

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 15<sup>th</sup> day of March, 2016 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-Absent
Executive Director:	Ryan Daniel
Managing Director:	Tom Cruikshank
Finance Director:	Paula Mastey
Others:	Kim Pettman
	Beth Moline
	Gayle Gruber-Bengston
	Hazel Youngmann-arrived at 4:06
Metro Bus Staff:	Libby Dykema
	Steve Williams
	Debbie Anderson
	Ed Yorek
	Dan Mendel

Additions or Changes to the Agenda. There were no changes. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve the Agenda as presented. Motion carried.**

Consent Agenda.

- 5.) Minutes of February 16, 2016 Meeting.
  - 6.) February, 2016 Budget Statement and Bank Reconciliation.
  - 7.) February, 2016 List of Bills.
  - 8.) February, 2016 Ridership Reports for Fixed Route, Dial-a-Ride and Northstar Link.
- Commissioner Hunstiger moved and Commissioner Miller seconded a motion to approve the Consent Agenda. Motion carried.**

Old Business.

- 9.) Update on Riders Advisory Committee Meeting. Ms. Anderson reported that a new member, Janice Sims, has joined the Committee. Mr. Cruikshank updated the Committee on the Long Range plan and they were very excited about the changes. Commissioner Braig-Lindstrom asked about Hazel Youngmann since she hasn't been to a recent Metro Bus meeting.
- 10.) Update on Long Range Transportation Plan. Mr. Cruikshank said Metro Bus staff met with the consultants from AECOM for one last emersion session on March 2-3. They are currently in the process of putting the route service plan into the bid structure and building the time tables. A special meeting is planned for Friday, April, 1 at 11:00 a.m. at which Will Calves for AECOM will present an in-depth service plan proposal parts of which could be implemented as soon as this summer.

New Business.

11.) Resolution #2016-01, Section 5307 Authorizing. Ms. Mastey explained this is an annual resolution needed to get FTA funding. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve Resolution #2016-01. Motion carried.**

12.) Resolution #2016-02, Authorizing to Replace and Install One Maintenance Hoist at Operations Facility. Mr. Yorek said it is time to begin replacing the four existing hoists in the garage as they are requiring more maintenance to keep them working. MnDOT has awarded Metro Bus up to \$200,000 in capital assistance for this project. **Commissioner Miller moved and Commissioner Braig-Lindstrom seconded a motion to replace and install one hoist at the Operations Facility. Motion carried.**

13.) Resolution #2016-03, Authorization to Purchase Two Class 400 CNG Low Floor Paratransit Vehicles. MnDOT has awarded Metro Bus up to \$400,000 in capital assistance for the purchase of two paratransit vehicles to replace two aging buses currently in service. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to authorize the purchase of two CNG Low Floor Paratransit Vehicles. Motion carried.**

14.) Consideration of Proposed Program of Projects. Ms. Mastey presented the proposed program of projects for which all of FY2016's apportioned funds will be used. It is published and provides a public comment period through April 30, 2016. If no comments or requests for a public hearing are received, the Final Program of Projects will be presented at the May meeting. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve the Proposed Program of Projects. Motion carried.**

Open Discussion.

- Beth Moline asked if buses could go out to Northland Bible Baptist Church on County Road 8. Mr. Cruikshank responded that if it is outside of the city, the buses can't go out there, but staff will look into it.

- Beth Moline talked about the good experience she had taking the Northstar service to Fridley.

- Gayle Gruber-Bengtson asked about the MP3 audio files for the meetings and if there was a special link on the website for them. Ms. Hartig responded that the link is located under Board of Commissioners.

- Kim Pettman thanked the Commissioners for riding or planning on riding the buses. She suggested that Board members spend time in the dispatch center to observe how it is run. She suggested that dispatchers receive additional training in scheduling especially in light of a recent staff change. She requested a change because the tight scheduling is creating stress for both dispatchers and passengers. Mr. Daniel responded that he would look into the scheduling impacts. Mr. Cruikshank clarified the staff change and gave credit to the dispatchers for the difficult balancing act of scheduling rides for maximum efficiency. He suggested that riders contact customer service if there is an issue. Discussion continued regarding what constitutes good customer service, what is the best way to bring a concern to Metro Bus staff and what is the role of the Riders' Advisory Committee. Ms. Pettman requested a dedicated representative to handle all customer service calls.

- Hazel Youngmann asked when the new Dial-a-Ride buses are expected to be on the road. Mr. Daniel said the first one should arrive within 60-90 days.

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