



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

AGENDA

- A. **Call to Order and Roll Call**
- B. **Approval of Agenda**
- C. **Approval of Minutes**
 - 1. Administration and Finance Committee Meeting of October 15, 1990
 - 2. Regional Transit Board Meeting of October 22, 1990
- D. **Chair's Report**
 - 1. Approval of Regional Transit Board Five Year Plan
- E. **Report of the Policy Committee**
Jeff Spartz, Chair
 - 1. Report to the Legislature on Metro Mobility Customer Service Quality
 - 2. Design Review of the Mall of America Transit Hub Facility
 - 3. Amendment to the Metropolitan Development Guide/Policy Plan
 - 4. City of Golden Valley Comprehensive Plan Amendment
- F. **Public Comment**

Michael J. Ehrlichmann
Chair

REGIONAL TRANSIT BOARD

ROLL CALL AND ATTENDANCE SHEET

DATE: 13 d

BOARD OR COMMITTEE: 11/5

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)	✓ <i>no</i>								
Jeff Spartz (Chair-P)	✓								
Norbert Theis (P)	✓								
El Tinklenberg (Chair-A)									
Richard Wedell (A&F)	✓								

Visitors

Staff

Car Spartz
Juls



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
October 15, 1990

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

OTHERS PRESENT: Terrance O'Toole, RTB Board; Gregory Korstad, legal counsel; Charles Weaver and Jeff Hassan, RTB Legal Counsel; Greg Failor, Metropolitan Transit Commission (MTC); Arnie Entzel, Amalgamated Transit Union; Greg Andrews, Judy Hollander, David Minister, Howard Blin, Dale Ulrich, Dan Murray, Stephanie Eiler, David Jacobson, Sherry Munyon, Robert Dietrick, Assata Brown and Mary Fitzgerald, Regional Transit Board staff

The meeting was called to order at 4:05 p.m. and roll taken. Finley moved and Franklin seconded that the agenda be approved. The motion was unanimously approved.

FINANCIAL STATEMENTS - AUGUST 1990

Ulrich reviewed the October 9 staff report. Finley moved and Franklin seconded:

That the Administration and Finance Committee recommend:

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

The motion was unanimously approved.

Insurance Renewals

Dietrick reviewed the October 4, 1990 staff report. Franklin moved and Finley seconded

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to renew the RTB's insurance policies for liability, property, business auto, workers compensation and employee fidelity bond for the period of October 24, 1990 to October 24, 1991 at a premium of \$12,431.

There was discussion of how insurance agents have been selected in the past. Finley moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That staff be directed to examine and report to the committee within six months on interest on the part of other insurance agencies and the League of Minnesota Cities in acting as agent for the Regional Transit Board.

Vote was taken on both motions; they were unanimously approved.

Mall of America Funding Agreements

Blin reviewed the October 9 staff report and, using maps, described the proposed layout of the proposed transit hub facility at the Mall of America. The chair said that because our legal counsel may encounter a possible conflict of interest, Jeff Hassan will represent the RTB in negotiations on the Mall of America. Franklin moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to execute an RTB Subordination Agreement between the RTB, City of Bloomington, and lenders for the mall construction loans (Mitsubishi Bank, Ltd. and Teachers Insurance and Amenity Association).

The motion was unanimously approved. Franklin moved and Finley seconded:

That the Regional Transit Board authorize the executive director to execute a grant agreement with the City of Bloomington for the Mall of America Transit Hub.

Tinklenberg noted that the grant agreement is tied to the present scope of the mall as it is currently designed. Blin said that will be incorporated in the agreement. The motion was unanimously approved.

Authorization to Issue Request for Proposal (RFP) for Consultant Assistance in Preparing Reliable Light Rail Transit (LRT) Operating and Maintenance Cost Estimates

Minister reviewed the October 5 staff report. Wedell moved and Finley seconded:

The Administration and Finance Committee recommends:

That the Regional Transit Board authorize the executive director to approve and issue an RFP for a consultant who will prepare a regional LRT operating and maintenance cost estimating model and an estimate of LRT operating and maintenance costs for the Central Corridor for a cost not to exceed \$30,000.

In response to Finley's question, Minister said the work will be completed from 60 to 90 days after the notice to proceed is given. The selection should be made by early December. The motion was unanimously approved.

1991-1993 Transportation Improvement Program

Jacobson reviewed the staff report dated October 3, 1990. Franklin moved and Finley seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve the transit section of the 1991-1993 Transportation Improvement Program for submittal to the Metropolitan Council.

The motion was unanimously approved.

Roseville Area Circulator Fall/Holiday Promotion

Murray reviewed his October 8, 1990 staff report. Finley moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to amend the contract with Morley Bus Company to operate the Roseville Area Circulator (Contract 88/11/21-5) by \$2,500, changing the total RTB subsidy to \$1,097,259.

The motion was unanimously approved.

Jobseekers Program 1991 Contracts

Brown reviewed the staff report dated October 8, 1990. Franklin moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to enter into contracts for calendar year 1991 with the agencies described in the attachment to the October 8, 1990 staff report to provide discounted convenience fares to jobseekers.

The motion was unanimously approved.

Contract Amendment with Strgar-Roscoe-Fausch, Inc./BRW, Inc. for New Workslope Item: Assistance with Preparation of a Special Legislative Report on Light Rail Transit

Minister reviewed the October 5 staff report. Kranz moved and Finley seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to approve a contract amendment with Strgar-Roscoe-Fausch, Inc./BRW, Inc. for an amount not to exceed \$75,000 for assistance in preparing a report to the 1991 State Legislature on light rail transit funding.

Funding is available for this activity in budget line item 90-23, Light Rail Transit.

There was concern expressed about strain imposed on the SRF/BRW people by the large amount of work that they have contracted to do on light rail transit. The preponderance of funds in this contract is for graphics and printing and within their capabilities. The report should concentrate on environmental implications of light rail. There was discussion of how long it would take to bring in a new firm to develop suitable material. The motion was unanimously approved.

1990 Capital Budget Amendment

Ulrich reviewed the October 4, 1990 staff report. Kranz moved and Franklin seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board amend the 1990 RTB Agency Budget to add \$26,000 to Project No. 90-20-01, the Office Furniture and Equipment Project.

The motion was unanimously approved.

Contract with Minnesota Center for Survey Research

Blin reviewed the October 5, 1990 staff report. Finley moved and Franklin seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to contract with the Minnesota Center for Survey Research to include questions in their annual fall survey on ridership, Metro Mobility familiarity and incidence of disability. The cost for RTB participation in the survey will not exceed \$4,998. The survey will be funded from Project 90-13, Transit System Improvement and Implementation Planning.

The motion was unanimously approved.

Minnesota Department of Transportation (Mn/DOT) Fiscal Year 1991 Funding for Light Rail Transit

Minister reviewed the October 5, 1990 staff report. Franklin moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board transmit to the Minnesota Legislature and the Minnesota Department of Transportation a recommendation that the fiscal year 1991 state Motor Vehicle Excise Tax (MVET) grant funds for light rail transit be allocated as follows:

Ramsey County Regional Railroad Authority	\$1,144,629
Hennepin County Regional Railroad Authority	\$1,238,371
Dakota County Regional Railroad Authority	\$200,000
Anoka County Regional Railroad Authority	\$175,000

Finley discussed the Ramsey County Regional Railroad Authority's (RCRRA) previous MVET grant requests and allocations, the assurance of full funding in 1990, and the status of property tax levies in the various counties. He said that all the Group B corridors should, as much as possible, be developed to the same point in preliminary engineering. The chair said the motion attempts to address Finley's concern that full funding for RCRRA is provided. There would be some MVET funding for the St. Paul South corridor in Dakota County. It would provide \$200,000 that would allow work to be done on that corridor. It allows Dakota County to bring the corridor along. The \$175,000 for Anoka is part of bringing that corridor into preliminary engineering so that it can become eligible for federal funding. Beyond that it is a way to provide money to keep the process going in those two counties without unduly jeopardizing the work already underway. The \$200,000 for Dakota and \$175,000 for Anoka would be taken from the recommended amount for Hennepin County for work on the tunnel and other components of their system. It attempts to continue a system-wide approach to development of light rail transit in the Metropolitan Area.

Finley offered an amended motion that would provide \$100,000 to Anoka County Regional Railroad Authority (ACRRA) and \$75,000 to the RCRRA for the St. Paul South Corridor, which is 50-percent of RCRRA's request in that corridor. ACRRA would receive \$100,000 more than staff is now recommending. Kranz seconded the motion. The chair said the amended motion is:

That the Administration and Finance Committee recommends:

That the Regional Transit Board transmit to the Minnesota Legislature and the Minnesota Department of Transportation a recommendation that the fiscal year 1991 state Motor Vehicle Excise Tax (MVET) grant funds for light rail transit be allocated as follows:

Ramsey County Regional Railroad Authority	\$1,219,629
Hennepin County Regional Railroad Authority	\$1,238,371
Dakota County Regional Railroad Authority	\$200,000
Anoka County Regional Railroad Authority	\$100,000

Vote was taken on the Finley amendment to the main motion; the motion was unanimously approved.

Request for Authorization for Issuance of General Obligation Bonds

Ulrich presented his October 9, 1990 staff report. Wedell moved and Kranz seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board request the Metropolitan Council to issue \$2,000,000 of general obligation transit bonds to effect the board's implementation plan.

The motion was unanimously approved.

Approval of Request for Proposal for RTB Annual Audit

Ulrich reviewed the October 9, 1990 staff report. Finley moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to issue an RFP for audit services for annual RTB agency financial audits for the three years beginning with 1990.

The motion was unanimously approved.

OTHER BUSINESS

Hollander said the Oram proposal on innovative fare restructuring will be presented to the board at its October 22 meeting in order to expedite the process. Richard Oram, Oram Associates, addressed the RTB annual conference last week and a proposal was developed at that time.

There being no other business, Wedell moved and Finley seconded that the meeting be adjourned. The motion was unanimously approved and the meeting adjourned at 5:20 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Administration and Finance Committee meeting of October 15, 1990.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this _____ day of _____, 1990.



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

Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
Mears Park Centre Chambers
October 22, 1990

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

MEMBERS EXCUSED: Ruth Franklin

OTHERS PRESENT: Charles Weaver, RTB Legal Counsel; John Capell, Metropolitan Transit Commission (MTC); Arnie Entzel, Amalgamated Transit Union; Dirk deVries, Metropolitan Council Liaison to Board; John Peter Ross, Minnesota Department of Transportation (Mn/DOT); Ken Stevens, Hennepin County Regional Railroad Authority; Morgan Grant, Transit Accessibility Advisory Committee (TAAC); Greg Andrews, Judy Hollander, Howard Blin, Dale Ulrich, Mary Fitzgerald, Regional Transit Board staff

The meeting was called to order at 4:10 p.m. and roll was taken. Caranicas moved and O'Toole seconded approval of the agenda; the motion was unanimously approved.

Caranicas moved and Theis seconded that the minutes of the following meetings be approved:

Policy Committee Meeting of August 27, 1990
Regional Transit Board Meeting of October 8, 1990
Committee of the Whole Meeting of October 8, 1990

The motion was unanimously approved.

CHAIR'S REPORT

Appointment of Chair of the Transit Accessibility Advisory Committee

The chair said that since Mary O'Hara Anderson has resigned as chair of TAAC in order to assume her responsibilities under her consulting contract on Metro Mobility, he is recommending that the committee vice chair, Morgan Grant, be appointed chair. Caranicas moved and Tinklenberg seconded:

That the Regional Transit Board appoint Morgan Grant as Chair of the Transit Accessibility Advisory Committee; this appointment is effective immediately.

The motion was unanimously approved.

Approval of Consulting Services for Innovative Fare Restructuring

Andrews indicated that Oram Associates have implemented a number of very successful "deep discount" transit fare programs throughout the country. Blin reviewed the October 16 staff report and explained that the proposal is being brought directly to the board in order that data collection can be expedited. Tinklenberg moved and Wedell seconded:

That the Regional Transit Board authorize the executive director to expend up to \$15,000 from Work Program No. 90-14 for Oram Associates' consulting services to assist with the development and implementation of innovative fare restructuring strategies..

The motion was unanimously approved.

Transmittal of Recommended Regional Light Rail Transit Coordination Plan from Joint Light Rail Transit Advisory Committee, Approval of Review Schedule and Acceptance of the Draft Plan for Purposes of Public Hearing

O'Toole moved and Caranicas seconded:

1. That the Regional Transit Board accept the Regional LRT Coordination Plan as recommended by the Joint Light Rail Transit Advisory Committee for purposes of public and public agency review and comment;
2. That the Regional Transit Board adopt the proposed schedule (Attachment B of the Staff Report of October 22, 1990) for the review and approval/disapproval of the plan;
3. That the Regional Transit Board transmit the plan to the Metropolitan Council, the Minnesota Department of Transportation, the Transportation Study Board, the Cities of Minneapolis and Saint Paul, other interested agencies, and interested members of the public for a 30-day review and comment period commencing October 24 and ending on November 23, 1990;
4. That the Regional Transit Board conduct the legislatively-mandated peer review on the plan on November 14, from 8 a.m. to noon at the University of Minnesota's Earle Brown Center;
5. That the Regional Transit Board conduct the legislatively-mandated public hearing on the plan on November 15, 1990, 7:00 p.m. to 9:30 p.m., in the Mears Park Centre Chambers; and
6. That the Regional Transit Board refer the plan to its Policy Committee for study and appropriate recommendations by November 26, 1990, when the full Regional Transit Board will meet to discuss the plan and make recommendations.

The motion was unanimously approved.

Appointment to Audit Advisory Committee

Ehrlichmann said statute requires that he serve as chair of the Audit Advisory Committee; however time constraints dictate that he will have to delegate the responsibilities to the vice chair. There is currently a vacancy on the committee. He recommended that Member Kranz be appointed vice chair. O'Toole moved and This seconded:

That the Regional Transit Board appoint Edward Kranz to the position of vice chair of the Audit Advisory Committee. This appointment is effective immediately.

The motion was unanimously approved.

The next meeting of the committee will be October 25, 1990 at 4 p.m. in the RTB offices.

The members of the Marketing Committee have been selected and will meet on November 8 at 8 a.m. in Room A.

Local Officials Advisory Committee

The Association of Metropolitan Municipalities (AMM) has asked that City of Robbinsdale Council Member Mike Holtz be added to the Local Officials Advisory Committee in order to improve geographic representation. O'Toole moved and Kranz seconded:

That the Regional Transit Board appoint Mike Holtz to the Local Officials Advisory Committee. This appointment is effective immediately.

The motion was unanimously approved.

The chair described his recent trip to Sacramento to tour their light rail facilities and system. They have a single track without exclusive right-of-way. The system was built extremely inexpensively; it is one of the most basic systems in the country.

A copy of Congressman Sabo's news release regarding the House/Senate Appropriations Conference Committee approval of \$221 million for transportation projects in Minnesota was distributed. If the appropriation survives through Congress, we will have been successful in securing the first federal funds for the light rail project. Congressman Sabo has been very supportive of transit in the Twin Cities Metropolitan Area.

ADMINISTRATION AND FINANCE COMMITTEE

Tinklenberg reviewed the actions taken at the October 15 committee meeting.

Financial Statements - August 1990

Tinklenberg moved and Finley seconded:

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

The motion was unanimously approved.

Insurance Renewals

Tinklenberg moved and Kranz seconded:

That the Regional Transit Board authorize the executive director to renew the RTB's insurance policies for liability, property, business auto, workers compensation and employee fidelity bond for the period of October 24, 1990 to October 24, 1991 at a premium of \$12,431 and

That staff be directed to examine and report to the committee within six months on interest on the part of other insurance agencies and the League of Minnesota Cities in acting as agent for the Regional Transit Board.

The motion was unanimously approved.

Mall of America Funding Agreements

Tinklenberg moved and Caranicas seconded:

That the Regional Transit Board authorize the executive director to execute an RTB Subordination Agreement between the RTB, City of Bloomington, and lenders for the mall construction loans; and

That the Regional Transit Board authorize the executive director to execute a grant agreement with the City of Bloomington for the Mall of America Transit Hub.

The motion was unanimously approved.

Authorization to Issue Request for Proposal (RFP) for Consultant Assistance in Preparing Reliable Light Rail Transit (LRT) Operating and Maintenance Cost Estimates

Tinklenberg moved and Finley seconded:

That the Regional Transit Board authorize the executive director to approve and issue an RFP for a consultant who will prepare a regional LRT operating and maintenance cost estimating model and an estimate of LRT operating and maintenance costs for the Central Corridor for a cost not to exceed \$30,000.

The motion was unanimously approved.

1991-1993 Transportation Improvement Program

Tinklenberg moved and Kranz seconded:

That the Regional Transit Board approve the transit section of the 1991-1993 Transportation Improvement Program for submission to the Metropolitan Council.

The motion was unanimously approved.

Roseville Area Circulator Fall/Holiday Promotion

Tinklenberg moved and Finley seconded:

That the Regional Transit Board authorize the executive director to amend the contract with Morley Bus Company to operate the Roseville Area Circulator (Contract 88/11/21-5) by \$2,500, changing the total RTB subsidy to \$1,097,259.

The motion was unanimously approved.

Jobseekers Program 1991 Contracts

Tinklenberg said that since the committee's action was taken another agency has asked to be added to the program. The committee believes that as many agencies as possible should take part in the program. He moved and This seconded:

That the Regional Transit Board authorize the executive director to enter into contracts for calendar year 1991 with the agencies described in the attachment to the October 8, 1990 staff report to provide discounted convenience fares to jobseekers.

The board further authorizes the executive director to enter into a contract for calendar year 1991 with the American Indian OIC. Execution of this contract is contingent upon completion of the appropriate application forms.

The motion was unanimously approved. Tinklenberg commended the staff for the growing list of providers that have become involved in this program.

Contract Amendment with Strgar-Roscoe-Fausch, Inc./BRW, Inc. for New Workslope Item: Assistance with Preparation of a Special Legislative Report on Light Rail Transit

Tinklenberg moved and Finley seconded:

That the Regional Transit Board authorize the executive director to approve a contract amendment with Strgar-Roscoe-Fausch, Inc./BRW, Inc. for an amount not to exceed \$75,000 for assistance in preparing a report to the 1991 State Legislature on light rail transit funding.

Funding is available for this activity in budget line item 90-23, Light Rail Transit.

Finley noted the extensive discussion at the committee level of the concern he and Tinklenberg share about the overuse of these two consultants for this project. The companies have assured the RTB that they can free staff to do the work. Issuing an RFP would take too long. The rail authorities are concerned that the consultants may be spread too thinly. The board members want assurance that this project will receive top priority. The report should emphasize the environmental benefits achieved by going to a light rail transit system. There was discussion of the process and requirements for reporting light rail plans to the Legislature. The motion was unanimously approved.

1990 Capital Budget Amendment

Tinklenberg moved and Caranicas seconded:

That the Regional Transit Board amend the 1990 RTB Agency Budget to add \$26,000 to Project No. 90-20-01, the Office Furniture and Equipment Project.

The motion was unanimously approved.

Minnesota Department of Transportation (Mn/DOT) Fiscal Year 1991 Funding for Light Rail Transit

Tinklenberg and Finley moved:

That the Regional Transit Board transmit to the Minnesota Legislature and the Minnesota Department of Transportation a recommendation that the fiscal year 1991 state Motor Vehicle Excise Tax (MVET) grant funds for light rail transit be allocated as follows:

Ramsey County Regional Railroad Authority	\$1,219,629
Hennepin County Regional Railroad Authority	\$1,238,371
Dakota County Regional Railroad Authority	\$200,000
Anoka County Regional Railroad Authority	\$100,000

The motion was unanimously approved.

Contract with Minnesota Center for Survey Research

Tinklenberg moved and Kranz seconded:

That the Regional Transit Board authorize the executive director to contract with the Minnesota Center for Survey Research to include questions in their annual fall survey on ridership, Metro Mobility familiarity and incidence of disability. The cost for RTB participation in the survey will not exceed \$4,998. The survey will be funded from Project 90-13, Transit System Improvement and Implementation Planning.

The motion was unanimously approved.

Request for Authorization for Issuance of General Obligation Bonds

Tinklenberg moved and Caranicas seconded:

That the Regional Transit Board request the Metropolitan Council to issue \$2,000,000 of general obligation transit bonds to effect the board's implementation plan.

The motion was unanimously approved.

Approval of Request for Proposal for RTB Annual Audit

Tinklenberg moved and Theis seconded:

That the Regional Transit Board authorize the executive director to issue an RFP for audit services for annual RTB agency financial audits for the three years beginning with 1990.

Hilary asked that the Policy Committee revisit the issue of developing a policy on soliciting proposals for consulting contracts. The motion was unanimously approved.

Other Business

There being no other public or public comment, Caranicas moved and Hilary seconded that the meeting be adjourned. The motion carried and the meeting was adjourned.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's meeting of October 22, 1990.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this _____ day of _____, 1990.

11/5 *handwritten*

REGIONAL TRANSIT BOARD

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

DATE: November 5, 1990
TO: Members of the Regional Transit Board
FROM: Michael J. Ehrlichmann
Chair
SUBJECT: Clarification of Motion to Authorize Consultant Contract to Review Metro Mobility Policies and Procedures

Summary

The purpose of this memorandum is to request the RTB to take action to clarify a previous motion authorizing a consultant contract with Mary O'Hara-Anderson to review Metro Mobility policies and procedures.

Background

On October 8, 1990, the Regional Transit Board authorized the Executive Director to enter into a contract with Mary O'Hara-Anderson to review Metro Mobility Administration Center and Regional Transit Board contract compliance procedures, status of the Department of Public Safety vehicles inspection program, status of the Minnesota Department of Transportation's promulgation of rules, review findings of staff work programs and make recommendations for change, and assist with legislative proposals.

Although the supporting memorandum indicated that the authorized contract amount was \$15,000 for the six-month period between November 1, 1990 and April 30, 1991, no amount was indicated for expenses and the contract amount and period was not appropriately included in the motion. Therefore, I am requesting that the board pass the following motion in order to clarify this contract authorization and to provide \$1500 for expenses.

Recommendation

That the Regional Transit Board authorize the Executive Director to enter into a contract, including \$1500 for expenses, for the period of November 1, 1990 to April 30, 1991, in an amount not to exceed \$16,500 with Mary O'Hara Anderson to review Metro Mobility policies and procedures to determine how service quality and safety can be improved.

REGIONAL TRANSIT BOARD

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

DATE: November 5, 1990
TO: Chair and Members of the Regional Transit Board
FROM: Howard Blin, Planning Manager *HB*
SUBJECT: Five-Year Transit Plan

SUMMARY

The public review period for the RTB Five-Year Transit Plan closed on October 30, 1990. Comments on the plan were received from the Metropolitan Transit Commission (MTC), the City of Plymouth, the Southwest Metropolitan Transit Commission, and the Minnesota Valley Transit Authority. In addition, the plan was reviewed by the Transportation Advisory Board (TAB) and its Technical Advisory Committee (TAC), as well as the RTB's Provider Advisory Committee. The written comments of these groups are attached.

This memorandum presents the most significant comments received and staff recommendations for revisions to the plan in response to these comments. Action is requested to adopt the revised plan for submittal to the Metropolitan Council.

DISCUSSION

The following lists comments grouped by subject and recommended responses.

Energy Contingency Planning

- (TAB/TAC) *The RTB should include in the plan a discussion of energy contingency planning in terms supply availability and cost impacts, particularly in consideration of current world events.*

Response: Revise the Energy Management and Alternative Fuels section found in Chapter III (p. 40) to include a discussion of energy contingency planning and the impact of increasing fuel costs on the regional transit system. This will include a strategy for the RTB to prepare a transit emergency plan and for providers to prepare operational-level energy plans.

Transit Coordination and Marketing

- (MTC) *If a new regional transit symbol is to be developed, the symbol should be an addition to, not a replacement for, a transit provider's own logo.*

Response: Development of a symbol identifying all regional transit services will be examined by the RTB Marketing Committee. It is expected that a new transit symbol be used in addition to existing logos of individual providers.

- (MTC) *The MTC questions the need for a new regional route numbering system. A new numbering system would significantly change the MTC system that has been in place for years. Changing existing route numbers would unnecessarily cause confusion among MTC passengers and could potentially lead to a short-term ridership loss until passengers adjust to the new numbering system.*

Response: The plan proposes that a regional route numbering system be investigated in order to simplify understanding of the regular route transit system. A new numbering system may become necessary as new or restructured regular route service is implemented, such as the I-394 timed-transfer system and LRT feeder routes. The RTB will work with the MTC and other providers to ensure a coordinated numbering system.

- (MTC) *The MTC believes that route-specific advertising, marketing and promotion is best done by the providers who are involved directly with the day-to-day operation of the service. A regional marketing and advertising campaign to increase transit ridership and promote the general benefits of public transit should be developed and implemented by the MTC in coordination with other transit providers as the next step in regional coordination of transit services.*

Response: Roles and responsibilities for transit marketing will be considered by the RTB Marketing Committee.

Alcohol and Substance Abuse Policy

- (MTC) *The MTC believes that the RTB should require an operator to have a substance abuse policy in place as a condition of receiving RTB financial assistance, but should allow the providers to adopt specific substance abuse and drug testing rules covering their employees.*

Response: The RTB is currently considering an alcohol and substance abuse policy that would require all providers to establish an anti-drug and alcohol program. The proposed policy outlines the general requirements of such a program while individual providers would develop specific requirements.

Accessibility

- (TAB/TAC) *The RTB should reexamine Metro Mobility eligibility requirements as the regular route fleet becomes accessible to ensure that Metro Mobility complements, rather than duplicates, regular route transit service.*

Response: In the Special Transportation section of Chapter IV (p. 71), reevaluation of Metro Mobility eligibility requirements is recommended as other transit modes become fully accessible.

Service Delivery

- (City of Plymouth) *Instead of third priority, the developing suburbs should be considered first or second priority, since first priority for some years now has been the downtown areas and first-ring suburbs.*

Response: Policy IV-1 (p. 48) establishes the first priority of regular route service delivery as maintaining and upgrading service to the two central cities and downtowns. This policy reflects transit service priorities established in the Metropolitan Council's Transportation Policy Plan.

- (City of Plymouth) *The plan should reflect less reliance on light rail transit and more reliance on the existing transit system, high occupancy vehicle lanes, and traffic demand management strategies.*

Response: The plan presents implementation strategies for the range of transit modes, including regular route, community-based, and rideshare services. LRT is proposed as a new transit service in a coordinated regional transit system.

- (City of Plymouth) *The RTB plan should reflect greater emphasis that the transit system is designed to serve all persons and not imply that the primary target is some subgroup (handicapped, transit dependent, seniors, youth).*

Response: The Five-Year Transit Plan proposes services designed to serve all residents of the metropolitan area. Policy IV-2 (p. 48) establishes meeting transit needs of the transit dependent as a priority for regular route service delivery.

- (MTC) *In applying the new regular route standards, the RTB should continue to allow the separation of weekend service from weekday service in evaluating a route's cost effectiveness. In some instances, a route may perform well Monday*

through Friday but be cost inefficient during the weekend. The weekend service should be restructured, subcontracted or terminated with the financial resources shifted to more deserving routes and overloads.

Response: Discussion of the application of regular route performance standards included in the plan (p. 50-51) will be revised to allow separate monitoring and evaluation of weekday and weekend route performance.

Capital Equipment and Facilities

- (MTC) *The MTC supports the use of its transit facilities such as downtown layover facilities, transit hubs, shelters, and park/ride lots by other providers. For example, in the design and construction of Nicollet Garage, ten spaces for other providers were incorporated into the facility as required by UMTA.*

With regard to the transfer of MTC vehicles funded by the RTB to other providers, the MTC opposes this. First we believe that the need for this will not occur. The MTC's fleet plan provides for retirement of approximately eight percent (eighty buses) each year and replacement of same with newly acquired buses. In the event the MTC had vehicles in excess of our service requirement, we would simply reduce the number of new buses purchased. In the extremely unlikely circumstance that halting the new bus procurement still resulted in an over supply of vehicles, the MTC would sell or lease, at fair market value, its excess buses.

Response: Policy V-3 (p. 81) states that all facilities and vehicles funded by the RTB will be available for use by all RTB providers. This policy has been previously established by the Metropolitan Council and ensures cost-effective use of regional transit capital assets.

- (Southwest Metropolitan Transit) *The RTB should formally recommend that the Metropolitan Council review and update their park-and-ride guidelines during the 1991 review of the Transportation Policy Plan.*

Response: The Council's park-and-ride guidelines cover siting and size requirements for development of new lots. In some cases, these guidelines may be outdated. The RTB will recommend review of these guidelines in the upcoming Transportation Policy Plan update.

Transit Funding

- (City of Plymouth) *A new regional tax for LRT construction should be paid by those who have immediate access to the LRT system. Those who are not scheduled to benefit for 10 to 15 years should not be taxed until such time as benefit is received.*

Response: The new regional tax proposed in the RTB's LRT Development and Financial Plan would be used to fund LRT and other transportation improvements

throughout the region. The Development and Financial Plan further called for feathering or redistribution of taxes for those counties that contribute taxes but receive limited short- to mid-term benefits from the system.

- (TAB/TAC) *There is concern about the potential funding shortfall for transit. If a new regional revenue source becomes available for transportation; i.e., LRT, consideration should be given to also funding the purchase of buses.*

Response: Proceeds from a new regional tax are presently recommended to be used to fund LRT and highway construction. Use of this tax to fund other transit capital needs will be determined by the legislature.

- (TAB/TAC) *The RTB should more clearly prioritize the transit needs of the metropolitan system. This would be very helpful to decision makers in assessing the potential impacts on various components of the system if funding shortfalls should occur.*

Response: The Financial Plan will be revised to include the existing services as the first priority for transit funding. Existing services will be further evaluated against adopted performance standards.

Other Comments

- (TAC/TAB) *The plan should give more attention to environmental benefits of transit.*

Response: The introductory sections will be revised to include discussion of the environmental benefits of transit.

In addition, Minnesota Statutes require the plan to project a biennial budget covering a three-year period in six-month increments. This projected budget is attached and will be included in the Financial Plan.

RECOMMENDATION

That the Regional Transit Board adopt the revised Five-Year Transit Plan for submittal to the Metropolitan Council.



TRANSPORTATION ADVISORY BOARD

October 22, 1990

Michael Ehrlichmann
Chair, Regional Transit Board
Mears Park Centre
230 E. Fifth Street
St. Paul, Minnesota 55101

Re: TAB/TAC Review Comments on the RTB's Five-Year Plan

Dear Mr. Ehrlichmann:

At the October 17 monthly meeting of the Transportation Advisory Board, the Board reviewed the Regional Transit Board's Five-Year Plan 1991-1995. Mr. Howard Blin, of your staff, highlighted the plan and served as a resource person. The document generated considerable discussion about the transit needs of the metropolitan area. The Board acted to forward a series of comments, which are listed below, from its Technical Advisory Committee, the LRT Task Force, and those generated at the TAB meeting.

Technical Advisory Committee

1. The TAC specifically supports funding of the I-394 service improvements. These transit services are an integral part of the I-394 facility design, and without adequate transit service funding, I-394 will not be able to function as needed.
2. The RTB should include in the plan a discussion of energy contingency planning in terms of supply availability and cost impacts, particularly in consideration of current world events.
3. The RTB should consider transit dependent ridership as part of any evaluation against regular route performance standards. Weekend service should be evaluated separately because of its importance to transit dependents.
4. The RTB should reexamine Metro Mobility eligibility requirements as the regular route fleet becomes accessible to ensure that Metro Mobility complements, rather than duplicates, regular route transit service.
5. The timing of the public review process does not allow rigorous review by the TAC at this time. Additional comments may be made as input to the Metropolitan Council's review of the plan.

Page 2
October 22, 1990
Michael Ehrlichmann

TAB/LRT Task Force

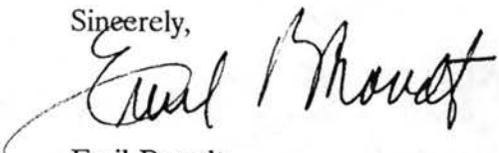
1. There is concern about the potential funding shortfall for transit. If a new regional revenue source becomes available for transportation, i.e. LRT, consideration should be given to also funding the purchase of buses.
2. The RTB should more clearly prioritize the transit needs of the metropolitan system. This would be very helpful to decision makers in assessing the potential impacts on various components of the system if funding shortfalls should occur.
3. The Plan should give more attention to environmental benefits of transit.

TAB Meeting

1. It was suggested that cost information include both capital and operating costs.
2. During the discussion of Light Rail Transit, it was questioned whether alternatives to light rail transit had been fully explored. Any previous studies which addressed this point should be referenced.
3. In discussing revenue sources, i.e. taxes, there was concern that existing revenue sources needed to be made more flexible to address changing transportation needs.

These comments are forwarded to the Regional Transit Board for information and review in considering adjustments to the Draft Five-Year Plan.

Sincerely,



Emil Brandt
Transportation Coordinator

EB:jlm

cc: Sally Evert, Chair TAB
Steve Keefe, Chair Metro Council
Ruth Franklin, RTB TAB Representative
Howard Blin, RTB Project Director



MEMORANDUM

TO: Chair and Members of the
Metropolitan Transit Commission

FROM: John J. Capell
Chief Administrator

DATE: October 29, 1990

SUBJECT: Comments on RTB's Draft Five Year Transit Plan

MTC staff has reviewed the RTB's draft Five Year Transit Plan with a particular eye to proposed policies and strategies that would impact MTC operations.

The draft document provides a firm foundation to guide transit policy decisions for the next few years. MTC staff is in general agreement with the overall policy thrust of the document. However, MTC staff is forwarding a few comments on specific policies and strategies to the Commission for review. It is my hope that the Commission will act favorably on the staff's comments and forward the comments to the RTB for consideration. Written comments on the plan may be submitted to the RTB through October 30, 1990.

Bob Thompson, MTC Director of Finance, has reviewed the financial data and assumptions in the draft plan and his comments are attached for your consideration. Mr. Thompson's review found that the MTC's financial picture was accurately reflected in the document. His comments are relatively minor in nature and would not materially change the document.

Comments on RTB Five Year Transit Plan

Vehicle Accessibility - All public transit services in the region will become fully accessible to individuals with disabilities within the timetable and guidelines established by the Americans with Disabilities Act. (see pp. 27-29)

Comment: The MTC is in the process of complying with this policy requirement. Currently, the MTC has ninety-eight lift-equipped buses - seventy-eight new Gillig buses that were purchased this year and twenty Saab-Scania coaches that were bought in 1986. The twenty-five articulated buses that will be delivered early next year will have lifts. All future MTC bus purchases will be equipped with wheelchair lifts. The MTC is working closely with the RTB to determine the best way to integrate accessible buses into regular service.

Transit Coordination and Marketing - The RTB is interested in promoting strategies that will improve the coordination of transit services in the region such as transfer reciprocity between all providers; regional route numbering system for use by the MTC and other providers; and a standardized regional transit logo that would be specified by the RTB and placed on all vehicles, shelters, signs, etc. that are utilized in the delivery of public transit services. In addition, the RTB is interested in pursuing a regional marketing program to promote the benefits of public transit. The regional marketing program would supplement, not replace, the existing marketing programs of the MTC and other providers. (see pp. 30-32)

Comment: The MTC is supportive of efforts to make the transit system easier to use and understand for our passengers. Coordination between providers of system maps, schedule information, and fare reciprocity agreements are simple ways to make the transit system more user-friendly. The MTC, as regional coordinator, is providing schedule information for all providers through the Transit Information Center (TIC), transit stores and selected schedule outlets. Transfer reciprocity agreements have been agreed to with other providers. Additional efforts and methods to improve route maps and schedules to highlight coordinated connections between providers is appropriate as a means to improve the usability of the transit system.

The plan specifies that a new regional transit logo would be developed by the RTB for use by all providers on buses, shelters, signs and marketing communication materials.

The MTC believes that it is important for each transit carrier to maintain its own corporate identity. If a new regional transit symbol is to be developed, the symbol should be an addition to, not a replacement for, the carrier's own logo.

The MTC and the private carriers have spent years and a considerable amount of money to develop their own distinctive logos, symbols and color schemes to market their company and product. For example, the MTC's "T" logo, which is registered by the MTC with the Secretary of State, is easily recognizable and associated with the MTC by most people in the Twin Cities. The MTC would be very reluctant to abandon its corporate symbol for the sake of uniformity.

The MTC also believes that customer complaints and concerns are much easier to track down and rectify if the passenger can easily recall the carrier who was at fault. Distinctive carrier logos will make this task much easier than if all carriers operated under a uniform regional logo and color scheme.

The MTC questions the need for a new regional route numbering system. A new numbering system would significantly change the MTC system that has been in place for years. Changing existing route numbers would unnecessarily cause confusion among MTC passengers and could potentially lead to a short-term ridership loss until passengers adjust to the new numbering system.

The MTC believes that route specific advertising, marketing and promotion is best done by the providers who are involved directly with the day-to-day operation of the service. A regional marketing and advertising campaign to increase transit ridership and promote the general benefits of public transit should be developed and implemented by the MTC in coordination with other transit providers as the next step in regional coordination of transit services.

Drug Testing Requirements - The plan provides that new requirements for drug testing will be advanced by the RTB for all providers receiving funding from the RTB. (p. 36)

Comment: The MTC believes that the RTB should require an operator to have a substance abuse policy in place as a condition of receiving RTB financial assistance, but should allow the providers to adopt specific substance abuse and drug testing rules covering their employees.

The MTC has had a comprehensive drug and alcohol abuse program in place since March, 1987. The policy prohibits the use, sale or possession of drugs or alcohol during work hours or on MTC property. Employees violating this policy are subject to disciplinary action up to and including discharge. The program provides for pre-employment drug testing and testing for probable cause. The policy does not provide for the random testing of MTC employees, although it is permissible to do random testing of safety sensitive employees under state law.

Random drug testing of MTC employees continues to be an option. UMTA adopted regulations in November, 1988, requiring drug testing by UMTA grantees. Random drug testing was a component of UMTA's drug testing regulation. However, in January, 1990, UMTA's entire drug testing regulation was struck down by a Federal Appeals Court in Washington, D.C. The court ruled that UMTA did not have the statutory authority to adopt drug testing regulations that affected all UMTA grantees. UMTA is currently asking the Congress for the authority to issue drug testing regulations.

Alternative Fuel Vehicles - The potential for using alternative fuel vehicles for transit service should be explored and promoted (pp. 40-41)

Comment: The MTC is supportive of the RTB's efforts to demonstrate the effectiveness of alternative fuel vehicles. In 1991, the MTC will be purchasing thirty-seven 40-foot buses. Twenty of these buses will be used as part of a demonstration project to test various alternative fuel technologies.

MTC bus purchases are scheduled to be scaled back significantly until 1994. As a result, there is a window of opportunity to adequately test alternative fuel technologies during the next three year period to determine which fuel can best meet the needs of the MTC in terms of cost and reliability. The MTC is proposing to study ethanol, compressed natural gas (CNG) and clean diesel - diesel fuel with particulate traps. Twenty buses will be used in the demonstration project. This test will help the RTB comply with a 1989 state legislative mandate that the RTB evaluate the feasibility and effectiveness of using alternative fuels in buses operated by the MTC. The demonstration project will be evaluated jointly by the MTC, RTB and the Minnesota Pollution Control Agency.

Regular Route Performance Standards (pp. 50-51) - The document proposes new regular route performance standards that would replace the existing \$2.45 subsidy standard that has been in effect since 1986.

The proposed standards are shown below and would apply to all transit providers including the MTC.

<u>Service Type</u>	<u>Subsidy per Passenger Standard</u>
Local Radial Routes	\$3.25
Local Crosstown Routes	\$4.00
Peak Hour Express Routes	\$3.85
All Day Express Routes	\$3.50

Providers would be required to submit quarterly reports on route performance to the RTB. Routes that exceed the subsidy standard will be subject to further review against system-wide averages for the following indicators: farebox recovery ratio, cost per hour and passengers per mile. If the route performs below the system average on these other measures, the process to terminate, subcontract or restructure the route would be initiated utilizing an appropriate public hearing process.

Comment: MTC staff is in general agreement with the new performance standards. It appears that the new performance standards are less stringent than the old \$2.45 subsidy per passenger standard and will result in fewer MTC routes being terminated or subcontracted. A detailed analysis of how the new standards will impact MTC services will be provided to the Commission in the near future. It should be noted that some of the routes that are currently out for public hearing for termination or subcontracting for failure to meet the \$2.45 subsidy per passenger standards will be viable under the new performance standards.

In applying the new standards, the RTB should continue to allow the separation of weekend service from weekday service in evaluating a route's cost-effectiveness. In some instances, a route may perform well Monday through Friday, but be cost inefficient during the weekend. The weekend service should be restructured, subcontracted or terminated with the financial resources shifted to more deserving routes and overloads.

Use of MTC Facilities and Buses By Other Providers - The plan provides that facilities and vehicles that are funded by the RTB will be available for use by all providers. MTC buses that are in excess of service requirements will be available, when practical, for use by other RTB providers. (pp. 81-82)

Comment: The MTC supports the use of its transit facilities such as downtown layover facilities, transit hubs, shelters, and park/ride lots by other providers. For example, in the design and construction of Nicollet Garage, ten spaces for other providers was incorporated into the facility as required by UMTA.

With regard to the transfer of MTC vehicles funded by the RTB to other providers, the MTC opposes this. First, we believe that the need for this will not occur. The MTC's fleet plan provides for retirement of approximately eight percent (eighty buses) each year and replacement of same with newly-acquired buses. In the event the MTC had vehicles in excess of our service requirement, we would simply reduce the number of new buses purchased. In the extremely unlikely circumstance that halting the new bus procurement still resulted in an over supply of vehicles, the MTC would sell or lease, at fair market value, its excess buses.

35 Percent Farebox Recovery - Fares will be increased, when necessary, to generate enough revenue to achieve a 35 percent farebox recovery for regular route services. (p. 100 and pp. 106-107)

Comment: The MTC agrees that the 35 percent farebox recovery is an appropriate standard to maintain. Fare increases, when necessary, should attempt to minimize ridership loss.

JJC/GLF/dmk



MEMORANDUM

TO: Greg Failor
FROM: Bob Thompson *[Signature]*
DATE: October 18, 1990
SUBJECT: Comments on the RTB Five Year Plan

Overall I felt that the document was quite accurate and reflected the MTC's financial picture. I do not think any of my comments would materially change the document and Howard Blin is also aware of some 1991 cost changes.

<u>Page #</u>	<u>Comment</u>
iv	A 25¢ fare increase in 1991 will be required to meet the 35% farebox recovery ratio.
47	Table IV-3 must include other providers including MTC. Figures do not correspond to MTC's.
53	Route overload corrections - MTC's 1991 budget identifies cost and miles as approximately \$200,000 and 139,000 miles. I-394 Corridor is 180,000 miles and approximately 260,000 in MTC's 1991 budget.

84

Table V-2

	<u>1991</u>	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>
Peak	848	856	865	874	882
Spare Ratio	15%	14%	15%	13%	13%
Total Active Fleet	977	973	999	985	994
Avg. Fleet Age	4.7	5.7	6.4	6.6	6.3

85

Table V-3 See Attached Copy

Page #

Comment

86

Table V-4 MTC Facility Capacity

Heywood	275
Snelling	260
Shingle Creek	175
South	174
Nicollet	<u>150</u>
Total	1,034

92

Table V-7 - Year 1988 \$7.6

93

Table V-10

<u>1991</u>	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>
0	0	6.0	18.0	18.0

106

Last Sentence . . . 1990 represents only 32

RDT:pjs/116

October 23, 1990



RECEIVED
OCT 23 1990
RTB.

Mr. Greg Andrews
Executive Director
Regional Transit Board
Mears Park Centre
230 East 5th Street
St. Paul, MN 55101

SUBJECT: COMMENTS ON PROPOSED 1991-1995 REGIONAL TRANSIT BOARD
FIVE-YEAR PLAN

Dear Mr. Andrews:

As member of the Provider Advisory Committee and Local Government Advisory Committee, I have had the opportunity to review and discuss the draft 1991-1995 Regional Transit Board Five-Year Work Plan.

I have a number of concerns about the plan which I have set forth below:

1. Policy IV - 6, 7, 8, page 58. The plan should reflect less reliance on light rail transit and more reliance on the existing transit system, high occupancy vehicle lanes, and traffic demand management strategies.
2. Policy V - 5, page 82. The RTB should not support a new metropolitan area tax. Existing funding sources should be relied upon to provide transit needs.
3. Policy V - 5, page 82. If the Regional Transit Board persists in supporting light rail transit, and securing a new metropolitan area tax, then those who have immediate access to the light rail transit system should be those who support the system financially. Those who are not scheduled to benefit for 10 to 15 years should not be taxed until such time as benefit is received.
4. Policy IV - 2 and 3, page 48. The RTB plan should reflect greater emphasis that the transit system is designed to serve all persons and not imply that the primary target is some subgroup (handicapped, transit dependent, seniors, youth).

Mr. Greg Andrews
October 23, 1990
Page 2

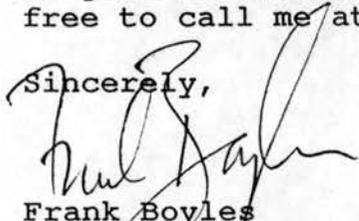
5. Policy VI - 7, page 99. The RTB should establish an objective to bring greater equity to the fare structure by establishing one class of customer fare by zone, whether peak or off-peak. Over time, the objectives should be to eliminate discounting to senior citizens, persons with disabilities, or youth unless such discounts are available to all other customers.
6. Policy V - 1, page 48. Instead of third priority, the developing suburbs should be considered first or second priority, since first priority for some years now has been the downtown areas and first ring suburbs.
7. Policies IV - 10 and 11, page 71. The RTB should establish an objective that metro mobility expenditures and program will be pared back once handicapped individuals are mainlined onto the regular system.
8. Policy IV - 3, page 48. The RTB should establish an objective to re-time the entire transit system to ensure smooth operation once handicapped persons are mainlined.
9. Policies IV - 13, 14, 15, page 75. The RTB should establish an objective of providing transit demand management, technical assistance, or funding to municipalities.
10. Transit Hub Map V - 5, page 88. The RTB should emphasize more transit hubs in the growth suburbs. Two transit hubs are presently contemplated for the five fastest growing Hennepin County municipalities.
11. To the extent possible, the RTB's objective should be to reduce or eliminate dependence upon federal funds, given the trend of federal government support reductions and the myriad of federal funding requirements associated with each funding dollar.
12. General Comments:
 - a. Consider annual fare review and increase if necessary. It is more realistic and over time will receive greater public acceptance. There are not too many products or services which do not increase in price from year to year.

Mr. Greg Andrews
October 23, 1990
Page 3

- b. Table II - 1, page 25 suggests that the RTB's contribution to the opt out operating deficit is 100%. It is not. The property tax money is from taxpayers in the individual communities. Therefore, the local share is 100%. The RTB only administers the money. This concept should be reflected in other policies relating to opt out communities. For example, communities with local funding should be able to set their own fares if there is a rationale for a variance with the metropolitan fare structure.
- c. My book had two pages 31/32.
- d. Policy V - 3 facilities or vehicles funded by the RTB will be available for use by all RTB providers. Does this literally mean that Metrolink buses may be used by anyone else?

Please include these comments in your public hearing record with respect to the 1991 - 1995 RTB Five-Year Transit Plan. I would be glad to answer any questions you have about my comments. Feel free to call me at 550-5013.

Sincerely,



Frank Boyles
Assistant City Manager

FB:kec



7600 Executive Drive
Eden Prairie, MN 55344
(612) 934-7928

November 2, 1990

Howard Blin, Planning Manager
Regional Transit Board
230 East Fifth Street
St. Paul, MN 55101

Dear Howard:

Southwest Metro Transit would like to take this opportunity to provide comments on the RTB Five-year Plan. Our general recommendation is that the Transportation Policy Plan and RTB Five-year Plan continually be reviewed and followed in a manner that enables a timely response, in terms of both planning and service delivery, to address the growing suburban mobility issues that affect traffic congestion.

Generally speaking, the Five-year Plan provides detailed statistics on the changes or trends that affect transit. Most notable are the statistics that strongly show the changing travel patterns as residential development and employment opportunities make dramatic moves from central cities to first- and second-ring suburbs. Following on their coattails is a near explosion in travel patterns as people detour past the central cities to their homes and workplaces in their cars. The Five-year Plan projects these trends in suburban mobility to continue throughout the 1990's. Southwest Metro Transit recommends that both Regional Transit Board and Metropolitan Council planning priorities focus primarily on suburban mobility since present and future trends seem to strongly indicate suburban mobility as a frontrunner in traffic congestion.

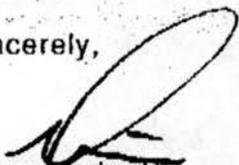
Southwest Metro Transit particularly supports Policy III-8 which encourages the development of land use and zoning principles that encourage transit and ridesharing and reduce traffic congestion. This policy should prove beneficial especially in second-ring and developing suburbs.

Southwest Metro Transit requests that the RTB formally recommend that the Metropolitan Council review and update their park and ride guidelines during their 1991 review of the Transportation Policy Plan. Southwest Metro Transit, having finished their park and ride lot planning study this fall, feels that the existing park and ride guidelines predate development in the second- and third-ring suburbs and hinder Southwest Metro Transit's ability to develop plans and policy to promote transit use. Southwest Metro Transit suggests that the following comments be considered as revisions in the park and ride guidelines:

- Allow park and ride lots closer than three miles to the MUSA boundary and perhaps anywhere within MUSA; and
- Allow park and ride lots in free-standing growth centers; and
- Establish lot-size guidelines which conform more closely to the MTC standards.

Thank you for allowing us the opportunity to share our comments with you as we continue to work together to develop, both locally and regionally, a coordinated and cost-effective network of transit services. Please let us know how Southwest Metro Transit can continue to assist the RTB and Metropolitan Council in reaching their goals for improved transit services.

Sincerely,



Diane Harberts
Administrator

November 1, 1990

RECEIVED

NOV 5 1990

Mr. Howard Blin
Planning Manager
Regional Transit Board
230 East Fifth Street
St. Paul, MN 55101

R.T.B.

Dear Mr. Blin:

The Minnesota Valley Transit Authority will begin providing public transit service in the cities of Apple Valley, Burnsville, Eagan, Prior Lake, Rosemount and Savage on January 2, 1991. As a newly created transit authority serving a suburban area, we appreciate the opportunity to comment on the draft Five Year Transit Plan.

The plan illustrates a good understanding of the trends affecting public transit service. A declining birth rate, a rapidly growing elderly population and changes in urban development patterns are all contributing factors to changes taking place in transit patronage. This is evidenced by the growing demand for Metro Mobility service which grew by 180% from 1985-89 and declining ridership on the regular route service which has decreased by 24% since 1980. During the 1970s, the central cities and the first-ring suburbs continued to lose population, not only from people moving out, but from declining family size and the resultant decrease in person per household. Both areas also saw the aging of the remaining population. Conversely, the developing suburbs burgeoned, identifying the biggest growth area of the 1980s. Accompanying the residential development has been the creation of suburban office parks, now becoming employment locations in their own right.

To respond to these changing trends affecting transit, this plan basically reiterates previous plans. The first priority is to maintain and upgrade service within the two central cities and to the downtowns. The second priority is to maintain and upgrade service in the inner ring communities. The developing areas remain the third priority in spite of recent trends.

Achieving the plans first goal to increase regular route ridership and productivity will be extremely difficult when focusing service in the central cities which are losing population and only maintaining their employment base.

The Twin Cities employment picture has greatly diffused over the last two decades. Employment in the central cities and inner ring communities will fall behind the developing ring as a percentage of the regional total within the next twenty years. With a declining ridership base, transit service can no longer afford to focus its efforts primarily on the central cities. Transit service in the central cities should be maintained, but recent and future trends in population and employment dictate suburban service should be upgraded. The needs of the suburban transit market will never be reached with the priority ranking given in this plan, and the system will not achieve its ridership potential with the proposed plan for service.

We know our needs for service will far outweigh our resources to provide service. In the five year plan Policy IV-4 states; "Facilities and vehicles that are funded by the RTB will be available for use by all RTB providers". Access to facilities and vehicles would greatly enhance our ability to provide local public transit service. We therefore support this policy and would appreciate an opportunity to work with the RTB to explore options for service delivery.

V-3

Transit has witnessed a declining ridership base on regular route service for the past decade. If we are to change this trend, suburban transit service must become a larger portion of the market segment we serve. To do that, it must receive greater emphasis and a higher priority.

Sincerely,



Beverley Miller
MVTA

Encl.

Regional Transit Board Biennial Budget

	1990/1991 Biennium Total	Jul-Dec 1991	Proposed Budget 1991	Jan-Jun 1992	Jul-Dec 1992	Projected Calendar Year 1992	Jan-Jun 1993
Revenues							
Property Taxes	117,936,464	31,464,226	62,928,452	33,037,437	33,037,437	66,074,874	34,689,309
State Appropriation	49,749,472	12,126,000	24,252,000	18,596,670	14,941,607	30,089,464	15,677,437
Federal Grants	1,341,869	364,500	729,000	382,725	382,725	765,450	401,861
Bond Issues	2,006,250	406,250	812,500	426,563	426,563	853,125	447,891
Interest/Misc.	2,504,862	387,500	775,000	406,875	406,875	813,750	427,219
1991 Agency Reimbursement	2,386,875	1,591,250	3,182,500	1,670,813	1,670,813	3,341,625	1,754,353
			0				
Total Revenues	175,925,792	46,339,726	92,679,452	54,521,082	50,866,019	101,938,288	53,398,070
Expenditures							
Salaries & Benefits	3,115,527	881,437	1,762,873	925,508	925,508	1,851,017	971,784
Transit Provider Expense	175,963,442	46,377,206	92,754,411	48,696,066	48,696,066	97,392,132	51,130,869
Per Diems	92,950	25,000	50,000	26,250	26,250	52,500	27,563
Travel	294,744	70,250	140,500	73,763	73,763	147,525	77,451
Professional & Technical	2,904,268	488,000	976,000	512,400	512,400	1,024,800	538,020
Metro Cncl Chargebacks	430,563	122,000	244,000	128,100	128,100	256,200	134,505
Occupancy	360,202	113,100	226,200	118,755	118,755	237,510	124,693
Materials & Supplies	65,195	14,500	29,000	15,225	15,225	30,450	15,986
Printing & Publishing	189,938	63,250	126,500	66,413	66,413	132,825	69,733
Equipment Maintenance	17,586	4,850	9,700	5,093	5,093	10,185	5,347
Leases & rentals	48,163	12,500	25,000	13,125	13,125	26,250	13,781
Casualty & Liability	146,918	36,000	72,000	37,800	37,800	75,600	39,690
*Other	221,144	21,450	42,900	22,523	22,523	45,045	23,649
Operating Expenditures	183,850,640	48,229,542	96,459,084	50,641,019	50,641,019	101,282,038	53,173,070
Capital - RTB	141,462	12,500	25,000	25,000	25,000	50,000	25,000
Capital - Providers/Hubs	2,006,250	406,250	812,500	406,250	200,000	606,250	200,000
Non-Operating Expenditures	2,147,712	418,750	837,500	431,250	225,000	656,250	225,000
Total Expenditures	185,998,353	48,648,292	97,296,584	51,072,269	50,866,019	101,938,288	53,398,070
Beginning Fund Balance	13,932,314	3,859,753	6,168,320	1,551,187	5,000,000	5,000,000	5,000,000
Net Surplus (Deficit)	-10,072,561	-2,308,566	-4,617,132	3,448,813	0	0	0
Ending Fund Balance	3,859,753	1,551,187	1,551,187	5,000,000	5,000,000	5,000,000	5,000,000

Regional Transit Board Biennial Budget

	Projected FY 92/93 Biennium	Jul-Dec , 1993	Projected Calendar Year 1993
Revenues			
Property Taxes	67,726,746	34,689,309	69,378,618
State Appropriation	30,619,044	15,677,437	31,354,875
Federal Grants	784,586	401,861	803,723
Bond Issues	874,453	447,891	895,781
Interest/Misc.	834,094	427,219	854,438
1991 Agency Reimbursement	3,425,166	1,754,353	3,508,706
Total Revenues	104,264,089	53,398,070	106,796,140
Expenditures			
Salaries & Benefits	1,897,292	971,784	1,943,567
Transit Provider Expense	99,826,935	51,130,869	102,261,738
Per Diems	53,813	27,563	55,125
Travel	151,213	77,451	154,901
Professional & Technical	1,050,420	538,020	1,076,040
Metro Cncl Chargebacks	262,605	134,505	269,010
Occupancy	243,448	124,693	249,386
Materials & Supplies	31,211	15,986	31,973
Printing & Publishing	136,146	69,733	139,466
Equipment Maintenance	10,440	5,347	10,694
Leases & rentals	26,906	13,781	27,563
Casualty & Liability	77,490	39,690	79,380
*Other	46,171	23,649	47,297
Operating Expenditures	103,814,089	53,173,070	106,346,140
Capital - RTB	50,000	25,000	50,000
Capital - Providers/Hubs	400,000	200,000	400,000
Non-Operating Expenditures	450,000	225,000	450,000
Total Expenditures	104,264,089	53,398,070	106,796,140
Beginning Fund Balance	5,000,000	5,000,000	5,000,000
Net Surplus (Deficit)	0	0	0
Ending Fund Balance	5,000,000	5,000,000	5,000,000



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

REPORT OF THE POLICY COMMITTEE

At its meeting of October 29, 1990, the Policy Committee reviewed and approved the following actions:

Report to the Legislature on Metro Mobility Customer Service Quality

The Policy Committee recommends that:

The Regional Transit Board approve the submittal to the Legislature of the Report to the Legislature on Metro Mobility Customer Service Procedure, dated October 18, 1990, as amended to include the consultant's report as a part of the Appendix.

Design Review of the Mall of America Transit Hub Facility

The Policy Committee recommends that:

The Regional Transit Board approve the transit hub facility design dated September 21, 1990 and submitted by the developer subject to the following conditions:

1. An alternative design, shown in the attached Figure No. 4, be developed for the charter bus loading area.
2. Plans for signage, lighting and communications systems be submitted to RTB staff for review and approval.

Amendment to the Metropolitan Development Guide/Policy Plan

The Policy Committee recommends that:

The Regional Transit Board approve the Pre-Drafting Notice for preparation of an amendment to the Metropolitan Council's Transportation Development Guide/Policy Plan.

City of Golden Valley Comprehensive Plan Amendment

The Policy Committee recommends that:

The Regional Transit Board approve the comments contained in the October 12, 1990 Policy Committee memorandum for transmittal to the City of Golden Valley and to the Metropolitan Council.

Jeff Spartz
Chair

MFF
10/30/90



REGIONAL TRANSIT BOARD

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

NOTICE OF PUBLIC HEARING

TO RECEIVE COMMENTS ON THE

DRAFT REGIONAL LIGHT RAIL TRANSIT

COORDINATION PLAN

Wednesday, November 14, 1990

7:00-9:30 p.m.

Mears Park Centre Chambers

230 East Fifth Street

St. Paul, Minnesota 55101

The Regional Transit Board will hold a public hearing to receive comments from local agencies, communities and interested parties on the Draft Regional Light Rail Transit Coordination Plan. The draft Plan was prepared under the direction of the RTB's Joint LRT Advisory Committee and recommends provisions for the design, construction, operation and financing of the proposed light rail transit system for the Twin Cities metropolitan area.

The Regional Transit Board is legislatively required to submit the Draft Regional Light Rail Transit Coordination Plan to the Metropolitan Council, the Minnesota Department of Transportation and the public for review and comment. After appropriate review and discussion, the Plan will be adopted by the Regional Transit Board and submitted to the Minnesota Legislature.

Written comments on the Plan will be received through November 23, 1990. Those wishing to present comments at the public meeting or receive copies of the draft Plan should contact Cherie Mann at 229-2758.

Michael J. Ehrlichmann
Chair

REGIONAL TRANSIT BOARD

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

DATE: November 5, 1990
TO: Chair and Members of the Regional Transit Board
FROM: Howard Blin, Planning Manager *HB*
SUBJECT: Five-Year Transit Plan

SUMMARY

The public review period for the RTB Five-Year Transit Plan closed on October 30, 1990. Comments on the plan were received from the Metropolitan Transit Commission (MTC), the City of Plymouth, the Southwest Metropolitan Transit Commission, and the Minnesota Valley Transit Authority. In addition, the plan was reviewed by the Transportation Advisory Board (TAB) and its Technical Advisory Committee (TAC), as well as the RTB's Provider Advisory Committee. The written comments of these groups are attached.

This memorandum presents the most significant comments received and staff recommendations for revisions to the plan in response to these comments. Action is requested to adopt the revised plan for submittal to the Metropolitan Council.

DISCUSSION

The following lists comments grouped by subject and recommended responses.

Energy Contingency Planning

- (TAB/TAC) *The RTB should include in the plan a discussion of energy contingency planning in terms supply availability and cost impacts, particularly in consideration of current world events.*

Response: Revise the Energy Management and Alternative Fuels section found in Chapter III (p. 40) to include a discussion of energy contingency planning and the impact of increasing fuel costs on the regional transit system. This will include a strategy for the RTB to prepare a transit emergency plan and for providers to prepare operational-level energy plans.

Transit Coordination and Marketing

- (MTC) *If a new regional transit symbol is to be developed, the symbol should be an addition to, not a replacement for, a transit provider's own logo.*

Response: Development of a symbol identifying all regional transit services will be examined by the RTB Marketing Committee. It is expected that a new transit symbol be used in addition to existing logos of individual providers.

- (MTC) *The MTC questions the need for a new regional route numbering system. A new numbering system would significantly change the MTC system that has been in place for years. Changing existing route numbers would unnecessarily cause confusion among MTC passengers and could potentially lead to a short-term ridership loss until passengers adjust to the new numbering system.*

Response: The plan proposes that a regional route numbering system be investigated in order to simplify understanding of the regular route transit system. A new numbering system may become necessary as new or restructured regular route service is implemented, such as the I-394 timed-transfer system and LRT feeder routes. The RTB will work with the MTC and other providers to ensure a coordinated numbering system.

- (MTC) *The MTC believes that route-specific advertising, marketing and promotion is best done by the providers who are involved directly with the day-to-day operation of the service. A regional marketing and advertising campaign to increase transit ridership and promote the general benefits of public transit should be developed and implemented by the MTC in coordination with other transit providers as the next step in regional coordination of transit services.*

Response: Roles and responsibilities for transit marketing will be considered by the RTB Marketing Committee.

Alcohol and Substance Abuse Policy

- (MTC) *The MTC believes that the RTB should require an operator to have a substance abuse policy in place as a condition of receiving RTB financial assistance, but should allow the providers to adopt specific substance abuse and drug testing rules covering their employees.*

Response: The RTB is currently considering an alcohol and substance abuse policy that would require all providers to establish an anti-drug and alcohol program. The proposed policy outlines the general requirements of such a program while individual providers would develop specific requirements.

Accessibility

- (TAB/TAC) *The RTB should reexamine Metro Mobility eligibility requirements as the regular route fleet becomes accessible to ensure that Metro Mobility complements, rather than duplicates, regular route transit service.*

Response: In the Special Transportation section of Chapter IV (p. 71), reevaluation of Metro Mobility eligibility requirements is recommended as other transit modes become fully accessible.

Service Delivery

- (City of Plymouth) *Instead of third priority, the developing suburbs should be considered first or second priority, since first priority for some years now has been the downtown areas and first-ring suburbs.*

Response: Policy IV-1 (p. 48) establishes the first priority of regular route service delivery as maintaining and upgrading service to the two central cities and downtowns. This policy reflects transit service priorities established in the Metropolitan Council's Transportation Policy Plan.

- (City of Plymouth) *The plan should reflect less reliance on light rail transit and more reliance on the existing transit system, high occupancy vehicle lanes, and traffic demand management strategies.*

Response: The plan presents implementation strategies for the range of transit modes, including regular route, community-based, and rideshare services. LRT is proposed as a new transit service in a coordinated regional transit system.

- (City of Plymouth) *The RTB plan should reflect greater emphasis that the transit system is designed to serve all persons and not imply that the primary target is some subgroup (handicapped, transit dependent, seniors, youth).*

Response: The Five-Year Transit Plan proposes services designed to serve all residents of the metropolitan area. Policy IV-2 (p. 48) establishes meeting transit needs of the transit dependent as a priority for regular route service delivery.

- (MTC) *In applying the new regular route standards, the RTB should continue to allow the separation of weekend service from weekday service in evaluating a route's cost effectiveness. In some instances, a route may perform well Monday*

through Friday but be cost inefficient during the weekend. The weekend service should be restructured, subcontracted or terminated with the financial resources shifted to more deserving routes and overloads.

Response: Discussion of the application of regular route performance standards included in the plan (p. 50-51) will be revised to allow separate monitoring and evaluation of weekday and weekend route performance.

Capital Equipment and Facilities

- (MTC) *The MTC supports the use of its transit facilities such as downtown layover facilities, transit hubs, shelters, and park/ride lots by other providers. For example, in the design and construction of Nicollet Garage, ten spaces for other providers were incorporated into the facility as required by UMTA.*

With regard to the transfer of MTC vehicles funded by the RTB to other providers, the MTC opposes this. First we believe that the need for this will not occur. The MTC's fleet plan provides for retirement of approximately eight percent (eighty buses) each year and replacement of same with newly acquired buses. In the event the MTC had vehicles in excess of our service requirement, we would simply reduce the number of new buses purchased. In the extremely unlikely circumstance that halting the new bus procurement still resulted in an over supply of vehicles, the MTC would sell or lease, at fair market value, its excess buses.

Response: Policy V-3 (p. 81) states that all facilities and vehicles funded by the RTB will be available for use by all RTB providers. This policy has been previously established by the Metropolitan Council and ensures cost-effective use of regional transit capital assets.

- (Southwest Metropolitan Transit) *The RTB should formally recommend that the Metropolitan Council review and update their park-and-ride guidelines during the 1991 review of the Transportation Policy Plan.*

Response: The Council's park-and-ride guidelines cover siting and size requirements for development of new lots. In some cases, these guidelines may be outdated. The RTB will recommend review of these guidelines in the upcoming Transportation Policy Plan update.

Transit Funding

- (City of Plymouth) *A new regional tax for LRT construction should be paid by those who have immediate access to the LRT system. Those who are not scheduled to benefit for 10 to 15 years should not be taxed until such time as benefit is received.*

Response: The new regional tax proposed in the RTB's LRT Development and Financial Plan would be used to fund LRT and other transportation improvements

throughout the region. The Development and Financial Plan further called for feathering or redistribution of taxes for those counties that contribute taxes but receive limited short- to mid-term benefits from the system.

- (TAB/TAC) *There is concern about the potential funding shortfall for transit. If a new regional revenue source becomes available for transportation; i.e., LRT, consideration should be given to also funding the purchase of buses.*

Response: Proceeds from a new regional tax are presently recommended to be used to fund LRT and highway construction. Use of this tax to fund other transit capital needs will be determined by the legislature.

- (TAB/TAC) *The RTB should more clearly prioritize the transit needs of the metropolitan system. This would be very helpful to decision makers in assessing the potential impacts on various components of the system if funding shortfalls should occur.*

Response: The Financial Plan will be revised to include the existing services as the first priority for transit funding. Existing services will be further evaluated against adopted performance standards.

Other Comments

- (TAC/TAB) *The plan should give more attention to environmental benefits of transit.*

Response: The introductory sections will be revised to include discussion of the environmental benefits of transit.

In addition, Minnesota Statutes require the plan to project a biennial budget covering a three-year period in six-month increments. This projected budget is attached and will be included in the Financial Plan.

RECOMMENDATION

That the Regional Transit Board adopt the revised Five-Year Transit Plan for submittal to the Metropolitan Council.



TRANSPORTATION ADVISORY BOARD

October 22, 1990

Michael Ehrlichmann
Chair, Regional Transit Board
Mears Park Centre
230 E. Fifth Street
St. Paul, Minnesota 55101

Re: TAB/TAC Review Comments on the RTB's Five-Year Plan

Dear Mr. Ehrlichmann:

At the October 17 monthly meeting of the Transportation Advisory Board, the Board reviewed the Regional Transit Board's Five-Year Plan 1991-1995. Mr. Howard Blin, of your staff, highlighted the plan and served as a resource person. The document generated considerable discussion about the transit needs of the metropolitan area. The Board acted to forward a series of comments, which are listed below, from its Technical Advisory Committee, the LRT Task Force, and those generated at the TAB meeting.

Technical Advisory Committee

1. The TAC specifically supports funding of the I-394 service improvements. These transit services are an integral part of the I-394 facility design, and without adequate transit service funding, I-394 will not be able to function as needed.
2. The RTB should include in the plan a discussion of energy contingency planning in terms of supply availability and cost impacts, particularly in consideration of current world events.
3. The RTB should consider transit dependent ridership as part of any evaluation against regular route performance standards. Weekend service should be evaluated separately because of its importance to transit dependents.
4. The RTB should reexamine Metro Mobility eligibility requirements as the regular route fleet becomes accessible to ensure that Metro Mobility complements, rather than duplicates, regular route transit service.
5. The timing of the public review process does not allow rigorous review by the TAC at this time. Additional comments may be made as input to the Metropolitan Council's review of the plan.

Page 2
October 22, 1990
Michael Ehrlichmann

TAB/LRT Task Force

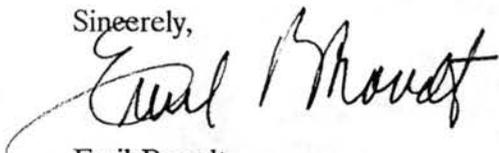
1. There is concern about the potential funding shortfall for transit. If a new regional revenue source becomes available for transportation, i.e. LRT, consideration should be given to also funding the purchase of buses.
2. The RTB should more clearly prioritize the transit needs of the metropolitan system. This would be very helpful to decision makers in assessing the potential impacts on various components of the system if funding shortfalls should occur.
3. The Plan should give more attention to environmental benefits of transit.

TAB Meeting

1. It was suggested that cost information include both capital and operating costs.
2. During the discussion of Light Rail Transit, it was questioned whether alternatives to light rail transit had been fully explored. Any previous studies which addressed this point should be referenced.
3. In discussing revenue sources, i.e. taxes, there was concern that existing revenue sources needed to be made more flexible to address changing transportation needs.

These comments are forwarded to the Regional Transit Board for information and review in considering adjustments to the Draft Five-Year Plan.

Sincerely,



Emil Brandt
Transportation Coordinator

EB:jlm

cc: Sally Evert, Chair TAB
Steve Keefe, Chair Metro Council
Ruth Franklin, RTB TAB Representative
Howard Blin, RTB Project Director



MEMORANDUM

TO: Chair and Members of the
Metropolitan Transit Commission

FROM: John J. Capell
Chief Administrator

DATE: October 29, 1990

SUBJECT: Comments on RTB's Draft Five Year Transit Plan

MTC staff has reviewed the RTB's draft Five Year Transit Plan with a particular eye to proposed policies and strategies that would impact MTC operations.

The draft document provides a firm foundation to guide transit policy decisions for the next few years. MTC staff is in general agreement with the overall policy thrust of the document. However, MTC staff is forwarding a few comments on specific policies and strategies to the Commission for review. It is my hope that the Commission will act favorably on the staff's comments and forward the comments to the RTB for consideration. Written comments on the plan may be submitted to the RTB through October 30, 1990.

Bob Thompson, MTC Director of Finance, has reviewed the financial data and assumptions in the draft plan and his comments are attached for your consideration. Mr. Thompson's review found that the MTC's financial picture was accurately reflected in the document. His comments are relatively minor in nature and would not materially change the document.

Comments on RTB Five Year Transit Plan

Vehicle Accessibility - All public transit services in the region will become fully accessible to individuals with disabilities within the timetable and guidelines established by the Americans with Disabilities Act. (see pp. 27-29)

Comment: The MTC is in the process of complying with this policy requirement. Currently, the MTC has ninety-eight lift-equipped buses - seventy-eight new Gillig buses that were purchased this year and twenty Saab-Scania coaches that were bought in 1986. The twenty-five articulated buses that will be delivered early next year will have lifts. All future MTC bus purchases will be equipped with wheelchair lifts. The MTC is working closely with the RTB to determine the best way to integrate accessible buses into regular service.

Transit Coordination and Marketing - The RTB is interested in promoting strategies that will improve the coordination of transit services in the region such as transfer reciprocity between all providers; regional route numbering system for use by the MTC and other providers; and a standardized regional transit logo that would be specified by the RTB and placed on all vehicles, shelters, signs, etc. that are utilized in the delivery of public transit services. In addition, the RTB is interested in pursuing a regional marketing program to promote the benefits of public transit. The regional marketing program would supplement, not replace, the existing marketing programs of the MTC and other providers. (see pp. 30-32)

Comment: The MTC is supportive of efforts to make the transit system easier to use and understand for our passengers. Coordination between providers of system maps, schedule information, and fare reciprocity agreements are simple ways to make the transit system more user-friendly. The MTC, as regional coordinator, is providing schedule information for all providers through the Transit Information Center (TIC), transit stores and selected schedule outlets. Transfer reciprocity agreements have been agreed to with other providers. Additional efforts and methods to improve route maps and schedules to highlight coordinated connections between providers is appropriate as a means to improve the usability of the transit system.

The plan specifies that a new regional transit logo would be developed by the RTB for use by all providers on buses, shelters, signs and marketing communication materials.

The MTC believes that it is important for each transit carrier to maintain its own corporate identity. If a new regional transit symbol is to be developed, the symbol should be an addition to, not a replacement for, the carrier's own logo.

The MTC and the private carriers have spent years and a considerable amount of money to develop their own distinctive logos, symbols and color schemes to market their company and product. For example, the MTC's "T" logo, which is registered by the MTC with the Secretary of State, is easily recognizable and associated with the MTC by most people in the Twin Cities. The MTC would be very reluctant to abandon its corporate symbol for the sake of uniformity.

The MTC also believes that customer complaints and concerns are much easier to track down and rectify if the passenger can easily recall the carrier who was at fault. Distinctive carrier logos will make this task much easier than if all carriers operated under a uniform regional logo and color scheme.

The MTC questions the need for a new regional route numbering system. A new numbering system would significantly change the MTC system that has been in place for years. Changing existing route numbers would unnecessarily cause confusion among MTC passengers and could potentially lead to a short-term ridership loss until passengers adjust to the new numbering system.

The MTC believes that route specific advertising, marketing and promotion is best done by the providers who are involved directly with the day-to-day operation of the service. A regional marketing and advertising campaign to increase transit ridership and promote the general benefits of public transit should be developed and implemented by the MTC in coordination with other transit providers as the next step in regional coordination of transit services.

Drug Testing Requirements - The plan provides that new requirements for drug testing will be advanced by the RTB for all providers receiving funding from the RTB. (p. 36)

Comment: The MTC believes that the RTB should require an operator to have a substance abuse policy in place as a condition of receiving RTB financial assistance, but should allow the providers to adopt specific substance abuse and drug testing rules covering their employees.

The MTC has had a comprehensive drug and alcohol abuse program in place since March, 1987. The policy prohibits the use, sale or possession of drugs or alcohol during work hours or on MTC property. Employees violating this policy are subject to disciplinary action up to and including discharge. The program provides for pre-employment drug testing and testing for probable cause. The policy does not provide for the random testing of MTC employees, although it is permissible to do random testing of safety sensitive employees under state law.

Random drug testing of MTC employees continues to be an option. UMTA adopted regulations in November, 1988, requiring drug testing by UMTA grantees. Random drug testing was a component of UMTA's drug testing regulation. However, in January, 1990, UMTA's entire drug testing regulation was struck down by a Federal Appeals Court in Washington, D.C. The court ruled that UMTA did not have the statutory authority to adopt drug testing regulations that affected all UMTA grantees. UMTA is currently asking the Congress for the authority to issue drug testing regulations.

Alternative Fuel Vehicles - The potential for using alternative fuel vehicles for transit service should be explored and promoted (pp. 40-41)

Comment: The MTC is supportive of the RTB's efforts to demonstrate the effectiveness of alternative fuel vehicles. In 1991, the MTC will be purchasing thirty-seven 40-foot buses. Twenty of these buses will be used as part of a demonstration project to test various alternative fuel technologies.

MTC bus purchases are scheduled to be scaled back significantly until 1994. As a result, there is a window of opportunity to adequately test alternative fuel technologies during the next three year period to determine which fuel can best meet the needs of the MTC in terms of cost and reliability. The MTC is proposing to study ethanol, compressed natural gas (CNG) and clean diesel - diesel fuel with particulate traps. Twenty buses will be used in the demonstration project. This test will help the RTB comply with a 1989 state legislative mandate that the RTB evaluate the feasibility and effectiveness of using alternative fuels in buses operated by the MTC. The demonstration project will be evaluated jointly by the MTC, RTB and the Minnesota Pollution Control Agency.

Regular Route Performance Standards (pp. 50-51) - The document proposes new regular route performance standards that would replace the existing \$2.45 subsidy standard that has been in effect since 1986.

The proposed standards are shown below and would apply to all transit providers including the MTC.

<u>Service Type</u>	<u>Subsidy per Passenger Standard</u>
Local Radial Routes	\$3.25
Local Crosstown Routes	\$4.00
Peak Hour Express Routes	\$3.85
All Day Express Routes	\$3.50

Providers would be required to submit quarterly reports on route performance to the RTB. Routes that exceed the subsidy standard will be subject to further review against system-wide averages for the following indicators: farebox recovery ratio, cost per hour and passengers per mile. If the route performs below the system average on these other measures, the process to terminate, subcontract or restructure the route would be initiated utilizing an appropriate public hearing process.

Comment: MTC staff is in general agreement with the new performance standards. It appears that the new performance standards are less stringent than the old \$2.45 subsidy per passenger standard and will result in fewer MTC routes being terminated or subcontracted. A detailed analysis of how the new standards will impact MTC services will be provided to the Commission in the near future. It should be noted that some of the routes that are currently out for public hearing for termination or subcontracting for failure to meet the \$2.45 subsidy per passenger standards will be viable under the new performance standards.

In applying the new standards, the RTB should continue to allow the separation of weekend service from weekday service in evaluating a route's cost-effectiveness. In some instances, a route may perform well Monday through Friday, but be cost inefficient during the weekend. The weekend service should be restructured, subcontracted or terminated with the financial resources shifted to more deserving routes and overloads.

Use of MTC Facilities and Buses By Other Providers - The plan provides that facilities and vehicles that are funded by the RTB will be available for use by all providers. MTC buses that are in excess of service requirements will be available, when practical, for use by other RTB providers. (pp. 81-82)

Comment: The MTC supports the use of its transit facilities such as downtown layover facilities, transit hubs, shelters, and park/ride lots by other providers. For example, in the design and construction of Nicollet Garage, ten spaces for other providers was incorporated into the facility as required by UMTA.

With regard to the transfer of MTC vehicles funded by the RTB to other providers, the MTC opposes this. First, we believe that the need for this will not occur. The MTC's fleet plan provides for retirement of approximately eight percent (eighty buses) each year and replacement of same with newly-acquired buses. In the event the MTC had vehicles in excess of our service requirement, we would simply reduce the number of new buses purchased. In the extremely unlikely circumstance that halting the new bus procurement still resulted in an over supply of vehicles, the MTC would sell or lease, at fair market value, its excess buses.

35 Percent Farebox Recovery - Fares will be increased, when necessary, to generate enough revenue to achieve a 35 percent farebox recovery for regular route services. (p. 100 and pp. 106-107)

Comment: The MTC agrees that the 35 percent farebox recovery is an appropriate standard to maintain. Fare increases, when necessary, should attempt to minimize ridership loss.

JJC/GLF/dmk



MEMORANDUM

TO: Greg Failor
FROM: Bob Thompson *[Signature]*
DATE: October 18, 1990
SUBJECT: Comments on the RTB Five Year Plan

Overall I felt that the document was quite accurate and reflected the MTC's financial picture. I do not think any of my comments would materially change the document and Howard Blin is also aware of some 1991 cost changes.

<u>Page #</u>	<u>Comment</u>
iv	A 25¢ fare increase in 1991 will be required to meet the 35% farebox recovery ratio.
47	Table IV-3 must include other providers including MTC. Figures do not correspond to MTC's.
53	Route overload corrections - MTC's 1991 budget identifies cost and miles as approximately \$200,000 and 139,000 miles. I-394 Corridor is 180,000 miles and approximately 260,000 in MTC's 1991 budget.

84 Table V-2

	<u>1991</u>	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>
Peak	848	856	865	874	882
Spare Ratio	15%	14%	15%	13%	13%
Total Active Fleet	977	973	999	985	994
Avg. Fleet Age	4.7	5.7	6.4	6.6	6.3

85

Table V-3 See Attached Copy

Page #

Comment

86

Table V-4 MTC Facility Capacity

Heywood	275
Snelling	260
Shingle Creek	175
South	174
Nicollet	<u>150</u>
Total	1,034

92

Table V-7 - Year 1988 \$7.6

93

Table V-10

<u>1991</u>	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>1995</u>
0	0	6.0	18.0	18.0

106

Last Sentence . . . 1990 represents only 32

RDT:pjs/116

October 23, 1990



RECEIVED
OCT 23 1990
RTB.

Mr. Greg Andrews
Executive Director
Regional Transit Board
Mears Park Centre
230 East 5th Street
St. Paul, MN 55101

SUBJECT: COMMENTS ON PROPOSED 1991-1995 REGIONAL TRANSIT BOARD
FIVE-YEAR PLAN

Dear Mr. Andrews:

As member of the Provider Advisory Committee and Local Government Advisory Committee, I have had the opportunity to review and discuss the draft 1991-1995 Regional Transit Board Five-Year Work Plan.

I have a number of concerns about the plan which I have set forth below:

1. Policy IV - 6, 7, 8, page 58. The plan should reflect less reliance on light rail transit and more reliance on the existing transit system, high occupancy vehicle lanes, and traffic demand management strategies.
2. Policy V - 5, page 82. The RTB should not support a new metropolitan area tax. Existing funding sources should be relied upon to provide transit needs.
3. Policy V - 5, page 82. If the Regional Transit Board persists in supporting light rail transit, and securing a new metropolitan area tax, then those who have immediate access to the light rail transit system should be those who support the system financially. Those who are not scheduled to benefit for 10 to 15 years should not be taxed until such time as benefit is received.
4. Policy IV - 2 and 3, page 48. The RTB plan should reflect greater emphasis that the transit system is designed to serve all persons and not imply that the primary target is some subgroup (handicapped, transit dependent, seniors, youth).

Mr. Greg Andrews
October 23, 1990
Page 2

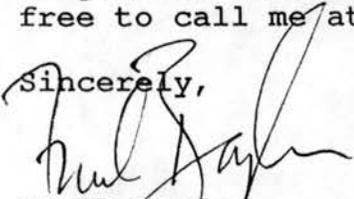
5. Policy VI - 7, page 99. The RTB should establish an objective to bring greater equity to the fare structure by establishing one class of customer fare by zone, whether peak or off-peak. Over time, the objectives should be to eliminate discounting to senior citizens, persons with disabilities, or youth unless such discounts are available to all other customers.
6. Policy V - 1, page 48. Instead of third priority, the developing suburbs should be considered first or second priority, since first priority for some years now has been the downtown areas and first ring suburbs.
7. Policies IV - 10 and 11, page 71. The RTB should establish an objective that metro mobility expenditures and program will be pared back once handicapped individuals are mainlined onto the regular system.
8. Policy IV - 3, page 48. The RTB should establish an objective to re-time the entire transit system to ensure smooth operation once handicapped persons are mainlined.
9. Policies IV - 13, 14, 15, page 75. The RTB should establish an objective of providing transit demand management, technical assistance, or funding to municipalities.
10. Transit Hub Map V - 5, page 88. The RTB should emphasize more transit hubs in the growth suburbs. Two transit hubs are presently contemplated for the five fastest growing Hennepin County municipalities.
11. To the extent possible, the RTB's objective should be to reduce or eliminate dependence upon federal funds, given the trend of federal government support reductions and the myriad of federal funding requirements associated with each funding dollar.
12. General Comments:
 - a. Consider annual fare review and increase if necessary. It is more realistic and over time will receive greater public acceptance. There are not too many products or services which do not increase in price from year to year.

Mr. Greg Andrews
October 23, 1990
Page 3

- b. Table II - 1, page 25 suggests that the RTB's contribution to the opt out operating deficit is 100%. It is not. The property tax money is from taxpayers in the individual communities. Therefore, the local share is 100%. The RTB only administers the money. This concept should be reflected in other policies relating to opt out communities. For example, communities with local funding should be able to set their own fares if there is a rationale for a variance with the metropolitan fare structure.
- c. My book had two pages 31/32.
- d. Policy V - 3 facilities or vehicles funded by the RTB will be available for use by all RTB providers. Does this literally mean that Metrolink buses may be used by anyone else?

Please include these comments in your public hearing record with respect to the 1991 - 1995 RTB Five-Year Transit Plan. I would be glad to answer any questions you have about my comments. Feel free to call me at 550-5013.

Sincerely,



Frank Boyles
Assistant City Manager

FB:kec



7600 Executive Drive
Eden Prairie, MN 55344
(612) 934-7928

November 2, 1990

Howard Blin, Planning Manager
Regional Transit Board
230 East Fifth Street
St. Paul, MN 55101

Dear Howard:

Southwest Metro Transit would like to take this opportunity to provide comments on the RTB Five-year Plan. Our general recommendation is that the Transportation Policy Plan and RTB Five-year Plan continually be reviewed and followed in a manner that enables a timely response, in terms of both planning and service delivery, to address the growing suburban mobility issues that affect traffic congestion.

Generally speaking, the Five-year Plan provides detailed statistics on the changes or trends that affect transit. Most notable are the statistics that strongly show the changing travel patterns as residential development and employment opportunities make dramatic moves from central cities to first- and second-ring suburbs. Following on their coattails is a near explosion in travel patterns as people detour past the central cities to their homes and workplaces in their cars. The Five-year Plan projects these trends in suburban mobility to continue throughout the 1990's. Southwest Metro Transit recommends that both Regional Transit Board and Metropolitan Council planning priorities focus primarily on suburban mobility since present and future trends seem to strongly indicate suburban mobility as a frontrunner in traffic congestion.

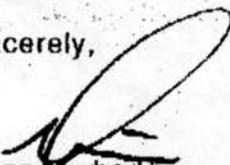
Southwest Metro Transit particularly supports Policy III-8 which encourages the development of land use and zoning principles that encourage transit and ridesharing and reduce traffic congestion. This policy should prove beneficial especially in second-ring and developing suburbs.

Southwest Metro Transit requests that the RTB formally recommend that the Metropolitan Council review and update their park and ride guidelines during their 1991 review of the Transportation Policy Plan. Southwest Metro Transit, having finished their park and ride lot planning study this fall, feels that the existing park and ride guidelines predate development in the second- and third-ring suburbs and hinder Southwest Metro Transit's ability to develop plans and policy to promote transit use. Southwest Metro Transit suggests that the following comments be considered as revisions in the park and ride guidelines:

- Allow park and ride lots closer than three miles to the MUSA boundary and perhaps anywhere within MUSA; and
- Allow park and ride lots in free-standing growth centers; and
- Establish lot-size guidelines which conform more closely to the MTC standards.

Thank you for allowing us the opportunity to share our comments with you as we continue to work together to develop, both locally and regionally, a coordinated and cost-effective network of transit services. Please let us know how Southwest Metro Transit can continue to assist the RTB and Metropolitan Council in reaching their goals for improved transit services.

Sincerely,



Diane Harberts
Administrator

November 1, 1990

RECEIVED

NOV 5 1990

Mr. Howard Blin
Planning Manager
Regional Transit Board
230 East Fifth Street
St. Paul, MN 55101

R.T.B.

Dear Mr. Blin:

The Minnesota Valley Transit Authority will begin providing public transit service in the cities of Apple Valley, Burnsville, Eagan, Prior Lake, Rosemount and Savage on January 2, 1991. As a newly created transit authority serving a suburban area, we appreciate the opportunity to comment on the draft Five Year Transit Plan.

The plan illustrates a good understanding of the trends affecting public transit service. A declining birth rate, a rapidly growing elderly population and changes in urban development patterns are all contributing factors to changes taking place in transit patronage. This is evidenced by the growing demand for Metro Mobility service which grew by 180% from 1985-89 and declining ridership on the regular route service which has decreased by 24% since 1980. During the 1970s, the central cities and the first-ring suburbs continued to lose population, not only from people moving out, but from declining family size and the resultant decrease in person per household. Both areas also saw the aging of the remaining population. Conversely, the developing suburbs burgeoned, identifying the biggest growth area of the 1980s. Accompanying the residential development has been the creation of suburban office parks, now becoming employment locations in their own right.

To respond to these changing trends affecting transit, this plan basically reiterates previous plans. The first priority is to maintain and upgrade service within the two central cities and to the downtowns. The second priority is to maintain and upgrade service in the inner ring communities. The developing areas remain the third priority in spite of recent trends.

Achieving the plans first goal to increase regular route ridership and productivity will be extremely difficult when focusing service in the central cities which are losing population and only maintaining their employment base.

The Twin Cities employment picture has greatly diffused over the last two decades. Employment in the central cities and inner ring communities will fall behind the developing ring as a percentage of the regional total within the next twenty years. With a declining ridership base, transit service can no longer afford to focus its efforts primarily on the central cities. Transit service in the central cities should be maintained, but recent and future trends in population and employment dictate suburban service should be upgraded. The needs of the suburban transit market will never be reached with the priority ranking given in this plan, and the system will not achieve its ridership potential with the proposed plan for service.

We know our needs for service will far outweigh our resources to provide service. In the five year plan Policy IV-4 states; "Facilities and vehicles that are funded by the RTB will be available for use by all RTB providers". Access to facilities and vehicles would greatly enhance our ability to provide local public transit service. We therefore support this policy and would appreciate an opportunity to work with the RTB to explore options for service delivery.

V-3

Transit has witnessed a declining ridership base on regular route service for the past decade. If we are to change this trend, suburban transit service must become a larger portion of the market segment we serve. To do that, it must receive greater emphasis and a higher priority.

Sincerely,



Beverley Miller
MVTA

Encl.

Regional Transit Board Biennial Budget

	1990/1991 Biennium Total	Jul-Dec 1991	Proposed Budget 1991	Jan-Jun 1992	Jul-Dec 1992	Projected Calendar Year 1992	Jan-Jun 1993
Revenues							
Property Taxes	117,936,464	31,464,226	62,928,452	33,037,437	33,037,437	66,074,874	34,689,309
State Appropriation	49,749,472	12,126,000	24,252,000	18,596,670	14,941,607	30,089,464	15,677,437
Federal Grants	1,341,869	364,500	729,000	382,725	382,725	765,450	401,861
Bond Issues	2,006,250	406,250	812,500	426,563	426,563	853,125	447,891
Interest/Misc.	2,504,862	387,500	775,000	406,875	406,875	813,750	427,219
1991 Agency Reimbursement	2,386,875	1,591,250	3,182,500	1,670,813	1,670,813	3,341,625	1,754,353
			0				
Total Revenues	175,925,792	46,339,726	92,679,452	54,521,082	50,866,019	101,938,288	53,398,070
Expenditures							
Salaries & Benefits	3,115,527	881,437	1,762,873	925,508	925,508	1,851,017	971,784
Transit Provider Expense	175,963,442	46,377,206	92,754,411	48,696,066	48,696,066	97,392,132	51,130,869
Per Diems	92,950	25,000	50,000	26,250	26,250	52,500	27,563
Travel	294,744	70,250	140,500	73,763	73,763	147,525	77,451
Professional & Technical	2,904,268	488,000	976,000	512,400	512,400	1,024,800	538,020
Metro Cncl Chargebacks	430,563	122,000	244,000	128,100	128,100	256,200	134,505
Occupancy	360,202	113,100	226,200	118,755	118,755	237,510	124,693
Materials & Supplies	65,195	14,500	29,000	15,225	15,225	30,450	15,986
Printing & Publishing	189,938	63,250	126,500	66,413	66,413	132,825	69,733
Equipment Maintenance	17,586	4,850	9,700	5,093	5,093	10,185	5,347
Leases & rentals	48,163	12,500	25,000	13,125	13,125	26,250	13,781
Casualty & Liability	146,918	36,000	72,000	37,800	37,800	75,600	39,690
*Other	221,144	21,450	42,900	22,523	22,523	45,045	23,649
Operating Expenditures	183,850,640	48,229,542	96,459,084	50,641,019	50,641,019	101,282,038	53,173,070
Capital - RTB	141,462	12,500	25,000	25,000	25,000	50,000	25,000
Capital - Providers/Hubs	2,006,250	406,250	812,500	406,250	200,000	606,250	200,000
Non-Operating Expenditures	2,147,712	418,750	837,500	431,250	225,000	656,250	225,000
Total Expenditures	185,998,353	48,648,292	97,296,584	51,072,269	50,866,019	101,938,288	53,398,070
Beginning Fund Balance	13,932,314	3,859,753	6,168,320	1,551,187	5,000,000	5,000,000	5,000,000
Net Surplus (Deficit)	-10,072,561	-2,308,566	-4,617,132	3,448,813	0	0	0
Ending Fund Balance	3,859,753	1,551,187	1,551,187	5,000,000	5,000,000	5,000,000	5,000,000

Regional Transit Board Biennial Budget

	Projected FY 92/93 Biennium	Jul-Dec 1993	Projected Calendar Year 1993
Revenues			
Property Taxes	67,726,746	34,689,309	69,378,618
State Appropriation	30,619,044	15,677,437	31,354,875
Federal Grants	784,586	401,861	803,723
Bond Issues	874,453	447,891	895,781
Interest/Misc.	834,094	427,219	854,438
1991 Agency Reimbursement	3,425,166	1,754,353	3,508,706
Total Revenues	104,264,089	53,398,070	106,796,140
Expenditures			
Salaries & Benefits	1,897,292	971,784	1,943,567
Transit Provider Expense	99,826,935	51,130,869	102,261,738
Per Diems	53,813	27,563	55,125
Travel	151,213	77,451	154,901
Professional & Technical	1,050,420	538,020	1,076,040
Metro Cncl Chargebacks	262,605	134,505	269,010
Occupancy	243,448	124,693	249,386
Materials & Supplies	31,211	15,986	31,973
Printing & Publishing	136,146	69,733	139,466
Equipment Maintenance	10,440	5,347	10,694
Leases & rentals	26,906	13,781	27,563
Casualty & Liability	77,490	39,690	79,380
*Other	46,171	23,649	47,297
Operating Expenditures	103,814,089	53,173,070	106,346,140
Capital - RTB	50,000	25,000	50,000
Capital - Providers/Hubs	400,000	200,000	400,000
Non-Operating Expenditures	450,000	225,000	450,000
Total Expenditures	104,264,089	53,398,070	106,796,140
Beginning Fund Balance	5,000,000	5,000,000	5,000,000
Net Surplus (Deficit)	0	0	0
Ending Fund Balance	5,000,000	5,000,000	5,000,000