



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](http://www.mnhs.org/copyright).

December 7, 1993

REGIONAL TRANSIT BOARD

ROLL CALL AND ATTENDANCE SHEET

DATE: 1/3/94

Member Name	Present	Vote							
-------------	---------	------	------	------	------	------	------	------	------

ISSUE

Chair	✓								
Michael Beard	✓								
Sharon Feess	✓								
Ruth Franklin	✓								
Morgan Grant	✓								
Val M. Higgins	✓								
James Hovland	✓								
Gary Humphrey	✓								
Ruby Hunt	✓								
Harry Mares	✓								
-----									

Visitors

Sachs  
Bentley  
M. Benson  
G. Kovach  
Hibbert  
 mff R. Main

Staff

du gh jh  
sl hb ls  
mo

Bentley  
Carol Kummer  
Eddie Maddox  
Citizen for PRT



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

**Meeting of the  
REGIONAL TRANSIT BOARD**  
Mears Park Centre Chambers  
Monday, January 3, 1994  
4:00 p.m.

**AGENDA**

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **CHAIR'S REPORT**
  - a. Appointment of Nominating Committee
  - b. Transportation Accessibility Advisory Committee Appointment
4. **MEMBERS' REPORTS**
5. **EXECUTIVE DIRECTOR'S REPORT**
6. **COMMITTEE OF THE WHOLE REPORT  
(Val Higgins, Chair)**
  - a. Relocation of Northtown Transit Hub
  - b. Report of the Transportation Accessibility Advisory Committee
7. **OTHER BUSINESS**
  - a. Metro Mobility Update
8. **PUBLIC COMMENT**
9. **EXECUTIVE SESSION FOR DISCUSSION OF PENDING LITIGATION**

**Sally Evert  
Chair**



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

**Minutes of the Meeting of the  
REGIONAL TRANSIT BOARD  
January 3, 1994**

**MEMBERS PRESENT:** Sally Evert, Chair; Michael Beard, Sharon Feess; Ruth Franklin; Morgan Grant; Val Higgins; James Hovland; Gary Humphrey; Ruby Hunt; Harry Mares

**OTHERS PRESENT:** Greg Korstad, Legal Counsel; Tom Sather and Robert Mairs, Metropolitan Transit Commission; George Bentley, Opt-Out Communities; Dan Hibbert, ATE; Melanie Benson, Amalgamated Transit Union Local 1005; Gregory L. Andrews, Judy Hollander, Dale Ulrich, Howard Blin, Suzanne Hanson, Mary Fitzgerald, RTB staff

**CALL TO ORDER AND ROLL CALL**

Chair Evert called the meeting to order at 4:00 p.m. at the address shown above. Roll was taken.

**APPROVAL OF AGENDA**

Franklin moved and Hovland seconded approval of the agenda. The motion was unanimously approved.

**CHAIR'S REPORT**

**APPOINTMENT OF NOMINATING COMMITTEE**

In compliance with requirements of the RTB Bylaws, the chair made the following recommendation. Hunt moved and Hovland seconded:

That the Regional Transit Board appoint the following members to the ad hoc Nominating Committee for the purpose of selecting a slate of candidates for the three board offices.

Ruby Hunt, Chair  
Val Higgins  
Sally Evert

The appointments are effective immediately.

The motion was unanimously approved.

#### **TRANSPORTATION ACCESSIBILITY ADVISORY COMMITTEE APPOINTMENT**

Humphrey noted that a staff report, dated December 28, 1993 had been included in the packet along with a copy of Claudia Carlisle's application. He moved and Mares seconded:

That the Regional Transit Board appoint Claudia Carlisle to the Transportation Accessibility Advisory Committee, effective immediately, representing District H.

The motion was unanimously approved.

#### **ASSIGNMENT TO STANDING COMMITTEES**

The chair said the assignments will be on the next agenda of the board and she asked members to make their preferences known to Mary Fitzgerald. Everyone is invited to attend any meetings, but members may prefer to return to the formal committee structure. If members have problems with the times and dates of committee meetings, they are open for change and the committees may decide for themselves.

#### **LITIGATION COMMITTEE**

The chair said this committee is to be a link to the board and attorneys. It will be a sounding board for strategy and will make recommendations on how to proceed during litigation. Beard moved and Feess seconded:

That the Regional Transit Board appoint the following members to the Litigation Committee, effective immediately.

James Hovland, Chair  
Sally Evert  
Morgan Grant  
Val Higgins

The motion was unanimously approved.

#### **MEMBERS' REPORTS**

Beard reported on the two-hour meeting he attended with representatives of the Metropolitan Council and the Minnesota Department of Transportation. The governor's staff questioned why the metro governance issue is coming back since agreement was reached last spring by John Riley, Dottie Rietow and James Denn. Beard and Franklin explained that the board had never discussed the issue. Commissioner Denn insisted on the meeting because some people felt that the earlier model was deficient and the issue should be revisited. Beard said RTB's case was stated clearly and some questions were raised that need further discussion. Franklin said the board was asked to give a little background on proposals for governance so she presented the original RTB draft position and

discussed the new one which has not yet been put in writing. It was received with a fair amount of interest. Andrews said the other parties do not seem to have a good understanding of the implementation policies set by RTB and MTC. RTB's board believes there should be citizen involvement in setting implementation policy. The focus will be on board and council members' interaction. Beard said this board is unanimous in opposing an elected Metro Council. Members discussed the board's concept of a merger of the Transportation Advisory Board, the Metropolitan Transit Commission and the Regional Transit Board. The board has not taken formal action to adopt the proposal. Franklin said the proposal would also expand on the powers of those entities and be similar to some models in use in other parts of the country. Hovland asked for written information on the proposal. Hunt said the board needs something in final form to share with other groups. Evert said the draft proposal can be part of the agenda of the next Legislative Committee meeting.

Beard reported on his presentation to the Minnesota Public Transit Association.

#### **EXECUTIVE DIRECTOR'S REPORT**

Simich reviewed the Southwest Metro Transit Vehicle Request memorandum dated January 3, 1994, which was distributed before the meeting. No action is requested at this time. He noted that the memo should be corrected to state that the Invitation for Bid (IFB) will be issued for 13 large and 9 small vehicles. SWMT would own the vehicles and contract out for their operation. All the vehicles will be lift-equipped.

#### **REPORT OF THE COMMITTEE OF THE WHOLE**

Policy Committee Chair Higgins reported on the recommendation approved by the committee at its December 27, 1993 meeting.

#### **RELOCATION OF NORTHTOWN TRANSIT HUB**

Higgins explained the background of the project. He moved and Franklin seconded:

That the Regional Transit Board authorize the executive director to execute a memorandum of understanding with Anoka County for a preliminary engineering study of a Northtown Transit Hub facility. The Regional Transit Board's contribution to this study shall not exceed \$42,500.

Franklin said she has spoken with Anoka officials and feels this should definitely moved forward. The motion was unanimously approved.

**REPORT OF THE TRANSPORTATION ACCESSIBILITY ADVISORY COMMITTEE**

No action was required. The issue of hiring a consultant to conduct a random survey of Metro Mobility ridership had been tabled for a period no longer than three months. Staff is directed to investigate options and costs of performing such a study.

**OTHER BUSINESS**

Jacobson updated members on the Metro Mobility restructuring. The new system area is smaller than the old one, although ridership is increasing. In November there were 81,200 rides; in December the number reached 87,100. Agency trips remain constant at approximately 1,800 per weekday. All three service providers are now under contract.

Grant asked about the progress in resolving the problem of adequately heating the vehicles. Hibbert said the president of Metro Trans, the company that built the vans, will be in town within the next few days to meet with contractors and go over the vehicles. They will probably install auxiliary booster pumps to deliver more heat to the back of the van. Drivers are being directed to keep the doors closed as much as possible. Grant asked when the board can count on resolution to the problem. He asked if the plan is to modify a few vans to then wait to evaluate the results. Hibbert said the modification is relatively inexpensive, (\$25 to \$30 per van) and it will be done to all the vehicles. Hibbert said Metro Trans staff will be working on the entire fleet very shortly. They will also be covering the radiators to retain heat. The work will be done under the original contract.

Hunt said all the members have received Handicabs' letters complaining about a number of issues, particularly routing, which seems to be very illogical. She asked if this is still a computer problem. Hibbert said he sent copies of his response to the board members. ATE has now given drivers the ability to evaluate their routes. Standing orders will be hard-coded. The computer will be used, but the route will be built by hand. ATE recognizes the areas that need to be improved. Evert asked what percentage of routes will be hand-done and override the computer system. Hibbert said about half the routes are standing order trips. One benefit is riders and drivers will be able to become familiar with each other. Beard said he had understood that hard coding would start in early December and be complete by Christmas. Hibbert said ATE did the first cut in December with providers and they are now getting input from them so they can continue to improve the routes. Andrews said the execution of the providers' contracts closes the bid protest by Metro Ride. There is a supplemental contract that has to be executed.

**PUBLIC COMMENT**

Because of the distance from the shopping center, Benson asked why the Northtown Transit Hub was relocated. Blin said the present facility is next to Kohl's, which is expanding, and it has to be moved. Staff worked with Northtown but expansion was planned for every site. They are working with the mall to improve the pedestrian environment and make it safer and more secure.

Franklin said some of the Anoka people suggested some of the improvements will go in the direction of the new hub. There may be some kind of covered walkway for people who use the park and ride lot. No one knows how many people park and shop. Benson said many of the passengers who take the bus to the shopping center are elderly or parents of small children and this location will be difficult for them. She asked if the riders were surveyed. Blin said they might run the bus by the front door and drop the riders off. Hovland asked what RTB's rights are under the lease. Blin said they have the right to terminate our rights to the site and would have to compensate us.

Eddie Maddox told the board that he sometimes uses Metro Mobility and his experience in November was that routing was very illogical. The theory behind the computer algorithm for scheduling is such that there will always be instances where a person will do better than a computer. He recommended to Hibbert that his staff be given the power to make adjustments as necessary.

The board went into executive session at 4:55 p.m. At 6:20 p.m. Humphrey moved and Hovland seconded that the meeting be reconvened. The motion carried unanimously. There was no further business so Franklin moved and Beard seconded that the meeting be recessed until 4:00 p.m. on January 6, 1994 to discuss and finalize the governance recommendations. The motion carried unanimously.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's meeting of January 3, 1994.

Respectfully submitted,

Mary Fitzgerald  
Secretary of the Board

Approved by the Regional Transit Board on this seventh day of February 1994.



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

DATE: December 28, 1993  
TO: Chair and Members of the Regional Transit Board  
FROM: Dave Jacobson and Debra Nelles  
SUBJECT: Appointment to Transportation Accessibility Advisory Committee (TAAC)

An eligible candidate has been nominated by Board Member Humphrey to fill the vacant position on TAAC.

**RECOMMENDATION**

That the Regional Transit Board appoint Claudia Carlisle to the Transportation Accessibility Advisory Committee, effective immediately, representing District H.

mff  
Att.

12/17/03 14:57 FAX 612 229 2730

RTB

0001

### APPLICATION FOR REGIONAL TRANSIT BOARD ADVISORY COMMITTEE APPOINTMENT

Date 12-21-93

Specify which Advisory Committee you are applying for:

- Transit Accessibility Advisory Committee.
- Transit Providers Advisory Committee

Name: Claudia Carlisle

Address: 14645 Cameo Ave

City/State/Zip: Rosemount MN 55069

Mailing address: (if different) \_\_\_\_\_

Phone, Home 612 423-5322 Business \_\_\_\_\_

RTB District (members will live or work in the district they represent):  
\_\_\_\_\_ (see attached district map)

#### EMPLOYMENT:

Please be specific in providing beginning and ending dates for employment and membership in civic and similar organizations.

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Position: \_\_\_\_\_ Beginning/ending dates \_\_\_\_\_

Other work experience:

Employer: \_\_\_\_\_ Beginning/ending dates \_\_\_\_\_

Employer: \_\_\_\_\_ Beginning/ending dates \_\_\_\_\_

#### CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES:

Organization Voices for Disabilities Beginning/ending dates May 1991 on going

Position Correspondent Secretary

Organization School Dist 196 Beginning/ending dates Oct. 1991 on going

Position Volunteer

PAST COMMITTEE EXPERIENCE: (Please include dates of service and be specific.)

Accessibility Board - Aug 1993

Why are you interested in serving on the RTB's advisory committees?

I'm very interested in getting adequate transportation for all disabled people, it is very badly needed

REFERENCES:

A. Name: Dennis Ozement Relationship State Representative

3275 145 Dr E.  
Mailing Address: Rosemount MN 55068 Phone Number: 612-423-1331

B. Name: \_\_\_\_\_ Relationship \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

OTHER INFORMATION: ( Please give beginning/ending dates, if applicable)

ADDITIONAL INFORMATION\*:

Sex: Male \_\_\_\_\_ Female

How do you describe yourself in terms of the following groups:

- \_\_\_\_\_ American Indian/Native American/Alaska Native
- \_\_\_\_\_ Asian (including Indian subcontinent) Pacific Islander
- \_\_\_\_\_ Black/African American
- \_\_\_\_\_ Latin American/Puerto Rican/Mexican American/Spanish Surnamed
- White/Caucasian

Check if the following applies to you:

Senior Citizen \_\_\_\_\_ Disabled

\*This information is optional and is sought for the purpose of broadening citizen participation in the Regional Transit Board's decision making process.

If you have any questions, call the Regional Transit Board at 292-8789

Return to:

Regional Transit Board  
Mears Park Centre  
230 East 5th Street  
St Paul, Minnesota 56101



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

### REPORT OF THE COMMITTEE OF THE WHOLE

At its meeting of December 27, 1993, the committee approved the following recommendations to the board:

#### RELOCATION OF NORTHTOWN TRANSIT HUB

That the Regional Transit Board authorize the executive director to execute a memorandum of understanding with Anoka County for a preliminary engineering study of a Northtown Transit Hub facility. The Regional Transit Board's contribution to this study shall not exceed \$42,500.

#### REPORT OF THE TRANSPORTATION ACCESSIBILITY ADVISORY COMMITTEE (TAAC)

That the Regional Transit Board table, for a period of no longer than three months, the Transportation Accessibility Advisory Committee's recommendation to hire a consultant to conduct a random survey of Metro Mobility ridership using a large enough sample to be statistically valid in order to determine current customer satisfaction with and confidence in the current Metro Mobility system. Staff is directed to investigate options and costs of performing such a study.

#### OTHER BUSINESS

Bob Winter, a project manager from the Minnesota Department of Transportation, made a presentation on the Central Corridor Alternatives Analysis/Draft Environmental Impact Statement.

The next regular meeting of the committee will be January 31, 1994.

**Val M. Higgins**  
Chair  
Policy Committee

mff  
12/28/93

## REGIONAL TRANSIT BOARD

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

**DATE:** January 3, 1994  
**TO:** Chair and Members of the Board  
**FROM:** Len Simich, Senior Project Manager   
**SUBJECT:** Southwest Metro Transit Vehicle Request

### SUMMARY

The purpose of this memo is to inform the Board of Southwest Metro Transit's intent to release an Invitation for Bid (IFB) on January 4, 1994, for eleven large (36-38 passenger) and eleven small (14-16 passenger) vehicles. This item is for information only. No action is being requested.

### DISCUSSION

The bond funds currently used to pay opt-out private vehicle capital are scheduled to be depleted by the end of 1994. Because of this, Southwest Metro has been evaluating various options to fund their private vehicle capital needs. After examining all the options, Southwest Metro has decided that they would like to pursue purchasing their own vehicles for the non-MTC service they contract for, and contract out the operations and maintenance.

Currently Southwest Metro utilizes 16 small to mid-sized vehicles to provide dial-a-ride service, reverse commute service, and service to the Mall of America. The vehicles which are owned and operated by National School Bus, have exceeded their useful life, have become unreliable, are not all lift-equipped, and are costly to maintain. Their current request is for 22 lift-equipped vehicles, and is based on the premise that they do not have enough capacity to handle all the desired trips. Both RTB and Southwest Metro staff's will be examining this further in the coming weeks.

It is projected that the cost associated with these 22 vehicles would be approximately \$2.5-\$3.0 million. Funding to purchase the vehicles would come out of the \$6.5 million earmarked for opt-out vehicles in the RTB 1992 legislative bonding authorization.

### RECOMMENDATION

This item is for informational purposes only. Action will be requested at the February 7th Administration and Finance meeting.