



Minnesota Regional Transit  
Board: Records.

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**REGIONAL TRANSIT BOARD**

Mears Park Centre  
230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-8789

## **MEETING OF THE REGIONAL TRANSIT BOARD**

Tuesday, September 12, 1989  
Mears Park Centre Chambers  
4:00 p.m.

### **AGENDA**

1. Call to Order and Roll Call
2. Approval of Agenda
3. A. Chair's Report
4. **REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE**  
Elwyn Tinklenberg, Chair
  - A. Financial Statements - July 1989
  - B. Resolution Levying Proposed Ad Valorem Property Taxes for 1989 (Payable 1990), Resolution No. 89-16, and Approval of Public Hearing Date on Proposed Levy
5. **REPORT OF THE JOINT LIGHT RAIL TRANSIT ADVISORY COMMITTEE**  
John Derus, Chair
  - A. Selection of a Consultant to Prepare the LRT Development and Financial Plan
9. **OTHER BUSINESS**
  - A. Public Comment

Michael J. Ehrlichmann  
Chair

REGIONAL TRANSIT BOARD

ROLL CALL AND ATTENDANCE SHEET

DATE: Sept 12, 1989

BOARD OR COMMITTEE: Board

Member Name	Present	Vote	Vote	Vote	Vote
Mike Ehrlichmann	✓				
Doris Caranicas	✓		Y		
John Finley	out of town				
Ruth Franklin	✓		Y		
Ed Kranz	✓		Y		
Sandra Hilary	✓		Y		
Terry O'Toole	✓		Y		
Jeff Spartz	✓		Y		
Norbert Theis	✓		Y		
Elwyn Tinklenberg	✓		Y		
Richard Wedell	✓		Y		

Visitors

Staff

<u>Chin, Darius Korstel</u>					
<u>Brend Fauch</u>			SH	CA	
<u>Dig</u>			DU	UT	
<u>Entzel</u>			HB	MK	

# REGIONAL TRANSIT BOARD

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

**DATE:** September 11, 1989  
**TO:** Regional Transit Board  
**FROM:** Howard Blin, Planning Manager *HB*  
**SUBJECT:** Consultant Selection for LRT Development and Financial Plan

## BACKGROUND

The 1989 RTB budget was developed and approved prior to legislation requiring preparation of an LRT Development and Financial Plan. For this reason, the budget must be amended to include the costs of retaining consultant services necessary in preparing the plan.

A Request for Proposal (RFP) for consultant services necessary in completing the LRT Development and Financial Plan was issued on August 22, 1989. Three proposals were submitted by the August 30 deadline. These were reviewed by the Consultant Selection Committee, comprised of the following members of the Staff Committee to the Joint LRT Advisory Committee:

Howard Blin, Regional Transit Board  
Larry Bousquet, Washington County  
Kathy DeSpiegelaere, Ramsey County  
Judy Hollander, Regional Transit Board  
Ken Stevens, Hennepin County  
Steve Wilson, Metropolitan Council  
Tim Yantos, Anoka County

## DISCUSSION

### Consultant Selection

Proposals were received from the following consultants or teams of consultants:

- |  |   |           |
|--|---|-----------|
| • Strgar-Roscoe-Fausch, Inc.           | - | \$185,000 |
| BRW, Inc.                              |   |           |
| Public Financial Management, Inc.      |   |           |
| • Evensen Dodge, Inc.                  | - | \$29,750  |
| (proposal for financial services only) |   |           |
| • Springsted, Inc.                     | - | \$28,675  |
| (proposal for financial services only) |   |           |

The selection committee reviewed the proposals with the Joint LRT Advisory Committee on September 6, 1989, and recommended that the consultant team of Strgar-Roscoe-Fausch/BRW/Public Financial Management be recommended to the RTB. The advisory committee determined that due to the complex nature of the local tax structure, a local firm would be needed to work on financial aspects of the plan. To accomplish this, the advisory committee recommended that Springsted, Inc., be added to the recommended consultant team.

Budget Amendment

Staff recommends that \$250,000 be budgeted for this project and \$200,000 be authorized for a consultant contract. The difference in these amounts reflects the potential for additional consulting services needed to complete the plan. Particularly in the area of patronage forecasting, work in addition to that previously completed by the county railroad authorities may be necessary. The scope of additional work cannot be determined, however, until work on the plan has begun.

**RECOMMENDATION**

That the Regional Transit Board amend the 1989 RTB Budget, Section 89-23, Light Rail Transit Planning and Coordination, to include \$250,000 for consultant assistance on the LRT Development and Financial Plan and to authorize the executive director to execute a contract not to exceed \$200,000 with the firms of Strgar-Roscoe-Fausch, Inc./BRW, Inc./and Springsted, Inc.

HB:jmo

REGIONAL TRANSIT BOARD  
MEARS PARK CENTRE, 230 EAST FIFTH STREET  
SAINT PAUL, MINNESOTA 55101  
612/292-8789

DATE: September 5, 1989  
TO: Administration and Finance Committee  
FROM: Clete Luberts, Accountant   
SUBJECT: Financial Statements - July 1989

SUMMARY

The Administration and Finance Committee is asked to review the July 1989 financial statements. These financial statements have been prepared on the modified accrual basis and in accordance with generally accepted accounting principles. They are:

- balance sheet
- statement of revenues, expenditures and changes in all funds
- schedule of revenues, expenditures and changes in general fund
- statement of revenues, expenditures and changes in special revenue funds
- program status report
- transit provider status report
- investment summary by fund

RECOMMENDATION

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

Attachment  
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REGIONAL TRANSIT BOARD  
FINANCIAL STATEMENTS  
Ending July 30, 1989

Balance Sheet.....	Page 1
Combined Statement of Revenues, Expenditures and Fund Balance.....	Page 2
General Funds.....	Page 3
Special Revenue Funds.....	Page 4
Program Status Report.....	Page 5
Transit Provider Status Report.....	Pages 6 & 7
Investment Summary by Fund.....	Pages 8 & 9

REGIONAL TRANSIT BOARD  
BALANCE SHEET - ALL FUNDS  
FOR SEVEN MONTHS ENDING JULY 31, 1989

	GENERAL FUND	SPECIAL REVENUE FUNDS	AGENCY FUNDS	FIXED ASSETS	TOTAL ALL FUNDS	TOTAL JULY 1988 ALL FUNDS	CHANGE
<b>ASSETS:</b>							
CASH	\$0	\$913,044	\$35,858		\$948,902	\$1,510,172	(\$561,269)
INVESTMENTS	\$2,097,596	\$28,416,047			\$30,513,643	\$22,215,392	\$8,298,252
TAXES RECEIVABLE		\$30,226,204	\$3,701,707		\$33,927,910	\$29,847,107	\$4,080,803
ACCRUED INTEREST REC.	\$12,146	\$186,808			\$198,954	\$119,008	\$79,945
DUE FROM OTHER FUNDS	\$2,097	\$317,721	\$0		\$319,818	\$710	\$319,108
DUE FROM OTHER GOVT. UNITS	\$0	\$0			\$0	\$63,202	(\$63,202)
DUE FROM STATE OF MINNESOTA	\$675,000	\$11,786,500	\$0		\$12,461,500	\$14,611,500	(\$2,150,000)
DUE FROM FEDERAL GOVT.	\$20,316	\$106,549			\$126,865	\$621,888	(\$495,023)
OTHER ASSETS	\$48,730	\$537,141	\$98,461	\$534,187	\$1,218,518	\$748,811	\$469,708
<b>TOTAL ASSETS</b>	<b>\$2,855,884</b>	<b>\$72,490,014</b>	<b>\$3,836,026</b>	<b>\$534,187</b>	<b>\$79,716,111</b>	<b>\$69,737,789</b>	<b>\$9,978,322</b>
<b>LIABILITIES:</b>							
ACCOUNTS PAYABLE	\$28,083	\$0	\$0		\$28,083	\$46,751	(\$18,668)
ACCRUED PAYROLL LIABILITIES	\$85,670	\$0	\$0		\$85,670	\$70,595	\$15,075
DUE TO OTHER GOVT. UNITS	\$227,177	\$0	\$2,634,001		\$2,861,179	\$168,844	\$2,692,334
DUE TO MTC	\$0	\$20,682,373	\$1,088,563		\$21,770,937	\$22,351,086	(\$580,149)
DUE TO OTHER PROVIDERS	\$0	\$2,182,568	\$0		\$2,182,568	\$2,038,761	\$143,807
DUE TO OTHER FUNDS	\$317,721	\$2,097	\$0		\$319,818	\$710	\$319,108
DEFERRED REVENUE	\$510,417	\$35,258,534	\$0		\$35,768,951	\$33,264,675	\$2,504,276
LONGTERM LIABILITY	\$0	\$0	\$0	\$0	\$0	\$71,272	(\$71,272)
DEFERRED COMP HELD	\$0	\$0	\$98,461		\$98,461	\$57,375	\$41,087
<b>TOTAL LIABILITIES</b>	<b>\$1,169,068</b>	<b>\$58,125,572</b>	<b>\$3,821,026</b>	<b>\$0</b>	<b>\$63,115,666</b>	<b>\$58,070,068</b>	<b>\$5,045,598</b>
<b>FUND EQUITY:</b>							
INVESTMENT IN GEN FIXED ASSETS	\$0	\$0		\$534,187	\$534,187	\$346,330	\$187,856
FUND BALANCE							
RESERVE FOR ENCUMBRANCES	\$0	\$0			\$0	\$0	\$0
UNRESERVED							
DESIGNATED	\$0	\$0	\$15,000		\$15,000	\$0	\$15,000
UNDESIGNATED	\$1,686,816	\$14,364,442			\$16,051,258	\$11,321,391	\$4,729,867
<b>TOTAL FUND EQUITY</b>	<b>\$1,686,816</b>	<b>\$14,364,442</b>	<b>\$15,000</b>	<b>\$534,187</b>	<b>\$16,600,444</b>	<b>\$11,667,721</b>	<b>\$4,932,724</b>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$2,855,884</b>	<b>\$72,490,014</b>	<b>\$3,836,026</b>	<b>\$534,187</b>	<b>\$79,716,110</b>	<b>\$69,737,789</b>	<b>\$9,978,322</b>

REGIONAL TRANSIT BOARD  
STATEMENT OF REVENUES, EXPENDITURES & CHANGES  
IN ALL FUNDS FOR SEVEN MONTHS ENDING JULY 31, 1989

	GENERAL FUND	SPECIAL FUND	TOTAL ALL FUNDS	TOTAL BUDGET ALL FUNDS	ACTUAL/BUDGET VARIANCE FAVORABLE (UNFAVORABLE)
BEGINNING FUND BALANCE	\$2,123,153	\$11,170,421	\$13,293,574	\$13,293,574	\$0
REVENUES:					
PROPERTY TAXES	\$0	\$32,542,325	\$32,542,325	\$32,518,818	\$23,507
FEDERAL GRANTS	\$95,339	\$60,333	\$155,672	\$498,050	(\$342,378)
STATE APPROPRIATIONS	\$714,583	\$14,354,375	\$15,068,958	\$14,602,292	\$466,667
INTEREST INCOME	\$129,747	\$854,154	\$983,901	\$350,000	\$633,901
MISCELLANEOUS/BONDS	\$226	\$0	\$15,226	\$116,667	(\$101,441)
TOTAL REVENUE	\$939,895	\$47,811,188	\$48,766,083	\$48,085,826	\$680,257
EXPENDITURES:					
SALARIES AND BENEFITS	\$606,184	\$10,866	\$617,050	\$818,650	\$201,600
PROFESSIONAL AND TECHNICAL	\$358,548	\$0	\$358,548	\$760,550	\$402,002
NET COUNCIL CHARGEBACKS	\$138,250	\$0	\$138,250	\$138,250	\$0
MATERIALS SUPPLIES	\$7,981	\$0	\$7,981	\$18,083	\$10,102
OCCUPANCY	\$32,941	\$0	\$32,941	\$90,417	\$57,476
EQUIPMENT RENTAL AND MAINTENANCE	\$22,669	\$0	\$22,669	\$26,833	\$4,164
MEMBER PER DIEMS	\$17,850	\$0	\$17,850	\$29,167	\$11,317
TRAVEL EXPENSE	\$56,203	\$0	\$56,203	\$83,825	\$27,622
CASUALTY AND LIABILITY	\$48,954	\$0	\$48,954	\$58,333	\$9,380
PRINTING AND PUBLISHING	\$26,076	\$0	\$26,076	\$73,092	\$47,016
CAPITAL EXPENDITURES/OTHER	\$37,567	\$0	\$37,567	\$270,712	\$233,145
TRANSIT GRANTS/PROVIDERS	\$22,996	\$44,505,301	\$44,629,296	\$47,425,788	\$2,796,491
TOTAL EXPENDITURES	\$1,376,219	\$44,517,167	\$45,993,386	\$49,793,700	\$3,800,314
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$436,324)	\$3,194,021	\$2,772,697	(\$1,707,873)	\$4,480,570
TRANSFERS:					
BUDGET AUTHORIZATION			\$0	\$0	\$0
STATUTORY AUTHORIZATION					
NET TRANSFERS	\$0	\$0	\$0	\$0	\$0
ENDING FUND BALANCES	\$1,686,829	\$14,364,442	\$16,066,271	\$11,585,701	\$4,480,570
RESERVE FOR ENCUMBRANCE DESIGNATED			\$0		\$0
UNRESERVED/UNDESIGNATED	\$1,686,829	\$14,364,442	\$16,066,271	\$11,585,701	\$4,480,570

REGIONAL TRANSIT BOARD  
 SCHEDULE OF REVENUES, EXPENDITURES & CHANGES  
 IN THE GENERAL FUND  
 FOR SEVEN MONTHS ENDED JULY 31, 1989

	GENERAL 010	PLANNING PROGRAMS 011	TOTAL GENERAL FUND	TOTAL BUDGET GENERAL FUND	ACTUAL/BUDGET VARIANCE FAVORABLE (UNFAVORABLE)
BEGINNING FUND BALANCE	\$2,005,037	\$118,115	\$2,123,153	\$2,123,153	\$0
REVENUES:					
PROPERTY TAXES			\$0	\$0	\$0
FEDERAL GRANTS		\$95,339	\$95,339	\$229,717	(\$134,378)
STATE APPROPRIATIONS	\$277,083	\$437,500	\$714,583	\$714,583	\$0
INTEREST INCOME	\$30,959	\$98,778	\$129,747	\$64,167	\$65,580
MISCELLANEOUS	\$226	\$0	\$226	\$0	\$226
TOTAL REVENUE	\$308,279	\$631,617	\$939,895	\$1,008,467	(\$68,572)
EXPENDITURES:					
SALARIES AND BENEFITS	\$322,477	\$283,707	\$606,184	\$744,962	\$138,779
PROFESSIONAL AND TECHNICAL	\$112,343	\$246,205	\$358,548	\$631,050	\$272,502
NET COUNCIL CHARGEBACKS	\$9,917	\$128,334	\$138,250	\$138,250	\$0
MATERIALS SUPPLIES	\$7,981	\$0	\$7,981	\$18,083	\$10,102
OCCUPANCY	\$32,941	\$0	\$32,941	\$90,417	\$57,476
EQUIPMENT RENTAL AND MAINTENANCE	\$22,524	\$45	\$22,569	\$26,833	\$4,164
NUMBER PER DIEMS	\$17,850	\$0	\$17,850	\$29,167	\$11,317
TRAVEL EXPENSE	\$34,598	\$21,604	\$56,203	\$80,325	\$24,122
CASUALTY AND LIABILITY	\$48,954	\$0	\$48,954	\$58,333	\$9,380
PRINTING AND PUBLISHING	\$23,318	\$2,758	\$26,076	\$73,092	\$47,015
CAPITAL EXPENDITURES/OTHER	\$37,567	\$0	\$37,567	\$60,608	\$23,041
TRANSIT PROGRAMS/GRANTS	\$0	\$22,996	\$22,996	\$22,996	\$0
TOTAL EXPENDITURES	\$670,570	\$705,649	\$1,376,219	\$1,974,117	\$597,898
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$362,291)	(\$74,032)	(\$436,324)	(\$965,650)	\$529,326
TRANSFERS:					
BUDGET AUTHORIZATION STATUTORY AUTHORIZATION			\$0	\$0	\$0
NET TRANSFERS	\$0	\$0	\$0	\$0	\$0
ENDING FUND BALANCES	\$1,642,745	\$44,084	\$1,686,829	\$1,157,503	\$529,326
RESERVE FOR ENCUMBRANCES DESIGNATED			\$0		\$0
UNRESERVED/UNDESIGNATED	\$1,642,745	\$44,084	\$1,686,829	\$1,157,503	\$529,326

REGIONAL TRANSIT BOARD  
 SCHEDULE OF REVENUES, EXPENDITURES  
 AND CHANGES IN SPECIAL REVENUE FUNDS  
 FOR SEVEN MONTHS ENDED JULY 31, 1989

	REGULAR ROUTE 012	METRO MOBILITY 013	OPT OUT 014	RURAL SMALL URBAN 015	LRT ENGINEERING 016	NEW SERVICE TEST MARKETING 017	TOTAL SPECIAL FUNDS	TOTAL BUDGET SPECIAL REVENUE FUND	ACTUAL/BUDGET VARIANCE FAVOR/(UNFAVOR)
BEGINNING FUND BALANCE	\$5,670,398	\$447,021	\$59,597	\$505,021	\$1,551,750	\$2,936,635	\$11,170,421	\$11,170,421	\$0
REVENUES:									
PROPERTY TAXES	\$30,583,983	\$0	\$1,604,167	\$354,175		\$0	\$32,542,325	\$32,518,818	\$23,507
FEDERAL GRANTS	\$60,333	\$0		\$0	\$0	\$0	\$60,333	\$268,333	(\$208,000)
STATE APPROPRIATIONS	\$6,873,854	\$6,343,750	\$0	\$480,958	\$58,333	\$597,479	\$14,354,375	\$13,887,708	\$466,667
INTEREST INCOME	\$455,943	\$133,662	\$13,955	\$25,928	\$105,097	\$119,569	\$854,154	\$235,833	\$568,321
MISCELLANEOUS							\$0	\$116,667	(\$116,667)
<b>TOTAL REVENUE</b>	<b>\$37,974,114</b>	<b>\$6,477,412</b>	<b>\$1,618,122</b>	<b>\$861,061</b>	<b>\$163,431</b>	<b>\$717,049</b>	<b>\$47,811,188</b>	<b>\$47,077,360</b>	<b>\$733,828</b>
EXPENDITURES:									
MTC OPERATING SUBSIDY	\$34,432,431						\$34,432,431	\$36,099,350	\$1,666,919
MTC RIDESHARE	\$349,324						\$349,324	\$395,407	\$46,083
MTC JOBSEEKERS	\$283,851						\$283,851	\$236,250	(\$47,601)
MTC METRO MOBILITY ADMIN		\$411,788					\$411,788	\$378,523	(\$33,265)
NON-MTC FIXED ROUTE	\$906,940						\$906,940	\$922,040	\$15,100
OPT - OUT			\$811,867				\$811,867	\$999,816	\$187,948
RURAL SYSTEM				\$578,095			\$578,095	\$615,265	\$37,170
SMALL URBAN				\$199,657			\$199,657	\$195,160	(\$4,497)
METRO MOBILITY		\$6,395,145					\$6,395,145	\$7,000,643	\$605,498
LIGHT RAIL TRANSIT					\$10,866		\$10,866	\$198,275	\$187,409
TEST MARKETING						\$237,202	\$237,202	\$539,175	\$301,973
<b>TOTAL EXPENDITURES</b>	<b>\$35,972,546</b>	<b>\$6,806,933</b>	<b>\$811,867</b>	<b>\$777,752</b>	<b>\$10,866</b>	<b>\$237,202</b>	<b>\$44,617,167</b>	<b>\$47,579,904</b>	<b>\$2,962,737</b>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$2,001,567	(\$329,521)	\$806,255	\$83,309	\$152,564	\$479,847	\$3,194,021	(\$502,545)	\$3,696,565
TRANSFERS:									
BUDGET AUTHORIZATION							\$0		\$0
STATUTORY AUTHORIZATION									
<b>NET TRANSFERS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
ENDING FUND BALANCES	\$7,671,965	\$117,499	\$865,851	\$588,330	\$1,704,314	\$3,416,482	\$14,364,442	\$10,667,876	\$3,696,565
RESERVE FOR ENCUMBRANCES DESIGNATED									
UNRESERVED/UNDESIGNATED							\$0		\$0
RESERVE FOR ENCUMBRANCE DESIGNATED							\$0		\$0
<b>UNRESERVED/UNDESIGNATED</b>	<b>\$7,671,965</b>	<b>\$117,499</b>	<b>\$865,851</b>	<b>\$588,330</b>	<b>\$1,704,314</b>	<b>\$3,416,482</b>	<b>\$14,364,442</b>	<b>\$10,667,876</b>	<b>\$3,696,565</b>

RTB PROGRAM STATUS REPORT JUNE 30, 1989

58.33% of Fiscal Year

Work Prog #	Program name	Original Budget	Expenses thru Period end date	Unexpended Budget	Expenses as % of Budget
89-01	RTB Policy Management	\$276,200	\$165,544	\$110,656	59.94%
89-02	Executive Director's Office	\$202,450	\$86,381	\$116,069	42.67%
89-03	Programs/Planning Admin	\$175,850	\$164,249	\$11,601	93.40%
89-04	Transportation Planning Process	\$245,400	\$121,354	\$124,046	49.45%
89-10	Elderly and Disabled	\$91,300	\$34,459	\$56,841	37.74%
89-11	Regional Rideshare Prog. Coord.	\$102,200	\$8,633	\$93,567	8.45%
89-12	I-394 Planning & Implementation	\$52,900	\$3,201	\$49,699	6.05%
89-13	Transit System Planning & Impl.	\$274,800	\$188,814	\$85,986	68.71%
89-14	Transit Programs and Admin.	\$80,827,750	\$44,424,063	\$36,403,687	54.96%
89-15	Administrative Services	\$488,600	\$211,864	\$276,736	43.36%
89-16	Financial Management	\$262,100	\$99,916	\$162,184	38.12%
89-17	Personnel Administration	\$46,200	\$37,212	\$8,988	80.55%
89-19	Public Information	\$383,200	\$65,694	\$317,506	17.14%
89-22	Competitive Transit Services	\$93,800	\$76,651	\$17,149	81.72%
89-23	Light Rail Transit	\$319,900	\$16,777	\$323,123	4.94%
89-26	Transit Test Mktg of New Serv.	\$924,300	\$248,541	\$675,759	26.89%
89-27	Community Demo. Grant Prq	\$168,500	\$25,206	\$143,294	14.96%
	Sub-Total	\$84,955,450	\$45,978,561	\$38,976,889	54.12%
89-20	Capital Expenditure Program	\$335,178	\$14,825	\$320,353	4.42%
	Total Programs and Capital Expenditures	\$85,290,628	\$45,993,386	\$39,297,242	53.93%

**REGIONAL TRANSIT BOARD TRANSIT  
PROVIDER STATUS REPORT**  
as of July 31, 1989  
58.33% of Fiscal Year

	1989 Contract	7 months Contract	7 months Accr. Exp	*Variance Dollars	Months Rep.
<b>Regular Route</b>					
Airport Express	18,181	10,606	11,068	462	7
Medicine Lake	748,900	436,858	437,993	1,134	5
(1) North Suburban	816,510	476,298	457,880	-18,418	7
Total	1,583,591	923,761	906,940	-16,821	
Medicine Lake- Adj	0	0	30	30	
Adj Total	1,583,591	923,761	906,970	-16,791	
<b>Opt Out</b>					
Plymouth	433,910	253,114	253,114	0	0
Shakopee	217,661	126,969	129,151	2,182	5
Southwest Metro	910,830	531,318	429,602	-101,715	6
Total	1,562,401	911,401	811,867	-99,533	
<b>Rural Systems</b>					
Anoka County	85,646	49,960	47,338	-2,622	6
Carver County	104,650	61,046	57,468	-3,577	7
Dakota Volunteer	10,800	6,300	6,300	0	0
DARTS	376,008	219,338	231,270	11,932	7
HSI (Washington Co.)	224,960	131,227	128,419	-2,808	6
Scott County	81,241	47,391	47,391	0	0
Senior Community	57,035	33,270	31,179	-2,091	6
Senior Transp. Prog	15,600	9,100	9,002	-98	6
Westonka	15,559	9,076	8,257	-819	6
Total	971,499	566,708	566,624	-83	
Scott Co- 1988 Adj	0	0	6,258	6,258	
Sr Comm- sp exurban	0	0	5,213	5,213	
Adj Total	971,499	566,708	578,095	11,387	
<b>Small Urban Systems</b>					
Columbia Heights	21,420	12,495	13,196	701	7
Hastings - TRAC	61,775	36,035	35,558	-477	6
Hopkins	39,000	22,750	21,843	-907	6
** NEST	95,610	55,773	62,768	6,995	6
STEP	8,205	4,786	4,785	-1	7
White Bear	102,508	59,796	61,508	1,711	6
Total	328,518	191,636	199,657	8,022	

**REGIONAL TRANSIT BOARD TRANSIT  
PROVIDER STATUS REPORT**  
as of July 31, 1989  
58.33% of Fiscal Year

	1989 Contract	7 months Contract	7 months Accr. Exp	*Variance Dollars	Months Rep.
<b>Metro Mobility</b>					
City Wide Cab			171,112		
DARTS			218,234		
Diamond Cab			232,183		
Ebenezer Society			344,775		
H.T.S.			108,870		
Handicabs			1,049,490		
Human Services, Inc.			46,942		
Med Kab (Health East)			420,479		
Metro Ride			541,853		
Morley Bus			1,302,499		
Suburban Paratransit			636,187		
Twin City Mobility			265,937		
Wilder Transp.			178,758		
Yellow Taxi			877,829		
<b>Total</b>	<b>12,001,103</b>	<b>7,000,643</b>	<b>6,395,145</b>	<b>-605,498</b>	
<b>Total other than MTC</b>	<b>16,447,112</b>	<b>9,594,149</b>	<b>8,891,705</b>	<b>-702,444</b>	
<b>MTC</b>					
Regular Route	61,884,600	36,099,350	34,432,431	-1,666,919	6
Jobseekers	405,000	236,250	283,851	47,601	6
Over 8 Mile Coupons	125,000	72,917	40,043	-6,779	6
MMAC	648,897	378,523	371,745	-6,779	6
Minnesota Rideshare	695,966	405,980	349,324	-56,656	6
<b>Total</b>	<b>63,759,463</b>	<b>37,193,020</b>	<b>35,477,394</b>	<b>-1,715,626</b>	
<b>Test Mktg &amp; New Serv</b>					
ABC Weekender	105,416	61,493	55,886	-5,607	6
(2) * Roseville Circulator	716,200	179,767	181,316	1,549	4
<b>Grand Total</b>	<b>81,028,191</b>	<b>47,028,428</b>	<b>44,606,301</b>	<b>-2,422,127</b>	

\*+ = over budget

\*- = under budget

(1) Incl amendment

(2) 18 month contract

\*\* actual s/b -7,000

Investment Summary by Fund - July 1989

Date Purch.	Date Due	Description	Purchase Price	Broker	Yield
<b>General Fund</b>					
6/29/89	7/03/89	CP-American Exp.	600,000	Marquette Bk.	9.184
	7/03/89	sold	(600,000)		
7/03/89	7/31/89	CP-GE Finance	699,955	American Bank	9.266
	7/31/89	sold	(699,955)		
7/05/89	8/07/89	CP-Firestone	1,784,944	Piper Jaffray	9.202
7/27/89	8/21/89	CP-MidAtlantic Fuel	292,168	Piper Jaffray	8.728
7/31/89	9/25/89	CP-Security Pacific	<u>20,484</u>	American Bank	8.491
			2,097,596		
<b>Regular Route Fund</b>					
6/19/89	8/07/89	CP-Goldstar	1,300,688	Marquette Bk.	9.214
6/21/89	7/17/89	CP-Merrill Lynch	1,390,597	Merrill Lynch	9.363
	7/17/89	sold	(1,390,597)		
6/21/89	7/05/89	CP-Firestone	650,000	Dain Bosworth	9.334
	7/05/89	sold	(650,000)		
6/23/89	7/24/89	CP-GE	297,618	American Bank	9.294
	7/24/89	sold	(297,618)		
6/23/89	7/31/89	CP-GMAC	742,677	American Bank	9.341
	7/31/89	sold	(742,677)		
6/23/89	8/07/89	CP-Kabota USA	1,482,731	Piper Jaffray	9.317
6/23/89	8/21/89	CP-GMAC	3,999,999	Dain Bosworth	9.361
6/23/89	8/29/89	CP-Hilton Hotels	3,931,437	Marquette Bk.	9.371
6/29/89	7/03/89	CP-American Exp.	1,000,000	Marquette Bk.	9.184
	7/03/89	sold	(1,000,000)		
6/30/89	7/10/89	CP-GMAC	598,450	American Bank	9.324
	7/10/89	sold	(598,450)		
7/11/89	9/18/89	CP-NewsAmericia	2,999,287	Dain Bosworth	8.822
7/17/89	9/18/89	CP-BFCE US Finance	1,962,375	Dain Bosworth	8.731
7/25/89	9/28/89	CP-Honeywell	2,263,871	Marquette Bk.	8.839
7/25/89	9/11/89	CP-Merrill Lynch	2,273,259	Merrill Lynch	8.823
7/27/89	8/21/89	CP-MidAtlantic Fuel	300,000	Piper Jaffray	8.728
7/31/89	9/25/89	CP-Security Pacific	<u>100,000</u>	American Bank	8.491
			20,613,647		

**Metro Mobility Fund**

6/29/89	7/03/89	CP-American Exp.	400,000	Marquette Bk.	9.184
	7/03/89	sold	(400,000)		
7/11/89	10/02/89	CP-Merrill Lynch	1,550,719	Merrill Lynch	8.722
7/17/89	9/18/89	CP-BFCE US Fin.	500,000	Dain Bosworth	8.731
7/31/89	9/25/89	CP-Security Pacific	<u>100,000</u>	American Bank	8.491
			2,150,719		

**Opt-Out Fund**

7/11/89	10/02/89	CP-Merrill Lynch	300,000	Merrill Lynch	8.722
7/31/89	9/25/89	CP-Security Pacific	<u>200,000</u>	American Bank	8.491
			500,000		

**Rural-Small Urban Fund**

6/21/89	7/05/89	CP-Firestone	500,000	Dain Bosworth	9.334
	7/05/89	sold	(500,000)		
7/11/89	10/02/89	CP-Merrill Lynch	600,000	Merrill Lynch	8.722
7/27/89	8/21/89	CP-MidAtlantic Fuel	700,000	Piper Jaffray	8.728
7/31/89	9/25/89	CP-Security Pacific	<u>100,000</u>	American Bank	8.491
			1,400,000		

**LRT Fund**

6/07/89	8/07/89	CP-Warner Comm.	969,059	Merrill Lynch	9.273
6/30/89	8/11/89	CP-Westinghouse	<u>593,560</u>	American Bank	9.300
			1,562,619		

**New Test Marketing Fund**

6/07/89	8/07/89	CP-Warner Comm.	1,000,000	Merrill Lynch	9.273
6/21/89	7/05/89	CP-Firestone	248,922	Dain Bosworth	9.334
	7/05/89	sold	(248,922)		
6/29/89	7/03/89	CP-American Exp.	699,246	Marquette Bk.	9.184
	7/03/89	sold	(699,246)		
7/10/89	8/24/89	CP-Gold Star Elec.	989,063	Marquette Bk.	8.847
7/31/89	9/25/89	CP-Security Pacific	<u>200,000</u>	American Bk.	8.491
			2,189,063		

**Total outstanding end of July: \$30,513,644**

**REGIONAL TRANSIT BOARD**  
Mears Park Centre, 230 East Fifth Street  
Saint Paul, Minnesota 55101

DATE: September 5, 1989  
TO: Administration and Finance Committee  
FROM: Dale W. Ulrich, Comptroller *DUW*  
SUBJECT: 1989 (Payable 1990) Property Tax Levy Certification Process

The 1988 "Truth in Taxation" legislation established a new set of procedures for certifying property tax levies to begin in 1989. This 1988 law is flawed in several respects, and was amended by 1989 legislation; those amendments were lost in the Governor's veto of the tax bill, and any special session will be too late to affect the 1989 process for the RTB and Metropolitan Council.

As a result, we are working with the 1988 law, modified by administrative changes issued by the Minnesota Department of Revenue.

It is my recommendation to the Committee that the following actions be scheduled to best accommodate the 1988 law, the administrative changes from the Minnesota Department of Revenue, the RTB meeting schedule, and the public hearing plans of the other affected taxing districts in the seven counties (counties, municipalities and school districts).

**September 11**  
**A&F Committee**

- Amend the previously adopted (July 24) 1990 RTB Budget to correspond to the anticipated change in Transit District Market Value growth 1988 to 1989.
- Certify the proposed property tax levy for 1989 (payable 1990) as set forth in Resolution No. 89-16 and described in Bob Dietrick's accompanying memo of September 5, 1989.
- Set a public hearing for September 18, 5:00 p.m., Mears Park Centre, for the purpose of adopting a final budget and a final property tax levy.

**September 12**  
**Board Meeting**

- Affirm the action of the Administration and Finance Committee meeting of September 11.

**September 18**  
**Public Hearing and Board Meeting**

- Hear public comments
- Adopt final property tax levy
- Adopt final budget

## REGIONAL TRANSIT BOARD

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

DATE: September 5, 1989  
TO: Administration and Finance Committee  
FROM: Robert Dietrick, Administrative Aide *RD MM*  
SUBJECT: Resolution No. 89-16 "Resolution Levying Ad Valorem Property Taxes for 1989, Payable 1990"

### Action Requested:

That the Regional Transit Board adopt Resolution No. 89-16, "Resolution Levying Ad Valorem Property Taxes for 1989, Payable 1990".

### Background:

The Regional Transit Board is authorized by 1984 Minnesota Laws, Chapter 654, Article 3, Section 136 and Minnesota Statutes 474.446, as amended, to levy property taxes in the metropolitan area. The Regional Transit Board has a deadline of October 1 to certify a **proposed** tax levy to the county auditors and a deadline of November 9 to certify the **actual** property tax levy to the county auditors. Resolution No. 89-16 is intended to satisfy both reporting requirements and is the actual levy to be certified to the county auditors. The RTB tax levy consists of the transit taxing district, debt service levy, and the transit taxing area.

### Transit Taxing District

The transit taxing district is defined in M. S. 473.446, Subd. 2 and, generally, is that portion of the 7 county metropolitan area which receives regular-route service. The legislation provides for the following calculation of the levy:

- a. for taxes payable in 1990, the product of the Regional Transit Board's property tax levy for the previous year multiplied by
- b. the increase in market valuation of all taxable property within the taxing district for assessment year 1989 payable 1990 compared to the total market valuation for assessment year 1988 payable 1989.

This calculation for the transit taxing district is shown on Table 1.

### Debt Service

The RTB levies taxes to retire the debt on certificates of indebtedness and bonds issued by the Metropolitan Council and the Metropolitan Transit Commission. Both the Metropolitan Council and the Metropolitan Transit Commission certify, by resolution to the RTB, the amounts necessary in order to service the debt on these issues. The debt levy is shown in detail on Table 2.

### Transit Taxing Area

The transit taxing area (or "exurban"), is defined in M. S. 473.446, Subd. 1a, and is the portion of the metropolitan area that is outside of the transit taxing district. Proceeds from this levy are to be used for paratransit services or ride-sharing programs designed to serve persons located within the transit area but outside of the transit taxing district. The levy is equal to ten percent of the sum of the levies for the taxing district and debt service multiplied by the ratio of the assessed value of the transit area to the transit district. This calculation is shown in Table 1.

The Regional Transit Board certifies the total aggregate tax levy to the Department of Revenue and the county auditors. As has been the practice in the past, the State Board of Equalization, MN Department of Revenue, has the responsibility of taking the aggregate tax levy and apportioning it among the seven counties. This apportionment is done in mid-November, and staff has estimated what this apportionment will look like based on past year's information. This estimate is shown in Table 3.

The RTB is also instructed by the legislation to notify the county auditors of the communities that are eligible for tax feathering relief, pursuant to M. S. 446, Subd. 1. This information will be based on service levels as of August 1, 1989. A listing of these communities, along with the corresponding feathering reduction, is shown in Table 4. The RTB does not certify a dollar amount for tax feathering, but we estimate it to be \$2,400,000. This service level information is still being reviewed and there may be some changes in the feathering rates before official board approval of the levy.

### **Recommendation:**

That the Regional Transit Board adopt Resolution No. 89-16, "Resolution Levying Ad Valorem Property Taxes for 1989, Payable 1990."

### **Attachments:**

Table 1:	Calculation of Levy and Comparison to Previous Year
Table 2:	Debt Service Levy Detail
Table 3:	Tax Apportionment by County
Table 4:	Tax Feathering Information
Resolution No. 89-16:	"Resolution Levying Ad Valorem Property Taxes"

Table 1  
Calculation of Tax Levy and Comparison to Previous Year

**Transit Taxing District - levy year 1989 payable 1990 (M. S. 473.446, Subd. 1):**

1.	Payable 1989 taxing district <b>actual</b> levy:	55,141,281
2.	Payable 1989 total market value:	77,175,295,303
3.	Payable 1990 total market value:	82,649,489,120*
4.	Increase in market value 1990/1989:	7.09%
5.	Payable 1990 levy limit (1 x 4):	<b>59,050,798</b>

\*information provided by MN Department of Revenue

**Debt Service Levy (M. S. 473.446, Subd. 1):**

Metropolitan Transit Commission:	2,310,200
Metropolitan Council:	<u>3,768,903</u>
Total:	<b>6,079,103</b>

**Transit Area "exurban" tax levy: (M. S. 473.441, Subd. 1A):**

Payable 1990 transit district levy:	59,050,798
Payable 1990 debt service:	<u>6,079,103</u>
	65,129,901 x .098421 x 10% = <b>641,015</b>

**Comparison:**

Levy year 1988 payable 1989:		Levy year 1989 payable 1990:	
Taxing district:	55,141,281	Taxing district:	59,050,798
Debt service:	6,356,182	Debt service:	6,079,103
Area "exurban":	<u>605,264</u>	Area "exurban":	<u>641,015</u>
	<b>62,102,727</b>		<b>65,770,916</b>

Increase: **5.9%**

Table 2  
Debt Service Levy Detail

The Metropolitan Transit Commission certifies the following amounts for outstanding debt of the MTC for levy of ad valorem property taxes:

- |    |  |                    |
|----|--|--------------------|
| 1. | For principal and interest payments on general obligation certificates of indebtedness of 1979, including allowance for uncollectible taxes. | <b>\$679,400</b>   |
| 2. | For principle and interest payments on general obligation certificates of indebtedness of 1985, including allowance for uncollectible taxes. | <b>\$1,630,800</b> |

The Metropolitan Council certifies the following amounts for outstanding debt of the Council for levy of ad valorem property taxes:

- |    |  |                    |
|----|--|--------------------|
| 1. | For principal and interest payments to provide full and timely payment of debt service on the Series 1987 C issue. | <b>\$1,369,233</b> |
| 2. | For principal and interest payments to provide full and timely payment of debt service on the Series 1988 B issue. | <b>\$2,399,670</b> |

Total scheduled debt service levy: **\$6,079,103**

Table 3  
Tax Apportionment by County

**Transit Taxing District**

<u>County</u>	<u>Apportionment %*</u>	<u>General Fund</u>	<u>Debt Levy</u>
Anoka	6.5%	3,838,302	395,142
Carver	.8%	472,406	48,633
Dakota	10.0%	5,905,080	607,910
Hennepin	55.6%	32,832,244	3,379,981
Ramsey	21.4%	12,636,871	1,300,928
Scott	1.4%	826,711	85,108
Washington	4.3%	<u>2,539,184</u>	<u>261,401</u>
		<b>59,050,798</b>	<b>6,079,103</b>

**Transit Taxing Area**

<u>County</u>	<u>Apportionment %*</u>	<u>Levy</u>
Anoka	22.0%	141,023
Carver	10.5%	67,307
Dakota	10.0%	160,254
Hennepin	14.0%	89,742
Scott	9.0%	57,691
Washington	19.5%	<u>124,998</u>
		<b>641,015</b>

\*apportionment percentages are RTB estimates based on historical information from previous tax levies. The State Board of Equalization, MN Department of Revenue, makes final determination of the percentages based on differing levels of assesment prevailing in the seven-county metropolitan area. This determination is done in November and the information is then provided to the county auditors.

Table 4  
Communities Eligible for Tax Feathering

Taxing Unit	Service Frequency		Governing Route	Feathering Reduction
	Peak	Non-Peak		
<u>Anoka County</u>				
Centerville	-0-	-0-	-----	.765*
<u>Carver County</u>				
Chanhassen (part)	15-30 min.	dial-a-ride	SW/MTC	.765
Chaska	15-30 min.	dial-a-ride	SW/MTC	.765
<u>Dakota County</u>				
Apple Valley	15-30 min.	-0-	MTC 77A/C	.765
Burnsville	15-30 min.	-0-	MTC 35N	.765
Eagan	20-30 min.	-0-	MTC 77E	.765
Lilydale	4 trips	-0-	MTC 72	.765
Mendota	-0-	-0-	-----	.765
Mendota Heights	30 min.	6 trips	MTC 5/29	.510
Rosemount	2 trips	-0-	A. L. 46	.765
Sunfish Lake	-0-	-0-	-----	.765
<u>Hennepin County</u>				
Chanhassen (part)	15-30 min.	dial-a-ride	SW/MTC	.765
Deephaven	20-60 min.	120 min.	MTC 67	.510
Eden Prairie	15-30 min.	61 min.	SW/MTC	.510
Excelsior	5-60 min.	120 min.	MTC 67	.510
Greenwood	5-60 min.	120 min.	MTC 67	.510
Long Lake	9 trips	3 trips	MTC 51/75	.510
Maple Grove	8 trips	-0-	MTC 45	.765
Medicine Lake	-0-	-0-	-----	.765
Minnetonka Beach	30 min.	120 min.	MTC 51	.510
Osseo	8 trips	-0-	MTC 45	.765
Plymouth	30 min.	dial-a-ride	MLL	.765
Shorewood	5-60 min.	120 min.	MTC 67	.510
Tonka Bay	4 trips	-0-	MTC 67	.765
Woodland	-0-	-0-	-----	.765
<u>Ramsey County</u>				
Arden Hills	15-30 min.	-0-	MTC 33	.765
Gem Lake	4 trips	-0-	MTC 35 H	.765
Spring Lake Pk. (part)	40 min.	70 min.	MTC 25	.510
Vadnais Heights	30 min.	2 trips	MTC 2	.510
White Bear Twns.	7 trips	-0-	MTC 35H/J	.765

Scott County

Prior Lake	4 trips	-0-	MTC 35R	.765*
Savage	4 trips	-0-	MTC 35R	.765
Shakopee	-0-	-0-	-----	.765

Washington County

Baytown Township	60 min.	120 min.	MTC 12	.510
Birchwood	6 trips	-0-	MTC 35A	.765
Cottage Grove	5-15 min.	120 min.	MTC 61	.510
Dellwood	30 min.	120 min.	MTC 15	.510
Lake Elmo	30 min.	120 min.	MTC 12/94S	.510
Mahtomedi	30 min.	120 min.	MTC 15	.510
Newport	30 min.	120 min.	MTC 61	.510
Pine Springs	-0-	-0-	-----	.765
St. Paul Park	30-40 min.	120 min.	MTC 61	.510
Willernie	30 min.	120 min.	MTC 15	.510
Woodbury	30-40 min.	4 trips	MTC 3	.510

\* Feathering reduction is expressed in terms of net tax capacity rates for payable 1990 and subsequent years. The conversion from mill rates to tax capacity rates is as follows:

<u>Mill rate</u>	<u>Tax capacity rate</u>
.50 mill	.510%
.75 mill	.765%

REGIONAL TRANSIT BOARD

Mears Park Centre, 230 E. Fifth Street, St. Paul, MN 55101

RESOLUTION NO. 89-16

RESOLUTION LEVYING **PROPOSED** AD VALOREM  
PROPERTY TAXES

- WHEREAS, the Regional Transit Board is authorized by 1984 Minnesota Laws, Chapter 654, Article 3, Section 136, and Minnesota Statutes 473.446, as amended, to levy certain property taxes in the metropolitan area, on or before November 9; and
- WHEREAS, the provision of 1984 Minnesota Laws, Chapter 502, Article 3, Section 25, requires the Regional Transit Board to reduce the property tax to those properties receiving less than the full peak and off-peak service; and
- WHEREAS, the Regional Transit Board has defined the level of service provided to communities as the frequency of service received from the Metropolitan Transit Commission and private providers, excluding paratransit services, as specified in the service plans in effect on August 1, 1989;

NOW THEREFORE BE IT RESOLVED THAT, the Regional Transit Board hereby levies upon all taxable property within the Metropolitan Transit Taxing District, as defined in Minnesota Statutes 473.446, Subd. 2, the following amounts:

1.) **\$59,050,798** for use by the Regional Transit Board for payment of the expenses of operating transit and paratransit services. This levy is on all taxable property within the Metropolitan Transit Taxing District, except that the levy on taxable property in the following communities is reduced by the following net tax capacity percentages:

<u>County</u>	<u>Community</u>	<u>Reduction</u>
Anoka	Centerville	.765
Carver	Chanhassen (part) Chaska	.765 .765
Dakota	Apple Valley Burnsville Eagan Lilydale Mendota Mendota Heights Rosemount Sunfish Lake	.765 .765 .765 .765 .765 .510 .765 .765

Hennepin	Chanhasen (part)	.765
	Deephaven	.510
	Eden Prairie	.510
	Excelsior	.510
	Greenwood	.510
	Long Lake	.510
	Maple Grove	.765
	Medicine Lake	.765
	Minnetonka Beach	.510
	Osseo	.765
	Plymouth	.765
	Shorewood	.510
	Tonka Bay	.765
Woodland	.765	
Ramsey	Arden Hills	.765
	Gem Lake	.765
	Spring Lake Park (part)	.510
	Vadnais Heights	.510
	White Bear Lake Township	.765
Scott	Prior Lake	.765
	Savage	.765
	Shakopee	.765
Washington	Baytown Township	.510
	Birchwood	.765
	Cottage Grove	.510
	Dellwood	.510
	Lake Elmo	.510
	Mahtomedi	.510
	Newport	.510
	Pine Springs	.765
	St. Paul Park	.510
	Willernie	.510
Woodbury	.510	

2.) **\$679,400** for principal and interest payments on general obligation certificates of indebtedness of 1979; and

3.) **\$1,630,800** for principal and interest payments on general obligation certificates of indebtedness of 1985; and

4.) **\$1,369,233** for principal and interest payments on Series 1987 C issue; and

5.) **\$2,399,670** for principal and interest on the Series 1988 B issue.

BE IT FURTHER RESOLVED THAT the Regional Transit Board hereby levies upon all taxable property within the Metropolitan Transit Taxing Area but outside of the Metropolitan Transit Taxing District an amount payable in 1990 of **\$641,015** estimated to represent ten (10) percent of the levies 1 through 5 above, pursuant to Minnesota Statutes 473.446, Subd. 1a.

BE IT FURTHER RESOLVED THAT the Treasurer of the Regional Transit Board, on behalf of the board, shall certify these levies to the respective county auditors of the counties in which the taxable property is located, and shall certify these levies to the Minnesota Department of Revenue, on or before November 9, 1989.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 1989.

\_\_\_\_\_  
Michael Ehrlichmann, Chair

\_\_\_\_\_  
Mary Fitzgerald, Secretary



**REGIONAL TRANSIT BOARD**

**1990 DRAFT BUDGET**

September 11, 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	59,691,813	59,691,813
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
<b>Total Sources of Funds</b>	<b>5,097,752</b>	<b>95,928,331</b>	<b>101,026,083</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>10,682,295</b>	<b>11,117,907</b>

\*Revised Budget 6/19/89, adjusted for interest revenue allocation.  
Does not include debt service levy (see p. 42)

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

Sources of Funds 1/1/90	TOTAL GENERAL FUND	REGULAR ROUTE	METRO MOBILITY	OPT OUT	RURAL SMALL URBAN	LRT	NEW SER/TEST	TOTAL SPECIAL FUNDS	TOTAL ALL FUNDS
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		56,300,798		2,750,000	641,015			59,691,813	59,691,813
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>73,656,607</b>	<b>12,982,500</b>	<b>3,845,626</b>	<b>1,870,862</b>	<b>1,311,851</b>	<b>2,260,885</b>	<b>95,928,331</b>	<b>101,026,083</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							0	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	6,876,071	0	2,175,170	461,883	942,771	226,400	10,682,295	11,117,907
	=====	=====	=====	=====	=====	=====	=====	=====	=====

\* Revised budget 6/19/89, adjusted for interest revenue allocation  
Does not include debt service levy ( See p. 42)

REGIONAL TRANSIT BOARD  
1990 BUDGET  
WORK PROGRAMS

Sources of Funds	1988 Actual	1989 * Budget	1989 Act Est	1990 Budget
1/1/1990				
<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	59,691,813
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>	87,361,605	95,726,418	96,126,418	101,026,083
<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	102,705
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	369,080
90-26 Test/New Services	167,009	924,300	500,000	2,034,485
90-27 Grant Programs	0	168,500	600	19,612
90-28 Regional Coordination	0	0	0	54,995
<b>TOTAL EXPENDITURES</b>	74,068,031	85,290,628	80,831,266	89,908,176
<b>12/31/90 Ending Fund Balance</b>	13,293,574	10,435,790	15,295,152	11,117,907

\* Revised Budget 6/19/89, adjusted for interest revenue allocation.  
Work programs summary does not include debt service levy (See p. 42)

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 Mez

**REGIONAL TRANSIT BOARD  
Debt Service Levy  
1990**

Project Name:            Debt Service Levy Expenditures

Project Number:        90-21

Source of Funds:        Property Tax Levy

**Project Description:**

Provide funds for payments of certificates of indebtedness pursuant to Minnesota Statute 473.446 (Transit Tax Levies)

**Detail of Expenditures:**

Metropolitan Transit Commission	\$2,310,200
Metropolitan Council	<u>\$3,768,903</u>
<b>Total</b>	<b>\$6,069,103</b>

1987 Actual	1987 Budget	1988 Actual	1988 Budget	1989 Budget	1990 Budget
4,576,000	4,965,800	3,992,525	4,288,255	6,356,182	6,069,103

## REGIONAL TRANSIT BOARD

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

**DATE:** September 12, 1989

**TO:** Regional Transit Board

**FROM:** John Derus, Chair  
Joint LRT Advisory Committee

**SUBJECT:** Advisory Committee Report--Joint LRT Advisory Committee

At the September 6, 1989 meeting of the Joint LRT Advisory Committee, representatives from the county regional railroad authorities updated the committee on the status of LRT planning efforts in each of the seven metropolitan area counties. Included in the presentations was an overview of federal funding requirements as well as the funding options being explored by the various counties. No action was required on these topics.

In response to a Request for Proposal (RFP) by the Regional Transit Board (RTB), three proposals were received for the purposes of developing the LRT Development and Financial Plan. The RTB asked the Joint LRT Advisory Committee to review and make a recommendation for consultant selection. The Joint Light Rail Transit (LRT) Advisory Committee discussed and approved the following recommendation:

That the Joint LRT Advisory Committee recommends to the Regional Transit Board that the consulting team of Strgar-Roscoe-Fausch, Inc./BRW, Inc./and Springsted, Inc., be selected for consulting services required for the LRT Development and Financial Plan, utilizing the firm of Public Financial Management, Inc., if necessary, to provide a national perspective.

The next meeting of the Joint LRT Advisory Committee is scheduled to be held Wednesday, September 20, 1989.

# REGIONAL TRANSIT BOARD

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

**DATE:** September 11, 1989  
**TO:** Regional Transit Board  
**FROM:** Howard Blin, Planning Manager *HB*  
**SUBJECT:** Consultant Selection for LRT Development and Financial Plan

## BACKGROUND

The 1989 RTB budget was developed and approved prior to legislation requiring preparation of an LRT Development and Financial Plan. For this reason, the budget must be amended to include the costs of retaining consultant services necessary in preparing the plan.

A Request for Proposal (RFP) for consultant services necessary in completing the LRT Development and Financial Plan was issued on August 22, 1989. Three proposals were submitted by the August 30 deadline. These were reviewed by the Consultant Selection Committee, comprised of the following members of the Staff Committee to the Joint LRT Advisory Committee:

Howard Blin, Regional Transit Board  
Larry Bousquet, Washington County  
Kathy DeSpiegelaere, Ramsey County  
Judy Hollander, Regional Transit Board  
Ken Stevens, Hennepin County  
Steve Wilson, Metropolitan Council  
Tim Yantos, Anoka County

## DISCUSSION

### Consultant Selection

Proposals were received from the following consultants or teams of consultants:

- |  |   |           |
|--|---|-----------|
| • Strgar-Roscoe-Fausch, Inc.           | - | \$185,000 |
| BRW, Inc.                              |   |           |
| Public Financial Management, Inc.      |   |           |
| • Evensen Dodge, Inc.                  | - | \$29,750  |
| (proposal for financial services only) |   |           |
| • Springsted, Inc.                     | - | \$28,675  |
| (proposal for financial services only) |   |           |

The selection committee reviewed the proposals with the Joint LRT Advisory Committee on September 6, 1989, and recommended that the consultant team of Strgar-Roscoe-Fausch/BRW/Public Financial Management be recommended to the RTB. The advisory committee determined that due to the complex nature of the local tax structure, a local firm would be needed to work on financial aspects of the plan. To accomplish this, the advisory committee recommended that Springsted, Inc., be added to the recommended consultant team.

Budget Amendment

Staff recommends that \$250,000 be budgeted for this project and \$200,000 be authorized for a consultant contract. The difference in these amounts reflects the potential for additional consulting services needed to complete the plan. Particularly in the area of patronage forecasting, work in addition to that previously completed by the county railroad authorities may be necessary. The scope of additional work cannot be determined, however, until work on the plan has begun.

**RECOMMENDATION**

That the Regional Transit Board amend the 1989 RTB Budget, Section 89-23, Light Rail Transit Planning and Coordination, to include \$250,000 for consultant assistance on the LRT Development and Financial Plan and to authorize the executive director to execute a contract not to exceed \$200,000 with the firms of Strgar-Roscoe-Fausch, Inc./BRW, Inc./and Springsted, Inc.

HB:jmo



**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 September 11, 1989, the committee discussed and approved the following recommendations:

### **FINANCIAL STATEMENTS - JULY 1989**

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

### **RESOLUTION LEVYING PROPOSED AD VALOREM PROPERTY TAXES FOR 1989 (PAYABLE 1990), RESOLUTION NO. 89-16**

At the meeting the September 11, 1989 version of the Regional Transit Board 1990 Draft Budget and a staff report, dated September 5, regarding the 1989 (Payable 1990) Proposed Property Tax Levy Certification Process were distributed. Copies of those documents are attached.

That the Regional Transit Board adopt Resolution No. 89-16, "Resolution Levying Proposed Ad Valorem Property Taxes for 1989, Payable 1990.

That the Regional Transit Board adopt the proposed 1990 budget.

That the Regional Transit Board set a public hearing for September 18, 1989 at 5:00 p.m. in Mears Park Centre, for the purpose of adopting a final budget and final property tax levy.

### **OTHER BUSINESS**

The committee members briefly discussed the question of whether the board should pay for member and staff memberships in professional organizations. The matter was referred to the Policy Committee for its consideration.

The next scheduled meeting of the committee is October 9, 1989.

Elwyn Tinklenberg  
Chair

ET/mff  
Att.



**REGIONAL TRANSIT BOARD**

Mears Park Centre  
230 East 5th Street  
St. Paul, Minnesota 55101  
612/292-8789

DATE: September 5 1989  
TO: Regional Transit Board  
FROM: Michael J. Ehrlichmann, Chair  
SUBJECT: Orientation Retreat

It is my hope that the orientation retreat on September 15 will give us an opportunity to look at the RTB's programs in depth and I urge you to come prepared with specific questions you would like to raise.

At 8:30 a.m. there will be coffee and muffins served in the World Trade Center's conference room and the orientation session will start at 9:00 a.m. At noon we will take a break for lunch, and continue the meeting at 1:00 p.m. We expect to be done at 3:30 p.m. Please bring your white briefing book along.

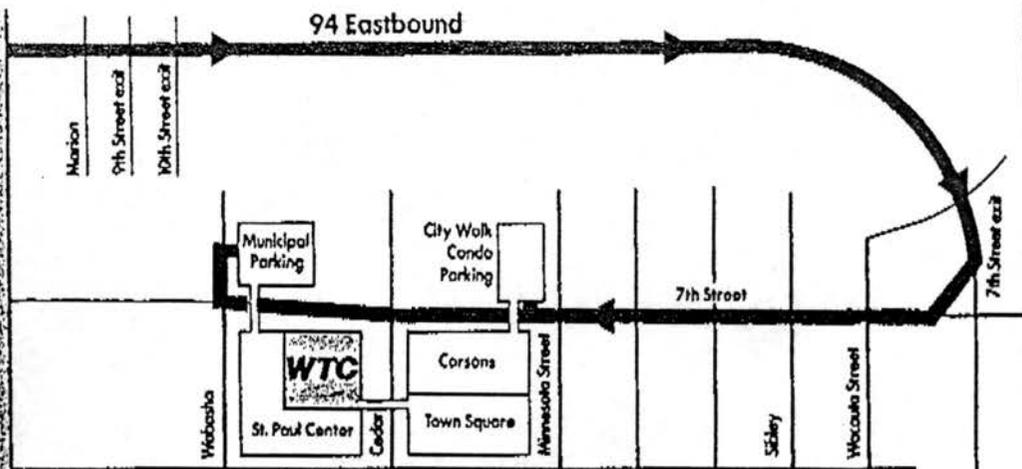
Parking is free in the Municipal Parking Ramp or City Center Ramp--just bring your parking tickets up to the meeting and a receptionist will validate it. Directions are attached.

MJE/mff

### I 94 Eastbound (from Minneapolis)

Take 7th Street exit (it's after 9th and 10th Street). At the end of the exit ramp, turn right at the light. You'll be on 7th Street. Stay on 7th Street, go:

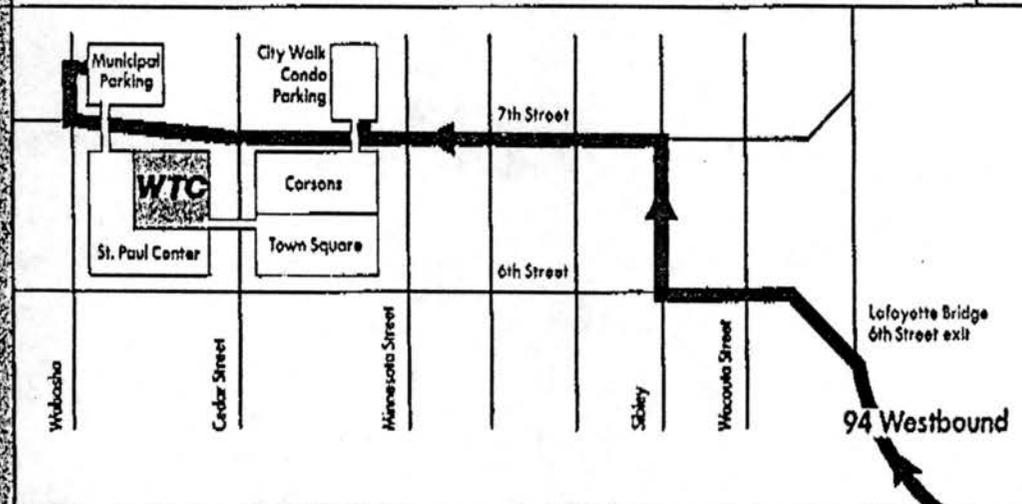
- ▼ 6 blocks to City Walk Condo Parking Ramp at 7th & Minnesota (Skyway attached. Thru Carson's to St. Paul Center/1st floor entry to World Trade Center (WTC) Tower.)
- ▼ 7 blocks to World Trade Center at 7th & Cedar.
- ▼ 8 blocks to Wabasha. Right on to Wabasha and immediately turn right into Municipal Ramp. (Skyway attached to St. Paul Center/1st floor entry to WTC Tower.)



### I 94 Westbound (from the east)

Take 6th Street exit (it's the Lafayette Bridge/6th Street exit from the left lane) to Sibley Street (just past Meats Park). Turn right onto Sibley. Go one block and turn left at light onto 7th Street (not 7th Place). Stay on 7th Street, go:

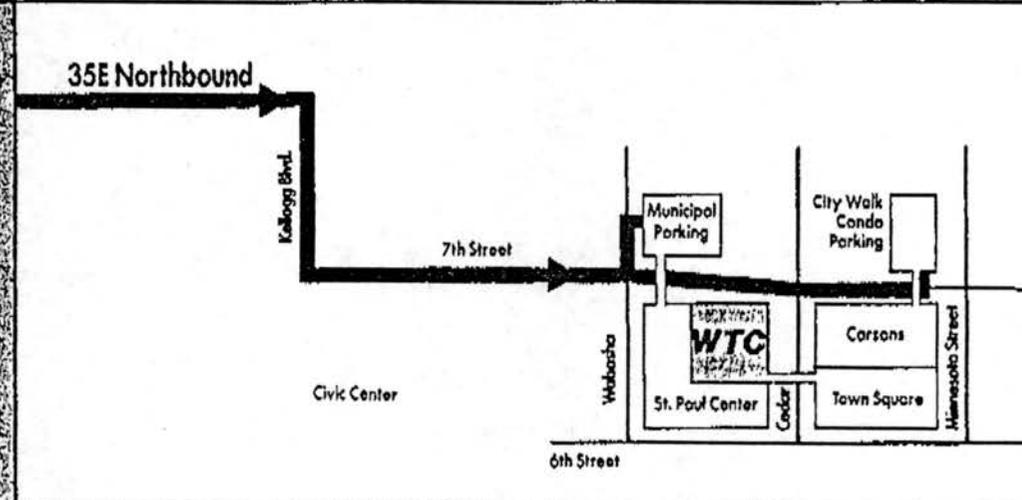
- ▼ 3 blocks to City Walk Condo Parking Ramp at 7th & Minnesota. (Skyway attached. Thru Carson's to St. Paul Center/1st floor entry to World Trade Center (WTC) Tower.)
- ▼ 4 blocks to World Trade Center (7th & Cedar.)
- ▼ 5 blocks to Wabasha. Right onto Wabasha and immediately turn right into Municipal Ramp. (Skyway attached to St. Paul Center/1st floor entry to WTC Tower.)



### I 35E Northbound (from southern suburbs)

Take Kellogg Blvd. exit (last one for now). Turn right at end of exit ramp. Go one block to 7th Street (Civic Center corner). Go left onto 7th Street, go:

- ▼ 3 blocks to Wabasha. Left on Wabasha and immediately turn right into Municipal Ramp. (Skyway attached to St. Paul Center/1st floor entry to WTC Tower.)
- ▼ 4 blocks to World Trade Center (7th & Cedar.)
- ▼ 5 blocks to City Walk Condo Parking Ramp at 7th & Minnesota. (Skyway attached. Thru Carson's to St. Paul Center/1st floor entry to World Trade Center (WTC) Tower.)



### I 35E Southbound (from the northern suburbs)

Take 10th and Wacoula exit, stay on Wacoula for 3 blocks to 7th Street. Turn right onto 7th Street, go:

- ▼ 5 blocks to City Walk Condo Parking Ramp at 7th & Minnesota. (Skyway attached. Thru Carson's to St. Paul Center/1st floor entry to World Trade Center (WTC) Tower.)
- ▼ 6 blocks to World Trade Center at 7th & Cedar.
- ▼ 7 blocks to Wabasha. Right onto Wabasha and immediately turn right into Municipal Ramp. (Skyway attached to St. Paul Center/1st floor entry to WTC Tower.)

