



Minnesota Regional Transit
Board: Records.

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REGIONAL TRANSIT BOARD

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

MEETING OF THE REGIONAL TRANSIT BOARD

Tuesday, January 22, 1991
Mears Park Centre Chambers
5:00 p.m.

AGENDA

Note: Time has been changed to 5:00 p.m.

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF AGENDA

C. APPROVAL OF MINUTES

1. Committee of the Whole Meeting of December 10, 1990
2. Administration and Finance Committee Meeting of December 10, 1990
3. Joint Meeting of the Regional Transit Board and Metropolitan Transit Commission of December 17, 1990
4. Policy Committee Meeting of December 17, 1990
5. Regional Transit Board Meeting of December 17, 1990
6. Regional Transit Board Meeting of January 7, 1991
7. Administration and Finance Committee Meeting of January 14, 1991

D. CHAIR'S REPORT

1. Response to Governor's Executive Order 91-2

F. REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

Ruth Franklin, Chair

1. Financial Statements - November 1990
2. Recommended Regular Route Fare Changes
3. Metropolitan Transit Commission Urban Mass Transportation Administration Section 9 Grant Application, Res. No. 91-01
4. I-35W Marketing and Awareness Program
5. Metro Mobility Administrative Center 1990 Contract Extension
6. 1991 Provider Capital Funding and Contracts
7. Approval of 1991 Columbia Heights Contract with Service Expansion
8. Audit Advisory Committee Report

G. OTHER BUSINESS

H. PUBLIC COMMENT

Michael J. Ehrlichmann
Chair

An Equal Opportunity Employer

REGIONAL TRANSIT BOARD

ROLL CALL AND ATTENDANCE SHEET

DATE: Jan 22, 1991

BOARD OR COMMITTEE: Board Mtg

Member Name	Present	Vote							
			91-1						
Mike Ehrlichmann	✓		M						
Doris Caranicas (P)	✓		M						
John Finley (A&F)	✓		M						
Ruth Franklin (A&F) A	✓		M						
Ed Kranz (A&F)	✓		M						
Sandra Hilary (P)	✓		M						
Terry O'Toole (P)	✓		M						
Jeff Spartz (Chair-P)									
Norbert Theis (P)	✓		M						
El Tinklenberg (Chair-A)	✓		M						
Richard Wedell (A&F)	✓		M						

visitors

Lance Bloch, Weaver
R. Chin
Ding
Neuroki
Ray Wilbur
S. Oppenheimer
P. Jerry Olson
Bar Auld
Oreg Taylor

Staff

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dm, m

THE WEALTHY
BUS DRIVERS
TO GET THIS
MONEY! UNFAIR!

(OVER)

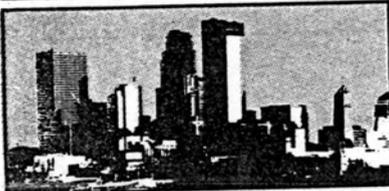
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Downtown ride to cost 25 cents

The downtown bus dime zone is about to go the way of the 10-cent telephone call. By March 1, riders will be paying a quarter for rides within the downtowns of Minneapolis and St. Paul.

The Regional Transit Board is expected to approve the increase Tuesday, along with a 35-cent increase in the regular fare for cash-paying MTC riders and a 5-cent increase for passengers using tokens, tickets and passes bought in advance. Story, page 4B.

P. 1B_{wa}



Metro/State news

Star Tribune



Thursday
January 17/1991
Read then recycle

Carlson urges cuts of \$197 million

Governor cancels speech but releases budget plan

By Dane Smith
Staff Writer

of miles away, but it has a direct bearing on Minnesota's taxpayers.

Carlson's plan to reduce spending is a safe course

By Robert Whereatt
Staff Writer

make copies and give to people

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Jon Nelson
2824 Park Ave
mpls, mn
55407

(OVER)

Around the Twin Cities

Regional Transit Board committee urges 35-cent increase for cash-paying bus riders

A 35-cent fare increase for cash-paying Metropolitan Transit Commission riders should take effect March 1, the Finance Committee of the Regional Transit Board recommended Monday.

The recommendation is the first indication of the board's thinking since it heard comments on the proposed fare increase at public hearings this month. At those hearings, advocates of the poor repeatedly said that a 35-cent increase in the cash fare would be too much.

The committee also favored a 5-cent-a-ride increase for passengers who buy pay-ahead tokens, tickets or passes. This strategy is designed to bring in more money from fares but not discourage as many riders as an across-the-board fare increase might.

The full Transit Board will vote on the fare increase proposal next Tuesday.

Downtown ride to cost 25 cents

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The Regional Transit Board is expected to approve the increase Tuesday, along with a 35-cent increase in the regular fare for cash-paying MTC riders and a 5-cent increase for passengers using tokens, tickets and passes bought in advance. Story, page 4B.

4Bw

Wednesday/January 16/1991/Star Tribune

A dime just won't go as far as it

Laurie Blake
Staff Writer

The downtown bus dime zone is about to go the way of the 10-cent telephone call. By March 1, riders will be paying a quarter for rides within the downtowns of Minneapolis and St. Paul.

The Regional Transit Board is expected to approve the increase Tuesday, along with a 35-cent increase in the regular fare for cash-paying MTC riders and a 5-cent increase for passengers using tokens, tickets and passes bought in advance.

The dime zone is a favorite of those who hop buses for quick rides from downtown workplaces to restaurants and stores. In St. Paul it's used by a big lunch crowd leaving the State Capitol for restaurants downtown. In

Minneapolis, 3,000 to 3,500 people a day use it along the Nicollet Mall.

Passenger surveys indicate that roughly 45 percent of the 2.8 million rides in the dime zones each year are taken by people whose family income is above \$35,000, said Leonard Oppenheimer, manager of accounting and budgeting for the Metropolitan Transit Commission.

Dime zones were created in 1974 in both downtowns. The idea was to attract customers who would not pay a full fare for a short ride, said MTC research manager Aaron Isaacs.

At first, regular riders were not inconvenienced by dime zone riders, Isaacs said. But that began to change when the Minneapolis dime zone was extended to include parking lots at Riverplace, St. Anthony Main and

International Market Square. Those became popular dime-zone stops. At the St. Anthony Main parking ramp, for example, 20 to 30 people commonly get off the bus during the evening rush hour, Isaacs said.

"In those three places, and also to an extent over at the Civic Center ramp in downtown St. Paul, we've had people overloading our regular buses who are dime-zone riders," Isaacs said.

On those routes, long-distance riders have sometimes had to stand until dime zone riders get off or have been passed altogether by full buses.

The increase to a 25-cent fare may reduce overload problems somewhat, Isaacs said. When the fare goes up, some ridership may be lost.

(OVER)

THIS RAISE TO
GO TO THE
WEALTHY BUS
DRIVERS! UNFAIR!

used to

Dime zone fares bring in about \$280,000 each year, less than 1 percent of the \$30 million in fares collected annually. The higher fare is expected to increase revenue from the downtown zones, even if ridership falls, Oppenheimer said.



REGIONAL TRANSIT BOARD

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

Minutes of the Meeting of the
COMMITTEE OF THE WHOLE
Mears Park Centre Chambers
December 10, 1990

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

MEMBERS EXCUSED: Sandra Hilary

OTHERS PRESENT: Charles Weaver, Legal Counsel to RTB; Jim Newland, Center for Transportation Studies; Greg Failor, Metropolitan Transit Commission (MTC); Charlene Zimmer, Strgar-Roscoe-Fausch; Dick Wolsfeld, BRW, Inc.; Emil Brandt, Metropolitan Council; Kathy DeSpieglaere, Ramsey County Regional Railroad Authority; Greg Andrews, Judy Hollander, David Minister, Stephanie Eiler, Howard Blin, Suzanne Hanson, Stephanie Eiler and Mary Fitzgerald, Regional Transit Board staff

Committee Chair Spartz called the meeting to order at 3:00 p.m. and roll was taken. Ehrlichmann moved and Theis seconded approval of the agenda; the motion was unanimously approved.

DRAFT LIGHT RAIL TRANSIT REGIONAL COORDINATION PLAN

Minister distributed his board transmittal memorandum dated December 4, 1990 and highlighted the major issues before the board. It was noted that Items 1 and 2 are subject to discussion; the remaining items are changes are routine in nature. The Joint Light Rail Transit Advisory Committee will meet on December 15 to review the plan and the recommendations of this committee.

Members discussed the one-cent sales tax alternatives. Finley distributed his December 6 letter offering amendments to the plan. His recommendation No. 3 recommended deleting the language regarding the distribution of the second half-cent to counties and municipalities for transportation purposes. Finley moved and Ehrlichmann seconded:

That the Committee of the Whole recommend:

That the Regional Transit Board approve:

2. Scheduling and Financing Alternative A, as shown in the December 4 board transmittal memorandum, with the following modification:

- a. At page 6, under Schedule and Budget, delete the part of the first sentence which states, "...and 1/2 cent returned to counties and municipalities within the Seven-County Metropolitan Area for transportation purposes."

The motion was unanimously approved.

Members discussed the Organization Plan portion of the recommendations. Finley moved and Theis seconded:

That the Committee of the Whole recommend:

A. That the Regional Transit Board approve the following modifications:

- a. At page 5, under Organization Plan, add the following sentence after the fourth sentence, after the word "oversight": "That such program management oversight would include final design and construction in alignments that lie within the highway right-of-way so that highway construction and LRT construction can be provided by the same state agency (Minnesota Department of Transportation).
- b. At page 6, after the second sentence of the second full paragraph, insert: "If the alignment lies within the state highway corridor, Mn/DOT shall be the designer and builder for the final design and construction."

Ehrlichmann suggested a friendly amendment to item 2 of the Finley recommendations to assure that the legislative interests understand the direction being taken. The Minnesota Department of Transportation (Mn/DOT) should be designated as overall manager for the central corridor LRT demonstration system with the responsibility for final design and construction. Finley said the public hearings on the Environmental Impact Statement (EIS) have not yet been held, so the central corridor final alignment selection cannot be made yet. The final alignment chosen may or may not be on a Mn/DOT state highway right-of-way. On a roll call vote, the motion was unanimously approved.

Finley added that in Paragraph 4 of his letter, Mn/DOT, RTB and MTC are not voting members of that Joint Powers Board, but that should be changed, especially with respect to MTC since it is very important that the operator be involved in the initial design and construction decisions. RTB is responsible for overall transportation planning and Mn/DOT should be a full member because it is clear they are a major player, major designer and contractor. The Metropolitan Council is involved in overall planning. He moved and Tinklenberg seconded:

- c. That a new paragraph should be inserted in the Executive Summary and the full report that would call for the Joint Powers Board to consist of voting members from each of the seven counties in the Metropolitan Area, the Regional Transit Board, the Minnesota Department of Transportation, the Metropolitan Transit Commission, and the Metropolitan Council.

The motion was unanimously approved.

Regarding an executive committee, Finley said that with a large board there should be executive committees for each LRT corridor in final design and construction that are made up of the members of the Joint Powers Board, which would provide policy guidance and oversee the professional staff. MTC should play a significant role in these

committees as the ultimate owner and operator of the regional LRT system. Spartz said the plan should include a statement that "because of the large size and in order to exercise effective management of professional staff, an appropriate executive committee structure would need to be created."

The motion was unanimously approved.

Tinklenberg moved the approval of Organizational Alternative A, as shown in the December 4 board transmittal memorandum and as amended above; Finley seconded the motion. The motion was unanimously approved.

Ehrlichmann moved and O'Toole seconded:

That the Committee of the Whole recommend:

That the Regional Transit Board approve:

3. Implementation Strategies as stated in Chapter 4 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
4. LRT Design Guidelines as stated in Chapter 6 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
5. LRT Operations and Maintenance Plan as stated in Chapter 7 of the October 17 draft plan with the addition of the modifications recommended in the December 4 board transmittal memorandum.
6. LRT and Land Use Coordination as stated in Chapter 8 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
7. Process for Updating the Plan as stated in Chapter 9 of the October 17 draft plan with the addition of the modifications recommended in the December 4 board transmittal memorandum.
8. Next Steps for Implementing LRT as stated in Chapter 10 of the October 17 draft plan.

- B. That the Regional Transit Board accept all of the comments and suggestions received from the Metropolitan Council, the Minnesota Department of Transportation, the Transportation Advisory Board, the county regional railroad authorities, the cities and other interested organizations and individuals and incorporate them into the final Regional LRT Coordination Plan as appropriate and where they would not conflict with the meaning or intent of the final Regional LRT Coordination Plan as recommended by the Joint LRT Advisory Committee and the Regional Transit Board.

The motion was unanimously approved.

Tinklenberg moved and Theis seconded:

That the Committee of the Whole recommend:

A. That the Regional Transit Board approve the Draft Regional Light Rail Transit Coordination Plan, dated October 17, 1990, subject to the following modifications and forward it to the Joint Light Rail Transit Advisory Committee for their review and concurrence:

1. Organization Alternative A as shown in the December 4 board transmittal memorandum and with the following modifications:

a. At page 5, under Organization Plan, add the following sentence after the fourth sentence, after the word "oversight." "That such program management oversight would include final design and construction in alignments that lie within the highway right-of-way so that highway construction and LRT construction can be provided by the same state agency (Minnesota Department of Transportation).

b. At page 6, after the second sentence of the second full paragraph, insert: "If the alignment lies within the state highway corridor, Mn/DOT shall be the designer and builder for the final design and construction."

c. That a new paragraph should be inserted in the Executive Summary and the full report that would call for the Joint Powers Board to consist of voting members from each of the seven counties in the Metropolitan Area, the Regional Transit Board, the Minnesota Department of Transportation, the Metropolitan Transit Commission, and the Metropolitan Council.

2. Scheduling and Financing Alternative A as shown in the December 4 board transmittal memorandum and with the following modification:

a. At page 6, under Schedule and Budget, delete the part of the first sentence which states, "...and 1/2 cent returned to counties and municipalities within the Seven-County Metropolitan Area for transportation purposes.

3. Implementation Strategies as stated in Chapter 4 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.

4. LRT Design Guidelines as stated in Chapter 6 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.

5. LRT Operations and Maintenance Plan as stated in Chapter 7 of the October 17 draft plan with the addition of the modifications recommended in the December 4 board transmittal memorandum.

6. LRT and Land Use Coordination as stated in Chapter 8 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 7. Process for Updating the Plan as stated in Chapter 9 of the October 17 draft plan with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 8. Next Steps for Implementing LRT as stated in Chapter 10 of the October 17 draft plan.
- B. That the Regional Transit Board accept all of the comments and suggestions received from the Metropolitan Council, the Minnesota Department of Transportation, the Transportation Advisory Board, the county regional railroad authorities, the cities and other interested organizations and individuals and incorporate them into the final Regional LRT Coordination Plan as appropriate and where they would not conflict with the meaning or intent of the final Regional LRT Coordination Plan as recommended by the Joint LRT Advisory Committee and the Regional Transit Board.

The motion was unanimously approved.

There being no other business, the meeting was adjourned at 4:20 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's Committee of the Whole meeting of December 10, 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
ADMINISTRATION AND FINANCE COMMITTEE
Mears Park Centre, Room A
December 10, 1990

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

OTHERS PRESENT: Michael Ehrlichmann, Doris Caranicas, Jeff Spartz, Norbert Theis, RTB; Charles Weaver, Legal Counsel to RTB; Mike Christenson, Todd Paulson, Beverly Auld, Greg Failor, Metropolitan Transit Commission (MTC); Arnie Entzel, Amalgamated Transit Union; Greg Andrews, Judy Hollander, Clete Luberts, Robert Dietrick, Assata Brown, Mike Opatz, Ed Kouneski, Cyndie Mayer, Len Simich, Dale Ulrich, Suzanne Hanson, Cynthia Curry, and Mary Fitzgerald, Regional Transit Board staff

The meeting was called to order at 4:25 p.m. and roll was taken. Franklin moved and Kranz seconded approval of the agenda; the motion was unanimously approved.

Financial Statements - October 1990

Luberts reviewed the staff report dated November 30, 1990. Franklin moved and Wedell seconded:

That the Administration and Finance Committee recommend:

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

The motion was unanimously approved.

1991 Affirmative Action Plan

Dietrick reviewed the staff report dated November 30, 1990. Franklin moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve the updates to the Affirmative Action Plan for 1991 for submission to the Minnesota Department of Employee Relations.

The motion was unanimously approved.

1991 Compensation and Benefits Package

Dietrick reviewed the staff report dated November 29, 1990. Wedell moved and Franklin seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board adopt the compensation and benefits package for 1991 and that the Regional Transit Board amend the amount available for tuition reimbursement to \$1,000 per employee per calendar year.

Franklin discussed concerns over the increase in tuition reimbursement and the health and dental insurance costs. Ehrlichmann said he would like the members to consider adding free bus passes to the package to encourage staff to use public transit. Kranz moved that the recommendation be amended as follows; Finley seconded the motion:

That the Administration and Finance Committee recommend:

That the RTB direct that employees be issued regional bus passes at no cost.

The motion was unanimously approved.

Franklin moved that the tuition reimbursement limit be changed to \$600 per year per employee. There was no second. Vote was taken on the amended motion. The motion was unanimously approved.

Jobseekers Program 1991 Contracts

Brown reviewed the November 29 staff report. Franklin moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to enter into a contract with Hennepin County (Refugee Unit), Centro Cultural Chicano, Ramsey Action Programs, Inc., Pillsbury United Neighborhood Services, Inc. and Chart WEDCO to participate in the 1991 Jobseekers program.

The chair recommended that in the future approval of agencies' application to participate in the program should be a matter of staff review and chair approval since the goal is to have as many people participate as possible. The motion was unanimously approved.

Tinklenberg moved and Finley seconded:

That future expansion of the program to additional agencies be authorized on the basis of staff review and chair approval.

The motion was unanimously approved.

St. Louis Emergency Program (STEP) 1990 Contract Amendment

Opatz reviewed the staff report dated November 16. Franklin moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize its executive director to amend the 1990 STEP contract (Contract No. 89/12/04-31) to an amount not to exceed \$9,719 for calendar year 1990.

The motion was unanimously approved.

Shakopee 1990 Contract Amendment

Opatz reviewed the November 26 staff report. Franklin moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize its executive director to amend the 1990 Shakopee contract (Contract No. 89/12/04-15) to an amount not to exceed \$216,640 for calendar year 1990.

The motion was unanimously approved.

Metropolitan Transit Commission 1991 Operating and Capital Budgets

Kouneski distributed a staff report dated December 10, "Summary of MTC 1991 Budget Analysis" and a December 10 staff report. "Task Outline for Metro Mobility Study." There was extensive discussion of the financial needs of the Metro Mobility Program and what legal parameters exist in limiting service to reduce expenditures. Franklin moved and Tinklenberg seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board:

1. Approve MTC 1991 operating assistance of \$64,736,444 as designated below:

a. Regular route services	\$62,231,218
b. Metro Mobility Administrative Center	825,518
c. Minnesota Rideshare	614,928
d. Jobseekers discount fare subsidy	350,000
e. Western suburbs contract service subsidy	714,780

2. As conditions for its approval, direct the MTC to:

a. Remove \$361,000 of expenses by delaying until 1992 the implementation of I-394 and Southwest corridor service improvements;

- b. Maintain accessible bus service planning and marketing as a priority in 1991; and
 - c. Submit a detailed transit marketing plan and program budget for review and comment by the RTB's Marketing Advisory Committee in early 1991.
3. Commit \$361,000 of RTB new service funds for the MTC to use, upon its request, to implement suburban express route overload corrections including service improvement in the I-35W corridor.
 4. Select Option D, a \$.35 cash fare increase discounted \$.30 per ride for the purchase of 10-ride cards, tokens and monthly passes) as the preferred alternative for region-wide fare changes in 1991.
 5. On the fare changes, direct the MTC to:
 - a. Proceed with plans to have the new fares take effect on March 1, 1991; and
 - b. Immediately pursue additional sales outlets to ensure visible, widespread availability of discounted prepared 10-ride cards, tokens, and monthly passes.
 6. Approve an MTC capital budget of \$86,331,250 with expenditures of \$30,331,250 in 1991, with the following conditions:
 - a. Submit a cost/benefit analysis justifying the Metro Mobility Administrative Center computer upgrade to the RTB before proceeding with the project; and
 - b. Submit a proposal to the RTB by April 1, 1991 to add a project to demonstrate advanced fare collection technologies, including an evaluation plan to measure customer satisfaction, potential revenue gains, and operating cost impact.
 7. Approve 1990 debt service expenditures of \$2,227,000 as proposed.
 8. Direct RTB staff to conduct an in-depth study of Metro Mobility service and subsidy requirements, taking into account the state attorney general's opinion requested by the RTB chair.

Entzel said MTC will have to lay off people if the funds are transferred from regular route to paratransit service. Ehrlichmann said if Metro Mobility is not funded he will ask for hearings on certification to accomplish a reduction of service equivalent to the amount not funded. Wedell moved that the motion be amended as follows; Franklin seconded the motion. '

The committee further recommends that the board support a legislative initiative seeking full funding to meet the needs of the Metro Mobility systems.

The motion was unanimously approved. Vote was taken on the original motion, as amended. The motion was unanimously approved.

1991 Operating and Capital Contracts with Transit Service Providers

Kouneski reviewed the December 3 staff report. Franklin moved and Wedell seconded:

That the Regional Transit Board:

1. Authorize the executive director to renew annual operating assistance contracts effective January 1, 1991 with the following transit service providers in amounts not to exceed those listed below:

	<u>Total Subsidy Amount</u>
<u>Replacement (Opt-Out) Service</u>	
City of Maple Grove	\$ 681,215
Minnesota Valley Transit Authority	2,902,843
City of Plymouth	956,312
City of Shakopee	235,330
Southwest Metropolitan Transit Commission	960,250
	\$5,735,990
<u>Regular Route Service</u>	
North Suburban Line	\$ 882,114
Valley Transit	118,088
Western Suburbs Route 55 (MTC)	714,780
	\$1,714,982
<u>County/Rural Special Transportation Service</u>	
Carver County	\$ 154,893
Dakota County Volunteer	14,432
DARTS (Dakota County)	463,292
Human Services, Inc. (Washington County)	251,872
Scott County	124,445
Senior County Services	57,415
Senior Transportation Program	25,353
Westonka Rides	19,801
	\$1,111,503
<u>Small Urban Communities</u>	
City of Hastings (TRAC)	\$ 80,172
City of Hopkins	34,752
Northeast Suburban Transit (NEST)	111,434
St. Louis Park Emergency Program (STEP)	11,286
White Bear Area Transit	90,741
	\$328,385
Grand Total	\$8,890,860

2. Authorize the executive director to extend the western suburbs contract with the Metropolitan Transit Commission (MTC) from April 1, 1991 through March 31, 1992.
3. Approve the City of Plymouth's action to extend its contract with the MTC to operate Plymouth Metrolink service from April 1, 1991 through March 31, 1992.
4. Authorize the executive director to enter into a capital assistance contract with the City of Maple Grove for the development of park and ride lot facilities in an amount not the exceed \$20,000.

The motion was unanimously approved.

Agency Auditor Selection

Ulrich reviewed the staff report dated November 30, 1990. Kranz moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize the executive director to enter into a three-year contract for audit services for annual audits of the RTB with McGladrey & Pullen, for an amount not to exceed \$43,300.

The motion was unanimously approved.

There being no other business, Kranz moved and Wedell seconded to adjourn. The motion was unanimously approved and the meeting was adjourned at 5:50 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's Administration and Finance Committee meeting of December 10, 1990.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this 7th day of January 1991.



REGIONAL TRANSIT BOARD

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

Minutes of the Joint Meeting of the
**REGIONAL TRANSIT BOARD and
METROPOLITAN TRANSIT COMMISSION**

Mears Park Centre Chambers
December 17, 1990

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

MEMBERS EXCUSED: Elwyn Tinklenberg

OTHERS PRESENT: Charles Weaver, Legal Counsel; Dirk deVries and Emil Brandt, Metropolitan Council; Arnie Entzel, Amalgamated Transit Union; Carole Faricy, Bruce Nawrocki, Todd Paulsen, Mike Christenson, Greg Failor, Beverly Auld, Bob Thompson, Metropolitan Transit Commission (MTC); Mary O'Hara Anderson, Metro Mobility Administrative Center; Peter Vanderpoel, Citizens League; Morgan Grant, Transportation Accessibility Advisory Committee (TAAC); Gregory Andrews, Judy Hollander, Sherry Munyon, Howard Blin, Dale Ulrich and Mary Fitzgerald, Regional Transit Board staff

The meeting was called to order at 3 p.m. and roll taken.

This meeting was called to allow the RTB and MTC to discuss issues of concern regarding the Metropolitan Transit Commission's 1991 Operating and Capital Budgets. At the board meeting later in the day the board will consider action on the budget. The chair welcomed the MTC commissioners and noted that he has assigned his deputy chair, Sherry Munyon, to meet with the MTC's legislative liaison and with Doug Ewald, who represents the private vendors, until the end of the legislative session. Nominations to the Legislative Committee will be presented to the board shortly for approval.

Faricy thanked the board for arranging the meeting and introduced Mike Christenson, Acting Chief Administrator for MTC. Christenson distributed and reviewed schedules of MTC financing, 1991 Proposed Operating Budget, Revenue and Expense Forecast, RTB Funding for MTC Programs, and Proposed 1991 Operating Budget Reductions. Andrews said the projected RTB financing needs are approximately \$55 million in the 1992-93 biennium; the Department of Finance guidelines are for \$45 million. Ehrlichmann added that the Attorney General's opinion on Metro Mobility will define the parameters of service and what options, if any, exist to modify the service. There was discussion of the level of fund balance necessary for operations and the number of layoffs required at MTC.

After discussion, Christenson asked that this issue be tabled today and opportunity be given for the staffs of the two agencies to meet and develop a recommendation to deal with the shortfall. There was consensus that the decisions should be made today. Ehrlichmann

said the board will have to decide whether to show a deficit in the Metro Mobility budget or identify a corresponding cut in other programs.

O'Toole moved and Spartz seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 4:35 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Joint meeting of the Regional Transit Board and the Metropolitan Transit Commission on December 17, 1990.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this 22nd day of January 1991.



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

Minutes of the Meeting of the
POLICY COMMITTEE
Mears Park Centre Chambers
December 17, 1990

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

OTHERS PRESENT: Michael J. Ehrlichmann, Chair, Regional Transit Board; Ruth Franklin, Ed Kranz, Richard Wedell, board members; Charles Weaver, Legal Counsel; Dirk deVries and Emil Brandt, Metropolitan Council; Arnie Entzel, Amalgamated Transit Union; Carole Faricy, Bruce Nawrocki, Todd Paulsen, Mike Christenson, Greg Failor, Beverly Auld, Bob Thompson, Metropolitan Transit Commission (MTC); Mary O'Hara Anderson, Metro Mobility Administrative Center; Peter Vanderpoel, Citizens League; Morgan Grant, Transportation Accessibility Advisory Committee (TAAC); Gregory Andrews, Judy Hollander, David Minister, Cyndie Mayer, Cynthia Curry, Virginia Beach, Sherry Munyon, Howard Blin, Dale Ulrich and Mary Fitzgerald, Regional Transit Board staff

The meeting was called to order at 4:35 p.m. and roll was taken. O'Toole moved and Spartz seconded that the agenda be approved. The motion was carried unanimously.

Approval of the Light Rail Transit Coordination Plan

Minister distributed and reviewed the December 14 staff report on the actions taken by the Joint LRT Advisory Committee on December 14. Finley said that after consultation with the members of the advisory committee, he wishes to recommend to the committee that the original reference to the second half of the one cent sales tax be made a part of the recommendations approved by the board. Many county commissioners had made tentative commitments to municipalities within their counties. (Finley was the maker of the motion at the December 10 Committee of the Whole meeting). Caranicas moved and Hilary seconded:

That the Policy Committee recommend:

That the Regional Transit Board approve the following modification to the RTB's Committee of the Whole Recommendation No. A-2-a, Scheduling and Financing Alternative A, of the Draft Regional Light Rail Transit Coordination Plan, dated October 17, 1990:

That one-half cent of the proposed one-cent regional sales tax be returned to counties and municipalities within the Seven-County Metropolitan Area for transportation purposes.

After discussion, the motion was unanimously approved.

On Finley's suggestion, Caranicas moved and Theis seconded:

That the Policy Committee recommend:

That the Regional Transit Board approve the following modification to the RTB's Committee of the Whole Recommendation No. A.1.b, Organization Alternative A, of the Draft Regional Light Rail Transit Coordination Plan, dated October 17, 1990:

At page 6, after the second sentence of the second full paragraph, insert: "If the alignment lies within the state highway corridor, Mn/DOT shall be the designer and builder for the final design and construction of the civil works components--i.e., guideway and stations--of the LRT system that lie within the Minnesota Department of Transportation (Mn/DOT) highway rights-of-way. The Joint Powers Board would be responsible for the system-wide components--i.e., vehicles, tracks, electrification, train signals, communications, etc.--for the entire LRT system.

The motion was unanimously approved.

Finley said the report should have contained a statement on the proposed executive committee in Item A.1.c. There were two issues: voting members and an executive committee, upon which MTC would play a strong role. He asked that the issue be corrected. Accordingly, Caranicas moved and Hilary seconded:

That the Policy Committee recommend:

That the Regional Transit Board approve the following modification to the RTB's Committee of the Whole Recommendation No. A.1.d, Organization Alternative A, of the Draft Regional Light Rail Transit Coordination Plan, dated October 17, 1990:

- d. That a paragraph should be inserted in the Executive Summary and the full report that would call for the creation of an Executive Committee of the Joint Powers Board to oversee planning, design and construction of the specific corridors. It should consist of members of the county(s) through which a line passes, an MTC representative and an RTB representative. If the line is on a highway corridor, then Mn/DOT shall have a representative on this committee. Professional staff people from each of the agencies represented on the Executive Committee shall perform the staff function for the Executive Committee with the professional management reporting to the committee.*

The motion was unanimously approved.

Caranicas moved and Theis seconded:

- A. That the Regional Transit Board approve the Draft Regional Light Rail Transit Coordination Plan, dated October 17, 1990, subject to the following modifications:

1. Organization Alternative "A" as recommended in the December 4 board transmittal memorandum and as stated on page 5 and pages 41-44 in Chapter 3 of the October 17 draft report with the following modifications:
 - a. At page 5, under Organization Plan, add the following sentence after the fourth sentence, after the word "oversight": "That such program management oversight would include final design and construction in alignments that lie within the highway right-of-way so that highway construction and LRT construction can be provided by the same state agency (Minnesota Department of Transportation).
 - b. At page 6, after the second sentence of the second full paragraph, insert: "If the alignment lies within the state highway corridor, Mn/DOT shall be the designer and builder for the final design and construction of the civil works components-- i.e., guideway and stations--of the LRT system that lie within the Mn/DOT highway rights of way. The Joint Powers Board would be responsible for the system-wide components--i.e., vehicles, tracks, electrification, train signals, communications, etc.--for the entire LRT system."
 - c. That a new paragraph should be inserted in the Executive Summary and the full report that would call for the Joint Powers Board to consist of voting members from each of the seven counties in the Metropolitan Area, the Regional Transit Board, the Minnesota Department of Transportation, the Metropolitan Transit Commission, and the Metropolitan Council.
 - d. That a paragraph should be inserted in the Executive Summary and the full report that would call for the creation of an Executive Committee of the Joint Powers Board to oversee planning, design and construction of the specific corridors. It should consist of members of the county(s) through which a line passes, an MTC representative and an RTB representative. If the line is on a highway corridor, then Mn/DOT shall have a representative on this committee. Professional staff people from each of the agencies represented on the Executive Committee shall perform the staff function for the Executive Committee with the professional management reporting to the committee.
2. Scheduling and Financing Alternative "A" as recommended in the December 4 board transmittal memorandum and as stated on Page 6 and on Page 77 in Chapter 5 of the October 17 draft report.
3. Implementation Strategies as stated in Chapter 4 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.

4. LRT Design Guidelines as stated in Chapter 6 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 5. LRT Operations and Maintenance Plan as stated in Chapter 7 of the October 17 draft plan with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 6. LRT and Land Use Coordination as stated in Chapter 8 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 7. Process for Updating the Plan as stated in Chapter 9 of the October 17 draft plan with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 8. Next Steps for Implementing LRT as stated in Chapter 10 of the October 17 draft plan.
- B. That the Regional Transit Board accept all of the comments and suggestions received from the Metropolitan Council, the Minnesota Department of Transportation, the Transportation Advisory Board, the county regional railroad authorities, the cities and other interested organizations and individuals and incorporate them into the final Regional LRT Coordination Plan as appropriate and where they would not conflict with the meaning or intent of the final Regional LRT Coordination Plan as recommended by the Joint LRT Advisory Committee and the Regional Transit Board.

The motion was unanimously approved.

Accessible Regular Route Selection Process and Implementation Schedule

Curry reviewed the December 6 staff report and distributed a report dated December 17 on the Accessible Regular Route Selection Process. Hilary pointed out that this decision will have budgetary ramifications. Caranicas moved and This seconded:

That Policy Committee recommend:

That the Regional Transit Board adopt the Accessible Regular Route Selection Process and Implementation Schedule for 1991-1993, dated December 12, 1990.

The motion was unanimously approved.

Draft Report, "Protecting Vulnerable Adults Using Metro Mobility"

Hollander reviewed the December 11 staff report. O'Toole moved and This seconded:

That Policy Committee recommend:

That the Regional Transit Board accept the draft report, "Protecting Vulnerable Adults Using Metro Mobility."

The motion was unanimously approved.

Other Business

There being no other business, This moved and Hilary seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 5:00 p.m. (The regular meeting of the board was convened immediately following this meeting.)

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's Policy Committee meeting of December 17, 1990.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this 22nd day of January 1991.



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
December 17, 1990

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

OTHERS PRESENT: Charles Weaver, Legal Counsel; Dirk deVries and Emil Brandt, Metropolitan Council; Arnie Entzel, Amalgamated Transit Union; Carole Faricy, Bruce Nawrocki, Todd Paulsen, Mike Christenson, Greg Failor, Beverly Auld, Bob Thompson, Metropolitan Transit Commission (MTC); Mary O'Hara Anderson, Metro Mobility Administrative Center; Peter Vanderpoel, Citizens League; Morgan Grant, Transportation Accessibility Advisory Committee (TAAC); Gregory Andrews, Judy Hollander, Sherry Munyon, Howard Blin, Dale Ulrich and Mary Fitzgerald, Regional Transit Board staff

The meeting was called to order at 5:05 p.m. and roll was taken. O'Toole moved and Tinklenberg seconded approval of the agenda; the motion was unanimously approved.

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

Regional Transit Board Meeting of December 3, 1990
Committee of the Whole Meeting of December 3, 1990

The motion was unanimously approved.

CHAIR'S REPORT:

Nominating Committee

The chair distributed his memorandum dated December 14, 1990, noting that his name should be added to the committee. The officers to be named are vice chair, secretary and treasurer. The chair of the Policy Committee will have to be appointed shortly. O'Toole moved and Kranz seconded:

That the Regional Transit Board appoint the following people to the Nominating Committee and make a recommendation to the board on a slate of candidates for the offices of vice chair, treasurer and secretary of the board:

Dick Wedell, Chair
Ruth Franklin

John T. Finley
Michael J. Ehrlichmann

The motion was unanimously approved.

Resolution of Appreciation, Resolution No. 90-06

Kranz moved and Caranicas seconded:

That the Regional Transit Board adopt Resolution No. 90-06, Resolution of Appreciation for Jeff Spartz.

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

REPORT OF THE POLICY COMMITTEE

Approval of the Light Rail Transit Coordination Plan

Committee Chair Spartz reviewed the report of the Committee of the Whole meeting held December 10 and the recommendations, which were subsequently amended at the Policy Committee meeting of earlier today, December 17, 1990. The Policy Committee, upon the suggestion of Commissioner Finley, made three amendments: the item regarding the half-cent sales tax should be returned to the original language; there should be a clarifying amendment dealing with development of light rail transit in rights-of-way owned by Mn/DOT, putting Mn/DOT in control of civil work and systems work dealing with the system would be under the control of the Joint Power Board. An amendment was added dealing with development of an Executive Committee for management of staff and actual implementation of the LRT system. Spartz moved and Finley seconded:

Approval of the Light Rail Transit Coordination Plan

The committee approved the following recommendations. Following the committee meeting, the full board met and also approved the recommendations.

- A. That the Regional Transit Board approve the Draft Regional Light Rail Transit Coordination Plan, dated October 17, 1990, subject to the following modifications:
 1. Organization Alternative "A" as recommended in the December 4 board transmittal memorandum and as stated on page 5 and pages 41-44 in Chapter 3 of the October 17 draft report. with the following modification:
 - a. At page 5, under Organization Plan, add the following sentence after the fourth sentence, after the word "oversight": "That such program management oversight would include final design and construction in alignments that lie within the highway right-of-way so that highway construction and LRT construction can be provided by the same state agency (Minnesota Department of Transportation).
 - b. At page 6, after the second sentence of the second full paragraph, insert: "If the alignment lies within the state highway corridor, Mn/DOT shall be the designer and builder for the final design and construction of the civil works components-- i.e., guideway and stations--of the LRT system that lie within the Mn/DOT highway rights of way. The Joint Powers Board would be responsible for the

system-wide components--i.e., vehicles, tracks, electrification, train signals, communications, etc.--for the entire LRT system."

- c. That a new paragraph should be inserted in the Executive Summary and the full report that would call for the Joint Powers Board to consist of voting members from each of the seven counties in the Metropolitan Area, the Regional Transit Board, the Minnesota Department of Transportation, the Metropolitan Transit Commission, and the Metropolitan Council.
 - d. That a paragraph should be inserted in the Executive Summary and the full report that would call for the creation of an Executive Committee of the Joint Powers Board to oversee planning, design and construction of the specific corridors. It should consist of members of the county(s) through which a line passes, an MTC representative and an RTB representative. If the line is on a highway corridor, then Mn/DOT shall have a representative on this committee. Professional staff people from each of the agencies represented on the Executive Committee shall perform the staff function for the Executive Committee with the professional management reporting to the committee.
2. Scheduling and Financing Alternative "A" as recommended in the December 4 board transmittal memorandum and as stated on Page 6 and on Page 77 in Chapter 5 of the October 17 draft report.
 3. Implementation Strategies as stated in Chapter 4 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 4. LRT Design Guidelines as stated in Chapter 6 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 5. LRT Operations and Maintenance Plan as stated in Chapter 7 of the October 17 draft plan with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 6. LRT and Land Use Coordination as stated in Chapter 8 of the October 17 draft report with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 7. Process for Updating the Plan as stated in Chapter 9 of the October 17 draft plan with the addition of the modifications recommended in the December 4 board transmittal memorandum.
 8. Next Steps for Implementing LRT as stated in Chapter 10 of the October 17 draft plan.

- B. That the Regional Transit Board accept all of the comments and suggestions received from the Metropolitan Council, the Minnesota Department of Transportation, the Transportation Advisory Board, the county regional railroad authorities, the cities and other interested organizations and individuals and incorporate them into the final Regional LRT Coordination Plan as appropriate and where they would not conflict with the meaning or intent of the final Regional LRT Coordination Plan as recommended by the Joint LRT Advisory Committee and the Regional Transit Board.

The motion was unanimously approved.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

Tinklenberg reviewed the report of the committee's meeting of December 10, 1990.

Financial Statements - October 1990

Tinklenberg moved and Finley seconded:

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

The motion was unanimously approved.

1991 Affirmative Action Plan

Tinklenberg moved and O'Toole seconded:

That the Regional Transit Board approve the updates to the Affirmative Action Plan for 1991 for submission to the Minnesota Department of Employee Relations.

The motion was unanimously approved.

1991 Compensation and Benefits Package

Tinklenberg moved and O'Toole seconded:

That the Regional Transit Board adopt the compensation and benefits package for 1991 and that the Regional Transit Board amend the amount available for tuition reimbursement to \$1,000 per employee per calendar year.

The RTB also directs that employees be issued regional bus passes at no cost.

Hilary offered a friendly amendment; Spartz seconded it:

That the staff be directed to prepare an amendment that would establish a policy on tuition reimbursement in the event an employee leaves the agency and that the policy of reimbursement be reconsidered by the board.

Spartz asked that the issues be separated. The original motion was approved unanimously.

Hilary moved and Franklin seconded:

That the Policy Committee explore reimbursement policies for travel and tuition in the event an employee resigns within a certain period of time.

The chair recognized the motion and accepted it. The staff will study travel and tuition reimbursement policies as they relate to travel expenditures. The motion was approved (O'Toole, Kranz and Finley voted nay).

Jobseekers Program 1991 Contracts

Tinklenberg moved and O'Toole seconded:

That the Regional Transit Board authorize the executive director to enter into a contract with Hennepin County (Refugee Unit), Centro Cultural Chicano, Ramsey Action Programs, Inc., Pillsbury United Neighborhood Services, Inc. and Chart WEDCO to participate in the 1991 Jobseekers program; and

That future expansion of the program to additional agencies be authorized on the basis of staff review and chair approval.

The motion was unanimously approved.

St. Louis Emergency Program (STEP) 1990 Contract Amendment

Tinklenberg moved and O'Toole seconded:

That the Regional Transit Board authorize its executive director to amend the 1990 STEP contract (Contract No. 89/12/04-31) to an amount not to exceed \$9,719 for calendar year 1990.

The motion was unanimously approved.

Shakopee 1990 Contract Amendment

Tinklenberg moved and O'Toole seconded:

That the Regional Transit Board authorize its executive director to amend the 1990 Shakopee contract (Contract No. 89/12/04-15) to an amount not to exceed \$216,640 for calendar year 1990.

The motion was unanimously approved.

Metropolitan Transit Commission 1991 Operating and Capital Budgets

Tinklenberg moved and Kranz seconded:

That the Regional Transit Board:

1. Approve MTC 1991 operating assistance of \$64,736,444 as designated below:

a. Regular route services	\$62,231,218
b. Metro Mobility Administrative Center	825,518
c. Minnesota Rideshare	614,928
d. Jobseekers discount fare subsidy	350,000
e. Western suburbs contract service subsidy	714,780

2. As conditions for its approval, direct the MTC to:
 - a. Remove \$361,000 of expenses by delaying until 1992 the implementation of I-394 and Southwest corridor service improvements;
 - b. Maintain accessible bus service planning and marketing as a priority in 1991; and
 - c. Submit a detailed transit marketing plan and program budget for review and comment by the RTB's Marketing Advisory Committee in early 1991.
3. Commit \$361,000 of RTB new service funds for the MTC to use, upon its request, to implement suburban express route overload corrections including service improvement in the I-35W corridor.
4. Select Option D, a \$.35 cash fare increase discounted \$.30 per ride for the purchase of 10-ride cards, tokens and monthly passes) as the preferred alternative for region-wide fare changes in 1991.
5. On the fare changes, direct the MTC to:
 - a. Proceed with plans to have the new fares take effect on March 1, 1991; and
 - b. Immediately pursue additional sales outlets to ensure visible, widespread availability of discounted prepared 10-ride cards, tokens, and monthly passes.
6. Approve an MTC capital budget of \$86,331,250 with expenditures of \$30,331,250 in 1991, with the following conditions:
 - a. Submit a cost/benefit analysis justifying the Metro Mobility Administrative Center computer upgrade to the RTB before proceeding with the project; and

- b. Submit a proposal to the RTB by April 1, 1991 to add a project to demonstrate advanced fare collection technologies, including an evaluation plan to measure customer satisfaction, potential revenue gains, and operating cost impact.
7. Approve 1990 debt service expenditures of \$2,227,000 as proposed.
 8. Direct RTB staff to conduct an in-depth study of Metro Mobility service and subsidy requirements, taking into account the state attorney general's opinion requested by the RTB chair.

The committee further recommends that the board support a legislative initiative seeking full funding to meet the needs of the Metro Mobility systems.

O'Toole moved and Ehrlichmann seconded that the meeting be recessed to December 27, 1990.

Hilary said she would move to increase the funding for regular route service by \$3.130 million and that the Metro Mobility program be reduced. Ulrich distributed the budget adopted by the board for 1991 that shows the portion of the transfer in the last half of fiscal 1991 and the first half of 1992. Andrews said a motion would be needed that amends the RTB budget to move \$1.565 million from the Metro Mobility fund over to the regular route fund and take separate action to approve or amend the committee recommendation as to the funding level for MTC. The chair said this relates to the fiscal year of MTC and half of the biennium. There would have to be a separate motion for our legislative appropriation request. The funding recommendation before the board would then have to be amended. He said the first motion is to amend the RTB budget to reflect a transfer from the Metro Mobility account of \$1.565 million into regular route service. Hilary moved and Spartz seconded:

That the Regional Transit Board 1991 budget be amended to transfer \$1.565 million from the Metro Mobility program into regular route service.

In response to O'Toole's question, Weaver said the Attorney General has been asked to render an opinion, but the opinion prepared by legal counsel is that Metro Mobility rides must be funded as long as there is a standing order system. That is a result of the Jeff Farnam case. Unless standing orders are eliminated, the rides must be provided. Ehrlichmann said that without corresponding changes in the parameters of service, the program will run out of money in the next six months. Hilary said her intent is to draw the situation to the attention of the Legislature. Ehrlichmann said he would oppose placing a lower priority on Metro Mobility service.

There was discussion of the funds budgeted for private provider contracts for Metro Mobility service. Hilary said she would withdraw her motion in order to vote on the original document and then amend that document. O'Toole withdrew his second.

Returning to the original motion, Tinklenberg said if Hilary wished to move to amend it, increasing regular route service funds by \$1.565 million, that would be an appropriate motion. Hilary moved and Spartz seconded:

That the Metropolitan Transit Commission 1991 Operating Assistance for regular route service be increased \$1,565 million to a total of \$63,796,218.

The chair said that in his opinion, if the amendment is passed, Metro Mobility service will have to be cut before June 1991 and the riders will have to be notified since the equivalent of a month's service would be eliminated. In response to Hilary's question, he said it is different from regular route service cuts in that the paratransit service is mandated under the Human Rights Act and ADA; there is no such law that requires any governmental entity to operate a transit system. However, if transit service is provided a paratransit service must also be provided. (Wedell was excused to attend another meeting.)

Entzel said at some point the Legislature must address the shortfall. The RTB cannot allow regular route service to suffer in order to fund paratransit, which could rise to \$17 million. He expressed concern over laying off employees and cutting the number of regular route miles. The people served by those routes do not have another way to get to work.

Mary O'Hara Anderson said paratransit service was initiated because of a lawsuit seeking transit service for people with disabilities. Many people sought to have accessible buses, but MTC's solution was the paratransit system.

Andrews said if the motion passes, staff will return to the board with recommendations for expenditure reductions in other work programs as this action places the RTB ending 1991 fund balance in a deficit position of \$500,000.

Vote was taken on the Hilary amendment; the motion carried. (Ehrlichmann, Caranicas, O'Toole and Tinklenberg voted nay; Wedell and Theis had been excused earlier.) Vote was taken on the main motion as amended (below).

Metropolitan Transit Commission 1991 Operating and Capital Budgets

Tinklenberg moved and Kranz seconded:

That the Regional Transit Board:

1. Approve MTC 1991 operating assistance of \$66,301,444 as designated below:
 - a. Regular route services \$63,796,218
 - b. Metro Mobility Administrative Center 825,518
 - c. Minnesota Rideshare 614,928
 - d. Jobseekers discount fare subsidy 350,000
 - e. Western suburbs contract service subsidy 714,780
2. As conditions for its approval, direct the MTC to:
 - a. Remove \$361,000 of expenses by delaying until 1992 the implementation of I-394 and Southwest corridor service improvements;
 - b. Maintain accessible bus service planning and marketing as a priority in 1991; and

- c. Submit a detailed transit marketing plan and program budget for review and comment by the RTB's Marketing Advisory Committee in early 1991.
3. Commit \$361,000 of RTB new service funds for the MTC to use, upon its request, to implement suburban express route overload corrections including service improvement in the I-35W corridor.
4. Select Option D, a \$.35 cash fare increase discounted \$.30 per ride for the purchase of 10-ride cards, tokens and monthly passes) as the preferred alternative for region-wide fare changes in 1991.
5. On the fare changes, direct the MTC to:
 - a. Proceed with plans to have the new fares take effect on March 1, 1991; and
 - b. Immediately pursue additional sales outlets to ensure visible, widespread availability of discounted prepared 10-ride cards, tokens, and monthly passes.
6. Approve an MTC capital budget of \$86,331,250 with expenditures of \$30,331,250 in 1991, with the following conditions:
 - a. Submit a cost/benefit analysis justifying the Metro Mobility Administrative Center computer upgrade to the RTB before proceeding with the project; and
 - b. Submit a proposal to the RTB by April 1, 1991 to add a project to demonstrate advanced fare collection technologies, including an evaluation plan to measure customer satisfaction, potential revenue gains, and operating cost impact.
7. Approve 1990 debt service expenditures of \$2,227,000 as proposed.
8. Direct RTB staff to conduct an in-depth study of Metro Mobility service and subsidy requirements, taking into account the state attorney general's opinion requested by the RTB chair.

The committee further recommends that the board support a legislative initiative seeking full funding to meet the needs of the Metro Mobility systems.

The motion was approved (O'Toole voted nay).

Finley moved and Spartz seconded:

That the Regional Transit Board direct staff to return to the board with analysis and recommendations as to how to amend the internal Regional Transit Board budget with the MTC increase of \$1.565 million.

After discussion, the motion was unanimously approved.

Agency Auditor Selection

Tinklenberg moved and Kranz seconded:

That the Regional Transit Board authorize the executive director to enter into a three-year contract for audit services for annual audits of the RTB with McGladrey & Pullen, for an amount not to exceed \$43,300.

The motion was unanimously approved.

1991 Operating and Capital Contracts with Transit Service Providers

Tinklenberg moved and Finley seconded:

That the Regional Transit Board:

1. Authorize the executive director to renew annual operating assistance contracts effective January 1, 1991 with the following transit service providers in amounts not to exceed those listed below:

	<u>Total Subsidy Amount</u>
<u>Replacement (Opt-Out) Service</u>	
City of Maple Grove	\$ 681,215
Minnesota Valley Transit Authority	2,902,843
City of Plymouth	956,312
City of Shakopee	235,330
Southwest Metropolitan Transit Commission	960,250
	\$5,735,990
<u>Regular Route Service</u>	
North Suburban Line	\$ 882,114
Valley Transit	118,088
Western Suburbs Route 55 (MTC)	714,780
	\$1,714,982
<u>County/Rural Special Transportation Service</u>	
Carver County	\$ 154,893
Dakota County Volunteer	14,432
DARTS (Dakota County)	463,292
Human Services, Inc. (Washington County)	251,872
Scott County	124,445
Senior County Services	57,415
Senior Transportation Program	25,353
Westonka Rides	19,801
	\$1,111,503

Small Urban Communities

City of Hastings (TRAC)	\$ 80,172
City of Hopkins	34,752
Northeast Suburban Transit (NEST)	111,434
St. Louis Park Emergency Program (STEP)	11,286
White Bear Area Transit	90,741
	\$328,385
Grand Total	\$8,890,860

2. Authorize the executive director to extend the western suburbs contract with the Metropolitan Transit Commission (MTC) from April 1, 1991 through March 31, 1992.
3. Approve the City of Plymouth's action to extend its contract with the MTC to operate Plymouth Metrolink service from April 1, 1991 through March 31, 1992.
4. Authorize the executive director to enter into a capital assistance contract with the City of Maple Grove for the development of park and ride lot facilities in an amount not to exceed \$20,000.

There being no other business, Tinklenberg moved and Caranicas seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 6:30 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's meeting of December 17, 1990.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this 22nd day of January 1991.



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
January 7, 1991

MEMBERS PRESENT: Michael J. Ehrlichmann, Chair; Doris Caranicas; John T. Finley; Ruth Franklin; Sandra Hilary; Ed Kranz; Norbert Theis; Elwyn Tinklenberg and Richard Wedell

MEMBERS EXCUSED: Terrance O'Toole

OTHERS PRESENT: Charles Weaver, Legal Counsel; Dirk deVries, Metropolitan Council; Arnie Entzel, Amalgamated Transit Union; Carole Faricy, Bruce Nawrocki, Metropolitan Transit Commission (MTC); Kathy DeSpieglaere, Ramsey County Regional Railroad Authority; Gregory Andrews, Judy Hollander, Dale Ulrich, Sherry Munyon, Howard Blin, Suzanne Hanson, David Minister, Stephanie Eiler, Garneth Peterson and Mary Fitzgerald, Regional Transit Board staff

The meeting was called to order at 4:40. p.m. and roll was taken. Caranicas moved and Finley seconded approval of the agenda; the motion was unanimously approved.

CHAIR'S REPORT:

Driver of the Month Award

Caranicas presented the Driver of the Month award to Dean Linnell, a Metro Mobility driver for Suburban Paratransit.

Ramsey County Regional Railroad Authority Request for Transfer of Minnesota Department of Transportation Light Rail Transit Funds

Eiler reviewed the December 24, 1990 staff report on the rail authority's request to transfer \$75,000 in 1990-91 MVET funds previously approved by the RTB for preliminary engineering of the central corridor to be spent instead to complete an architectural and urban design study of surface and tunnel LRT alignments through the Capitol Mall to determine whether a tunnel alternative is preferable to a less expensive surface alternative.

Finley moved and Caranicas seconded:

- That the Regional Transit Board approve the request from Ramsey County Regional Railroad Authority for \$75,000 in Minnesota Department of Transportation LRT grant funds, awarded to RCRRA for Phase II preliminary engineering for the Midway Corridor, to be used for a portion of the Midway Corridor Environmental Impact Statement and Phase I preliminary engineering;

- That these funds be used to complete a study assessing the visual impacts of both a surface and tunnel alternative on the Capitol Mall; and
- That the state funds borrowed from RCRRRA's Phase II preliminary engineering award for the Midway Corridor be replaced in the next cycle of grant awards.

The motion was unanimously approved.

Committee Chair Appointments

Ehrlichmann said that a new chair is needed for the Policy Committee since former chair Spartz is no longer on the board. He recommended that Franklin assume the chair of the Administration and Finance Committee and Tinklenberg assume the chair of the Policy Committee. After the new members have been appointed by the Metropolitan Council, committee assignments will be made. Accordingly, Hilary moved and Caranicas seconded:

That the Regional Transit Board confirm the appointment of Ruth Franklin as Chair of the Administration and Finance Committee and Elwyn Tinklenberg as Chair of the Policy Committee. Both appointments are effective immediately.

The motion was unanimously approved.

Ad Hoc Legislative Committee

The chair said that until the new board members have been appointed, staff will prepare legislative proposals and all the members will meet as a Committee of the Whole to review the proposals.

REPORT OF THE NOMINATING COMMITTEE

Committee Chair Wedell reported on the recommendations of the committee. He moved and Tinklenberg seconded:

That the Regional Transit Board appoint the following people to serve as officers of the board:

John T. Finley, Vice Chair
Ruth Franklin, Treasurer
Mary Fitzgerald, Secretary

The terms are effective immediately.

The motion was unanimously approved.

The chair said that the Metro Mobility community has asked that the time of the annual public meeting on Metro Mobility be changed to 7 p.m. on January 22 because more vans will be available at that hour to bring riders to the meeting. At 5:00 p.m. most vans are scheduled for standing orders. After discussion, it was agreed that the board meeting that day would start at 5 p.m.

REPORT OF THE POLICY COMMITTEE

Caranicas reviewed the report of the committee meeting held December 17. She moved and Theis seconded:

That the Regional Transit Board adopt the Accessible Regular Route Selection Process and Implementation Schedule for 1991-1993, dated December 12, 1990.

Ehrlichmann said use of fixed route, lift-equipped buses is restricted because of poor snow removal at bus stops and curb cuts. He asked that MTC review the situation and recommend a solution. Staff is exploring the question of how many people presently using Metro Mobility can be induced to use the accessible buses. The motion was unanimously approved.

There being no other business, Tinklenberg moved and Caranicas seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 4:50 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's meeting of January 7, 1991.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this 22nd day of January 1991.



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
January 14, 1991

MEMBERS PRESENT: Ruth Franklin, Chair; John Finley; Ed Kranz and Richard Wedell

OTHERS PRESENT: Michael J. Ehrlichmann, RTB Chair; Doris Caranicas and Terrance O'Toole, RTB Board Members; Charles Weaver, Legal Counsel; Arnie Entzel, Amalgamated Transit Union; Carole Faricy and Greg Failor, Metropolitan Transit Commission; Corbin Kidder, Transit Accessibility Advisory Committee; Laurie Blake, Minneapolis Star Tribune; Greg Andrews, Judy Hollander, Dale Ulrich, Clete Luberts, Dave Jacobson, Howard Blin, Cyndie Mayer, Cynthia Curry, Mike Opatz, Jane Fitz and Mary Fitzgerald, Regional Transit Board staff

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

Financial Statements - November 1990

Luberts reviewed the staff report dated December 31, 1990. Wedell moved and Franklin seconded:

That the Administration and Finance Committee recommend:

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

The motion was unanimously approved.

Recommended Regular Route Fare Changes

Blin reviewed the January 11, 1991 staff report (Exhibit A), which had been mailed earlier to the board members. Letters received from the Provider Advisory Committee, Concerned Citizens, and the MTC Advisory Committee on Transit (Exhibits B, C and D) were distributed. Blin reviewed the kinds of comments most often made at the recent public hearings. Members discussed the problems low-income people may encounter in buying passes and the need for sales outlets and marketing for the program. Wedell moved and Kranz seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve the following fares, effective March 1, 1991, for all regular route service.

- | | |
|---|-------------------------|
| 1. Base Fare | Increase \$.35 |
| 2. Convenience Fares (ten-ride cards, tokens, Monthly passes) | Increase \$.05 per ride |
| 3. Off-Peak Senior Fares | Increase \$.15 |
| 4. Downtown Reduced Fare Zone | Increase \$.15 |

The motion was unanimously approved.

Metropolitan Transit Commission 1991 Urban Mass Transportation Administration Section 9 Grant Application, Res. No. 91-01

Jacobson reviewed the January 7, 1991 staff report. Kranz moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve Resolution 91-01, Resolution Approving the Filing of an Application by the Metropolitan Transit Commission with the Department of Transportation, United States of America, for Grants under the Urban Mass Transportation Act of 1964, As Amended.

The motion was unanimously approved.

I-35W Marketing and Awareness Program

Jacobson reviewed the January 4, 1991 staff report. Wedell moved and Kranz seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board:

1. Authorize the executive director to enter into a memorandum of understanding between the Regional Transit Board and the Minnesota Department of Transportation; and
2. Authorize the expenditure of \$50,000 as the Regional Transit Board share of the marketing and awareness program for I-35W for 1991.

The motion was unanimously approved.

Metro Mobility Administrative Center 1991 Contract

Ehrlichmann requested that this item be withdrawn from the agenda in order to allow time for some issues to be clarified. Kranz moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize its executive director to extend the 1990 Metro Mobility Administrative Center contract until such time as issues related to the 1991 contract are resolved.

The motion was unanimously approved.

1991 Provider Capital Funding and Contracts

Mayer reviewed the January 2, 1991 staff report. Wedell asked if the contract includes a requirement that the vehicles be painted to establish some consistency in the vehicles that are part of the system. Mayer said that is not part of the criteria at this time. In response to Kranz' questions, she said only these applications were submitted. Andrews explained the process for issuing bonds which are paid back through debt service levies. A very small portion of debt service is from exurban funds. Kranz moved and Wedell seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve 1991 capital funding and authorize the executive director to enter into capital contracts to the following providers in amounts not to exceed that specified:

Carver County (one vehicle)	\$18,850
DARTS (three vehicles)	\$39,000
HSI, Inc. (two vehicles & three rehab.)	\$49,645
Scott County	\$49,235
Grand Total	\$156,730

The motion was unanimously approved.

Approval of 1991 Columbia Heights Contract with Service Expansion

Kouneski reviewed the January 14 staff report (Exhibit E) distributed before the meeting. Wedell moved and Kranz seconded:

That the Administration and Finance Committee recommend:

That the Regional Transit Board authorize its executive director to:

1. Amend the 1990 Columbia Heights Contract (Contract No. 89/12/04-27) from \$23,523 to an amount not to exceed \$24,653; and

2. Enter into a new funding agreement with the City of Columbia Heights on a demonstration basis for the period January 1, 1991 through December 31, 1991 in an amount not to exceed \$68,617.

The motion was unanimously approved.

Report of the Audit Advisory Committee

Kranz reviewed the report of the advisory committee meeting of December 13, 1990. He moved and Wedell seconded:

Audit of Roseville Area Circulator (April 1989 - December 1989)

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve the audit of Roseville Area Circulator, April 1989 - December 1989 as presented.

Audit of Hastings Commuter Express Contracts (1986 and 1987)

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve the audit of Hastings Commuter Express contracts (1986 and 1987) as presented.

Audit of Northeast Suburban Transit Program (1988 and 1989)

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve the audit of Northeast Suburban Transit Program (1988 and 1989) as presented with the provision that the payment due provider will be withheld pending satisfactory compliance with the separate agreement pertaining to working capital.

Audit of Anoka Transportation Programs (1986 and 1987)

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve the audit reports on the Anoka County Transit Programs for 1986 and 1987, as changed with respect to Items 1 and 3 as presented, with audit citations totalling \$21,144.

Audit of Southwest Metro Opt-Out Program (December 1986
- December 1989)

That the Administration and Finance Committee recommend:

That the Regional Transit Board approve the audit of Southwest Metro Opt-Out Program (December 1986 - December 1989) with no citation relating to daily service limitations, but with the directive to choose removing the daily limit in its contract with the subcontractor, or enforce the provision; and that a \$7,595 retainage/adjustment be paid to Southwest Metro.

The motions were unanimously approved.

At its meeting of December 17, 1990 the board approved the selection of the agency's auditor.

The next meeting of the Audit Advisory Committee is tentatively scheduled for February 7, 1991 at 4:00 p.m.

Other Business

Andrews distributed the Governor's Executive Order 91-2. The agencies are directed to report to the Commissioner of Finance on their progress in reducing expenditures. At the next board meeting (January 22) the RTB response will be discussed.

Members asked that something be done to raise the temperature in Chambers, which has been uncomfortably cold during the winter.

There being no other business, Wedell moved and Kranz seconded that the meeting be adjourned. The motion was unanimously approved and the meeting adjourned at 4:40 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's Administration and Finance Committee meeting of January 14, 1991.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this 22nd day of January 1991.



REGIONAL TRANSIT BOARD

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

RESOLUTION 91-01

**RESOLUTION APPROVING THE FILING OF AN APPLICATION
BY THE METROPOLITAN TRANSIT COMMISSION WITH THE
DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA
FOR GRANTS UNDER THE URBAN MASS TRANSPORTATION ACT OF 1964,
AS AMENDED**

WHEREAS, the secretary of transportation is authorized to make grants for a mass transportation program of projects; and

WHEREAS, the Metropolitan Transit Commission has prepared and requested approval of an application for operating and capital assistance under Section 9 of the Urban Mass Transportation Act of 1964, as amended; and

WHEREAS, Minnesota Statutes 473.375, Subdivision 8, requires that the Regional Transit Board approve the application of political subdivisions within the metropolitan area for federal transit assistance; and

WHEREAS, the Regional Transit Board at its regular meeting of January 22, 1991, reviewed the application of the Metropolitan Transit Commission for \$9,165,860 of federal transit assistance.

NOW THEREFORE BE IT RESOLVED:

1. THAT the Regional Transit Board approve the application of the Metropolitan Transit Commission, dated January 22, 1991, for \$9,165,860 of federal transit assistance.
2. Directs the executive director to transmit this resolution to the Metropolitan Transit Commission.

Adopted this 22nd day of January 1991.

Michael J. Ehrlichmann, Chair

Mary Fitzgerald, Secretary



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

ADMINISTRATION AND FINANCE COMMITTEE REPORT

At its meeting of January 14, 1991 the committee discussed and approved the following recommendations:

Financial Statements - November 1990

The Administration and Finance Committee recommends:

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

Recommended Regular Route Fare Changes

The Administration and Finance Committee recommends:

That the Regional Transit Board approve the following fares effective March 1, 1991 for all regular route service.

- | | |
|---|-------------------------|
| 1. Base Fare | Increase \$.35 |
| 2. Convenience Fares (ten-ride cards, tokens, Monthly passes) | Increase \$.05 per ride |
| 3. Off-Peak Senior Fares | Increase \$.15 |
| 4. Downtown Reduced Fare Zone | Increase \$.15 |

Metropolitan Transit Commission 1991 Urban Mass Transportation Administration Section 9 Grant Application, Res. No. 91-01

The Administration and Finance Committee recommends:

That the Regional Transit Board approve Resolution 91-01, "Resolution Approving the Filing of an Application by the Metropolitan Transit Commission with the Department of Transportation, United States of America, for Grants under the Urban Mass Transportation Act of 1964, As Amended."

I-35W Marketing, and Awareness Program

The Administration and Finance Committee recommends:

That the Regional Transit Board:

1. Authorize the executive director to enter into a memorandum of understanding between the Regional Transit Board and the Minnesota Department of Transportation; and

2. Authorize the expenditure of \$50,000 as the Regional Transit Board share of the marketing and awareness program for I-35W for 1991.

Metro Mobility Administrative Center 1991 Contract

It was agreed that the item would be withdrawn from the agenda.

The Administration and Finance Committee recommends:

That the Regional Transit Board authorize its executive director to extend the 1990 Metro Mobility Administrative Center contract until such time as issues related to the 1991 contract are resolved.

1991 Provider Capital Funding and Contracts

The Administration and Finance Committee recommends:

That the Regional Transit Board approve 1991 capital funding and authorize the executive director to enter into capital contracts to the following providers in amounts not to exceed that specified:

Carver County (one vehicle)	\$18,850
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Grand Total	\$156,730

Approval of 1991 Columbia Heights Contract with Service Expansion

The Administration and Finance Committee recommends:

That the Regional Transit Board authorize its executive director to:

1. Amend the 1990 Columbia Heights Contract (Contract No. 89/12/04-27) from \$23,523 to an amount not to exceed \$24,653; and
2. Enter into a new funding agreement with the City of Columbia Heights on a demonstration basis for the period January 1, 1991 through December 31, 1991 in an amount not to exceed \$68,617.

Report of the Audit Advisory Committee:

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The Administration and Finance Committee recommends:

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Agency Auditor Selection

This item was acted upon previously by the committee and approved by the board on December 17, 1990.

Ruth Franklin
Chair

MFF
1/14/91