

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 15th day of December, 2015 at 4:00 p.m. at the Metro Bus Operations Center. Commissioner Kleis presided with the following present:

Commissioners:	1. Dave Kleis
	2. Rick Miller
	3. Amy Braig-Lindstrom
	4. Kurt Hunstiger
	5. John Libert
Executive Director:	Ryan Daniel
Managing Director:	Tom Cruikshank
Finance Director:	Paula Mastey
Others:	Kim Pettman
	Hazel Youngmann
	Michael Bosl - BergenKDV
Metro Bus Staff:	Shawn Pierce
	Steve Williams
	Debbie Anderson
	Arlene Wirth

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

Consent Agenda.

- 5.) Minutes of November 17, 2015 Meeting.
- 6.) November, 2015 Budget Statement and Bank Reconciliation.
- 7.) November, 2015 List of Bills.
- 8.) November, 2015 Ridership Reports for Fixed Route, Dial-a-Ride and Northstar Link. **Commissioner Miller moved and Commissioner Libert seconded a motion to approve the Consent Agenda. Motion carried.**

Old Business.

9.) Update on Riders Advisory Committee Meeting. Tom Cruikshank gave an overview of the Long Range Plan at that day's meeting. Of the eight committee members, four have terms that end after one year. Two will extend their terms and it's unsure whether the other two will need to be replaced. Commissioner Braig-Lindstrom recommended that the terms continue to be staggered. The extending terms should be two years to avoid several members leaving the same year.

10.) Update on Long Range Transportation Plan. Mr. Cruikshank explained that the Long Range Plan project contract was set to expire on December 31, 2015. Due to the project's late start, the APO agreed to a 3-month extension which has now been approved by MnDOT and awaits State approval. Approval from the Metro Bus Board on the results of the study won't be expected until April or May.

New Business.

11.) Presentation by BerganKDV of the FY2015 Preliminary Audited Statements. Michael Bosl explained that new GASB 68 standards require putting the Metro Bus share of any unfunded pension liabilities on its financial statement, but PERA and Central States will not be providing that information until February. For that reason the information provided in this audit is preliminary. There were no compliance issues found. There were a couple internal control issues related to that lack of segregation of accounting duties and preparation of financial statements. This is nothing unusual or new. He commented that overall the audit and the process was very clean this year and everything was very well prepared. He presented information regarding inventory, revenues, expenses, assets, liabilities, investments, and state and federal grants.

12.) Resolution #2015-18, Setting Final Levy on All Taxable Property in the Transit Area. The levy amount is set at \$2,463,267 which is the same as the preliminary levy and the same as last year's levy amount. **Commissioner Hunstiger moved and Commissioner Miller seconded a motion to approve Resolution #2015-18. Motion carried.**

13.) Consideration of AFSCME Agreement Ratification. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve the December 1, 2014-September 30, 2017 Collective Bargaining Agreement with Metro Bus Street Supervisors represented by AFSCME Local #748. Motion carried.**

14.) Consideration of Executive Director Vacation Request. Mr. Daniel said his original 2013 contract had three (3) weeks of vacation and in 2015 the Commission approved four (4) weeks of vacation, but did not clarify that these hours would accrue annually. Effective January 1st, 2016 Mr. Daniel requests five (5) weeks of vacation so he doesn't have to negotiate it every year. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve five (5) weeks of vacation accrued annually for Ryan Daniel. Motion carried.**

15.) Update on Northstar / NCDA. Mr. Daniel reported that the contract for the Northstar Link service with the NCDA has been approved with an approximate \$841,000 budget. New buses are needed soon as some are 16 years old and maintenance is becoming an issue. Metro Bus proposed two new buses per year for two years to the NCDA, but the proposal was rejected. MnDOT will not fund new buses until they can get a 5 year operating commitment from the NCDA. With NCDA being in a transition year, planning for bus funding will need to wait.

Open Discussion.

Mr. Daniel thanked Paula Mastey and the Finance Department for their extra work with the audit.

Hazel Youngmann commented that she was just on the bus for an hour. She voiced her frustration with the inconsistency between drivers changing their routes to be more efficient and she was upset that she was late for the meeting and missed the Audit Report.

Kim Pettman asked again for there to be audio and video content of the Board meetings available on the website. If that could be implemented, people who could not attend in person could still see/hear what happened. Commissioner Kleis noted that the meetings could be rotated to the different City Halls. Research needs to be done on how to

implement that type of technology into the Metro Bus Boardroom and the costs associated with it as it is an unbudgeted expenditure. Staff agreed to bring back options at a future meeting.

The next Board meeting will be held at 3:00 p.m. on January 19th.

Commissioner Braig-Lindstrom appreciated the Holiday decorations.

Adjournment. Commissioner Miller moved and Commissioner Braig-Lindstrom seconded a motion to adjourn the meeting. Motion carried.