

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 24th day of October, 2016 at 9:00 a.m. at the Metro Bus Operations Center.

Commissioner Kleis presided with the following present:

Commissioners:	1. Dave Kleis
	2. Rick Miller
	3. Ryan Fitzthum
	4. Kurt Hunstiger
	5. John Libert
Chief Executive Officer:	Ryan Daniel
Chief Operating and Planning Officer:	Tom Cruikshank
Chief Finance and Administration Officer:	Paula Mastey
Others:	Kim Pettman
Metro Bus Staff:	Steve Williams
	Berta Hartig
	Libby Dykema
	Dave Green
	Arlene Wirth
	Debbie Anderson
	Ed Yorek
	Dean Henkemeyer

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

Consent Agenda.

- 5.) Minutes of September 20, 2016 Regular Meeting.
 - 6.) September, 2016 Budget Statement and Bank Reconciliation.
 - 7.) September, 2016 List of Bills.
 - 8.) September, 2016 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.**

Open Forum. No one spoke.

General Business.

- 9.) Resolution #2016-12, Recognizing Donations Received in FY2016. Metro Bus gratefully accepted donations from New Flyer, Coborn's, BLEND, YMCA, Bernick's and WD Management.
- 10.) Update on New Website. Berta Hartig presented Phase I of the new website highlighting the Trip Planner, routes and schedules, fares and How-to-Ride videos. Commissioner Kleis asked about future phone apps.

Department Update.

11.) Operations Update.

- Tom Cruikshank introduced the new Fixed Route Operations Manager, Dave Green.

- There has been a shift in ridership that may need to be addressed by some additional marketing. Decreased ridership may also be the result of warmer than average weather.
- An adjustments was made to Route 5 to serve Cashwise grocery store again as it is a popular destination. Route 11 served Coborn's on Copper Avenue going both directions; the return route will now be moved to serve Garden Square Apartments which will give students another connection. "Tripper" service will begin for Routes 8 and 12 to provide backup service during the peak hours.
- Free-rides will be offered to all riders on Election Day and to active military and veterans on Veteran's Day. The State will reimburse Metro Bus for the lost fares.
- The six new CNG Dial-a-Ride buses are too tall for about 1/3 of the building canopies at pick-up locations. Staff is looking for alternatives as to how to serve these locations.
- Measureable Objectives is a program the State has asked all systems to implement. The goal Metro Bus has set is to have fewer than two preventable accidents per 160,000 miles. The total preventable accidents has been decreasing over the past few years, the result of more aggressive training and remedial training programs.
- A new safety program for the entire organization will be implemented on January 1, 2017 to encourage and emphasize a safe work environment for both employees and passengers.

Other Business.

Kim Pettman suggested using closed captioning for the How-To videos on the website.

New Commissioner Ryan Fitzthum introduced himself. He is currently serving on the Sartell Planning Commission and running for a seat on the Sartell City Council. He hopes to make the Metro Bus Commission a long-term appointment.

Ed Yorek reported that the Hoist Project has been completed and came in under budget.

Adjournment. Commissioner Miller moved and Commissioner Hunstiger seconded a motion to adjourn. Motion carried.