



Minnesota Regional Transit
Board: Records.

Copyright Notice:

This material may be protected by copyright law (U.S. Code, Title 17). Researchers are liable for any infringement. For more information, visit www.mnhs.org/copyright.



MEETING OF THE REGIONAL TRANSIT BOARD

Monday, February 5 1990
Mears Park Centre Chambers
4:00 p.m.

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of Minutes:
 - A. Administration and Finance Committee Meeting, January 8, 1990
 - B. Legislative Committee Meeting, January 12, 1990
 - C. Regional Transit Board Meeting, January 16, 1990
 - D. Policy Committee Meeting, January 22, 1990
 - E. Audit Advisory Committee Meeting, January 25, 1990
4. **CHAIR'S REPORT**
5. **REPORT OF THE POLICY COMMITTEE**
Jeff Spartz, Chair
 - A. I-394 Transit Improvements
 - B. Scoping Document and Draft Scoping Decision for I-494
 - C. Review of the Scoping Environmental Assessment Worksheet (EAW), Ritz Block Development Proposal by the City of Minneapolis
 - D. Review of Draft Environmental Impact Statement for Hennepin County Light Rail Transit System
 - E. State Planning Agency--Final Report on Metro Mobility
 - F. Regular Route Accessibility Work Plan
 - G. Development of a Comprehensive Accessibility Strategy
6. **REPORT OF THE LEGISLATIVE COMMITTEE**
Ed Kranz, Chair
 - A. *Ed Kranz*
State Legislative Strategy *Committee Content*
7. **REPORT OF THE TRANSIT ACCESSIBILITY ADVISORY COMMITTEE**
Mary O'Hara Anderson, Chair

OTHER BUSINESS

- A. Public Comment

Michael J. Ehrlichmann
Chair
An Equal Opportunity Employer



MEETING OF THE REGIONAL TRANSIT BOARD

Monday, February 5 1990
Mears Park Centre Chambers
4:00 p.m.

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of Minutes:
 - A. Administration and Finance Committee Meeting, January 8, 1990
 - B. Legislative Committee Meeting, January 12, 1990
 - C. Regional Transit Board Meeting, January 16, 1990
 - D. Policy Committee Meeting, January 22, 1990
 - C. Audit Advisory Committee Meeting, January 25, 1990

4. CHAIR'S REPORT

HOWARD ^{Bin} I-394

ALPINT - ^{MDOT} $\frac{1}{4}$ MANAGEMENT

5. REPORT OF THE POLICY COMMITTEE

Jeff Spartz, Chair

FEB 15TH
7:00p.m

- A. I-394 Transit Improvements
- B. Scoping Document and Draft Scoping Decision for I-494
- C. Review of the Scoping Environmental Assessment Worksheet (EAW), Ritz Block Development Proposal by the City of Minneapolis
- D. Review of Draft Environmental Impact Statement for Hennepin County Light Rail Transit System
- E. State Planning Agency--Final Report on Metro Mobility
- F. Regular Route Accessibility Work Plan
- G. Development of a Comprehensive Accessibility Strategy

6. REPORT OF THE LEGISLATIVE COMMITTEE

Ed Kranz, Chair

- A. ~~State Legislative Strategy~~
- B. BEGINNING CONTRACT

7. REPORT OF THE TRANSIT ACCESSIBILITY ADVISORY COMMITTEE

Mary O'Hara Anderson, Chair

OTHER BUSINESS

- A. Public Comment

Michael J. Ehrlichmann
Chair
An Equal Opportunity Employer

halden

1/31/90
Leg. Comm.

The Legislative Committee recommends:

That the executive director is hereby authorized to negotiate and enter into a contract with David Biegling and the law firm of Dorsey & Whitney to provide federal consulting services in Washington D. C. for an annual amount not to exceed \$38,000, plus expenses.

This motion was adopted unanimously on January 31, 1990

The RTB also recommends that the City of Minneapolis use the RTB Light Rail Transit Regional Development and Financial Plan for direction in identifying future staged implementation of light rail transit.

Review of Draft Environmental Impact Statement for Hennepin County Light Rail Transit System

The Policy Committee recommends:

That the Regional Transit Board approve the comments on the Hennepin County Regional Railroad Authority Draft Environmental Impact Statement included in the January 16, 1990 staff report for transmittal to the Hennepin County Regional Railroad Authority.

State Planning Agency, Final Report on Metro Mobility

The Policy Committee recommends:

That the Regional Transit Board endorse the recommendations of the State Planning Agency as contained in its report to the Legislature on Metro Mobility standing orders and summarized in the staff report of January 13, 1990.

Regular Route Accessibility Work Plan

The Policy Committee recommends:

That the Regional Transit Board:

1. Approve the January 13, 1990 Work Plan for Regular Route Accessibility.
2. Authorize the executive director to issue a request for proposals for consultant services to explore attitudes and preferences of the disabled community and to enter into contract with the selected firm in an amount not to exceed \$35,000.
3. Refer the Regular Route Accessibility Work Plan to the Administration and Finance Committee for financing.

Development of a Comprehensive Accessibility Strategy

The Policy Committee recommends:

That Regional Transit Board receive the January 13, 1990 staff report on Development of a Comprehensive Accessibility Strategy.

Jeff Spartz
Chair

mf
1/23/90



REGIONAL TRANSIT BOARD

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

REPORT OF THE POLICY COMMITTEE

At its meeting of January 22, 1990, the Policy Committee considered and approved the following recommendations:

I-394 Transit Improvements

The Policy Committee recommends:

That the Regional Transit Board:

1. Direct staff to work with the Minnesota Department of Transportation (Mn/DOT) and the Metropolitan Transit Commission (MTC) to develop an operations and maintenance plan for I-394 transit facilities.
2. Designate the MTC as responsible agency for ongoing maintenance and operations of I-394 transit facilities.
3. Direct MTC to incorporate Mn/DOT's shelter and signage design program developed for all I-394 transit facilities during expansion of the Wayzata Park-and-Ride lot, and work with Mn/DOT to identify the costs associated to include such designs and submit a budget amendment to the Regional Transit Board for MTC Project 3660, Wayzata Park-and-Ride Facility Expansion, to reflect use of the above-stated design elements.

Scoping Document and Draft Scoping Decision for I-494

The Policy Committee recommends:

That the Regional Transit Board endorse the I-494 Scoping Document and the Draft Scoping Decision Document as presented, including the elimination of Light Rail Transit as an alternative unless the refined patronage forecasts show that the corridor would meet the LRT cost-effectiveness criteria established by the Metropolitan Council, and forward the endorsement to Mn/DOT.

Review of the Scoping Environmental Assessment Worksheet (EAW), Ritz Block Development Proposal by the City of Minneapolis

The Policy Committee recommends:

That the Regional Transit Board transit to the City of Minneapolis the comments contained in the January 10, 1990 staff memorandum for further examination in the Draft Environmental Impact Statement for the Ritz Block Development.

Further, the Regional Transit Board advocates timely formation of a Downtown Minneapolis Transportation Management Organization (TMO) to address and participate in resolution of transportation issues and problems.



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, January 8, 1990

MEMBERS PRESENT: Elwyn Tinklenberg, Chair; John T. Finley; Ed Kranz; and Richard Wedell

MEMBERS EXCUSED: Ruth Franklin

OTHERS PRESENT: Michael Ehrlichmann, RTB Chair; Greg Failor, Metropolitan Transit Commission (MTC); Arnie Entzel, Amalgamated Transit Union; Gregory Andrews, Dale Ulrich, Robert Dietrick, Clete Luberts, Ed Kouneski, Howard Blin, Len Simich, Dave Jacobsen, and Suzanne Hanson and Mary Fitzgerald, Regional Transit Board staff

The meeting was called to order at 4 p.m. and roll taken. Approval of the agenda was moved and seconded; the motion was unanimously approved.

Transit Public Opinion Poll

Hanson reviewed the January 2, 1990 staff report. Wedell said he would like the members to review the proposed topics and the groups. Further, this poll should be repeated in two or three years for purposes of comparison. Wedell moved and Finley seconded:

That the Administration and Finance Committee recommend that the Regional Transit Board authorize the executive director to enter into a contract with MN. Opinion Research, Inc. for an amount not to exceed \$7,000 for a transit public opinion poll.

The motion was unanimously approved.

Financial Statements - November 1989

Luberts reviewed the report dated January 2. Finley moved and Wedell seconded:

That the Administration and Finance Committee recommend that the Regional Transit Board receive the November 1989 financial statements and direct that they be placed on file.

The motion was unanimously approved.

1990 Affirmative Action Plan

Dietrick reviewed the December 19, 1990 plan. Finley moved and Kranz seconded:

That the Administration and Finance Committee recommend that the Regional Transit Board approve the updates to the Regional Transit Board's Affirmative Action Plan for 1990 for submission to the Minnesota Department of Employee Relations.

The motion was unanimously approved.

ABC Weekender Contract Extension

Simich reviewed the staff report of December 29. In response to Finley's question, Simich said the staff is recommending continuation of the service until it can be replaced. Ehrlichmann said this demonstration program has identified transit needs that will best be met by the dial-a-ride service. He suggested that the staff be required, at a time certain, to return to the committee with an initial analysis of what problems were identified and its recommendations. Wedell moved and Tinklenberg seconded:

That the Regional Transit Board authorize the executive director to execute a contract amendment (Contract No. 88/05/16-21) with Medicine Lake Lines to continue ABC Weekender service through March 31, 1990 in an amount not to exceed \$171,456; and

That staff prepare a program review consisting of a ridership analysis, a revised service schedule and a program evaluation identifying factors effecting performance be prepared for Regional Transit Board study at the Administration and Finance Committee meeting of February 12, 1990.

Finley offered a substitute motion, which Kranz seconded:

That the Administration and Finance Committee direct staff to prepare a program review consisting of a ridership analysis, a revised service schedule and a program evaluation identifying factors effecting performance; and

That the amendment to the Medicine Lake Lines contract extending ABC Weekender service be postponed until the Administration and Finance Committee meeting of February 12, 1990.

The substitute motion was approved (Tinklenberg voted "nay").

Metro Mobility Administrative Center 1989 Contract Amendment

Mayer reviewed the December 29 staff report. Finley moved and Kranz seconded:

That the Administration and Finance Committee recommend that the Regional Transit Board amend its 1989 budget and contract with the Metropolitan Transit Commission for the Metro Mobility Administrative Center (Contract No. 88/12/19-60) in an amount not to exceed \$699,547.

The motion was unanimously approved.

Other Business

In discussion of the University of Minnesota's Route 52 service, question was raised as to whether the equipment used complies with the contract. Kranz moved and Finley seconded:

That the Administration and Finance Committee refer the issue of equipment specifications for Route 52 service to the Audit Advisory Committee.

There being no other business, Wedell moved and Kranz seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved by the board on _____, 1990.



REGIONAL TRANSIT BOARD

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

Minutes of the Meeting of the
LEGISLATIVE COMMITTEE
Mears Park Centre, Room A
Friday, January 12, 1990
3:30 p.m.

MEMBERS PRESENT: Ed Kranz, Chair; Doris Caranicas; Ruth Franklin; Terrance O'Toole; Jeff Spartz; El Tinklenberg; Richard Wedell

MEMBERS ABSENT: John T. Finley

OTHERS PRESENT: Michael J. Ehrlichmann, RTB Chair; Charles Weaver, RTB Legal Counsel; Matt Peterson, Metro Ride; Greg Failor, Metropolitan Transit Commission, Richard Chin, St. Paul Pioneer Press Dispatch; Sherry Munyon, Greg Andrews, Suzanne Hanson, Mike Kuehn and Sonny Warner, RTB Staff

Committee Chair Kranz called the meeting to order and roll was taken. Ehrlichmann requested that Item 4 regarding Federal Lobbying Strategy, be the last item on the agenda. Caranicas moved and Tinklenberg seconded that the agenda, as amended, be approved. The motion carried unanimously.

State Legislation:

Munyon reviewed the information distributed on lobbying. At a future meeting of the committee, legislative concepts will be presented and, if approved, legislation will be developed. The meeting schedules were discussed and members were asked to give staff a list of legislators with whom they would like to schedule meetings.

Tinklenberg moved and Caranicas seconded:

That the Regional Transit Board adopt the method of preparing the 1990 Legislative Package and the legislative lobbying strategy as presented to the Legislative Committee at its January 12 meeting.

Preparation of RTB's Legislative Package:

- 1) Legislative concepts will be submitted in writing by senior management staff to Deputy Chair.
- 2) Legislative concepts will be reviewed by Chair, Deputy Chair, and Executive Director.
- 3) Legislative recommendations will be presented to the Legislative Committee.
- 4) Legislative recommendations approved by the Legislative Committee will be subsequently drafted into formal bills and returned to the committee for approval.
- 5) Legislative Committee's adopted legislation will be presented to the full RTB Board for approval.

The RTB will use a team concept for state legislative lobbying. Board members will be utilized together with the professional staff. Members are asked to meet with legislators in their transportation district and with other legislators with whom they are comfortable, as their time permits. Teams will change based on the issue as well as legislator to be contacted, i.e.,

On a Metro Mobility funding issue, the team would be comprised of:

Sherry Munyon, Deputy Chair
Ed Kouneski, Programs Manager
Dale Ulrich, Comptroller
Board Member (if legislator is Senator McQuaid, Sandra Hilary is the member who represents her district and will be asked to attend)

On Light Rail Transit Develop, the team would be:

Sherry Munyon
Dave Minister, Director of LRT
Howard Blin, Planning Manager
Board Member (If legislator is Representative Carruthers, El Tinklenberg is the member who represents his district and will be asked to attend)

The motion carried unanimously.

Other transportation organizations will be asked to share their legislative agendas with the RTB Legislative Committee for the purposes of adopting all or part of their agendas as part of our own.

Peterson said the Legislative Strategy Group, coordinated by the Minnesota Public Transit Association, has the same constituency as those listed by Munyon and they are conducting on-going meetings. He recommended that Munyon coordinate with this group. Andrews noted that staff attends the legislative meetings at the Metropolitan Council to monitor legislative initiatives of the other metro agencies.

Federal legislative Strategy

Ehrlichmann discussed the need for a consultant at the federal level. At the next meeting he will ask the board's support for a federal consultant to support on-going funding initiatives. This added that RTB is not well represented by APTA. At their Legislative Committee meeting he learned that funds are allocated according to rides given; New York provides 25-percent of the rides in the nation and it will be difficult to change that situation. Wedell said many of APTA's positions are opposed to those embraced by this Region. This said APTA does decide on the disposition of \$4.5 billion in federal support.

There being no other business, O'Toole moved and Caranicas seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved by the board on _____, 1990.



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

Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
Mears Park Centre Chambers
January 16, 1990

MEMBERS PRESENT: Michael Ehrlichmann, Chair; Doris Caranicas; John T. Finley; Ruth Franklin; Sandra Hilary; Ed Kranz; Terrance O'Toole; Norbert Theis; Elwyn Tinklenberg; Jeff Spartz and Richard Wedell

OTHERS PRESENT: Charles Weaver, Legal Counsel; Arnie Entzel, Amalgamated Transit Union; Gregory Andrews, Judy Hollander, Howard Blin and David Minister, Regional Transit Board staff

The meeting was called to order at 4 p.m. and roll taken.

Theis moved and Caranicas seconded approval of the amended agenda. The motion was unanimously approved.

Spartz moved and Caranicas seconded approval of the following minutes:

Audit Advisory Committee, November 30, 1989
Administration and Finance Committee Meeting, December 12, 1989
Audit Advisory Committee, December 21, 1989
Regional Transit Board Meeting, January 2, 1990

The motion was unanimously approved.

CHAIR'S REPORT

Appointment of Membership of Legislative Committee

Hilary moved and Caranicas seconded:

That the Regional Transit Board approve the following membership for the standing Legislative Committee.

Ed Kranz, Chair
Doris Caranicas
John T. Finley
Ruth Franklin
Terrance O'Toole
Jeff Spartz
Elwyn Tinklenberg
Richard Wedell

The appointments are effective immediately.

The motion was unanimously approved.

Appointments to Transportation Accessibility Advisory Committee (TAAC)

O'Toole moved and Finley seconded:

That the Regional Transit Board approve the appointment of Clarence Sindt and Kurt Strom to the RTB's Transportation Accessibility Advisory Committee, representing the Minnesota State Council on Disability;

That the composition of the TAAC committee be amended to include an at-large member, recruited and selected by the RTB chair; and

That Roseanne Faber be appointed to as an at-large member.

These appointments are effective immediately.

The motion was unanimously approved.

ADMINISTRATION AND FINANCE COMMITTEE

Committee Chair Tinklenberg reviewed the action taken by the committee at its January 8 meeting.

Transit Public Opinion Poll

Tinklenberg moved and Finley seconded:

That the Regional Transit Board authorize the executive director to enter into a contract with MN. Opinion Research, Inc. for an amount not to exceed \$7,000 for a transit public opinion poll.

Tinklenberg said this poll will establish a benchmark that can be used in subsequent polling. The motion was unanimously approved.

Financial Statements - November 1989

Tinklenberg moved and O'Toole seconded:

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

The motion was unanimously approved.

1990 Affirmative Action Plan

Tinklenberg moved and Hilary seconded:

That the Regional Transit Board approve the Regional Transit Board's Affirmative Action Plan for 1990 and direct that it be submitted to the Minnesota Department of Employee Relations.

The motion was unanimously approved.

Metro Mobility Administrative Center 1989 Contract Amendment

Tinklenberg moved and O'Toole seconded:

That the Regional Transit Board amend its 1989 budget and contract with the Metropolitan Transit Commission for the Metro Mobility Administrative Center (Contract No. 88/12/19-60) in an amount not to exceed \$699,547.

The motion was unanimously approved.

REPORT OF THE LEGISLATIVE COMMITTEE

Committee Chair Kranz reviewed the actions taken by the committee at its meeting on January 12, 1990.

State Legislative Strategy

Kranz moved and O'Toole seconded:

That the Regional Transit Board adopt the committee recommendation to proceed with the outlined strategy of January 12 to prepare an RTB Legislative agenda and strategy of "team" lobbying effort to respond to immediate legislative initiatives.

The motion was unanimously approved.

Kranz said the issue of a federal representative was discussed but laid over to a later date.

OTHER BUSINESS

There being no other business, Finley moved and Kranz seconded that the meeting be adjourned. The motion was unanimously approved and the meeting adjourned at 4:35 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved by the board at its meeting of _____, 1990.



REGIONAL TRANSIT BOARD

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

Minutes of the Meeting of the
POLICY COMMITTEE
Mears Park Centre, Room A
January 22, 1990

MEMBERS PRESENT: Jeff Spartz, Chair; Doris Caranicas; Sandra Hilary; Terrance O'Toole and Norbert Theis

OTHERS PRESENT: RTB Chair Michael J. Erhlichmann; Doug Ewald, Alliance for Progressive Transit; Christopher Gran, Metro Mobility Administrative Center, Greg Failor, Metropolitan Transit Commission (MTC); Matt Peterson, Metro Ride; Nacho Diaz, Metropolitan Council; Greg Andrews, Judy Hollander, Ed Kouneski, Howard Blin, Randy Rosvold, Dave Jacobson, Cyndie Mayer, Mary Fitzgerald, Regional Transit Board Staff

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

I-394 Transit Improvements

Rosvold reviewed the January 9, 1990 staff report. There was discussion of ownership, maintenance and snow removal services of the shelters. Staff will continue to work with MTC to identify the most efficient and cost-effective methods of maintaining the facilities. Caranicas moved and O'Toole seconded:

The Policy Committee recommends:

That the Regional Transit Board:

1. Direct staff to work with the Minnesota Department of Transportation (Mn/DOT) and the Metropolitan Transit Commission (MTC) to develop an operations and maintenance plan for I-394 transit facilities.
2. Designate the MTC as responsible agency for on-going maintenance and operations of I-394 transit facilities.
3. Direct MTC to incorporate Mn/DOT's shelter and signage design program developed for all I-394 transit facilities during expansion of the Wayzata Park-and-Ride lot, and work with Mn/DOT to identify the costs associated to include such designs and submit a budget amendment to the Regional Transit Board for MTC Project 3660, Wayzata Park-and-Ride Facility Expansion, to reflect use of the above-state design elements.

The motion carried unanimously (Hilary not present).

Scoping Document and Draft Scoping Decision for I-494

Jacobson reviewed the January 11 staff report and noted that the I-494 Reconstruction, Minnesota River to I-394, Scoping Document Summary, dated January 1990, has been received. Copies were distributed to the members. They commented that the local residents would use the service roads if they were improved, rather than the freeway. Diaz said that if the ridership estimates are revised upward the whole issue will be reconsidered. Caranicas moved and They seconded:

The Policy Committee recommends:

That the Regional Transit Board endorse the I-494 Scoping Document and the Draft Scoping Decision Document as presented, including the elimination of Light Rail Transit as an alternative unless the refined patronage forecasts show that the corridor would meet the LRT cost-effectiveness criteria established by the Metropolitan Council, and forward the endorsement to Mn/DOT.

The motion was approved unanimously.

Review of the Scoping Environmental Assessment Worksheet (EAW), Ritz Block Development Proposal by the City of Minneapolis

Rosvold reviewed the January 10 staff report. Ehrlichmann said that on these kinds of issues the committee should receive a thorough breakdown of the impacts of projects. O'Toole moved and Caranicas seconded:

The Policy Committee recommends:

That the Regional Transit Board transmit to the City of Minneapolis the comments contained in the January 10, 1990 staff memorandum for further examination in the Draft Environmental Impact Statement for the Ritz Block Development.

Further, the Regional Transit Board advocates timely formation of a Downtown Minneapolis Transportation Management Organization (TMO) to address and participate in resolution of transportation issues and problems.

The RTB also recommends that the City of Minneapolis use the RTB Light Rail Transit Regional Development and Financial Plan for direction in identifying future staged implementation of light rail transit.

The motion was approved unanimously.

Review of Draft Environmental Impact Statement for Hennepin County Light Rail Transit System

Referring to Item 4 in the Findings and Conclusions section of the January 16 staff report, Committee Chair Spartz said at community meetings there has been a great deal of discussion of the difficulty of using Washington Avenue because so many kinds of vehicles use that street. There has also been discussion of using high speed

elevators rather than escalators to access the deep tunnel stations planned for downtown and the airport. O'Toole moved and Theis seconded:

The Policy Committee recommends:

That the Regional Transit Board approve the comments on the Hennepin County Regional Railroad Authority Draft Environmental Impact Statement included in the January 16, 1990 staff report for transmittal to the Hennepin County Regional Railroad Authority.

The motion carried unanimously.

State Planning Agency, Final Report on Metro Mobility

Kouneski reviewed the staff report dated January 13. O'Toole moved and Caranicas seconded:

The Policy Committee recommends:

That the Regional Transit Board endorse the recommendations of the State Planning Agency as contained in its report to the Legislature on Metro Mobility standing orders and summarized in the staff report of January 13, 1990.

The motion was approved unanimously.

Regular Route Accessibility Work Plan

Kouneski reviewed the staff report dated January 13, 1990. The survey will use currently certified Metro Mobility riders in focus groups. That data will be complemented by interviews of people who live in accessible housing to identify their travel needs and interests. O'Toole moved and Caranicas seconded the recommendation in the report.

In response to Theis' question about the source of funds, Kouneski said there is a pool of consultant funds slated for 1990. Hilary offered a friendly amendment that the question be referred to the Administration and Finance Committee. The mover and seconded agreed. Vote was taken on the motion as amended:

The Policy Committee recommends:

That the Regional Transit Board:

1. Approve the January 13, 1990 Work Plan for Regular Route Accessibility.
2. Authorize the executive director to issue a Request for Proposals for consultant services to explore attitudes and preferences of the disabled community and to enter into contract with the selected firm in an amount not to exceed \$35,000.
3. Refer the Regular Route Accessibility Work Plan to the Administration and Finance Committee for financing.

The motion carried unanimously.

Development of a Comprehensive Accessibility Strategy

Kouneski reviewed the January 13 staff report. This questioned why lift-equipped buses did not operate in the winter months. Kouneski said MTC decided not to provide the service in the winter months because there are very few riders. The barriers, such as curb cuts and snow removal will have to be studied. O'Toole moved and This seconded:

The Policy Committee recommends:

That Regional Transit Board receive the January 13, 1990 staff report on Development of a Comprehensive Accessibility Strategy.

There being no other business, O'Toole moved and This seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 5:07 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved by the board on _____, 1990.



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

Minutes of the Meeting of the
AUDIT ADVISORY COMMITTEE
Mears Park Centre, Room A
January 25, 1990

MEMBERS PRESENT: Mary DesRoches, Chair; Gregory Andrews, Michael Ehrlichmann, Ruth Franklin, Thomas Novak, Gerald Splinter, Elwyn Tinklenberg

OTHERS PRESENT: Dale Ulrich, Gerald Brechlin, Mary Fitzgerald

Committee Chair DesRoches called the meeting to order at 4 p.m. and roll was taken.

PROVIDER AUDIT WORK PLAN

Brechlin distributed a revised format of the audit schedule that had been distributed at the first meeting. Ulrich reviewed his January 19, 1990 staff report and recommended that Deloitte & Touche be retained to perform the outstanding audits. Andrews moved and Franklin seconded:

That the Audit Advisory Committee approve the Provider Audit Work Plan and refer it to the Administration and Finance Committee.

There was discussion of staff levels for performing the audits in coming years. In response to DesRoches' question, Andrews said there is no formal policy for bids on professional service contracts. Deloitte & Touche is RTB's current auditor and there is a provision in the contract to amend the contract to perform other work. DesRoche said Deloitte should provide a schedule and work plan to allow the committee to monitor their progress. Ehrlichmann suggested that a formal recommendation be made on how future audits will be completed. The board will look not only for a method of completing past audits but will expect a recommendation on how future audits will be done. Splinter called the question. The motion carried (Ehrlichmann not present).

Splinter moved and Franklin seconded:

That the firm of Deloitte & Touche be recommended to perform certain audits outlined in the January 19, 1990 staff report.

Novak said the motion implies that the work will be completed within the first three quarters of 1990. Splinter suggested that under unusual circumstances RTB may need to use outside sources to complete audits within the schedule, but generally audits should be completed within 12 months by RTB staff.

Novak moved and Splinter seconded:

That the audit work plan be amended to indicate that it is the goal that in the years following 1990 the audit work will be done by Regional Transit Board staff and completed within the following year.

The motion was unanimously approved.

Medicine Lake Lines Audit, 1986 and 1987

The chair noted that a letter dated January 25 had been received from Medicine Lake Lines (MLBC) asking for a 30-day extension. Members discussed notifying MLBC that the board expects a response as soon as possible and within the proposed extension. In discussing the next step, Tinklenberg said the audit has been completed. If MLBC has not responded, members will assume that the board should be reimbursed. DesRoches said it is a courtesy to give a client a chance to respond. She suggested that the 30-day extension be granted and that they be notified that an answer is expected; if there is no response the committee will accept the audit and forward a recommendation to the board to bill them for the expenses. Ehrlichmann said the process have been frustrating and the committee is generous in granting the extension. After discussion, Splinter moved and Tinklenberg seconded:

That the Regional Transit Board Audit Advisory Committee grant a 30-day extension to Medicine Lake Lines to prepare its response to the audit report dated August 26, 1989 for contract period July 1, 1986 through December 31, 1987 between MLBC and the RTB. The chair is directed to send a letter granting an extension of 30 days from this date (January 25) and stating that if a response is not received the committee will recommend to the board that it accept the audit and proceed with seeking reimbursement.

Splinter called the question. The motion was unanimously approved.

OTHER BUSINESS

Ulrich reported that at the its last meeting the Administration and Finance Committee referred to the Audit Advisory Committee the issue of whether the buses used to provide the University of Minnesota's Route 52 service are in accordance with that contract. He distributed a January 24, 1990 letter from the University of Minnesota transit manager stating that from the University's perspective Medicine Lake Lines the service provider is supplying the buses specified in their service proposal. Tinklenberg moved and Franklin seconded:

That the Audit Advisory Committee accept the staff report and include it in its report to the Administration and Finance Committee.

Regarding the Minnesota Department of Transportation audits of Medicine Lake Lines, Andrews said staff will be in contact with Randy Halvorson to determine if they intend to sign the proposed agreement submitting to non-binding arbitration.

After discussion, members agreed that the next meeting will be on March 15, 1990.

There being no other business, Tinklenberg moved and Andrews seconded that the meeting be adjourned. The motion carried unanimously and the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved by the board on: _____, 1990.

REGIONAL TRANSIT BOARD
ROLL CALL AND ATTENDANCE SHEET

DATE: 2/5/90

BOARD OR COMMITTEE: Bd

Member Name	Present	Vote	Vote	Vote	Vote	Vote	Vote	Vote	Vote
		<i>used</i>							
Mike Ehrlichmann	✓								
Doris Caranicas (P)	✓								
John Finley (A&F)	✓								
Ruth Franklin (A&F)	/								
Ed Kranz (A&F)	/								
Sandra Hilary (P)	<i>ex</i>								
Terry O'Toole (P)	✓								
Jeff Spartz (Chair-P)	✓								
Norbert Theis (P)	✓								
El Tinklenberg (Chair-A)	✓	<i>with Council</i>							
Richard Wedell (A&F)	✓								

Visitors

Staff

Eitzel Al Post.
O'Han
Go Jani with Failor
Chir
C. Gran

go, dm, ph, ck, sh
dj, dm, sm.

1/31/90
Leg. Comm.

The Legislative Committee recommends:

That the executive director is hereby authorized to negotiate and enter into a contract with David Bieging and the law firm of Dorsey & Whitney to provide federal consulting services in Washington D. C. for an annual amount not to exceed \$38,000, plus expenses.

This motion was adopted unanimously on January 31, 1990

REGIONAL TRANSIT BOARD

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

REPORT OF THE TRANSIT ACCESSIBILITY ADVISORY COMMITTEE

The first meeting of the restructured Transit Accessibility Advisory Committee (TAAC) was held on Wednesday, January 17, 1990. The committee agreed to meet on the second Wednesday of every month from 10:00 a.m. until noon, except for July and December when no meetings will be held. Along with these regularly scheduled meetings, four issue task forces were formed that will meet as needed in order to research and discuss issues and develop suggested recommendations for approval by the full TAAC. The four task force issue areas include mainline bus accessibility, Metro Mobility, agency issues, and ridesharing. The committee also approved the selection of six members to serve as TAAC liaisons to various committees involved with transit accessibility issues. Letters will be sent to the chairs of each of these committees to inform them of this action.

The State Planning Agency's January 1990 *Draft Metro Mobility Standing Orders Report to the Legislature* was presented to and discussed by the committee. With the understanding that additional comments can be submitted until January 22, the following recommendation was approved unanimously:

That the Transit Accessibility Advisory Committee agrees with and supports the recommendations contained in the January 1990 *Draft Metro Mobility Standing Orders Report to the Legislature*.

The committee further recommended that both TAAC and the RTB write letters of support to accompany presentation of the report to the legislature.

Other topics that were discussed by the committee, but for which no immediate action was required, included:

- RTB's Legislative Report,
- Metro Mobility Administrative Center (MMAC) 1990 Budget and Management Plan, and
- MMAC Lunch/Informational Meeting for TAAC Members.

The next meeting of the TAAC is scheduled to be held Wednesday, February 14, 1990, at 10:00 a.m.