

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 15th day of December, 2009 at 4:00 p.m. at the Metro Bus Operations Center. Chairman Ringsmuth presided with the following present:

Commissioners:	1. Paul Ringsmuth
	2. Carolyn Garven
	3. Mark Campbell-absent
	4. Dave Kleis-absent
	5. Steve Hennes
Executive Director:	David W. Tripp
Director of Operations & Technology:	Tony Kellen
Director of Planning & Marketing:	Tom Cruikshank-absent
Administrative Secretary:	Libby Dykema
Others:	Hazel Youngman
	Michael Bosl
	Kim Hoff
	Debbie Anderson
	Steve Williams
	Terry Markfort

Additions or Changes to the Agenda. Commissioner Hennes moved, and Commissioner Garven seconded a motion, to approve the Agenda as presented. Motion carried.

Consent Agenda. Commissioner Garven moved, and Commissioner Hennes seconded a motion, to approve the Consent Agenda which included the November 17, 2009 Regular Meeting Minutes, October 2009 Budget Statements, November 2009 Balance Sheets, and November 2009 List of Bills. Motion carried.

Old Business. There was none.

New Business.

9.) Presentation of the FY2009 Audited Financial Statements by Kern, DeWenter, Viere, LTD. Michael Bosl of Kern, DeWenter and Viere presented information from the annual audit including information on the annual budget, revenues, expenditures, assets, and state and federal grants. He stated that it is more important than ever to have a fund balance due to the state's budget deficit. The Metro Bus fund has five months available to provide a cushion in the event that unexpected cuts are made in transportation.

10.) Operations Reports

a.) November 2009 Ridership. Mr. Kellen discussed Northstar Link ridership in which there were a total of 883 rides taken in its 11 operating days in November. Commissioner Hennes questioned whether over-night parking is allowed in the Park and Ride Lots. Mr. Tripp answered that it is allowed in St. Cloud, but not in Big Lake; a specific policy still needs to be worked out when Sherburne County obtains control of the Lot from Mn/DOT. Mr. Kellen said the "slide" that the Fixed Route service has been experiencing has slowed down significantly.

The Late Nite service is doing quite well. Overall, the Fixed Route is averaging over 30 passengers per hour.

b.) Specialized Service Re-Certifications and Travel Training Updates. Kim Hoff updated the Board on DAR re-certifications since beginning the new eligibility requirements. The number of new applicants applying has continued to decrease from an average of forty per month to an average of twenty. 913 re-certification applications were mailed out from February through November; of those, 318 were returned. 18 cognitive assessments have been performed and 74 physical assessments at NovaCare. 4% of the 318 applicants were denied and 9% were given conditional certification only. Only three people have appealed those decisions. The process is almost half done after ten months with 1,051 people on the service left to re-certify.

Debbie Anderson reported that through Travel Clubs and Travel Training, there have been over 2,500 rides taken by 758 individuals. The “WACOSA Express” is a new program that has WACOSA individuals taking a Fixed Route bus from their home to the Transit Center and then riding a DAR bus as group to WACOSA. This has eliminated twelve DAR buses needing to go in separate directions every day. Ms. Anderson continues to work with Agencies such as WACOSA and Independent Lifestyles to identify individuals prior to applying for Dial-a-Ride. Seniors continue to be a challenge as the culture of St. Cloud needs to be changed beginning with its youth. A survey conducted this summer found that 100% were satisfied with their Travel Training experience and 96% would recommend it to others. Commissioner Garven asked for written reports of both presentations at the next meeting.

11.) Consideration of Grant Agreement for Northstar Link Operation. Mr. Tripp discussed the Northstar Link Service Plan including levels of service, the financial plan and marketing plan. The estimated cost for 2010 administration, marketing, operations, bus purchase, and contingency is \$466,000. Disbursements from NCDA total \$356,000 with the difference coming from fare revenue. **Commissioner Garven moved, and Commissioner Hennes seconded a motion, to authorize the Chair to sign the Northstar Link Grant Agreement. Motion carried.**

12.) Consideration of FY2010 Revisions to Operating Budget. At the November 17th meeting a revised FY2010 Operating Budget was presented incorporating the changes caused by the Northstar Link operation. The motion was dropped pending news on the final Mn/DOT funding agreements which could positively impact the Levy Rate preliminarily set in September. The Mn/DOT grant amounts have been received for FY2010 and are within \$300 of what was budgeted. **Commissioner Hennes moved, and Commissioner Garven seconded a motion, to approve the revised FY2010 Operating Budget. Motion carried.**

13.) Consideration of Resolution #2009-15, Setting Final Levy On All Taxable Property in the Transit Area. The additional \$179,212 generated from raising the Levy Rate from 1.151% to 1.373% would be used exclusively for the system expansion and fleet replacement. A 1.151% rate would raise an estimated \$926,026 while a 1.373% rate will raise an estimated \$1,105,238. **Commissioner Hennes moved, and Commissioner Garven seconded a motion, to approve Resolution #2009-15. Motion carried.**

14.) Consideration of Resolution #2009-16, Designating the Official Depositories and Newspaper of Metro Bus. **Commissioner Garven moved, and Commissioner Hennes seconded a motion, to approve Resolution #2009-16. Motion carried.**

15.) Consideration of Resolution #2009-17, Certifying Availability of Local Match for 2014 & 2015 Federal Submittal to St. Cloud APO. Mr. Tripp explained that this resolution assures a 20%

local match for three Dial-a-Ride buses. **Commissioner Hennes moved, and Commissioner Garven seconded a motion, to approve Resolution #2009-17. Motion carried.**

16.) Consideration of Boys' and Girls' Club Pass Arrangement Proposal. Mr. Kellen explained that the Boys' and Girls' Club currently operates vans to support the transportation needs for its twelve after-school Kid Stop locations. The majority of the transportation is for field trips and recreation activities. Because of capacity issues and securement requirements, the current vehicles are unable to meet their needs. Metro Bus Staff is proposing a forty cent (\$.40) reduced fare for the Boys' and Girls' Club. This is an opportunity for Metro Bus to increase Fixed Route ridership, help an established local organization, and educate youths on the benefits of using public transit. **Commissioner Garven moved, and Commissioner Hennes seconded a motion, to approve the Boys' and Girls' Club Reduced Fare Program. Motion carried.**

Open Discussion. Commissioner Ringsmuth mentioned a letter that was received from Tri-CAP. Mr. Tripp said that Metro Bus staff and Tri-CAP staff need to get together and communicate about Tri-CAP doing grocery shopping trips within the Metro Bus service area while Metro Bus Dial-a-Ride is going into their extended service area to transport people to Tri-CAP and the new Stearns County Administration Center.

Mr. Kellen announced that the new Metro Bus website will be up and running by January. There will also be a Shopify account created where customers can buy Metro Bus and Northstar Link passes on-line.

Hazel Youngmann asked why there was no public hearing required for Metro Bus to raise property taxes. Mr. Tripp explained that Metro Bus is not legally required to do so.

Adjournment. Commissioner Ringsmuth adjourned the meeting at 5:12 p.m.