

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 15th day of September, 2015 at 4:05 p.m. at the Metro Bus Operations Center. Commissioner Libert presided with the following present:

Commissioners:	1. Dave Kleis-absent
	2. Rick Miller-absent
	3. Amy Braig-Lindstrom
	4. Kurt Hunstiger
	5. John Libert
Executive Director:	Ryan Daniel
Managing Director:	Tom Cruikshank
Finance Director:	Paula Mastey
Others:	Hazel Youngmann
	Kim Pettman
	Beth Moline
Metro Bus Staff:	Libby Dykema
	Sue Henkemeyer
	Dean Henkemeyer
	Debbie Anderson
	Steve Williams
	Arlene Wirth
	Ed Yorek
	Kayla Klingenberg
	Al Rassier

Employee Recognition for 25 Years of Service. Commissioners and staff recognized Driver, Sue Henkemeyer, for 25 years of dedicated service to Metro Bus.

Additions or Changes to the Agenda. There were none. **Commissioner Braig-Lindstrom moved and Commissioner Hunstiger seconded a motion to approve the Agenda as presented. Motion carried.**

Consent Agenda.

- 6.) Minutes of August 18, 2015 Meeting.
 - 7.) August, 2015 Budget Statement and Bank Reconciliation.
 - 8.) August, 2015 List of Bills.
 - 9.) August, 2015 Ridership Reports for Fixed Route, Dial-a-Ride and Northstar Link.
- Commissioner Hunstiger moved and Commissioner Braig-Lindstrom seconded a motion to approve the consent agenda. Motion carried.**

Old Business.

10.) Update on Riders Advisory Committee Meeting. Ms. Anderson said the Committee was excited about the level of participation for the Long Range Plan survey. They appreciate the use of space behind the drivers on the bus for communicating information to passengers. Ms. Wirth joined them to talk about Title VI procedures. Members discussed the need for more diversity on the Committee to better represent the St. Cloud

area. There was concern about no longer having radios on the DAR buses, but when Mr. Cruikshank explained the safety reasons behind that decision, the Committee understood.

11.) Update on Long Range Transportation Plan. Mr. Cruikshank reported that for two days last week, the members of the AECOM team led a route service immersion session with several members of Operations. They worked on route structures based on input received and how those routes could change in the future. AECOM will be back in November with route options and time tables to discuss with the Board and community. The riders' survey is now complete for both the regular and campus clipper routes.

12.) Progress Report on Garage Renovation Project. Mr. Yorek reported that the floors and walls in the FR and DAR parking area and tire bay area have been completed. The wash bay and maintenance bays remain. They are on target for getting the job done by the end of the month and the vendor has been very good to work with. He offered to show the Board the finished garage when it is complete.

13.) Consideration of Final FY2016 Budget and CIP. Ms. Mastey explained that there have been no changes from the preliminary budget. She pointed out a typo for additional DAR service hours which should read 3,000 not 2,000. **Commissioner Braig-Lindstrom moved and Commissioner Hunstiger seconded the motion to approve the Final FY2016 Budget and CIP. Motion carried.**

New Business.

14.) Consideration of 2015-2018 Title VI Program. Ms. Wirth explained that Metro Bus is in the process of updating their Title VI program which pertains to providing access to transit services to all people without regard to race, color or national origin. It also speaks to opportunities for all people to participate in the decision making process by sitting on committees and attending public forums. When Ms. Wirth and Mr. Cruikshank complete the draft that needs to be submitted to the FTA, they will send an electronic copy to the Board along with a copy of the Resolution to be signed. **Commissioner Hunstiger moved and Commissioner Braig-Lindstrom seconded a motion to approve Resolution #2015-14 contingent upon seeing it before it is submitted to the FTA. Motion carried.**

15.) Resolution 2015-13, MN Department of Transportation Authorizing 2015 Commuter Challenge Grant. Ms. Mastey explained that MnDOT agreed to provide \$30,000 (100%) of the marketing costs associated with the 2015 Commuter Challenge Program.

Commissioner Hunstiger moved and Commissioner Braig-Lindstrom seconded a motion to approve Resolution #2015-13. Motion carried.

16.) Discussion of APO Lobbying Fee. Mr. Daniel presented an agreement between the APO and David Turch, the lobbyist who represents them in Washington, DC. Because Metro Bus does benefit from the APO, there is concern among that Board that Metro Bus does not contribute. For example, the Long Range Plan is funded 80% from Federal funds that pass through the APO. Ms. Mastey said the money would come out of the contingency fund. **Commissioner Braig Lindstrom moved and Commissioner Hunstiger seconded a motion to approve a contribution to the Turch contract in partnership with the St. Cloud Area Planning Organization for up to \$4,200. Motion carried.**

Open Discussion.

Mr. Daniel explained that the FTA has now approved the ADA policy changes for the No-Show and Excessive Cancellations. A communication campaign will be done to educate the public on the overall Dial-A-Ride system, not just concentrating on the No-Shows and Cancellations. Commissioner Braig-Lindstrom was concerned that by not specifically highlighting that fact that there are rules that changed, people will not pay attention to the overall communication and will miss the changes. Communication will be done through social media, print media and open houses at the Mobility and Training Center. Mr. Daniel assured Ms. Youngmann there would be a phone number to call with questions about the policies.

Ms. Pettman had three topics for discussion:

1.) Is the Operations Center, where Board Meetings are held, accessible using the Fixed Route bus system? If not, would staff consider using a shuttle or moving the location of the meeting?

2.) In what way does Metro Bus staff plan to notify the public specifically that the denial rate policy change has occurred. She would like that answer in writing within two weeks as she has asked for this many times in the last year and seven months. Mr. Daniel explained that because there is no policy regarding the denial rate, there could be no policy change. Metro Bus is required by the FTA to provide all rides. Commissioner Braig-Lindstrom asked if Metro Bus was always in compliance. Maybe there was no policy change, but was there a change in practice/service. Mr. Daniel said it was brought to his attention that we weren't meeting the demand on DAR, so he gave staff the tools needed (more drivers and buses) to meet those demands. When asked if he would mention "No Denials" in the upcoming DAR communication campaign, he replied that we don't have to tell them there's no denials if we tell them what our rules and regulations are. Mr. Cruikshank explained that a plan was in place to reduce denials incrementally over several years. Having an agreement with the Union to make drivers' schedules more flexible has been a key element in getting to no denials, but it continues to be a work in progress.

3.) For the Long Range planning, she suggested that a Grid System may work better than the Hub System with spokes that is currently being used. Mr. Daniel said the consultants are currently working on a comprehensive overview of the system including which type of system would work better.

Commissioner Braig-Lindstrom said she would like all meetings to be at the Mobility Training Center to make it easier for members of the public to attend. There was a consensus that the October 22nd meeting be held at the Mobility Training Center.

Ms. Moline asked if the Metro Bus meeting could be uploaded in an audio or video format to the website. Mr. Daniel said they would look into that for the future.

Adjournment. Commissioner Hunstiger moved and Commissioner Braig-Lindstrom seconded a motion to adjourn the meeting at 5:02 p.m. Motion carried.