



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 5th Street
St. Paul, Minnesota 55101
229-2700

**Special Meeting of the
REGIONAL TRANSIT BOARD
Mears Park Centre Chambers
230 East Fifth Street
St. Paul, Minnesota 55101
Monday, December 13, 1993
4:00 p.m.***

AGENDA

- ✓ 1. **CALL TO ORDER AND ROLL CALL**
- ✓ 2. **APPROVAL OF THE AGENDA**
- ✓ 3. **GENERAL BUSINESS**
 - ✓ a. Metropolitan Transit Commission 1993 Budget Amendment and 1994 Budget Discussion
 - ✓ b. Resolution Levying Actual Ad Valorem Property Taxes for 1993, Resolution No. 93-12
 - ✓ c. Approval of Regional Transit Board 1994 Budget
- 4 **MEMBERS' REPORTS**
- 5 **EXECUTIVE DIRECTOR'S REPORT**
- ✓ 6. **OTHER BUSINESS**
- ✓ 7. **PUBLIC COMMENT**

**Ruth Franklin
Vice Chair**

mff
December 7, 1993

- * The board will meet as Committee of the Whole immediately after adjourning this meeting.

13 December 1993

RTB Special Board Meeting

3. General Business

1993 MTZ Budget Amendment

\$2.6 M requested to move from
94 to 1993.

\$2.1 M attributable to arbitration settlement

\$0.5 M attributable to bringing MTZ
fund balance back to \$15.0 M

1994 MTZ Budget Discussion

Board members interested in policy
discussion to occur before A + F
Committee Jan 10th + full Board Jan 17th.

Mr. Horland asks what 94.3 addtl
positions would be doing.

Mr. Higgins asks for further info
regarding special events policy -
address state fair shuttle.



Mrs Grant ~~has~~ asks for cost increment to maintain lift equipped buses. Also how much more would it cost to upgrade maintenance for the lift buses.

3.6. Resolution Levying Actual Ad Valorem Property Taxes for 1993

Moved + Approved.

Mr. Beard asks to add a column to table for previous year and Δ to assist Board in knowing incremental increase to ~~avg~~ homeowner due to past levy and proposed present year levy payable in the coming years.

3.7. Approval of RTB 1994 Budget

Mr. Humphrey asks how Metro No farebox revenue is handled. Mr. Ulrich responds that RTB has never seen those revenues but rather they accrue directly to the providers.

Mr. Humphrey also asks about marked increases to County paratransit programs.

Mr. Ulrich gives a non-answer saying those are on the ATF Committee agenda.

Ms. Fees suggests 94 MTC RTB subsidy line be footnoted why it is less than CY 93 subsidy level.

Mr. Beard asks where if anywhere any of the \$8.7 M CY94 shortfall appear in this budget document. Mr. Ulrich responds nowhere at this time.



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

**Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
December 13, 1993**

MEMBERS PRESENT: Ruth Franklin; Vice Chair; Michael Beard; Sharon Feess, Morgan Grant; Val Higgins; James Hovland; Gary Humphrey; Harry Mares

MEMBERS EXCUSED: Ruby Hunt

OTHERS PRESENT: Bill Schreiber; Greg Korstad, Legal Counsel; Tom Sather, Metropolitan Transit Commission; Robin Alexander; Don Ahern, St. Paul Pioneer Press; Lisa Lee; Bob Rossman, Amalgamated Transit Union Local, 1005; Dan Hibbert, ATE; Mark Ryan, North Suburban Lines (NSL); North Suburban Lines riders; Gregory L. Andrews, Judy Hollander, Randy Rosvold, Dan Murray, Len Simich, Mary Fitzgerald, RTB staff

CALL TO ORDER AND ROLL CALL

Vice Chair Franklin called the meeting to order at 4:10 p.m. and roll was taken.

APPROVAL OF AGENDA

Beard moved and Feess seconded that the agenda be approved. The motion carried unanimously.

GENERAL BUSINESS

METROPOLITAN TRANSIT COMMISSION (MTC) 1993 BUDGET AMENDMENT

Simich reviewed the December 7 staff report. Feess moved and Beard seconded:

That the Regional Transit Board authorize its executive director to amend the Metropolitan Transit Commission's 1993 budget by \$2.6 million for a total contract amount not to exceed \$67.7 million. For this to occur, the total 1994 Regional Transit Board subsidy amount available for MTC transit operations should be reduced by \$2.6 million, leaving a balance available of \$65.75 million .

The motion was unanimously approved.

1994 BUDGET DISCUSSION

Several members felt that the discussion of the 1994 MTC budget should go through the committee process. There was consensus that the MTC presentation should be made on January 10 to the Administration and Finance Committee with approval by the full board on January 17. Members want more information on Special Events, service accommodations for school districts, costs of maintaining lift equipment and costs to improve the reliability of the lift-equipped vehicles. Franklin said there will be several national conferences held in the Twin Cities next year; MTC should present its plans for handling the need for service at the next meeting.

**RESOLUTION LEVYING ACTUAL AD VALOREM PROPERTY TAXES FOR 1993,
RESOLUTION NO. 93-12**

Ulrich reviewed the December 6, 1993 staff report. Beard moved and Grant seconded:

That the Regional Transit Board adopt Resolution No. 93-12,
"Resolution Certifying Ad Valorem Property Taxes for 1993,
Payable 1994."

Hovland asked if there is a way to calculate the effect per household of this tax. Ulrich said he can get estimates on various property levels. On a roll call vote, the motion and Resolution 93-12 were unanimously approved.

Beard said this process should include a column of figures comparing this year's expenditures to next year.

APPROVAL OF REGIONAL TRANSIT BOARD 1994 BUDGET

Ulrich reviewed the December 7 staff report. There was discussion of the method of handling Metro Mobility farebox revenues. Feess said the document should be footnoted to explain the board's action in providing the \$2.6 million of 1994 dollars to the MTC in 1993. She would also like to see a note in the MTC budget document (Chief Administrator's Budget Message) clarifying "less assistance" because the reasons for taking a particular action tend to be forgotten over time.

Responding to Beard, Ulrich said there is no recognition of any revenues in the budget beyond those in the property tax levy plus legislative action already done. There would have to be a budget amendment if the resources came through. Beard said small rural and urban systems are picking up increased Metro Mobility rides. If there were money to maintain existing service, would it be reasonable to go back and revisit compensation of the counties? Ulrich said that is a board decision. He drew attention to the handout on the table dated December 10, 1993. Grant moved and Hovland seconded:

That the Regional Transit Board adopt a 1994 budget that recognizes operating revenues of \$98,374,614 and operating expenditures of \$97,731,307, incorporating all changes made to the Proposed 1994 Budget since its presentation and adoption in July 1993. In addition, capital expenditures are recognized that include \$3,670,000 of 1994 projects.

OTHER BUSINESS

In order to move onto the Committee of the Whole meeting as quickly as possible, the acting chair suggested that the reports of members and the executive director be delayed until the end of the business portion of the committee meeting. Members agreed.

Grant questioned why there was no update on Metro Mobility and asked that the update be a part of upcoming meetings.

There being no other business, Beard moved and Feess seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 4:55 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's meeting of December 13, 1993.

Respectfully submitted,

Mary Fitzgerald
Secretary of the Board

Approved by the Regional Transit Board on this eighteenth day of January 1994.

December 7, 1993

REGIONAL TRANSIT BOARD
ROLL CALL AND ATTENDANCE SHEET

DATE: _____

Member Name **Present** **Vote** **Vote** **Vote** **Vote** **Vote** **Vote** **Vote** **Vote**

ISSUE

93-12

Chair

Michael Beard / y

Sharon Feess ✓ y

Ruth Franklin ✓ y

Morgan Grant y

Val M. Higgins ✓ y

James Hovland ✓ y

Gary Humphrey ✓ y

Ruby Hunt

Harry Mares ✓ y

Visitors

Hubert Hibbert

Saich Mark Ray

Rosson

Robin Alexander

B. Auld

mff

Staff

Le RP GS

SH RR, MF JH

GLA DV AB, PM

1

REGIONAL TRANSIT BOARD

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

DATE: December 7, 1993
TO: Chair and Members of the Administration and Finance Committee
FROM: Len Simich, Senior Project Manager
SUBJECT: 1994 Metropolitan Transit Commission Budget

SUMMARY

The purpose of this memorandum is twofold. First, it will provide an overview of staff's analysis to date of the 1994 Metropolitan Transit Commission Budget, and secondly, it requests action to amend the MTC 1993 Budget by \$2.6 million. The amendment will allow the MTC to balance their 1993 budget, and to offset the additional, unbudgeted labor costs resulting from the recently settled labor contract. The funding for the amendment would come from the \$68.3 million available for 1994 MTC regular route operations.

DISCUSSION

As many of you are aware, both RTB and MTC staffs have been working since last August on the 1994 budget. The budget process, which generally begins in June, started later this year primarily due to two over-riding circumstances: The arbitration settlement, and the approval of the new fare structure. With both of these issues settled, the MTC formally transmitted their 1994 Budget to the Board on Wednesday November 24. Because of the need to adopt the RTB's budget in December, staff is proposing that the Board approve the dollar limits set for regular route transit, including the \$68.3 million earmarked for MTC transit operations and \$650,000 available for rideshare operations, and postpone approving the policy initiatives until January 3, 1994. This additional time will allow staff to complete its thorough analysis, without harming the MTC's delivery of existing services or major initiatives.

Below is a brief outline of the proposed 1994 MTC Budget.

Operations Budget

- Major themes: Improve ridership through expanded service. Improve service quality by investing in people to meet the customers needs. Several areas have dramatic changes proposed in 1994, those areas are Transportation (Drivers), Maintenance, Police/Security and Customer Information.
- MTC has requested that the RTB amend their 1993 subsidy amount by an additional \$2.6 million. The amendment will allow the MTC to balance their 1993 budget, and to offset the unbudgeted labor costs resulting from the recently settled labor contract. The MTC is also requesting to use \$500,000 of

MTC Budget Update and Amendment
December 7, 1993
Page 2

the \$2.6 million amendment request, to restore their fund balance up to \$14.8 million. In 1993, the MTC decreased their fund balance \$700,000. This was done to off-set the revenue lost by not instituting the approved fare increase until the end of the year. Funding for the \$2.6 million dollar amendment would come from the \$68.3 million available for 1994 MTC transit operations.

- For 1994, the RTB has budgeted \$650,000 for rideshare/TDM operations. The rideshare/TDM contract and budget will not be approved as part of the MTC Budget. A detailed policy analysis and staff recommendation concerning rideshare/TDM will be brought to the Board in early 1994.
- Because of the board's decision not to raise social fares, the MTC is projecting a revenue shortfall of approximately \$800,000 in 1994. MTC is requesting that the RTB utilize its fund balance to make up the lost revenue.
- The 1994 service plan is fundamentally built on a reallocation of existing resources. Total regular route miles are projected to increase 436,807 miles (1.52%), however, the net growth will only be 245,669 because most of the increase is offset by the loss of Route 55. Some of the proposed initiatives include restructuring the Minneapolis Northwest Corridor, off-peak local service improvements, expanded I-35W service, new regular route service which coincides with school departure times in Minneapolis, and improved express operations from the eastern St. Paul suburbs.
- MTC is proposing 94.3 new positions in 1994. The majority of these new positions are Drivers (34.3), Police/Security (10), Mechanics (33.5), and in Information Services (13.5).

Capital Budget

- For 1994, the MTC is seeking \$23.7 million in new authorization. However, the net increase is \$22.1 million since they have reduced prior budgeted amounts by \$1.6 million. The new allotments break down as follows: \$3.5 million in fleet improvements, \$3.2 million for MTC facilities, \$9.1 million for public facilities, \$3.2 million for computerization improvements, and \$3.1 million for equipment related to operations and maintenance.
- The MTC proposes \$61.7 million in capital funding during 1994. Most of the funding will be spent for fleet improvements and replacement (\$34.1 million) and public facilities (\$13 million). Federal funding will account for \$30.5 million of the expenditures, while local bonding will make up the remainder. The MTC will also seek to increase its bonding authority by \$19 million, potentially resulting in \$92 million in total authorization.

Schedule / Issues

As previously mentioned, staff intends to complete its review of the 1994 MTC budget soon, and present our recommendations to the full Board on January 3, 1994. Some of the major issues or questions that still need to be addressed include:

MTC Budget Update and Amendment
December 7, 1993
Page 3

- Service plan. RTB staff seeks better understanding and/or information about the proposed service improvements which coincide with the Minneapolis school's departure times, productivity and identification of the 436,807 miles of new and or reallocated, service, specifics surrounding the special events the MTC propose to operate in 1994, and the identification of what, if any, services the MTC intends to contract out.
- Additional personnel. Specifically, additional justification and rationale for adding the new staff, and what effect adding staff will have on the entire operation (cost/benefit).
- Detail surrounding the marketing plan. Specifically: strategies to be undertaken, target markets, materials to be produced, key participants in the venture, time frame for any identified activities, and how the effectiveness of the activities are going to be evaluated.
- Snelling Garage replacement. Further justification is necessary regarding garage replacement before additional \$19 million state bonding authorization is sought.
- How the \$800,000 in lost revenue should be budgeted. RTB staff has concerns regarding the MTC's request that this should come out of the RTB fund balance.

RECOMMENDATION

That the Regional Transit Board authorize its executive director to amend the MTC's 1993 budget by \$2.6 million for a total contract amount not to exceed \$67.7 million. For this to occur, the total 1994 RTB subsidy amount available for MTC transit operations should be reduced by \$2.6 million, leaving a balance available of \$65.75 million.

Other than the 1993 budget amendment, no formal action is requested at this time.

REGIONAL TRANSIT BOARD

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

DATE: December 6, 1993
TO: Chair and Members of the Board
FROM: Dale Ulrich, Comptroller
SUBJECT: Resolution No. 93-12, "Resolution Levying Actual Ad Valorem Property Taxes for 1993, Payable 1994"

SUMMARY

The Board is asked to adopt Resolution No. 93-12, "Resolution Levying Actual Ad Valorem Property Taxes for 1993, Payable 1994."

BACKGROUND

The Regional Transit Board (RTB) is authorized by Minnesota Statutes 473.446 to levy property taxes on an annual basis in the seven-county metropolitan area. The board must certify its preliminary tax levy to the Minnesota Commissioner of Revenue by August 1 of each levy year. The Commissioner of Revenue must then determine whether the property tax certified by the RTB is within the statutory levy limit. This determination by the Commissioner of Revenue must be completed by September 15 in order to meet the deadline for notifying the respective county auditors in order for the counties to comply with the public hearing requirements of the "truth in taxation" legislation.

The RTB must certify its final levy to the Department of Revenue and the county auditors by December 28. The RTB's property tax levy consists of the transit taxing district levy, the debt service levy and the transit taxing area levy.

Transit Taxing District Levy

The transit taxing district is defined in M.S. 473.446, subd. 2 and is that portion of the seven-county metropolitan area that receives regular route transit service. The legislation provides for the following calculation of the property tax levy in the transit taxing district:

- a. for taxes payable in 1994, the product of the RTB's property tax levy for the previous year *multiplied by*:
- b. the increase in market valuation of all taxable property with the transit taxing district for assessment year 1993 payable 1994 compared to the total market valuation for assessment year 1992 payable 1993.

The information on the market value increase is obtained from the county abstracts submitted to the Minnesota Department of Revenue each year. The Department of Revenue has indicated that the **market value increase** to be used for the calculation of the property tax levy for payable

1994 is **2.0676 percent**. This compares with an actual increase last year of 1.9756 percent. The calculation (see Table 1) yields a levy of \$66,364,617. This amount is less (\$319,000) than the proposed levy, reflecting a smaller market value growth factor than originally anticipated.

Debt Service Levy

The RTB levies taxes to retire the debt on certificates of indebtedness and transit bonds sold by the Metropolitan Council and the Metropolitan Transit Commission (MTC) to fund the capital programs of the RTB and MTC. Both the Metropolitan Council and the MTC certify to the RTB, by resolution, the amounts needed to service the debt on these outstanding issues. The total of these resolutions is \$11,719,938. This is more than the preliminary levy, reflecting the decision by the Metropolitan Council to accelerate the repayment of bonds sold in 1993. The detail on this levy is shown in Table 2 of this memorandum.

Transit Taxing Area Levy

The transit taxing area (also known as exurban) is defined in M.S. 473.446, subd. 1a and is the portion of the seven-county metropolitan area which is outside of the transit taxing district. Proceeds from this tax levy are to be used for paratransit services or ridesharing programs designed to serve persons located within the seven-county metropolitan area but outside of the transit taxing district. The transit taxing area levy is equal to 10 percent of the sum of the levies for the transit taxing district and the debt service levy multiplied by the ratio of the payable 1993 net tax capacity of the transit taxing area to the transit taxing district. This ratio is calculated by the Minnesota Department of Revenue. For payable 1994, the transit taxing area levy is calculated to be **\$620,397**. This area levy is \$3,000 greater than the preliminary levy, a function of the increased debt levy. Detail of the calculation is shown in Table 1 of this memorandum.

Tax Feathering

The tax levy is reduced to certain communities in the transit taxing district depending on the level of regular route service these communities receive. This reduction is commonly known as "tax feathering." Communities receiving off-peak service with frequencies of greater than 60 minutes receive a .510 percent tax capacity rate reduction from the full levy. Communities receiving no off-peak service are eligible for a .765 percent tax capacity rate reduction. The RTB is required to notify the Department of Revenue and the county auditors of the communities which are eligible to have their levy reduced. This determination is made from the level of service received as of August 1 of the levy year. A complete list of communities eligible for this relief is included in Resolution 93-12.

RECOMMENDATION

That the Regional Transit Board adopt Resolution No. 93-12, "Resolution Certifying Ad Valorem Property Taxes for 1993, Payable 1994."

Attachments:	Table 1	Calculation of Levy
	Table 2	Debt Service Levy Detail
	Table 3	Levy Apportionment Schedule
	Resolution 93-12	"Resolution Levying Preliminary Ad Valorem Taxes"

Table 1
Calculation of Tax Levy
Levy Year 1993, Payable 1994

Transit Taxing District Levy (M.S. 473.446, subd.1)

1.	Payable 1993 Levy Limit	\$65,020,258
2.	Increase in Market Valuation from Payable 1994 to Payable 1993	2.0676%*
3.	Payable 1994 Levy Limit (1 x 2)	\$66,364,617

Debt Service Tax Levy (M.S. 473.446, subd. 1)

Metropolitan Transit Commission	\$504,055
Metropolitan Council	<u>11,215,883</u>
Total	\$11,719,938

Transit Area ("Exurban") Tax Levy (M.S. 473.446, subd. 1a)

1.	Payable 1994 Transit Taxing District Levy	\$66,364,617
2.	Payable 1994 Debt Service Levy	\$11,719,938
3.	Payable 1994 Transit District Total Levy	\$78,084,555
4.	Ten Percent of Transit District Levy (3 x 10%)	\$7,808,456
5.	Ratio of Payable 1993 Net Tax Capacity of Transit Area to Transit District Net Tax Capacity	.079452*
6.	Payable 1994 Levy Limit	\$620,397

* Figures provided by the Minnesota Department of Revenue.

Table 2
Debt Service Levy Detail

The Metropolitan Council certifies the following amounts for levy of ad valorem taxes to service the outstanding debt of the following debt issues:

- | | |
|---|--------------------|
| 1. For principal and interest payments to provide full and timely payment of the debt service on the Series 1987C issue, including allowance for uncollectible taxes: | \$508,599 |
| 2. For principal and interest payments to provide full and timely payment of the debt service on the Series 1988B issue, including allowance for uncollectible taxes: | \$2,380,902 |
| 3. For principal and interest payments to provide full and timely payment of the debt service on the Series 1990A issue, including allowance for uncollectible taxes: | \$4,508,175 |
| 4. For principal and interest payments to provide full and timely payment of the debt service on the Series 1991B issue, including allowance for uncollectible taxes: | \$375,651 |
| 5. For principal and interest payments to provide full and timely payment of the debt service on the Series 1991G issue, including allowance for uncollectible taxes: | \$393,380 |
| 6. For principal and interest payments to provide full and timely payment of the debt service on the Series 1993D issue, including allowance for uncollectible taxes: | \$3,049,176 |

The Metropolitan Transit Commission certifies the following amounts for levy of ad valorem taxes to service the outstanding debt of the following debt issues:

- | | |
|---|------------------|
| 1. For principal and interest payments to provide full and timely payment of the debt service on general obligation certificates of indebtedness of 1979: | \$504,055 |
|---|------------------|

Total scheduled debt levy: **\$11,719,938**

Table 3
Levy Apportionment Schedule

Apportionment of Adjusted* Levies - Transit District

	Apportionment Percentage	General Fund Levy	Debt Levy
Anoka	6.9031%	\$3,650,914	\$644,748
Carver	0.9913%	524,279	92,587
Dakota	11.5216%	6,093,547	1,076,116
Hennepin	52.6758%	27,859,193	4,919,911
Ramsey	21.0194%	11,116,747	1,963,209
Scott	1.6688%	882,596	155,866
Washington	<u>5.2200%</u>	<u>2,760,755</u>	<u>487,547</u>
Total	100.0000%	\$52,888,031	\$9,339,984

Apportionment of Adjusted* Levy - Transit Area

	Apportionment Percentage	Transit Area Levy
Anoka	21.6330%	\$106,957
Carver	10.0232%	49,556
Dakota	24.8487%	122,855
Hennepin	14.3387%	70,892
Ramsey	0.0000%	0
Scott	9.1981%	45,477
Washington	<u>19.9583%</u>	<u>98,677</u>
Total	100.0000%	\$494,414

**(less HACA)*

REGIONAL TRANSIT BOARD
Mears Park Centre, 230 East Fifth Street, St. Paul, MN 55101

RESOLUTION No. 93-12

RESOLUTION LEVYING AD VALOREM PROPERTY TAXES
FOR LEVY YEAR 1993, PAYABLE 1994

WHEREAS, the Regional Transit Board is authorized by Minnesota Statutes 473.446 to levy certain property taxes in the seven-county metropolitan area; and

WHEREAS, the Regional Transit Board is required by Minnesota Statutes 473.446, subd. 8, to certify a final property tax levy to the Minnesota Department of Revenue by December 28;

NOW THEREFORE BE IT RESOLVED THAT, the Regional Transit Board hereby levies upon all taxable property within the Metropolitan Transit Taxing District, as defined in Minnesota Statutes 473.446, subd. 2, the following amounts:

1. **\$66,364,617** for use by the Regional Transit Board for payment of the expenses of operating transit and paratransit services. This levy is on all taxable property within the Metropolitan Transit Taxing District, except that the levy on taxable property in the following communities is reduced by the following net tax capacity percentages:

<u>County</u>	<u>Community</u>	<u>Reduction</u>
Anoka	Anoka	.510
	Centerville	.765
	Circle Pines	.510
	Coon Rapids	.510
	Lexington	.510
	Lino Lakes	.510
Carver	Chanhassen (part)	.765
	Chaska	.765
Dakota	Apple Valley	.510
	Burnsville	.510
	Lilydale	.765
	Mendota	.765
	Mendota Heights	.510
	Rosemount	.510
Sunfish Lake	.765	
Hennepin	Chanhassen (part)	.765
	Champlin	.510
	Deephaven	.510
	Excelsior	.510
	Greenwood	.510
	Long Lake	.510
	Maple Grove	.765
	Medicine Lake	.765
	Osseo	.765
Plymouth	.765	

Resolution 93-12
Page 2

Hennepin County - Continued		
	Shorewood	.510
	Tonka Bay	.765
	Woodland	.765
Ramsey	Gem Lake	.765
	North Oaks	.510
	Spring Lake Park (part)	.510
	Vadnais Heights	.510
	White Bear Township	.765
Scott	Prior Lake	.765
	Savage	.765
	Shakopee	.765
Washington	Baytown Township	.510
	Birchwood	.765
	Cottage Grove	.510
	Dellwood	.510
	Lake Elmo	.510
	Mahtomedi	.510
	Newport	.510
	Pine Springs	.765
	St. Paul Park	.510
	Willernie	.510
	Woodbury	.510

2. **\$504,055** for principal and interest payments on general obligation certificates of indebtedness of 1979.
3. **\$508,599** for principal and interest payments on the Series 1987C issue.
4. **\$2,380,902** for principal and interest payments on the Series 1988B issue.
5. **\$4,508,175** for principal and interest payments on the Series 1990A issue.
6. **\$375,651** for principal and interest payments on the Series 1991B issue.
7. **\$393,380** for principal and interest payments on the Series 1991G issue.
8. **\$3,049,176** for principal and interest payments on the Series 1993D issue.

BE IT FURTHER RESOLVED THAT, the Regional Transit Board hereby levies upon all taxable property within the Metropolitan Transit Taxing Area an amount payable in 1994 of **\$620,397** pursuant to Minnesota Statutes 473.446, subd. 1a.

BE IT FURTHER RESOLVED THAT, the Executive Director of the Regional Transit Board, on behalf of the board, shall certify these final levies to the commissioner of the Minnesota Department of Revenue on or before December 28, 1993.

Adopted this _____ day of _____, 1993

Ruth Franklin, Vice-Chair

Mary Fitzgerald, Secretary

REGIONAL TRANSIT BOARD

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

DATE: December 10, 1993
TO: Chair and Members of the Board
FROM: Dale W. Ulrich, Comptroller
SUBJECT: 1994 Agency Budget Adoption

REVISED

BACKGROUND

The Regional Transit Board is required by statute to adopt a final annual budget by December 15 of the preceeding year. December 13 is the last scheduled Board meeting prior to that deadline, and therefore the last date on which the 1994 Budget can be adopted on a timely basis.

There are two changes in this revised recommendation from the materials mailed: the central corridor federal grant is moved from Work Program 94-23 to 94-24, and expenditures in the Rural/Small Urban fund are reduced \$100,000 to keep spending within the limits of available resources.

The following action is requested; the full budget document will be prepared within the parameters of the recommendation.

RECOMMENDATION

That the Regional Transit Board adopt a 1994 Budget which recognizes operating revenues of \$98,374,614 and operating expenditures of \$97,731,307, incorporating all changes made to the Proposed 1994 Budget since its presentation and adoption in July, 1993. In addition, capital expenditures are recognized which include \$3,670,000 of 1994 projects.

REGIONAL TRANSIT BOARD

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

DATE: December 10, 1993
TO: Chair and Members of the Board
FROM: Dale W. Ulrich, Comptroller
SUBJECT: 1994 Agency Budget Adoption

REVISED

BACKGROUND

The Regional Transit Board is required by statute to adopt a final annual budget by December 15 of the preceeding year. December 13 is the last scheduled Board meeting prior to that deadline, and therefore the last date on which the 1994 Budget can be adopted on a timely basis.

There are two changes in this revised recommendation from the materials mailed: the central corridor federal grant is moved from Work Program 94-23 to 94-24, and expenditures in the Rural/Small Urban fund are reduced \$100,000 to keep spending within the limits of available resources.

The following action is requested; the full budget document will be prepared within the parameters of the recommendation.

RECOMMENDATION

That the Regional Transit Board adopt a 1994 Budget which recognizes operating revenues of \$98,374,614 and operating expenditures of \$97,731,307, incorporating all changes made to the Proposed 1994 Budget since its presentation and adoption in July, 1993. In addition, capital expenditures are recognized which include \$3,670,000 of 1994 projects.

REGIONAL TRANSIT BOARD

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

DATE: December 7, 1993
TO: Chair and Members of the Board
FROM: Dale W. Ulrich, Comptroller
SUBJECT: 1994 Agency Budget Adoption

BACKGROUND

The Regional Transit Board is required by statute to adopt a final annual budget by December 15 of the preceeding year. December 13 is the last scheduled Board meeting prior to that deadline, and therefore the last date at which the 1994 Budget can be adopted on a timely basis.

The following action is requested; the full budget document will be prepared within the limits of the recommendation.

RECOMMENDATION

That the Regional Transit Board adopt a 1994 Budget which recognizes operating revenues of \$98,374,614 and operating expenditures of \$97,831,307 incorporating all changes made to the Proposed 1994 Budget since its presentation and apoption in July, 1993. In addition, capital expenditures are recognized which include \$3,670,000 of 1994 projects.

**REGIONAL TRANSIT BOARD
1994 SOURCES and USES
BY EXPENSE ITEM**

	GENERAL FUND	SPECIAL REVENUE FUNDS	TOTAL ALL FUNDS
Beginning Fund Balance January 1, 1994	\$2,282,037	\$1,902,273	\$4,184,310
REVENUE			
Property Tax		\$65,645,314	\$65,645,314
State Appropriations	\$2,055,000	\$28,286,500	\$30,341,500
Federal Grants			\$0
Sections 8	\$1,516,800	\$0	\$1,516,800
ISTEA		\$520,000	\$520,000
DAC Revenue		\$0	\$0
Interest/Miscellaneous	\$351,000		\$351,000
Total Revenue	\$3,922,800	\$94,451,814	\$98,374,614
EXPENDITURES			
Salaries & Benefits	\$1,763,472	\$0	\$1,763,472
Member Per Diems	\$40,000		\$40,000
Consulting	\$652,000	\$0	\$652,000
Legal Fees	\$100,000		\$100,000
Professional Services	\$57,400	\$0	\$57,400
Met Council Chargebacks	\$171,000	\$0	\$171,000
Local Travel	\$53,450	\$0	\$53,450
Non-Local Travel	\$47,500	\$0	\$47,500
Materials & Supplies	\$32,800	\$0	\$32,800
Occupancy	\$215,800		\$215,800
Public Communications	\$101,200	\$0	\$101,200
Equipment Rental/Maintenance	\$32,354	\$0	\$32,354
Insurance	\$64,200		\$64,200
Capital Expenditures	\$25,000		\$25,000
Employee Recruitment/Development	\$26,150		\$26,150
Transit Programs/Grants	\$1,403,020	\$93,045,961	\$94,448,981
Total Expenditures	\$4,785,346	\$93,045,961	\$97,831,307
Excess/(Deficiency) Revenue to Expenditures	(\$862,546)	\$1,405,853	\$543,307
Transfers			
New Services	(\$350,000)	\$350,000	
Statutory			\$0
Net Transfers	(\$350,000)	\$350,000	\$0
Ending Fund Balance December 31, 1994	\$1,069,491	\$3,658,126	\$4,727,617

**REGIONAL TRANSIT BOARD
SOURCES and USES by FUND
1994**

	GENERAL FUND	REGULAR ROUTE	METRO MOBILITY	OPT OUT	RURAL SMALL URBAN	TOTAL SPECIAL REVENUE	TOTAL ALL FUNDS
Fund Balance January 1, 1994	\$2,282,037	(\$494,119)	\$290,574	\$1,529,656	\$576,162	\$1,902,273	\$4,184,310
REVENUE							
Property Tax		55,881,488		8,755,837	1,007,989	65,645,314	\$65,645,314
State Appropriations	2,055,000	13,899,500	13,387,000		1,000,000	28,286,500	\$30,341,500
Federal -							
Section 8	1,516,800					0	\$1,516,800
ISTEA		520,000				520,000	\$520,000
DAC Revenue			0			0	\$0
Interest/Miscellaneous	351,000						\$351,000
Total Revenue	3,922,800	70,300,988	13,387,000	8,755,837	2,007,989	94,451,814	\$98,374,614
EXPENDITURES							
94-01 Policy Management	324,518						\$324,518
94-02 Executive Director	199,036						\$199,036
94-03 P & P Administration	201,484						\$201,484
94-04 Transportation Planning	117,391						\$117,391
94-10 Elderly & Disabled	298,791						\$298,791
94-11 Rideshare Planning	395,035						\$395,035
94-13 Transit System Planning	412,574						\$412,574
94-14 Transit Programs Administration	472,355	69,628,770	13,600,000	6,806,316	3,010,875	93,045,961	\$93,518,316
94-15 General Administration	454,255						\$454,255
94-16 Finance	271,159						\$271,159
94-17 Personnel	57,202						\$57,202
94-19 Public Information	293,085						\$293,085
94-20 Capital	25,000						\$25,000
94-22 Competitive Transit	15,736						\$15,736
94-23 Light Rail Transit	1,013,559						\$1,013,559
94-24 Central Corridor AA/DEIS	7,553						\$7,553
94-26 New Services	170,681						\$170,681
94-27 Community Relations	55,931						\$55,931
Total Expenditures	4,785,346	69,628,770	13,600,000	6,806,316	3,010,875	93,045,961	\$97,831,307
Excess Revenue Over(Under) Expenditures	(862,546)	672,218	(213,000)	1,949,521	(1,002,886)	1,405,853	\$543,307
Transfers -							
New Services	(350,000)				350,000	350,000	\$0
Statutory							
Fund Balance December 31, 1994	\$1,069,491	\$178,099	\$77,574	\$3,479,177	(\$76,724)	\$3,658,126	\$4,727,617

* General fund includes \$213,021 reserved for public officials liability self-insurance

REGIONAL TRANSIT BOARD 1994 WORK PROGRAM COMPARISON
--

	1991 ACTUAL	1992 ACTUAL	1993 BUDGET	1994 BUDGET
Beginning Fund Balance	\$5,541,636	\$3,033,647	\$4,847,919	\$4,184,310
REVENUE				
Property Tax	58,852,650	62,459,701	64,282,675	65,645,314
State Appropriations	24,103,000	28,629,500	29,961,000	30,341,500
Federal	531,131	640,382	1,886,800	2,036,800
DAC Revenue	1,472,765	462,664	382,000	0
Interest/Miscellaneous	676,454	469,384	383,000	351,000
Total Revenue	85,636,000	92,661,631	96,895,475	98,374,614
EXPENDITURES				
94-01 Policy Management	404,409	327,815	344,880	324,518
94-02 Executive Director	202,303	215,889	246,820	199,036
94-03 P & P Administration	88,237	234,148	205,976	201,484
94-04 Transportation Planning	152,183	107,575	124,298	117,391
94-10 Elderly & Disabled	167,542	150,570	254,161	298,791
94-11 Rideshare Planning	76,877	202,989	306,743	395,035
94-13 Transit System Planning	212,685	230,346	323,590	412,574
94-14 Transit Programs Administration	84,426,413	87,708,138	93,360,775	93,518,316
94-15 General Administration	389,952	427,677	482,597	454,255
94-16 Finance	280,648	232,277	279,740	271,159
94-17 Personnel	48,510	47,078	63,772	57,202
94-19 Public Information	267,536	253,754	294,883	293,085
94-20 Capital	11,243	7,180	50,000	25,000
94-22 Competitive Transit	12,197	13,770	0	15,736
94-23 Light Rail Transit	164,063	76,015	1,071,690	1,013,559
94-24 Central Corridor AA/DEIS	0	0	0	7,553
94-26 New Services	1,187,031	561,242	91,523	170,681
94-27 Community Relations	52,160	50,896	57,636	55,931
Total Expenditures	88,143,989	90,847,359	97,559,084	97,831,307
Excess Revenue over(under) Expenditures	(2,507,989)	1,814,272	(663,609)	543,307
Ending Fund Balance	\$3,033,647	\$4,847,919	\$4,184,310	\$4,727,617

**Regional Transit Board
1994 Transit Assistance Schedule**

	1991 Actual	1992 Actual	1993 Budget	1994 Budget
Regular Route—				
North Suburban Lines	889,958	850,274	827,818	852,653
Western Suburban	517,552	568,266	605,000	550,000
Roseville Area Circulator	0	550,546	580,000	590,000
UofM Route 52	370,687	471,542	583,766	518,000
BeLine	0	361,595	590,000	608,000
Valley Transit	108,182	108,592	108,000	110,117
Valley Transit	0	0	20,332	0
Total	1,886,379	2,910,815	3,314,916	3,228,770
MTC—				
Operating Subsidy	60,869,478	63,832,077	65,995,424	65,224,463
Rideshare	498,673	389,810	599,928	650,000
Jobseekers	405,163	358,575	430,660	525,537
Total MTC	61,773,314	64,580,462	67,026,012	66,400,000
RTB Jobseekers	32,201	2,827	0	0
Total Regular Route	\$63,691,894	\$67,494,104	\$70,340,928	\$69,628,770
Metro Mobility—				
MTC—MMAC	534,789	644,502	628,028	0
ATE—MMSC	0	0	800,000	1,844,771
Metro Mobility Program	13,561,414	11,406,233	12,053,972	11,755,229
Total Metro Mobility	\$14,096,203	\$12,050,735	\$13,482,000	\$13,600,000
Opt Out				
MN Valley Transit	2,128,668	2,618,395	3,202,402	3,065,185
Southwest Metro	1,251,746	1,472,719	1,639,226	1,866,660
Plymouth	845,002	1,045,456	1,348,763	1,159,203
Maple Grove	618,680	658,040	573,522	462,843
Shakopee	220,381	232,086	248,712	252,425
Total Opt Out	\$5,064,477	\$6,026,696	\$7,012,625	\$6,806,316

**Regional Transit Board
1994 Transit Assistance Schedule**

	1991 Actual	1992 Actual	1993 Budget	1994 Budget
Rural Systems—				
Anoka County Traveler	0	441,970	499,565	742,627
Anoka Volunteer	36,941	23,708	23,500	23,500
Carver County	147,575	135,495	124,332	124,332
Dakota Volunteer	14,432	14,432	0	0
DARTS	421,921	423,522	501,241	906,400
HSI (Washington Cty)	251,872	234,069	324,384	455,254
Lakeville	0	27,645	27,510	27,510
Linwood Volunteer	16,220	15,557	15,796	15,796
Scott County	124,445	124,445	119,519	119,519
Senior Community	46,390	48,257	48,521	48,250
Senior Trans-Program	17,778	27,746	24,179	47,000
Westonka	19,801	32,696	31,715	31,715
Total Rural Systems	1,097,375	1,549,542	1,740,262	2,541,903
Small Urban—				
Columbia Heights	0	83,707	83,000	59,005
Hastings—TRAC	82,172	81,999	82,172	82,172
Hopkins	29,589	34,752	34,752	34,752
NEST	92,543	89,296	111,434	111,434
STEP	11,286	11,175	10,880	11,129
White Bear Area Transit	85,020	81,666	112,136	170,480
Total Small Urban	300,610	382,595	434,374	468,972
Total Rural/Small Urban	\$1,397,985	\$1,932,137	\$2,174,636	\$3,010,875
New Services—				
Anoka County Traveler	384,294	Beginning 1992 New Services reserve funds available for transfer from General Fund to relevant Special Revenue Fund.		
BeLine	45,781			
Roseville Area Circulator	524,665			
Columbia Heights	62,875			
Lakeville	32,570			
Total New Services	\$1,050,185	\$500,000	\$500,000	123,020
Total Transit Assistance	\$85,300,744	\$88,003,672	\$93,510,189	\$93,168,981

**REGIONAL TRANSIT BOARD
SUMMARY of ESTIMATED PROFESSIONAL FEES
1994 BUDGET**

	PROGRAM	DESCRIPTION		TOTAL
LEGAL--				
94-01	Policy Management	Board Related Legal Services	25,000	
94-02	Executive Director	Agency Related Legal Services	75,000	\$100,000
CONSULTING--				
94-03	Planning & Programs Administration	UofM CTS		\$100,000
94-10	Elderly & Disabled--	Metro Mobility Research & Planning	50,000	
		Metro Mobility Eligibility Criteria	50,000	
		ADA Research & Planning	50,000	\$150,000
94-11	Regional Rideshare	TDM Consulting		\$50,000
94-13	Transit System PIng & Impl--	Engineering & Design	75,000	
		Planning Assistance	75,000	\$150,000
94-14	Transit Programs & Administration--	MTC Performance Audit--Phase II	150,000	
		Operations Monitoring	50,000	\$200,000
94-17	Personnel	Affirmative Action		\$2,000
CONTRACTUAL SERVICES--				
94-10	Elderly & Disabled	Interpreter Services		\$2,500
94-15	Administration--	Legal Systems Service Corp (FSA)	1,400	
		Temporary Help	500	
		Miscellaneous Office	9,000	\$10,900
94-16	Finance	Annual Agency Financial Audit	16,000	
		Payroll Service	3,000	19,000
94-19	Public Information--	Special Events	6,000	
		Special Projects	10,000	
		Conferences	4,000	
		Miscellaneous Services	5,000	\$25,000
TOTAL PROFESSIONAL & TECHNICAL				<u><u>\$809,400</u></u>

**Regional Transit Board
Staff Complement
1994 Budget**

	Actual 1991	Actual 1992	Budget 1993	Actual Dec '93	Budget 1994
Chair's Office					
Chair	1	1	1	1	1
Assistant Chair	1	1	1	0	1
Secretary	1	1	1	1	1
Total	3	3	3	2	3
Executive Director's Office					
Executive Director	1	1	1	1	1
Community Relations Coordinator	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
Total	3	3	3	3	3
Planning & Programs					
Director of Planning & Programs	1	1	1	1	1
Planning Manager	1	1	1	1	1
Programs Manager	1	0	0	1	1
Manager of Special Projects	0	1	1	1	1
Senior Planners	2	2	2	1	1
Senior Project Administrators	1	2	2	2	2
Planner II	0	1	1	3	3
Project Administrator II	0	2	0	1	2
Planner	3	2	2	0	1
Project Administrator	3	0	3	0	0
Paratransit Analyst	1	1	1	1	1
Transit Analyst (Statistician)	0	0	1	0	1
ADA Planner	0	0	1	0	1
TDM Coordinator	0	0	1	1	1
Total	13	13	17	13	17
Finance					
Comptroller	1	1	1	1	1
Fiscal Analyst	1	1	1	1	1
Program Auditor	2	2	2	1	2
Accountant	1	1	1	1	1
Accounting Clerk I	1	0	0	0	0
Accounting Clerk II	0	1	1	1	1
Total	6	6	6	5	6
Administration					
Manager of Administrative Services	0	0	0	1	1
Personnel Administrator	1	1	1	0	0
Administrative Assistant	1	1	1	1	1
Secretary	1	1	1	1	1
Clerical Assistant	1	1	1	1	1
Receptionist	1	1	1	1	1
Total	5	5	5	5	5
Public Information Office					
Public Information Manager	1	1	1	1	1
Project Administrator II	0	0	0	1	1
Writer/Editor	1	1	1	1	1
Public Information Specialist	1	1	1	0	1
Total	3	3	3	3	4
Agency Total – Budget	36	36	37		38
Agency Total – Actual	33	33		31	

REGIONAL TRANSIT BOARD 1994 NON-AGENCY CAPITAL BUDGET
--

PROJECT NAME: Community Based Transit Capital Assistance

SOURCE of FUNDS: Agency Fund – Bond Sale Proceeds

PROJECT DESCRIPTION–

Provide assistance to community based transit providers for purchases of vehicles, finance transit hub construction projects, reimburse Opt-Out vehicle costs, and community based transit projects.

	1991 ACTUAL	1992 ACTUAL	1993 BUDGET	1994 BUDGET
Transit Facilities	\$1,045,112	\$427,617	\$2,660,000	\$1,000,000
Vehicle Purchase	\$58,589	\$143,730	\$300,000	\$1,500,000
Opt-Out Reimbursement	\$0	\$0	\$284,000	\$350,000
Projects(Smart, Travlink)	\$0	\$0	\$0	\$820,000
TOTAL	<u>\$1,103,701</u>	<u>\$571,347</u>	<u>\$3,244,000</u>	<u>\$3,670,000</u>