



Minnesota Regional Transit  
Board: Records.

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**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  
Tuesday, September 8, 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, August 10, 1992
  - 2. Public Hearing, August 10, 1992
  - 3. Committee of the Whole Meeting, August 12, 1992
  - 4. Regional Transit Board Meeting, August 17, 1992
  - 5. Policy Committee Meeting, August 24, 1992
- D. CHAIR'S REPORT**
  - 1. Driver of the Month Award - Greg Keller, Human Services, Inc.
- E. MEMBERS' REPORTS**
- F. EXECUTIVE DIRECTOR'S REPORT**
  - 1. Authorization for Interagency Agreement with Minnesota Department of Transportation for Funding the Alternatives Analysis and Draft Environmental Impact Statement for the Central Corridor
  - 2. Approval of Central Corridor Alternatives Analysis/Draft Environmental Impact Statement Scoping Comments
- G. REPORT OF THE POLICY COMMITTEE  
(Sandra Hillary, Chair)**
  - 1. Schedule Public Hearing on Five-Year Plan
- H. REPORT OF THE LEGISLATIVE COMMITTEE  
(Tom Workman, Chair)**
  - 1. Appointment of Members of Legislative Task Force

**Regional Transit Board Agenda  
Meeting of September 8, 1992  
Page Two**

- I. TRANSPORTATION ACCESSIBILITY ADVISORY COMMITTEE REPORT  
(Morgan Grant, Chair)**
- J. RECESS AND CONVENE EXECUTIVE SESSION FOR DISCUSSION OF  
LITIGATION**
- K. OTHER BUSINESS**
- L. PUBLIC COMMENT**

**Michael J. Ehrlichmann**  
Chair



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

## REPORT OF THE POLICY COMMITTEE

At its meeting of August 24, 1992, the Policy Committee approved the following recommendation:

### Schedule Public Hearing on Five-Year Plan

That the Regional Transit Board accept the Regional Transit Service and Capital Plan for purposes of a public hearing to be held on September 28, 1992.

No other items came before the committee.

Sandra Hilary  
Chair

6/15/92

REGIONAL TRANSIT BOARD

ROLL CALL AND ATTENDANCE SHEET

DATE: 9/8/92

Member Name    Present    Vote    Vote    Vote    Vote    Vote    Vote    Vote    Vote

ISSUE

Mike Ehrlichmann    ✓

Maryann Campo    ✓

Doris Caranicas    ✓

Sharon Feess    ✓

Ruth Franklin    ✓

Val M. Higgins    ✓

Sandra Hilary    ✓  
*am. dir. exc. session*

Ruby Hunt    ✓

Tom Sather

Don Scheel    ✓

Tom Workman    ✓

Visitors

*Robert*

*Beatt*

Staff

*gl, mf, jh*  
*br, m, dw, pm*  
*hl, ls, ee*



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

**Minutes of the Meeting of the  
POLICY COMMITTEE  
August 24, 1992**

**MEMBERS PRESENT:** Val M. Higgins, Acting Chair; Maryann Campo; Ruby Hunt; Tom Workman

**MEMBERS EXCUSED:** Sandra Hilary

**OTHERS PRESENT:** Michael Ehrlichmann, Ruth Franklin, Doris Caranicas and Don Scheel, RTB Members; Arnie Entzel, Amalgamated Transit Union; Gregory L. Andrews, Judy Hollander, Howard Blin, Randy Rosvold, Paul Moline, Becky Scudder, Suzanne Hanson, Mary Fitzgerald, RTB staff

**CALL TO ORDER AND ROLL CALL**

Acting Chair Higgins called the meeting to order at 4:05 p.m. and roll was taken.

**APPROVAL OF THE AGENDA**

Hunt moved and Workman seconded approval of the agenda; the motion carried unanimously.

**ACCEPT REGIONAL TRANSIT BOARD'S FIVE-YEAR TRANSIT PLAN FOR PURPOSES OF PUBLIC HEARING**

Hollander introduced the item, noting that the document is now called, Regional Transit Service and Capital Plan. The committee is asked to accept the draft document for purposes of public hearing. Blin said staff is aware of the need for an executive summary and is preparing it.

In his overview of the plan, Blin said the major underlying determinant of transit use is automobile ownership; that is, people who own cars use them. Car ownership has increased dramatically each decade and there has been a corresponding decline in use of mass transit. Higgins asked how transit issues come into play in land use planning. Blin said the cities control those land use decisions. When communities make development decisions there are many factors taken into consideration. The layout of plats can prevent access to a transit route and discourage its use. There are incremental changes that we could recommend to make them somewhat more productive. For instance, a parking lot should not be planned between the store and the bus stop, forcing bus riders to walk through the entire parking lot. Regional parking policies should encourage transit and discourage use of private vehicles. There was discussion of including a statement in the plan that land use plans should address transit concerns. Campo said that philosophically she opposes this sort of thing, but legislators are also beginning to think about the best use of land. She asked that staff draft some language dealing with this issue. Hunt reminded members of the frequent complaint that government makes it too onerous for businesses to expand in Minnesota; she would rather see an employer move to Washington County than to South Dakota. Policymakers should be very sensitive to how many demands that impose that raise the

cost of business expansion. Ehrlichmann said it is the role of the Metropolitan Council to measure those impacts.

Higgins said the things RTB is thinking about do not fit into "land use." There may be a problem of semantics. He agrees that businesses should not have additional requirements placed upon them, but if nothing else RTB should make communities that approve new enterprises aware that people must get to and from work. Higgins asked staff to consider giving some thought to an educational program for the cities.

Turning to funding, Blin distributed a bar chart on the 1993 to 1997 funding needs. RTB does not have enough money to maintain current levels of service.

Franklin said some of the opt-out communities have a contractual requirement that MTC must use only new buses in their areas. Blin said the board should discuss a policy on whether MTC should be allowed to use the best vehicles for opt-out service.

Higgins drew attention to a Lupient Oldsmobile mailing that announced continuous shuttle service from the new park-and-ride to the dealership. The continuous shuttle was developed on their own initiative and is a valuable service.

In response to Hunt's request for background information, Hollander said the board has to update the plan every other year. This is the fourth amendment to the original plan. Comments at the hearing usually come from the providers, communities and advisory committees.

Hunt moved and Workman seconded:

That the Regional Transit Board accept the Regional Transit Service and Capital Plan for purposes of a public hearing to be held on September 28, 1992.

The motion was unanimously approved.

### **OTHER BUSINESS**

Workman reminded members that there will be a Legislative Committee meeting on August 31. Andrews said there will be a joint meeting of the Metropolitan Council, Regional Transit Board and Metropolitan Transit Commission on August 27 at 5 p.m.

There being no other business, Workman moved and Campo seconded that the meeting be adjourned. The motion was unanimously approved and the meeting adjourned at 5:10 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's Policy Committee meeting of August 24, 1992.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the Regional Transit Board on this 8th day of September 1992.



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

**Minutes of the Meeting of the  
REGIONAL TRANSIT BOARD  
August 17, 1992**

**MEMBERS PRESENT:** Michael J. Ehrlichmann, Chair; Maryann Campo; Doris Caranicas; Sharon Feess; Ruth Franklin; Val M. Higgins; Sandra Hilary; Ruby Hunt; Tom Sather; Don Scheel; Tom Workman

**OTHERS PRESENT:** Robert Mairs, Bruce Nawrocki, Metropolitan Transit Commission (MTC); Mike Monahan, City of Minneapolis; Arnie Entzel, Amalgamated Transit Union; Christine Dean; Allyson Hartle; Jerry Hayes; Mary O'Hara Anderson; Richard Wedell, RTB Marketing Committee; Gregory L. Andrews, Howard Blin, Randy Rosvold, Sherry Munyon, Becky Scudder, Mary Fitzgerald, RTB staff

**CALL TO ORDER AND ROLL CALL**

The chair called the meeting to order at 4:05 p.m. and roll was taken.

**APPROVAL OF AGENDA**

The chair recommended that the Driver of the Month Award be presented immediately because the recipient had a schedule conflict. Caranicas moved approval of the agenda with that amendment; Hilary seconded the motion. The motion was unanimously approved.

**APPROVAL OF MINUTES**

Caranicas moved and Hilary seconded approval of the following meeting minutes:

Administration and Finance Committee, July 7, 1992  
Administration and Finance Committee, July 13, 1992  
Policy Committee Meeting, July 27, 1992  
Committee of the Whole Meeting, July 27, 1992

The motion was unanimously approved.

**CHAIR'S REPORT**

**Driver of the Month Award**

Higgins presented the Driver of the Month Award to Curt Wachal, a driver for Wilder Transportation.

**Appointment of Chair for Local Officials Advisory Committee**

The chair referred to his memorandum of July 31, 1992. Scheel moved and Hilary seconded:

That the Regional Transit Board approve the appointment Carol Johnson as Chair of the Local Officials Advisory Committee.

The motion was unanimously approved.

**GENERAL BUSINESS**

**Metropolitan Transit Commission Appointments**

Campo made the following statement:

I would like to make a point of clarification for the public record. It has been brought to my attention that rumors of my intention to be Chief Administrator of the Metropolitan Transit Commission or Chairperson of the Regional Transit Board might be having an effect on the upcoming appointments to the MTC board. I am not seeking nor would I accept if offered, the position of Chief Administrator of the MTC or Chairperson of the RTB.

The voting procedure described in the chair's July 20 memorandum and approved by the board was followed.

The following applicants were nominated for appointment as the Suburban Representative:

Christine Dean  
Stephen Harris  
Thomas (Jerry) Hayes  
Bruce Nawrocki

On the first ballot, votes were as follows:

Ehrlichmann	Hayes
Campo	Dean
Caranicas	Hayes
Feess	Dean
Franklin	Dean
Higgins	Hayes
Hilary	Hayes
Hunt	Hayes
Sather	Dean
Scheel	Nawrocki
Workman	Dean

No votes were cast for Harris and his name was removed from the slate of nominees. Vote was taken for a second time:

Ehrlichmann	Hayes
Campo	Dean
Caranicas	Hayes
Feess	Dean
Franklin	Dean
Higgins	Hayes
Hilary	Hayes
Hunt	Hayes
Sather	Dean
Scheel	Nawrocki
Workman	Dean

On the third round of voting, Nawrocki's name was removed:

Ehrlichmann	Hayes
Campo	Dean
Caranicas	Hayes
Feess	Dean
Franklin	Dean
Higgins	Hayes
Hilary	Hayes
Hunt	Hayes
Sather	Dean
Scheel	Dean
Workman	Dean

On a six to five vote, Christine Dean was elected to a three-year term on the Metropolitan Transit Commission.

The following applicants were nominated for appointment as the At-Large Representative:

Stephen Harris  
Allyson Hartle  
Thomas (Jerry) Hayes  
Louis Hoffman  
Bruce Nawrocki  
Lisa Raduenz  
Ray Waldron

On the first ballot, the following votes were cast:

Ehrlichmann	Hayes
Campo	Hartle
Caranicas	Hayes
Feess	Hartle
Franklin	Hartle
Higgins	Hayes
Hilary	Hayes
Hunt	Hayes
Sather	Hartle
Scheel	Nawrocki
Workman	Hartle

No votes were cast for Harris, Raduenz or Hoffman; therefore, their names were dropped from the list of nominees. On the second ballot, the following votes were cast:

Ehrlichmann	Hayes
Campo	Hartle
Caranicas	Hayes
Feess	Hartle
Franklin	Hartle
Higgins	Hayes
Hilary	Hayes
Hunt	Hayes
Sather	Hartle
Scheel	Hartle
Workman	Hartle

On a six to five vote, Allyson Hartle was elected to the Metropolitan Transit Commission for a three-year term.

#### **MEMBERS' REPORTS.**

Caranicas reported that she and Maryann Campo attended the recent American Public Transit Association conference in San Francisco. It is specifically designed for members of boards.

#### **GENERAL BUSINESS**

##### **Smart Card Consultant Recommendation**

Jacobson reviewed the staff report dated July 31, 1992. Caranicas moved and Higgins seconded:

That the Regional Transit Board authorize the executive director to enter into a contract with Applied Systems Institute, Inc., of Washington, D.C., to conduct "smart card" technological research relating to the Metro Mobility program for a sum not to exceed \$39,886.

The motion was unanimously approved.

##### **Metro Mobility Paratransit System Operations Planning Consultant Recommendation**

Jacobson reviewed the staff report dated July 31, 1992: Caranicas moved and Hilary seconded:

That the Regional Transit Board authorize the executive director to enter into a contract with Ecosometrics, Incorporated to perform Metro Mobility Paratransit Operations Planning for a sum not to exceed \$49,262.

The motion was unanimously approved.

#### **REPORT OF THE POLICY COMMITTEE**

Committee Chair Hilary reported on the recommendations approved at the committee's July 27 meeting.

**1992 High-Subsidy Regular Route Services**

Hilary moved and Campo seconded:

That the Regional Transit Board direct staff to work with providers of high-subsidy, regular route services to prepare alternative actions for each high-subsidy route, conduct public meetings on high-subsidy routes, and prepare preliminary recommendations to be brought before the Regional Transit Board for future action.

In response to Workman's question about errors in the report, Franklin said those were called to the committee's attention at the meeting and have since been corrected. The motion was unanimously approved.

**Regional Transit Board Priorities**

Hilary moved and Feess seconded:

That the Regional Transit Board adopt the revised priority ranking of Regional Transit Board projects and activities as presented in the July 20, 1992 staff report with amendments to include "Competitive Transit" in the "Essential" category and a separate "Mandatory" section.

The motion was unanimously approved.

**REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE**

Committee Chair Franklin reviewed the actions taken at the committee meeting of meeting of August 10, 1992. A revised committee report was distributed before the meeting was convened.

**Financial Statements - June 1992**

Franklin moved and Scheel seconded:

That the Regional Transit Board receive the June 1992 financial statements and direct that they be placed on file.

The motion was unanimously approved.

**Approval of Metropolitan Transit Commission Tourist Fare Passes**

Franklin moved and Caranicas seconded:

That the Regional Transit Board approve the use of one-, three-, and seven-day tourist passes priced at the following levels:

	<b><u>Adult Passes</u></b>	<b><u>Child Passes</u></b>
One-Day Pass	\$5.00	\$3.00
Three-Day Pass	\$10.00	\$6.00
Seven-Day Pass	\$15.00	\$9.00

The motion was unanimously approved.

**Selection of Management Performance Audit Consultant**

Franklin moved and Feess seconded:

That the Regional Transit Board authorize the executive director to enter into contract with John T. Doolittle & Associates, Inc. to conduct a management performance audit of the Metropolitan Transit Commission (MTC) in amounts not to exceed \$140,403 for Phase I activities to be completed during 1992 and \$109,512 for Phase II activities during 1993.

Hunt said that since members had not received the minutes of that committee meeting, she would like some discussion of this item. Responding to her questions, Kouneski said there were eight proposals and the list was narrowed to the four finalists that were interviewed. Ratings of the written proposals were adjusted after the oral presentations. Doolittle was ranked at the top of on both the written and oral presentation. Staff is very confident they can perform all the requisite functions. Feess said questions were raised about local involvement. Kouneski said no local-only firms submitted proposals. They all were either part of a major firm with offices in other parts of the county and would rely on people from other parts of the country. The strength of many of the proposals was the national experts they would use.

Scheel said there were the hourly costs for Doolittle were 20 percent less than the other firms.

The motion was unanimously approved.

**1992 TRAVEL DEMAND MANAGEMENT (TDM) PROGRAM**

Franklin moved that the report be amended as shown on the revised report. Incorrect dollar amounts had been used in the staff report. She moved and Caranicas seconded:

That the Regional Transit Board approve the following projects for funding as part of the 1992 Travel Demand Management (TDM) Program:

- University of Minnesota TDM, Phase II. Funding not to exceed \$25,000.
- Mall of America Guaranteed Ride Home Program. Funding not to exceed \$5,000.
- Abbott Northwestern Hospital TDM Program. Funding not to exceed \$15,000.
- Anoka County "Automated Dispatching System" demonstration. Funding not to exceed \$30,000.
- Department of Veterans Affairs Medical Center "Guaranteed Ride Home." Funding not to exceed \$3,000.
- Minneapolis Downtown Travel Management Organization (TMO) Commuter Connection "Interim Financing." Funding not to exceed \$54,500.

- Smart Dakota Area Resources and Transportation for Seniors (DARTS). Funding not to exceed \$12,000.
- Remaining 1992 TDM initiatives. Funding not to exceed \$5,500.

Ehrlichmann asked why there is no TMO for I-494, although there is a TDM. Since the Mall of America opened traffic has been backed up every morning in that area. Simich said the group is currently inactive while they refocus. RTB has invested some funds in their efforts in the past. Staff is negotiating with the Minnesota Department of Transportation (Mn/DOT) to roll over some money and devote the new funds to additional TDM activity.

Feess questioned the Minneapolis Commuter Connection financing. The language should be strengthened to state that the board will be reimbursed so that money can be used for subsidized parking. Monahan said the \$54,500 is a loan that will be repaid. This transaction is structured to conform to Federal Highway Administration (FTA) rules on pre-expenditure of grant money. On the question of the private sector paying for it: Monahan said the downtown business community supports the TMO with in-kind service. There are five TMO members from the private sector. It would be impossible to get a cash contribution from them. Without the funds staff will have to propose that the commuter connection be discontinued. It would be a pity to lose this service since it is performing beyond expectations. The motion was unanimously approved.

#### **METROPOLITAN TRANSIT COMMISSION BUDGET UPDATE**

Franklin moved and Feess seconded:

That the Regional Transit Board direct:

- That the Metropolitan Transit Commission develop a 1993 budget based upon the parameters of the service plan submitted August 4, 1992 as long as the budget maintains a 35-percent farebox recovery. The budget is to be submitted to the Regional Transit Board no later than September 11, 1992.
- That the Metropolitan Transit Commission submit a service plan to the Regional Transit Board by August 21, 1992 that follows earlier directives that the service plan include the following information:

Hours  
Miles  
Bus requirements  
Total cost  
Ridership  
Farebox recovery estimates  
Subsidy per passenger figures broken out month-by-month,  
peak versus off-peak, and weekday versus weekend for the  
following service categories:

Base service by express  
Local  
Crosstown service  
I-394

Mall of America  
Overloads  
Special events  
Contract services broken out by the individual programs

Detail narrative explanation of the service plan shall also be included.

Andrews said that by approving this recommendation the board is directing MTC to develop a budget based on these assumptions and submit it by September 11. The second part of the recommendation specifies the information that must be in the service plan and states that it must be submitted to the board as part of the budget process by August 21. The motion was unanimously approved.

### **Schedule Public Hearing on Proposed 1993 Regular Route Fare Increases**

Franklin moved and Campo seconded:

That the Regional Transit Board authorize staff to schedule public hearings in September 1992 on proposed regular route fare increases.

Hollander distributed a draft schedule of the seven hearings scheduled between September 21 and September 29. There is a federal requirement that there be a 30-day advance notice of public hearings. The chair said he wants to ensure that there is ample representation, four or five board members, at each of these hearings. Hilary asked if MTC approves fare increases before they are presented to the board. Hollander said the MTC prefers that fares not be increased, but they have a recommended option if an increase is absolutely necessary. That option is presented along with others and staff will make its recommendation in September after looking at ridership. MTC does not have to approve the fare increase. Hilary said she hopes they can participate in the public hearings. Andrews said MTC and the other providers have participated in the past.

Hanson suggested that members call Mary Fitzgerald with their preferences. The motion was unanimously approved.

### **REPORT OF THE MARKETING COMMITTEE**

#### **Transit System Identification**

Marketing Committee Chair Wedell said there are continuing indications that ridership has increased. All the elements necessary for initial success in the transit service for the Mall of America are in place and everything has been worked out even though the loads have been surprising. However, everyone should be concerned that peak ridership is dropping.

Regarding the resistance to displaying a regional logo, the committee asked MTC Commissioner Mairs to determine what factors are in play and take appropriate action. Workman said he attended the Providers Advisory Committee (PAC) meeting and will report back to the Marketing Committee next week. Commissioner Mairs will discuss it at the next MTC commission meeting so the buses will be marked.

Ehrlichmann asked if there is a presumption that this will come back. Workman said the providers are worried about the language and want the issue to go back to their committee again. Higgins said he would hate to see the board move forward and bypass its Providers Advisory Committee. While the issue has been out there for a long time, there are indications that the committee can begin to operate as it should. Workman said the committee is worried about the wording and also about legal issues involved in a Brooklyn Center lawsuit. The logo may create a legal liability for the board. The chair said the board is already potentially liable in any event.

Regarding the RTB logo on printed material, Workman said the providers are concerned about placement and are asking for another month to resolve it. Ehrlichmann said if the time is spent in a constructive effort rather than obstruction he would accept the delay. Most transit authorities throughout the country have identification. This issue has been unresolved for the last three years and it is important that RTB demonstrate its responsibility and place identification on vehicles when the RTB pays a subsidy of over 50-percent. Higgins said there is no doubt there will be a logo, but it has become a broader issue now and the additional 30 days should be given. RTB has not worked well with the providers in the past and the board should improve the way advisory committees function. Franklin asked if the Opt-Out communities' issues have been resolved. Hanson said she has talked with them as they are represented on the providers' committee. Southwest Metro has taken lead and developed an alternative. During the PAC meeting the main question concerned the words above the logo. Staff is working with the providers to resolve their concerns.

Workman moved and Campo seconded that the meeting be adjourned. The motion carried and the meeting was adjourned at 5:10 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's meeting of August 17, 1992.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the Regional Transit Board on this eighth day of September 1992.



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

**Minutes of the Meeting of the  
COMMITTEE OF THE WHOLE  
July 27, 1992**

**MEMBERS PRESENT:** Val M. Higgins, Maryann Campo, Ruby Hunt; Tom Workman, Ruth Franklin, Doris Caranicas, Don Scheel, Sharon Feess

**MEMBERS EXCUSED:** Sandra Hilary, Tom Sather, Michael Ehrlichmann

**OTHERS PRESENT:** Tom Johnson, Metropolitan Transit Commission (MTC); George Bentley; Emil Brandt and Karen Lyons, Metropolitan Council; Arnie Entzel, Amalgamated Transit Union; George Bentley; Gregory L. Andrews, Judy Hollander, Howard Blin, Randy Rosvold, Sherry Munyon, Suzanne Hanson, Mary Fitzgerald, RTB staff

**CALL TO ORDER AND ROLL CALL**

In Policy Committee Chair Hilary's absence, Higgins called the meeting to order and roll was taken.

**APPROVAL OF THE AGENDA**

Workman moved and Campo seconded approval of the agenda; the motion carried unanimously.

**REGIONAL TRANSIT BOARD FIVE-YEAR TRANSIT PLAN DISCUSSION**

Blin gave a brief overview of the plan, which the RTB is required by the Metropolitan Council to submit every two years. In approximately two weeks the board will receive the draft plan for review. The document is a policy document, service plan, implementation plan, and a financial plan, based upon the RTB's Vision for Transit.

Rosvold reviewed the annual implementation strategies and distributed a handout showing the regular route service initiatives for 1993 through 1997 and community-based circulation service initiatives. He used slides to show the proposed improvements. Campo asked how the needs study fits into the reevaluation the RTB is doing with MTC and where the information originated. Rosvold said these are generalized concepts and staff is beginning to narrow them down. Later this year the MTC Comprehensive Operations Analysis (COA) will be complete. Hollander pointed out that the COA will determine how productive a route is, but it is only one piece of information. The needs study must be added.

Campo said the plan is doomed to fail unless there is a linking of all the suburbs immediately. Scheel said the regular route costs should also include the subsidies. Franklin said her concern is what the revenue projections are. The board needs a plan on whether some of the service could be bid out. In response to her questions about the

community share of costs, Blin said those questions need a great deal of attention. As the system has grown some inequities have developed.

Higgins said it is unfair to staff not to let them know ahead of time what the board's priorities are. He is impressed by the amount of thought and work that went into the plan. Hunt said an unrealistic plan is not going to be credible.

Blin reviewed the financial assumptions and the schedule for review.

There being no other business, Workman moved and Campo seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's Committee of the Whole meeting of August 12, 1992.

Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the Regional Transit Board on this eighth day of September 1992.



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

**Minutes of the Public Hearing of the  
REGIONAL TRANSIT BOARD  
August 10, 1992**

**MEMBERS PRESENT:** Ruth Franklin, Chair, Policy Committee; Michael J. Ehrlichmann, Doris Caranicas; Don Scheel and Tom Workman

**OTHERS PRESENT:** Greg Andrews, Dale Ulrich, Judy Hollander, Howard Blin, Mary Fitzgerald, Regional Transit Board staff

**PROPOSED 1993 BUDGET**

Policy Committee Chair Franklin called the public hearing to order at 5:20 p.m. Ulrich presented the proposed budget and reviewed the schedule for adoption.

Leslie Davis addressed the members, saying that he had come to hear other comments and the board should improve its communication with the public. He was surprised recently when he called for bus information a few days ago and someone actually answered the phone. This has been a real frustration and is one of the reasons ridership has fallen. If the economy continues as it has been, people may not have anywhere to go. Cleaner buses are needed because people are getting sick from diesel pollutants. There is a test bus going on-line, but other cities have made a serious effort. This is a bad time for a fare increase; it is a time for securing legislative support and contacting political groups. This area presents an opportunity because there are many groups to reach out to and convince them to get involved. Regular riders complain about the lack of service. He has found that there has been a definite improvement in service.

Caranicas expressed the hope that the public hearings on fares will generate interest in what Mr. Davis has suggested.

**OTHER BUSINESS**

The schedule of upcoming meetings was reviewed.

There being no other business, the public hearing was adjourned at 5:30 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's public hearing on August 10, 1992.

Respectfully submitted,

Mary Fitzgerald  
Secretary



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  
August 10, 1992**

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

**MEMBERS EXCUSED:** Tom Sather

**OTHERS PRESENT:** Maryann Campo and Tom Workman, Regional Transit Board members; Arnie Entzel, Amalgamated Transit Union; Robert Mairs, Mike Christenson, Tom Weaver, Tom Johnson, Jerry Olson, Bev Auld, Leonard Oppenheimer, Robert Thompson, Metropolitan Transit Commission (MTC); Gregory L. Andrews, Judy Hollander, Dale Ulrich, Ed Kouneski, Mike Opatz, Len Simich, Randy Rosvold, Suzanne Hanson, Mary Fitzgerald, Regional Transit Board staff

Committee Chair Franklin called the meeting to order at 4:00 p.m. Feess moved and Caranicas seconded approval of the agenda. The motion carried unanimously.

**Financial Statements - June 1992**

Ulrich reviewed the June 1992 financial statements. Feess moved and Caranicas seconded:

That the Regional Transit Board receive the June 1992 financial statements and direct that they be placed on file.

The motion was unanimously approved.

**APPROVAL OF METROPOLITAN TRANSIT COMMISSION TOURIST FARE PASSES**

Blin reviewed the staff report dated July 28, 1992. It was moved and seconded:

That the Regional Transit Board approve the use of one-, three-, and seven-day tourist passes priced at the following levels:

	<b><u>Adult Passes</u></b>	<b><u>Child Passes</u></b>
One-Day Pass	\$5.00	\$3.00
Three-Day Pass	\$10.00	\$6.00
Seven-Day Pass	\$15.00	\$9.00

The motion was unanimously approved.

**SELECTION OF MANAGEMENT PERFORMANCE AUDIT CONSULTANT**

Kouneski reviewed the staff report dated June 24, 1992. He outlined the aspects of the Doolittle proposal that strongly affected the staff recommendation. Fees moved and Caranicas seconded:

That the Regional Transit Board authorize the executive director to enter into contract with John T. Doolittle & Associates, Inc. to conduct a management performance audit of the Metropolitan Transit Commission (MTC) in amounts not to exceed \$140,403 for Phase I activities to be completed during 1992 and \$109,512 for Phase II activities during 1993.

Campo questioned the ratio of expenses to fees, how that was evaluated, and how many of the firms that submitted proposals were from outside the state. Kouneski said the ratio of fees to expenses includes travel costs. The Doolittle proposal for Phase I is \$140,000: \$124,000 for labor and \$16,000 for expenses. The other finalists ranged from \$14,000 to \$22,000 for expenses. The project manager, Jack Doolittle, lives in Mystic, Connecticut. The study team is composed of people who come from other cities and have worked together on other projects. All the firms were teamed with out-of-state firms; there were no Minnesota-only bidders. In response to Franklin's question, Kouneski said Gregory Andrews and Judith Hollander, RTB; Beverly Auld and Jerry Olson, MTC; and other senior staff read the proposals and ranked them. The motion was unanimously approved.

**1992 TRAVEL DEMAND MANAGEMENT (TDM) PROGRAM**

Simich reviewed the July 23 staff report and distributed an amendment to it dated August 10, 1992. Ehrlichmann asked if there are enough funds to broaden the Guaranteed Ride Home program, which could be very productive, to the entire Rideshare program. Simich said the best method of payment has not been identified. By ensuring no misuse in an earlier demonstration, we ensured that no one would use it. At the Mall of America another method of payment will be tried and the program will be opened up to include bus riders. An agreement with taxicab companies would have to be reached and other details resolved before the program could be used system-wide. Caranicas moved and Scheel seconded:

That the Regional Transit Board approve the following projects for funding as part of the 1992 Travel Demand Management (TDM) Program:

- University of Minnesota TDM, Phase II. Funding not to exceed \$25,000.
- Mall of America Guaranteed Ride Home Program. Funding not to exceed \$5,000.
- Abbott Northwestern Hospital TDM Program. Funding not to exceed \$15,000.
- Anoka County "Automated Dispatching System" demonstration. Funding not to exceed \$30,000.
- Department of Veterans Affairs Medical Center "Guaranteed Ride Home." Funding not to exceed \$5,000.

- Minneapolis Downtown Travel Management Organization Commuter Connection "Interim Financing." Funding not to exceed \$54,500.
- Smart Dakota Area Resources and Transportation for Seniors (DARTS). Funding not to exceed \$12,000.
- Remaining 1992 TDM initiatives. Funding not to exceed \$3,500.

(Note: At the August 17 board meeting the Department of Veterans Affairs funding was reduced to \$3,000.

Caranicas said in other communities the Guaranteed Rides Homes projects were usually unneeded or were not widely abused. Simich said we are trying to attract riders and the program provides security against being stranded.

Feess said that according to earlier information, RTB provided \$50,000 in start-up costs for a Travel Demand Management (TDM) Program and the \$600,000 grant that Minneapolis is applying for will cover 50-percent of the operating costs with the private sector making up the rest of the project costs. She asked if the private sector could make up the cost until the federal funds come through. She would prefer that TDM funds be used as a parking incentive for car-poolers. Ehrlichmann said he has spoken with Glenn Olson, chair of the TMO, and their problem is the time lag before the revenue is received. Blin said the TMO informed RTB that they have no other source of funds. Feess said the language should be stronger than "they may pay us back." Blin said a representative of the TMO could address the board. The motion was unanimously approved.

#### **METROPOLITAN TRANSIT COMMISSION BUDGET UPDATE**

Simich reviewed the material mailed with a cover letter dated August 5, 1992. Franklin said the committee is asked to take action approving the new time frame and direction to MTC to proceed on their budget. The board is not obligated to approve the current plan. Regarding the high-subsidy routes, when the assumptions were discussed they had been removed, but they are included in this document. Hollander said that before the board action is taken we don't really know what the level will be. She and Thompson have agreed that the routes should be left in temporarily and the amount reduced from the budget. Andrews said that at their last meeting (July 27) the Policy Committee passed a motion that directs staff to work with providers on those routes. Franklin said the main question then is, if we allow the extension, will we be behind in the budget review and will we have enough time to finish by the deadline? Simich said the Service Plan would be delayed, overall we will not fall behind. Caranicas moved and Feess seconded:

That the Regional Transit Board direct:

- That the Metropolitan Transit Commission develop a 1993 budget based upon the parameters of the service plan submitted August 4, 1992 as long as the budget maintains a 35-percent farebox recovery. The budget is to be submitted to the Regional Transit Board no later than September 11, 1992.

- That the Metropolitan Transit Commission submit a service plan to the Regional Transit Board by August 21, 1992 that follows earlier directives that the service plan include the following information:

- Hours
- Miles
- Bus requirements
- Total cost
- Ridership
- Farebox recovery estimates
- Subsidy per passenger figures broken out month-by-month, peak versus off-peak, and weekday versus weekend for the following service categories:

- Base service by express
- Local
- Crosstown service
- I-394
- Mall of America
- Overloads
- Special events
- Contract services broken out by the individual programs

Detail narrative explanation of the service plan shall also be included.

The motion was unanimously approved.

#### **SCHEDULE PUBLIC HEARING ON PROPOSED 1993 REGULAR ROUTE FARE INCREASES**

Blin reviewed the August 4 handout and used slides to discuss the fare options proposed by the MTC, including revisions to the convenience fares. No action, other than authorizing public hearings, is requested. Times and places are yet to be determined.

In response to Franklin's question about the efficacy of eliminating employer payroll withholding (page 4), Blin said staff should look into it and try to gauge the results. Auld said the monthly passes increased slightly so MTC cannot evaluate what happened. Employers would have to be surveyed. Franklin said it is easy to do payroll deductions and it was a good promotional tool. Blin said it is still in the plan but the subsidy has been removed. Ehrlichmann said the board debated this at some length. It involves choices between service and fares. Staff should identify percentages of ridership relative to the fare groups and determine how many people use each convenience fare. It would be helpful if the impact of the last fare increase were charted. The last time fare increases were proposed there were three options, which was confusing to a lot of people. Staff should present a clear option. Further, there was not much participation by the board at the hearings and he wants to be sure members are polled to get as many as possible to the public hearings.

The chair said a public hearing had been scheduled for 5 p.m. Members agreed to continue this item and then recess for the public hearing.

Blin said staff is proceeding under the assumption there will be a fare increase in January; if the schedule slips we should consider delaying the fare increase. Franklin said MTC is hoping that the board will not do that; she asked if MTC is working on expense-cutting measures in case the Legislature does not provide more funds. Christenson said the projections of the impact of fare increases on ridership are not encouraging so MTC is looking for creative solutions. It seems people are getting interested in transit and that will be lost in a fare increase. MTC is asking for help. Franklin said the board is faced with not wanting to increase fares or cut service. Those cuts will end up in the suburban areas. Hollander said staff has been talking internally about presenting service cuts as one of the options. The chair said the board can discuss that, but it would be unwise not to be moving ahead. Ehrlichmann said he has directed staff to involve legislators in those hearings. A lot of people will be hurt by even a 15-cent increase.

Entzel said that over the years fare increases in either the private or public sector have always driven passengers away. There has been a big push over recent months to build ridership and in the interim legislators have been made aware of their role in putting transit on the front burner. He would like to see the board cut in half the bureaucracy at both the RTB and the MTC. Scheel said he would like to be that optimistic, but he has heard that the speaker of the house thinks the constitution could be changed but no one is willing to sponsor a bill. Caranicas said the fare options also have an impact on Metro Mobility. Last year the Legislature missed an opportunity to get federal funds. Caranicas moved and Scheel seconded:

That the Regional Transit Board authorize staff to schedule public hearings in September 1992 on proposed regular route fare increases.

The motion was unanimously approved.

#### **OTHER BUSINESS**

There being no other business, Caranicas moved and Scheel seconded that the meeting be adjourned. The motion carried unanimously and the meeting was adjourned at 5:20 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 August 10, 1992.

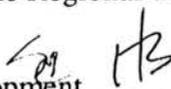
Respectfully submitted,

Mary Fitzgerald  
Secretary

Approved by the Regional Transit Board on this eighth day of September 1992.

## REGIONAL TRANSIT BOARD

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

**DATE:** August 31, 1992  
**TO:** Chair and Members of the Regional Transit Board  
**FROM:** Stephanie Eiler, AICP   
Sr. Planner, LRT Development  
**SUBJECT:** Interagency Agreement for Pass Through Funding  
FTA Grant for Central Corridor AA/DEIS

**RECOMMENDATION:** That the Regional Transit Board authorize the Executive Director to enter into an agreement with the Minnesota Department of Transportation to provide for the interagency transfer of funds to cover costs for the Central Corridor Alternatives Analysis/Draft Environmental Impact Statement project.

**BACKGROUND:** The Federal Transit Administration (FTA) will cover the cost of the Central Corridor Alternatives Analysis/Draft Environmental Impact Statement through a \$2 million grant to the Regional Transit Board. The Board previously authorized submission of the grant application, completed in July. Although the RTB is the grantee and will receive the funds from FTA, Mn/DOT, Hennepin and Ramsey County Regional Railroad Authorities are the joint lead agencies on the project and will contract with the consultant. The consultant will submit invoices to Mn/DOT following Mn/DOT's contracting procedures. Mn/DOT will pay the consultant, after receiving funds from the RTB.

An interagency agreement between the RTB and Mn/DOT is needed to facilitate the transfer of funds and assure that Mn/DOT will adhere to all the conditions of the grant required by FTA, such as affirmative action requirements, legal authorization to enter contracts, etc. This agreement is the technical mechanism permitting funds to be passed through to Mn/DOT to pay the consultant team. The agreement obligates Mn/DOT to the same assurances the RTB submitted with the grant application. Mn/DOT, it should be noted, has the same policies in these areas as the RTB and fills out the exact same forms when it submits a grant application to FTA.

Mn/DOT's contracting policies also require the agency to have funds on hand before entering a contract--in this case a consultant contract to conduct the AA/DEIS. To fulfill the agency's procedural requirements and enable the project to stay on schedule, Mn/DOT is simultaneously requesting authority from the Legislative Advisory Commission to receive and expend federal funds to conduct the study. Mn/DOT's request does not involve the RTB and is not affected by the interagency agreement.

cc: Greg Andrews, Executive Director

## REGIONAL TRANSIT BOARD

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

**DATE:** August 31, 1992

**TO:** Chair and Members of the Regional Transit Board

**FROM:** Stephanie Eiler, AICP *SE* *HB*  
Senior Planner, LRT Development

**SUBJECT:** Scoping Package  
Central Corridor Alternatives Analysis/Draft Environmental Impact  
Statement  
Board Update No. 2

### SUMMARY

Mn/DOT, Hennepin County and Ramsey County Regional Railroad Authorities have initiated the Central Corridor AA/DEIS by distributing a draft scoping report and holding two public meetings to solicit comment on the study. The draft scoping report, part of the scoping package required by the Federal Transit Administration, was developed by the joint lead agencies with the assistance of the RTB. The report identifies alternatives, issues, and impacts to be addressed in the study.

While the LRT alternative has been previously addressed in state-level EISs by the two rail authorities, the Central Corridor AA/DEIS will provide a comprehensive evaluation of other feasible transit improvements as well. The project approach described in the draft scoping report is consistent with the recommendations of the RTB Five Year Plan, the Regional Transit Facilities Plan and the Legislative Audit Commission's recent report on transit planning.

### BACKGROUND

The goal of a scoping process is to establish the parameters of a project: alternatives to be studied, impacts anticipated, the public participation process, who is in charge, and the time frame for decisions.

The draft scoping report identifies five conceptual alternatives for discussion and evaluation:

1. No Build
2. Transportation System Management (TSM)
3. Busway
4. High Occupancy Vehicle (HOV) Facility
5. Light Rail Transit

The report lists impacts to be addressed in the following areas: transportation, land use, economic development, social/residential, physical environment, and finance. The AA/DEIS will evaluate the cost-effectiveness and financial impacts of all of the transit alternatives.

Public scoping meetings were held on August 26, 1992 in Minneapolis and August 27, 1992 in St. Paul. The meetings were held to describe the project and to solicit public and agency responses to the issues and alternatives to be studied in the AA/DEIS. The alternatives and impacts to be addressed may be modified based on comments received during the scoping process.

## **RECOMMENDATIONS**

1. The project approach described in the draft scoping report is consistent with the recommendations of the RTB Five Year Plan, the Regional Transit Facilities Plan and the Legislative Audit Commission's recent report on transit planning.
2. In addition to the the HOV and Busway alternatives proposed in the draft scoping report, the joint lead agencies should evaluate an alternative which combines the best features of both. Such a combined or hybrid alternative may offer patronage, operational and cost advantages, and should be compared to the LRT alternative.
3. The RTB will continue to support the project and provide staff assistance and information as needed by the joint lead agencies.



**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 August 31, 1992, the Legislative Committee approved the following recommendation:

### **LEGISLATIVE TASK FORCE**

The Legislative Committee recommends:

That the Regional Transit Board appoint Don Scheel, Tom Workman and Tom Sather to an ad hoc Legislative Task Force and direct them to develop a list of options for transit funding sources to be included in the Regional Transit Board's legislative proposals for the 1993 session.

The next meeting of the committee will be October 5, 1992.

**Tom Workman**  
Chair

TW/mff  
8/31/92



REGIONAL TRANSIT BOARD

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

## **REPORT OF THE TRANSPORTATION ACCESSIBILITY ADVISORY COMMITTEE**

At its August 17, 1992, meeting, the Transportation Accessibility Advisory Committee (TAAC) approved the following recommendations:

### **Smart Card Proposal Review Committee Recommendations**

That the Transportation Accessibility Advisory Committee endorse the smart card consultant, Applied Systems Institute (ASI).

### **Metro Mobility Operations Planning Proposal Review Committee Recommendations**

That the Transportation Accessibility Advisory Committee endorse the Metro Mobility Paratransit Operations planning consultant, Ecosometrics, of Bethesda, Maryland.

**Morgan Grant, Chair**

LARKIN, HOFFMAN, DALY & LINDGREN, LTD.

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WENDELL R. ANDERSON  
JOSEPH GITIS  
RICHARD A. NORDBYE

\*ALSO ADMITTED IN  
WISCONSIN

MEMORANDUM

TO: Michael J. Ehrlichmann  
Chair, Regional Transit Board

FROM: Michael A. Robertson *MR*

DATE: September 8, 1992

RE: Closing the Meeting on September 8, 1992

Minnesota Statute § 471.705, subd. 1d(e) explains the procedure for closing a meeting. It states:

Before closing a meeting, a public body shall state on the record the specific grounds permitting the meeting to be closed and describe the subject to be discussed.

Pursuant to the above-mentioned statute, the following statement should be made by you at the Board meeting:

Since counsel is currently present, I believe now would be an appropriate time to address the Board's pending litigation in the case of Sylte v. Handicabs, et al. I recommend that the meeting be closed pursuant to Minn. Stat. § 471.705, subd. 1d(e) on the grounds of the attorney-client privilege so that we can seek legal counsel concerning litigation matters and strategies. Is there a motion to close the meeting?

Having received authority to close this section of the meeting, will counsel and Board members please proceed into Conference Room \_\_\_ for a brief discussion of the pending litigation.

Memorandum  
September 8, 1992  
Page 2

After the closed session, the following statement should be made by you:

Pursuant to discussion during the closed session, counsel is authorized to \_\_\_\_\_ regarding the Sylte v. Handicabs case.

Pursuant to discussion during the  
closed session

Board directs counsel  
to initiate sum judy at this  
time + report back to board  
the results + any ~~furth~~  
Recommendations