



AGENDA AND NOTICE OF SPECIAL MEETING

MINNESOTA RIVER VALLEY TRANSIT JOINT POWERS BOARD

Monday, April 16, 2018 – 4:30 p.m.

Governors' Room, Saint Peter Community Center
600 South Fifth Street, Saint Peter

- I. **CALL TO ORDER**
- II. **APPROVAL OF AGENDA**
- III. **NEW BUSINESS**
 - A. MnDOT New Service Grant Authorization
- IV. **ADJOURNMENT**



TO: Todd Prafke
City Administrator

DATE: 04/16/18

FROM: Wayne Albers
Transit Compliance Manager

RE: 2018 Extended New Service Expansion Program Grant Application

ACTION/RECOMMENDATION

Approve submission of the 2018 Extended New Service Expansion grant application to the Minnesota Department of Transportation (MN/DOT), Office of Transit and Active Transportation.

BACKGROUND

On February 15, 2017 the Minnesota Department of Transportation, Office of Transit and Active Transportation (OTAT), announced additional funding was available to add service hours and begin the process of covering unmet needs for transit systems.

These funds would be made available to transit systems within Minnesota via a New Service Expansion Program Grant. The terms of the grant specifies that there needs to be an expansion of service (i.e. operational hours) to qualify. The grant would cover 100% of the cost of these additional hours, less the increased revenue generated from that same service for the next 2 fiscal years.

In 2017 we identified our local unmet need as the high ridership and resulting longer wait times that occurred in the early to mid-afternoon on Dial-a-Ride in Saint Peter. The rides per hour between 1:30-4:30 PM for the months of January and February averaged 7.75 rides. Drivers averaged about 55 miles in that same 3 hour time span. MN/DOT OTAT approved the MRVT application and awarded us a \$31,000 operating grant to fund the first year from July 1, 2017 through June 30, 2018. The grant funds allowed Minnesota River Valley Transit to add 3.5 hours of Dial-a-Ride service from 1:00 until 4:30 from Monday through Friday. These added hours of service have reduced wait times significantly. During the first 3 months of 2018, ridership in this service segment averaged 3.9 rides per hour (861 total rides).

On March 20, 2018 MN/DOT OTAT announced that they would accept additional applications for the Extended New Service Expansion Grant until April 20, 2018. If awarded, the grant would fund the added hours until June 30, 2019.

We recommend that authorization be provided for submission of a grant application in the approximate amount of \$33,200.

FISCAL IMPACT:

If the application is submitted and funded by MN/DOT OTAT for another fiscal year, service levels will be continued until June 30, 2019. The cost of continuing these hours from July 1, 2019 to December 31, 2019 would then be included in the 2019 Operating Grant application. The revenue for this service segment is projected at about \$2,500 and will reduce expenses incurred.

ALTERNATIVES/VARIATIONS:

Do not Act: Staff will wait for your direction, however the Extended New Service Expansion grant application must be submitted no later than April 20, 2018. If this application is not submitted, staff will need to evaluate whether the 2018 Operating Grant budget will allow for the continuation of the additional 3.5 hours of service per day.

Negative Vote: Staff will wait for your direction, however the Extended New Service Expansion grant application must be submitted no later than April 20, 2018. If this application is not submitted, staff will need to evaluate whether the 2018 Operating Grant budget will allow for the continuation of the additional 3.5 hours of service per day.

Modification of the Resolution: This is always an option of the Joint Powers Board.

Please feel free to contact me should you have any questions or concerns about this agenda item.

WA

MINNESOTA RIVER VALLEY TRANSIT AUTHORITY

RESOLUTION NO. 2018-

**STATE OF MINNESOTA)
COUNTY OF NICOLLET)
COUNTY OF LE SUEUR)**

RESOLUTION AUTHORIZING SUBMISSION OF SERVICE EXPANSION PROGRAM GRANT

WHEREAS, Minnesota River Valley Transit (MRVT) operates a transit system that is funded by a combination of State Department of Transportation funds and fares; and

WHEREAS, in order to provide more timely service to transit passengers in the Saint Peter area additional service hours were added in the first year of the New Service Expansion; and

WHEREAS, grant funds are available through the State to continue increased operating hours in the Saint Peter service area; and

WHEREAS, the Extended New Service Expansion Program Grant provides 100% of operating costs minus the additional revenue generated by the expanded service; and

WHEREAS, a grant application has been developed and will be submitted to the Minnesota Department of Transportation, Office of Transit and Active Transportation; and

WHEREAS, the Minnesota River Valley Transit Board finds the transit system to be a valuable benefit to the residents of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MINNESOTA RIVER VALLEY TRANSIT, THAT:

1. Staff is hereby authorized to submit a grant application to the Minnesota Department of Transportation, Office of Transit and Active Transportation for continuing the New Service Expansion service hours from July 1, 2018 through June 30, 2019.
2. Minnesota River Valley Transit agrees to offset the total expenses with the additional revenue generated by the expanded hours funded by the Extended New Service Expansion Program Grant.
3. The Saint Peter City Administrator and Transit Compliance Manager are hereby authorized to execute such documents as may be necessary for Minnesota River Valley Transit to secure the Extended New Service Expansion Program Grant to fund the additional service hours added in July 2018.

Adopted by the Board of the Minnesota River Valley Transit this 16th day of April, 2018.

Mark Huntington
Board Vice-Chairperson

ATTEST:

Todd Prafke
Saint Peter City Administrator