

MAPLE GROVE TRANSIT COMMISSION
City of Maple Grove
Meeting of September 24, 2013

MINUTES

Members Present: Terry Coss, Teri Anderson, Mandy Knudsen, Jaime Renner, and Mark Davison.

Members Absent: none

Also Present: Mike Opatz - City of Maple Grove, Doyne Parson-Metro Transit, and Bill Patten-Midwest Paratransit.

Call to Order

Transit Commission Chair Terry Coss called the meeting to order at 6:30 p.m.

Open Forum

No one from the public spoke during the open forum.

Approve Minutes

Chair Terry Coss called for a motion to approve the meeting minutes from July 30, 2013. Mandy Knudsen made the motion, and Teri Anderson seconded the motion, and the amended minutes were approved.

Discussion of Routes and Statistics

Opatz reviewed the daily ridership statistics for August 2013 and first three week of September 2013 and the monthly ridership summaries from July and August. Opatz noted that the 2013 year to date ridership was nearly equal to 2012, but September 2013 ridership appears to be building, so by the end of the year the system will post a 1 to 2 percent increase over 2012.

The Commissioner's had the following reports:

- Teri Anderson – Have concerns if you relocated the Route 789 to Zachary Square due to overcrowding at the Transit Station. Many students need to come midday to Maple Grove. There is a church fundraiser flyer posted on the main information display cabinet at the Transit Station.
- Mark Davison – Thank you to Doyne and Mike for getting the larger coach bus on the first 789 a.m. trip. The overhead bus sign for the 2nd p.m. trip of the 789 lists it as trip #1. What is the seating capacity of the new Gillig low-floor 40-foot bus?
- Mandy Knudsen – All is going great on the Route 782. No issues to report.

- Jaime Renner – I am not hearing of any issues with the Route 785 temporary parking lot. All is well on the Route 785.
- Terry Coss – No major issues with the Route 783. However, drivers avoid using the PA system when making announcements. They rather just turn around and shout them out. Not many drivers calling out stops or street crossings. Did not recall receiving the updated driver roster in August.

Update on Phase 2 of Parkway Station

Opatz reported that parking utilization at the Route 785 temporary lot has been high with some days having only a few stalls not occupied. The City is working on options to provide some overflow parking in the general area. The most promising option is with the Maple Grove Hospital.

As of today, all the columns have been installed and two of seven deck pours have taken place. The concrete forms for the next two deck pours are in place as well. The contractor is still striving to meet the substantial completion date of November 24, but that date may slide by a week or two depending on the weather and other factors.

Bus Service Levels for the Holidays

Opatz reviewed the rider alert flyer for the bus service levels for the 2013 Thanksgiving Holiday with:

- Extra midday buses on Route 781 on Wednesday November 27,
- No bus service on Thursday November 28, and
- Reduced bus service on Friday November 29.

Opatz reviewed the proposed service plan for Christmas and New Year's. This year December 24 falls on a Tuesday and it appears most of the transit agencies in the area are going to some level of reduced service. Opatz noted that the proposal only provides Route 781 trips to and from the transit station offering. No other regular route service would operate including the Route 781A segment. In 2008, December 24th fell on a Wednesday, and MGT offered full service. Overall the ridership was light. However, I think we need to offer more trips than we typically would offer on the Friday after Thanksgiving. Therefore, I am increasing the number of a.m. trips from eight to 14 and nine to 16 in the afternoon. There would be no service on 12/25/13 and 1/1/14. I would run full service on 12/31/13 with some extra buses on the first four pm trips on the 781.

ADA Driver Compliance Monitoring

Opatz reviewed the ADA Driver Compliance Monitoring form for 2013. This is a requirement to receive federal funding. Transit Commissioners are asked to complete the form four different times before the end of the year. The preference is to have them completed on four different trips. Completed forms can be mailed, faxed, or e-mailed to Opatz.

Route 782 Transit Commissioner Application

Opatz said that there is currently a vacancy on the Transit Commission for a Route 782 representative. Historically, applicants have been primarily solicited by placing the application on the buses as a Rider Alert flyer. Federal regulations under the Civil Rights Title VI program require transit programs receiving federal funding to follow the clause below:

- *Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar bodies, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees or councils.*

Opatz noted that while the City is challenged out here in Maple Grove to find relevant organizations to send applications to boost recruitment efforts for minorities, the applications will be sent to:

- Places of Worship in Maple Grove
- Northwest Hennepin Human Services Council (located in Brooklyn Center but covers Maple Grove).
- Maple Grove Library
- Maple Grove Transit buses
- City of Maple Grove website
- Maple Grove Patch (online newspaper)
- Osseo-Maple Grove Press and News (local newspaper)

Terry Coss suggested adding the Community Center as a location to receive the applications.

The following language was also added to the application, which Opatz reviewed with the Commission:

- The City of Maple Grove is committed to a policy of nondiscrimination in relation to race, color, creed, religion, age, national origin, sex, sexual orientation, marital status, public assistance status, disability, handicap or political affiliation. Maple Grove is an Equal Opportunity/Affirmative Action employer.

Adjourn / Next Meeting

- Next Scheduled Regular Meeting is Tuesday, November 26, 2013
- Being no other business, the meeting was adjourned at 7:13 p.m.
- Minutes submitted by Mike Opatz, Transit Administrator.