



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

Monday, July 23, 1990  
Mears Park Centre Chambers  
4:00 p.m.

### AMENDED AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of the Minutes:
  - A. Committee of the Whole Meeting, July 9, 1990
  - B. Regional Transit Board Meeting of July 9, 1990
4. Chair's Report
  - A. Certificate of Appreciation, LeRoy Marshall
5. Administration and Finance Committee Report  
El Tinklenberg, Chair
  - A. Financial Statements - May 1990
  - B. Roseville Area Circulator Contract Extension
  - C. Metropolitan Transit Commission (MTC) 1990 Capital Budget Amendments
  - D. MTC 1990 Operating Budget Amendments
  - E. RTB 1990 Capital Budget Amendment for Computer Hardware and Software
  - F. Proposed RTB 1990 Budget Amendment for Project 90-23, Light Rail Transit Planning and Coordination
  - G. RTB 1990 Budget and Work Program Amendments
  - H. 1990 Community Transit Planning Grant Evaluation
  - I. 1990 Special Exurban Grant Approval

- J. Travel and Expense Policy
  - K. Hearing Date for RTB 1991 Work Program and Budget Public Hearing  
and Accept Proposed 1991 Work Program and Budget for Purposes of  
Public Hearing
6. Other Business
7. Public Comment

Michael J. Ehrlichmann  
Chair



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**AGENDA**

1. **Call to Order and Roll Call**
2. **Approval of Agenda**
3. **Approval of the Minutes:**
  - A. Committee of the Whole Meeting, July 9, 1990
  - B. Regional Transit Board Meeting of July 9, 1990
4. **Chair's Report**
  - A. Certificate of Appreciation, LeRoy Marshall
5. **Administration and Finance Committee Report**  
El Tinklenberg, Chair
6. **Other Business**
7. **Public Comment**

Michael J. Ehrlichmann  
Chair

REGIONAL TRANSIT BOARD  
ROLL CALL AND ATTENDANCE SHEET

DATE: 7/23

BOARD OR COMMITTEE: RTB

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

Visitors

Sergio Marshall  
Capell Faulstich

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Staff

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

## ADMINISTRATION AND FINANCE COMMITTEE REPORT

At its meeting of July 19 1990, the committee discussed and approved the following recommendations:

### Financial Statements - May 1990

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The Administration and Finance Committee recommends:

That the Regional Transit Board receive the May 1990 financial statements and direct that they be placed on file.

### Roseville Area Circulator Contract Extension

The Administration and Finance Committee recommends:

That the Regional Transit Board approve an amendment to the Morley Bus Company contract (Contract No. 88/11/21-5) to operate the Roseville Area Circulator in an amount not to exceed \$1,094,759 through March 12, 1991.

### Metropolitan Transit Commission (MTC) 1990 Capital Budget Amendment

The Administration and Finance Committee recommends:

That the Regional Transit Board approve a \$650,000 amendment to the 1990 MTC Capital Budget, increasing the costs of two projects:

Project 3540, Nicollet Garage Reconstruction	\$550,000
Project 3043, 1990 Major Improvements to Facilities	\$100,000

### MTC 1990 Operating Budget Amendment

The Administration and Finance Committee recommends:

That the Regional Transit Board approve an amendment to the MTC 1990 operating budget from \$111,420,000 to \$113,410,000 in expenses, and from \$68,830,000 to \$69,230,000 in Regional Transit Board subsidy, based on the information transmitted to the RTB in MTC correspondence dated May 31, 1990.

### RTB 1990 Capital Budget Amendment

The Administration and Finance Committee recommends:

That the Regional Transit Board amend the 1990 Capital Budget, Project 90-20-01, to add \$24,000 for computer hardware and software to support financial accounting functions.

**Proposed 1990 Budget Amendment for Project 90-23, Light Rail Transit Planning and Coordination**

The Administration and Finance Committee recommends:

That the Regional Transit Board amend the 1990 Regional Transit Board Work Program and Budget by adding \$285,000 to Project Number 90-23, Light Rail Transit Planning and Coordination, for a total budget of \$797,784, in order to conduct additional light rail transit analyses and activities.

**Regional Transit Board 1990 Budget and Work Program Amendments**

The Administration and Finance Committee recommends:

That the Regional Transit Board approve amendments to the Regional Transit Board 1990 Work Program and Budget to recognize:

- a. Operating expenses of \$93,841,757 and capital expenses of \$1,674,000;
- b. Revenues of \$88,073,142;
- c. Carryover (beginning 1990) balances of \$13,610,935; and

That the Regional Transit Board approve the transfer of \$2,641,184 from the Regular Route fund to the Metro Mobility fund.

**1990 Community Transit Planning Grant Evaluation**

The Administration and Finance Committee recommends:

That the Regional Transit Board approve Community Transit Planning Grants for Washington County for \$30,000; and the City of Minneapolis for \$50,000, contingent upon their addressing identified issues.

**1990 Special Exurban Grant Approval**

The Administration and Finance Committee recommends:

That the Regional Transit Board authorize the executive director to amend the 1990 contracts to add the 1990 special exurban fund grants as follows:

Carver County	\$1,788
DARTS	\$1,050
Hastings TRAC	\$1,230
Human Services, Inc.	\$8,294
Scott County	\$1,300
Senior Community Services	\$1,722
Senior Transportation Program	\$2,477
Westonka Rides	\$422

**Travel and Expense Policy**

That the Regional Transit Board amend the Travel and Expense Policy, Section IV, A., by adding Subsection 6 as follows:

6. Insurance Deductible. Actual automobile insurance deductibles incurred by an eligible person as a result of an accident during travel for board activities may be reimbursed by the board up to a maximum of \$250.

**RTB 1991 Work Program and Budget**

That the Regional Transit Board accept the proposed 1991 Work Program and Budget for the purpose of holding a public hearing at 4:00 p.m., August 6, 1990, at Mears Park Centre.

**Other Business:**

The committee also discussed Metro Mobility Administrative Center computer failures, amending the per diem policy, and trading in the staff car for a lift-equipped vehicle for the chair's use. Staff reports will be prepared on those issues.

Elwyn Tinklenberg  
Chair

MFF  
7/20/90

## REGIONAL TRANSIT BOARD

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

**DATE:** July 9, 1990

**TO:** Chair and Members of the Administration and Finance Committee

**FROM:** Judith G. Hollander, Director of Planning and Programs  
David Minister, Director of Light Rail Development 

**SUBJECT:** Proposed 1990 Budget Amendment for Project 90-23, Light Rail Transit Planning and Coordination

### SUMMARY

This memorandum summarizes proposed changes to the 1990 budget for Project Number 90-23, Light Rail Transit Planning and Coordination. Action is requested to amend the 1990 budget.

### DISCUSSION

In December, 1989, the Regional Transit Board adopted its 1990 Work Program and Budget. Project Number 90-23, Light Rail Transit Planning and Coordination, was part of this approved budget. Since the budget was approved, there has been considerable activity in the area of light rail transit planning and coordination, including the adoption of the Regional Light Rail Transit Development and Financial Plan and preliminary findings on light rail transit made by the Transportation Study Board, which have resulted in the need for additional analysis and revised policy direction.

In June 1990, Project 90-23 was amended by \$45,000 to include a jointly sponsored Center for Transportation Studies/RTB research project on LRT tunnels and underground space design. Staff is now proposing that the 1990 budget for Project 90-23 be amended again by \$285,000 to \$797,784 in order to fund the following additional activities:

- |   |          |
|---|----------|
| 1. Amendment to the Strgar-Roscoe-Fausch, Inc. contract for UMTA letter and capital cost estimate (Note: this activity has already been approved by the board). | \$15,000 |
| 2. Central Corridor LRT ridership estimate verification (peer review panel comprised of national forecasting experts)   | \$15,000 |
| 3. Central Corridor LRT capital cost estimates verification (consultant)  | \$50,000 |

**Light Rail Transit Budget Amendment**  
**July 9, 1990**  
**Page 2**

4. LRT information-gathering trip to Calgary and Portland for state legislators, business leaders, Chamber of Commerce, media, RTB/MTC board members, key staff.	\$30,000
5. Prepare special report to the legislature which includes further substantiation of need for LRT, Development and Financial Plan summary, Central Corridor final alignment and station sites, capital costs verification report, ridership and verification report, schedule, budget, funding plan and funding request.	\$75,000
6. Establish speaker's bureau and communications kits (videos, slides, brochures, information packets, "fact" sheets, maps, etc.)	\$25,000
7. Establish speakers' forum whereby the RTB would invite guest speakers/elected officials/business leaders from other cities that have implemented LRT or have recently passed major new transportation funding legislation	
8. Conduct annual review of LRT Regional Plan	\$25,000
9. Amend consultant contract for additional travel model development work/LRT feeder bus network recoding.	\$25,000
10. Conduct other special studies (as needed)	\$25,000
TOTAL	\$285,000

**ACTION REQUESTED**

That the Administration and Finance Committee amend the 1990 Regional Transit Board Work Program and Budget by adding \$285,000 to Project Number 90-23, Light Rail Transit Planning and Coordination, for a total budget of \$797,784 in order to conduct additional light rail transit analyses and activities.



**REGIONAL TRANSIT BOARD**  
Mears Park Centre, 230 East 5th Street  
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Minutes of the Meeting of the  
**COMMITTEE OF THE WHOLE**  
Mears Park Centre Chambers  
July 9, 1990

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

**OTHERS PRESENT:** Arnie Entzel, Amalgamated Transit Union, Bruce Nawrocki and Greg Failor, Metropolitan Transit Commission; Mary Beth Davidson, Transportation Study Board; Karen Lyons, Metropolitan Council; Gregory Andrews, Judy Hollander, Howard Blin, Garneth Peterson and Mary Fitzgerald, Regional Transit Board staff

Committee Chair Spartz called the meeting to order at 3 p.m. and roll was taken.

**FIVE-YEAR TRANSIT PLAN**

Howard Blin used slides to illustrate the capital needs and required funding for the transit system for the period 1991 to 1995, excluding the light rail system capital costs, and discussed his staff reports dated June 12 and July 3, 1990.

**OTHER BUSINESS**

There being no other business, the meeting was recessed until July 23, 1990.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the Board: \_\_\_\_\_, 1990.



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Minutes of the Meeting of the  
**REGIONAL TRANSIT BOARD**  
Mears Park Centre Chambers  
July 9, 1990

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

**OTHERS PRESENT:** Arnie Entzel, Amalgamated Transit Union; Joel Wagner, Handicabs, Inc.; Bruce Nawrocki and Greg Failor, Metropolitan Transit Commission; Mary Beth Davidson, Transportation Study Board; Karen Lyons, Metropolitan Council; Gregory Andrews, Judy Hollander, Howard Blin and Mary Fitzgerald, Regional Transit Board staff

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

O'Toole moved and Caranicas seconded approval of the following minutes:

Regional Transit Board Meeting of May 29, 1990  
Policy Committee Meeting of May 29, 1990  
Committee of the Whole Meeting of June 4, 1990  
Regional Transit Board Meeting of June 4, 1990  
Administration and Finance Committee Meeting of June 11, 1990  
Committee of the Whole Meeting of June 18, 1990  
Regional Transit Board Meeting of June 18, 1990

The motion was unanimously approved.

**CHAIR'S REPORT**

The chair noted that a Sierra Club article on light rail transit and an article from Railway Age on light rail had been distributed to members.

There will be a meeting at the Embassy Suites Hotel immediately following the board meeting for an informal discussion on light rail transit planning activities and issues. No action will be taken at that meeting.

At the request of the chair, it was agreed that the next meeting of the Administration and Finance Committee will be held on July 19, 1990.

Copies of the 1989 Regional Transit Board Annual Report were distributed.

**DRIVER OF THE MONTH AWARD**

O'Toole presented the Driver of the Month award to Joel Wagner, Handicabs, Inc., who was nominated by the Veterans Administration Adult Health Center.

COMMITTEE OF THE WHOLE REPORT

Priorities for the Use of 1990-1991 Motor Vehicle Excise Tax (MVET)  
Funds for Regional Light Rail Transit Development

Referring to the staff report dated June 18, 1990, Spartz moved and Hilary seconded:

That the Regional Transit Board approve the following policy for allocating 1990-91 MVET funds for regional light rail transit development:

Priorities for the Use of MVET Funds for  
Regional LRT Development-FY 1990-91

1. First Priority for MVET funds shall be for the further engineering definition and determination of firm ridership and cost estimates for Group "A," the Central Corridor, between Downtown St. Paul and Downtown Minneapolis.

Within this category, the highest priority will be given to preliminary engineering activities, followed by 2) final design; 3) right-of-way acquisition activities; and 4) planning.

2. Second Priority for the use of MVET funds shall be for the further engineering definition and determination of firm ridership and cost estimates for the Group "B" corridors (five corridors).

Within this category, the highest priority will be given to those corridors and activities that advance the Region's goal of receiving federal funds for light rail transit development.

3. Third Priority for the use of MVET funds shall be for the further engineering definition and determination of firm ridership and cost estimates for the Group "C" corridors (three corridors) and corridor extension (two extension).

After discussion, Finley moved to amend the motion, deleting the second paragraph under Item 2. O'Toole seconded the motion; the motion was unanimously approved. Vote was then taken on the original motion, as amended:

That the Regional Transit Board approve the following policy for allocating 1990-91 MVET funds for regional light rail transit development:

Priorities for the Use of MVET Funds for  
Regional LRT Development-FY 1990-91

1. First Priority or MVET funds shall be for the further engineering definition and determination of firm ridership and cost estimates for Group "A," the Central Corridor, between Downtown St. Paul and Downtown Minneapolis.

Within this category, the highest priority will be given to preliminary engineering activities, followed by 2) final design; 3) right-of-way acquisition activities; and 4) planning.

2. Second Priority for the use of MVET funds shall be for the further engineering definition and determination of firm ridership and cost estimates for the Group "B" corridors (five corridors).
3. Third Priority for the use of MVET funds shall be for the further engineering definition and determination of firm ridership and cost estimates for the Group "C" corridors (three corridors) and corridor extension (two extension).

The motion was unanimously approved.

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.



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### REPORT OF THE POLICY COMMITTEE

At its meeting of November 27, 1989, the committee discussed and approved the following recommendations:

#### Standards for Per Diem Payments

The Policy Committee recommends:

That the Regional Transit Board approve the following activities for per diem compensation:

1. Meetings and public hearings of the board and meetings of legislative committees, ~~to which the member has been appointed.~~ the Policy, A & F a
2. Meetings as an official RTB representative designated by the chair or the board.
3. Up to three meetings of local government or community organizations per month at which the member is specifically requested to participate by the organization or the chair of the RTB.
4. Conferences, seminars and workshops if authorized by the chair, necessary travel days are also included.
5. Metropolitan Transit Commission public hearings related to member's district.
6. Other meetings or services related to RTB business ~~that are~~ authorized by the chair.

Per diems shall be limited to one per day regardless of the number of meetings attended.

Members shall not be paid a per diem for informal meetings of individual members with representatives of private or public organizations or members of the state legislature, or for appearances on radio or television programs, except as otherwise provided; but members may be reimbursed for actual and necessary expenses incurred in conjunction with those meetings and activities.