



Minnesota Regional Transit
Board: Records.

Copyright Notice:

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

REGIONAL TRANSIT BOARD

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

DATE: June 1, 1992

TO: Regional Transit Board

FROM: Len Simich, Senior Project Manager *LS*
Randy Rosvold, Senior Planner *RR*

SUBJECT: Recommendations for Providers Advisory Committee Member Composition

Summary

This memorandum presents recommendations for appointments to the Providers Advisory Committee. RTB Board endorsement of these committee appointments is requested.

- Mark Hoisser Executive Director DARTS
- Beverley Miller Executive Director Minnesota Valley
Transit Authority
(MVTA)
- Jim Kolb Owner/Operator Valley Transit
- Kathy McGraw Transportation Supervisor CART
- Dennis Johnson Director of Transportation Human Services, Inc.
- Roger Huss Manager University of Minnesota
Transit Services
- Tim Kirchoff Transportation Specialist Anoka County
- Paul Czech City Planner City of Hastings
- Joseph Morley President National School Bus

- Linda Magee Assistant to the City Mgr. City of Columbia Heights
- Jim Lorenz President North Suburban Lines
- Paul Buharin Transit Project Manager Medicine Lake Bus
Company
- Frank Boyles Assistant City Manager City of Plymouth
- Diane Harberts Administrator Southwest Metro Transit
- Sharon White Transportation Coordinator City of Maple Grove
- Marty Krzywicki Owner/President Peach Transport, Ltd.

- Dennis Tollefsbol
MTC Liaison
Manager Service Planning and Scheduling
Metropolitan Transit Commission

- Karen Lyons
Metropolitan Council Liaison
Transportation Planner
Metropolitan Council

- Randy Rosvold
RTB Staff Liaison
Senior Planner
Regional Transit Board

- Len Simich
RTB Staff Liaison
Senior Project Manager
Regional Transit Board

Recommendation

That the Regional Transit Board endorse the persons outlined in this memorandum to serve on the RTB Providers Advisory Committee June 1992 - 1993.

REGIONAL TRANSIT BOARD

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

DATE: May 19, 1992
TO: Members of the Regional Transit Board
FROM: Mike Kuehn, Community Relations Coordinator *MK*
SUBJECT: Community Relations Policy Statement for the Chair and Board Members
and Short-term Implementation Strategy

Action Requested

The Regional Transit Board (RTB) is asked to adopt the Community Relations Policy Statement for the Chair and Members of the Board. In addition, the Board is asked to approve a short-term community relations strategy that will assist the agency by increasing awareness of RTB programs and help promote the immediate initiatives and goals of the Board.

Background

Based on the need for Board members to comply with MS473.1623, sub. 6. of state statutes, and to have meaningful interactions with elected officials, it is essential that a Community Relations Policy Statement be adopted for the Board. A short-term strategy to fulfill the purpose of the policy statement should also be devised to promulgate the statement. The Policy Statement is attached. The implementation strategy is outlined in the next section.

Short-term Community Relations Implementation Strategy

For the Regional Transit Board to fulfill the intent of the Community Relations Policy Statement and to meet short-term objectives for the Board's initiatives, it is proposed that each Board member make an attempt to meet at least once a month with one local unit of government or special interest organization from their constituency groups. The short-term focus of such meetings would be to discuss current transit issues with other policy-makers. A presentation outline will be developed by staff to assist members in identifying pertinent issues and provide background for each issue. Staff will also assist in making any arrangements for the meetings. A staff representative would be available to attend such meetings with Board members, if desired, to assist as a resource person at the meeting. Efforts to conduct such meetings should continue on a short-term basis until the conclusion of the 1993 legislative session.

Conclusion

An intensified effort by Board members in community relations efforts could be designed as a basis for encouraging local government officials and citizen groups to

assist the RTB's initiatives in developing an efficient, cost-effective transit system that adequately serves the needs of our metropolitan area.

Recommendation

That the Regional Transit Board adopt the Community Relations Policy Statement for the Chair and Board members. Further, that the short-term community relations strategy for Board members be adopted as the basis for Board involvement in the RTB's community relations efforts.

REGIONAL TRANSIT BOARD

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

Community Relations Policy Statement

for

Chair and Members of The Regional Transit Board

STATEMENT OF PURPOSE

To achieve efficiency in communication with the various constituencies of this agency, and to meet the intent of state statute (MS 473.1623,sub 6.) to effectively communicate with legislators, the Regional Transit Board (RTB), the Metropolitan Council and local government officials, the RTB has developed and adopted this community relations plan. This plan seeks to establish areas of responsibilities of the Chair and Members of the Board that will maximize community relations efforts, delineate roles and extend Board Members personal communication. The collective goal of the community relations plan is to provide the most opportunities possible for policy makers of the agency to share information with interested government agencies and their officials, organizations, and citizen groups. It is important to inform others of RTB activities, as well as, seek ways in which our agency can assist others with their transit needs.

ROLES AND RESPONSIBILITIES

- **CHAIR**

The Chair of the RTB should emphasize community relations efforts of a broad nature. Communication activities should be placed largely on organizations that have region-wide constituencies. These organizations would include organizations of metropolitan government, environmental groups, business and labor organizations, regional citizen groups, and other wide-based transit interested organizations. Such contacts would include the Association of Metropolitan Municipalities, Sierra Club, Citizen League, region-wide Chamber of Commerce, Central Labor Assemblies, etc.

- **BOARD MEMBERS**

Individual board members should make efforts for their community relations activities to be focused on local governments, legislators, Metropolitan Council representatives, and local-based organizations from each members district. In situations where

members represents special constituencies (i.e. senior citizens and the disabled) the members should focus community relations efforts on the organizations involved with the special interests they represent. The focusing of such communication efforts will enable the policy-makers of the agency to broaden their communications efforts to a large extent, giving a greater range and number of contacts.

- **STAFF**

The role of the staff in the community relation efforts for the Chair and Board Members will be to assist with briefing members for their contacts, preparing comments and providing informational material. The Community Relations Coordinator is available to help coordinate, schedule and act as a facilitator for all members community relations efforts.

In addition, the Community Relations Coordinator assists the Chair and Board Members to identify issues and enhance communication efforts by conducting personalized visits with staff members of local governments to discuss RTB activities. Board Members who represent these individual communities are then informed of the local government's identified issues. This process allows Board Members to be more aware of and able to respond to the transit concerns of a particular government unit.

**REGIONAL TRANSIT BOARD
ROLL CALL AND ATTENDANCE SHEET**

DATE: _____

BOARD OR COMMITTEE: _____

Member Name Present Vote Vote Vote Vote Vote Vote Vote Vote

ISSUE

| | | | | | | | | | |
|------------------|---|------|--|--|--|--|--|--|--|
| Mike Ehrlichmann | ✓ | | | | | | | | |
| Maryann Campo | ✓ | | | | | | | | |
| Doris Caranicas | ✓ | 4:00 | | | | | | | |
| Sharon Feess | ✓ | | | | | | | | |
| Ruth Franklin | ✓ | | | | | | | | |
| Val M. Higgins | ✓ | | | | | | | | |
| Sandra Hilary | ✓ | | | | | | | | |
| Ruby Hunt | ✓ | | | | | | | | |
| Tom Sather | ✓ | | | | | | | | |
| Don Scheel | ✓ | | | | | | | | |
| Tom Workman | ✓ | | | | | | | | |

Visitors

Robert Wedell
Gary Hagen
Jim La Tourette
M. Robertson
Morgan Grant

Staff

Gary ...
...
...



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

**MEETING OF THE
REGIONAL TRANSIT BOARD**

**Mears Park Centre Chambers
June 1, 1992
4 p.m.**

AMENDED AGENDA

- A. CALL TO ORDER AND ROLL CALL**
- B. APPROVAL OF AGENDA**
- C. APPROVAL OF MINUTES**
 - 1. Administration and Finance Committee Meeting, May 11, 1992
 - 2. Regional Transit Board Meeting, May 18, 1992
- D. CHAIR'S REPORT**
 - 1. Driver of the Month
 - 2. Marketing Committee Appointments
- E. MEMBERS' REPORTS**
- F. EXECUTIVE DIRECTOR'S REPORT**
 - 1. Adoption of Community Relations Policy
- G. REPORT OF THE POLICY COMMITTEE**
(Sandra Hilary, Chair)
 - 1. Metro Mobility Eligibility Task Force Report
 - 2. I-35W Reconstruction Project Draft Environmental Impact Statement
 - 3. Roseville Area Circulator Fare Demonstration
 - 4. Providers Advisory Committee
- H. REPORT OF THE LEGISLATIVE COMMITTEE**
(Tom Workman, Chair)
 - 1. Reports from Legal Counsel and Process for Regional Pursuit of Federal Funds for Transit
- I. REPORT OF THE MARKETING COMMITTEE**
(Dick Wedell, Chair)
- J. OTHER BUSINESS and PUBLIC COMMENT**

**Michael J. Ehrlichmann
Chair**



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

**MEETING OF THE
REGIONAL TRANSIT BOARD**

Mears Park Centre Chambers
June 1, 1992
4 p.m.

AMENDED AGENDA

- A. CALL TO ORDER AND ROLL CALL**
- B. APPROVAL OF AGENDA**
- C. APPROVAL OF MINUTES**
 - 1. Administration and Finance Committee Meeting, May 11, 1992
 - 2. Regional Transit Board Meeting, May 18, 1992
- D CHAIR'S REPORT**
 - 1. Driver of the Month
- E. MEMBERS' REPORTS**
- F. EXECUTIVE DIRECTOR'S REPORT**
 - 1. Adoption of Community Relations Policy
- G. REPORT OF THE POLICY COMMITTEE
(Sandra Hilary, Chair)**
 - 1. Metro Mobility Eligibility Task Force Report
 - 2. I-35W Reconstruction Project Draft Environmental Impact Statement
 - 3. Roseville Area Circulator Fare Demonstration
 - 4. Providers Advisory Committee
- H. REPORT OF THE LEGISLATIVE COMMITTEE
(Tom Workman, Chair)**
 - 1. Reports from Legal Counsel and Process for Regional Pursuit of Federal Funds for Transit
- I. REPORT OF THE MARKETING COMMITTEE
(Dick Wedell, Chair)**
- J. OTHER BUSINESS and PUBLIC COMMENT**

Michael J. Ehrlichmann
Chair



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

**MEETING OF THE
REGIONAL TRANSIT BOARD**

**Mears Park Centre Chambers
June 1, 1992
4 p.m.**

AGENDA

- A. CALL TO ORDER AND ROLL CALL**
- B. APPROVAL OF AGENDA**
- C. APPROVAL OF MINUTES**
 - 1. Administration and Finance Committee Meeting, May 11, 1992
 - 2. Regional Transit Board Meeting, May 18, 1992
- D. CHAIR'S REPORT**
 - 1. Driver of the Month
- E. MEMBERS' REPORTS**
- F. EXECUTIVE DIRECTOR'S REPORT**
 - 1. Adoption of Community Relations Policy
- G. REPORT OF THE POLICY COMMITTEE
(Sandra Hilary, Chair)**
 - 1. Metro Mobility Eligibility Task Force Report
 - 2. I-35W Reconstruction Project Draft Environmental Impact Statement
 - 3. Roseville Area Circulator Fare Demonstration
 - 4. Providers Advisory Committee
- H. REPORT OF THE LEGISLATIVE COMMITTEE
(Tom Workman, Chair)**
 - 1. Reports from Legal Counsel and Process for Regional Pursuit of Federal Funds for Transit
- I. OTHER BUSINESS**
- J. PUBLIC COMMENT**

**Michael J. Ehrlichmann
Chair**



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
May 11, 1992**

MEMBERS PRESENT: Ruth Franklin, Chair; Doris Caranicas; Sharon Feess; Tom Sather; Don Scheel

OTHERS PRESENT: Maryann Campo, Michael Ehrlichmann and Tom Workman, Regional Transit Board members; Michael Robertson, legal counsel; Todd Paulson, Robert Mairs, Bruce Nawrocki, Ray Waldron, Mike Christenson, Beverly Auld, Tom Johnson, Jerry Olson, Bob Thompson, Leonard Oppenheimer, Metropolitan Transit Commission; Arnie Entzel, Amalgamated Transit Union; Marion Angelica, Metropolitan Council; Gregory L. Andrews, Judy Hollander, Dale Ulrich, Ed Kouneski, Clete Luberts, Dave Jacobson, Suzanne Hanson, Mary Fitzgerald, Regional Transit Board staff

Committee Chair Franklin called the meeting to order at 4:06 p.m. Feess moved and Caranicas seconded approval of the amended agenda. The motion carried unanimously.

Luberts reviewed the unaudited financial statements. Feess said the committee had discussed consulting fees in the general fund. Some of those dollars will probably not be repeated in the 1993 budget. She asked if the Washington D.C. representation by Dorsey and Whitney law firm is an on-going expense. Franklin said that should be on a committee agenda since it is quite some time since the chair requested it, and it is time to review it again and decide if it should be continued. Campo asked if there is a contract with Dorsey and, if so, what the terms are. She has not seen any reports and would like to receive them for the past three months. Andrews said the contract calls for a monthly fee of \$3,150. This is an on-going contract with a provision that it can be terminated at any time. Tom Workman, who chairs the Legislative Committee, has tentatively scheduled a committee meeting after the board meeting on May 18.

FINANCIAL STATEMENTS - JANUARY, FEBRUARY AND MARCH, 1992

Caranicas moved and Feess seconded:

That the Regional Transit Board receive the January, February and March 1992 financial statements and direct that they be placed on file.

The motion carried unanimously.

1992/1993 BUDGET ASSUMPTIONS

Franklin asked if these assumptions incorporate the MTC budget assumptions that had been requested by May 1. Andrews said MTC budget assumptions have not yet been transmitted to RTB, but have been discussed with MTC staff. MTC asked for a delay to June 1. RTB staff recommends that since the board's motion called for a date of May 1, there should be an amendment, changing the date to June 1.

Ulrich reviewed the memorandum dated May 4 and the process and schedule for the budget. A preliminary budget must be adopted by July 1, 1992 with a public hearing in mid-August. He stressed that the assumptions are based on previous years' experience while, in fact, changed circumstances can be assumed .

RECESS

Chair Franklin recessed the meeting in order to begin the joint meeting with the Finance and Administration Committee of the Metropolitan Transit Commission.

JOINT MEETING OF THE REGIONAL TRANSIT BOARD ADMINISTRATION AND FINANCE COMMITTEE AND THE METROPOLITAN TRANSIT COMMISSION FINANCE AND ADMINISTRATION COMMITTEE

This meeting was co-chaired by Ruth Franklin, RTB, and Robert Mairs, MTC.

Andrews reviewed his memorandum dated May 5, 1992. Several questions arose in regard to farebox recovery and cost containment so the board directed that this joint meeting be scheduled.

Metropolitan Transit Commission Quarterly Report for Period Ending March 31, 1992

Copies of the above-mentioned report were distributed. Mairs said this has been an exciting quarter for MTC with a great deal of innovation and some projects successfully completed. He cited the example of a bus driver who has, on his own time, been passing out schedules along his route in a high-density area. Since he began, the ridership on that route has doubled. Thompson reviewed the ridership figures for March, noting that figures have improved slightly. The demand for buses for the Superbowl was approximately \$600,000 less than budgeted.

In response to Campo's question, Thompson said post-retirement benefits are not shown since they are not required at present; current costs are included. Development of 1993 budget assumptions will include a discussion at the commission level as to what they will choose to do.

Discussing cost containment measures, Franklin said she added up what she considered insurance costs on page 6 and found they represent about 12.1 percent of the total budget. She chose those figures because they can be readily compared with the City of Coon Rapids where those costs are 6.7 percent of the general fund budget. She asked what MTC is doing to contain those costs. Thompson said the Wellness Program at MTC is very proactive and costs were reduced in 1991. The other issues involve the on-going contract negotiations. Franklin said it would be interesting to see a comparison with other governmental agencies to find out what is standard. Responding to her question, Thompson said sick leave balances are paid at retirement. MTC staff will make a comparison with other government agencies.

Regarding operating revenues, Franklin said the special event effort was not as profitable as expected and asked how MTC will replace the lost revenues. Christenson said the lost revenue will be made up by reducing expenses. Franklin said the committee would be interested in a comparison report on bus advertising revenue. There was discussion of farebox recovery and opt-out figures. Auld reviewed the letter sent to

board members and the routes that exceeded the subsidy thresholds. Standard for the local radials was \$3.25. Campo asked what happens when the standard is exceeded by a wide margin and asked if this will be part of the study on the economic feasibility of the routes. Auld said the routes that exceed the standard by a fair amount are brought to RTB's attention. Some are eligible to continue and some will need technical attention in the future. An analysis was completed and submitted to RTB staff last week. Andrews said that will be presented to the committee at a future meeting.

Discussion ensued regarding the use of full-time and part time drivers. Olson said figures vary from quarter to quarter for a variety of reasons. Feess asked why there are more full-time drivers than budgeted. Olson said because of progression rates, full- and part-time drivers are paid the same except for fringe benefits. Part-time drivers start at 55-percent of the full-time driver rate. Franklin said when drivers retire MTC should fill in with part-time drivers so they do not exceed the budget. Campo asked if this is union or management policy or a combination of the two. Olson said there are certain routes and certain hours of work that control work assignments. The variation of three people in 1,100 is quite minimal and can vary from day to day. Campo asked if there is a policy of moving toward more part-time drivers. Olson said the the number of part-time drivers is specified in the union contract. He reviewed the process for the Comprehensive Operations Analysis. Implementation of the recommendations is expected in May 1993 and throughout that year.

Johnson reviewed the marketing advertising campaigns. The Ilium report gave them a lot of direction and they are implementing that program. About ten routes have now been targeted with direct mailing and free coupons. Currently there is a major effort for Downtown St. Paul and Mall of America, which will receive be targeted by a very heavy marketing campaign. In the past there were several advertising agencies, but now only Kauffman Stuart remains and they will complete the 1992 work program.

Franklin said she has received several complaints from the opt-out communities because MTC did not include them and offered free rides. They feel they should have been contacted for their feedback. They also report calls from passengers who are confused because MTC does not mention the Region although all the policy direction has been toward building a regional transit system. Franklin said there should have been some discussion of other free fares and the T-Bills. Neither the board nor staff was aware of those programs. Johnson said MTC met with opt-out communities' staff and discussed it with the Rideshare staff. MTC is committed to working closely with the Opt-Out communities, but at times they must move quickly. They hope to avoid causing problems in achieving their mission. Franklin said these are all government agencies and none of them should be left out of decisions. MTC has to ensure its actions do not hurt other the transit systems. She asked if the marketing budget includes free rides as lost revenue. Johnson said the loss is expected to be short-term and will encourage greater ridership, which might result in a gain. Franklin said the opt-out communities have full buses and don't need additional riders. Johnson said MTC is mindful of the need for dialogue and is trying to work closely with the other systems to do whatever is needed to balance regional needs and MTC needs. Campo said an opt-out representative attended the Marketing Committee meeting when the marketing plan was presented. Johnson said MTC was directed to move quickly and two weeks ago came before the board to discuss these issues. He had thought the problems were resolved and asked Franklin to direct her callers to contact him again. Franklin said the issues are clearly not resolved. Johnson suggested that the Marketing Committee take up the issue of the Opt-Out communities, which are not interested in increasing ridership, and the MTC directive to increase public transit ridership. Franklin said RTB staff will help. Caranicas said it seems ridership increases should benefit all the systems.

Johnson presented the public facilities plan, which narrows the focus to placement of facilities over the next five year. The plan reflects work of the Metro Council, RTB and legislation passed this past year.

Christensen introduced Lynn Wallace who reviewed the Five-Year Capital Plan. (Mairs had to leave for another meeting.)

Franklin said this plan will receive more discussion at future meetings. Andrews said that in the past RTB received a capital needs project; this plan for future needs is an improvement. Wallace said this kind of capital plan was done about three years ago. Christenson said some people have been considering what to do about the operating subsidy budget deficiency. The commission directed that savings be reserved for service. That discussion must take place within the next month. The next two months, Andrews said, will be critical in developing the budget.

Campo said she is aware that MTC has caused problems for the Opt-Out communities, but commended MTC for their aggressive marketing; the agency has done a good job. It takes a progressive management team to make good choices.

The joint meeting was concluded and the regular meeting of the Administration and Finance Committee was reconvened.

REQUEST FOR PROPOSAL FOR MANAGEMENT AUDIT OF METROPOLITAN TRANSIT COMMISSION

Kouneski reviewed his staff report dated May 5, 1992. Caranicas moved and Feess seconded:

That the Regional Transit Board authorize the executive director to issue a Request for Proposals for consulting services to conduct a management performance audit of the Metropolitan Transit Commission as described in the staff memorandum dated May 5, 1992.

The motion carried unanimously.

There being no other business, Scheel moved and Caranicas seconded that the meeting be adjourned. The meeting was adjourned at 6:05 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's meeting of May 11, 1992.

Respectfully submitted,

Mary Fitzgerald
Secretary

Approved this first day of June 1992.



REGIONAL TRANSIT BOARD

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

DATE: May 20, 1992
TO: Regional Transit Board
FROM: Michael J. Ehrlichmann, Chair
SUBJECT: Appointments to the Marketing Committee

RECOMMENDATION

That the Regional Transit Board approve the appointment of Robert Mairs and Dennis Cavanaugh to the Marketing Committee. These appointments are effective immediately.

mff



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

REPORT OF THE MARKETING COMMITTEE

At its meeting of May 21, 1992, the Marketing Committee made the following recommendation:

That the Regional Transit Board recommend to the Metropolitan Transit Commission (MTC) that it develop and implement a product improvement demonstration on one or two routes selected by the MTC. The demonstration should include, but not be limited to, such enhancements as signage that provides information on service frequency and destinations, and direct mail campaigns along the route corridor that clearly describes the service. The selected routes should not be changed, only enhanced.

No other action was taken at that meeting.

The next committee meeting will be June 18, 1992 at 9:00 a.m. in the RTB conference room.

Richard Wedell
Chair

mff
5/21/92

Fax to Sandra Hilary

MJE:

Draft language for last night's motion--pls approve as soon as possible. Suzanne needs for a press release and I need it for faxing to Sandy Hilary.

That the Regional Transit Board strongly supports a reconstruction plan for I-35W that assumes preconstruction of light rail transit within the existing easements or right-of-way without the taking of additional residential or commercial property.

Mary

Two handwritten signatures in black ink, one on the left and one on the right, positioned below the typed text.



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

REPORT OF THE LEGISLATIVE COMMITTEE

At its meeting of May 18, 1992, the Legislative Committee approved the following recommendations:

REPORTS FROM LEGAL COUNSEL AND PROCESS FOR REGIONAL PURSUIT OF FEDERAL FUNDS FOR TRANSIT

The Legislative Committee recommends:

That the Regional Transit Board direct its Washington D.C. representative, Dorsey and Whitney, Inc., to provide the board with a monthly report on activities on behalf of the Regional Transit Board, contacts at the federal and local level and the subject pursued, effective June 1992. Summary reports should be prepared for the months of January, February, March, April and May, 1992.

The committee also requests that the Regional Transit Board Chair meet with representatives of other government agencies to identify a process for securing federal funds for transit.

The next meeting of the committee will be June 29, 1992.

Tom Workman
Chair

TW/mff



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

REPORT OF THE POLICY COMMITTEE

At its meeting of May 26, 1992 the committee approved the following recommendations:

Providers Advisory Committee

That the Regional Transit Board adopt the revised structure for the Providers Advisory Committee as outlined in the staff report dated May 18, 1992.

Roseville Area Circulator Fare Demonstration

That the Regional Transit Board authorize staff to implement a Roseville Area Circulator fifty-cent base fare demonstration for the period of one year commencing June 15, 1992 and the restructured service plan as outlined in the staff report dated May 5, 1992.

Metro Mobility Eligibility Task Force Report

That the Regional Transit Board:

1. Accept the Report of the Eligibility/Certification Task Force, dated April 28, 1992, which specifies an eligibility process flow chart and a functional assessment tool for certification of Metro Mobility riders.
2. Authorize the executive director to submit a grant application to Project Action for \$75,000; this would be used to field test the functional assessment tool during 1993 as recommended by the task force.

I-35W Reconstruction Project Draft Environmental Impact Statement

The committee agreed to transmit this matter to the full board without recommendation.

Other Business

The committee heard presentations on Minnesota Rideshare and Metro Mobility Service Concept Status but took no action was taken.

Because of the lateness of the hour, the briefing on the Five-Year Transit Plan was held over for another meeting.

**Sandra Hilary,
Chair**

5/29/92
mff

Whereas the RTB ^{strongly} supports a reconstruction ^{plan for} of 35W ^{CORRIDOR} THAT ASSUMES A RECONSTRUCTION OF LRT IN ~~THIS CORRIDOR AND~~ AND ~~THE~~ A plan that will require the demolition of the ~~AD~~ minimum number of housing units,

Whereas the RTB strongly supports ~~the~~ reconstruction plan for 35W that ~~is~~ within the existing ^{EASEMENT OR RIGHT} ~~corridor~~ ^{WITHOUT} ~~the~~ taking of ^{WAY}

Whereas the RTB strongly supports a reconstruction plan for 35W that ~~is~~ ^{ASSUMES} a ^{PRELIMINARY} of LRT ~~that~~ within the existing ~~EASEMENT~~ EASEMENTS OR RIGHT OF WAY ^{ADDT} without the taking of Commercial or Residential property



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

REPORT OF THE MARKETING COMMITTEE

At its meeting of May 21, 1992, the Marketing Committee made the following recommendation:

That the Regional Transit Board recommend to the Metropolitan Transit Commission (MTC) that it develop and implement a product improvement demonstration on one or two routes selected by the MTC. The demonstration should include, but not be limited to, such enhancements as signage that provides information on service frequency and destinations, and direct mail campaigns along the route corridor that clearly describes the service. The selected routes should not be changed, only enhanced.

No other action was taken at that meeting.

The next committee meeting will be June 18, 1992 at 9:00 a.m. in the RTB conference room.

Richard Wedell
Chair

mtf
5/21/92

Fax to Sandra Hilary

MJE:

Draft language for last night's motion--pls approve as soon as possible. Suzanne needs for a press release and I need it for faxing to Sandy Hilary.

That the Regional Transit Board strongly supports a reconstruction plan for I-35W that assumes preconstruction of light rail transit within the existing easements or right-of-way without the taking of additional residential or commercial property.

Mary

Two handwritten signatures in cursive script, one larger and more prominent than the other, positioned to the right of the name 'Mary'.