



Minnesota Regional Transit
Board: Records.

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

Regional Transit Board
Mears Park Centre Chambers
Monday, September 26, 1994
3:00 p.m.

AMENDED AGENDA

- 1. CALL TO ORDER AND ROLL CALL**
- 2. APPROVAL OF THE AGENDA**
- 3. APPROVAL OF MINUTES**

Regional Transit Board Meeting, August 1, 1994
Administration and Finance Committee, August 8, 1994
Joint Meeting Between Metropolitan Council Transportation Committee
and Regional Transit Board, August 15, 1994
Regional Transit Board Meeting, August 15, 1994
Public Hearing on 1995 Budget
Policy Committee Meeting, August 22, 1994

- 3. CHAIR'S REPORT**
- 4. MEMBERS' REPORTS**
- 5. EXECUTIVE DIRECTOR'S REPORT**
 - A. Metro Mobility Update
 - B. Approval of Labor Agreement
 - C. Metro Mobility Vehicle Lease, Resolution No. 94-03
- 6. REPORT OF THE COMMITTEE OF THE WHOLE MEETING, SEPTEMBER 12, 1994
(Ruth Franklin, Chair, Administration and Finance Committee)**
 - A. Regional Bus Fleet
 - B. Capital Funding Request from Scott County

- C. University of Minnesota Route 52 Two-Year Contract Extension
 - D. 1995 Jobseekers Program
 - E. Transit Education School Curricula Program
 - F. Report of the Audit Advisory Committee
- 7. REPORT OF THE COMMITTEE OF THE WHOLE MEETING, SEPTEMBER 19, 1994
(Val Higgins, Chair, Policy Committee)**
- A. Approval of Five-Year Plan
 - B. Approval of Accessible Regular Route Implementation Plan
 - C. Metro Mobility Budget Options
 - D. Approval of Metro Mobility Eligibility Criteria, Process and Timetable
 - E. DARTS, HSI, Anoka County, Scott County Supplemental Funding Request
 - F. Brookdale Transit Hub Consultant Selection
 - G. Opt-Out Budget Carryover Policy
- 8. OTHER BUSINESS**
- 9. PUBLIC COMMENT**

**Sally Evert
Chair**

mff
9/20/94

CHART OF MOTIONS

(In Order of Precedence Through #13; No Order of Precedence Among Remaining 10 Motions)

	Type of Motion	Interrupt Speaker	Require Second	Amendable	Debatable	Required Vote	Purpose
1. Fix the Time to Which To Adjourn	Privileged	No	Yes	Yes	Yes	Majority	to set time for continuation of meeting
2. Adjourn	Privileged	No	Yes	No	No	Majority	to close the meeting
3. Take a Recess	Privileged	No	Yes	Yes	No	Majority	to interrupt the meeting
4. Raise a Question of Privilege	Privileged	Yes	No	No	No	---	to request a personal privilege
5. Call for the Orders of the Day	Privileged	Yes	No	No	No	---	to require adherence to agenda
6. Lay on the Table	Subsidiary	No	Yes	No	No	Majority	to interrupt business for some urgent reason
7. Previous Question (Close Debate)	Subsidiary	No	Yes	No	No	2/3	to close debate on pending motion
8. Limit or Extend Limits of Debate	Subsidiary	No	Yes	Yes	No	2/3	to limit or extend debate
9. Postpone to a Certain Time (Postpone Definitely)	Subsidiary	No	Yes	Yes	Yes	Majority	to postpone to another, specified time
10. Refer to Committee	Subsidiary	No	Yes	Yes	Yes	Majority	to send to a committee for further study
11. Amend	Subsidiary	No	Yes	Yes	Yes	Majority	to alter or modify the wording of a motion
12. Postpone Indefinitely	Subsidiary	No	Yes	No	Yes	Majority	to avoid a direct vote on a motion
13. Original Main Motion	Main	No	Yes	Yes	Yes	Majority	to introduce new business
14. Point of Order	Incidental	Yes	No	No	No	---	to enforce rules and orders
15. Appeal	Incidental	Yes	Yes	No	Yes	Majority	try to reverse ruling
16. Questions or Points of Information	Incidental	Yes	No	No	No	---	obtain answers to questions and seek information
17. Suspend the Rules	Incidental	No	Yes	No	No	2/3	set aside rules that interfere with action desired
18. Object to Consideration	Incidental	Yes	No	No	No	2/3	to avoid unprofitable questions
19. Division of a Question	Incidental	No	Yes	Yes	No	Majority	to divide a question
20. Consideration by Paragraph — Seriatum	Incidental	No	Yes	Yes	No	Majority	to consider by sections
21. Division of the Assembly	Incidental	Yes	No	No	No	---	to provide for a more accurate count of the vote
22. Rescind	Bring back before assembly	No	Yes	Yes	Yes	2/3	to nullify a motion previously adopted
23. Reconsider	Bring back before assembly	Yes	Yes	No	Yes	Majority	to bring back for review



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

DATE: September 16, 1994
TO: Chair and Members of the Regional Transit Board
FROM: Mary Fitzgerald, Board Secretary
SUBJECT: Approval of Minutes

Legal counsel has advised that the board should take action to authorize the approval of the minutes of the last meeting of the board.

RECOMMENDATION

That the Regional Transit Board authorize its secretary, Mary Fitzgerald, to approve minutes of the board and committee meetings that were not submitted to the board in time for approval at the last Regional Transit Board meeting on September 26, 1994.

mff

REGIONAL TRANSIT BOARD

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

DATE: September 20, 1994
TO: Chair and Members of the Regional Transit Board
FROM: Gregory L. Andrews, Executive Director
SUBJECT: Proposed Labor Agreement Between Regional Transit Board and American Federation of State, County and Municipal Employees

Summary:

This memorandum sets forth a recommendation for the Regional Transit Board to approve a proposed labor agreement between eligible Regional Transit Board employees and the American Federation of State, County and Municipal Employees.

Background:

In March of this year, Regional Transit Board employees filed a petition with the State of Minnesota Bureau of Mediation Services to request that the American Federation of State, County and Municipal Employees (AFSCME) serve as their exclusive representative for collective bargaining purposes. The petition requested representation for all clerical and professional employees, excluding confidential and supervisory employees, as defined in state statute. Staff conducted an election in May of this year and the results of the election ratified AFSCME as the exclusive bargaining unit for staff. Staff indicated to management that the reason they sought union representation was over concerns related to job security as a result of the merger creating the new reorganized Metropolitan Council.

Shortly after the results of the election, AFSCME and management at the RTB began negotiations for the establishment of an initial contract. The AFSCME negotiating team and the management negotiating team met in collective bargaining sessions several times over the summer. Major issues raised in the bargaining sessions were job security, preservation of RTB benefits, and seniority for RTB employees after the merger. Management and AFSCME reached agreement on a tentative contract proposal in which no new ground is broken - the proposal is a blend of existing terms and conditions of employment as specified in the RTB Personnel Code, and terms and conditions of employment as specified in the existing AFSCME contract with the Metropolitan Council. The proposal calls for status quo with regards to existing compensation and benefits. (see attachment A).

The proposed term of the contract is September 1, 1994 through June 30, 1995. This contract term was chosen to coincide with the expiration of the Metropolitan Council's AFSCME contract and to give RTB and Metropolitan Council AFSCME units time to deal with issues of seniority among bargaining units.

Proposed Labor Agreement
Page 2

The Metropolitan Council's Regional Administrator and Associate Regional Administrator have been briefed on the proposed contract and have indicated that they will honor the agreement, if ratified by the Board.

Recommendation:

That the Regional Transit Board authorize the executive director to execute the proposed Labor Agreement Between the Regional Transit Board and the American Federation of State, County and Municipal Employees.

APPENDIX A

Proposed Labor Agreement Between Regional Transit Board & AFSCME

Article VII. Grievance Procedure	Met Council AFSCME agreement
Article X. Hours of Work	RTB Personnel Code
Article XII. Employee Development	RTB Personnel Code
Article XIV. Discipline & Discharge	Combination of RTB Personnel Code and Met Council AFSCME agreement
Article XVI. Wages	Status quo for salary ranges Status quo for pay for performance increases Status quo for maximum increase - up to 3%
Article XVII. Vacation Leave	RTB Personnel Code plus conversion of sick to vacation at end of year to conform to Council's AFSCME agreement
Article XVIII. Sick Leave	RTB Personnel Code
Article XIX. Holidays	RTB Personnel Code
Article XX. Leaves of Absence	RTB Personnel Code
Article XXI. Insurance	RTB Personnel Code - continues present practice of employer paid single coverage - employer pays 90% of dependent coverage for lowest cost carrier
Article XXII. Local Travel	Adopt new Met Council travel policy plus continue RTB practice of free bus pass
Article XXIII. Seniority	Met Council AFSCME agreement
Article XXV. Lay Off	Met Council AFSCME agreement
Article XXVIII. Job Posting	Met Council AFSCME agreement
Article XXXII. Duration of Contract	September 1, 1994 - June 30, 1995



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

REPORT OF THE COMMITTEE OF THE WHOLE

At its meeting of September 12, 1994, the committee approved the following recommendations:

REGIONAL BUS FLEET

That the Regional Transit Board further study the concept of a regional fleet and direct staff to explore and report on issues surrounding implementation of a regional fleet.

CAPITAL FUNDING REQUEST FROM SCOTT COUNTY

That the Regional Transit Board approve capital funding for Scott County in an amount not to exceed 80-percent of the purchase price of \$73,502 for the purchase of two smaller buses.

UNIVERSITY OF MINNESOTA ROUTE 52 TWO-YEAR CONTRACT EXTENSION

That the Regional Transit Board authorize its executive director to enter into a contract with the University of Minnesota for the operation of Route 52 for the period of July 1, 1995 through June 30, 1997 in an amount not to exceed \$1,075,000.

1995 JOBSEEKERS PROGRAM

That the Regional Transit Board approve the Jobseekers budget of \$525,537 for calendar year 1995 to offer discounted convenience fares through participating agencies.

TRANSIT EDUCATION SCHOOL CURRICULA PROGRAM

That the Regional Transit Board authorize the executive director to enter into a contract with Thomas Learning Consultants for an amount not to exceed \$73,900 for the development of a transit curriculum.

REPORT OF THE AUDIT ADVISORY COMMITTEE

That the Regional Transit Board approve the September 8, 1994 recommendations of the Audit Advisory Committee.

OTHER BUSINESS

The committee received an update on the August figures from the Metro Mobility Service Center. Overall, all the indicators indicate improved performance.

**Ruth Franklin
Chair
Administration and Finance Committee**

mff
9/12/94



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 September 19, 1994, the committee approved the following recommendations:

APPROVAL OF THE FIVE-YEAR PLAN

That the Regional Transit Board approve the draft Five-Year Transit Plan (*Vision '99*).

APPROVAL OF THE UPDATE OF THE ACCESSIBLE REGULAR ROUTE IMPLEMENTATION PLAN FOR THE TWIN CITIES METROPOLITAN AREA

That the Regional Transit Board adopt the Accessible Regular Route Implementation Plan 1994-1998, including the following changes:

1. Adopt the revised consumer criteria and scoring methodology for delivery accessible regular route implementation
2. Prioritize deployment of new accessible 40-foot buses on making existing accessible routes 100-percent accessible before any new routes are made accessible.
3. All future implementation of accessible route service should emphasize implementation of 100-percent accessible for all service operated on a route.
4. Adopt the implementation schedule establishing the priority of accessible regular routes service.
5. All accessible articulated buses operated will continue to be operated on peak-period-only routes with high passenger boarding per trip as determined by the Metropolitan Council Transit Operations (MCTO). However, accessible articulated buses, when assigned to regularly scheduled runs on a given route, will be advertised as accessible service.
6. Contractually require all accessible regular route providers to submit records on daily lift usage.

METRO MOBILITY BUDGET OPTIONS--RECOMMENDATIONS

That the Regional Transit Board recommend that the Metropolitan Council deal with the Metro Mobility budget shortfall in these ways:

1. Adopt new policies and procedures for Metro Mobility transportation arrangements with agencies;
2. Continue to emphasize cost-effectiveness as a means of dealing with the Metro Mobility shortfall, yet recognizing that the entire shortfall cannot be made up by productivity improvements along;
3. Follow-up on actual experience with supplemental sedan service to determine if cost-savings are possible;
4. Make no service changes, as originally considered, at this time;
5. Eliminate the ombudsman function; instead, concentrate resources on the Customer Service function and the Metro Mobility Service Center;
6. Seek legislative authority to eliminate the cap on Metro Mobility funding; and
7. Request additional funding as needed.

APPROVAL OF METRO MOBILITY ELIGIBILITY CRITERIA, PROCESS AND TIMETABLE

That the Regional Transit Board approve and direct staff to initiate the certification process beginning in January 1995 with completion in December 1995, utilizing the approved Americans with Disabilities Act (ADA) paratransit eligibility application.

DARTS, HSI, ANOKA COUNTY, SCOTT COUNTY SUPPLEMENTAL FUNDING REQUEST--RECOMMENDATIONS

The committee forwarded the above matter to the full board without recommendation. Staff was directed to review the allocation of funds based on total ridership of each program.

BROOKDALE TRANSIT HUB CONSULTANT SELECTION

That the Regional Transit Board authorize the executive director to negotiate and enter into a contract with LSA Design, Inc. for final engineering and design of the Brookdale Transit Station at a cost not to exceed \$175,000.

REVIEW OF OPT-OUT BUDGET CARRYOVER POLICY

That the Regional Transit Board adopt the Budget Carryover Fund for Replacement (opt-out) Programs as described in the staff memorandum dated September 19, 1994.

OTHER BUSINESS

The committee received an update on the Northtown Transit Hub and the Minnesota Valley Transit Authority Hub. No action was taken.

**Val Higgins
Chair
Policy Committee**

mff
9/20/94



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

**Minutes of the Meeting of the
REGIONAL TRANSIT BOARD
August 1, 1994**

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

MEMBERS EXCUSED: Sally Evert, Chair

OTHERS PRESENT: Dede Wolfson, Metropolitan Council Members; Arnie Entzel, Amalgamated Transit Union, Local 1005; Mark Hoisser, DARTS; George Bentley, Opt-Out Communities; Karen Lyons, Metropolitan Council; Gregory L. Andrews, Judy Hollander, Ron Soderberg, Mark Fuhrmann, Jane Fitz, Paul Colton, Assata Brown, Randy Rosvold, Dave Jacobson, Mary Fitzgerald, RTB staff

CALL TO ORDER AND ROLL CALL

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

APPROVAL OF AGENDA

Beard moved and Hunt seconded approval of the agenda. The motion carried unanimously.

APPROVAL OF MINUTES

Grant moved and Hunt seconded:

That the Regional Transit Board approve the following minutes:

Regional Transit Board Meeting, June 20, 1994
Policy Committee Meeting, June 27, 1994
Regional Transit Board Meeting, July 5, 1994

Hunt said an attorney representing some of the opt-out communities wrote a letter questioning the validity of a motion made by Member Higgins at the last meeting regarding budget carryover funds for the opt-out communities. Higgins said he had mentioned the matter at the last retreat because he had not recalled that Hunt made a substitute motion. He is satisfied that the intent of the board was met. Hovland said in terms of reflecting what transpired at the meeting, the minutes are accurate. Humphrey asked that the minutes be acted upon separately since he did not attend all the meetings. The acting chair agreed.

Hunt moved and Feess seconded approval of the minutes of the June 20 board meeting. The motion was unanimously approved.

Grant moved and Hunt seconded that the minutes of the June 27 Policy Committee meeting be approved. The motion was approved (Beard abstained).

Franklin moved and Feess seconded that the minutes of the July 5, 1994 board meeting be approved. The motion was approved (Humphrey abstained).

CHAIR'S REPORT

Hovland noted that Chair Evert is on vacation.

MEMBERS' REPORTS

Beard said he attended the Minnesota Valley Transit Administration (MVTA) appreciation reception on June 22 and had an opportunity to spend some time with MVTA board members. The project at Nicollet and Highway 13 will break ground shortly and the targeted completion date is October 1, which should coincide closely with the opening of the new lane. There were sharp comments made on the RTB's action on the budget carryover funds. The MVTA believes some of the concerns raised at the July 5 meeting are coming to pass. Board members are having a hard time explaining why funds are not reinvested in their community. Humphrey discussed his meeting with Beverley Miller, the Executive Director of MVTA. She explained that she produced some of the legislation that the opt-out communities intended to introduce in the 1992 legislative session. At that time staff had indicated a willingness to pass what they understood to be the RTB policy. With that understanding, the proposed legislation was not introduced. Now, after they withdrew their initiative, RTB is considering changing what they considered the policy to be. Humphrey moved to reconsider the policy approach; Grant seconded.

Higgins called for a point of order. The acting chair said he intended to raise the same question; only someone on the prevailing side may move to reconsider a motion previously approved. Humphrey did not attend the meeting in question. Humphrey said his understanding is that someone who voted or who abstained because he was not present can make a motion to reconsider. Beard said that from careful re-reading of Robert's Rules of Order he has concluded that at final legislative board meeting such as this, the motion must be made by someone who was present when the motion was passed.

Hunt said it was a difficult issue and one on which the board was split. From the standpoint of finding an area of compromise, she would not be reluctant to hold further discussion. However, she does not like being threatened and will not bow to that kind of pressure. This is a major policy on what is fair for the entire area. Humphrey said his earlier remarks dealt with legislation that was introduced and later withdrawn because the RTB's policy was agreed upon. We (who?) were bound by legislative intent that said 90 percent would go to the administration and 10 percent would go to the balance of the region. Hunt said there is a difference of opinion on the interpretation. Feess said she is also dismayed by being held hostage. This is not the position of all the opt-out communities. Maple Grove is not participating.

Franklin said the board has never tried to change the 90/10 split. When the policy was passed she understood that the opt-outs agreed. The policy says if the money is not used in the three-year period it goes back to regular route service. Now the opt-outs want a situation where it would never revert because they want use of carryover funds first.

Higgins said this matter is not on the agenda of this meeting. Negotiations are being held between the RTB chair, staff and representatives of those opt-out communities that have banded together. He would not object to reconsideration of the questions at a later date. Hovland said that from Evert's research, it appears that a motion to reconsider must be made by someone who voted in the affirmative at the July 20 meeting and it must be made at the subsequent meeting. Two members were not at the last meeting. Member Humphrey is a representative of the affected area and sat on the MVTA board. Humphrey's motion was ruled out of order. Hunt moved and Higgins seconded:

That the Regional Transit Board reconsider its action regarding the Minnesota Valley Transit Authority Service Plan and Budget, approved at the board's June 20, 1994 meeting, after discussion with the Regional Transit Board chair and staff and affected parties if the chair so recommends.

Hovland clarified that this is a conditional motion, dependent upon the recommendation of the chair and staff, as opposed to a motion to reconsider. Humphrey suggested an immediate motion to reconsider and then immediately table the matter. Hunt, Higgins and Feess said that it was also their intent that the motion be conditional. The motion was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT

Metro Mobility Update

Fuhrmann reported that last week one of the providers experienced some mechanical problems with three vehicles that resulted in some late pick-ups. The Request for Proposals (RFP) for heaters in the vans received no responses so it has been amended to make it more attractive. The Metro Mobility Service Center maintenance manager is working closely with interested parties to hear them out on their concerns and encourage them to submit proposals. It may be necessary to increase the budget for the heaters. Training for the last provider began today, August 21.

Responding to Grant's concerns about the adequacy of air-conditioners on the vans, Fuhrmann said all the retrofitting work is completed, but he was informed on July 29 that some failures have occurred. Discussions are underway with Metro Trans about the design of the rear door struts. The heavier struts have not been installed because testing showed they created too much resistance, raising concerns that they would break more readily in cold weather. No backup system has been installed because there has not been a failure in 10 months. Grant said the region must use these vans for three years and he is concerned about whether they will last that long.

Hunt said staff should be commended for the very fact that the newspapers are not writing Metro Mobility stories, which indicates that things are moving along well. Hanson said newspapers are more concerned with sensational news than good news.

Transportation Accessibility Advisory Committee (TAAC) Recommendation Regarding Metro Mobility Eligibility Appeals Committee

Hollander reviewed the July 28 recommendation submitted to the board by the advisory committee. At this time, without knowing what the new Metropolitan Council structure will be, staff recommends that the issues be conveyed to the Metropolitan Council for their disposition. Hunt moved; Feess seconded.

That the Regional Transit Board direct the executive director to present the Transportation Accessibility Advisory Committee recommendations regarding the Metro Mobility Eligibility Appeals Committee to the Metropolitan Council's Transition Steering Committee.

The motion was unanimously approved.

TAAC Recommendation Regarding Metro Mobility Step Policy

Hollander reviewed the July 15 recommendations submitted to the board by the advisory committee. Grant moved; Beard seconded.

That the Regional Transit Board approve:

- That information be provided to Metro Mobility drivers on whether or not customers who use a mobility device have steps at the point of origination and/or destination and, if so, the number of steps.
- That dispatchers should be able to have the discretion to deny taking a customer up or down steps based on the driver's assessment of a safety concern for the particular customer, driver, and/or situation.
- That Metro Mobility providers instruct and implement forward-facing assistance to customers who need to descend multiple steps.

The motion was unanimously approved.

REPORT OF THE COMMITTEE OF THE WHOLE

Franklin reported on the following recommendations approved at the committee's meeting of July 25, 1994.

Proposed Change to Public Participation Process for High-Subsidy, Regular Route Service

Franklin moved and Beard seconded:

That the Regional Transit Board approve the revisions to the process for managing high subsidy, regular route service as outlined in the staff report dated June 1, 1994.

The motion was unanimously approved.

Subsidy per Passenger Performance Standards

Franklin moved and Feess seconded:

That the Regional Transit Board adopt the proposed subsidy-per-passenger performance standards, effective January 1995, and that these standards be included in the 1995-1999 Five-Year Transit Plan.

Higgins said that during the discussion at the committee meeting he raised the issue that in the future more additional criteria, along with cost, should be taken into consideration and that the matter should be passed on to the Metropolitan Council. Hunt said she also brought this up and the feeling was the board always considers social factors surrounding route changes or cancellation. There may be a way to work those stipulations into the recommendation for those who read the standards in the future. Hollander asked if it would be appropriate to discuss that kind of language and attach it to the recommendation. Higgins said the board should strive for some kind of statement from a policy standpoint that "you shall consider." The motion was unanimously approved.

Maple Grove Capital Request for Capital Funding

Franklin moved and Feess seconded:

That the Regional Transit Board approve the City of Maple Grove's capital request for \$7,926 for a sidewalk connecting a Park-and-Ride Lot with a bus stop in the business district of Maple Grove.

The motion was unanimously approved.

Financial Statements--May 1994

Franklin moved and Higgins seconded:

That the Regional Transit Board receive the May 1994 financial statements and direct that they be placed on file.

The motion was unanimously approved.

Preliminary 1995 Regional Transit Board Budget

Franklin moved and Feess seconded:

That the Regional Transit Board accept the 1995 Preliminary Budget for the purpose of holding a public hearing at 5:00 p.m. on Monday, August 15, 1994, at Mears Park Centre, St. Paul, Minnesota.

The motion was unanimously approved.

Amendments to 1994 RTB Budget Request

Franklin moved and Grant seconded:

That the Regional Transit Board amend the 1994 budget, as adopted December 1993, recognizing the detail of the schedule included in the July 15, 1994 staff memorandum and the following summary amounts:

- Beginning Fund Balance of \$4,818,103
- Total Revenues of \$103,052,614
- Total Expenditures \$102,471,214
- Ending Total Fund Balance of \$5,399,503

The motion was unanimously approved.

Metropolitan Council to Initiate Issuance of General Obligation Transit Bonds

Franklin moved and Beard seconded:

That the Regional Transit Board request that the Metropolitan Council issue \$42,000,000 of general obligation transit bonds; \$31,000,000 of this amount represents the Metropolitan Council Transit Operations' remaining 1992 legislative authorization, \$11,000,000 of the Regional Transit Board's remaining 1992 legislative authorization.

The motion was unanimously approved.

Resolution Levying Preliminary Ad Valorem Property Taxes for 1994, Payable 1995, Resolution No. 94-01

Franklin moved and Humphrey seconded:

That the Regional Transit Board adopt Resolution No. 94-01, "Resolution Certifying Preliminary Ad Valorem Property Taxes for 1994, Payable 1995."

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

Extension of 1994 Funding Contracts with Human Services, Inc. (HSI) and Dakota Area Resources and Transportation for Seniors (DARTS)

Franklin moved and Feess seconded:

That the Regional Transit Board authorize its executive director to authorize the executive director to extend the contracts for operating assistance with Human Services, Inc. Transporter (HSI) for an amended amount of \$227,627 and with Dakota Area Resources and Transportation for Seniors (DARTS) for an amended amount of \$453,200. effective July 1, 1994, and remaining in effect until December 31, 1994.

Franklin said the chair and staff are meeting with DARTS to discuss funding. Humphrey said he is still concerned, especially in the DARTS area, because they are the sole service provider and without some resolution the ADA area will experience a higher level of trip denials. Beard said the approval of the motion this week does not preclude future action and on that basis he will support this action. The motion was unanimously approved.

Supplemental Metro Mobility Service

Franklin moved and Feess seconded:

That the Regional Transit Board authorize its executive director to request price proposals from the two sedan providers who were under contract extensions with RTB during the fall of 1993 and to negotiate and enter into a contract with the low bidder to provide supplemental sedan-type Metro Mobility service in an amount not to exceed \$118,000 on an annual basis.

The motion was unanimously approved.

OTHER BUSINESS AND PUBLIC COMMENT

A member of the audience said Mayflower's on-time performance is improving but he is still having trouble reserving service two weeks in advance and cannot always get the preferred time. Hovland asked staff to discuss the problem with him after the meeting.

Beard moved and Grant seconded that the meeting be adjourned. The motion was unanimously approved and the meeting adjourned at 5:05 p.m.

I hereby certify that the foregoing constitutes a true and accurate record of the Regional Transit Board's meeting of August 1, 1994.

Respectfully submitted,

Mary Fitzgerald
Secretary of the Board

Approved by the Regional Transit Board on this 26th day of September 1994.



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

**Minutes of the
ADMINISTRATION AND FINANCE COMMITTEE
August 8, 1994**

MEMBERS PRESENT: Ruth Franklin, Chair; Michael Beard; Sharon Feess; Harry Mares; Sally Evert

OTHERS PRESENT: Morgan Grant and Sally Evert, Regional Transit Board; Tom Sather, Robert Thompson, Metropolitan Transit Commission; Bev Auld, Metropolitan Council staff; Frank Kursinsky; Mike Opatz, City of Maple Grove; George Bentley, Opt-Out Communities; Arnie Entzel, Amalgamated Transit Union, Local 1005; Gregory L. Andrews, Judy Hollander, Mark Fuhrmann, Howard Blin, Dale Ulrich, Dave Jacobson, Dave Schleicher; Hugh Monthie, Randy Rosvold, Mary Fitzgerald, RTB staff

CALL TO ORDER

The chair called the board meeting to order at 4:05 p.m. in Chambers at the above address. Roll was taken.

APPROVAL OF THE AGENDA

Franklin recommended that the order of the agenda be changed and adding Item 3.A., Rear Heaters on Metro Mobility Vehicles. Feess so moved and Beard seconded the motion and it was unanimously approved.

FINANCIAL STATEMENTS--JUNE 1994

Schleicher reviewed the unaudited June 1994 financial statements. Ulrich added that the budget deficit for the Metro Mobility program is expected to remain at the current level until the end of the year. Mares moved and Beard seconded:

That the Regional Transit Board receive the April 1994 unaudited financial statements and direct that they be placed on file.

The motion was unanimously approved.

METRO MOBILITY UPDATE

Fuhrmann reported that the system is operating well. The plan for State Fair service is being prepared. This week the last steps will be taken to convert the providers onto computer-assisted scheduling.

That the Regional Transit receive the June 1994 financial statements and direct that they be placed on file.

The motion was unanimously approved.

SUPPLEMENTARY BUDGET REQUEST FOR REAR HEATER INSTALLATION FOR METRO MOBILITY VEHICLES

Jacobson reviewed the staff report dated August 8, 1994. No single company is willing to do all the installation work on the 149 vehicles. Grant cautioned that the heaters must be more than adequate to heat the vehicles correctly. Noting that the board is once again paying a sales tax, Beard moved and Fees seconded:

That the Regional Transit Board:

1. Extend the completion date for installation of the rear heaters for the 149 Metro Mobility demand vehicles from September 1, 1994 to October 15, 1994.
2. Increase the allocated amount from \$67,050 to \$96,262 for the installation of the rear heaters for the 149 Metro Mobility demand vehicles.
3. Allow three different businesses to provide the installation of the rear heaters to insure the project is completed on schedule.
4. Authorize the executive director to purchase 149 rear heater units and supporting equipment from AmFab Corporation at a price of \$61,468.
5. Authorize the executive director to negotiate and execute a contract for the installation of 74 rear heaters by Fruehauf Trailer Corporation. The amount of the installation is not to exceed \$17,834.
6. Authorize the executive director to negotiate and execute a change order for the installation of 25 rear heaters by Handicabs, Inc. The amount of the installation is not to exceed \$6,250.
7. Authorize the executive director to negotiate and execute a change order for the installation of 50 rear heaters by Metro Ride, Inc. The amount of the installation is not to exceed \$10,710.

The motion was unanimously approved.

AMENDMENT TO THE 1994 MAPLE GROVE TRANSIT SYSTEM MANAGEMENT PLAN AND BUDGET

Colton reviewed his July 29 staff report. Mares asked for an explanation on the funds requested to send staff to the Association for Commuter Transportation International Conference in Florida. In a period of budget shortfalls, he said everyone should be looking for ways to cut back on expenditures. Colton said Maple Grove has requested approval for two people to attend the conference using current tax dollars. This expenditure would not put Maple Grove above the approved funding level. Feess moved and Beard seconded:

That the Regional Transit authorize its executive director to amend the 1994 Maple Grove Transit contract (Contract No. 93/15/11-33) by \$48,208 for total contract amount not to exceed \$516,756.

Mares directed staff to provide him with more information before the matter goes to the board. The motion was unanimously approved.

APPROVAL OF TRANSIT SECTION OF DRAFT 1995-1997 TRANSPORTATION IMPROVEMENT PROGRAM FOR THE TWIN CITIES METROPOLITAN AREA

Blin reviewed the July 22 staff memorandum by Barb Quade. The Providers Advisory Committee has recommended approval of the transit section. Responding to Beard's question, Blin said this action does not commit funding for the Snelling Garage project, but it is the first step in applying for funding. Mares moved and Feess seconded:

That the Regional Transit approve the transit section of the 1995-1997 Transportation Improvement Program for submittal to the Metropolitan Council.

The motion was unanimously approved.

TRANSIT PROGRAM MANAGEMENT PLANS UPDATE

Hollander reviewed the August 8 list of the status of program management plans. It may not be possible to review and negotiate all these plans before the end of September. Staff is developing guidelines for the Metropolitan Council to use in the transition.

1995 METROPOLITAN COUNCIL TRANSIT OPERATIONS BUDGET--PRELIMINARY OVERVIEW AND IDENTIFICATION OF ISSUES

Bev Auld and Robert Thompson gave a brief overview of the budget to date and the underlying assumptions.

Auld focused on the issues raised by RTB staff in their memorandum. Transit funding is now at the point that if MCTO is cut by \$6.8 million, it will come out of the regular route service. About 70 routes would be affected and seven- to eight-percent of existing service would have to be dropped. This is not the year to

raise fares so the only option left is to seek additional funding from the Legislature.

Franklin questioned the level of fringe benefits. The board understood there would be a large savings in the cost of health benefits. Thompson said a large portion of the increase relates to larger salary adjustments. (Grant was excused to attend another meeting.)

Hollander said there is a very significant shortfall and the question is what the region will do about it. It would mean major service cutbacks. By September 26 the staff would like the board to be in a position to take action. Evert said the funds cannot be co-mingled for two years.

OTHER BUSINESS

Andrews reviewed the schedule of board meetings for September.

There being no other business, Feess moved and Beard 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 Administration and Finance Committee meeting of August 8, 1994.

Respectfully submitted,

Mary Fitzgerald
Secretary of the Board

Approved by the Regional Transit Board on this 26th day of September 1994.

REGIONAL TRANSIT BOARD

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

**MINUTES OF THE
JOINT MEETING OF
THE METROPOLITAN COUNCIL'S TRANSPORTATION COMMITTEE
AND REGIONAL TRANSIT BOARD**

Monday, August 15, 1994

RTB MEMBERS PRESENT: Sally Evert, Chair; Ruth Franklin, Val Higgins, James Hovland, Gary Humphrey, Michael Beard, Morgan Grant, Ruby Hunt.

METROPOLITAN COUNCIL TRANSPORTATION COMMITTEE MEMBERS PRESENT: Mary Hill Smith, Chair; Craig Morris, Vice Chair; Dottie Reitow, Chair; Patrick Leung; Esther Newcome; Dede Wolfson and Carol Kummer.

RTB MEMBERS EXCUSED: Sharon Feess; Harry Mares.

METROPOLITAN COUNCIL TRANSPORTATION COMMITTEE MEMBERS EXCUSED: Kevin Howe

OTHER MEETING PARTICIPANTS: Jim Solem, Richard Johnson, Karen Lyons, Natcho Diaz, Lynn Belgea, Robert LaShomb, Metropolitan Council staff; Tom Sather; Michael Opatz, City of Maple Grove; Frank Kursinsky; George Bentley, G.C. Bentley & Associates; Richard Rosow, Southwest Metro Transit (SWMT) Legal Counsel; Paul Schweizer, House of Representatives staff; Gregory L. Andrews, Howard Blin, Judith Hollander, Ron Soderberg, and Carol Akervik, RTB Staff.

Call to Order

The meeting of the Metropolitan Council's Transportation Committee and Regional Transit Board was called to order by Chair Evert at 3:00 p.m.

There were two handouts distributed. The first was a memo dated August 8, 1994, *The Regional Transit Board's Summary of Agency Priorities Activities Issues*. The second handout was a summary of RTB's key issues.

The Regional Transit Board members discussed priorities and important issues relevant to the transition of the Regional Transit Board and Metropolitan Council.

No action was taken.

Adjournment

Chair Evert adjourned the meeting of the Metropolitan Council's Transportation Committee and the Regional Transit Board at 4:00 p.m.

Respectfully submitted,

Carol Akervik
Acting Secretary to the Board

REGIONAL TRANSIT BOARD

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

MINUTES OF THE REGIONAL TRANSIT BOARD

Monday, August 15, 1994

MEMBERS PRESENT: Sally Evert, Chair; Michael Beard; Ruth Franklin; Val Higgins; James Hovland; Gary Humphrey; Ruby Hunt.

MEMBERS EXCUSED: Sharon Feess; Morgan Grant; Harry Mares.

OTHER MEETING PARTICIPANTS: Craig Morris and Dede Wolfson, Metropolitan Council Members; Michael Opatz, City of Maple Grove; Arnie Entzel, Amalgamated Transit Union, Local 1005; George Bentley, Bentley & Associates; Richard Rosow, Southwest Metro Transit (SWMT) Legal Counsel; Frank Kursinsky; Karen Lyons, Metropolitan Council Staff; Gregory L. Andrews, Judith Hollander, Mark Fuhrmann, Dale Ulrich, Howard Blin, Paul Colton and Carol Akervik, RTB Staff.

1. **Call to Order and Roll Call**
The meeting of the Regional Transit Board was called to order by Chair Evert at 4:05 p.m. and roll was taken.
2. **Approval of Agenda**
Higgins moved and Hovland seconded that the agenda be approved. Motion carried unanimously.
3. **Approval of Minutes**
The chair said it should be noted that Morgan Grant and Gary Humphrey were present at the Committee of the Whole meeting of July 25, 1994. With that amendment, Hovland moved and Hunt seconded:

That the Regional Transit Board approve the following minutes:
Regional Transit Board, July 11, 1994
Committee of the Whole Meeting, July 25, 1994.

The motion was unanimously approved.
4. **Chair's Report**
Chair Evert stated the RTB Board Members did a wonderful job conveying the RTB's priorities to the Metropolitan Council Board Members.
5. **Members' Reports**
There were no members' reports.
6. **Executive Director's Report**
Andrews stated the RTB is working with Northtown on their transit hub and a ground breaking for the transit hub is tentatively scheduled for the week of September 26. The board will receive more information on this event as it becomes available.

Metro Mobility Update

Fuhrmann stated that Metro Ride went live on its computer assisted dispatching this week and it went smoothly. He added that the Metro Mobility Service Center (MMSC) is receiving computer hardware and software this week and will be electronically linked to each of the three providers by next week.

Hovland asked about on-time performance. Fuhrmann stated that July's statistics were not complete but from what is available indicates a 96 percent on time performance.

Evert asked when the board will be discussing budget options for the program. Hollander stated some initial information will be discussed at the next Policy Committee meeting which is Monday, August 22, 1994.

**7. Report of the Administration and Finance Committee
(Ruth Franklin, Chair)**

A. Financial Statements - June 1994

Franklin moved and Hovland seconded:

That the Regional Transit Board receive the June 1994 unaudited financial statements and direct that they be placed on file.

The motion was carried unanimously.

**B. Supplementary Budget Request for Rear Heater Installation for Metro
Mobility Vehicles**

Franklin moved and Hovland seconded:

That the Regional Transit Board increase the allocated amount from \$67,050 to \$96,262 for the installation of the rear heaters for the 149 Metro Mobility demand vehicles.

The motion was carried unanimously.

**C. Amendment to the 1994 Maple Grove Transit System Management Plan
and Budget.**

Franklin moved and Hunt seconded:

That the Regional Transit Board authorize its executive director to amend the 1994 Maple Grove Transit contract (Contract No. 93/15/11-33) by \$48,208 for total contract amount not to exceed \$516,756.

The motion carried. (Higgins voted no.)

Franklin stated that she had received a letter from Maple Grove addressing the concern by Board Member Mares at the Administration and Finance Committee meeting and indicated that Board Member Mares was satisfied with the responses.

D. Approval of Transit Section of Draft 1995-1997 Transportation Improvement Program for the Twin Cities Metropolitan Area

Franklin moved and Hunt seconded:

That the Regional Transit Board approve the transit section of the 1995-1997 Transportation Improvement Program for submittal to the Metropolitan Council.

The motion was carried unanimously.

8. Other Business

Evert suggested that the board members may want to meet on an individual basis with the Metropolitan Council members to discuss the RTB's priorities for transition in more detail, without having to worry about time constraints.

Evert said a meeting will be held Wednesday, August 24, 1994, 10:00 a.m., State Capital Building, Room 15, to discuss the Americans with Disabilities Act (ADA).

9. Public Comment

Frank Kursinsky asked about trip denials on interzonal trips. Evert stated the RTB is working to resolve that problem.

10. Adjournment

There being no further business, Hovland moved and Hunt seconded that the meeting of the Regional Transit Board be adjourned. The motion was unanimously approved and the meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Carol Akervik
Acting Secretary to the Board

REGIONAL TRANSIT BOARD

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

**MINUTES OF THE
PUBLIC HEARING ON THE
PRELIMINARY 1995 REGIONAL TRANSIT BOARD BUDGET**

Monday, August 15, 1994

MEMBERS PRESENT: Sally Evert, Chair; Ruth Franklin; Val Higgins; James Hovland; Gary Humphrey

MEMBERS EXCUSED: Michael Beard, Sharon Feess; Morgan Grant; Harry Mares; Ruby Hunt

OTHER MEETING PARTICIPANTS: Dede Wolfson, Metropolitan Council Member; Jay Wolf, Interpreter; Frank Kursinsky; Lisa Lee; Gregory L. Andrews, Dale Ulrich and Carol Akervik, RTB Staff

Call to Order

The meeting of the Regional Transit Board public hearing was called to order by Chair Evert at 5:00 p.m.

1995 RTB Budget

Ulrich gave a brief review of the 1995 RTB budget. The document has been prepared by staff; detailed Board review and modifications of the proposed budget will occur after today's public hearing. The final 1995 budget will become part of the Metropolitan Council's process after October 1, 1994.

Evert stated since this document was still in its preliminary stage, so anyone wishing to make comments; now is a good time to do so.

Public Comment

Lee questioned the reduction of seven positions in the core RTB agency budget. Ulrich answered her questions on the staffing plan.

There were no other public comments.

Adjournment

There being no further business, Higgins moved and Hovland seconded that the meeting of the public hearing on the preliminary 1995 Regional Transit Board budget be adjourned. The motion was unanimously approved and the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Carol Akervik
Acting Secretary to the Board



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

**Minutes of the Meeting of the
POLICY COMMITTEE
August 22, 1994**

MEMBERS PRESENT: Val Higgins, Chair; Morgan Grant; Gary Humphrey; Ruby Hunt

MEMBERS EXCUSED: James Hovland

OTHERS PRESENT: Sally Evert, Chair, Regional Transit Board; Tom Sather, Natalio Diaz, Robert Thompson, Karen Lyons, Metropolitan Council; Chuck Dustrud, Scott County; Rob McDonough, HSI; Tim Kirchoff, Anoka County; Beverley Miller, Minnesota Valley Transit Authority; George Bentley, Opt-Out Communities; Mark Hoisser and Dick Graham, DARTS; Gregory L. Andrews, Judy Hollander, Howard Blin, Mark Fuhrmann, Dave Jacobson, Randy Rosvold, Mary Fitzgerald, RTB staff

CALL TO ORDER AND ROLL CALL

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

APPROVAL OF AGENDA

Hunt moved and Humphrey seconded approval of the agenda; the motion was unanimously approved.

REQUEST FOR PROPOSAL (RFP) FOR FINAL DESIGN OF BROOKDALE TRANSIT HUB

Quade reviewed the August 16, 1994 staff report. Responding to members' questions, she said the projected cost of project construction is approximately \$1.5 million. The project design cost is not expected to exceed \$200,000. Grant moved and Humphrey seconded:

That the Regional Transit Board authorize the executive director to issue a request for proposal for consultant services associated with the final design and construction of the Brookdale Transit Hub.

Humphrey asked if the committee will see the final RFP. Blin said it will come back to this committee with the recommendation. The motion was unanimously approved.

1994-1996 CAPITAL IMPROVEMENT PROGRAM APPROVAL

Blin distributed a revised staff report, dated August 19, 1994. Referring to Table 3 (page 14) Humphrey asked if the interest paid on capital improvement bonding will cover the interest. Blin said it will cover project costs and associated expenses for items such as bond counsel. The Metropolitan Council will issue a debt service levy. Hunt moved and Grant seconded:

That the Regional Transit Board recommend to the Metropolitan Council adoption of the "Interim 1994-1996 Transit Capital Improvement Program," dated August 19, 1994.

Grant asked for more information about the \$714,000 line item for bus drivers' uniforms. Blin said there was an item included in the 1994 capital budget for replacing uniforms. Questions were raised at the time as to whether that is an appropriate capital item. MCTO is now proposing to sell bonds to secure the funds. Grant asked if this amount is in addition to the annual uniform allowance. Thompson said MCTO has approximately 1,500 drivers. The appropriate uniform, including a jacket, will cost approximately \$500. Based on the usage, that will not provide enough for all the uniforms they need. MCTO will purchase one set and drivers can use their allowances to supplement their needs. The \$714,000 is above and beyond the budgeted allowance. Grant commented that it is a huge expenditure, greater than the entire budget of some county systems. Hunt said in earlier discussions there were many concerns raised as to whether this item should be in the capital budget because uniforms are not the same as permanent projects. If this is done periodically, policymakers should consider including the expenditure in the operating budget. Thompson said it is a one-time situation which will change the drivers' appearance. Hunt agreed there is some validity to calling a one-time occurrence a capital expenditure. The motion was unanimously approved.

TRANSPORTATION ACCESSIBILITY ADVISORY COMMITTEE (TAAC) DISCUSSION REGARDING METRO MOBILITY

Hollander reviewed the August 16 memorandum conveying the committee's concerns to the board. Hunt took the chair. She asked if the TAAC members understand the limitations imposed by the Legislature on Metro Mobility spending. Hollander said they are willing to go with us to approach the Legislature with a request for additional funding. Grant added that he speaks frequently with Roger Blohm, who said the disability community wants to work very closely with the Metropolitan Council to ensure no further erosion of service.

CONTINUED DISCUSSION OF METRO MOBILITY BUDGET OPTIONS--AGENCY TRANSPORTATION

Hollander distributed a staff memorandum, dated August 22. Higgins asked if the agencies appear willing to cooperate. Hollander said last November and December the agencies were unhappy with the service. A number of special arrangements were made and they may resist going back to the regular Metro

Mobility service because they feel strongly that they need to know where their riders are. No action was requested.

FUNDING ALTERNATIVES FOR ANOKA, WASHINGTON, DAKOTA COUNTY
TRANSPORTATION

Hollander reviewed the August 19 memorandum. Responding to Humphrey's question, she said Metro Mobility is funded directly by legislative appropriation and fares. Members discussed issues of equity across the region. Graham pointed out that fares would not go very far in solving the funding shortfall programs. The thrust of a lot of public policy is to get people out into the mainstream of community living. The trend has been to put group homes in suburban areas. DARTS is asking for funding to do the work of the RTB. Initially DARTS was meant to be an alternative service to mainline. They can identify which riders are Metro Mobility-certified. Hunt said taxpayers are displeased at picking up the bill for providing free rides to some areas, but not to others. McDonough said HSI recommends that users donate \$2.00 per trip but the average collection is much less. Some riders have said they could not afford to travel if they have to pay more.

Dustrud said HSI qualified as a complementary paratransit service. They are not in the core service area but provide a great deal of service. Their board chose to provide service not provided by Metro Mobility with the hope that RTB would be able to help fund it. They would like to continue to be part of that service and appreciate being recognized as one of the providers. Higgins said the sense of the board seems to be that fares have to come up to the Metro Mobility fare structure in order to get a level playing field. Hunt expressed sympathy for the riders but said that sometimes policymakers must fit the service to the available funds. That means some hard choices have to be made.

OTHER BUSINESS

Miller said that sometime ago the RTB approved a transit hub in Burnsville, but the project has now reached an impasse. Hunt asked if staff received board direction. Andrews said staff has been supportive of a joint use facility. The Metropolitan Council's bond counsel raised concerns about the amount of land purchased, which was greater than needed, and since General Obligation bonds were used, the transit portion of the project must be identified. Higgins directed Andrews to place the matter on the next Policy Committee agenda. Miller said meetings were held and a Letter of Agreement was written in July, and agreements were reached with all the bond counsels. RTB's staff then made decisions about the agreements, placing MVTA in the position of spending money without a contract. Higgins said the current thinking is to make space available for other uses. He believes land use ties into that proposal.

There being no other business, Hunt moved and Humphrey seconded that the meeting be adjourned. The motion was unanimously approved and the meeting was adjourned at 5:30 p.m.



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

DATE: September 16, 1994
TO: Chair and Members of the Regional Transit Board
FROM: Mary Fitzgerald, Board Secretary
SUBJECT: Approval of Minutes

Legal counsel has advised that the board should take action to authorize the approval of the minutes of the last meeting of the board.

RECOMMENDATION

That the Regional Transit Board authorize its secretary, Mary Fitzgerald, to approve minutes of the board and committee meetings that were not submitted to the board in time for approval at the last Regional Transit Board meeting on September 26, 1994.

mff



RESOLUTION OF APPRECIATION

Resolution No. 94-02

- WHEREAS,** the Twin Cities' transit system is a key element in maintaining the high quality of life enjoyed by residents of the metropolitan area; and
- WHEREAS,** the staff of the Regional Transit Board is in large measure responsible for the continuing development of easy-to-use, cost-efficient transit options that meet the needs of the Twin Cities now and in the future; and
- WHEREAS,** the Minnesota State Legislature has dissolved the Regional Transit Board effective October 1, 1994; and
- WHEREAS,** the staff members of the Regional Transit Board will now continue their work on behalf of Twin Cities residents as part of the Metropolitan Council; and
- WHEREAS,** the staff of the Regional Transit Board has exhibited the highest level of professionalism and showed continued dedication to the mission of the organization in the face of uncertainty during this organizational change; and
- WHEREAS,** the Chair and Members of the Regional Transit Board wish to express their gratitude and appreciation to all staff members, past and present, for their expertise, loyalty, perseverance, innovation and courage;

NOW, THEREFORE, BE IT RESOLVED:

- THAT** the Chair and Members of the Regional Transit Board extend to the staff their congratulations for ten years of outstanding service to the metropolitan area and their very best wishes for continued professional and personal success.

Adopted this twenty-sixth day of September 1994.

Sally Evert
Chair

Mary Fitzgerald
Secretary

REGIONAL TRANSIT BOARD

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

DATE: September 20, 1994
TO: Chair and Members of the Regional Transit Board
FROM: Gregory L. Andrews, Executive Director
SUBJECT: Proposed Labor Agreement Between Regional Transit Board and American Federation of State, County and Municipal Employees

Summary:

This memorandum sets forth a recommendation for the Regional Transit Board to approve a proposed labor agreement between eligible Regional Transit Board employees and the American Federation of State, County and Municipal Employees.

Background:

In March of this year, Regional Transit Board employees filed a petition with the State of Minnesota Bureau of Mediation Services to request that the American Federation of State, County and Municipal Employees (AFSCME) serve as their exclusive representative for collective bargaining purposes. The petition requested representation for all clerical and professional employees, excluding confidential and supervisory employees, as defined in state statute. Staff conducted an election in May of this year and the results of the election ratified AFSCME as the exclusive bargaining unit for staff. Staff indicated to management that the reason they sought union representation was over concerns related to job security as a result of the merger creating the new reorganized Metropolitan Council.

Shortly after the results of the election, AFSCME and management at the RTB began negotiations for the establishment of an initial contract. The AFSCME negotiating team and the management negotiating team met in collective bargaining sessions several times over the summer. Major issues raised in the bargaining sessions were job security, preservation of RTB benefits, and seniority for RTB employees after the merger. Management and AFSCME reached agreement on a tentative contract proposal in which no new ground is broken - the proposal is a blend of existing terms and conditions of employment as specified in the RTB Personnel Code, and terms and conditions of employment as specified in the existing AFSCME contract with the Metropolitan Council. The proposal calls for status quo with regards to existing compensation and benefits. (see attachment A).

The proposed term of the contract is September 1, 1994 through June 30, 1995. This contract term was chosen to coincide with the expiration of the Metropolitan Council's AFSCME contract and to give RTB and Metropolitan Council AFSCME units time to deal with issues of seniority among bargaining units.

Proposed Labor Agreement
Page 2

The Metropolitan Council's Regional Administrator and Associate Regional Administrator have been briefed on the proposed contract and have indicated that they will honor the agreement, if ratified by the Board.

Recommendation:

That the Regional Transit Board authorize the executive director to execute the proposed Labor Agreement Between the Regional Transit Board and the American Federation of State, County and Municipal Employees.

APPENDIX A

Proposed Labor Agreement Between Regional Transit Board & AFSCME

Article VII. Grievance Procedure	Met Council AFSCME agreement
Article X. Hours of Work	RTB Personnel Code
Article XII. Employee Development	RTB Personnel Code
Article XIV. Discipline & Discharge	Combination of RTB Personnel Code and Met Council AFSCME agreement
Article XVI. Wages	Status quo for salary ranges Status quo for pay for performance increases Status quo for maximum increase - up to 3%
Article XVII. Vacation Leave	RTB Personnel Code plus conversion of sick to vacation at end of year to conform to Council's AFSCME agreement
Article XVIII. Sick Leave	RTB Personnel Code
Article XIX. Holidays	RTB Personnel Code
Article XX. Leaves of Absence	RTB Personnel Code
Article XXI. Insurance	RTB Personnel Code - continues present practice of employer paid single coverage - employer pays 90% of dependent coverage for lowest cost carrier
Article XXII. Local Travel	Adopt new Met Council travel policy plus continue RTB practice of free bus pass
Article XXIII. Seniority	Met Council AFSCME agreement
Article XXV. Lay Off	Met Council AFSCME agreement
Article XXVIII. Job Posting	Met Council AFSCME agreement
Article XXXII. Duration of Contract	September 1, 1994 - June 30, 1995



RESOLUTION OF APPRECIATION

Resolution No. 94-02

- WHEREAS,** Sally Evert accepted the appointment as Chair of the Regional Transit Board at a time when the agency had been without the services of a Chair for several months, its Metro Mobility services were in severe difficulty and the Board was facing an uncertain future existence; and
- WHEREAS,** it was essential that the Regional Transit Board be provided with immediate and effective leadership; and
- WHEREAS,** it was necessary for the Regional Transit Board to take control of Metro Mobility from the service contractor, entailing much discussion, negotiation, planning and implementation, in order to adequately restore services to the disabled community; and
- WHEREAS,** upon the legislative determination to transfer the powers of the Regional Transit Board to the Metropolitan Council, it was necessary to have someone lead the transition of the Regional Transit Board duties to the Metropolitan Council by calling and presiding over meetings of the Regional Transit Board, Metropolitan Council members, and staff of both agencies;

NOW, THEREFORE, BE IT RESOLVED:

THAT the Regional Transit Board thank and commend Sally Evert for a job well done through hard work, intelligence, encouragement, fairness, straightforwardness, good humor and common sense, in her fine leadership as Chair of the Regional Transit Board, in her excellent guidance over the revision of the Metro Mobility system, and her pivotal role as facilitator of the smooth transition of function(s) from the Regional Transit Board to the Metropolitan Council; and

THAT the Board further wishes her well in whatever her next challenge will be.

BE IT FURTHER RESOLVED,

THAT a copy of this Resolution be forwarded to Governor Arne Carlson.

Adopted this twenty-sixth day of September 1994.

James Hovland
Vice Chair

Mary Fitzgerald
Secretary



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

REPORT OF THE COMMITTEE OF THE WHOLE

At its meeting of September 12, 1994, the committee approved the following recommendations:

REGIONAL BUS FLEET

That the Regional Transit Board further study the concept of a regional fleet and direct staff to explore and report on issues surrounding implementation of a regional fleet.

CAPITAL FUNDING REQUEST FROM SCOTT COUNTY

That the Regional Transit Board approve capital funding for Scott County in an amount not to exceed 80-percent of the purchase price of \$73,502 for the purchase of two smaller buses.

Chged

UNIVERSITY OF MINNESOTA ROUTE 52 TWO-YEAR CONTRACT EXTENSION

That the Regional Transit Board authorize its executive director to enter into a contract with the University of Minnesota for the operation of Route 52 for the period of July 1, 1995 through June 30, 1997 in an amount not to exceed \$1,075,000.

1995 JOBSEEKERS PROGRAM

That the Regional Transit Board approve the Jobseekers budget of \$525,537 for calendar year 1995 to offer discounted convenience fares through participating agencies.

TRANSIT EDUCATION SCHOOL CURRICULA PROGRAM

That the Regional Transit Board authorize the executive director to enter into a contract with Thomas Learning Consultants for an amount not to exceed \$73,900 for the development of a transit curriculum.

REPORT OF THE AUDIT ADVISORY COMMITTEE

That the Regional Transit Board approve the September 8, 1994 recommendations of the Audit Advisory Committee.

OTHER BUSINESS

The committee received an update on the August figures from the Metro Mobility Service Center. Overall, all the indicators indicate improved performance.

**Ruth Franklin
Chair
Administration and Finance Committee**

mff
9/12/94

Handout 9/26



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

DATE: September 26, 1994
TO: Chair and Members of the Regional Transit Board
FROM: Gregory L. Andrews, Executive Director
SUBJECT: Revised Motion for Scott County Capital Funding

Staff has recommended that the language be revised to clarify the intent of the motion approved by the Committee of the Whole on September 12, 1994.

RECOMMENDATION:

That the Regional Transit Board approve capital funding for Scott County to purchase two vehicles in an amount not to exceed 80-percent of the purchase price, or \$73,502, whichever is less.

GLA/mff
Att.



Resolution No. 94-03

WHEREAS, ATE Management Service Company, Inc. (ATE) under contract to the Regional Transit Board (RTB) acquired One Hundred Fifty (150) transit vehicles (the Vehicles) to be used for the RTB's Metro Mobility Program; and

WHEREAS, the contract under which ATE provided these vehicles has been terminated and the RTB is now operating and managing the Metro Mobility program; and

WHEREAS, it is in the best interests of the Metro Mobility program to continue to use the Vehicles in the Metro Mobility program and the desire of the RTB to do so;

WHEREAS, LaSalle National Bank has agreed to lease the Vehicles to the RTB with an option to purchase the Vehicles, all under terms acceptable to the RTB.

NOW, THEREFORE, BE IT RESOLVED:

THAT the Regional Transit Board authorizes entering into a lease and option agreement with LaSalle National Bank for the use and possible purchase of One Hundred Fifty (150) Metro Mobility vehicles.

BE IT FURTHER RESOLVED,

THAT the Executive Director is authorized and directed to execute such documents as may be necessary in order to complete this transaction.

Adopted at a regular meeting of the Regional Transit Board on this twenty-sixth day of September 1994.

Sally Evert
Chair

Mary Fitzgerald
Secretary

Part of Record

G.C. BENTLEY ASSOC. INC. 7525 Mitchell Rd., Ste. 216 Eden Prairie, MN 55344 (612) 937-3502

September 26, 1994

MEMO TO: Regional Transit Board

FROM: George Bentley *NCB*

SUBJECT: Comments on Five Year Plan

Thank you for the opportunity to comment on the Five Year Regional Transit Service and Capital Plan for 1995 - 1999.

1. Transit policies seem to be increasingly aimed at using transit as a social service tool. This is a trend that should be very carefully reviewed. The primary goal of transit should be to move the maximum number of people possible, and the increased use of transit as a social service tool can and will likely result in ridership declines.
2. Performance standards and fare box recovery rates should have room for flexibility and adjustment as an alternative to terminating routes. Fare box recovery rates should be reviewed for appropriateness to determine whether they are artificially high. Consideration should be given to adjusting performance standards for long haul commute services.
3. I could find no mention of reverse commute programs being implemented into regional service planning. Reverse commute should be incorporated as a primary part of metropolitan transit planning and service.
4. Overall capital needs for the region are not addressed.
5. Opt-out transit strongly supports Vision for Transit, but the Five Year Plan does not address integration of Vision services in opt-out areas. It should be clarified how Vision service enhancements will be implemented with existing opt-out services, and there should be a discussion of funding of Vision service enhancements in opt-out areas.

If you have any questions please let me know.

Harsh 9/26

REGIONAL TRANSIT BOARD

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

DATE: September 26, 1994
TO: Members of the Regional Transit Board
FROM: Judith G. Hollander *JGH*
Director of Planning and Programs
SUBJECT: Revised Recommendation for County Funding Requests

Staff recommends a revised recommendation to accompany the attached memorandum dated September 14, 1994:

Recommendation

That the Regional Transit Board:

- approve an amendment to 1994 contracts with DARTS, HSI and the Anoka County Traveler in the following amounts:
 - DARTS \$73,042
 - HSI 9,904
 - Anoka County 40,854;
- **recommend to the Metropolitan Council that a fare policy be developed to address complementary paratransit service and community dial-a-rides;**
- the Regional Transit Board/Metropolitan Council immediately develop procedures for accurately tracking complementary paratransit trips and implement as soon as possible but no later than January 1, 1995;
- the funding needs related to the provision of complementary paratransit services be included as part of the Metropolitan Council's fiscal year 1996-1997 legislative funding request in the 1995 legislative session;
- during the next year, funding sources be pursued, especially the appropriateness of utilizing opt-out funding for complementary paratransit services provided in their service areas; and
- **the Metropolitan Council review the funding needs of other county programs, like Scott County, who have also experienced budget shortfalls.**



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 September 19, 1994, the committee approved the following recommendations:

APPROVAL OF THE FIVE-YEAR PLAN

That the Regional Transit Board approve the draft Five-Year Transit Plan (*Vision '99*).

APPROVAL OF THE UPDATE OF THE ACCESSIBLE REGULAR ROUTE IMPLEMENTATION PLAN FOR THE TWIN CITIES METROPOLITAN AREA

That the Regional Transit Board adopt the Accessible Regular Route Implementation Plan 1994-1998, including the following changes:

1. Adopt the revised consumer criteria and scoring methodology for delivery accessible regular route implementation
2. Prioritize deployment of new accessible 40-foot buses ~~on~~ *to make* ~~making~~ existing accessible routes 100-percent accessible before any new routes are made accessible.
3. All future implementation of accessible route service should emphasize implementation of 100-percent ~~accessible~~ *accessibility* for all service operated on a route.
4. Adopt the implementation schedule establishing the priority of ~~accessible~~ *the* ~~regular routes service.~~ *imp -*
5. All accessible articulated buses operated will continue to be operated on peak-period-only routes with high passenger boarding per trip as determined by the Metropolitan Council Transit Operations (MCTO). However, accessible articulated buses, when assigned to regularly scheduled runs on a given route, will be advertised as accessible service.
6. Contractually require all accessible regular route providers to submit records on daily lift usage.

METRO MOBILITY BUDGET OPTIONS--RECOMMENDATIONS

That the Regional Transit Board recommend that the Metropolitan Council deal with the Metro Mobility budget shortfall in these ways:

1. Adopt new policies and procedures for Metro Mobility transportation arrangements with agencies;
2. Continue to emphasize cost-effectiveness as a means of dealing with the Metro Mobility shortfall, yet recognizing that the entire shortfall cannot be made up by productivity improvements along;
3. Follow-up on actual experience with supplemental sedan service to determine if cost-savings are possible;
4. Make no service changes, as originally considered, at this time;
5. Eliminate the ombudsman function; instead, concentrate resources on the Customer Service function and the Metro Mobility Service Center;
6. Seek legislative authority to eliminate the cap on Metro Mobility funding; and
7. Request additional funding as needed.

APPROVAL OF METRO MOBILITY ELIGIBILITY CRITERIA, PROCESS AND TIMETABLE

That the Regional Transit Board approve and direct staff to initiate the certification process beginning in January 1995 with completion in December 1995, utilizing the approved Americans with Disabilities Act (ADA) paratransit eligibility application.

DARTS, HSI, ANOKA COUNTY, SCOTT COUNTY SUPPLEMENTAL FUNDING REQUEST--RECOMMENDATIONS

The committee forwarded the above matter to the full board without recommendation. Staff was directed to review the allocation of funds based on total ridership of each program.

Revised

BROOKDALE TRANSIT HUB CONSULTANT SELECTION

That the Regional Transit Board authorize the executive director to negotiate and enter into a contract with LSA Design, Inc. for final engineering and design of the Brookdale Transit Station at a cost not to exceed \$175,000.

REVIEW OF OPT-OUT BUDGET CARRYOVER POLICY

That the Regional Transit Board adopt the Budget Carryover Fund for Replacement (opt-out) Programs as described in the staff memorandum dated September 19, 1994.

OTHER BUSINESS

The committee received an update on the Northtown Transit Hub and the Minnesota Valley Transit Authority Hub. No action was taken.

Val Higgins
Chair
Policy Committee

mff
9/20/94

G.C. BENTLEY ASSOC. INC. 7525 Mitchell Rd., Ste. 216 Eden Prairie, MN 55344 (612) 937-3502

September 22, 1994

MEMO TO: Regional Transit Board

FROM: George Bentley

SUBJECT: Accessible Regular Route Implementation Plan

At the RTB Committee of the Whole meeting on Monday, September 19, 1994, the Committee voted to eliminate staff recommendation number six from the Accessible Regular Route Implementation Plan. This recommendation stated:

Opt-out programs contracting with MCTO shall receive new accessible buses when existing MCTO's owned buses operating in contracted service to Opt-out programs reach the end of their 12 year useful life.

This recommendation was developed by the Provider's Advisory Committee (PAC) after lengthy discussions. The primary problem addressed by this recommendation was to assure that opt-out systems had adequate numbers of vehicles during the time frame of accessible vehicle implementation throughout the metro area.

Because opt-out programs operate very little mid-day service with MCTO vehicles, the routes in opt-out areas scored low on the Consumer Criteria used to prioritize accessible vehicle implementation. This is not disputed. It is also not disputed that the thrust of the accessible vehicle implementation should be in areas where lift equipped vehicles are most needed.

However, it must be kept in mind that during the implementation period existing regular route services, including those services in the opt-out areas, must continue to operate.

Of primary concern are the articulated buses currently providing service to the opt-out areas. There are currently about 25 articulated buses in the opt-out systems, all of which were manufactured in either 1983 or 1984. These buses will be 12 years old in 1995 or 1996 and will have to be replaced.

The issue is not new buses to replace these aging vehicles, but rather adequate numbers of comparable vehicles to allow service provision to continue without interruption or massive discomfort to thousands of daily riders on the opt-out systems.

MnDOT is currently constructing an HOV lane on I-35W in order to enhance and improve transit use. Minnesota Valley Transit is spending thousands of dollars on marketing and service planning to encourage riders to get out of their cars and take the bus. It makes no sense to spend large amounts of time and money to build an HOV lane and promote a service when potential riders may not have a seat on a bus.

Accessible Regular Route IP

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Any articulated vehicles taken out of service in the opt-out areas must be replaced with other articulated vehicles. The loads on these buses are very large, and the trips are among the longest in the metro area.

It is unknown whether MCTO has adequate numbers of non-lift equipped articulated buses in its fleet to replace retired articulated buses without having to use newer, lift equipped vehicles. Articulated buses are intended for long haul, large load trips, not for in-town mid-day circulators. As such, the existing fleet of articulated vehicles is limited.

The discussions at PAC left the understanding that articulated buses were not to be included in the Accessible Regular Route Implementation Plan. This is why recommendation number five was included among the staff recommendations. It states:

All accessible articulated buses operated will continue to be operated on peak period only routes with high passenger boarding per trip as determined by MCTO.

The primary concern of opt-out systems is that adequate numbers of vehicles continue to be made available for service delivery in the opt-out areas. The age of these vehicles is not of great concern. What is of concern is that there is no misinterpretation of the intent of the elimination of recommendation number six from the implementation policy.

If MCTO is to be allowed flexibility in the distribution of articulated buses, whether or not they are lift equipped, exclusive of the Accessible Regular Route Implementation Plan, and if opt-out systems are assured that other MCTO buses in opt-out areas will be replaced with suitable vehicles when they reach the end of their useful lives, then the elimination of recommendation number six will not be further disputed.

The inability of MCTO to provide adequate numbers of vehicles to the opt-out systems as a result of this Implementation Plan creates possible breach of contract issues that we would all like to avoid. More importantly, it would create serious hardships for thousands of transit riders who depend on opt-out services in ever-growing numbers.

I will be present at the RTB Board meeting on September 26th to answer any questions you may have.



REGIONAL TRANSIT BOARD

Mears Park Centre

230 East Fifth Street, St. Paul, Minnesota 55101

292-8789

DATE: September 26, 1994
TO: Regional Transit Board
FROM: Randy Rosvold, Senior Planner *RR*
SUBJECT: Bentley September 22, 1994 Memorandum to Regional Transit Board regarding Accessible Regular Route Implementation Plan

George Bentley of G.C. Bentley Assoc. Inc., representing the Opt-out programs has written to the Regional Transit Board to clarify the intent of the pending Board Policy regarding the Accessible Regular Route Implementation Plan.

As indicated in Bentley's memorandum to the Board the Opt-out programs are concerned about their ability to retain comparable type of articulated buses currently provided by Metropolitan Council Transit Operations (MCTO). During the September 17, 1994 Board meeting the Board removed staff recommendation # 6 included in the Accessible Regular Route Implementation Plan which stated: " Opt-out programs contracting with MCTO shall receive new articulated buses when existing MCTO owned buses operating in contract service to Opt-out programs reach the end of their 12 year useful life". The opt-out programs are seeking clarification on the intent of the remaining pending Board policy regarding the Accessible Regular Route Implementation Plan and MCTO's flexibility to assign new accessible articulated buses.

RTB staff's determination regarding policy intent on the future use of accessible articulated buses is included in the pending Board policy in the Accessible Regular Route Implementation Plan by the fifth bullet in the staff recommendations.

" All accessible articulated buses operated will continue to be operated on peak period only routes with high passenger boarding per trip as determined by MCTO. However, accessible articulated buses when assigned to regularly scheduled runs on a given route will be advertised as accessible service.

It is staff's belief that this part of the accessible regular route implementation plan enables MCTO that flexibility to provide Opt-out programs with suitable vehicles.



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