

# SOUTHWEST TRANSIT COMMISSION MINUTES

April 10, 2014 – 6:45 PM  
SouthWest Station  
Commission Chambers

## COMMISSION MEMBERS

Jerry McDonald  
Brad Aho  
Jay Rohe  
Nancy Tyra-Lukens  
Jody Collis King  
Dan Wilczek

## ADVISORY BOARD

Sarah Schwarzhoff, Attorney

## EXECUTIVE STAFF

Len Simich, Chief Executive Officer  
Dave Jacobson, Chief Operating Officer  
Steve LaFrance, Maintenance & Facilities Director  
Matt Fyten, Manager of Planning & Technology  
Dave Simoneau, Director of Driver Services &  
Emergency Management

A Work Session was held prior to the Commission Meeting. Topics included:

- Vehicle Discussion: Double Decker, Trolley, Future Amenities
- MOU Review & Discussion: Comments back to Metropolitan Council, Deed Transfer Position

## I. CALL TO ORDER

The meeting was called to order by Chair McDonald at 7:00 p.m.

## II. EMPLOYEE RECOGNITION

Chief Executive Officer (CEO) Simich recognized the following employees:

- SouthWest Transit and First Transit employees for their years of service:

10 years: Bob Dols, Mel Rozeboom, Anna Wong, Leo Yakovenko  
20 years: Dave Simoneau

- First Transit employees for having achieved consistent top performance scoring for the last 12 month period in First Transit's driver achievement program:

Manuel Castellanos	Antonio Lopez (4 consecutive years)
Ed Fahlstrom	Leonard Robinson (4 consecutive years)
Jim Hemann	Eric Schuman (4 consecutive years)
Ron Hiben	Charles Warnemunde (4 consecutive years)
Tom Holt	Vilai Yang (4 consecutive years)
Taye Lidetie	John Middendorf (5 consecutive years)
Larry Selly	Bob Rogstad (5 consecutive years)
George VanAlstine	Anna Wong (5 consecutive years)
Becky Huntington (2 consecutive years)	Mark Rubis (6 consecutive years)
Dana Nicholson (2 consecutive years)	

- SW Transit employees who passed portions of the ASE (Automotive Service Excellence) Transit Bus program: Dave Huddleston, Kyle Jackels, Tony Kuykendall
- SWT Leadership Awards were presented to Steve LaFrance and Mike Dartt

All employees were congratulated and thanked for their dedication and hard work.

### III. PUBLIC COMMENT

There was no public comment.

### IV. APPROVAL OF AGENDA

Chief Executive Officer Simich requested that Item C under Consent (Approve Policies) be brought forward for discussion and that Item C under New Business (Approve Bike Program) be moved to Item A.

**Motion:** Rohe motioned, seconded by Aho to approve the agenda as amended. The motion carried 6-0-0.

### V. PAYMENT OF CLAIMS (motion and roll call vote)

**Motion:** Tyra-Lukens motioned, seconded by Collis King to approve the payment of claims. The motion carried 6-0-0. Roll Call Vote: McDonald, yes; Aho, yes; Rohe, yes; Tyra-Lukens, yes; Collis King, yes; Wilczek, yes.

### VI. CONSENT

- Approve Minutes of 2/27/14 Meeting
- Accept Current Financial Statements
- Approve Policies

CEO Simich distributed copies of policies not included in original packet for Commission review.

**Motion:** Tyra-Lukens motioned, seconded by Aho to approve the Consent items. The motion carried 6-0-0.

### VII. NEW BUSINESS

- Approve Bike Program

Manager of Planning & Technology Fyten stated that staff has been looking into ways to implement a bike share or bike rental system similar but smaller in scope to the Nice Ride Minnesota system in Minneapolis and St. Paul.

The primary purpose of the program is two-fold: 1. To reduce auto parking usage at SWT park and ride facilities and 2. To provide increased low-cost transportation options to SWT riders looking to gain increased access to businesses, education, and parks and trails throughout the SWT service area.

**Motion:** Tyra-Lukens motioned, seconded by Aho to adopt Resolution 14-11 authorizing its Chief Executive Officer to enter into negotiations with Freewheel, Inc. for an amount not to exceed \$40,000 for the purpose of implementing a seasonal bike rental program. The motion carried 6-0-0.

B. Approve Vehicle Lease and Upgrades

CEO Simich stated that currently the agency spare ratio is at 7%. To help provide additional capacity before an additional four vehicles are delivered during the summer of 2015, staff is recommending leasing a double deck vehicle for 8-12 months. Leasing said vehicle would also provide a "trial run" to see if this style is something SWT would like to bring into its fleet in the future.

Simich stated that staff also recommends converting one of two new 30' Gillig vehicles into a trolley, to be used for local service. Staff feels that this style of vehicle helps draw attention to the SWT brand.

**Motion:** Rohe motioned, seconded by Tyra-Lukens to authorize its CEO to:

- Enter into an agreement with ABC Bus to lease a Double Deck vehicle for a period of 8-12 months.
- Enter into an agreement with Gillig to convert one 30' Gillig vehicle into a trolley, at a cost not to exceed \$80,000.

The motion carried 6-0-0.

C. Approve Service Change

Manager of Planning & Technology Fyten summarized proposed service changes for the following two dates:

May 19 –

- Seasonal suspension of some Route 695 service direct to the U of M; service to resume in September with start of fall session

May 27 –

- Some service suspension to improve system efficiency, affecting Routes 694/694S, 698H, 687, 697.
- Shady Oak P&R will close due to road construction; SWT will no longer be able to service this location for express routes. Stops near the P&R location will be available to Route 684 riders.
- Route 684 – will be split into 684S and 684C to allow for quicker travel times for Chaska and Chanhassen riders, as well as open up new markets in the City West area of Eden Prairie.

**Motion:** Aho motioned, seconded by Collis King to adopt Resolution 14-10 authorizing its Chief Executive Officer to implement the proposed service changes for May 19 and May 27, 2014. The motion carried 6-0-0.

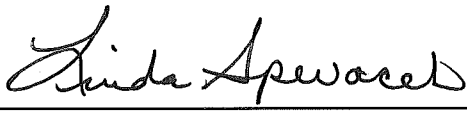
VIII. UPDATES

IX. COMMISSION AND CITY COMMENTS

X. ADJOURNMENT

**Motion:** Tyra-Lukens motioned, seconded by Rohe to adjourn. The motion carried 6-0-0. The meeting was adjourned at 7:50 p.m.

April 10, 2014 SouthWest Transit Commission Minutes Prepared By: Linda Spevacek

Approved by: 

Date: 5/22/14