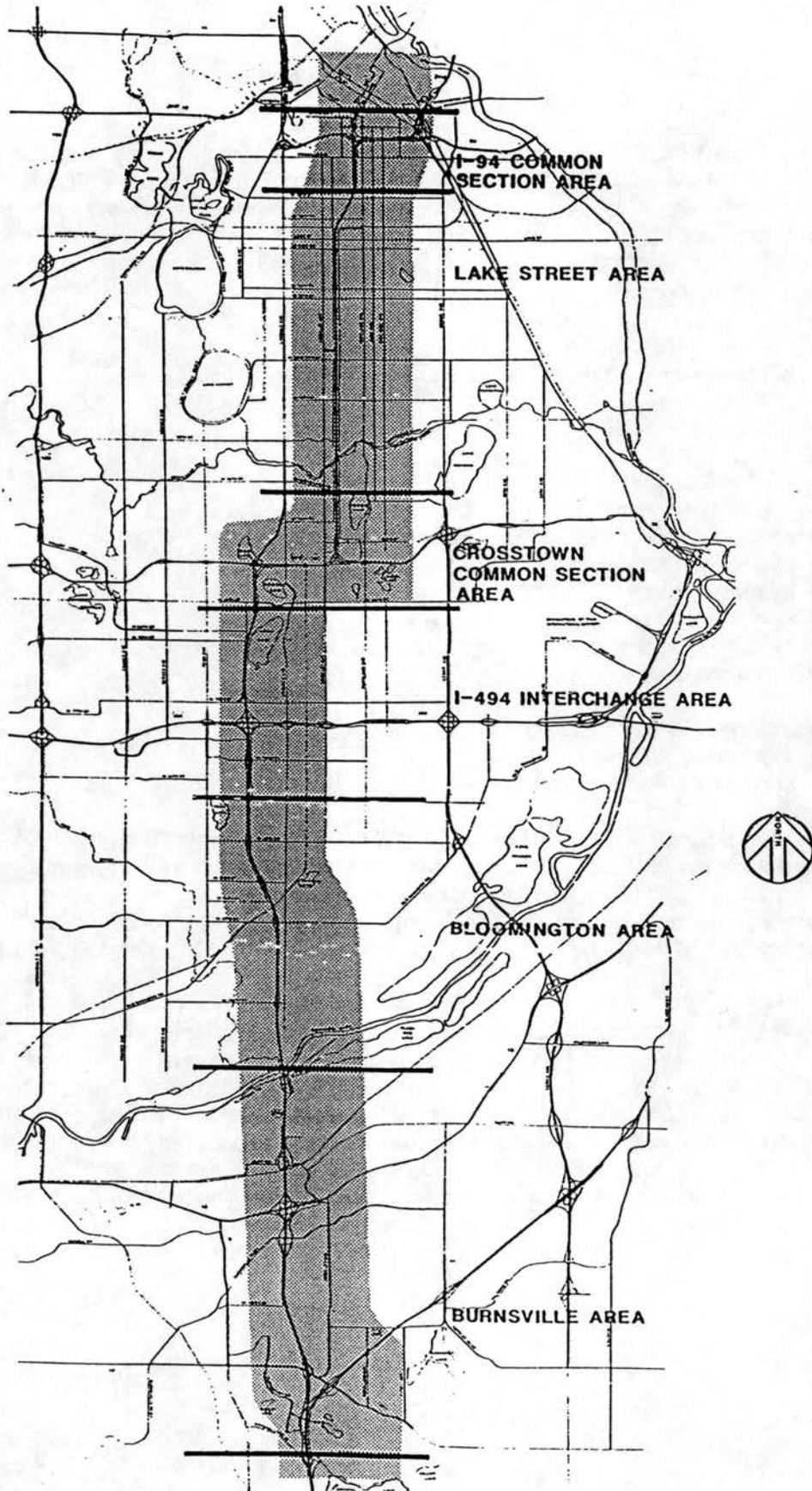
Many of these activities were originally implemented in the early 1970s. This suggested a need to reexamine existing elements, current travel behavior, travel demand, travel markets, and potential new strategies along the I-35W corridor. New TDM activities, including different institutional arrangements, such as Transportation Management Organizations (TMOs), have emerged over the last few years. The application of these new techniques was examined for appropriateness and effectiveness in the I-35W corridor. An overall TDM program was then developed for the overall facility and the major markets within the corridor.

## **PURPOSE OF TDM PROGRAM**

The I-35W TDM program presents a set of short- and long-term actions to better manage traffic on the facility during the congested morning and afternoon peak periods. The actions focus on moving more people in fewer vehicles and spreading travel outside the congested peak periods. Maintaining the capacity of the facility through freeway management techniques is also examined as a related activity.

The TDM program presented here is not the total answer to the congestion problems on I-35W. Rather, the program offers a variety of actions to better manage demand on the facility. No one solution will eliminate the problem, nor will the overall package of TDM elements absolve the need to look at other improvements to maintain the capacity of the system. The commitment and support of the communities, agencies and private sector is needed to implement these strategies and to provide for the mobility needs of individuals traveling in the corridor.

Figure 1  
I-35W Corridor Study Areas



## ORGANIZATION

The Regional Transit Board (RTB) has been responsible for the development and overall coordination of the I-35W Travel Demand Management (TDM) Program. The RTB has been assisted in this effort by representatives from other agencies, communities in the corridor and consultants. A project management team, comprised of representatives from the following agencies and cities, has been actively involved in the development of the TDM program:

- Regional Transit Board
- Minnesota Department of Transportation
- Metropolitan Council
- City of Minneapolis
- City of Burnsville
- City of Richfield
- City of Bloomington
- Metropolitan Transit Commission
- Minnesota Rideshare
- Dakota County

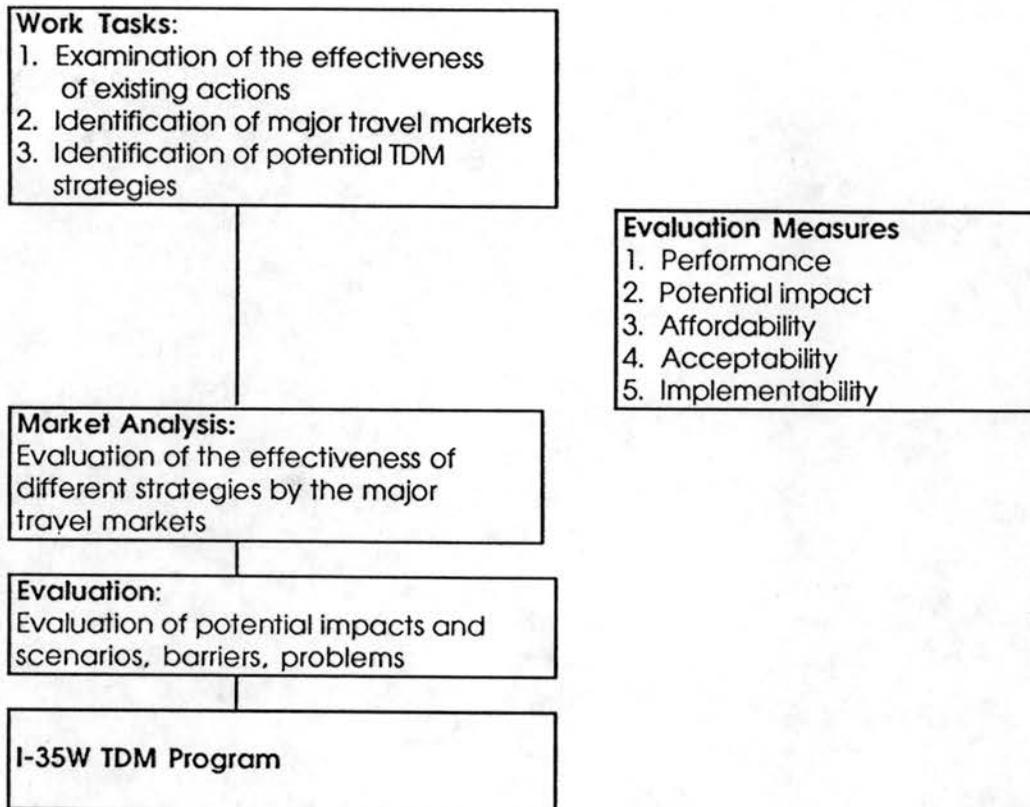
The three consultants comprising the expert consulting team involved in the different evaluation activities and the development of the program were:

- Richard H. Pratt, Richard H. Pratt Consultant, Inc.
- Richard Kuzmyak, COMSIS
- Eric Schreffler, Harold Katz and Associates

The development of the I-35W TDM program was also coordinated with the I-35W Environmental Impact Statement (EIS) process, the I-494 Travel Demand Management activities, and Mn/DOT's newly formed freeway operations group. In addition, periodic updates were provided to policy groups through the I-35W EIS Elected Officials Forums, and with local groups through meetings with the Neighborhood Transportation Network (NTN).

The organization of this report follows the process used in developing the I-35W TDM Program, which is shown in Figure 2. Existing measures used in the corridor were examined first. These included the ramp metering and freeway management program, bus service and the ridesharing activities. The different markets currently being served by I-35W were then analyzed. This was done to identify the major destinations of travelers on I-35W. The third step was to identify additional TDM strategies or the refinement of existing activities as potential measures. These were then examined by the major markets. A microcomputer model was developed and used to evaluate the effectiveness of these different strategies by the different markets.

Figure 2  
I-35W TDM Program  
Development Process



Five evaluation measures were used in reviewing the TDM strategies. These included:

- existing performance for current activities;
- potential for added impact;
- affordability;
- acceptability; and
- implementability.

The project management team reviewed the TDM strategies by these evaluation measures. The advantages and disadvantages of each strategy were identified and discussed, as were barriers and problems. These are summarized in the report.

Based on this evaluation, the RTB has developed a proposed TDM program for the I-35W corridor. The program includes both short- and long-term actions and identifies the responsibilities for implementation. A number of agencies, cities, groups, developers, businesses, and employers will be responsible for implementing the different actions. As noted previously, but a point which cannot be overstressed, is that to be successful, all these groups must be committed to and actively involved. The program cannot be successfully implemented by any one group. Rather, TDM strategies gain their effectiveness through the active participation and commitment of all these groups. Representatives from the cities, agencies, and the private sector must all play strong leadership roles if the program is to be successful.

## II. INVENTORY OF EXISTING TDM STRATEGIES

As noted previously, a variety of TDM and traffic management elements have been in use in the I-35W corridor since the early 1970s. These activities were implemented as part of the I-35W Urban Corridor Demonstration Project and the Bus-on-Metered-Freeway System. The project, which was heavily funded through a federal demonstration program, included the following elements:

- Traffic Management System
  - Traffic Management Center (TMC)
  - Surveillance and Control System
  - Ramp Metering
  - HOV Bypass Ramps
- Transit Improvements
  - Express Bus Service
  - Park-and-Ride Lots and Transit Shelters
  - Marketing

Most of these elements were implemented during the early and mid 1970s. The purposes of these improvements were to improve traffic flow on I-35W and improve the person-carrying capacity of the facility. As discussed in this section, these activities were successful at maintaining the efficiency of I-35W during a time of increasing travel demand. However, as also discussed, most of these improvements and their resulting impacts were accomplished during the 1970s. Since the early 1980s, few additional improvements have been made. In fact, in some instances, the level of activity has declined. One example of this is that the level of bus service provided on some routes has been cut back due to declining ridership and limited resources.

Four different categories of existing TDM and traffic management activities are reviewed in this section. These are:

- I-35W Traffic Management
  - Traffic Management Center
  - Ramp Metering
  - HOV Bypass Ramps
  - Highway Helper Program
  - Voluntary Truck Restrictions
  - Other Activities
- Transit
  - Express Service on I-35W
  - Local Service in the Corridor
  - Park-and-Ride Lots
  - Supporting Downtown Elements
    - Contraflow Bus Lanes
    - Nicollet Mall
    - Dime Zone
  - Employer Pass Subsidies

- Ridesharing
  - Area-wide Marketing
  - Corridor Specific Matching and Outreach Programs
  - Corridor Vanpool Programs
  - Downtown Vanpool Staging Areas
  - Downtown Parking Management Strategies
    - Preferential Parking for Carpoolers and Vanpoolers
    - Free Parking for Carpoolers and Vanpoolers

Existing information was examined on each of these elements. Sources of information included transit ridership and mileage levels, park-and-ride lot use; traffic volumes and cordon counts; ramp volumes; safety and accident levels and other data. This information was obtained from the MTC, Mn/DOT, the City of Minneapolis, and others. As is often the case when looking back over an eighteen-year period, some data were either not kept or were not available. Thus, the evaluation utilized the best available information for each type of activity. Provided for each activity is a brief description, along with a review of the available data on effectiveness and a summary of the relevant findings.

## TRANSIT

### Express Routes

**Description.** Between 1971 and 1974 twelve express routes were implemented as part of the demonstration. Three additional 35W flyer routes were added in the late 1970s. These 35W Flyer routes, which are shown in Figure 3, focus on providing express services from the suburban communities of Savage, Prior Lake, Burnsville, Bloomington, Eagan, Richfield, Edina, and southern Minneapolis to downtown Minneapolis. In addition to the 35W flyer express routes, express service is provided on three Route 44 flyers in Bloomington, three Route 77 flyers in Eagan and Apple Valley, and all-day express service on Route 47 serving Bloomington and Richfield. The service is oriented toward peak-hour limited neighborhood stops and major pick-up points at park-and-ride lots.

**Effectiveness Information.** Historical mileage, ridership and level of service information from the MTC was examined for the express routes in the I-35W corridor. The mileage and ridership information is shown in Figures 4 and 5. Approximately 7,335 daily miles of service are currently provided by these express routes. This represents a decline in service from a high of approximately 7,900 miles in 1980. These routes currently carry approximately 9,500 daily passengers. This also represents a decline in ridership levels from a high of 11,700 passengers in 1980.

**Findings.** The express transit services provided in the I-35W corridor have a significant impact on I-35W. The service represents the best express service provided in any corridor in the Twin Cities. Total ridership on these services is approximately 9,500 passengers. These routes include MTC's 35 flyers, 44A, B, C, and D, 47, and 77A, C, and EG. This corridor analysis did not include routes 53E and J, 68, and 52B, D and G. With the exception of the Route 47 service, these passengers are all carried during the peak hours. Without these services, it is estimated that 60 percent of the 9,500 people would use single occupant vehicles to get to their destination, while the other 40 percent would use some form of rideshare. These additional automobiles on the system would further congest the facility, creating the need for at least one additional freeway lane.

Figure 3  
Transit Routes Serving I-35W Corridor

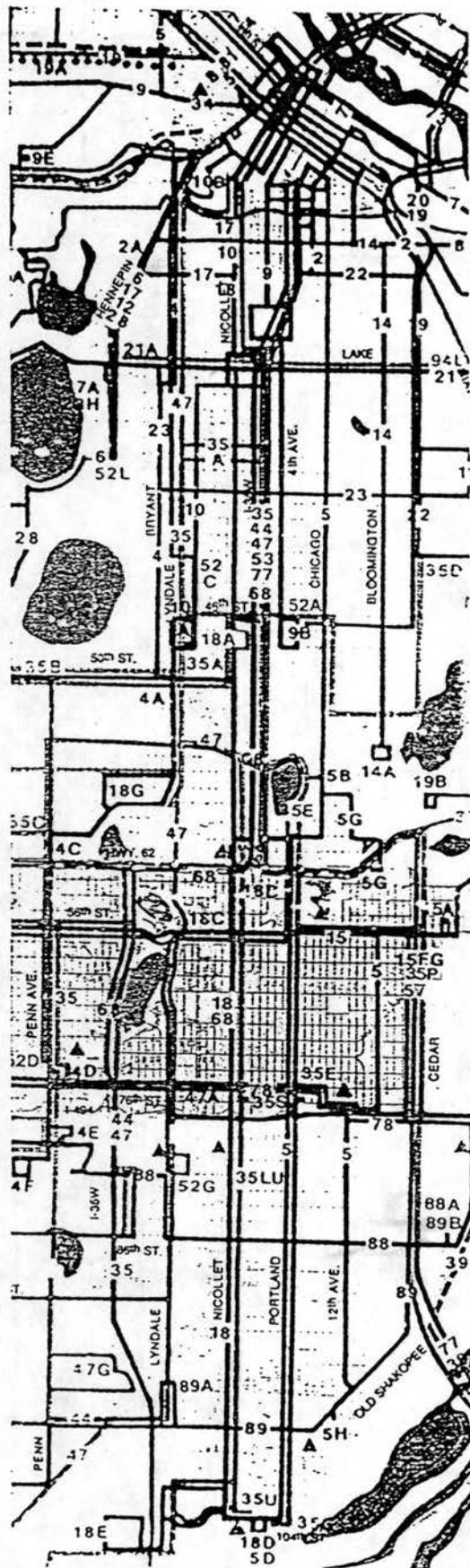


Figure 4  
 Daily Express Miles  
 on Interstate 35W

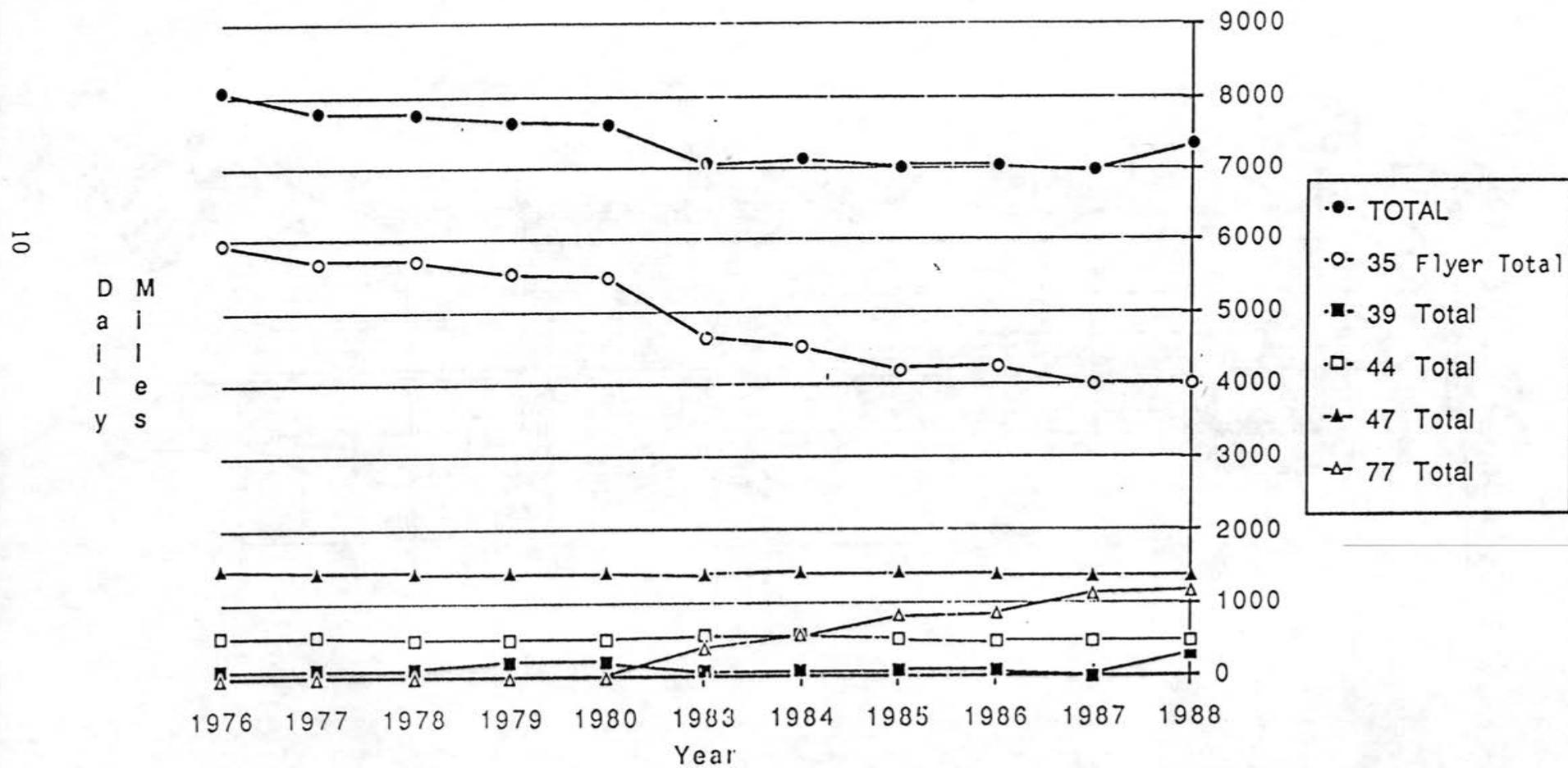
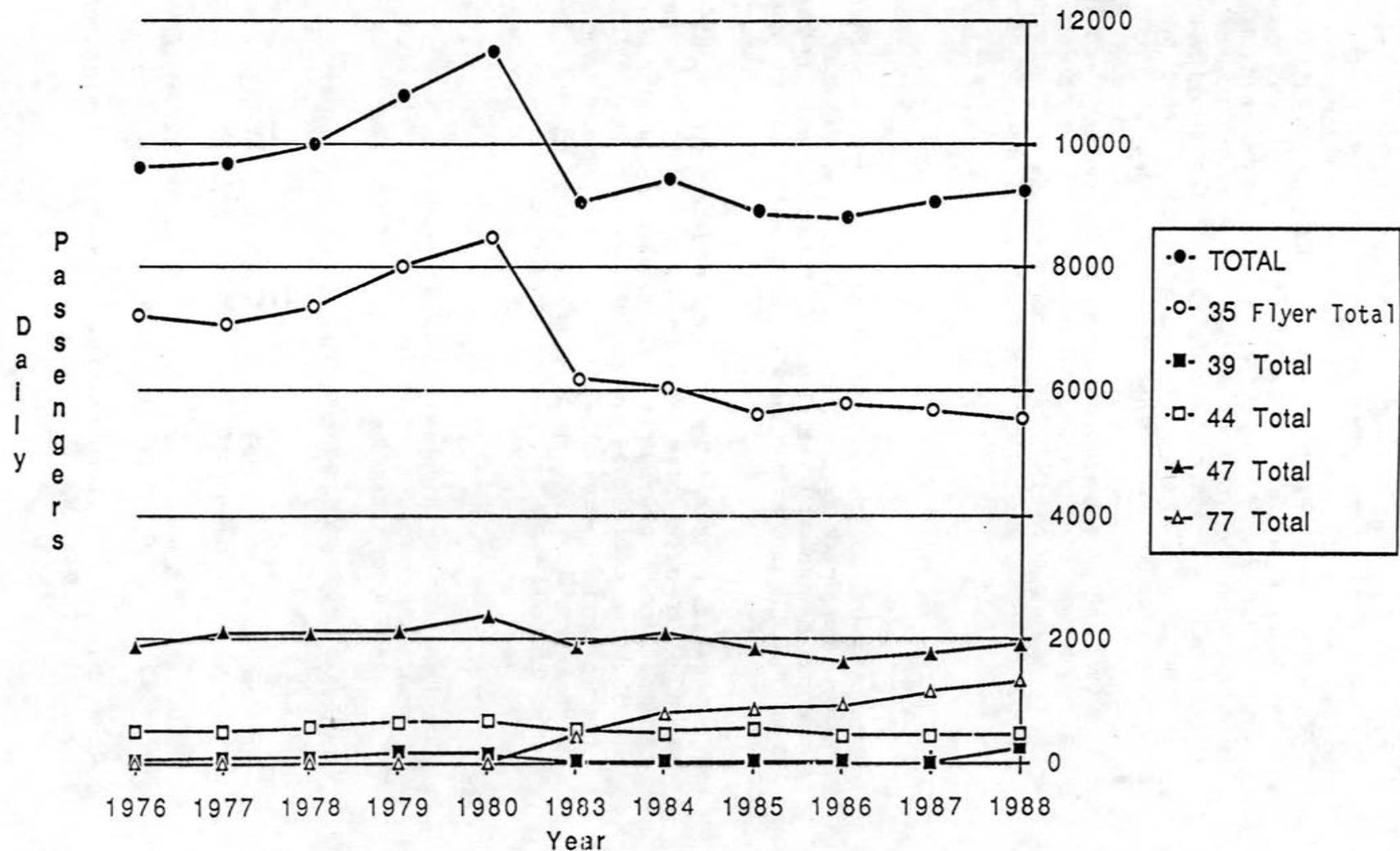


Figure 5

Daily Express Passengers  
on Interstate 35W



However, as the information presented above indicates, there is the potential to both increase service levels and ridership levels on these express routes. The level of service, as indicated by service miles, and number of passengers increased during the 1970s. Both peaked in 1980 and have declined during most of the 1980s until a recent leveling off and slight increase on some routes in 1988. The high mileage and ridership levels of the late 1970s and early 1980s occurred during the energy crisis when ridership levels system-wide increased dramatically. The decline in the 1980s is probably reflective of the decline in gas prices, availability of gasoline and the fact that there were a number of fare increases over a four-year period. Service miles were trimmed during this period due to an extremely tight transit budget.

The I-35W freeway flyer transit improvements implemented as part of the Urban Freeway Demonstration program, and the subsequent additional express service have had a major impact on I-35W and have been successful in attracting significant numbers of riders. It appears that there may be areas for improvement and subsequent increases in ridership with this service.

### Local Routes

**Description.** The I-35W corridor has a very good level of local transit services. A total of 22 local routes provide service within the corridor. Twelve of these are radial routes focused on downtown Minneapolis and eight are crosstown routes linking suburban areas. The routes are shown in Figure 3. All of these routes provide both peak and off-peak service.

**Effectiveness Information.** Historical mileage and ridership information for these routes is shown in Figures 6 and 7. Like the express service discussed previously, local services also experienced major increases in ridership during the late 1970s and early 1980s. Since that time, ridership levels have declined. For example, in 1979 ridership in the corridor peaked at approximately 120,000 daily riders. Currently some 82,600<sup>1</sup> daily riders use the service. Since 1980 there has been a slight overall decline in the number of service miles and level of service provided in the corridor.

---

<sup>1</sup>The criteria used for determining daily local ridership was:

- any MTC local route that traveled within the I-35W corridor; and
- any MTC local route that intersected the I-35W corridor.

The entire MTC local routes that fell into these categories were: 2, 6, 15, 17, 21, 22, 23, 28, 36, 68, 78, 88, and 89.

The MTC local routes of which only the southern portion (south of Minneapolis CBD) was used were: 4, 5, 9, 10, 14, 18, and 19.

Routes classified as radial serving downtown Minneapolis on the I-35W corridor for this report are: 4, 5, 6, 9, 10, 14, 17, 18, 19, 22, 28, and 68.

Routes classified as crosstown service for this report (routes intersecting the I-35W corridor) are: 2, 15, 21, 23, 36, 78, 88, and 89.

Figure 6  
Local VS. Express Miles  
on Interstate 35W

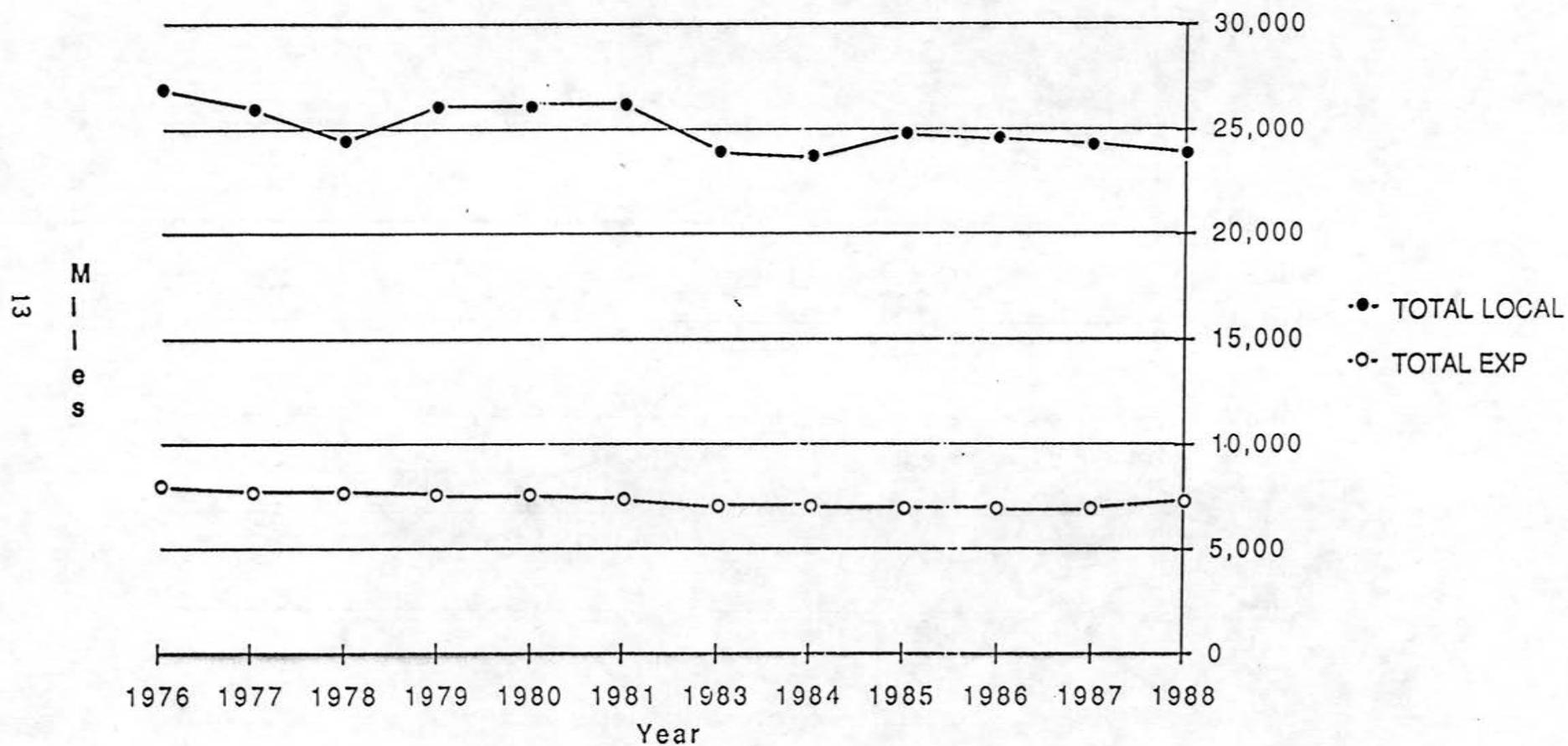
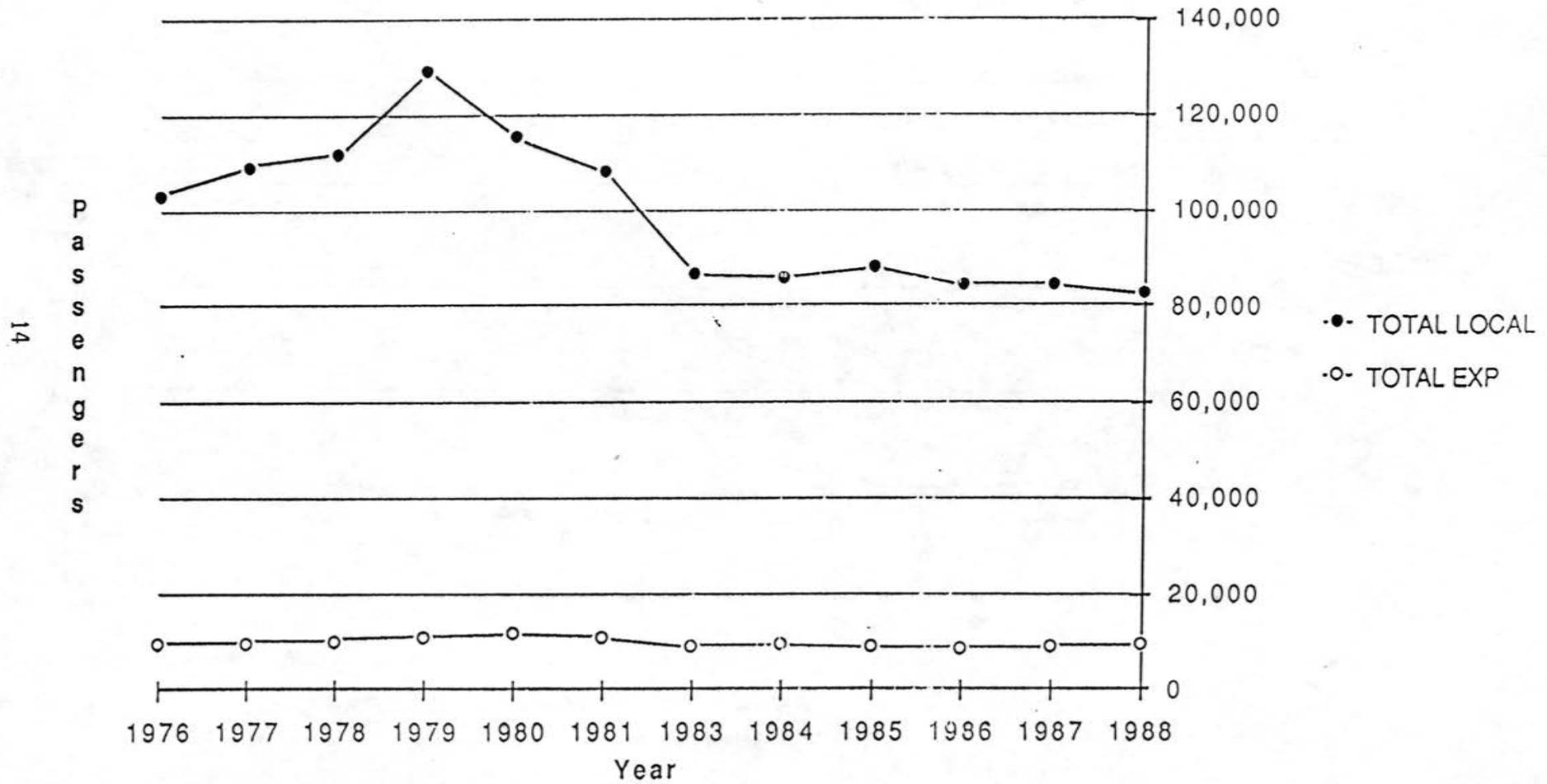


Figure 7

Local VS. Express Passengers  
on Interstate 35W



**Findings.** Local transit services provided in the corridor have a significant impact on I-35W. Like the express service, without the high level of local transit service in the corridor, the demand on I-35W would be much greater. It is important to note that due to the location of the local route, if it was not available, individuals may use local streets instead of I-35W to make their trip by auto. However, some trips would be made on I-35W and without the local service, the overall impact on both I-35W and the local street network would be significant.

As in the case of the express routes, the current impact of local service is very important and it appears that the potential exists to increase ridership levels.

### Park-and-Ride Lots

**Description.** There are currently 33 formal park-and-ride lots in the I-35W corridor. The location, capacity, current usage, and year of acquisition of these lots are provided in Table 1. These facilities represent a combination of smaller shared lots, usually located at churches or shopping areas, and larger lots developed specifically as park-and-ride facilities.

**Effectiveness Information.** Overall, these lots, which were developed between 1969 and 1986, provide capacity for 1,500 vehicles. The usage of most lots is relatively good. This is especially true of the larger lots tied into the freeway express service. A few facilities are over capacity.

**Findings** Combined with the express service, the park-and-ride facilities in the corridor have a significant impact on I-35W. By providing these facilities, some 900 vehicles are removed from the freeway. Given the heavy use of the larger, well-placed lots connected with the freeway express service, expansion of the park-and-ride and express bus system appears to have potential for increasing ridership levels. New lots should be located carefully with consideration of access, size and amenities, such as shelters and lighting.

**Table 1**  
**I-35W Park-and-Ride Lots**

Location	Capacity	Usage	Year Acquired
<u>1. Bloomington</u>			
Met Center, 80th St. & 24th Ave.	100	40	1969
Atonement Lutheran, Portland & 98th St.	30	8	1973
Norwest Financial Center, Xerxes Ave. and I-494 South Frontage Road	25	5	1973
Loehman Plaza, Normandale & 98th St.	25	12	1974
Cross Lutheran, Old Shakopee Rd. & Bloomington Ferry Road	25	10	1974
St. Edward's, Nesbitt Rd. & 94 St.	25	1	1974
Transfiguration Lutheran, 110 St. & Goodrich	25	13	1974
Holy Emmanuel, 210 E. 104 St.	25	2	1974
St. Stephens, 84 St. & France	30	8	1975
Redemption Lutheran, 10th Ave. & Old Shakopee Road	25	1	1977
Country Club Market, Nicollet & 80th St.	10	1	1985

<u>Location</u>	<u>Capacity</u>	<u>Usage</u>	<u>Year Acquired</u>
<u>2. Burnsville</u>			
Valley Ridge Shopping Center, Burnsville Parkway & Steven Road	50	70	1973
Mary Mother Church, Cliff & Cartier Cliff Rd. & Nicollet lot	50	25	1979
Bulrushes, Nicollet & 126th St.	103	28	1980
Highway 13 & Nicollet lot	30	10	1986
	114	114	1987
<u>3. Edina</u>			
Southdale Mall, 66th St. & Barrie	50	50	1977
Methodist Church, Stuart & Grove	25	8	1973
<u>4. Minneapolis</u>			
62nd St. & Nicollet lot	18	44	1970
44th St. & France lot	55	15	1970
<u>5. Richfield</u>			
Lutheran Church, 76 St. & Oliver Ave.	30	26	1973
Richfield Municipal Pool, 66 St. & Park	25	10	1981
House of Prayer, 77th & Elliot	25	N/A	1986
<u>6. Apple Valley</u>			
City Hall, 142nd & Cedar	30	4	1973
Lutheran Church, CR42 & Pennock	50	42	1979
Galaxie Park, 13900 Galaxie Ave.	32	32	1986
Cedar Knolls Part, 127th & Galaxie	12	18	1986
Apple Valley City Hall, 142nd St. & Cedar	30	4	1973
<u>7. Eagan</u>			
Cedarvale, 3900 Cedarvale Blvd.	34	34	1982
Mn/DOT, Pilot Knobb & Yankee Doodle	213	80	1986
Mn/DOT, Blackhawk & Cliff	118	118	1986
<u>8. Savage</u>			
Municipal Parking Lot, Princeton Ave. & 123rd St.	25	6	1973
<u>9. Prior Lake</u>			
Priordale Shopping Center, 16760 Toronto Ave. (Highway 13 & Toronto)	25	8	1973

### Downtown Minneapolis Contraflow Bus Lanes and Nicollet Mall

**Description.** Four special facilities are provided in downtown Minneapolis to improve bus travel time through the Central Business District (CBD). These facilities are the contraflow bus lanes on Marquette, Second and Hennepin Avenues, and the Nicollet Mall. These facilities provide preferential treatment for buses, thus improving the travel time and reliability of bus service in the downtown area.

**Effectiveness Information.** All three facilities are well utilized, and the Second and Marquette lanes are almost at capacity during the peak periods. Approximate current peak period usage for the different facilities is:

• Marquette Avenue	-	140 buses
• Second Avenue	-	140 buses
• Hennepin Avenue	-	80 buses
• Nicollet Mall	-	85 buses

**Findings.** The provision and use of the contraflow bus lanes and the Nicollet Mall in the downtown area is a very important supporting action. By decreasing travel times and improving schedule reliability, these facilities have increased transit's competitiveness with the automobile and attractiveness to potential users.

### Other Transit Capital Facilities

**Description.** Transit shelters are provided at locations throughout the I-35W corridor. Many of these are associated with the park-and-ride lots, but others are located at stops with high volumes of riders. An additional supporting transit capital element in the downtown area is the Gateway Center, which provides a layover facility for buses.

**Effectiveness Information.** No information is available on the impact that these capital facilities have on increasing ridership. However, in general, these facilities make transit service more attractive and thus encourage use.

**Findings.** These are supporting actions in that they increase the attractiveness of transit services.

### Downtown Dime Zone

**Description.** In 1971, the downtown Dime Zone was implemented, allowing individuals to ride regular route services within the downtown zone for ten cents.

**Effectiveness Information.** The MTC estimates that there are approximately 2,600 daily riders using the Dime Zone in downtown Minneapolis.

**Findings.** The downtown Dime Zone provides inexpensive mobility during the day for individuals who either take the bus or carpool into Minneapolis.

## Employer Pass Program and Subsidies

**Description.** The MTC's Employer Pass Program provides monthly bus passes and punch cards to participating businesses and agencies. The MTC provides the passes at a discount, which may be matched by an additional employer-sponsored discount. The passes are sold to employees through either payroll deduction or a straight payment. The MTC delivers the passes to the firms and the firms in turn sell the passes to their employees.

**Effectiveness Information.** Currently, approximately 150 businesses in the downtown area participate in this program. In addition, some 50 businesses in the CBD fringe area and the University of Minnesota, and 15 companies in South Minneapolis and the I-494 area, participate in the program. The participation rates have been higher in the past, especially during the energy crisis of the late 1970s and early 1980s.

**Findings.** The employer pass program is a supporting measure in that it increases the attractiveness of transit through reduced fares and ease of purchase. The employer pass program provides an incentive to employees by providing reduced fares and increased convenience of purchase. While the current employer participation rates are good, they have been higher in the past. Given this, there appears to be room for increasing both the number of firms and employees participating in the program.

## RIDESHARING

### Area-wide Marketing

**Description.** Minnesota Rideshare provides a variety of marketing activities throughout the metropolitan area. These include billboards, radio and newspaper advertising, public service announcements and other information dissemination activities.

**Effectiveness Information.** Vehicle occupancy rates were examined throughout the metropolitan area to determine the impact of the overall rideshare marketing program. As shown in Figures 8 and 9, the overall auto occupancy rates have been declining throughout the metropolitan area, following a national trend.

**Findings.** Rideshare marketing is a supportive action. Despite there being no quantitative data available, it appears that the rideshare marketing efforts have been of help in maintaining ridesharing activities in the face of the downward auto occupancy trends and may be keeping the trends from being worse.

### Corridor Specific Matching and Outreach

**Description.** Over the past few years, Minnesota Rideshare has focused specific efforts on many of the major destinations in the I-35W corridor including downtown Minneapolis, Honeywell, the hospitals, the University of Minnesota, the I-494 corridor, and many other specific employers in the corridor. These efforts include specific one-on-one promotions with major employers and use of the computer matching program to assist people form carpools and other marketing activities.

Figure 8

### Vehicle Occupancy Rates Entering CBD A.M. Peak Period (6:30-8:30 am)

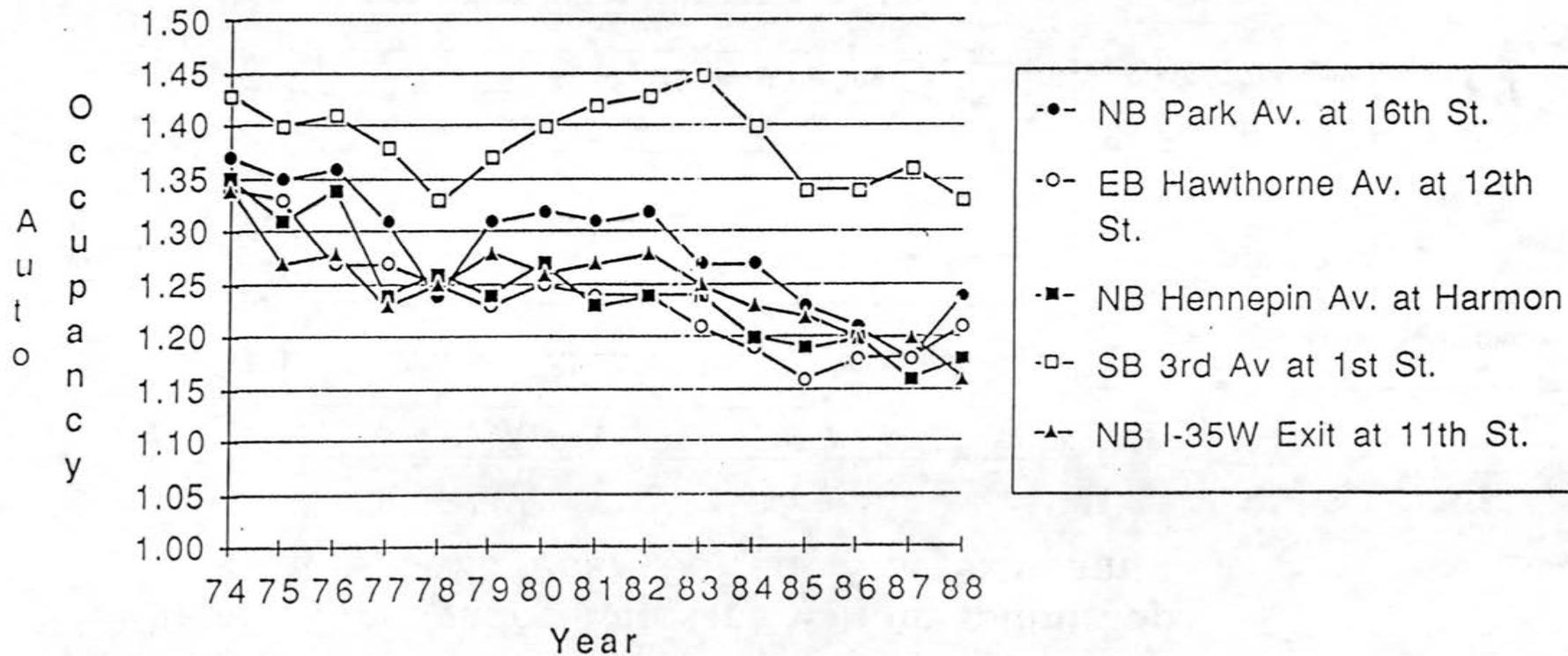
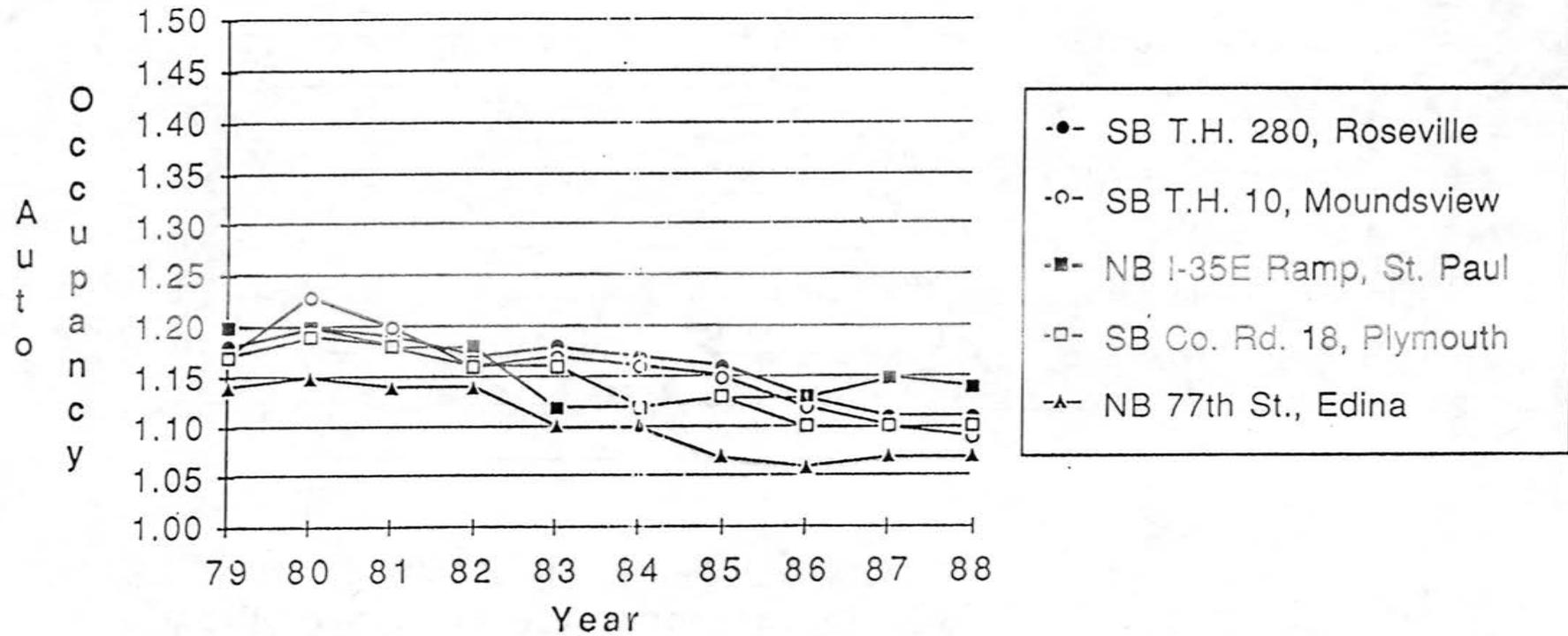


Figure 9

### Vehicle Occupancy Rates at Various Suburban Locations A.M. Peak Period (6:30-8:30 am)



**Effectiveness Information.** Downtown Minneapolis is one of the areas where the promotion of ridesharing has been most effective. This is due in part to the relatively high parking costs and the limited availability of parking in the downtown area. Currently Minnesota Rideshare estimates that five percent of the individuals on their database work in downtown Minneapolis and use I-35W. In addition, Minnesota Rideshare has taken over rideshare matching at the University of Minnesota and currently has approximately 500 names from the University on their match list. Minnesota Rideshare has also worked with Honeywell, the hospitals, and major employers in the I-35W and I-494 corridors. These efforts have met with mixed results.

**Findings.** The corridor matching and employer focused activities are a supportive action that promotes rideshare through the provision of specific outreach and matching programs. There appears to be room to improve both the types and level of services provided to both employees and employers to increase the level of rideshare activities in the corridor. Many of these types of activities were identified in the RTB's recent evaluation of rideshare services in the metropolitan area.

#### **Corridor Vanpool Programs and Downtown Vanpool Staging Areas**

**Description.** Currently the City of Minneapolis provides 13 vanpool boarding locations in the downtown area. According to Minnesota Rideshare, there are three registered vanpools using I-35W.

**Effectiveness Information.** The small number of registered vanpools indicates that vanpools are not a significant portion of the overall transit system. This is true both within the I-35W corridor and region-wide. The current use of the downtown vanpool staging areas was not examined closely as part of this study.

**Findings.** Currently vanpools play a very minor role on both I-35W and a regional basis. However, examining how vanpools or subscription bus service, especially through employer-sponsored programs, can play a larger role would be appropriate as other metropolitan areas have maintained successful vanpool programs over the years.

#### **Parking Management--Preferential Parking or Reduced Parking Costs for Rideshare Vehicles**

**Description.** Currently Minnesota Rideshare and the City of Minneapolis provide free parking for carpoolers in City-owned surface lots on the edge of downtown Minneapolis. These lots provide a total of 1,000 spaces. In addition, the Third Avenue Distributor Garage (TAD) will provide reduced rate parking for carpoolers using I-394. No known private lots in downtown currently provide preferential parking for rideshare vehicles.

The University of Minnesota provides preferential parking for rideshare vehicles in many of their lots. Many of the major employers in the corridor have policies to provide preferential parking locations for carpools, but these do not appear to be actively promoted.

**Effectiveness Information.** The four free lots are currently well used by carpoolers, even though they are on the edge of the downtown area. While no specific information was available, the general trends from the University of Minnesota also indicate that the carpool parking spaces are well utilized.

**Findings.** Providing preferential parking and especially providing free or reduced parking is a primary action to encourage the use of carpooling. National and local studies have shown that this provides one of the major incentives to get people to change modes and change commuting habits. This appears to be an area where additional improvements could be made to encourage the use of ridesharing. Parking management strategies could take a number of forms and be implemented in a variety of ways.

## TRAFFIC MANAGEMENT

### Traffic Management Center

**Description.** The Minnesota Department of Transportation's (Mn/DOT's) Traffic Management Center (TMC) provides for the overall monitoring, surveillance, and freeway traffic management of I-35W. The I-35W facility is monitored through the use of surveillance cameras and traffic flow detectors. The TMC is located in downtown Minneapolis between the convention center and I-35W. The TMC was implemented in 1974 as part of the Urban Corridor Demonstration Project.

**Effectiveness Information.** Traffic volumes and average peak period speeds at selected locations along I-35W indicated that the current management activities, of which the TMC is at the center, are very successful at maximizing the thru-put of the facility and ensuring the most efficient operation of the system. Figure 10 presents the traffic volumes at 46th Street, which represents a three-lane segment, supports this conclusion.

**Findings.** As noted, the TMC and other traffic management techniques provide a high level of incident management and maximize the effectiveness of the facility.

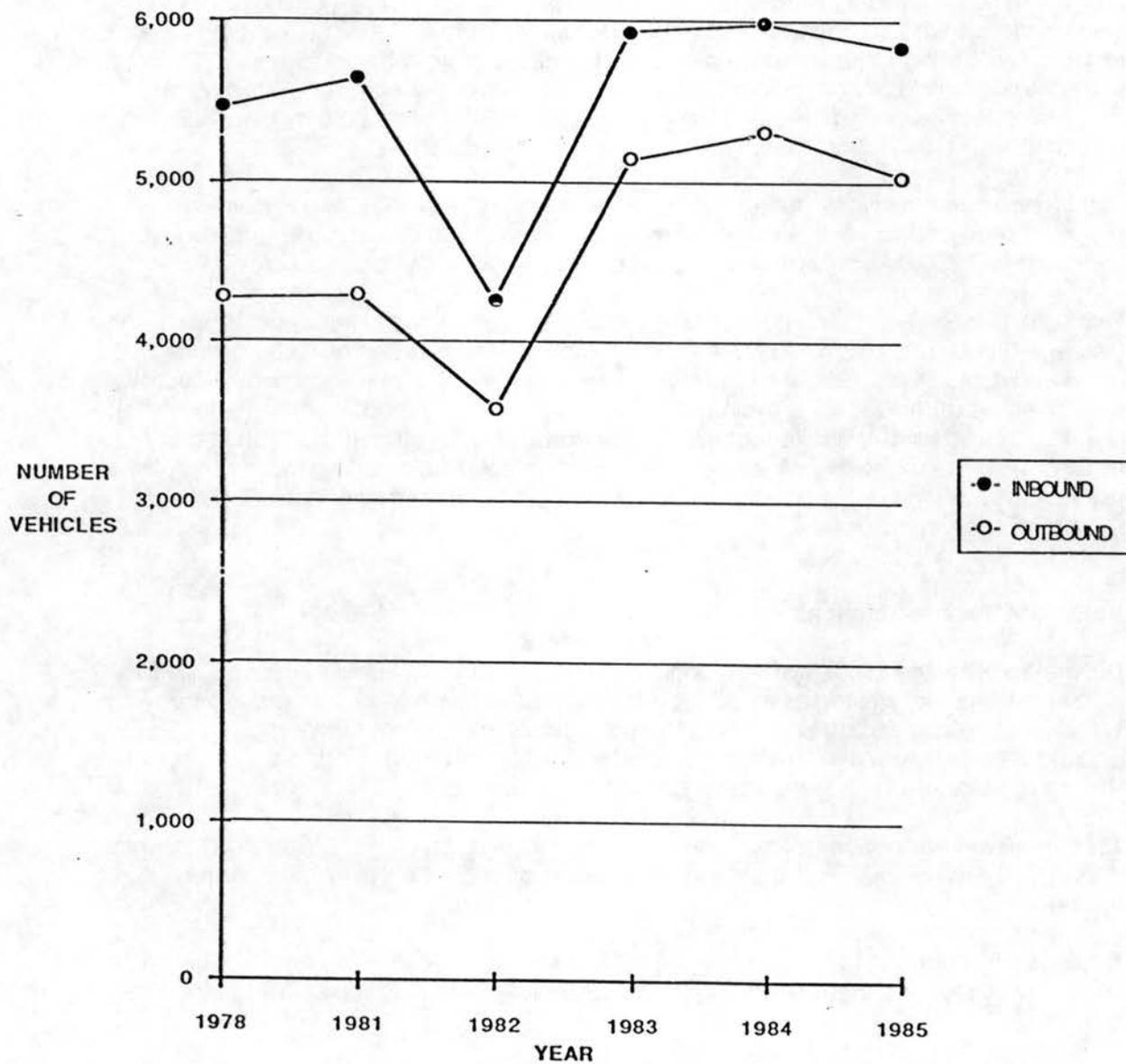
### Ramp Metering and HOV Bypass Ramps

**Description.** Entrance ramps to I-35W were metered as part of the Urban Corridor Demonstration Project. Currently all entrance ramps to I-35W between the Minnesota River and downtown Minneapolis are metered, and the northbound on-ramps in Burnsville are also metered. In addition, HOV bypass ramps were implemented at most entrance ramps. Initially, use of some of the HOV bypass ramps was restricted to buses only. These were later opened to carpools also. Currently ten ramps have HOV bypass ramps.

**Effectiveness Information.** Ramp metering smooths out the merging of vehicles entering the facility into mainline traffic by releasing one or two vehicles at a time. This results in less congestion and fewer accidents. The traffic volumes on I-35W indicate that the meter has helped maximize the efficiency of the facility. Since there is limited available information on the use of the bypass ramps, their effectiveness has not been fully evaluated. They do provide a time savings for buses and carpools.

Figure 10

**INBOUND AND OUTBOUND A.M. PEAK HOUR (7:00-8:00)  
VEHICLE VOLUMES FOR STATION 311 ON INTERSTATE  
35W, SOUTH OF 46TH STREET, MINNEAPOLIS**



**Findings.** The ramp metering program has been successful in smoothing out the flow of traffic on I-35W and as noted previously, maximizing the thru-put of the facility. The HOV bypass ramps have had an important impact on improving bus service reliability and decreasing travel time, but they do not appear to have had a major impact on increasing carpool usage.

### Highway Helper Program

**Description.** In 1987 Mn/DOT implemented the Highway Helper program. Under this program, pick-up trucks operate along segments of I-35W, I-94, I-694 and Highway 12 to assist motorists who encounter problems. The priority of the Highway Helper vehicles is to clear the driving lanes by moving disabled vehicles off to the shoulder. Mn/DOT then provides assistance or calls a tow truck if it is a more serious problem. Currently the program operates during the peak hours only, from 5:00 a.m. to 9:00 a.m. and 2:30 p.m. to 6:30 p.m.

**Effectiveness Information.** During the first year of operation, the Highway Helper program provided 555 assists in the morning period and 703 assists in the evening period (December 1987). Approximately 44 percent of these assists occurred along I-35W.

**Findings.** Despite there being no analysis as of yet, the Highway Helper program is perceived by many as an effective incident management technique. By quickly moving disabled vehicles out of the traffic lanes, the travel time reliability and overall effectiveness of the facility is maintained. Mn/DOT estimates that each minute of delay due to blocked lanes will take four minutes for traffic flow to return to normal on the facility. With the Highway Helper aiding troubled vehicles and getting them out of the traffic flow, the time delay can be reduced significantly, thus enabling traffic to regain the normal flow quicker.

### Voluntary Truck Restrictions

**Description.** In May 1988, Mn/DOT held a workshop with local trucking companies to discuss a variety of strategies to better manage truck use on the metropolitan freeway system. A voluntary truck ban during the peak hours was one of the possible approaches discussed. A few firms agreed to try this and there appears to be some shifting of truck use of the freeway system to non-peak hours.

**Effectiveness Information.** No studies or surveys have been done to date to determine if, in fact, there has been a change in the number of trucks on the freeway system during the peak hour.

**Findings.** A reduction in the number of trucks during the peak period could have an impact on a congested freeway like I-35W, especially in limiting the potential for accidents.

## FLEXIBLE WORK HOURS

### Variable or Staggered Work Hours

**Description.** Flexible work hours is a term used to describe a variety of techniques that provide work schedules outside the normal 8:00 a.m. to 4:30 p.m. or 9:00 a.m. to 5:00 p.m. work day. The use of staggered or flexible work hours or a shorter work week are some examples of these.

**Effectiveness Information.** It appears that a number of companies throughout the Twin Cities are using some type of flexible work hours. The exact nature and extent of this is not known, however, as no formal surveys have been conducted. Based on the traffic data, volumes in the second highest hour to the peak hour are relatively high, approximately 90 percent of the peak hour, indicating that there is a good deal of travel currently occurring on the shoulders of the peak.

**Findings.** The limited information that is available indicates that many firms use some type of variable work hours. The traffic data support this conclusion. However, it appears that there is some room for additional vehicles in the shoulders of the peak, so that further use of flexible work hours is appropriate.

### III. MARKET ANALYSIS

A market analysis was completed to identify the origins and destinations of travelers using portions or all of I-35W. This was done to indicate the location and general size of different markets to better tailor specific strategies to each. This is an important step since each market has different characteristics and thus needs different strategies and implementation approaches.

To identify the major markets, the consultants examined the daily Home Based Work (HBW) person trips for 1980 and 2010. This information was obtained from the Metropolitan Council. The information represented two-directional travel on I-35W. Additional information on mode split was also examined. The resulting data was mapped and analyzed.

The results, as shown in Figure 11, identified the Minneapolis CBD as the largest destination for trips on I-35W. When the University of Minnesota and the CBD fringe is added, this general area becomes even more significant. Other areas with large percentages of trips are the I-494 area and southern Minneapolis. The suburbs of Bloomington, Burnsville and Eden Prairie comprise a smaller percentage, but are forecast to almost double by the year 2010.

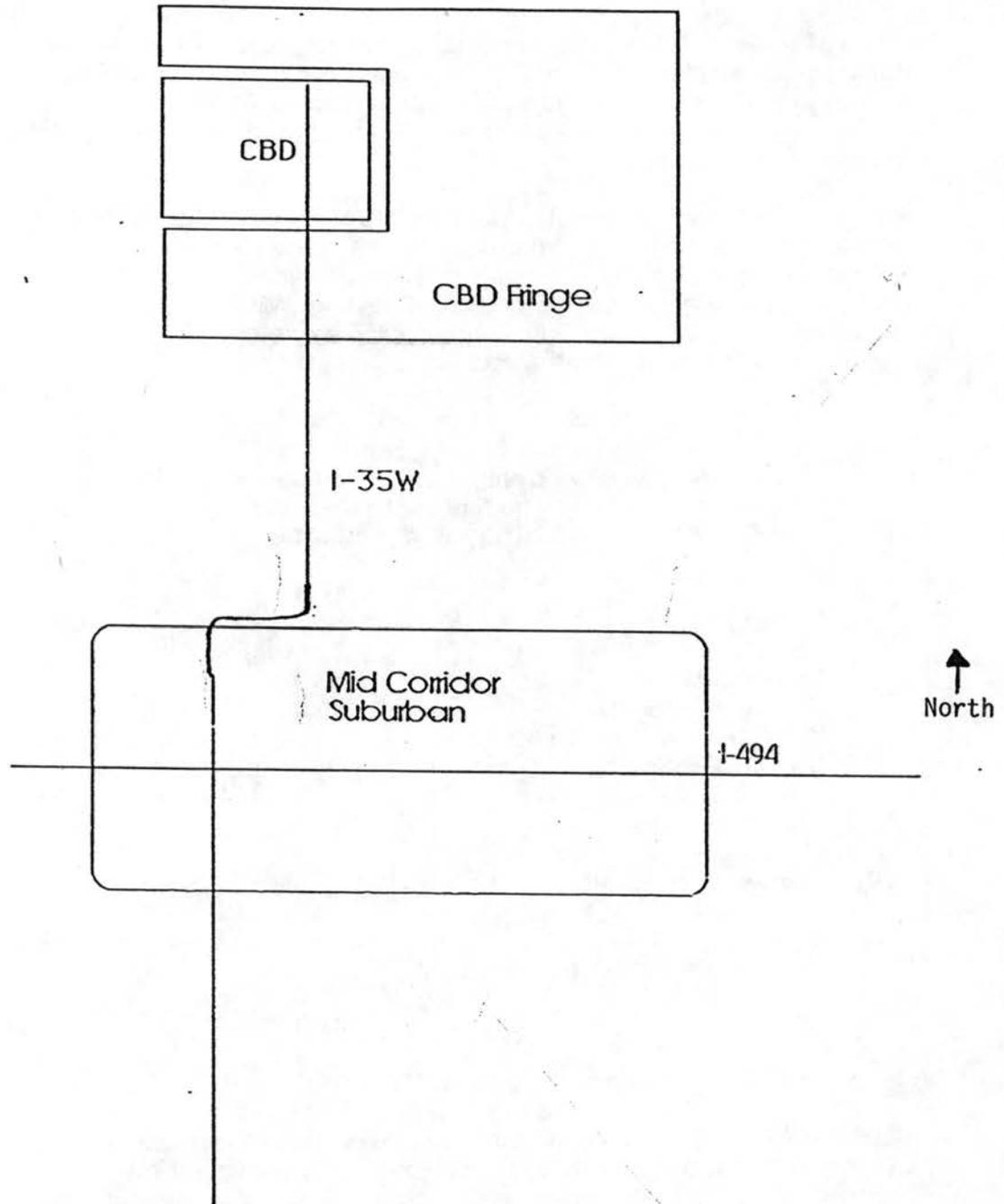
**Figure 11**  
**Relative Contribution of Destination Markets**  
**to Tripmaking on I-35W**  
**(Daily HBW Person Trips)**

<u>Destination</u>	<u>1980 Percent</u>	<u>2010 Percent</u>
Minneapolis CBD	21.0	20.6
CBD Fringe--South	7.0	5.1
University of Minnesota	3.5	2.8
Minneapolis South	10.1	6.2
I-494 West	12.3	14.1
I-494 East	9.5	10.2
Bloomington	5.4	7.6
Burnsville	1.6	3.0
Eden Prairie	1.3	3.6
CBD Fringe--Northwest	2.9	2.6
CBD Fringe--Northeast	10.1	8.5
All Others	15.4	15.8
Total	100.0	100.0

Source: Metropolitan Council and COMSIS

Based on this information, three general markets were identified for further examination of specific TDM strategies. These markets, which are shown in Figure 12, are the Minneapolis CBD, the CBD fringe area, and the I-494 corridor. The CBD fringe area includes the University of Minnesota, the area to the northeast of the University, and the hospitals and Honeywell to the south of the CBD. The I-494 market was divided into two markets, trips from the southern suburbs coming north on I-35W to destinations along I-494, and trips from the north coming south on I-35W to destinations along I-494.

Figure 12  
TDM General Markets in the I-35W Corridor



Characteristics of these markets were examined and a variety of TDM strategies identified for each. These strategies are generally described after an explanation of the spreadsheet model used in the evaluation. This is followed by a more detailed description of the specific elements of each strategy for each market and the evaluation of each based on the model.

#### IV. EVALUATION MODEL

A microcomputer spreadsheet model was developed by the consultants Richard H. Pratt Consultant, Inc., and COMSIS to evaluate the effectiveness of the different TDM strategies being proposed. The spreadsheet provides an analytical tool that combines both travel demand models and experienced based calculations in the shifts in mode share that result from different strategies. The impact in terms of the potential reduction in number of vehicles is then calculated.

Figure 13 diagrams the analytical process encompassed by the TDM spreadsheet evaluation model. The starting point is the number of home-to-work trips destined to the different workplace markets at specific locations along I-35W. At each location, one market is analyzed at a time.

The origins, destinations and travel modes of trips on each section of I-35W under study are derived from the Metropolitan Council's year 2010 forecast. The 2010 forecast was used as its traffic estimates are closer to existing conditions than those of the 1980 traffic simulation.

The home-to-work trips are factored to represent a.m. peak hour travel. In the diagram they are shown as "person trips," indicating that drive alone trips, group ride trips, and transit trips are all included. An initial step is to combine the trip data and mode share data to compute the base number of peak hour vehicles; the number without new TDM strategies.

The other initial step is to allocate the person trips to different employer categories. Sixteen categories are used, identified by new development versus present development, office versus non-office, and four categories of employer size. Employers in these different categories exhibit different degrees of TDM participation and different employee response rates.

The person trip data are then modified by estimating the impact on mode shares of rideshare programs, employer based strategies, and transit and HOV actions independent of employers. All programs, except rideshare programs, have to be specified in terms of the time and cost savings offered or penalties imposed.

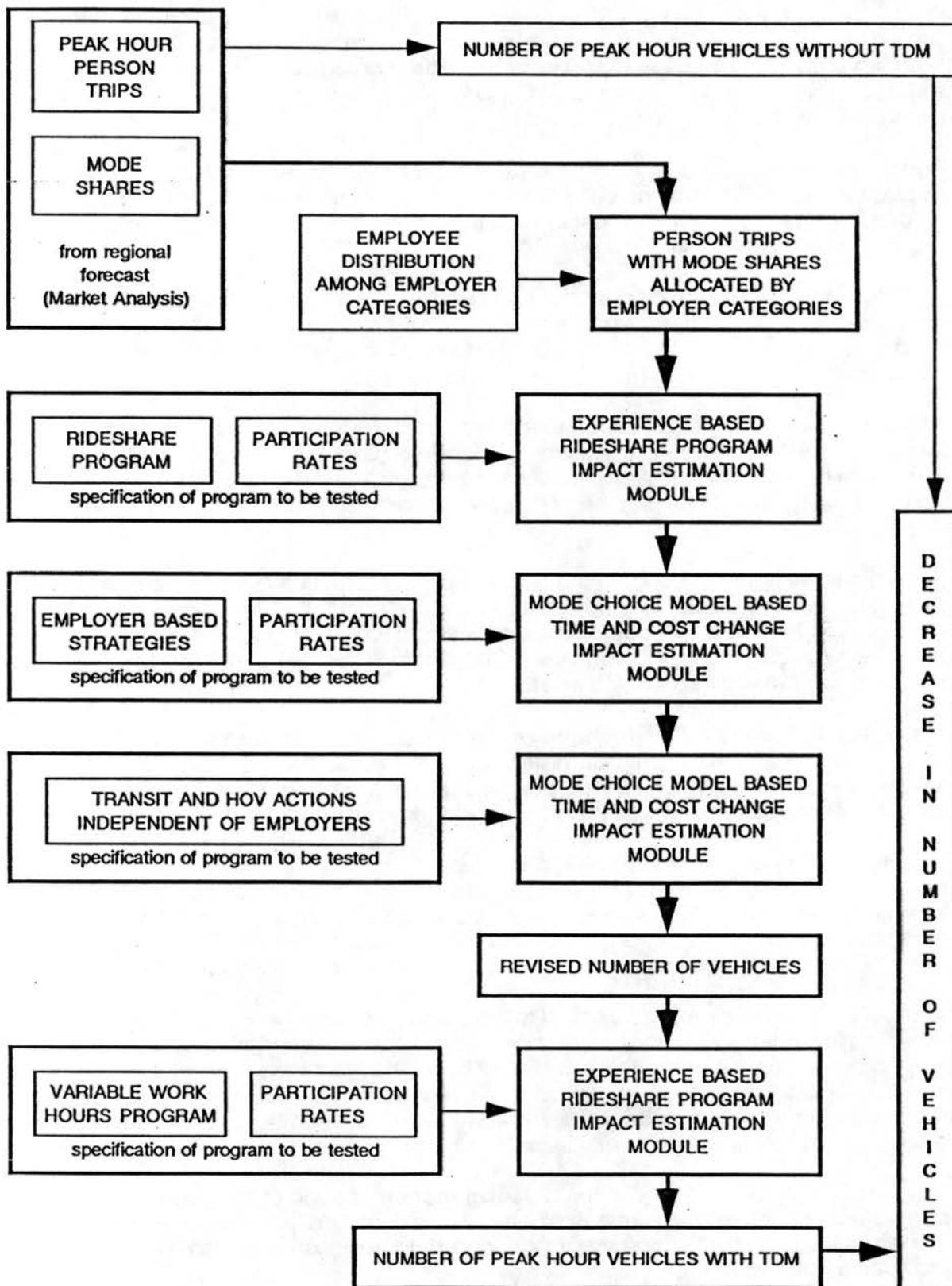
Employer participation rates are crucial in the analysis of rideshare programs and other employer based strategies, but are not relevant in the case of transit service improvements, or HOV facilities or actions independent of employers. The employer participation rates can be voluntary rates based on experience, or can be set to 100 percent for specific employer categories to represent mandatory participation.

The modified mode shares are applied to the person trip data to produce a revised number of vehicles, which is then itself modified to reflect the impact of variable work hours programs on the proportion in the peak hour. The result is an estimate of the number of peak hour vehicles that would remain with the TDM action or actions being analyzed in force. That number is compared with the base number to calculate the estimated decrease in peak hour vehicle trips in the commuter market being analyzed.

Using the TDM evaluation model, the potential impacts of each of the general TDM actions under consideration were evaluated for each of the I-35W commuter markets. The results for each TDM action separately, and in combination with other actions, are provided in the next section.

Figure 13

### TDM SPREADSHEET EVALUATION MODEL



## V. TDM STRATEGIES

A variety of TDM strategies were examined for possible application in the I-35W corridor. In some cases, these were new strategies that have not previously been used in the Twin Cities or in the I-35W corridor. In other cases, these represented fine tuning or changes in existing TDM elements.

This section provides a general overview to the TDM strategies examined. Different approaches and specific elements were evaluated for each market based on the characteristics associated with each.

### Transit

The potential for transit service improvements was identified in a general way for each of the markets and for the overall corridor. The types of transit services suggested as viable options included:

- concentrated marketing of existing services in the corridor;
- more intensive promotion of the employer pass program, including additional subsidization by employers;
- improved frequency (additional trips) on existing express routes;
- improved frequency on existing local routes;
- new express routes and new park-and-ride lots;
- new crosstown services;
- new reverse commute services;
- suburban-to-suburban express service; and
- timed transfer services.

Numerous techniques could be used to implement these services, including regular route service, subscription services or possibly even a dial-a-ride approach. Two levels of transit improvements were examined in the modeling—a 15 percent improvement and a 30 percent improvement. The 15 percent transit improvement assumes a one to two minute decrease in the usual walk and wait time of a trip. Potential service improvements include additional trips on existing express routes and improved frequency on local services. The 30 percent transit improvement assumes a two to four minute decrease in the usual walk and wait time of a trip. Potential service improvements include additional trips on express and local services, new express service, and new park-and-ride facilities. These transit improvement percentages were arrived at by the expert consulting team as true market representations. In addition, the impact of a 25-cent and 50-cent employer subsidy was evaluated.

In general, transit improvements have a greater impact as a TDM strategy than some of the other elements. The impact does vary by market as does the current level of service and the viability of improvements. In all of the markets, however, some transit improvements appear to warrant further detailed examination.

## Ridesharing

The ridesharing strategies examined built on the existing program, which focuses on ride matching, overall marketing, and corridor specific promotions. Two approaches were evaluated; a "passive" program and an "active" program. While both of these assumed a higher level of activity than currently exists, the active program more closely matches the aggressive approach recommended by the Metropolitan Council's Transportation Policy Plan and the RTB rideshare evaluation. The major difference between the two is the role of the private sector. The active program reflects a very high level of involvement and commitment by employers, developers, and others in the private sector. Major elements of the rideshare strategy included:

- targeted marketing of rideshare promotions;
- additional incentives
  - guaranteed ride home;
  - midday use of vehicle;
- instant match list capability;
- high level of employer participation; and
- on-site coordinators.

In general, the passive approach to ridesharing has a low impact. The more active approach has a higher impact, but not as high as some other strategies. Ridesharing strategies have more impact when the private sector has more active involvement and a stronger commitment. This can occur through individual employers acting alone, but has been more effective when employers and developers act together through Transportation Management Organizations (TMOs) or some other organization. The role that local communities play in either encouraging or requiring these types of activities is also important.

## Parking Management

This included two components; preferential parking and an additional parking fee. In the first, preferential parking would be provided for carpools and vanpools. Approaches to providing preferential treatment might include providing space close to the front door or providing inside heated parking for rideshare vehicles. Two different parking fees, a \$1.50 and a \$3.50 charge, were examined in the modeling process for single occupant automobiles. Actual implementation of such an approach could take many forms, including charging for parking now being provided free by employers, reducing rates for rideshare vehicles, or providing other incentives.

Overall, the impact of preferential parking is low, while the use of an additional parking fee has a medium to high impact. Experience with the free downtown carpool parking program indicates that people view this as a significant benefit.

### **Variable Work Hours**

Increasing the use of variable work hours was examined. A participation rate of between 4 and 37 percent of office employers was modeled. This range, modeled according to the expert consulting team, comes from many past national studies of this type. The team's feeling is that between 4 and 37 percent is a standard realistic range for computer modeling and has proven effective in many cities. This adds approximately 3 percent to the overall effectiveness of the different strategies. The traffic volume information presented previously indicated that there is some, although limited capacity in the hours on either side of the peak period. Thus, the expanded use of variable work hours can be an effective strategy within limits for the different markets.

### **Traffic Management**

In addition to the strategies outlined above, additional traffic management activities were examined. Since many of these focus on safety and incident management, they were not appropriate to be included in an effectiveness evaluation. However, since they can have an important impact on the capacity of the facility, they are addressed in the plan. Strategies examined included:

- public information program on use of meter ramps, proper merging and other activities;
- enforcement of HOV bypass ramps; and
- additional Highway Helper vehicles and expansion of the hours of coverage.

## VI. EVALUATION

For each of the three markets, the TDM strategies are evaluated. A brief description is provided for each TDM strategy, along with an identification of the general impact and cost, and agency or group responsible for implementation. The strengths and weaknesses of each strategy are also discussed. The impact of the strategies is presented in the following groups:

Low	-	0-20 peak period vehicle reduction
Medium	-	21-100 peak period vehicle reduction
High	-	101-300 peak period vehicle reduction
Very High	-	Over 300 peak period vehicle reduction

Cost estimates are also provided in a generalized way using a low, medium, and high rating based on the following:

Low	-	under \$500,000 annual cost
Medium	-	\$500,000 to \$1 million annual cost
High	-	over \$1 million

In addition, three levels of impact were examined based on the participation rate and level of involvement by employers. The major differences between the categories relate to the level of private sector participation and whether participation is voluntary or required through community ordinances or other legislative action. The voluntary level assumes that the private sector is participating not because of any requirements, but out of civic support or because they view the benefits to be important. The second level assumes some requirements placed on the private sector, and the third level assumes a stronger set of requirements. Additional detail on the different levels include:

Voluntary	-	Ridesharing - 4-37% participation rate Transit Subsidies - 1-7% participation rate Variable Hours for Office Only - 4-37% participation rate
Partial Mandatory	-	Same as voluntary except: Parking Management and Pricing Strategies - 15% participation rate Ridesharing Requirements for New Developments - 76-100% participation rate
Fuller Mandatory	-	Same as voluntary except: Ridesharing Requirements for Non-New Development - 4-100% participation rate Parking Management and Pricing Strategies for Non-New Development - 30% participation rate All Strategies for New Development Except Variable Work Hours - 76-100% participation rate

The ranges identified relate to the size of businesses. Where ranges were used, the lower percentage pertains to firms of under 50 employees, while the higher percentage pertains to larger sized firms.

**MARKET: CBD**

• **Strategy:** Rideshare Program

**Description:** Promotion of rideshare program with major employers. Within the definition of promotion, there is a wide range of activities and different levels of effort. A passive level assumes a higher level of rideshare promotion than the current program that is more targeted to focus on employers to enlist management support. Specific elements might include instant match lists, employee newsletter promotion, and other on-site employer-based programs. More active promotion would assume a high level of employer participation and support through such activities as on-site coordinators and matching services, top management support, employer subsidies, vanpool programs, and other incentives such as a guaranteed ride home.

**Cost:** Low

**Implementation:** Minnesota Rideshare, TMO or other downtown group, with support from the City and others.

**Impact:**

Voluntary	-	low
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** An actively promoted rideshare program is appropriate for the CBD market, particularly as a supportive action for other measures. It is a realistic, politically acceptable approach that, when combined with other activities, can play an important role. Different methods to implement the rideshare activities should be examined. These should include the more active participation of a Transportation Management Organization (TMO) in downtown Minneapolis or the use of an existing organization, such as the Downtown Council, to actively support rideshare activities. It would also include more technical resources from Minnesota Rideshare and the RTB to support these actions.

• **Strategy:** 15 Percent Transit Improvement

**Description:** This assumes an improvement both in vehicle and out-of-vehicle (walk-and-wait) times of a trip. An assumption of 1 to 2 minutes in walk and wait time improvements was used to represent a 15 percent improvement in transit services. Potential service improvements include additional trips on existing express routes and improved frequency on local services.

**Cost:** Medium to High

**Implementation:** RTB and MTC.

**Impact:**

Voluntary	-	high
Partial Mandatory	-	high
Fuller Mandatory	-	high

**Comments:** The downtown area is the focus of a good level of current transit services. Improvements, especially additional express service, appear to be viable options. The cost for these improvements is in the medium to high range, but the impact is also in the high range. The downtown area is one market that transit has historically served well and should continue to serve well in the future. One concern to note with possible transit improvements is that the downtown street system, especially the bus lanes, are close to capacity in the peak hours.

• **Strategy:** 30 Percent Transit Improvement

**Description:** This assumes an improvement in transit walk and wait time of approximately 2 to 4 minutes for a 30 percent improvement in transit services. Potential service improvements include additional trips on express and local services, new express service, and new park-and-ride facilities.

**Cost:** High

**Implementation:** RTB, MTC and possibly other providers.

**Impact:**

Voluntary	-	very high
Partial Mandatory	-	very high
Fuller Mandatory	-	very high

**Comments:** The same comments related to the 15 percent transit improvements relate to the 30 percent improvements except that the costs are obviously much higher. Given the current level of service, the cost of a 30 percent overall improvement in service and limited downtown street capacity, there is a question whether a 30 percent improvement can realistically be accomplished. A transit component is critical to the I-35W TDM program, but it must be set at a realistic level. The focused use of transit improvements, such as adding trips to routes that have high ridership levels and initiating new park-and-ride lots and express service, provides an effective and affordable approach.

• **Strategy:** Transit Subsidies

**Description:** Subsidy of bus fares by employers. Two levels were modeled; a low range at 25 cents per ride and a high range at 50 cents per ride.

**Cost:** Low

**Implementation:** Employers

**Impact:**

<u>Low (\$.25)</u>			<u>High (\$.50)</u>		
Voluntary	-	Low	Voluntary	-	Low
Partial Mandatory	-	Low	Partial Mandatory	-	Low
Fuller Mandatory	-	Medium	Fuller Mandatory	-	Medium

**Comments:** A number of downtown employers currently participate in the MTC's employer pass subsidization program. However, it appears that the number of firms participating has declined in recent years. In addition, not many appear to provide any additional subsidies for their employees. Exploring additional subsidies and greater participation rates among employers is very appropriate. Implementation of additional employer participation will require stronger support from the downtown business community. This could occur either through an existing downtown based organization or the formation of a downtown Transportation Management Organization.

- **Strategy:** Preferential Parking for Rideshare Vehicles

**Description:** Providing a three-minute walk time advantage was modeled, representing preferential location of rideshare vehicle parking. The provision of lower cost parking for rideshare vehicles is a companion strategy.

**Cost:** Low

**Implementation:** City and employers.

**Impact:**

Voluntary	-	N/A
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** Currently the four free parking lots operated by the City and Minnesota Rideshare are well utilized. The new Third Avenue Distributor (TAD) garages will provide additional low-cost parking for I-394 rideshare vehicles. These are examples of the companion strategy of lower cost parking more than providing preferential locations for rideshare parking. Little or no other preferential parking is provided. Given the fact that the market rate for parking in the downtown area is high, private lot owners or businesses may be unwilling to provide preferential spaces without the City requiring or encouraging it. Preferential parking should continue to be supported and expanded at City-owned lots and expanded use to other facilities should be encouraged and supported. Preferential parking at non-City owned facilities may be a longer-term strategy, as working with businesses and private lots will require more effort. Implementation of additional preferential parking for rideshare vehicles could be done most effectively through an existing downtown organization or the formation of a new Transportation Management Organization. Minnesota Rideshare and the City would also need to provide technical support and the City and downtown employers would need to provide a visible leadership role.

- **Strategy:** Additional Parking Fee for Single Occupant Vehicles

**Description:** An additional fee placed on single auto occupant parking was modeled. A low daily fee of \$1.50 and high daily fee of \$3.00 were examined. These provide an indication of the impact parking levels or reduced rates for rideshare vehicles have on encouraging changes in travel behavior. The actual implementation could take many forms.

**Cost:** Low-Medium

**Implementation:** City, private parking ramps and employers who provide free parking.

**Impact:**

<u>Low Fee</u>			<u>High Fee</u>		
Voluntary	-	N/A	Voluntary	-	N/A
Partial Mandatory	-	Medium	Partial Mandatory	-	Medium
Fuller Mandatory	-	High	Fuller Mandatory	-	Very High

**Comments:** As noted during the discussion of preferential parking, the market rate for parking in downtown Minneapolis is fairly high. Thus, reduced rates for carpoolers is a preferable approach.

**MARKET: CBD FRINGE**

• **Strategy:** Rideshare Program

**Description:** Promotion of rideshare program with major employers. Within the definition of promotion, there is a wide range of activities and different levels of effort. A passive level assumes a higher level of rideshare promotion than the current program that is more targeted to focus on employers to enlist management support. Specific elements might include instant match lists, employee newsletter promotion, and other on-site employer-based programs. More active promotion would assume a high level of employer participation and support through such activities as on-site coordinators and matching services, top management support, employer subsidies, vanpool programs, and other incentives such as a guaranteed ride home.

**Cost:** Low

**Implementation:** Minnesota Rideshare, the University of Minnesota and specific employers. The formation of TMOs or other organizations may be appropriate to specific parts of this submarket.

**Impact:**

Voluntary	-	low
Partial Mandatory	-	low
Fuller Mandatory	-	medium

**Comments:** Currently the University of Minnesota, Honeywell and some of the hospitals in this area support ridesharing activities to different degrees. Again, it appears that a more active approach to ridesharing promotion is very appropriate in this market and should be a major strategy. Top management support and commitment to ridesharing will be needed by these groups to make this successful. Additional resources from Minnesota Rideshare and the RTB may be needed to provide the technical support necessary to help implement these strategies.

• **Strategy:** 15 Percent Transit Improvement

**Description:** This assumes an improvement both in vehicle and out-of-vehicle times. An assumption of 1 to 2 minutes in walk and wait time improvements was used for a 15 percent improvement in transit services. Possible service improvements include improved frequency on local service and later service on Route 52 to the University.

**Cost:** Medium

**Implementation:** RTB, MTC and possibly other providers.

**Impact:**

Voluntary	-	medium
Partial Mandatory	-	medium
Fuller Mandatory	-	medium

**Comments:** Existing local service to the CBD fringe area is relatively good from south Minneapolis and areas to the east and west which are served by local crosstown service. The University is well served by the Route 52 express system and local service. Areas not well served to the CBD fringe include most suburban areas and parts of St. Paul. To reach destinations in the CBD fringe from these areas usually would require at least a transfer in downtown Minneapolis and in some cases may necessitate two transfers. Some service improvements may be appropriate, but the cost of these must be examined in light of possible ridership increases. Slight improvements in the Route 52 service, such as the addition of one or two evening trips may be appropriate to encourage additional ridership on what is already well used service.

• **Strategy:** 30 Percent Transit Improvement

**Description:** This assumes an improvement in transit walk and wait time of approximately 2 to 4 minutes for a 30 percent improvement in transit services. Possible service improvements include improved frequency of local service, later service on Route 52, new crosstown service, and subscription service to major employers.

**Cost:** High

**Implementation:** RTB, MTC and other providers.

**Impact:**

Voluntary	-	high
Partial Mandatory	-	high
Fuller Mandatory	-	high

**Comments:** A 30 percent increase in transit services is probably not realistic in this market. However, targeting specific improvements, such as those focused on the University and subscription service to major employers, should be examined further, along with the improvements noted under the 15 percent improvements. The impact transit improvements would have in this market is significant. Major employers should be strongly encouraged to actively participate in promoting transit use and examining subscription services. Security is an issue at many of the major generators in the CBD fringe. Employers and the University should work with the MTC and others to increase lighting and other safety features for those using transit.

• **Strategy:** Transit Subsidies

**Description:** Subsidy of bus fares by employers. Two levels were modeled; a low range at 25 cents per ride and a high range at 50 cents per ride.

**Cost:** Low

**Implementation:** Employers

**Impact:**

<u>Low (\$ .25)</u>			<u>High (\$ .50)</u>		
Voluntary	-	N/A	Voluntary	-	N/A
Partial Mandatory	-	low	Partial Mandatory	-	low
Fuller Mandatory	-	low	Fuller Mandatory	-	low

**Comments:** A number of employers in the CBD fringe and the University of Minnesota currently participate in the MTC's employer pass subsidization program. However, it appears that the number of firms participating has declined in recent years. In addition, not many appear to provide any additional subsidies for their employees. Exploring additional subsidies and greater participation rates among employees is very appropriate. Implementation of additional employer participation will require strong support and commitment from the major employers.

- **Strategy:** Preferential Parking for Rideshare

**Description:** Preferential parking provided for rideshare vehicles, providing a three-minute walk time advantage was modeled.

**Cost:** Low

**Implementation:** City and employers.

**Impact:**

Voluntary	-	N/A
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** Preferential parking is provided at some of the major employers and the University of Minnesota. However, in most cases this is not currently well marketed or promoted. Expanding these facilities and strongly supporting their use is an appropriate strategy for this market. This is especially true in providing additional security for carpool parking areas and providing covered, heated parking locations for rideshare vehicles.

- **Strategy:** Additional Parking Fee for Single Occupant Vehicles

**Description:** An additional fee placed on single auto occupant parking was modeled. A low daily fee of \$1.50 and high daily fee of \$3.00 were examined. These provide an indication of the impact parking levels or reduced rates for rideshare vehicles have on encouraging changes in travel behavior. The actual implementation may take many forms.

**Cost:** Low-Medium

**Implementation:** University of Minnesota, major employers with their own parking facilities, and the City.

**Impact:**

<u>Low Fee</u>			<u>High Fee</u>		
Voluntary	-	N/A	Voluntary	-	N/A
Partial Mandatory	-	Medium	Partial Mandatory	-	High
Fuller Mandatory	-	Medium	Fuller Mandatory	-	High

**Comments:** Given the fact that much of the parking in this market is free or available at a relatively low cost, the feasibility of charging the true cost of parking may not be realistic in the short term. However, as a longer-term strategy, with the use of different approaches, such as providing lower cost parking or preferential and low-cost parking for rideshare vehicles, this strategy is very appropriate. The University, for example, which has ongoing parking problems, could pursue a combination of parking management strategies, including different rate structures and preferential parking to encourage the use of ridesharing and transit.

**MARKET: I-494 NORTHBOUND**

• **Strategy:** Rideshare Program

**Description:** Promotion of rideshare program with major employers that assumes a higher level of rideshare promotion than the current program. It assumes a more targeted focus with employers to enlist management support. Specific elements might include instant match lists, employee newsletter promotion and other on-site employer-based programs. More active promotion would assume a high level of employer participation and support through such activities as on-site coordinators and matching services, top management support, employer subsidies, vanpool programs, and other incentives such as a guaranteed ride home.

**Cost:** Low

**Implementation:** Minnesota Rideshare, Improve 494 TMO, developers, major employers and communities.

**Impact:**

Voluntary	-	low
Partial Mandatory	-	medium
Fuller Mandatory	-	medium

**Comments:** Some rideshare promotion has taken place in the I-494 corridor over the years with mixed results. The formation of the Improve 494 TMO and other activities in the corridor indicate that a more active role for ridesharing in the corridor is appropriate. To be effective, the Improve-494 TMO must be successful in encouraging the active support and participation of major employers and developers in the corridor. Given the limited transit services currently available, carpooling and vanpooling will need to be a major focus in the I-494 corridor. These can be combined with the testing of new crosstown bus routes, subscription service and suburban-to-suburban service. Additional staff resources will be needed in this effort.

• **Strategy:** 15 Percent Transit Improvement

**Description:** This assumes an improvement in both in-vehicle and out-of-vehicle travel times. An assumption of 1 to 2 minutes in walk and wait time improvements was used for a 15 percent improvement in transit services. Possible improvements include suburban-to-suburban service from the south to locations along I-494, crosstown service, and subscription service focusing on major employers.

**Cost:** Medium to High

**Implementation:** RTB, MTC, other providers and the private sector.

**Impact:**

Voluntary	-	low
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** Currently only very limited transit services are available in this market. The suburban-to-suburban transit market is not well known or established, and in general, these types of services tend to be less efficient and more expensive to provide than radial service. However, given the results of this analysis and previous studies such as the Transit Service Needs Assessment and the I-494 Corridor Study, limited testing of new routes and new services in this market is appropriate as a short-term strategy. These services should focus on serving major employment concentrations and should be used in combination with the rideshare strategies. A longer-term approach could build on the successful services.

- **Strategy:** 30 Percent Transit Improvement

**Description:** This assumes an improvement in transit walk and wait time of approximately 2 to 4 minutes for a 30 percent improvement in transit services. Possible improvements include suburban-to-suburban service from the south to locations along I-494, crosstown service, subscription service to major employers, and a timed-transfer system focusing on connections between I-494 and I-35W.

**Cost:** High

**Implementation:** RTB, MTC, other providers and the private sector.

**Impact:**

Voluntary	-	low
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** As noted previously, the limited transit services currently serving this market contribute to this strategy's low impact rating. Given the cost associated with these types of services and the limited experience, it appears that a 30 percent increase is unreasonable as a short-term strategy. However, limited testing of new routes and new services is appropriate as a short-term strategy. A longer-term approach could build on the successful services.

- **Strategy:** Transit Subsidies

**Description:** Subsidy of bus fares by employers. Two levels were modeled; a low range at 25 cents per ride and a high range at 50 cents per ride.

**Cost:** Low

**Implementation:** Employers and the Improve 494 TMO.

**Impact:**

<u>Low (\$.25)</u>			<u>High (\$.50)</u>		
Voluntary	-	N/A	Voluntary	-	N/A
Partial Mandatory	-	low	Partial Mandatory	-	low
Fuller Mandatory	-	low	Fuller Mandatory	-	low

**Comments:** Since there is limited service currently in this market, there are few employers participating in the MTC's pass program. As services are added, it is appropriate to look for private participation, either through cost sharing arrangements to fund the service or through employer pass subsidization. The Improve-494 TMO should play an important and visible role in promoting private sector participation and support of transit.

- **Strategy:** Preferential Parking for Rideshare

**Description:** Preferential parking provided for rideshare vehicles, providing three-minute walk time advantage was modeled.

**Cost:** Low

**Implementation:** Improve-494, employers, developers and cities.

**Impact:**

Voluntary	-	N/A
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** Many employers and developers currently have policies supporting preferential parking, but little has actually been done in the way of promotion or use. This strategy is appropriate to be pursued in this market, especially in coordination with the activities of the Improve 494 TMO. Preferential parking could include inside or covered spaces. The TMO should take an active lead role in this process. The cities should also strongly encourage these types of activities.

- **Strategy:** Additional Parking Fee for Single Occupant Vehicles

**Description:** An additional fee placed on single auto occupant parking was modeled. A low daily fee of \$1.50 and a high daily fee of \$3.00 were examined. These provide an indication of the impact parking fees have on encouraging changes in travel behavior. The actual implementation may take many forms.

**Cost:** Low-Medium

**Implementation:** Improve 494, employers, developers and cities.

**Impact:**

<u>Low Fee</u>			<u>High Fee</u>		
Voluntary	-	N/A	Voluntary	-	N/A
Partial Mandatory	-	low	Partial Mandatory	-	Medium
Fuller Mandatory	-	medium	Fuller Mandatory	-	High

**Comments:** Most of the 494 market is characterized by free and convenient parking. Because of this, parking management strategies, such as an additional parking fee, are probably not realistic or politically feasible short-term strategies. However, the whole issue of parking management is one element included for examination in the I-494 TDM demonstration. Learning more about the existing parking situations and continued consideration of parking management as a long-term strategy is appropriate, especially when considered with other land use, site design, and development issues. The Improve-494 TMO and cities will need to take a lead role in this.

**MARKET: I-494 SOUTHBOUND**

- **Strategy:** Rideshare Program

**Description:** Promotion of rideshare program with major employers with a higher level of rideshare promotion than the current program. A more targeted focus with employers to enlist management support is intended. Specific elements might include instant match lists, employer newsletter promotion, and other on-site employer based programs.

**Cost:** Low

**Implementation:** Minnesota Rideshare, Improve-494 TMO, developers, major employers and communities.

**Impact:**

Voluntary	-	low
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** Some rideshare promotion has taken place in the I-494 corridor over the years with mixed results. The formation of the Improve 494 TMO and other activities in the corridor indicate that a more aggressive and active role for ridesharing is appropriate. This is especially true for the reverse commute trips in this market. Carpooling and vanpooling needs to be tailored to the specific needs of individuals making these trips. Matching reverse commute trips into carpools and vanpools can be time consuming, but these services can be the most cost effective and efficient means to serve this market. Combining this strategy with employment services can assist inner city residents to find jobs in the I-494 market. Strong commitment and support from major employers will be necessary to make this approach successful. Additional resources at Improve-494 and Minnesota Rideshare may be needed to assist in this effort.

- **Strategy:** 15 Percent Transit Improvement

**Description:** This assumes an improvement in both in-vehicle and out-of-vehicle travel times. An assumption of 1 to 2 minutes in walk and wait time improvements was used for a 15 percent improvement in transit services. Possible service improvements include improved frequency on existing reverse commute services, new subscription reverse commute services, and crosstown services.

**Cost:** Medium to High

**Implementation:** RTB, MTC and possibly other providers and the private sector.

**Impact:**

Voluntary	-	low
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** Currently a number of routes in the I-35W corridor provide different levels of reverse commute service. Ridership levels on some of these routes are good, while others are marginal. Routes with the highest ridership levels are those designed to serve specific reverse commute markets, rather than those oriented to the CBD market. The reverse commute market is harder to serve than the traditional radial service. However, there appears to be a growing market for these services, as well as improved crosstown services. These services need to be carefully designed, focusing on major employment locations. Testing new service concepts in these areas is an appropriate strategy. These should start as small, focused efforts that can be expanded in the future.

- **Strategy:** 30 Percent Transit Improvement

**Description:** This assumes an improvement in transit walk and wait time of approximately 2 to 4 minutes for a 30 percent improvement in transit services. Possible service improvements include improved frequency on existing reverse commute services, new subscription and regular route reverse commute services, crosstown services and a timed-transfer system focusing on connections between I-494 and I-35W.

**Cost:** High.

**Implementation:** RTB, MTC, possible other providers and the private sector.

**Impact:**

Voluntary	-	low
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** As noted in the 15 percent transit improvement, currently a number of routes in the I-35W corridor provide different levels of reverse commute service. A 30 percent improvement in these services is not a realistic short-term strategy for this market. However, as noted above, improvement in these services, especially those tailored to matching specific travel patterns to major employers, is appropriate and should be pursued.

- **Strategy:** Transit Subsidies

**Description:** Subsidy of bus fares by employers. Two levels were modeled; a low range at 25 cents per ride and a high range at 50 cents per ride.

**Cost:** Low

**Implementation:** Employers and the Improve-494 TMO.

**Impact:**

<u>Low (\$.25)</u>			<u>High (\$.50)</u>		
Voluntary	-	N/A	Voluntary	-	N/A
Partial Mandatory	-	low	Partial Mandatory	-	low
Fuller Mandatory	-	low	Fuller Mandatory	-	low

**Comments:** Since there is limited service currently in this market, there are few employers participating in the MTC's pass program. As services are added, it is appropriate to look for private participation, either through cost sharing arrangements to fund the service or through employer pass subsidization. The Improve-494 TMO should play an important and visible role in promoting private sector participation and support of transit.

- **Strategy:** Preferential Parking for Rideshare

**Description:** Preferential parking provided for rideshare vehicles, providing three-minute walk time advantage was modeled.

**Cost:** Low

**Implementation:** Improve-494, employers, developers, and cities.

**Impact:**

Voluntary	-	N/A
Partial Mandatory	-	low
Fuller Mandatory	-	low

**Comments:** Many employers and developers currently have policies supporting preferential parking, but little has actually been done in the way of promotion or use. This strategy is appropriate to be pursued in this market, especially in coordination with the activities of the Improve 494 TMO. Preferential parking could include inside or covered spaces. The TMO should take an active lead role in this process, with the encouragement and support of the communities.

- **Strategy:** Additional Parking Fee for Single Occupant Vehicles

**Description:** An additional fee placed on single auto occupant parking was modeled. A low daily fee of \$1.50 and a high daily fee of \$3.00 were examined. These provide an indication of the impact parking fees have on encouraging changes in travel behavior. The actual implementation may take many forms.

**Cost:** Low-Medium

**Implementation:** Improve-494 TMO, employers, developers and cities.

**Impact:**

<u>Low Fee</u>			<u>High Fee</u>		
Voluntary	-	N/A	Voluntary	-	N/A
Partial Mandatory	-	low	Partial Mandatory	-	low
Fuller Mandatory	-	medium	Fuller Mandatory	-	medium

**Comments:** Most of the I-494 market is characterized by free and convenient parking. Because of this, parking management strategies such as a parking surcharge are probably not realistic or politically feasible short-term strategies. However, the whole issue of parking management is one element included for examination in the I-494 TDM demonstration. Learning more about the existing parking situation and continued consideration of parking management as a long-term strategy is appropriate, especially when considered with other land use, site design and development issues. The Improve-494 TMO and cities will need to take a lead role in this.

## OVERALL STRATEGY

- **Strategy:** Variable Work Hours

**Description:** Adoption of variable work hours among 4-37 percent of employers.

**Cost:** Low

**Implementation:** Employers, TMO or other groups.

**Impact:** Adds three percent above and beyond the impact of other strategies, providing a medium impact in the CBD, CBD fringe, and I-494 northbound markets, and a low impact in the I-494 southbound market.

**Comments:** Promotion of variable work hour programs is an appropriate strategy in all the markets examined. A limitation to note is that the hours adjacent to the peak are already heavily traveled. For this reason, it is expected that the full benefit available could be largely obtained through encouraging variable work hours as a purely voluntary strategy. The effective, yet low cost, impact attainable makes variable work hours an attractive candidate for short-term implementation.

## VII. I-35W TDM Program

As noted, there are a variety of Travel Demand Management (TDM) strategies for better managing the demand on the transportation system. TDM strategies are most effective when implemented in combinations. No one strategy alone usually provides a major impact. Rather, mixing and matching different strategies with the characteristics, needs and problems of specific markets provides the best results.

In addition, TDM strategies are most effective when the public and private sector are actively involved and supportive of the measures. The importance of a visible, strong commitment and participation on the part of employers, developers, and others in the private sector is critical to ensuring a successful program as is the active involvement of affected citizens.

The I-35W TDM Program presented here provides an approach to better managing travel demand in the corridor. This is accomplished through implementation of a combination of actions implemented throughout the corridor or in response to specific market needs. First, a set of TDM actions is proposed to help better manage the overall system. These are followed by specific actions for each of the three major markets identified previously. Traffic management activities that support the TDM actions are also suggested. Actions that can be undertaken immediately are then highlighted as a short-term program.

### ***Overall TDM Actions***

The overall activities focus on coordination, educational and information measures, promotion of existing services, and enhancement of existing traffic management techniques. All of these are appropriate for application on a corridor-wide basis and can be implemented in the short term.

1. Appoint a Corridor Manager to Coordinate all Aspects of the I-35W Corridor and Establish an Interagency Group to Oversee Implementation of TDM Actions. Overall coordination of specific TDM measures is important, as is a set of overall activities appropriate to the entire facility. Coordination is critical to ensure that the variety of groups involved in implementation and the nature of the different activities are working together and aware of what others are doing.

All agencies--Minnesota Department of Transportation, Metropolitan Council, Regional Transit Board, Metropolitan Transit Commission and Minnesota Rideshare--the private sector groups, employers, the University of Minnesota and the communities have important roles to play. Ensuring overall coordination could be done in a variety of ways. It is suggested that Mn/DOT appoint a corridor manager to coordinate all aspects of the I-35W corridor including refinement of the TDM program and subsequent studies, conduct of the EIS, geometric design and construction, and that an interagency I-35W corridor coordinating group be formed to oversee the implementation and monitoring of the I-35W TDM program. It is proposed that the interagency group would be comprised of representatives of the following groups:

- Minnesota Department of Transportation
- Metropolitan Council
- Regional Transit Board

- Metropolitan Transit Commission
- Minnesota Rideshare
- Minneapolis
- Richfield
- Burnsville
- Bloomington
- Hennepin County
- Dakota County
- Improve-494 TMO
- Downtown Council
- University of Minnesota

Among these parties, there is general consensus that Mn/DOT is the appropriate agency to assume overall responsibility for coordinating all activities associated with the improvement and travel demand management of the I-35W corridor. Each of the other agencies has a significant role and specific responsibilities with regard to I-35W but limited ability to provide coordination on an ongoing basis. Mn/DOT has assumed a similar role in the case of I-394 and met with great success.

2. Establish a Public Information Program. A public information program should be developed and implemented to explain the use of ramp metering, proper merging, driver information, and other key elements about the use of I-35W. Mn/DOT is the logical lead agency with assistance from other agencies and the cities.
3. Market Existing Transit Services. A visible marketing effort of services in the corridor could help increase the visibility of transit and generate increased ridership. The MTC is the logical lead agency for this.
4. Promote Existing Employer Pass Program. Promotion of the existing employer pass program is appropriate in all markets. The MTC is the local agency to take the lead in this effort, which should be coordinated with other employer based programs.

Additionally, it is suggested that the following traffic management activities be implemented in conjunction with the TDM measures:

- Enforce Proper Usage of HOV Bypass Lanes. The State Patrol should improve enforcement, possibly on a spot basis, of the HOV bypass ramps to ensure that they are not being misused.
- Expand Highway Helper Program. Mn/DOT's Highway Helper program has been an effective approach to providing quick response incident management for minor problems along I-35W. Currently the program is limited to the peak hours only. Additional service during the peak hours and expansion to the off-peak would increase the effectiveness of this program.
- Prepare Radio Announcements. Radio announcements of congestion and driving conditions along I-35W should be continued and expanded as part of public information program.

### ***Minneapolis Central Business District***

Transit and ridesharing are currently well used in the Minneapolis CBD. Currently, approximately 45 percent of downtown workers use transit and 25 percent carpool or vanpool. High levels of transit service, both express and local, are provided in the corridor. A variety of rideshare activities, including free parking for carpools and targeted marketing of major employers, have been focused on the CBD.

The TDM program developed for the Minneapolis CBD market builds on these existing measures and the strengths of the downtown market, while expanding and enhancing the institutional arrangements to ensure successful implementation and private sector participation. A major focus of the program is more active and committed role for major employers and the City. This will be accomplished through the development of stronger institutional support for TDM activities. This could be accomplished either through the formation of a TMO or enhancing and expanding the role of an existing group such as the Downtown Council.

1. Design Transit Service Improvements. The RTB, working with the MTC and community representatives, should initiate a more detailed examination of transit services in the corridor. This should include identification of possible short-term improvements and longer-term improvements such as new routes and frequency improvements. Improvements in signing, shelters and other passenger amenities and information should be examined.
2. Establish a Transportation Management Organization for Downtown Minneapolis. A TMO can provide the focus necessary to get the private sector involved in the implementation of various TDM activities. A new organization could be established or the role of an existing group such as the Downtown Council could be expanded.
3. Expand Employer Based Transit and Rideshare Promotion. This should include major promotion of additional rideshare strategies, promotion of the transit pass program, promotion of variable work hours, and initial steps toward parking management. This should be a coordinated, concerted effort to obtain employer participation and top management support of these activities. The TMO would be key to these efforts.
  - on-site rideshare coordinators;
  - instant matching;
  - transit pass program promotion, including additional subsidy from employers;
  - transit marketing, including employer providing information on routes, schedules and fares;
  - promotion of flexible work hours; and
  - promotion of preferential parking for rideshare vehicles by employer provided parking, expanding the reduced rates or free parking for carpools and examination of other differential parking pricing strategies.

### ***CBD Fringe***

The CBD fringe market represents the most diverse of the three markets examined in the I-35W TDM program. The approach recommended here focuses on specific strategies for the University of Minnesota, Honeywell, and the hospital area and further examination of the characteristics and potential in the area to the northeast of the University. Different TDM measures have been used at these locations with varying degrees of success. The program presented here recognizes these differences and builds on the characteristics of the different areas.

1. Transit Service Improvements. The RTB, working with the MTC, community representatives, and representatives from the major generators, should identify short-term and long-term transit improvements. These should include:
  - increased frequency on local routes;
  - later service on Route 52;
  - subscription service to major employers; and
  - additional crosstown service.
  
2. Employer Based Rideshare and Transit Promotion. Major promotion of the rideshare strategies outlined and promotion of the transit pass program should be conducted. This should be a coordinated, concerted effort to get employer participation and top management support of these activities. The downtown Minneapolis TMO can play an important role in carrying out these activities. Specific elements should include:
  - on-site rideshare coordinators;
  - instant matching;
  - transit pass program promotion, including additional subsidy from employers;
  - promotion of flexible work hours; and
  - examination of preferential parking, expanding reduced rates for carpoolers, and exploration of other differential parking pricing approaches.

### *I-494 Market*

The following actions recommended for the I-494 corridor should be examined further and implemented in conjunction with the I-494 TDM activities currently underway. The Improve 494 TMO and the Joint Powers Organization (JPO) should be actively involved in the conduct of these activities.

1. Transit Service Improvements. The RTB, working with the MTC, Improve I-494 and representatives from the communities, Metropolitan Council and major employers, should identify both short and long-term transit service improvements. These should include:

- expansion of existing and new reverse commute services;
- crosstown services;
- suburban-to-suburban express services;
- subscription services focusing on major employers; and
- timed transfer services.

2. Employer Based Transit and Rideshare Promotion. Given the nature of the suburban I-494 market, the promotion of ridesharing and transit and the potential of parking management strategies take on a very different approach than the other two markets. These should be promoted through the TMO. Many of the same elements identified for the other two markets are appropriate here, with the addition of midday circulation services. Strategies to be explored include:

- on-site ridesharing coordinators;
- instant matching;
- promotion of flextime;
- differential parking pricing options;
- midday circulation services or automobile availability;
- other incentives; and
- land use mixes and requirements.

### Short-term Program

Those TDM actions that can be implemented on a short-term basis both for the overall corridor and for specific markets have been extracted from the TDM program presented above as the "short-term TDM program." These actions are those that appear to be able to be implemented within existing agency budgets and do not require substantial lead time prior to initiation of the activity. Other longer-term components of the TDM program need to be reviewed in terms of their estimated costs and available funding. It is then expected that a more specific mid-range TDM program will be developed by Mn/DOT.

<u>Market</u>	<u>Actions</u>	<u>Lead Agency</u>	<u>Timing</u>
<i>Overall</i>			
	1. Appoint Corridor Manager and Establish Interagency Committee	Mn/DOT	2 months
	2. Establish Public Information Program	Mn/DOT	3 months
	3. Market Existing Transit Services	MTC	3 months
	4. Promote Existing Employer Pass Program	MTC, coordinate with other employer activities	3 months
	5. Continue Highway Helper Program	Mn/DOT	ongoing
 <i>Minneapolis CBD</i>			
	1. Design Transit Improvements	RTB with MTC	
	- initiate corridor study		immediate examination
	- short-term improvements		6 months
	- longer-term improvements		1-3 years
	2. Establish Downtown Minneapolis Transportation Management Organization	City, RTB, Met Council and Downtown Council	6 months

<u>Market</u>	<u>Actions</u>	<u>Lead Agency</u>	<u>Timing</u>
	3. Promote Employer Based Activities		
	- on-site rideshare coordinators employers	MN Rideshare, downtown group.	6 months
	- transit pass promotion and additional employer subsidies	MTC, downtown group, employers	6 months
	4. Promote Flexible Work Hours	MN/RS, downtown group, employers	6-12 months
	5. Promote preferential parking for rideshare vehicles, by employers and expansion of existing free and reduced rate programs.	Downtown group, employers, city MN/RS	6-12 months
	6. Examine other differential parking pricing approaches	Downtown group, employers, city, MN/RS	1-2 years
<b>CBD Fringe</b>			
	1. Design Transit improvements		
	a. initiate corridor study	RTB, MTC, University of Minnesota, and major employers	3 months
	b. short-term improvements		6 months
	c. longer-term improvements		12 months
	2. Promote Employer Based Transit and Rideshare Activities		
	a. on-site rideshare coordinators	MN Rideshare, employers	6-12 months
	b. instant matching	MN Rideshare	6-12 months
	c. transit pass promotion and additional employer subsidies	MTC, employers	6-12 months
	d. flextime promotion	RTB, MN/RS, employers	6-12 months
	e. examination of preferential parking and reduced fares for carpoolers	City, RTB, Minnesota Rideshare, Met Council	6-12 months

<u>Market</u>	<u>Actions</u>	<u>Lead Agency</u>	<u>Timing</u>
I-494	1. Design Transit Improvements	RTB with MTC	
	a. initiate corridor study		3 months
	b. short-term improvements		6 months
	c. longer-term improvements		12 months
	2. Promote Employer Based Transit and Rideshare Activities		
	a. on-site coordinators	TMO, Minnesota Rideshare	6-12 months
	b. instant matching	Minnesota Rideshare	6-12 months
	c. flexible work hour promotion	TMO, Metropolitan Council	6-12 months
	d. long-term parking management	TMO, JPO	6-12 months
	e. midday circulator or auto available	TMO, private sector	6-12 months
	f. land use mixes and requirements	JPO	6-12 months
	g. other incentives	TMO, Metropolitan Council, JPO	6-12 months

### Mid-Range TDM Actions

The following TDM actions will require additional cost and funding information as well as more lead time to accomplish. It is recommended that the Interagency Committee, which is representative of all the affected organizations, develop estimated costs, funding requirements, and an implementation schedule under the leadership of the corridor manager during the next 12 months:

- expand public information and marketing programs;
- enforce HOV bypass ramps and selected metering of HOV ramps;
- temporary and permanent changeable message signs;
- accident investigation sites;
- expand Highway Helper program;
- expand and improve transit service;
- expand transit and rideshare incentives (instant matching, transit passes, reduced parking fees, etc.); and
- provide technical support to TMOs (downtown, fringe, I-494).

## REGIONAL TRANSIT BOARD

Mears Park Centre  
230 East Fifth Street, St. Paul, Minnesota 55101  
292-8789

**DATE:** July 24, 1989  
**TO:** Regional Transit Board  
**FROM:** Howard Blin, Planning Manager *HB*  
**SUBJECT:** Light Rail Vehicle Demonstration

### SUMMARY

This memorandum describes the light rail vehicle (LRV) demonstration project, which involves displaying an LRV at the state fair and an operating demonstration at the Lake Harriet streetcar line. Action is requested to approve a \$110,170 budget for the project.

### BACKGROUND

The proposal for a light rail vehicle demonstration was presented to the Board on October 10, 1988. At that time, the project was approved in principle with the staff directed to provide detailed information on the project and its cost at a later date.

### PROJECT DESCRIPTION

Santa Clara County Transit (San Jose, California) has agreed to allow RTB use of one of its LRV's for the demonstration project. This project involves two components:

- **Display at State Fair** - August 24 - September 4

The vehicle would be put on display at the Minnesota State Fair. Fairgoers would be able to walk through the vehicle and would be presented with displays and information concerning LRT. All public information efforts at the fair would be coordinated with the county regional railroad authorities.

- **Demonstration at Lake Harriet Streetcar Line** - September 6-12

To provide a demonstration of light rail operations, the vehicle would be run on the Lake Harriet streetcar tracks. This would be coordinated with the Minnesota Transportation Museum, which owns and operates the line. Santa Clara County personnel would be brought in to operate the vehicle.

The LRV is equipped with wheelchair tie-downs and will be accessible to the disabled at both the State Fair and Lake Harriet.

**Regional Transit Board**  
July 24, 1989  
Page 2

Detailed cost estimates are attached. Total project costs are estimated at \$110,170. The Metropolitan Transit Commission is expected to provide \$8,500 in funding, the RTB would fund the remaining \$101,670. There have been discussions regarding the financial participation of the vehicle manufacturer, UTDC. At this time, it is unknown whether funding will be available from this source.

**RECOMMENDATION**

Action is requested to approve the Light Rail Vehicle Demonstration Program and amend the 1989 budget, 89-23 Light Rail Transit Planning and Coordination, to include \$101,670 in project costs.

HB:jmo

**LRV DEMONSTRATION  
COST ESTIMATES**

<u>TASK</u>	<u>RESPONSIBILITY</u>	<u>ESTIMATED COST</u>
Ship LRT (two-way)	RTB	\$ 70,000
State Fair Rental	RTB	\$ 1,800
Public Information Program	RTB/MTC	\$ 2,000
Insurance	RTB	\$ 10,000
Travel/Lodging for SCCTA Personnel (2)	RTB	\$ 3,700
Ship/Store Pantograph	RTB/MTC	\$ 500
Modify Track and Overhead	MTM/MTC	\$ 2,500
Design/Build Platforms and Ramps	MTC	\$ 2,500
Toilets	RTB	\$ 300
Security	RTB/MTC	\$ 2,000
Electricity	RTB	\$ 500
Contingencies		<u>\$ 14,370</u>
		\$110,170

**FUNDING SOURCES**

RTB	\$101,670
MTC	<u>\$ 8,500</u>
	\$110,170



**REGIONAL TRANSIT BOARD**

Mears Park Centre  
230 East 5th Street  
St. Paul, Minnesota 55101  
612/229-2700

**REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE**

At its meeting of July 10, 1989, the committee discussed and approved the following recommendations:

**FINANCIAL STATEMENTS - MAY 1989**

That the Regional Transit Board receive the May 1989 financial statements and direct that they be placed on file.

**PRELIMINARY RTB 1990 WORK PROGRAM AND BUDGET**

That the Regional Transit Board set a public hearing on August 14, 1989 at 4:00 p.m. for the purpose of receiving comment on the draft Regional Transit Board 1990 Work Program and Budget.

*add statement*  
**NORTHEAST SUBURBAN TRANSIT (NEST) BUDGET AMENDMENT**

That the Regional Transit Board authorize the executive director to negotiate and approve an amendment to Northeast Suburban Transit (NEST) 1989 Contract No. 89/11/07-32 increasing the RTB subsidy for transit service from \$95,610 to \$109,342.

**EXTENSION AND REVISION OF CONTRACT BETWEEN MINNESOTA'S CENTER FOR TRANSPORTATION STUDIES AND THE REGIONAL TRANSIT BOARD FOR JOINT RESEARCH PROGRAM.**

That the Regional Transit Board authorize the executive director to negotiate and enter into a new contract in an amount not to exceed \$200,000 for the period August 1, 1989 through February 1, 1991 with the University of Minnesota's Center for Transportation Studies for the purpose of continuing and modifying the Joint Research Program.

**ROSEVILLE AREA CIRCULATOR CONTRACT AMENDMENT**

That the Regional Transit Board authorize the executive director to negotiate and approve an amendment to the contract with Morley Bus Company for the Roseville Area Circulator service Contract No. 88/11/21-51, increasing the RTB subsidy for transit service from \$640,997 to \$737,180.

The next scheduled meeting of the committee will be August 7, 1989.

Ruth Franklin  
Chair

RF/mff



**REGIONAL TRANSIT BOARD**

**1990 DRAFT BUDGET**

JULY 24, 1989 VERSION

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**REGIONAL TRANSIT BOARD  
1990 Budget Assumptions  
Financial and Operational**

**Beginning Fund Balance**

Overall decrease of \$3 million due to declines in the general fund, Metro Mobility fund, rural/small urban fund, and LRT fund, offset by smaller increases in the regular route fund and the opt-out fund.

**Property Tax Revenues**

Until actual figures are available, it will be assumed that the transit taxing district total market value for 1989, upon which 1990 payables are based, will increase at 6 (six) percent, less that the 7.9 percent increase from 1987 to 1988.

**State Revenues**

Appropriations by the 1989 Legislature for the period including calendar year 1990 were generally made at the levels requested by the RTB, with the notable exception of Metro Mobility which was funded at 18 percent less that requested. Due to existing fund balances available for LRT and New Services, no additional funds were sought for the related work programs.

**Inflation Assumption**

Costs for existing service levels are projected not to exceed the inflation rate as measured by the Minneapolis-St. Paul Consumer Price Index: this is estimated to be at a 5 (five) percent level for 1990. The cost projections included in provider requests and contract requests will be evaluated against 1989 actual, audited operated expenses.

**Federal Revenue**

Planning grants are anticipated to remain at the same level as 1989. Transit subsidies are expected to be maintained at the 1989 level. Capital support is anticipated to continue to decrease.

**Interest Earnings**

Estimates on interest are based on conservative earnings. All interest earnings are shown in the general fund.

**Expenditures - General and Administrative**

Salaries and fringes are anticipated to increase in response to market changes and inflationary trends. All additional staff positions are included in total salaries.

Staff levels have been increased to complete the mission changes directed by the Legislature.

Printing and Publishing continue to reflect an aggressive Public Information Program.

General and administrative expenditures are assumed to remain the same.

## Transit Programs

### Regular Route

- Stable ridership
- Expanded off-peak express service
- No significant change in fare revenue
- Same level of service miles
- Same level of federal operating assistance
- Same level of MTC subsidy required from the RTB.

### Metro Mobility

- Continual ridership growth expected, based on demand projections and increase use of service
- Number of trips budgeted increase by 5 percent.
- Shortfall of \$2-3 million in Metro Mobility between resources and program costs anticipated at existing program growth rate. Total budgeted revenues in shown assume advances from 1991 fiscal appropriations. Staff to study agency transportation options, which could reduce program costs.

### Rural Programs

- Same level of service

### Small Urban

- Same level of service

### Opt-Out

- Same level of service

### Rideshare

- Same level of service. It is assumed 1990 will be the last year federal funds will be available to support this program.

### Jobseekers

- Estimated to increase approximately 35 percent.

### New Service

- Implement rideshare/travel demand management (TDM) strategies.
- Community demonstration grant program; \$150,000 in planning grants to be awarded.
- Efforts will be made to implement regional coordination study recommendations.
- Implement I-394 timed-transfer transit service plan.
- I-494 Suburban Initiatives Demonstration

### Light Rail Transit

Additional staff and consulting services will be required to carry out new LRT responsibilities.

### Capital Program

Develop one or two additional transit hubs.

REGIONAL TRANSIT BOARD  
SOURCES & USES OF FUNDS  
1990 BUDGET  
BY EXPENSE CATEGORY

Sources of Funds	TOTAL GENERAL FUND	TOTAL SPECIAL REVENUE FUNDS	TOTAL ALL FUNDS
1/1/1990			
<b>*Beginning Fund Balance</b>	957,752	9,478,038	10,435,790
<b>Revenues</b>			
Property Taxes	0	59,648,803	59,648,803
State Appropriation	1,350,000	26,383,480	27,733,480
Federal Grants	0	0	0
Section 8	300,000	0	300,000
Federal Aid Urban	0	375,000	375,000
Bond Issues	1,600,000	0	1,600,000
Interest/Misc.	890,000	0	890,000
			0
<b>Total Sources of Funds</b>	<b>5,097,752</b>	<b>95,885,321</b>	<b>100,983,073</b>
<b>Expenditures</b>			
Salaries & Benefits	1,370,891	185,704	1,556,594
Transit Provider Expense		84,763,332	84,763,332
Per Diems	50,000	0	50,000
Travel	133,500	7,000	140,500
Professional/Technical	798,300	290,000	1,088,300
MC Chargebacks	232,000		232,000
Occupancy	174,000		174,000
Materials & Supplies	27,000		27,000
Printing & Publishing	83,000		83,000
Leases & Rentals	18,000		18,000
Casualty & Liability Ins.	72,000		72,000
Other exp.	53,450		53,450
Capital	1,650,000		1,650,000
<b>TOTAL EXPENDITURES</b>	<b>4,662,141</b>	<b>85,246,036</b>	<b>89,908,176</b>
<b>12/31/90 Ending Fund Balance</b>	<b>435,611</b>	<b>10,639,285</b>	<b>11,074,897</b>

\*Revised Budget 6/19/89, adjusted for interest revenue allocation.

REGIONAL TRANSIT BOARD  
SOURCES AND USES OF FUNDS  
1990 BUDGET BY WORK PROGRAM

Sources of Funds	TOTAL	REGULAR	METRO	OPT	RURAL	LRT	NEW	TOTAL	TOTAL
	GENERAL FUND	ROUTE	MOBILITY	OUT	SMALL URBAN		SER/TEST	SPECIAL FUNDS	ALL FUNDS
1/1/90									
Beginning Fund Balance *	957,752	5,826,809	-1,327,980	1,095,626	310,847	1,311,851	2,260,885	9,478,038	10,435,790
1990 Revenues									
Property Taxes		55,251,303		2,750,000	647,500			59,648,803	59,648,803
State Appropriation	1,350,000	11,154,000	14,310,480		919,000			26,383,480	27,733,480
Federal								0	0
Section 8	300,000							0	300,000
FAU grant		375,000						375,000	375,000
Bond Issues	1,600,000							0	1,600,000
Interest/Misc.	890,000	0	0	0	0	0	0	0	890,000
<b>Total Sources of Funds</b>	<b>5,097,752</b>	<b>73,607,112</b>	<b>12,982,500</b>	<b>3,845,626</b>	<b>1,877,347</b>	<b>1,311,851</b>	<b>2,260,885</b>	<b>95,885,321</b>	<b>100,983,073</b>
1990 Expenditures									
90-01 Policy	294,688							0	294,688
90-02 Executive Director	185,478							0	185,478
90-03 P & P Admin.	224,634							0	224,634
90-04 Transp. Planning	156,969							0	156,969
90-10 Elderly/Disabled	102,705							0	102,705
90-11 Rideshare Planning	111,330							0	111,330
90-13 Transit System Planning	313,047							0	313,047
90-14 Transit Programs	478,366	66,780,536	12,982,500	1,670,456	1,408,979			82,842,471	83,320,837
90-15 Administration	474,321							0	474,321
90-16 Finance	201,499							0	201,499
90-17 Personnel	68,663							0	68,663
90-19 Public Information	325,835							0	325,835
90-20 Capital	1,650,000								1,650,000
90-23 LRT	0					369,080		369,080	369,080
90-26 Test/New Services	0						2,034,485	2,034,485	2,034,485
90-27 Grant Programs	19,612							0	19,612
90-27 Regional Coordination	54,995							0	54,995
<b>TOTAL EXPENDITURES</b>	<b>4,662,141</b>	<b>66,780,536</b>	<b>12,982,500</b>	<b>1,670,456</b>	<b>1,408,979</b>	<b>369,080</b>	<b>2,034,485</b>	<b>85,246,036</b>	<b>89,908,176</b>
12/31/90 Ending Fund Balance	435,611	6,826,576	0	2,175,170	468,368	942,771	226,400	10,639,285	11,074,897

\* Revised budget 6/19/89, adjusted for Interest revenue allocation

**REGIONAL TRANSIT BOARD  
1990 BUDGET  
WORK PROGRAMS**

Sources of Funds	1988 Actual	1989 * Budget	1989 Act Est	1990 Budget
<b>1/1/1990</b>				
<b>Beginning Fund Balance</b>	8,202,946	13,293,573	13,293,573	10,435,790
<b>Revenues</b>				
Property Taxes	50,545,880	55,746,545	55,746,545	59,648,803
State Appropriation	26,634,000	25,032,500	25,032,500	27,733,480
Federal Grants	786,183	853,800	853,800	675,000
Bond Issues	0	200,000	200,000	1,600,000
Interest/Misc.	1,192,596	600,000	1,000,000	890,000
<b>Total Sources of Funds</b>	<b>87,361,605</b>	<b>95,726,418</b>	<b>96,126,418</b>	<b>100,983,073</b>
<b>Expenditures</b>				
90-01 Policy	244,166	276,200	257,586	294,688
90-02 Executive Director	185,099	202,450	148,863	185,478
90-03 P & P Admin.	384,672	175,850	347,286	224,634
90-04 Transp. Planning	131,237	245,400	214,047	156,969
90-10 Elderly/Disabled	139,883	91,300	68,857	102,706
90-11 Rideshare Planning	76,371	102,200	14,454	111,330
90-12 I-394	9,546	52,900	3,798	0
90-13 Transit System Planning	164,143	274,800	280,938	313,047
90-14 Transit Programs	71,091,405	80,827,750	78,011,881	83,320,837
90-15 Administration	442,945	488,600	318,219	474,321
90-16 Finance	183,969	262,100	163,014	201,499
90-17 Personnel	53,902	46,200	58,593	68,663
90-19 Public Information	106,375	383,200	114,717	325,835
90-20 Capital	270,031	335,178	34,581	1,650,000
90-22 Competitive Transit	32,486	93,800	93,800	0
90-23 LRT	384,793	339,900	200,032	369,000
90-26 Test/New Services	167,009	924,300	500,000	2,034,485
90-27 Grant Programs	0	168,500	600	19,615
90-28 Regional Coordination	0	0	0	54,995
<b>TOTAL EXPENDITURES</b>	<b>74,068,031</b>	<b>85,290,628</b>	<b>80,831,266</b>	<b>89,908,175</b>
<b>12/31/90 Ending Fund Balance</b>	<b>13,293,574</b>	<b>10,435,790</b>	<b>15,295,152</b>	<b>11,074,897</b>

\* Revised Budget 6/19/89, adjusted for interest revenue allocation.

REGIONAL TRANSIT BOARD  
1990 BUDGET  
TRANSIT ASSISTANCE

	1988 ACTUAL	1989 BUDGET *	1989 ACTUAL ESTIMATED	1990 BUDGET
Regular Route				
MTC	55,859,834	61,884,600	60,384,600	63,741,138
Other	1,499,289	1,580,640	1,600,000	1,740,681
<b>Total</b>	<b>57,359,123</b>	<b>63,465,240</b>	<b>61,984,600</b>	<b>65,481,819</b>
Rural Systems	815,131	1,054,740	971,499	1,047,895
Small Urban Systems	262,033	334,560	328,518	361,084
Opt-Out	1,455,532	1,713,970	1,562,401	1,670,456
Metro Mobility				
Providers	9,575,659	12,001,103	11,200,000	12,300,000
MMAC	514,555	648,897	648,897	682,500
<b>Total</b>	<b>10,090,213</b>	<b>12,650,000</b>	<b>11,848,897</b>	<b>12,982,500</b>
Rideshare	581,632	677,840	695,966	748,717
Jobseekers	378,578	405,000	500,000	550,000
New Services/Test Marketing	40,422	1,000,000	480,000	1,920,861
<b>TOTALS</b>	<b>70,982,664</b>	<b>81,301,350</b>	<b>78,371,881</b>	<b>84,763,332</b>

\*Revised Budget 6/19/89

7/10/89 10:17 Maz

**REGIONAL TRANSIT BOARD**  
**1990 Work Activity Statements**

July 24, 1989

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-01

**ACTIVITY TITLE:** Policy Management

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**PURPOSE:**

To support the activities of the Regional Transit Board, its Chair and the Assistant to the Chair.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Policy direction for transit planning activities and transit programs.
- Staff assistance to the Chair and the Board in the adoption of Board policies and programs.
- Legislative program and maintenance of intergovernmental communications.

Policy Management 90-01

<b>STAFF COMPLEMENT</b>	<b>HOURS</b>
Chair	1,708
Assistant to the Chair	1,760
Administrative Assistant	867
<b>TOTAL</b>	<b>4,335</b>

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<b>EXPENDITURES</b>	<b>DOLLARS</b>
Salaries and Benefits	140,488
Transit Provider Expense	
Per Diems	50,000
Travel	60,000
Professional and Technical	20,000
Metropolitan Council Chargebacks	24,000
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	200
Leases and Rentals	
Casualty and Liability	
Other	
<b>TOTAL EXPENDITURES</b>	<b>294,688</b>

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<b>REVENUES</b>	
General Fund	294,688
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>294,688</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:**           90-02

**ACTIVITY TITLE:**       Executive Director's Office

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**PURPOSE:**

To carry out the administrative responsibilities of the Regional Transit Board with the assistance of the Director of Planning and Programs and the Comptroller. Major responsibilities include strategic planning, personnel administration, management of RTB's work programs and budget, and implementation of policies and procedures to ensure that Board programs are carried out effectively.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Management of the annual work program and budget to ensure implementation of RTB policies and programs.
- Coordination of the RTB's strategic planning activities.
- Coordination of the RTB staffing plan.
- Coordination of legal services to the Board and departments.
- Implementation of Board decisions through the appointment and executive direction of Board employees.

Executive Director's Office 90-02

<b>STAFF COMPLEMENT</b>	<b>HOURS</b>
Executive Director	1,734
Administrative Assistant	867
<b>TOTAL</b>	<b>2,601</b>

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<b>EXPENDITURES</b>	<b>DOLLARS</b>
Salaries and Benefits	91,828
Transit Provider Expense	
Per Diems	
Travel	9,000
Professional and Technical	84,000
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	500
Leases and Rentals	
Casualty and Liability	
Other	150
<b>TOTAL EXPENDITURES</b>	<b>185,478</b>

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<b>REVENUES</b>	
General Fund	185,478
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>185,478</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:**        **90-03**

**ACTIVITY TITLE:**       **Planning and Programs Administration**

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**PURPOSE:**

To provide personnel, management, support and administration activities for the Planning and Programs division of the Regional Transit Board.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Secretarial and clerical assistance.
- Local and non-local travel expenses.
- Personnel, management and administrative functions of Director of Planning and Programs, and Planning and Programs Managers.
- Participation in 1991 budget.
- Staff hiring and training.
- Organizational support to the Board, staff, and the general public.

Planning and Programs Administration 90-03

STAFF COMPLEMENT	HOURS
Director of Planning & Programs	434
Manager of Planning	157
Manager of Programs	157
Secretaries	3,546
Clerical Assistant	1,812
<b>TOTAL</b>	<b>6,106</b>

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EXPENDITURES	DOLLARS
Salaries and Benefits	206,634
Transit Provider Expense	
Per Diems	
Travel	18,000
Professional and Technical	
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	
<b>TOTAL EXPENDITURES</b>	<b>224,634</b>

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REVENUES	
General Fund	224,634
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>224,634</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:**        90-04

**ACTIVITY TITLE:**        Transportation Planning Process

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**PURPOSE:**

To conduct activities related to the federally mandated urban transportation planning process, conduct the business of the Providers' Advisory Committee, and to participate in the Metropolitan Council's Technical Advisory Committee and Transportation Advisory Board activities.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Staff and conduct the monthly business of the Providers' Advisory Committee (PAC).
- Complete the transit elements of the Transportation Improvement Program (TIP) and submit to the Metropolitan Council.
- Participate in the activities of the Metropolitan Council's Transportation Advisory Board (TAB) and Technical Advisory Committee (TAC) and sub-committees.
- Complete the 1991 Unified Planning Work Program (UPWP) and 1990 Quarterly Reports and submit to the Metropolitan Council.
- Complete project reviews, referrals, and comprehensive plan amendment reviews.

Transportation Planning Process 90-04

<b>STAFF COMPLEMENT</b>	<b>HOURS</b>
Director of Planning & Programs	146
Manager of Planning	261
Manager of Programs	35
Senior Project Managers	68
Planners	336
Project Administrator	35
<b>TOTAL</b>	<b>881</b>

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<b>EXPENDITURES</b>	<b>DOLLARS</b>
Salaries and Benefits	21,969
Transit Provider Expense	
Per Diems	
Travel	5,000
Professional and Technical	
Metropolitan Council Chargebacks	130,000
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	
<b>TOTAL EXPENDITURES</b>	<b>156,969</b>

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<b>REVENUES</b>	
General Fund	156,969
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>156,969</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-10

**ACTIVITY TITLE:** Elderly and Disabled Transit Planning

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**PURPOSE:**

To formulate plans for the development and coordination of elderly and disabled transportation services for persons in the metropolitan area. To conduct public policy research and identify service improvement opportunities. To ensure public participation in the transit planning process.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Transportation Handicapped Advisory Committee (THAC) meetings.
- Accessibility policy development.
- Disabled transportation demand projections.
- 16(b)(2) funding application review and analysis.
- Legislative reports.
- Sensitivity workshops.
- Market analysis for new service options.
- Metro Mobility policy improvements.
- Inventory update of specialized transportation resources.

Elderly and Disabled Transit Planning 90-10

STAFF COMPLEMENT	HOURS
Director of Planning & Programs	42
Manager of Programs	179
Senior Project Managers	513
Paratransit Analyst	714
Accessibility Specialist	1,812
Interns	1,040
<b>TOTAL</b>	<b>4,300</b>

EXPENDITURES	DOLLARS
Salaries and Benefits	65,705
Transit Provider Expense	
Per Diems	
Travel	2,000
Professional and Technical	30,000
Metropolitan Council Chargebacks	5,000
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	
Allocated Expenses	
<b>TOTAL EXPENDITURES</b>	<b>102,705</b>

REVENUES	
General Fund	102,705
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>102,705</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-11

**ACTIVITY TITLE:** Regional Rideshare and Travel Demand Management (TDM)  
Planning and Implementation

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**PURPOSE:**

To plan and implement Regional Rideshare and Travel Demand Management strategies, including providing technical assistance to communities, businesses, developers and Transportation Management Organizations.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Provide technical assistance on the development of TDM strategies, HOV facilities, park-and-ride lots, regulatory tools, and TDM capital improvements.
- Identify new program needs and financial backing required.
- Inventory and identify potential local rideshare service providers.

Regional Rideshare and Travel Demand Management (TDM) Planning and Implementation 90-11

<b>STAFF COMPLEMENT</b>	<b>HOURS</b>
Director of Planning & Programs	42
Manager of Planning	261
Manager of Programs	35
Planners	417
Project Administrators	358
<b>TOTAL</b>	<b>1,113</b>

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<b>EXPENDITURES</b>	<b>DOLLARS</b>
Salaries and Benefits	23,330
Transit Provider Expense	
Per Diems	
Travel	3,000
Professional and Technical	40,000
Metropolitan Council Chargebacks	45,000
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	
<b>TOTAL EXPENDITURES</b>	<b>111,330</b>

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<b>REVENUES</b>	
General Fund	111,330
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>111,330</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-13

**ACTIVITY TITLE:** Transit System Improvement and Implementation Planning

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**PURPOSE:**

To plan and coordinate the implementation of transit improvements and participate in regional transportation projects to ensure that transit alternatives are adequately addressed and considered.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Complete and adopt the 1990 update of the Five-Year Transit Plan and submit to the Metropolitan Council.
- Analysis of regular route fare structure and pricing levels.
- Development of I-394 timed-transfer transit service plan.
- I-494 suburban initiatives demonstration, including improved local crosstown service tied to opening of Mall of America.
- Examination of opportunities for all-day express service.
- Develop performance standards for all transit services.
- Develop a regional emergency plan.
- Establish and maintain coordination links with agencies responsible for emergency response plans.
- Participate in the I-494 Environmental Impact Statement (EIS) process, including serving on the Project Management Team.
- Plan and coordinate the implementation of transit hub improvements at Rosedale, Maplewood Mall, Mega-Mall and other possible locations.
- Participate in the I-94 REMAP process, including serving on the Technical Committee and chairing the transit subcommittee.
- Assist with and coordinate the planning of the transit survey elements of the Travel Behavior Inventory (TBI) to be conducted in 1990.
- Provide technical assistance to communities in revision of their comprehensive plans and other requests.
- Participate in the I-35W Environmental Impact Statement (EIS) process and ensure that transit elements are adequately considered.
- Assist with other projects and technical assistance requests such as the Nicollet Mall Shuttle, changes in downtown fare boundaries and other projects.
- Develop one to two transit hubs annually.

Transit System Improvement and Implementation Planning 90-13

STAFF COMPLEMENT	HOURS
Director of Planning & Programs	217
Manager of Planning	436
Manager of Programs	357
Senior Project Managers	205
Planners	6,199
Project Administrators	70
Paratransit Analyst	70
Transit Analyst	70
Interns	1,040
<b>TOTAL</b>	<b>8,664</b>

EXPENDITURES	DOLLARS
Salaries and Benefits	157,047
Transit Provider Expense	
Per Diems	
Travel	8,000
Professional and Technical	120,000
Metropolitan Council Chargebacks	28,000
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	
<b>TOTAL EXPENDITURES</b>	<b>313,047</b>

REVENUES	
General Fund	313,047
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>313,047</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-14

**ACTIVITY TITLE:** Transit Programs Administration and Evaluation

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**PURPOSE:**

To arrange for the delivery and coordination of regional transit services in the metropolitan area, through program monitoring and evaluation efforts, to ensure service effectiveness, efficiency and responsiveness to identified needs.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Annual review of MTC operating and capital budgets.
- Evaluation of capital funding requests from providers.
- Review service plans and approve budgets for contract services including regular route, opt-out, small urban/rural/exurban, Metro Mobility Administrative Center, and Minnesota Rideshare.
- Apply programs management information system for monthly tracking of operating statistics and performance measures.
- Conduct management performance audits for regular route providers.
- Apply RTB four-factor cost model for semi-annual MTC service evaluation.
- Evaluate MTC contracting of high subsidy services.
- Administer Jobseekers program.
- Develop transit disadvantaged program.
- Monitor Metro Mobility operating statistics and MMAC performance.
- Conduct Metro Mobility consumer research tracking study (consultant services).
- Provide technical assistance to human service agencies to identify transit needs and implement new service options.
- Conduct Metro Mobility trip reimbursement analysis.
- Conduct quarterly RTB provider meetings.
- Plan and conduct workshops on selected topics.
- Expand minority community outreach efforts for plans to improve service and communications.
- Technical assistance to implement entrepreneurial grants for new reverse commute services.
- Introduce new policy initiatives as appropriate.

Transit Programs Administration and Evaluation 90-14

STAFF COMPLEMENT	HOURS
Director of Planning & Programs	217
Manager of Programs	427
Senior Project Managers	2,225
Planners	126
Project Administrators	1,568
Paratransit Analyst	1,028
Transit Analyst	1,742
Interns	1,040
<b>TOTAL</b>	<b>8,373</b>

EXPENDITURES	DOLLARS
Salaries and Benefits	145,366
Transit Provider Expense	82,842,471
Per Diems	
Travel	8,000
Professional and Technical	325,000
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	
<b>TOTAL EXPENDITURES</b>	<b>83,320,837</b>

REVENUES	
General Fund	478,366
Special Revenue Funds	82,842,471
<b>TOTAL REVENUES</b>	<b>83,320,837</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-15

**ACTIVITY TITLE:** Administration

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**PURPOSE:**

To coordinate and administer general office services for the agency; developing and maintaining administrative procedures in conformance with Board policies.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Administrative manual.
- Mears Park Centre joint use coordination.
- Reception and mail distribution.
- Purchasing of equipment.
- Copy and mailing services.
- Transit Provider contract administration.
- Equipment and office maintenance.
- Provide and maintain management information systems.

Administration 90-15

STAFF COMPLEMENT	HOURS
Comptroller	819
Administrative Aides	1,301
Fiscal Analyst	225
Contract & Grant Administrator	1,812
Receptionist	1,786
Clerical Assistant	1,812
<b>TOTAL</b>	<b>7,755</b>

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EXPENDITURES	DOLLARS
Salaries and Benefits	131,821
Transit Provider Expense	
Per Diems	
Travel	1,000
Professional and Technical	2,000
Metropolitan Council Chargebacks	
Occupancy	174,000
Materials and Supplies	22,000
Printing and Publishing	37,000
Equipment Maintenance	8,000
Leases and Rentals	18,000
Casualty and Liability	72,000
Other	8,500
<b>TOTAL EXPENDITURES</b>	<b>474,321</b>

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REVENUES	
General Fund	474,321
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>474,321</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:**        90-16

**ACTIVITY TITLE:**        Finance

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**PURPOSE:**

To provide the RTB with the systems and procedures of accounting, treasury and financial management in accordance with the policies of the Board, applicable statutes and standards, and generally accepted practices and procedures. Primary functions are: general accounting; treasury and cash management; financial analysis and reporting; budget coordination and forecasting; internal financial procedures and controls; revenue accounting and tax levies; and program auditing.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Treasury and cash management.
- Annual financial audit for agency.
- Monthly financial statements.
- Accounts payable and payroll.
- Three-year financial plan.
- 1991 Budget.

<b>STAFF COMPLEMENT</b>	<b>HOURS</b>
Comptroller	906
Administrative Aides	651
Fiscal Analyst	1,561
Program Auditor	1,786
Accountant	1,812
Bookkeeper	1,812
<b>TOTAL</b>	<b>8,528</b>

<b>EXPENDITURES</b>	<b>DOLLARS</b>
Salaries and Benefits	178,499
Transit Provider Expense	
Per Diems	
Travel	5,000
Professional and Technical	16,000
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	2,000
<b>TOTAL EXPENDITURES</b>	<b>201,499</b>

<b>REVENUES</b>	
General Fund	201,499
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>201,499</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:**        90-17

**ACTIVITY TITLE:**        Personnel

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**PURPOSE:**

To perform services and projects to support the effective use of RTB staff and resources.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Develop and administer personnel code.
- Staff planning.
- Recruitment.
- Employee benefits.
- Salary administration.
- Performance evaluation.
- Job classification.
- Affirmative action.
- Employee training and development.

Personnel 90-17

<b>STAFF COMPLEMENT</b>	<b>HOURS</b>
Comptroller	87
Administrative Aides	1,518
<b>TOTAL</b>	<b>1,605</b>

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<b>EXPENDITURES</b>	<b>DOLLARS</b>
Salaries and Benefits	37,463
Transit Provider Expense	
Per Diems	
Travel	2,500
Professional and Technical	1,000
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	27,700
<b>TOTAL EXPENDITURES</b>	<b>68,663</b>

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<b>REVENUES</b>	
General Fund	68,663
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>68,663</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:**        90-19

**ACTIVITY TITLE:**        Public Information Office

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**PURPOSE:**

To increase the visibility of the RTB before the general public and our constituency. To enhance the RTB's credibility before local, regional, state and federal officials. To create a better environment for cooperation among competing interests. To increase public understanding of and participation in RTB activities.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Develop and distribute RTB promotional materials.
- Transit information materials: development, production and distribution.
- Media relations.
- Conferences, workshops, forums, public meetings and hearings.

Public Information Office 90-19

STAFF COMPLEMENT	HOURS
Public Information Officer	1,812
Public Information Assistant	1,812
Public Information Editor	1,812
<b>TOTAL</b>	<b>5,436</b>

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EXPENDITURES	DOLLARS
Salaries and Benefits	96,135
Transit Provider Expense	
Per Diems	
Travel	12,000
Professional and Technical	160,300
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	5,000
Printing and Publishing	46,000
Equipment Maintenance	1,000
Leases and Rentals	
Casualty and Liability	
Other	5,400
<b>TOTAL EXPENDITURES</b>	<b>325,835</b>

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REVENUES	
General Fund	325,835
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>325,835</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-23

**ACTIVITY TITLE:** Light Rail Transit Planning and Coordination

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**PURPOSE:**

To conduct Light Rail Transit (LRT) planning and coordination activities in the Twin Cities Metropolitan Area in cooperation with the Metropolitan Council, regional railroad authorities, communities and others.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Establish Joint LRT Advisory Committee.
- Adopt Development and Financial Plan.
- Adopt Coordination Plan.
- Organize LRT Review Panel.
- Coordinate LRT/bus planning.
- Conduct LRT communications program.
- Prepare funding applications as appropriate.
- Conduct studies and reports as appropriate.
- Review and approve applications for Mn/DOT LRT funding.
- Review and approve county regional railroad authorities' LRT plans.

Light Rail Transit Planning and Coordination 90-23

**STAFF COMPLEMENT**

**HOURS**

Director of Planning & Programs	208
LRT Engineer	1,812
Manager of Planning	348
Planners	1,588

**TOTAL**

**3,956**

**EXPENDITURES**

**DOLLARS**

Salaries and Benefits	112,080
Transit Provider Expense	
Per Diems	
Travel	7,000
Professional and Technical	250,000
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	

**TOTAL EXPENDITURES**

**369,080**

**REVENUES**

General Fund	0
Special Revenue Funds	369,080

**TOTAL REVENUES**

**369,080**

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-26

**ACTIVITY TITLE:** Implementation of New Services

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**PURPOSE:**

To implement new transit service demonstration projects. To develop and undertake marketing communications activities. To monitor and evaluate service performance to determine continuation.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Coordination of marketing activities with providers and communities to implement new services.
- Evaluation of new services during the 18-month demonstration periods.
- Competitive procurement and provider selection process.
- Service implementation assistance to new community-based transit programs.
  - Maple Grove
  - Apple Valley, Eagan, Rosemount, Burnsville, Savage, Prior Lake

Implementation of New Services 90-26

STAFF COMPLEMENT	HOURS
Director of Planning & Programs	146
Manager of Planning	87
Manager of Programs	179
Senior Project Managers	179
Planners	1,589
Project Administrators	1,494
Interns	1,040
<b>TOTAL</b>	<b>4,714</b>

EXPENDITURES	DOLLARS
Salaries and Benefits	73,624
Transit Provider Expense	
Per Diems	1,920,861
Travel	
Professional and Technical	40,000
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	
<b>TOTAL EXPENDITURES</b>	<b>2,034,485</b>

REVENUES	
General Fund	0
Special Revenue Funds	2,034,485
<b>TOTAL REVENUES</b>	<b>2,034,485</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-27

**ACTIVITY TITLE:** Community Demonstration Grant Program

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**PURPOSE:**

To provide funding and technical assistance to communities to plan and implement new and innovative services responsive to their local needs.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Request grant proposals from communities based on a process and criteria developed in 1989.
- Evaluate proposals and award grants to communities.
- Provide technical assistance to communities, both in preparation of grant proposals and in implementing selected proposals.
- Coordinate, supervise and monitor the implementation of the grants.
- Evaluate individual project results and program procedures.

Community Demonstration Grant Program 90-27

STAFF COMPLEMENT	HOURS
Director of Planning & Programs	142
Manager of Planning	87
Manager of Programs	87
Planners	291
Project Administrators	278
<b>TOTAL</b>	<b>885</b>

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EXPENDITURES	DOLLARS
Salaries and Benefits	19,612
Transit Provider Expense	
Per Diems	
Travel	
Professional and Technical	
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	
<b>TOTAL EXPENDITURES</b>	<b>19,612</b>

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REVENUES	
General Fund	19,612
Special Revenue Funds	0
<b>TOTAL REVENUES</b>	<b>19,612</b>

**1990 REGIONAL TRANSIT BOARD  
WORK ACTIVITY STATEMENT**

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**ACTIVITY NUMBER:** 90-28

**ACTIVITY TITLE:** Regional Coordination

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**PURPOSE:**

To increase ridership by coordinating and publicizing the public transit services incorporated into the regional system. To institute a regional transit marketing program that promotes the benefits of public transit and establishes an identity for the regional network of services. To expand the role of the MTC to coordinate information sources, convenience fares, and transfers among regional service providers.

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**MAJOR PRODUCTS AND ACTIVITIES:**

- Define regional system definition and mission.
- Develop and implement uniform standards for the design and distribution of marketing communications materials for use by contract service providers and the MTC.
- Formalize transfer reciprocity arrangements.

**STAFF COMPLEMENT**

**HOURS**

Director of Planning & Programs	142
Manager of Planning	174
Manager of Programs	357
Senior Project Managers	357
Planners	117
Project Administrators	1,634

**TOTAL**

**2,781**

**EXPENDITURES**

**DOLLARS**

Salaries and Benefits	54,995
Transit Provider Expense	
Per Diems	
Travel	
Professional and Technical	
Metropolitan Council Chargebacks	
Occupancy	
Materials and Supplies	
Printing and Publishing	
Equipment Maintenance	
Leases and Rentals	
Casualty and Liability	
Other	

**TOTAL EXPENDITURES**

**54,995**

**REVENUES**

General Fund	54,995
Special Revenue Funds	0

**TOTAL REVENUES**

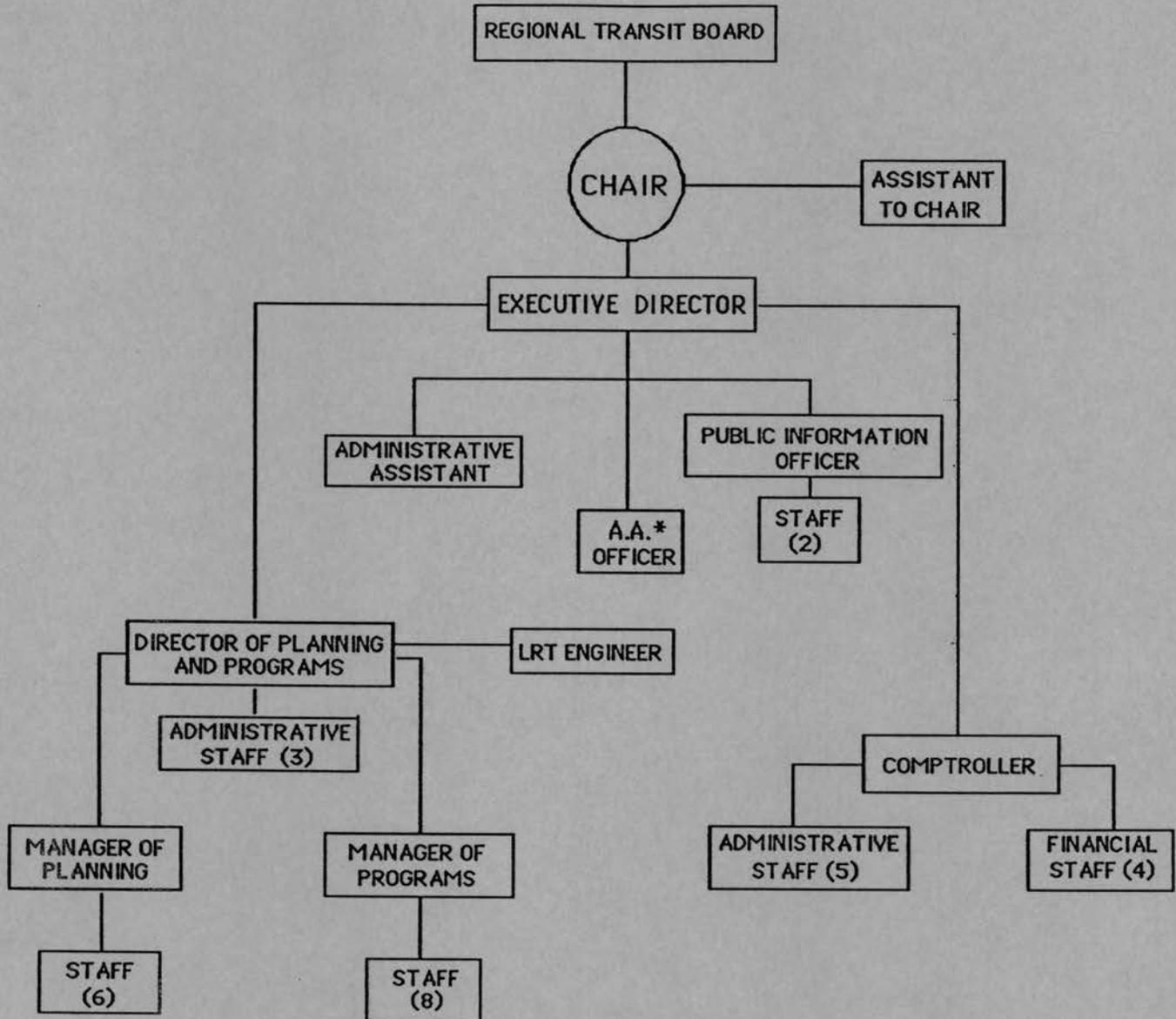
**54,995**

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# REGIONAL TRANSIT BOARD 1990 STAFF COMPLEMENT

	Actual 1988	Budget 1989	Budget 1990
<b>Chair's Office</b>			
Chair	1	1	1
Assistant to the Chair	1	1	1
Total	2	2	2
<b>Executive Director's Office</b>			
Executive Director	1	1	1
Administrative Assistant	1	1	1
Total	2	2	2
<b>Public Information</b>			
Public Information Officer	1	1	1
Public Information Assistant	1	1	1
Writer-Editor	0	1	1
Total	2	3	3
<b>Planning &amp; Programs</b>			
Director of Planning & Programs	1	1	1
Planning Manager	1	1	1
Programs Manager	1	1	1
LRT Engineer	1	1	1
Sr. Project Managers	1	1	2
Planners	3	5	6
Accessibility Specialist	0	1	1
Project Administrators	2	3	3
Paratransit Analyst	0	0	1
Transit Analyst	0	0	1
Secretaries	1	1	2
Management Information Analyst	0	1	0
Policy Research Analyst	0	1	0
Program Assistant	1	1	0
Clerical Assistant	1	1	1
Total	12	19	21
<b>Administration &amp; Finance</b>			
Comptroller	1	1	1
Secretary	1	0	0
Receptionist	1	1	1
Administrative Aide	1	2	2
Program Auditor	1	1	1
Fiscal Analyst	0	1	1
Contract & Grant Admin.	1	1	1
Accountant	1	1	1
Bookkeeper	1	1	1
Clerical Assistant	0	1	1
Total	8	10	10
<b>Agency Total</b>	<b>26</b>	<b>36</b>	<b>38</b>

## REGIONAL TRANSIT BOARD ORGANIZATIONAL CHART



\* Affirmative Action

**REGIONAL TRANSIT BOARD  
CAPITAL PROJECT BUDGET  
1990**

**Project Name:** Office Furniture and Equipment

**Project Number:** 90-20-01

**Source of Funds:** General Fund

**Project Description:**

Includes all furniture for new employees, additions and upgrades for general office use.

**Detail of Expenditures:**

Computer workstations	7,500
Telephone system	4,500
Modular work areas	30,000
Lockable storage area	8,000

**Project total** \$50,000

**REGIONAL TRANSIT BOARD  
CAPITAL PROJECT BUDGET  
1990**

**Project Name:            1990 Transit Hubs**

**Project Number:        90-20-02**

**Source of Funds:        Local Bonding**

**Project Description:**

This is an ongoing project involving development of transit hubs at sites identified in the RTB Five-Year Transit Plan. Transit hub facilities are to be developed jointly with local communities. Total expenditures include engineering, design and constructions costs.

**Detail of Expenditures:**

Mall of America Hub	1,125,000
Maplewood Mall Hub	250,000

**Project total                    \$1,375,000**

**REGIONAL TRANSIT BOARD  
CAPITAL PROJECT BUDGET  
1990**

**Project Name:            Community Based Transit Capital Assistance**

**Project Number:        90-20-03**

**Source of Funds:        Local Bonding- General Fund (Exurban Levy)**

**Project Description:**

Project provides capital funding for the capital costs of small urban, rural and exurban providers.

**Detail of Expenditures:**

Provide assistance for community based transit providers for the purchase of approximately 10 small transit vehicles. Projects will be selected on the basis of the RTB Capital Evaluation Process.

**Project total                    \$225,000**



**REGIONAL TRANSIT BOARD**  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/229-2700

Minutes of the Meeting of the  
**ADMINISTRATION AND FINANCE COMMITTEE**  
Mears Park Centre Chambers  
Monday, July 10, 1989

**MEMBERS PRESENT:** Ruth Franklin, Chair; James Brimeyer; Doris Caranicas, Carole Faricy, George Isaacs; Rochelle Graves; Paul Joyce; Ed Kranz and Elliott Perovich

**OTHERS PRESENT:** Arnie Entzel, Amalgamated Transit Union; Gregory Andrews, Mary Fitzgerald, Ed Kouneski, Howard Blin, Randy Rosvold, Suzanne Hanson, Becky Scudder, Dale Ulrich, Regional Transit Board Staff

The meeting was called to order at 4:30 p.m. and roll taken. Caranicas moved and Isaacs seconded that the amended agenda, distributed prior to the start of the meeting, be approved. The motion carried unanimously.

**FINANCIAL STATEMENTS - MAY 1989**

Ulrich reviewed the May unaudited financial statements, noting that Page 5 reflects the effect of the budget amendment. In response to Isaacs' question regarding the interest on property taxes, Ulrich said investment income is part of the budget. Caranicas moved and Faricy seconded:

That the Regional Transit Board receive the May 1989 financial statements and direct that they be placed on file.

The motion was unanimously approved.

**PRELIMINARY RTB 1990 WORK PROGRAM AND BUDGET**

Ulrich reviewed the June 30 staff report and distributed a draft budget and work plan. The document will continue to be modified, but the draft document used at the July 24 meeting will be the version used for the public hearing scheduled for August 14. He noted a change in format and the method of calculating staff time. The actual anticipated working hours are shown. These are net hours available after deducting the employee's projected vacation. Long-term employees of regional government accrue vacation at a higher rate than new employees. Franklin said the format is acceptable but staff must be sure that fringe benefits are included.

Ulrich said the last white page (Page 29) shows the anticipated complement for 1990, pointing out that some jobs have been redefined. Two new employees are added: a planner is needed to support the LRT engineer at least half-time and a secretary to support the light rail transit engineer and the increase in planning activities. Franklin questioned whether 38 employees will be enough to handle the additional work assignments associated with a larger board and whether consideration should be given to increasing the staff complement. Ulrich said the request is based on the decision of those staff people responsible for implementing the board's program.

Kranz said the exurban dollars and left-over funds must be included. He asked if there is any explanation of why the Transit Assistance expenditures did not achieve what had been anticipated. Blin said it is a question of not getting service on the street that had been projected. Some projects are being carried over. Kranz asked about the status of the Community

Demonstration Project; Blin said no funds have been expended. Kranz suggested that staff go back over the years and analyze the reserve. The board should take a look at the whole track record on the exurban service; the money is there but we have not put new service on the street. Andrews said Kouneski will have to program a report for an upcoming Administration and Finance Committee meeting. Joyce moved:

That the Regional Transit Board set a public hearing on August 14, 1989 at 4:00 p.m. for the purpose of receiving comment on the draft Regional Transit 1990 Work Program and Budget.

Ulrich pointed out the negative fund balances on Page 3, which will put the board in an untenable position. Reallocation and reassignment of funds and identification of other revenue sources are required. Staff hopes Metro Mobility will not be in as negative a position as projected, but must prepare for it. The options will be discussed at the next meeting.

Graves said MTC will be submitting a request for an additional \$800,000 in funding. She seconded the motion and it was unanimously approved. Ulrich acknowledged the budget work by Elba Zuniga, who was recently promoted to fiscal analyst.

#### **NORTHEAST SUBURBAN TRANSIT (NEST) BUDGET AMENDMENT**

Mayer reviewed the June 27 staff report. In response to Isaacs question, she said the initial response to the service has been good, but she will check on the actual figures. Isaacs moved and Caranicas seconded:

That the Regional Transit Board approve that the Northeast Suburban Transit (NEST) 1989 (Contract No. 89/11/07-32) be amended from \$95,610 to \$109,342.

Kranz asked if additional local property taxes are included in the calculations on fare return. Mayer said the program does not receive property taxes; they get state funding. Maplewood and the other communities do not make an additional contribution for funding. Kranz said the cities pay an amount over the property tax for additional service. Mayer said those funds are not reflected.

Kranz said the opt-out communities are different. These areas are paying additional property taxes for service above the amount they routinely pay as part of the MTC transit district. Andrews said that according to the Fare Policy, RTB does not take local commitment into consideration. The anticipated fares are compared to expenses in applying the 15-percent standard. Kranz said there is an inequity in the system. Franklin said these communities have full use of the MTC's service, but the opt-out communities do not. Kranz said cities like Chaska and Eden Prairie have a Dial-A-Ride program, MTC service, and pay the regular MTC tax. Franklin said the board needs to find out how much service goes into these communities.

Joyce said the area served by the Southwest Metro Transit Commission, contracts for service with MTC. There was discussion of the quality and frequency of the service provided by Southwest Metro. This is a demonstration program, which will be ending within the next few months.

Andrews said the Legislature established the replacement service program with criteria under which some cities could opt-out. These three cities comprising NEST were not eligible. The missing element is how much MTC transit service they are receiving. The basis of the opt-out program was that certain cities were not getting service related to the property taxes paid related to the revenue they pay.

Maplewood, Oakdale and North St. Paul approached the RTB because they need more service and wanted a circulator service. RTB used the Mn/DOT criteria that in order to implement those new programs, RTB and Mn/DOT will provide 60-percent and the communities must commit the other 40-percent. The motion was unanimously approved.

**EXTENSION AND REVISION OF CONTRACT BETWEEN MINNESOTA'S CENTER FOR TRANSPORTATION STUDIES (CTS) AND THE REGIONAL TRANSIT BOARD FOR JOINT RESEARCH PROGRAM.**

Andrews reviewed Hollander's report of June 29, 1989. The proposed agreement is similar to the relationship Mn/DOT has with the CTS. Isaacs questioned the kinds of studies and the monitoring of the program. Brimeyer said board's direction should not be so restrictive that they stifle creativity. Perovich moved and Brimeyer seconded:

That the Regional Transit Board authorize the executive director to negotiate and enter into a new contract in an amount not to exceed \$200,000 for the period August 1, 1989 through February 1, 1991 with the University of Minnesota's Center for Transportation Studies for the purposes of continuing and modifying the Joint Research Program.

The motion was unanimously approved.

**ROSEVILLE AREA CIRCULATOR CONTRACT AMENDMENT**

Kouneski reviewed his June 29 staff report. The public interest in this demonstration program has been surprisingly high. This amendment will add peak hour service. Isaacs moved and Caranicas seconded:

That the Regional Transit Board approve that the Roseville Area Circulator contract with Morley Bus Company, Contract No. 88/11/21-51 be amended to \$737,180.

Isaacs asked how early the morning service would begin; Rosvold said under this proposed plan service would begin at 7:15 a.m. Isaacs said he has noticed that the signage for this service has been improved and provides more useful information. The motion was unanimously approved.

There being no other business, Joyce moved and Caranicas seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 5:25 p.m.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the Members on \_\_\_\_\_, 1989.



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101

Minutes of the Meeting of the  
**POLICY COMMITTEE**  
Mears Park Centre, Room A  
May 22, 1989

**MEMBERS PRESENT:** Doris Caranicas, Chair; James Brimeyer; Carole Faricy; Ruth Franklin; George Isaacs; Rochelle Graves and Ed Kranz

**OTHERS PRESENT:** Gregory Andrews, Judy Hollander, Mary Fitzgerald, Ed Kouneski, Suzanne Hanson, Regional Transit Board staff; Arnie Entzel, Amalgamated Transit Union

The meeting was called to order at 5:45 p.m. and roll taken. Faricy moved and Kranz seconded that the agenda be approved; the motion was unanimously approved.

#### **REGIONAL COORDINATION STUDY FINAL REPORT**

Using flip charts, Kouneski discussed the major contents of the report. Isaacs asked if private providers have their own marketing plans. Kouneski said such plans are submitted to RTB as part of the providers' management plans. Most of their marketing efforts are in the form of printed information. The newer services have had stronger marketing. Hanson added that the ABC Weekender Service has placed ads on regular route buses.

Isaacs said he is irritated by the lack of information on transit signs. People unfamiliar with the system should be able to get the information they need easily. In response to Franklin's question, Kouneski said a policy on signage could be included in the implementation plan. Brimeyer commented that this is a good report. Hollander said it satisfies the last of the legislative mandates, staff totally supports it, and recommends that the board accept it. Brimeyer moved and Isaacs seconded:

That the Regional Transit Board accept the Regional Transit Operations and Transit Information Study Final Report, dated March 31, 1989 and direct that its recommendations be incorporated into the Regional Transit Board's Five-Year Transit Plan.

Brimeyer said that as we move along with the implementation plan, it should be put in a framework for the new board with a two-part summary and PERT chart.

The motion was unanimously approved.

There being no further business, Isaacs moved and Kranz seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Accepted by the members \_\_\_\_\_, 1989.



**REGIONAL TRANSIT BOARD**  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-2700

Minutes of the meeting of the  
**AD HOC COMMITTEE ON LIGHT RAIL TRANSIT**  
Mears Park Centre Room A  
January 12, 1989

**MEMBERS PRESENT:** George Isaacs, Chair; Doris Caranicas; Ruth Franklin; Alison Fuhr; Rochelle Graves; Paul Joyce and Ed Kranz

**MEMBERS ABSENT:** Carole Faricy and Elliott Perovich

**OTHERS PRESENT:** Tom Todd, House Research; Ken Stevens, Hennepin County Regional Railroad Authority (HCRRA); Howard Blin, Katie Turnbull and Mary Fitzgerald, RTB Staff

The chair noted that the agenda was in error and that minutes for the December 22, 1988 meeting had not been mailed.

The meeting was called to order at 5:00 p.m. and roll taken. Graves moved and Fuhr seconded that the agenda, with the appropriate amendment, be approved. The motion carried unanimously.

**REVIEW OF HENNEPIN COUNTY LIGHT RAIL TRANSIT (LRT) SYSTEM STANDARDS**

Blin introduced Ken Stevens, who discussed the excerpts of the systems standards for HCRRA's comprehensive plan for light rail (Exhibit A) that was recently adopted by the Hennepin County board. Stevens also explained the proof of payment voucher system, which is a pre-purchased ticket, and enforcement through spot checking. It has been used by other systems and found to be very efficient. Stevens used slides to illustrate his discussion of access issues. Isaacs noted that the comments of the LRT Advisory Panel (Exhibit C) had been handed out and the more technical comments will be forwarded to HCRRA. No action was taken.

**STATUS OF COORDINATION ACTIVITIES ON HCRRA PATRONAGE AND FEEDER BUS PLANNING**

Turnbull distributed her memorandum (Exhibit B), dated January 12, regarding the second phase of Mn/DOT's LRT funding. No action was taken.

**UPDATE ON OTHER RTB LRT ACTIVITIES**

Isaacs discussed the preliminary results of the poll on light rail conducted by Larry Kitto and the dollar amounts associated with the demonstration project at Lake Harriet. By January 30 the board members will have to decide whether or not to move forward with the project in view of the estimated \$85,000 expense.

**OTHER BUSINESS**

Andrews said he will recommend that the board move the February 6 meeting to January 30. Legislative hearings will be held next week at Mears Park Center.

There being no other business, Fuhr moved and Caranicas seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the committee \_\_\_\_\_, 1989.



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-2700

Minutes of the meeting of the  
**AD HOC COMMITTEE ON LIGHT RAIL TRANSIT**  
Mears Park Centre Room A  
March 16, 1989

**MEMBERS PRESENT:** George Isaacs, Chair; Doris Caranicas; Alison Fuhr; Carole Faricy; Ruth Franklin; Paul Joyce and Elliott Perovich

**MEMBERS ABSENT:** Rochelle Graves and Elliott Perovich

**OTHERS PRESENT:** Kathy DeSpieglaere, Ramsey County Regional Railroad Authority; Tom Todd, House Research; Mike Priesnitz, Media Rare; Gregory Andrews, Judy Hollander, Howard Blin, Suzanne Hanson and Mary Fitzgerald, RTB Staff

The meeting was called to order at 5 p.m. and roll taken. Fuhr moved and Joyce seconded approval of the agenda. The motion carried unanimously.

**UPDATE ON RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY (RCRRA)  
PLANNING EFFORTS**

DeSpieglaere reported that Ramsey County has formed an intergovernmental committee with George Isaacs representing the RTB, and a technical advisory committee chaired by Judy Hollander. Stygar-Roscoe-Fausch (SRF), the county's light rail consultant, has developed the work plan and has begun detailed analysis. Five public forums have been held to date, with an RTB staff person present at each of them to help answer questions. The information from those meetings is being analyzed. Additional forums are scheduled for April and the draft plan is scheduled for completion by the end of June. The first screening of potential corridors has begun. The county commissioners have indicated that they wish to pursue a very cautious approach.

Isaacs discussed the testimony of former California Senator Jim Mills at a recent briefing for metro area legislators. Mills stressed that to be successful, there must be enough passengers along a light rail corridor and the line must be long enough.

**REVIEW OF THE ANOKA COUNTY COMPREHENSIVE LRT PLAN**

Blin said staff will begin review of the Anoka County plan for light rail transit (LRT) very shortly. He used maps to illustrate the two-phase approach for the Northeast Corridor study.

**REVIEW OF APPLICATIONS FOR MINNESOTA DEPARTMENT OF  
TRANSPORTATION (MN/DOT) LRT FUNDING (PHASE II)**

Blin said applications for grants have been received from Washington, Carver and Anoka Counties. Washington has asked Mn/DOT for \$40,000 to develop a light rail plan; Anoka asked for \$285,000 for preliminary engineering and environmental impact statement costs. Since there is only \$163,000 available, Anoka is requesting as much as possible and will submit a request for more funds if the Legislature makes an additional appropriation.

Fuhr moved that this item be referred to the Administration and Finance Committee. Joyce seconded the motion. Isaacs said that priority should be given to Washington and Carver since Anoka has already received some funds, as have the other counties. Vote was taken and the motion was unanimously approved.

#### **DISCUSSION OF IMPLEMENTATION PLAN LRT ISSUE PAPER**

Blin reviewed the staff report distributed at the meeting (Exhibit A). Members said there are duplications in corridor names and those should be clarified. Blin distributed maps (Exhibit B) that are included in Hennepin County's application for UMTA Section 3 funds. The segment is viable and is estimated to cost \$100 million. The earlier application requested \$100 million to purchase the yards and shops and the vehicles. Isaacs questioned whether this should go through the RTB and Metro Council process. Hollander said the other application was not "corridor specific." Andrews said staff will need to research whether the board should take action and will need a revised grant application because this represents a change in scope.

Referring to the University Corridor, Caranicas asked if the bridge crossing at Washington Avenue is capable of handling light rail if some modifications are made. There is some question of whether Minneapolis would allow taking two traffic lanes.

In response to Fuhr's question, Blin said RTB is constrained by the Metro Council's Policy Plan. The council's "three-corridor" approach was in response to the Hennepin County Plan.

#### **UPDATE OF LRT INFORMATION PROGRAM**

Hanson distributed a memorandum from George Isaacs and Paul Joyce along with a copy of the draft materials and showed the members a mockup of the brochure. Kranz moved and Caranicas seconded:

That the Regional Transit Board authorize the executive director to enter into a contract with Ramaley Printing of St. Paul to print 40,000 brochures at a cost not to exceed \$7,940.

The motion was unanimously approved. Priesnitz discussed the information kit for legislators. The project is expected to be complete within ten days.

#### **REQUEST FOR PARTICIPATION IN TRANSIT TRADE SEMINAR**

Hollander discussed the purpose of the seminar. After discussion, members directed that the item be referred to the Policy Committee for action.

#### **OTHER BUSINESS**

There being no other business, Franklin moved and Caranicas seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 6:20 p.m.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the members on \_\_\_\_\_, 1989.



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-2700

Minutes of the meeting of the  
**AD HOC COMMITTEE ON LIGHT RAIL TRANSIT**  
Mears Park Centre Room A  
March 16, 1989

**MEMBERS PRESENT:** George Isaacs, Chair; Doris Caranicas; Alison Fuhr; Carole Faricy; Ruth Franklin; Paul Joyce and Elliott Perovich

**MEMBERS ABSENT:** Rochelle Graves and Elliott Perovich

**OTHERS PRESENT:** Kathy DeSpieglaere, Ramsey County Regional Railroad Authority; Tom Todd, House Research; Mike Priesnitz, Media Rare; Gregory Andrews, Judy Hollander, Howard Blin, Suzanne Hanson and Mary Fitzgerald, RTB Staff

The meeting was called to order at 5 p.m. and roll taken. Fuhr moved and Joyce seconded approval of the agenda. The motion carried unanimously.

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#### **OTHER BUSINESS**

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Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the members on \_\_\_\_\_, 1989.



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-2700

Minutes of the meeting of the  
**AD HOC COMMITTEE ON LIGHT RAIL TRANSIT**  
Mears Park Centre Room A  
June 1, 1989

**MEMBERS PRESENT:** George Isaacs, Chair; Doris Caranicas; Ruth Franklin

**OTHERS PRESENT:** Mark Filipi, St. Paul Planning and Economic Development; Robert Clarkson, Ramsey County Regional Railroad Authority (RCRRA) Citizens Advisory Committee; Arnie Entzel, Amalgamated Transit Union; Ben Sebesta; Leroy Marshall; Suzanne Hanson, Becky Scudder, Howard Blin, Judith Hollander, Regional Transit Board

The meeting was called to order at 5:10 p.m. and roll taken. A quorum was not present.

Members agreed to review the agenda items, moving Item 6 to third on the agenda.

**FUTURE RTB APPROACH TO LIGHT RAIL TRANSIT PLANNING (LRT)**

Hollander reviewed a draft of "Regional Transit Board's Light Rail Transit Activities," which describes those activities, including those that are legislatively mandated as well as those in progress and the timetable for conducting these activities over the next two years. The material was presented for discussion only and will be put in final form.

**UPDATE ON HENNEPIN COUNTY LIGHT RAIL TRANSIT/BUS SERVICE PLAN AND PATRONAGE FORECASTING STUDY**

Blin explained that Hennepin County has conducted an origin and destination study; 20,000 surveys have been returned, representing a 50-percent response rate. Patronage estimates will be available in the fall. In response to a question from Caranicas, Blin said that the large number of surveys were administered in order to ensure that all bus routes were well represented.

Blin said that the survey was very important to Travel Behavior Inventory efforts as well. He explained that a non-user survey was also conducted whereby people in line at Hennepin County Service Centers to renew driver licenses were asked to respond to survey questions.

Results of the non-user survey yielded no major surprises; people prefer to drive their cars and they prefer light rail transit to the bus. Six major conclusions were reached:

1. If placed on equal footing, travelers will rate LRT higher than bus transit and less than driving alone, by about the same amount.
2. If confronted with requirements to access and egress from LRT, rating falls off significantly.
3. Reliability and fuel price are potentially important factors that would enhance the rating of LRT.
4. If changes are introduced in cost or travel time, travelers show roughly the same rate of gain or loss in interest if the mode is LRT or bus.

5. Important differences emerge by subgroup that may help enhance any subsequent demand forecasts.
6. An analysis must really take place at the interchange level in order to yield proper assessment of potential demand of LRT.

The survey presented people with a variety of scenarios. Access appears to be an important variable.

#### **UPDATE ON HENNEPIN COUNTY DOWNTOWN ALIGNMENTS STUDY**

Four surface alternatives have been considered:

1. Nicollet Mall two-way
2. Nicollet Mall one-way
3. Marquette semi-mall
4. Marquette/Second Avenue pair

Alternative 1 has been eliminated because of potential for conflict with Nicollet Mall design and shuttle bus service; alternative 2 was also eliminated; alternative 3 was the most promising surface alignment, but recent traffic projections indicate that traffic diversion impacts are too dramatic. Nothing has been formally eliminated, but it appears that the Marquette/Second Avenue pair and the tunnel are the most likely options to be recommended in the final report.

Hennepin County is now looking at a north-south tunnel with the northern portal at the Great Northern depot extending to 29th and Portland as the southern portal.

Isaacs asked about tunnel costs. Blin said that costs are not yet available. Legislation requires that the incremental cost of a tunnel be justified.

Blin noted that if a surface alignment is selected, a substantial structure may be required to connect to a potential I-35W alignment.

#### **FIVE-YEAR TRANSIT PLAN, LRT ELEMENTS**

Blin described the LRT element of the draft Five-Year Transit Plan. This section anticipated completion of the Regional LRT Plan, which will be incorporated with subsequent revisions of the Five-Year Plan.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Judith Hollander

Approved by the committee \_\_\_\_\_, 1989.



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-2700

Minutes of the meeting of the  
**AD HOC COMMITTEE ON LIGHT RAIL TRANSIT**  
Mears Park Centre Room A  
January 12, 1989

**MEMBERS PRESENT:** George Isaacs, Chair; Doris Caranicas; Ruth Franklin; Alison Fuhr; Rochelle Graves; Paul Joyce and Ed Kranz

**MEMBERS ABSENT:** Carole Faricy and Elliott Perovich

**OTHERS PRESENT:** Tom Todd, House Research; Ken Stevens, Hennepin County Regional Railroad Authority (HCRRA); Howard Blin, Katie Turnbull and Mary Fitzgerald, RTB Staff

The chair noted that the agenda was in error and that minutes for the December 22, 1988 meeting had not been mailed.

The meeting was called to order at 5:00 p.m. and roll taken. Graves moved and Fuhr seconded that the agenda, with the appropriate amendment, be approved. The motion carried unanimously.

**REVIEW OF HENNEPIN COUNTY LIGHT RAIL TRANSIT (LRT) SYSTEM STANDARDS**

Blin introduced Ken Stevens, who discussed the excerpts of the systems standards for HCRRA's comprehensive plan for light rail (Exhibit A) that was recently adopted by the Hennepin County board. Stevens also explained the proof of payment voucher system, which is a pre-purchased ticket, and enforcement through spot checking. It has been used by other systems and found to be very efficient. Stevens used slides to illustrate his discussion of access issues. Isaacs noted that the comments of the LRT Advisory Panel (Exhibit C) had been handed out and the more technical comments will be forwarded to HCRRA. No action was taken.

**STATUS OF COORDINATION ACTIVITIES ON HCRRA PATRONAGE AND FEEDER BUS PLANNING**

Turnbull distributed her memorandum (Exhibit B), dated January 12, regarding the second phase of Mn/DOT's LRT funding. No action was taken.

**UPDATE ON OTHER RTB LRT ACTIVITIES**

Isaacs discussed the preliminary results of the poll on light rail conducted by Larry Kitto and the dollar amounts associated with the demonstration project at Lake Harriet. By January 30 the board members will have to decide whether or not to move forward with the project in view of the estimated \$85,000 expense.

**OTHER BUSINESS**

Andrews said he will recommend that the board move the February 6 meeting to January 30. Legislative hearings will be held next week at Mears Park Center.

There being no other business, Fuhr moved and Caranicas seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the committee \_\_\_\_\_, 1989.



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-2700

Minutes of the meeting of the  
**AD HOC COMMITTEE ON LIGHT RAIL TRANSIT**  
Mears Park Centre Room A  
February 16, 1989

**MEMBERS PRESENT:** George Isaacs, Chair; Doris Caranicas; Alison Fuhr; Rochelle Graves; Paul Joyce and and Elliott Perovich

**MEMBERS ABSENT:** Carole Faricy, Ed Kranz and Ruth Franklin

**OTHERS PRESENT:** Arnie Entzel, Amalgamated Transit Union; Steve Bertrand, United Handicapped Federation; Gregory Andrews, Judy Hollander, Howard Blin, Katie Turnbull, Suzanne Hanson and Mary Fitzgerald, RTB Staff

The meeting was called to order at 5 p.m. and roll taken. Caranicas moved and Joyce seconded that the agenda be approved. The motion carried unanimously.

**REVIEW OF HENNEPIN COUNTY LIGHT RAIL TRANSIT (LRT) SYSTEM STANDARDS**

Blin reviewed his February 9 staff report. Isaacs added that the intergovernmental committee has adopted high station platforms as its preference. Blin reviewed the comments made by the LRT Advisory Panel. Isaacs showed slides to illustrate the various methods of loading passengers. Joyce moved and Caranicas seconded:

That the Regional Transit Board accept the HCRRRA System Standards.

Discussion was had of the potential conflict with other counties' plans. Fuhr moved and Caranicas seconded:

That the Regional Transit Board approve the proposed system standards for the Hennepin County Light Rail Transit System, with the exception of the standard design of station platforms, which should be determined after further examination of various platform designs in all the proposed corridors.

The motion was unanimously approved.

**REVIEW OF CHANGES TO HCRRRA STAGE I LRT SCOPING DECISION DOCUMENT**

Blin reviewed his February 9 report to the board. Members discussed various options; no action was taken.

**UPDATE OF HCRRRA FEDERAL GRANT APPLICATIONS**

Hollander reviewed the applications under consideration by HCRRRA. No action was taken.

**LRT DEMONSTRATION PROJECT**

Isaacs said the cost of moving the demonstration vehicle has been reduced to \$65,000, which is still too high. No action was taken.

**UPDATE ON OTHER RTB LRT ACTIVITIES**

Blin is working on the information package. Dakota County is starting to develop the process of preparing the LRT comprehensive plan. Perovich attended a policy advisory committee meeting and explained the emergence of the preferred alignment. Washington County has applied to the Minnesota Department of Transportation for \$80,000 for planning LRT. Anoka is expected to apply for preliminary engineering funds very soon.

There being no other business, Fuhr moved and Joyce seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the Members on \_\_\_\_\_, 1989.



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-2700

### REPORT OF THE POLICY COMMITTEE

At its meeting of July 24, 1989, the Policy Committee is expected to approve the following recommendations:

#### **REPORT TO THE LEGISLATURE ON METRO MOBILITY CUSTOMER SERVICE QUALITY**

That the Regional Transit Board approve the submittal of the Report to the Legislature on Metro Mobility Customer Service Quality, dated August 1989.

#### **APPROVAL OF SECTION 16(B)(2) APPLICATIONS**

That the Regional Transit Board approve the following ranking of applicants for UMTA Section 16(b)(2) vehicles to be submitted to the Minnesota Department of Transportation for final evaluation by the statewide review committee:

1. Ramsey Action Programs (RAP)
2. Rise, Inc.
3. Dakota, Inc.
4. Vinland National Center
5. East Side Neighborhood Services, Inc.
6. Lyngblomsten Foundation
7. Blind, Inc.
8. Senior Community Services
9. Elim Care Foundation
10. Tasks Unlimited
11. Presbyterian Homes of Minnesota
12. Vail Place

#### **ENVIRONMENTAL ASSESSMENT WORKSHEET ON UPTOWN VILLAGE DEVELOPMENT IN SOUTH MINNEAPOLIS**

That the Regional Transit Board transmit to the City of Minneapolis that it supports the inclusion of a first floor transit layover facility to be constructed within the parking ramp of the proposed Uptown Village development as previously identified in the Transit Service Needs Assessment with additional benefit of this particular site being situated adjacent to the Hennepin County Regional Railroad Authority's proposed Uptown LRT station in the 29th Street right-of-way.

No other action was taken.

Doris Caranicas  
Chair

DC/mff  
7/24/89



REGIONAL TRANSIT BOARD  
Mears Park Centre, 230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-2700

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