October 25, 2018

SOUTHWEST TRANSIT

SouthWest Transit Commission
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Eden Prairie, MN 55344

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SOUTHWEST TRANSIT COMMISSION
AGENDA

Thursday, October 25, 2018
Dinner and Work Session – 6:00 pm, 2nd Floor Conference Room
Commission Meeting – Approx. 6:30 pm (Upon completion of work session), 2nd Floor Conference Room

COMMISSION MEMBERS	Brad Aho Denny Laufenburger Jerry McDonald Ron Case Jody Collis King Bob Roepke Mark Windschitl
GENERAL COUNSEL	Ric Rosow, Attorney
EXECUTIVE STAFF	Len Simich, Chief Executive Officer Dave Jacobson, Chief Operating Officer Dave Simoneau, Director of Driver Services & Emergency Management (First Transit) Matt Fyten, Assistant Chief Operating Officer

AGENDA

Work Session – 6:00 pm
Budget

Commission Meeting – Approx. 6:30 pm (Upon Completion of Work Session)

I. **CALL TO ORDER**
II. **PUBLIC COMMENT**
III. **APPROVAL OF AGENDA**
IV. **PAYMENT OF CLAIMS** (Rollcall Vote)
V. **CONSENT**
   A. **Approval of Minutes of 9-27-18 Meeting**
   B. **Approval of Financial Statements**
   C. **Garage IPS System**
VI. **NEW BUSINESS**
   A. **Grant Applications**
   B. **Security Camera Replacement & Additions**
   C. **Regional Solicitation Application Scoring**
   D. **Set Meeting for Budget and Personnel Committee**
VII. **UPDATES**
   A. **Administrative Update**
   B. **Operations Update**
VIII. **ADJOURNMENT**

Work Session

SOUTHWEST TRANSIT MEMORANDUM

TO: **SouthWest Transit Commission**

FROM: **Len Simich, Gary Groen & Souriyong Souriya**

DATE: **October 15, 2018**

SUBJECT: **Preliminary 2019 Budget**

REQUESTED ACTION:
No action requested at this time.

The purpose is to review the 2019 operating budget assumptions. The Budget and Personnel Committee will be meeting to review the line-item budget in November.

The final 2019 operating and capital budget, as well as the 2018 budget amendment will be on the December Commission agenda for formal action.

BACKCROUND and BUDGET IMPACT:
Beginning with the 2018 budget, SouthWest transit as well as all the other suburban transit providers are no longer being held to the Council's policy that required a draw-down the agency's fund balance to be eligible for RAMVST or general fund revenue.

The annual funding increase should still remain around the 3.15% we have experienced over the past few years, but the new process provides greater control on budgeting to the Commission. The negative is we are now more than ever dependent upon Metro Transit having their budget needs met each biennium.

However, going into the next biennium budget (July 2019-June 2021), Metro Transit is projecting a shortfall of close to $100 million dollars. Should their needs not be met, SouthWest as well as all the suburban operators could see a reduction or possible elimination of the RAMVST and general fund appropriations it received during this past biennium.

Noting this, staff has prepared two scenarios. Scenario #1 includes RAMVST and a General Fund appropriations only through the current biennium (through June 2019). To balance the budget and maintain a 25% fund balance (Commission's policy), staff has prepared a budget that is $832,391 less than the projected 2018 budget.

Scenario #2 is a little more conservative than the traditional approach we have taken in the past. Rather than increasing the budget by 3.15%, the draft budget we are currently recommending is basically flat compared to 2018. The rationale behind this relates to the reality of Metro Transit

receiving enough State General Fund to meet its deficit over the next biennium, as well as to address any slump in the sale of new autos which would affect both our MVST and RAMVST funding.

With a reduction in overall expenses, we have also reduced the amount of fare revenue we anticipate generating by 3%.

The following are the proposed changes currently under consideration (note these could and probably will change as we get better information closer to the end of the year):

Administrative Budget (Executive, Finance, Customer Service, Marketing, HR)
The 2019 proposed administrative budget totals $1,289,420, down from the 2018 administrative amended budget total of $1,411,200. Changes for 2019 includes a reduction in of the HR Manager for half of the year, and moving one finance staff member over to the operations budget now that the individual has moved into the role of IT support. We have also decreased the amount related to legal fees to better reflect what we anticipate happening in 2019.

Operations Budget (Planning, Dispatch and Driver Services, Fuel, IT)
Scenario #1 (Reduced 3% over the 2018 budget):

- Reduction of nine fixed route non-productive trips throughout our current service (providing to trips to 11 or fewer riders) for an estimated $122,760 from the contract line.
- With the reduction of service comes a reduction in fuel consumption of $34,000.
- Reduced auto insurance by $165,000.
- Reduced travel by $2,000

The following increases have been built into the 2019 budget:

- Added full-time finance/IT position (moving existing finance staff person into this role +$75,000 including benefits).
- Added software licenses (+$20,900).
- Added an intern for half year (+$13,000).
- Added three dispatch positions under SouthWest Transit (i.e. moved from First Transit contract +$182,100 including benefits).
- The budget includes the updated driver pay scale, a 2% increase in all driver wages (per the union contract in September), and all driver benefits (including the 4% match in 401 K benefits). It also includes the average 3% COLA and performance adjustment for SWT staff.

Services still included in Scenario #1 which could be continued or discontinued in the second half of 2019.include:

- Twins, Vikings, Gophers and State Fair service.

Scenario #2 (3% increase to the 2018 budget):

- Reinstate the proposed service reductions,
- Increase fuel costs to accommodate the reinstatement of those services.
- Increase 20 hours of Prime service per day.
- Increase fuel to accommodate the Prime service increase.
- Replenish the capital reserve account used to purchase four vans for prime service.
- Re-invest and invest in other services where growth may occur.

- Re-invest the capital cost of operation for the OMG routers for bus AVL for $170,000.

Facilities

Scenario #1 (Reduced 3% over the 2018 budget) by deferring the following project:

- SWS - Storage Fence (-$12,000).
- EPG - inferred Heat replacement (-$20,000).
- SWV - Replacement of Inverter Batteries (-$12,000).
- SWS – LED red lights around Hub and Ramp (-$30,000).
- EPG door 13 replacement w/ high speed rubber door (-$80,000).
- SWS Curb repair east turn-a-round under ramp. (-$30,000).
- EPG – Irrigation (-$25,000).
- EPG – Shop floor drains in Shop (-$100,000).
- EPG – Asphalt Repair (-$27,000).
- EPG Repairs (per 2018 engineer inspection -$30,000).

Additions still included in the 2019 budget:

- Tuition reimbursement (+$4,000).
- Building equipment insurance (+$25,000).
- Garage Utilities (+$24,000).
- In 2019, 27,000 hours for all facility staff functions. This is a reduction of 2,000 hours over what was budgeted/undertaken in 2018. Duties include but not limited to: daily detailing of buses, cleaning of buildings, maintenance of buildings and equipment, repairs buildings and equipment, snowplowing and salting, ramp washing, summer projects such as Painting the canopy, & paver replacements, mowing, daily, weekly, monthly and quarterly inspections. The reduction includes two summer staff and one yearly building cleaner. Total savings - $35,000.

Scenario #2 (3% increase to the 2018 budget) includes reinstating the following:

- SWS – Bus curb turn-a-round (+$30,000).
- SWS - LED lights (+$30,000).
- Storage Fence (+$12,000).
- EPG - Door 13 Replacement w/ high speed rubber door (+$80,000).
- EPG - Irrigation to out lots (+$25,000).
- EPG – Asphalt Repair (+$27,000).
- EPG Repairs (per engineer inspection, +$30,000).
- Retain full staff complement (+$35,000).

Vehicle Maintenance

Scenario #1 (Reduced 4% over the 2018 budget):

- Parts budget of $530,270 versus $547,272 ($17,000 savings) will be needed if the budget is reduced (reduction in total miles operated).
- Training budget of $18,000 will be needed due to slightly less outside training being done by shop personnel.
- Tire budget for 2019, will decrease $42,000 compared to 2018 due to having 60 steer tires in-stock from the new buses.

- The vehicle/body shop budget will decrease $20,000 from the 2018 budget to $120,000 due to having body work projects done and decreased miles run with route reduction.
- Tire budget will decrease $42,000 compared to 2018 due to having 60 steer tires in-stock from the new buses.
- The vehicle/body shop budget will decrease $15,000 from the 2018 budget, to $125,000 due to having body work projects done and due to running full scheduled routes.

Scenario #2 (3% increase to the 2018 budget):
Increases include:

- Many line items in the vehicle maintenance budget will increase should the number of miles operated in 2019 increase over what was operated in 2018. Some of these line items include parts Shipping Environmental; Training; OT.

RECOMMENDATION:
No action requested at this time.

Payment of Claims

SouthWest Transit				
9/21/2018 Thru 10/18/2018				
Meeting Date: 10/25/2018				
Payment of Claims				
Check Number	**Vendor Name**	**Description**	**Check Date**	**Check Amount**
40822	ADVANCED KIOSKS	Customer Service Kiosks	9/26/18	$ 960.00
40823	QDOBA MEXICAN GRILL	September Commission Dinner	9/26/18	$ 360.00
40824	ZACHARY SCHULER	Payroll Re-issue	10/2/18	$ 355.42
40825	AMY HEINZER	Payroll Re-issue	10/2/18	$ 917.54
40826	4201, LLP	Oct. 2018 Lease Bus Storage	10/3/18	$ 333.33
40827	A TO Z RENTAL CENTER	Building Supplies	10/3/18	$ 69.70
40828	ABC BUS COMPANIES	Vehicle Parts	10/3/18	$ 543.46
40829	ALLSTATE PETERBILT	Vehicle Parts	10/3/18	$ 1,119.82
40830	AMERICAN PRESSURE INC.	Maintenance Supplies	10/3/18	$ 300.00
40831	ARCPOINT LABS OF EDEN PRAIRIE	Drug Screening	10/3/18	$ 124.00
40832	BA SERVICES LL	Bus Dryer	10/3/18	$ 14,194.20
40833	BTR OF MINNESOTA	Vehicle Parts	10/3/18	$ 1,244.01
40834	CARVER COUNTY	Internet Bill - ECS	10/3/18	$ 40.00
40835	CENTERPOINT ENERGY	Heating Payment	10/3/18	$ 118.66
40836	CENTURYLINK	Telephone Payment	10/3/18	$ 1,581.12
40837	Void Check	Void Check	10/3/18	$ -
40838	CINTAS CORPORATION #470	Uniform Service	10/3/18	$ 2,067.68
40839	CITY OF CHANHASSEN	Utilities Payment	10/3/18	$ 1,414.24
40840	CITY OF CHASKA UTILITY BILLING	Utilities Payment	10/3/18	$ 2,039.68
40841	CITY OF EDEN PRAIRIE	Utilities Payment	10/3/18	$ 2,122.48
40842	CITY OF MINNEAPOLIS FINANCE DE	Special Event Bus Park Out	10/3/18	$ 264.00
40843	COMCAST	Internet Bill - EPG	10/3/18	$ 304.46
40844	CUMMINS NPOWER, LLC	Vehicle Parts	10/3/18	$ 230.13
40845	CYBERREEF SOLUTIONS	October Software Service	10/3/18	$ 40.00
40846	DACOTAH PAPER CO.	Vehicle Supplies	10/3/18	$ 139.41
40847	ECM PUBLISHERS, INC.	SWT Advertising	10/3/18	$ 525.00
40848	FACTORY MOTOR PARTS COMPANY	Vehicle Parts	10/3/18	$ 843.74
40849	KATHLEEN FETTERLY	Rider Reimbursement overpaid fare	10/3/18	$ 17.50
40850	FLEET-NET CORPORATION	Fleetnet License Fees	10/3/18	$ 450.00
40851	FORKLIFTS OF MINNESOTA, INC.	Vehicle Parts	10/3/18	$ 167.70
40852	FRANZ REPROGRAPHICS	Sept 2018 Archive	10/3/18	$ 200.00
40853	GAS TANK RENU MN & RADIATOR	Vehicle Service	10/3/18	$ 150.29
40854	GOVERNMENT LEASING & FINANCE,	Debt Payment	10/3/18	$ 40,238.74
40855	HEALTHPARTNERS	Health & Dental Insurance	10/3/18	$ 21,807.81
40856	ADAM HEGEHOLZ	Employee Reimbursement -Misc. Supplies	10/3/18	$ 219.90
40857	I-STATE TRUCK CENTER	Vehicle Parts	10/3/18	$ 87.11
40858	DEBRA JEAN KIND	Schedule Changes Design	10/3/18	$ 360.00
40859	KLOOS ELECTRIC, INC.	Electrical Repair	10/3/18	$ 4,325.00
40860	LANO EQUIPMENT, INC.	Vehicle Parts	10/3/18	$ 751.49
40861	LAWSON PRODUCTS, INC.	Vehicle Supplies	10/3/18	$ 61.34
40862	LEAGUE MN CITIES INS. TRUST	Insurance Deductible	10/3/18	$ 419.80
40863	LIFESTYLE PUBLICATIONS, LLC	SWT Advertising Oct. 2018	10/3/18	$ 800.00
40864	Void Check	Void Check	10/3/18	$ -
40865	MCI SERVICE PARTS, INC.	Vehicle Parts	10/3/18	$ 10,092.62
40866	MEDIACOM	Internet Bill - CTS	10/3/18	$ 611.80
40867	Void Check	Void Check	10/3/18	$ -
40868	Void Check	Void Check	10/3/18	$ -

SouthWest Transit				
9/21/2018 Thru 10/18/2018				
Meeting Date: 10/25/2018				
Payment of Claims				
Check Number	**Vendor Name**	**Description**	**Check Date**	**Check Amount**
40869	MICRO CENTER	Technology Upgrades	10/3/18	$ 544.27
40870	MINUTEMAN PRESS	SW Free Ride Coupon	10/3/18	$ 475.00
40871	MVEC	Utilities Payment	10/3/18	$ 1,607.64
40872	NAPA AUTO PARTS	Vehicle Parts	10/3/18	$ 29.99
40873	Void Check	Void Check	10/3/18	$ -
40874	O'REILLY AUTOMOTIVE, INC.	Vehicle Parts	10/3/18	$ 949.69
40875	OCCUPATIONAL MEDICINE CONSULTS	Drug Testing	10/3/18	$ 125.00
40876	OFFICE DEPOT	Office Supplies	10/3/18	$ 182.97
40877	OSI ENVIRONMENTAL, INC.	Vehicle Supplies	10/3/18	$ 550.00
40878	PRIORITY COURIER EXPERTS	Shipping	10/3/18	$ 243.66
40879	PROFESSIONAL CARWASH SYSTEMS,	Vehicle Supplies	10/3/18	$ 684.00
40880	REPUBLIC SERVICES #894	Trash Removal	10/3/18	$ 791.26
40881	JORDAN ROSKE	Expense Reimb-Safety Eyewear	10/3/18	$ 175.99
40882	ROVITRACKER INC.	Video Cameras	10/3/18	$ 620.00
40883	ROYAL TIRE INC.	Tires	10/3/18	$ 9,759.27
40884	RYDER	Vehicle Parts	10/3/18	$ 518.49
40885	SCHELEN GRAY AUTO & ELECTRIC	Vehicle Parts	10/3/18	$ 373.49
40886	SIGN SOURCE, INC.	SWT Sign LED Light Replacement	10/3/18	$ 5,038.50
40887	LEN SIMICH	Employee Reimb. Misc. Meetings	10/3/18	$ 2,203.42
40888	SUBURBAN CHEVROLET	Vehicle Parts	10/3/18	$ 279.13
40889	SW METRO CHAMBER OF COMMERCE	Leadership Program- Adam H.	10/3/18	$ 575.00
40890	SYNCB AMAZON	Vehicle Supplies	10/3/18	$ 499.79
40891	TENNANT SALES & SERVICE CO.	Vehicle Parts	10/3/18	$ 4.04
40892	TWIN CITIES TRANSPORT & RECOVE	Towing Service	10/3/18	$ 200.00
40893	U.S. BANK EQUIPMENT FINANCE	Copier Lease	10/3/18	$ 638.00
40894	VERIZON WIRELESS	Wireless Phone	10/3/18	$ 54.29
40895	WALKER PARKING CONSULTANTS	Prof Fee -HVAC System - EPG Shop	10/3/18	$ 5,420.00
40896	WASTE MANAGEMENT OF WI-MN	Trash Removal	10/3/18	$ 316.11
40897	WESTERN SPECIALTY CONTRACTORS	Building Repair	10/3/18	$ 1,350.00
40898	XCEL ENERGY	Utilities Payment	10/3/18	$ 1,621.49
40899	FIRST TRANSIT, INC.	401K Match Expenses from May Invoice	10/4/18	$ 6,143.91
40900	HEALTHPARTNERS	COBRA - Amy W	10/4/18	$ 820.66
40901	DAVE SIMONEAU	Expense Reimb - APTA Conference	10/4/18	$ 1,788.34
40902	CITY OF EDEN PRAIRIE	Development Deposit - EP Garage Project	10/9/18	$ 100.00
40903	ABLE CONCRETE RAISING INC.	EPG Concrete Repair	10/11/18	$ 5,830.00
40904	ADVANCE GRAPHIX INC	Bus Graphics	10/11/18	$ 1,890.00
40905	ALLIED UNIVERSAL SECURITY SERV	Ramp Security Patrols	10/11/18	$ 466.80
40906	BA SERVICES LL	Maintenance Supplies	10/11/18	$ 327.60
40907	BTR OF MINNESOTA	Vehicle Parts	10/11/18	$ 510.21
40908	CENTERPOINT ENERGY	Heating Payment	10/11/18	$ 110.19
40909	CENTERPOINT ENERGY	Heating Payment	10/11/18	$ 23.77
40910	CENTURYLINK	Telephone Payment	10/11/18	$ 407.16
40911	CRYSTEEL TRUCK EQUIPMENT INC	Vehicle Parts	10/11/18	$ 49.13
40912	DACOTAH PAPER CO.	Vehicle Supplies	10/11/18	$ 278.83
40913	DIRECTV	Cable Payment	10/11/18	$ 70.99
40914	EARL F. ANDERSEN	Maintenance Supplies	10/11/18	$ 514.33
40915	EDEN PRAIRIE NEWS	Subscription Renewal	10/11/18	$ 40.00

SouthWest Transit				
9/21/2018 Thru 10/18/2018				
Meeting Date: 10/25/2018				
Payment of Claims				
Check Number	**Vendor Name**	**Description**	**Check Date**	**Check Amount**
40916	FACTORY MOTOR PARTS COMPANY	Vehicle Parts	10/11/18	$ 122.98
40917	FIDELITY SECURITY LIFE	EyeMed - Oct. 2018	10/11/18	$ 94.38
40918	GILLIG LLC	Vehicle Parts	10/11/18	$ 2,964.77
40919	GRAINGER	Maintenance Supplies	10/11/18	$ 1,416.01
40920	GREGERSON, ROSOW, JOHNSON &	Legal Services	10/11/18	$ 4,219.17
40921	HENNEPIN COUNTY INFORMATION	Radio Fleet Fee	10/11/18	$ 288.40
40922	INTERSTATE POWER SYSTEM, INC.	Vehicle Parts	10/11/18	$ 1,426.41
40923	DAVE JACOBSON	Expense Reimb - APTA Conference	10/11/18	$ 1,572.18
40924	MENARDS	Maintenance Supplies	10/11/18	$ 419.11
40925	METRO SALES INC.	Copier Maintenance	10/11/18	$ 3,049.80
40926	METROPOLITAN FORD OF EDEN	Vehicle Parts	10/11/18	$ 933.73
40927	MINUTEMAN PRESS	Seat Backs - SW Perks	10/11/18	$ 260.00
40928	MYERS TIRE - DES MOINES #15	Vehicle Part	10/11/18	$ 189.96
40929	NCPERS MINNESOTA	Life Insurance - Oct. 2018	10/11/18	$ 80.00
40930	O'REILLY AUTOMOTIVE, INC.	Vehicle Parts	10/11/18	$ 152.68
40931	OFFICE DEPOT	Office Supplies	10/11/18	$ 298.20
40932	ON SITE SANITATION-TWIN CITIES	Building Equipment Rental	10/11/18	$ 130.00
40933	PAUL'S TWO-WAY RADIO REPAIR	Vehicle Supplies	10/11/18	$ 1,050.00
40934	PJ ENTERPRISES OF THE LAKES	Vehicle Parts	10/11/18	$ 773.00
40935	RIDECELL, INC	Ridecell Software Contract Sept. 2018-2019	10/11/18	$ 67,500.00
40936	ROYAL TIRE INC.	Tires	10/11/18	$ 4,668.84
40937	RYDER	Vehicle Parts	10/11/18	$ 769.47
40938	SIEMENS INDUSTRY, INC.	Security System Repair	10/11/18	$ 1,839.00
40939	SIGN SOURCE, INC.	SWS Lobby Hours Sign	10/11/18	$ 1,614.67
40940	SPECIALTY SOLUTIONS LLC	Building Supplies	10/11/18	$ 1,120.14
40941	SWNEWSMEDIA	SW Advertising	10/11/18	$ 2,067.76
40942	TASC	FSA/HSA Admin Fees	10/11/18	$ 328.71
40943	TECHSTAR IT SOLUTIONS	Managed IT Services	10/11/18	$ 5,225.95
40944	VERITIV OPERATING COMPANY	Maintenance Supplies	10/11/18	$ 190.00
40945	VSIS INC.	Bus Cameras	10/11/18	$ 2,250.00
40946	WEX BANK	Fuel Purchases - Sept. 2018	10/11/18	$ 9,852.00
40947	WILSON'S NURSERY INC.	Maintenance Supplies	10/11/18	$ 97.71
40948	XCEL ENERGY	Utilities Payment	10/11/18	$ 101.69
40949	Void Check	Void Check	10/12/18	$ -
40950	MENARDS	Maintenance Supplies	10/12/18	$ 1,034.93
		TOTAL		**$ 286,317.24**

SouthWest Transit				
9/21/2018 Thru 10/18/2018				
Meeting Date: 10/25/2018				
Payment of Claims				
Check Number	**Vendor Name**	**Description**	**Check Date**	**Check Amount**
	ACH Withdraws			
	MANSFIELD OIL COMPANY, INC.	Bus Fuel	9/26/18	$ 14,647.18
	MANSFIELD OIL COMPANY, INC.	Bus Fuel	9/27/18	$ 4,557.13
	MANSFIELD OIL COMPANY, INC.	Bus Fuel	10/1/18	$ 22,645.13
	MANSFIELD OIL COMPANY, INC.	Bus Fuel	10/4/18	$ 17,736.90
	MANSFIELD OIL COMPANY, INC.	Bus Fuel	10/5/18	$ 18,893.78
	MANSFIELD OIL COMPANY, INC.	Bus Fuel	10/9/18	$ 6,791.44
	MANSFIELD OIL COMPANY, INC.	Bus Fuel	10/10/18	$ 14,644.93
	MANSFIELD OIL COMPANY, INC.	Bus Fuel	10/15/18	$ 16,213.25
	CARDMEMBER SERV WEB PYMT	Credit Card Payment Meetings & Misc.	9/25/18	$ 6,085.59
	MET COUNCIL RETAILSALE CPOS SW	Go To Card Reimbursement	9/21/18	$ 4,850.00
	MET COUNCIL RETAILSALE CPOS SW	Go To Card Reimbursement	9/28/18	$ 5,659.50
	MET COUNCIL RETAILSALE CPOS SW	Go To Card Reimbursement	10/5/18	$ 7,237.00
	MET COUNCIL RETAILSALE CPOS SW	Go To Card Reimbursement	10/12/18	$ 4,893.50
	MN UI Fund MN UI TAX 10524139	Unemployment Payment	10/16/18	$ 2,320.00
	PITNEY BOWES POSTEDGE 44272615	Prepaid postage	9/11/18	$ 500.00
	FLAGSHIP BANK	Monthly Banking Fees	9/28/18	$ 107.43
	ADP, INC.	Payroll Fees	9/28/18	$ 874.44
	ADP, INC.	Payroll Fees	10/12/18	$ 378.83
		TOTAL		**$ 149,036.03**
	Payroll			
	ADP, INC.	Payroll	10/5/18	$ 81,608.82
	ADP, INC.	Payroll	10/19/18	$ 80,849.73
		TOTAL		**$ 162,458.55**
	Monthly Reimbursement included in payroll totals			
	Jon Christenson	Cell Phone Allowance		$ 50.00
	Mike Dartt	Cell Phone Allowance		$ 50.00
	Mike Dartt	Car Allowance		$ 50.00
	Matt Fyten	Cell Phone Allowance		$ 50.00
	Dave Jacobson	Cell Phone Allowance		$ 50.00
	Dave Jacobson	Car Allowance		$ 175.00
	Jason Kirsch	Cell Phone Allowance		$ 50.00
	Tony Kuykendall	Cell Phone Allowance		$ 50.00
	Kory Simich	Cell Phone Allowance		$ 50.00
	Len Simich	Cell Phone Allowance		$ 85.00
	Len Simich	Car Allowance		$ 712.00
		TOTAL		**$ 1,372.00**
		GRAND TOTAL		**$ 597,811.82**

Consent

SOUTHWEST TRANSIT COMMISSION
MINUTES

Thursday, September 27, 2018
Dinner and Work Session – 6:00 pm, 2nd Floor Conference Room
Commission Meeting – Approx. 6:30 pm (Upon completion of work session), 2nd Floor Conference Room

COMMISSION MEMBERS	Jay Rohe Jerry McDonald Brad Aho Ron Case Jody Collis King Bob Roepke Denny Laufenburger
GENERAL COUNSEL	Ric Rosow, Attorney
EXECUTIVE STAFF	Len Simich, Chief Executive Officer Dave Jacobson, Chief Operating Officer Dave Simoneau, Director of Driver Services & Emergency Management

Work Session – 6:00 pm
State Fair Summary

Commission Meeting

I. CALL TO ORDER
The meeting was called to order by Vice Chair Brad Aho at 6:38 pm.

II. PUBLIC COMMENT
Nick Henderson from the Met Council introduced himself to the commission board.

III. APPROVAL OF AGENDA

Motion: Laufenburger motioned, seconded by Roepke to approve the amended Agenda with the addition of New Business Item D. Replacement of Jay Rohe as Commission Chair. The motion carried 5-0-0

IV. PAYMENT OF CLAIMS (motion and roll call vote)

Motion: Case motioned, seconded by Laufenburger to approve the Payment of Claims. The motion carried 5-0-0. Roll call vote: Rohe, No; McDonald, Yes; Aho, Yes; Case, Yes; Collis King, No; Roepke, Yes; Laufenburger, Yes.

V. CONSENT

A. Approval of Minutes of 8-16-18 Meeting
B. Approval of Financial Statements
C. TAM Plan
D. Reliakor Damage Repairs
E. Insurance Waiver Form

Motion: Roepke motioned, seconded by McDonald to approve the Consent items. The motion carried 5-0-0.

VI. NEW BUSINESS & DISCUSSION

A. **Snow Removal Contract Recommendation**

Motion: Laufenburger motioned, seconded byMcDonald to authorize the CEO to execute an agreement with Windsor Companies in the amount not to exceed $73.00 per hour for Snow Removal for all SouthWest Transit Park & Ride Locations, effective October 1, 2018, and continuing through May 1, 2019, with a one-year option. The motion carried 5-0-0.

B. **Budget Assumption**

CEO Len Simich made decision to set up a separate meeting to review the budget at a later date.

Motion: No motion was requested

C. **Mobile App Contract**

IT Manager Jason Kirsch presented the Commission with the new mobile app features and answered questions presented by the board.

Motion: Vice Chair Aho motioned, seconded by McDonald to authorize the Chief Executive Officer to execute an agreement with MentorMate in the amount not to exceed $78,100 for the redesign of SWT's Mobile App for iOS and Android. The motion carried 5-0-0.

D. **Chair Jay Rohe's Position on the Board**

With the recent move of Jay Rohe out of Chaska Ward 4, he will no longer be a Chaska City Council member. This affects his eligibility on the SouthWest Transit Commission. Jay Rohe will no longer hold a position on the SouthWest Commission board. It was voted Vice Chair Aho fills the role of Chair for the remainder of the year. Laufenburger will fill the Vice Chair position as second in line.

Motion: Case motioned, seconded by Laufenburger to adopt Brad Aho as Chair. The motion carried 5-0-0.

McDonald motioned, seconded by Roepke to approve Denny Laufenburger as Vice-Chair if Chair Brad Aho is absent.

VII. UPDATES

A. **Administrative Update**
B. **Operations Update**

VIII. ADJOURNMENT

McDonald motioned, seconded by Roepke to adjourn the meeting. The motion passed 5-0-0 at 7:49 pm.

September 27, 2018 SouthWest Transit Commission Minutes Prepared By: Abbi Colby & Brittany Stevens

Approved by: _____ Date: _____

SOUTHWEST TRANSIT

Balance Sheet for All Funds
September 2018

Balance Sheet Category	General Fund	Capital & Equipment	SWS-Relocation Capital	Grant Projects	SWS Development	Debt Service	Total
	Fund Name						
Assets							
Cash & Investments	$ 3,726,150	$ 1,619,073	$ (163,838)	$ 14,194	$ 3,381,990	$ 195,445	$ **8,773,014**
Accounts Receivable	941,726	-	-	-	3,664,337	-	**4,606,063**
Other Assets	564,914	-	-	-	507,964	-	**1,072,878**
Total Assets	**5,232,790**	**1,619,073**	**(163,838)**	**14,194**	**7,554,291**	**195,445**	**14,451,955**
Liabilities							
Accounts Payable	618,262	-	1,700	14,194	-	40,239	**674,395**
Other Liabilities	-	-	-	-	3,718,703	-	**3,718,703**
Total Liabilities	**618,262**	**-**	**1,700**	**14,194**	**3,718,703**	**40,239**	**4,393,098**
Fund Balances							
Beginning Fund Balance-January 2017	3,583,070	1,780,038	113,427	-	3,618,453	310,672	**9,405,660**
Net Change in Fund Balance	1,031,458	(160,965)	(278,965)	-	217,135	(155,466)	**653,197**
Total Fund Balances	**4,614,528**	**1,619,073**	**(165,538)**	**-**	**3,835,588**	**155,206**	**10,058,857**
Total Liabilities & Fund Balances	**$ 5,232,790**	**$ 1,619,073**	**$ (163,838)**	**$ 14,194**	**$ 7,554,291**	**$ 195,445**	**$ 14,451,955**

SouthWest Transit

SouthWest Transit
Revenue and Expenditures for All Funds
Monthly Financial Report
YTD January thru September 2018

Sept=75.0%

General Fund 100	Amended Budget	Current Month Actual	2018 YTD Actual	2018 YTD Balance	% YTD Budget
Revenue					
Passenger Fares	$ 2,971,200	$ 347,735	$ 2,391,593	(579,607)	80.5%
Contract Revenue	66,072	5,677	54,648	(11,424)	82.7%
S2S Grant Revenue	140,000	-	212,534	72,534	151.8%
CMAQ TMA Grant Revenue	-	12,139	38,536	38,536	0.0%
MVST Revenue	6,975,250	595,767	5,515,191	(1,460,059)	79.1%
RAMVST Revenue	1,302,250	111,227	1,014,617	(287,633)	77.9%
State Appr. GF	348,237	38,693	290,198	(58,039)	83.3%
Investment Income	10,000	2,157	20,692	10,692	206.9%
Other Local Revenues	239,440	1,529	147,377	(92,063)	61.6%
	12,052,449	**1,114,924**	**9,685,386**	**(2,367,063)**	**80.4%**
Other Sources					
Insurance Recoveries	-	-	29,598	29,598	-
Total Revenue	**$ 12,052,449**	**$ 1,114,924**	**$ 9,714,984**	**$ (2,337,465)**	**80.6%**
Expenditures					
Administration	$ 1,367,200	$ 62,571	$ 994,117	$ 373,083	72.7%
Operations	6,878,746	533,432	5,084,294	1,794,452	73.9%
Vehicle Maintenance	2,114,570	85,654	1,357,455	757,115	64.2%
Facility Maintenance	1,187,055	77,484	910,671	276,384	76.7%
Total Expenditures	**11,547,571**	**759,141**	**8,346,537**	**3,201,034**	**72.3%**
Capital Cost Of Operating	859,639	9,473	515,989	343,650	60.0%
Total Expenditures & Capital Cost of Operating	**12,407,210**	**768,614**	**8,862,526**	**3,544,684**	**71.4%**
Other Financing Sources					
Transfers In	179,000	-	179,000	-	100.0%
Net Change in Fund Balance	**$ (354,761)**	**$ 346,310**	**$ 1,031,458**		
Fund Balance, January 1			**$ 3,583,070**		
Fund Balance, End of Current Period			**$ 4,614,528**		
Months of Operating Expenditures			**4.5**		
Fund Balance as a % of the Expenditure Budget			**37.2%**		

SouthWest Transit

SouthWest Transit
Revenue and Expenditures for All Funds
Monthly Financial Report
YTD January thru September 2018

Sept=75.0%

All Other Funds	Amended Budget	Current Month Actual	2018 YTD Actual	2018 YTD Balance	% YTD Budget
Capital & Equipment Capital Projects Fund 250					
Revenue	$ 5,000	$ 2,191	$ 18,035	$ 13,035	360.7%
Expenditures	-	-	-	-	0.0%
Transfer In (Out)	(179,000)	-	(179,000)	-	0.0%
Net Change in Fund Balance	**$ 184,000**	**$ 2,191**	**$ (160,965)**		
SWS Relocation Capital Projects Fund 338					
Revenue	$ -	$ -	$ 6,481	$ 6,481	0.0%
Expenditures	23,808	4,135	285,446	(261,638)	1198.9%
Transfer In (Out)	-	-	-	-	-
Net Change in Fund Balance	**$ (23,808)**	**$ (4,135)**	**$ (278,965)**		
Grant Projects Fund 336 & 337					
Revenue	$ -	$ -	$ 55,240	$ 55,240	0.0%
Expenditures	-	-	55,240	(55,240)	0.0%
Net Change in Fund Balance	**$ -**	**$ -**	**$ -**		
SWS Development Fund 360					
Revenue	$ 338,021	$ 29,388	$ 261,935	$ (76,086)	77.5%
Expenditures	5,000	-	-	5,000	0.0%
Transfer In (Out)	(44,800)	-	(44,800)	-	100.0%
Net Change in Fund Balance	**$ 288,221**	**$ 29,388**	**$ 217,135**		
Debt Service Fund 405-407					
Revenue	$ 309,730	$ -	$ 154,250	$ (155,480)	49.8%
Expenditures	462,469	40,239	462,455	14	100.0%
Transfer In (Out)	152,739	-	152,739	-	100.0%
Net Change in Fund Balance	**$ -**	**$ (40,239)**	**$ (155,466)**		

SouthWest Transit Commission Investments Sept 2018

Broker	Purchase Date	Type	Description	Maturity Date	Type	Purchase Cost	Maturity Amount	Rate	Days to Maturity	Market Value 9/30/18	Accrued Interest	Fund	Months Term
			9/30/2018										
Flagship Bank	9/14/2017	CD	Flagship CD 100199	12/14/2018	CD	250,000.00	250,000.00	1.150%	75	250,000.00		360	*15*
Alerus Bank	1/7/2015	CD	Alerus CD 53545	1/7/2019	CD	250,000.00	250,000.00	1.190%	99	258,306.13		100	*48*
Flagship Bank	11/30/2017	CD	Flagship CD 100205	2/28/2019	CD	250,000.00	250,000.00	1.150%	151	250,000.00		100	*15*
Flagship Bank	12/11/2017	CD	Flagship CD 100209	3/11/2019	CD	500,000.00	500,000.00	1.150%	162	500,000.00		250	*15*
Alerus Bank	1/7/2018	CD	Alerus CD 53544	4/7/2019	CD	250,000.00	250,000.00	1.400%	189	256,259.14		100	*36*
Flagship Bank	1/23/2018	CD	Flagship CD 100219	4/23/2019	CD	700,000.00	700,000.00	1.400%	205	700,000.00		100:360	*15*
Flagship Bank	4/1/2018	CD	Flagship CD 100228	7/1/2019	CD	400,000.00	400,000.00	1.850%	274	400,000.00		360	*15*
Flagship Bank	7/17/2018	CD	Flagship CD 100264	10/17/2019	CD	250,000.00	250,000.00	2.250%	382	250,000.00		100	*15*
Flagship Bank	7/12/2016	CD	Flagship CD 100091	7/12/2019	CD	250,000.00	250,000.00	1.100%	285	250,000.00		100	*36*
Flagship Bank	9/14/2018	CD	Flagship CD 100275	12/14/2019	CD	300,000.00	300,000.00	2.250%	440	300,000.00		100	*15*
Flagship Bank	1/24/2017	CD	Flagship CD 100151	1/24/2020	CD	300,000.00	300,000.00	1.350%	481	300,000.00		250	*36*
Flagship Bank	3/5/2017	CD	Flagship CD 100162	3/5/2020	CD	250,000.00	250,000.00	1.350%	522	250,000.00		360	*36*
Flagship Bank	6/1/2017	CD	Flagship CD 100183	6/1/2020	CD	500,000.00	500,000.00	1.850%	610	500,000.00		250	*36*
Flagship Bank	7/10/2017	CD	Flagship CD 100192	7/10/2020	CD	250,000.00	250,000.00	1.850%	649	250,000.00		100	*36*
Flagship Bank	7/10/2017	CD	Flagship CD 100193	7/10/2020	CD	250,000.00	250,000.00	1.850%	649	250,000.00		100	*36*
Americana	1/8/2018	CD	Americana 10001619	1/8/2021	CD	500,000.00	500,000.00	2.000%	831	513,609.41		100	*36*
Americana	1/8/2018	CD	Americana 10001620	1/8/2021	CD	250,000.00	250,000.00	1.000%	831	257,568.32		100	*36*
Flagship Bank	4/21/2018	CD	Flagship CD 100241	4/21/2021	CD	300,000.00	300,000.00	2.250%	934	300,000.00		250	*36*
Flagship Bank	5/25/2018	CD	Flagship CD 100247	5/25/2021	CD	250,000.00	250,000.00	2.250%	968	250,000.00		360	*36*
BankVista	6/6/2018	CD	BankVista CD 3301049	10/6/2021	CD	250,000.00	250,000.00	2.750%	1102	250,000.00		360	*40*
				Total		**6,500,000.00**	**6,500,000.00**			**6,535,743.00**	-		
			Flagship Bank - Checking			100,560.23							
			Flagship Bank - Savings			1,222,097.37							
			Flagship Bank - Escrow Account			1,027,786.90							
				Subtotal		**$ 2,350,444.50**	**$ -**						
				Grand Total		**$ 8,850,444.50**	**$ 6,500,000.00**						

	Summary by Type (based upon current market value)												
	CD		6,500,000.00										
	US Govt Agency		-										
	Money Market		2,350,444.50				**9/30/2018**						
			8,850,444.50	-		90 day T-bill	2.180%						
						6 Month T-bill	2.340%						
						1 Year T-Bill	2.65%						
	Maturity Dates		Amount			2-Year T-Bill	2.88%						
	Dec-18		$ 250,000.00										
	Jan-19		$ 258,306.13			*Banks*							
	Feb-19		$ 250,000.00			*Americana*	*771,177.73*						
	Mar-19		$ 500,000.00			*Alerus*	*514,565.27*						
	later		$ 5,277,436.87			*BankVista*	*250,000.00*						
			$ 6,535,743.00			*Flagship*	*5,000,000.00*						
							6,535,743.00	-					

SouthWest Transit					
Pledged Securities Accounts - Sept 2018					
Security Description	Safekeeping Agent	Maturity Date	Pledged Date	Current Face	Market Value
Flagship Bank Minnesota					
FFC - FED FARM Credit Bank	United Bankers Bank	5/1/2019	10/15/2015	$ 480,000.00	$ 475,588.42
FHLMC - FED Home Loan Mortages	United Bankers Bank	11/1/2021	8/12/2015	$ 464,033.64	$ 454,451.48
FNMA - FED NATL MTG ASSN	United Bankers Bank	5/1/2020	10/23/2012	$ 381,394.14	$ 371,425.84
FNMA - FED NATL MTG ASSN	United Bankers Bank	8/1/2021	10/23/2012	$ 449,485.13	$ 440,172.35
Goldman Sachs Bank USA CD	United Bankers Bank	11/26/2019	7/14/2016	$ 247,000.00	$ 247,000.00
Barclays Bank CD	United Bankers Bank	9/23/2020	6/21/2016	$ 245,000.00	$ 245,000.00
Capital One Bank CD	United Bankers Bank	9/30/2019	7/14/2016	$ 247,000.00	$ 247,000.00
Sallie Mae Bank CD	United Bankers Bank	12/9/2019	7/14/2016	$ 245,000.00	$ 245,000.00
Comenity Capital Bank CD	United Bankers Bank	4/26/2021	5/16/2016	$ 249,000.00	$ 249,000.00
Comenity 2	United Bankers Bank	10/5/2020	7/27/2017	$ 249,000.00	$ 249,000.00
Natl COOP	United Bankers Bank	10/30/2020	7/24/2017	$ 247,000.00	$ 247,000.00
Barclays Bank CD	United Bankers Bank	9/16/2020	8/14/2018	$ 247,000.00	$ 247,000.00
US Treasury Notes	United Bankers Bank	4/30/2021	10/6/2016	$ 500,000.00	$ 492,226.56
US Treasury Notes	United Bankers Bank	7/31/2022	10/6/2016	$ 750,000.00	$ 724,511.72
FHLB	United Bankers Bank	6/11/2021	5/25/2018	$ 500,000.00	$ 491,115.00
FFCB-FED Credit Bank	United Bankers Bank	10/11/2018	10/6/2016	$ 1,000,000.00	$ 999,801.30
FHLB	United Bankers Bank	6/12/2020	1/5/2018	$ 500,000.00	$ 490,795.00
FFCB-FED Credit Bank	United Bankers Bank	9/1/2021	10/6/2016	$ 500,000.00	$ 482,706.40
FNMA - FED NATL MTG ASSN	United Bankers Bank	3/4/2020	3/14/2018	$ 500,000.00	$ 492,223.60
GNMA	United Bankers Bank	3/1/2020	7/20/2018	$ 265,657.00	$ 278,069.36
BankVista					
FDIC	FDIC	6/6/2018	10/6/2021	$ 250,000	$ 250,000
Alerus					
FRB Federal Reserve Custody	Bank of North Dakota	9/1/2023	6/22/2016	$ 753,257	$ 751,120
Americana Community Bank					
GNMA Pool # MA1119	United Bankers Bank	7/1/2042	8/25/2016	$ 989,101	$ 1,011,320
			Total	**$ 10,258,928**	**$ 10,181,527**

Summary Total Funds	9/30/2018
Flagship Bank	$ 7,241,414
Alerus	$ 520,933
BankVista	$ 250,000
Americana Community Bank	$ 771,178
Total	**$ 8,783,525**
Difference Extra	***$ 1,398,001.50***

SOUTHWEST TRANSIT

MEMORANDUM

TO: **SouthWest Transit Commission**

FROM: **Jason Kirsch, IT Supervisor**

DATE: **October 17, 2018**

SUBJECT: **Eden Prairie Garage (EPG) Vehicle Positioning System**

REQUSTED ACTION:
That the SWT Commission authorizes its Chief Executive Officer to reject the only proposal received for the EPG Vehicle Positioning System RFP.

BUDGET IMPACT:
This rejection will unallocated $30,000 in the 2018 Capital Cost of Operating budget.

BACKGROUND:
Dispatch staff currently must walk the entire garage 3 to 5 times a day to create a map showing where each vehicle is parked in the garage. This map is used to assign drivers a vehicle and show them where in the garage it is parked. After researching different technologies available for indoor vehicle location systems, Staff estimated the project budget to be $30,000 and released a request for proposals (RFP) for said system.

Staff advertised and informed companies in the field about the RFP. SouthWest Transit received only one proposal from Ubisense. The total cost for Ubisense's solution was $692,991. This cost is well outside the budged $30,000.

Staff will assess the other technologies available to find a solution that will fulfill SWT's current needs at an affordable cost.

RECOMMENDATION:
That the SWT Commission authorizes its Chief Executive Officer to reject the only proposal received for the EPG Vehicle Positioning System RFP.

New Business

SOUTHWEST TRANSIT

MEMORANDUM

TO: **SouthWest Transit Commission**

FROM: **Matt Fyten, Manager of Planning**

DATE: **October 18, 2018**

SUBJECT: **FTA Grant Applications**

REQUSTED ACTION:
That the SouthWest Transit (SWT) Commission adopt Resolutions 18-15 and 18-16 authorizing its Chief Executive Officer to submit the following Access and Mobility Partnership Grant applications to the Federal Transit Administration (FTA):

1. A Human Services Coordination Research (HSCR) grant application for a SW Prime MD demonstration microtransit service (total grant request up to $2 million).
2. An Innovative Coordinated Access and Mobility (ICAM) grant application for the purchase of vehicles to operate the SW Prime MD demonstration microtransit service (total grant request up to $1 million).

BUDGET IMPACT:
The FTA's Access and Mobility Partnership Grant Program requires a minimum 20 percent match to the 80 percent FTA contribution. Below are the estimated costs of each project as well as the estimated 20 percent local match.

1. HSCR grant request for capital and operating funding for the planned SW Prime MD service: 20 percent of $2 million maximum request is $400,000 for local match;
2. ICAM grant request for capital funding for the planned SW Prime MD service: 20 percent of $1 million maximum request is $200,000 for local match;

If either or both grant applications are successful, the responsibility for the local match then falls to the SWT Commission. The local match dollars would come from SWT operating and capital reserves. Should an application be awarded, staff will come back to the Commission requesting execution of the project with the local match funding identified.

BACKGROUND:
The success to date of the SW Prime service has provided a clear demonstration that on-demand microtransit service is a service model that is productive, efficient, and sustainable in the SWT service area. The success of the SW Prime service has led staff to look at new ways of service delivery for markets and trip types that were previously too expensive to service efficiently. One

such market area that demonstrate a clear demand for more transportation services are non-emergency medical trips to hospitals/medical centers and clinics. The demand for these types of trips is currently strong and will only increase as the SWT service area population continues to age over the next couple decades.

Staff believes the SW Prime service model can be used as a base to address the unmet demand for non-emergency medical trips in the SWT service area. The grant applications being considered are for a demonstration service being called SW Prime MD. Conceptually, the service will offer scheduled rides from anywhere within the current SW Prime service area (Eden Prairie, Chanhassen, Chaska, Carver, and Victoria) to non-emergency medical appointments at hospitals/medical centers and clinics in and around the SW Prime service area. Return trips from medical appointments will be booked on-demand (when needed) either online or over the phone as the SW Prime service operates today.

Staff is currently in the process of securing partnership agreements with various medical providers in and around the SWT service area. These partnerships will serve to ensure lower cost rides for users of the SW Prime MD service, as well as keep operating costs for the service sustainable well into the future.

Attached to this memo is a fact sheet providing more information about the planned SW Prime MD service, as well as a letter from the CEO that has been sent out to medical providers in and around the SWT service area seeking partnerships as part of the demonstration service.

RECOMMENDATION:
That the SouthWest Transit (SWT) Commission adopt Resolutions 18-15 and 18-16 authorizing its Chief Executive Officer to submit the following Access and Mobility Partnership Grant applications to the Federal Transit Administration (FTA):

1. A Human Services Coordination Research (HSCR) grant application for a SW Prime MD demonstration microtransit service (total grant request up to $2 million).
2. An Innovative Coordinated Access and Mobility (ICAM) grant application for the purchase of vehicles to operate the SW Prime MD demonstration microtransit service (total grant request up to $1 million).

October 12, 2018

XXX

XXX

XXX

Dear _____,

I'd welcome the opportunity to introduce myself. My name is Len Simich and I am the CEO of SouthWest Transit, the award winning public transit agency providing service to the communities of Eden Prairie, Chanhassen, Chaska, Carver, and Victoria.

Our agency is currently in the process of gathering information related to a new non-emergency medical transportation service it is considering. Providing direct service to our area medical facilities is something we hear about constantly. If successful, the service we have in mind would be the first of its kind provided by a public transit agency not only in Minnesota, but in the U.S.

Attached is a brief overview of the proposed service. I would welcome the opportunity to speak to you or another member of your team to discuss further. I can be reached at 952-974-3101.

Thank you, I look forward to hearing from you.

Respectfully,

Len Simich
CEO
SouthWest Transit

SW Prime MD Fact Sheet

What is SW Prime MD?

SouthWest Transit, located in the Communities of Eden Prairie, Chanhassen, Chaska, Carver and Victoria. It is currently developing a first of its kind public microtransit service that will provide non-emergency medical trips to hospitals, medical centers, and clinics in and around the SW Prime service area.

Should there be enough support for this initiative, SouthWest Transit's plans to make the service available to customers in early 2019.

Unlike the SW Prime service already in operation, riders will be able to schedule their rides up to 7 days in advance. When riders are done with their medical appointments they simply will request an on-demand ride online or over the phone and a vehicle will be there to pick them up within minutes.

Where will SW Prime MD service operate?

SW Prime MD will be available to anyone in the SW Prime service area (Eden Prairie, Chanhassen, Chaska, Carver, and Victoria). Being a microtransit service, the service will be able to pick up passengers anywhere a ride is requested within the service area.

SW Prime MD will only provide rides to and from designated medical facilities in and around the SW Prime service area. Potential medical facilities that will be included as part of the service area include:

- Ridgeview Medical Center and Clinics (Waconia & Chanhassen)
- 212 Medical Center (Chaska)
- Methodist Hospital (St. Louis Park)
- St. Francis Regional Medical Center (Shakopee)
- Fairview Southdale Hospital (Edina)
- Fairview Clinics (Eden Prairie)
- Twin Cities Orthopedics (Eden Prairie, Edina, & Waconia)
- Park Nicollet Clinics (Eden Prairie, St. Louis Park, Chanhassen)

Who will be able to ride SW Prime MD?

SW Prime MD will be available to anyone in the SW Prime service area (Eden Prairie, Chanhassen, Chaska, Carver, and Victoria). Being a general public transit service, the service is available to anyone who is able to navigate the system.

How will you book rides on SW Prime MD?

SW Prime MD trips will be able to be booked online (web browser or SW Transit app) or over the phone by calling 952-SW-PRIME. Rides to medical facilities can be scheduled up to 7 days in advance.

How much will SW Prime MD cost?

Fares have not yet been set for the service, but it is likely that fares will be in the neighborhood of $10 per trip (one way). The cost to riders will be lower if medical providers determine it is in their interest to help subsidize the service for their customers.

What types of vehicles will operate SW Prime MD?

Like the SW Prime service already in operation, all SW Prime MD vehicles will be able to accommodate mobility devices as requested. Additionally, as is the case with all SouthWest Transit services, vehicles will be high-quality, high-amenity, and offer a safe, smooth, and comfortable ride.

How is SW Prime MD different from traditional Dial-a-Ride services?

- SW Prime MD will allow riders to book trips up to 7 days in advance **to** medical appointments. However, the return trip will be booked by the patient/customer when they are ready to depart (i.e. real time).
- For online bookings SW Prime MD will provide real time vehicle tracking that will let riders know exactly where their vehicle is and when they will be picked up.
- It will take SW Prime MD vehicles less than 20 minutes on average to pick up passengers when an on-demand ride is requested.
- For scheduled rides, SW Prime MD vehicles will arrive in a much timelier fashion (within 10 minutes before or after the scheduled ride time on average).

For Further Information:

Anyone interested in further information can call:

- Len Simich, CEO, 952-974-3101
- Dave Jacobson, COO, 952-974-3110
- Matt Fyten, Manager of Planning, 952-974-3111

SOUTHWEST TRANSIT

SOUTHWEST TRANSIT COMMISSION
RESOLUTION #18-15
FTA Human Services Coordination Research Program (HSCR)
Grant Application

WHEREAS, SouthWest Transit (SWT) operates as a Joint Powers entity established by the Cities of Eden Prairie, Chaska and Chanhassen to provide transit services under the laws of the State of Minnesota including Minnesota Statute Sections 473.384, 473.388 and Statute 471.59; and

WHEREAS, the SouthWest Transit Commission considers it in the best interest of the agency to apply for a FTA HSCR grant for the demonstration of a non-emergency medical microtransit service.

WHEREAS, the SWT service area population is projected to age significantly only increasing the need for a non-emergency medical microtransit service.

WHEREAS, a non-emergency medical microtransit service is the most cost effective service delivery method to effectively service the market in need.

WHEREAS, the potential for partnership with the SWT service area medical community is high, and such partnerships will serve to increase service productivity and sustainability while keeping direct costs to the riders low.

NOW THEREFORE, BE IT RESOLVED that the SWT Commission authorizes its Chief Executive Officer to submit a Human Services Coordination Research (HSCR) grant application for a SW Prime MD demonstration microtransit service.

ADOPTED by the Commission of SouthWest Transit on October 25, 2018.

_____
Brad Aho, Chairperson

ATTEST:

_____
Len Simich, Chief Executive Officer

SOUTHWEST TRANSIT

SOUTHWEST TRANSIT COMMISSION
RESOLUTION #18-16
FTA Innovative Coordinated Access and Mobility (ICAM)
Grant Application

WHEREAS, SouthWest Transit (SWT) operates as a Joint Powers entity established by the Cities of Eden Prairie, Chaska and Chanhassen to provide transit services under the laws of the State of Minnesota including Minnesota Statute Sections 473.384, 473.388 and Statute 471.59; and

WHEREAS, the SouthWest Transit Commission considers it in the best interest of the agency to apply for a FTA ICAM grant for the demonstration of a non-emergency medical microtransit service.

WHEREAS, the SWT service area population is projected to age significantly only increasing the need for a non-emergency medical microtransit service.

WHEREAS, a non-emergency medical microtransit service is the most cost-effective service delivery method to effectively service the market in need.

WHEREAS, the potential for partnership with the SWT service area medical community is high, and such partnerships will serve to increase service productivity and sustainability while keeping direct costs to the riders low.

NOW THEREFORE, BE IT RESOLVED that the SWT Commission authorizes its Chief Executive Officer to submit an Innovative Coordinated Access and Mobility (ICAM) grant application for the purchase of vehicles to operate the SW Prime MD demonstration microtransit service

ADOPTED by the Commission of SouthWest Transit on October 25, 2018.

_____
Brad Aho, Chairperson

ATTEST:

_____
Len Simich, Chief Executive Officer

SOUTHWEST TRANSIT

MEMORANDUM

TO: **SouthWest Transit Commission**

FROM: **Jason Kirsch, IT Supervisor**

DATE: **October 17, 2018**

SUBJECT: **Security Camera Replacement/Additions**

REQUSTED ACTION:
That the SWT Commission authorizes its Chief Executive Officer to execute an agreement with Brothers Fire to replace and add security cameras at SouthWest Station, SouthWest Village, Chanhassen Transit Station and East Creek Station in the amount not to exceed $99,000.

BUDGET IMPACT:
This project will be funded using dollars from the SouthWest Transit (SWT) 2018 Capital Cost of Operating fund.

BACKGROUND:
SWT Staff has identified a need to replace older security cameras that have poor video quality and add cameras to areas that are currently not covered. A total of 58 cameras will be installed, 31 replacing old cameras and 27 to cover current blind spots. SWT released an RFP for the project. Four local companies submitted proposals. A pre-proposal meeting was held along with a site walk thru with each of the proposers. SWT has worked with each proposer in the past. All the proposals were complete, and Staff feels that any of the proposers could provide the work needed. Cost Breakdown:

Proposer	*Total Cost*
Brothers Fire	$98,349.00
DellCom / VTI	$129,843.00
GSSC	$134,834.66
Siemens	$171,756.46

After reviewing the proposals, staff recommends accepting the low proposal.

RECOMMENDATION:
That the SWT Commission authorizes its Chief Executive Officer to execute an agreement with Brothers Fire to replace and add security cameras at SouthWest Station, SouthWest Village, Chanhassen Transit Station and East Creek Station in the amount not to exceed $99,000.

SOUTHWEST TRANSIT

MEMORANDUM

TO: **SouthWest Transit Commission**

FROM: **Len Simich, CEO**
Dave Jacobson, COO
Matt Fyten, Manager of Planning

DATE: **October 18, 2018**

SUBJECT: **Regional Solicitation Scoring Letter**

REQUSTED ACTION:
That the SouthWest Transit (SWT) Commission send a letter to the Transportation Advisory Board (TAB) regarding its 2018 Regional Solicitation scoring process.

BUDGET IMPACT:
None.

BACKGROUND:
In June of this year the SWT Commission authorized staff to submit four Regional Solicitation grant applications. Staff received the preliminary scoring for each category of the Regional Solicitation and has attached the scoring for the Transit Modernization and Transit Expansion categories which contain SWT's applications along with applications from other transit providers/Cities/Counties.

A quick glance at the project rankings for each category shows a clear trend. In the Transit Expansion category all of Metro Transit's four applications received the top scores. The same thing can be said for Metro Transit's four applications submitted in the Transit Modernization category (five projects if you include the City of Apple Valley's application related to the Red Line BRT). All other applications from SWT/MVTA/Scott and Dakota Counties were ranked below Metro Transit related projects.

Just so the Commission is aware, which applications will receive funding in each category has yet to be determined by the TAB. Those determinations will be made over the next couple months. But regardless of which projects receive funding, it is clear from the project rankings that STA transit projects are at a clear disadvantage compared to Metro Transit projects.

As scoring is somewhat subjective, it's difficult to determine specific scoring discrepancies. However, the transit project rankings show a clear imbalance when it comes to regional equity. In

previous solicitations such a clear imbalance of projects was not seen, but as the scoring methodology has changed through the years it's clear that it favors certain areas over others.

Additionally, the scoring process fails to consider the ability of providers to fund services beyond a given project's time horizon (3 years of operations for Regional Solicitation grants). Meaning if a provider is facing difficult budgetary times at the end of a grant project it either must cut those services or seek funding from additional outside sources, which is not sustainable. Given the current funding deficit facing the Met Council, does it make sense to award millions of dollars to services that, as the funding picture sits right now, cannot be funded in the future?

Staff is currently working on a draft letter to the TAB making these points among others and will share the letter with the Commission.

RECOMMENDATION:
That the SouthWest Transit (SWT) Commission send a letter to the Transportation Advisory Board (TAB) regarding its 2018 Regional Solicitation scoring process.

2018 Regional Solicitation Application Scoring

TRANSIT EXPANSION

					Prioritizing Criteria											
					1. Role in Trans. System		2. Usage	3. Equity and Housing		4. Emissions Reductions	5. Multimodal	6. Risk	Total	8. CE	Grand Total
					1A	1B	2A	3A	3B	4	5	6		8	
			Funding Information		0-50	0-50	0-350	0-130	0-70	0-200	0-100	0-50	0-1,000	0-100	0-1,100
ID	Applicant	Project Name	Federal	Cumulative											
10932	Metro Transit	Route 724 Transit Service Expansion in Brooklyn Center and Brooklyn Park	$4,169,408	$4,169,408	4	22	350	130	70	179	54	50	859	6	865
10930	Metro Transit	Route 68 Transit Service Expansion in St. Paul, West St. Paul, and South St. Paul	$3,581,910	$7,751,318	16	29	273	130	66	200	81	50	845	6	851
10928	Metro Transit	Route 32 Transit Service Expansion in Robbinsdale, Minneapolis, Saint Anthony, and Roseville	$4,312,583	$12,063,901	9	33	209	130	62	176	67	50	736	5	741
10923	Metro Transit	Route 4 Transit Service Expansion in Minneapolis	$2,090,814	$14,154,716	29	50	188	104	70	63	55	50	609	8	617
11024	SouthWest Transit	SouthWest Transit Mobility Hub at SouthWest Station	$3,672,800	$17,827,516	19	16	102	35	53	186	45	50	506	4	510
10870	MVTA	Orange Line Connector Bus Service	$2,744,000	$20,571,516	4	18	78	116	69	38	92	50	465	6	471
10994	SouthWest Transit	I-494 SW Prime Service Expansion	$5,600,000	$26,171,516	31	20	113	26	61	113	42	50	456	2	458
10843	Scott County	Highway 169 Interim Bus Service	$6,962,538	$39,811,054	6	17	45	61	61	78	100	50	418	3	421
11032	SouthWest Transit	Golden Triangle Area Bus Transfer Station	$1,600,000	$41,411,054	50	0	0	35	54	0	81	43	263	100	363

1A	Jobs and educational institutions
1B	Average number of weekday transit trips connected to project
2	New annual riders
3A	Connection to disadvantage populations and project's benefits, impacts, and mitigation
3B	Housing performance scores

4	Total emissions reduced
5	Bicycle/Pedestrian elements and connections
6	Risk assessment
7	Cost effectiveness

2018 Regional Solicitation Application Scoring

TRANSIT MODERNIZATION

					Prioritizing Criteria											
					1. Role in Trans. System & Econ.		2. Usage	3. Equity and Housing		4. Emissions Reductions	5. Service / Improvemets	6. Multimodal	7. Risk	Total	8. CE	Grand Total
					1A	1B	2A	3A	3B	4	5	6	7		8	
			Funding Information		0-50	0-50	0-325	0-105	0-70	50	0-200	0-100	0-50	0-1,000	0-100	0-1,100
ID	Applicant	Project Name	Federal	Cumulative												
10980	Metro Transit	Chicago-Portland Avenue Corridor Bus Stop Modernization in Minneapolis, Richfield, and Bloomington	$7,000,000	$7,000,000	5	25	325	105	64	36	200	100	26	886	7	893
10649	Metro Transit	Emerson and Fremont Avenue Bus Stop Modernization in Minneapolis	$7,000,000	$14,000,000	2	24	316	105	70	32	200	100	26	875	13	888
10648	Metro Transit	Lake Street-Marshall Avenue Corridor Bus Stop Modernization	$7,000,000	$21,000,000	6	36	268	105	70	32	200	99	26	842	12	854
10647	Metro Transit	Route 6 Corridor Bus and Stop Modernization in Minneapolis	$7,000,000	$28,000,000	26	50	173	63	70	50	200	95	16	743	6	749
10918	Apple Valley	147th St. Skyway for Red Line in Apple Valley	$3,520,000	$31,520,000	2	17	22	50	66	7	86	96	50	396	26	422
10990	MVTA	Burnsville Transit Station Modernization	$616,000	$32,136,000	1	18	72	21	62	0	57	49	50	330	82	412
10890	MVTA	Burnsville Bus Garage Modernization	$5,417,306	$37,553,306	50	18	101	8	67	29	0	42	50	365	10	375
10991	MVTA	Eagan Transit Station Modernization	$412,000	$37,965,306	2	1	33	21	60	0	57	46	50	270	100	370
10963	Dakota County	in Apple Valley	$2,350,000	$40,315,306	6	17	29	38	66	7	29	96	31	319	35	354
10999	SW Transit	Solar Array at East Creek Station in Chaska	$2,960,000	$43,275,306	1	1	57	8	66	39	29	46	50	297	8	305

1A	Jobs and educational institutions
1B	Average number of weekday transit trips connected to project
2	Total existing riders
3A	Connection to disadvantage populations and project's benefits, impacts, and mitigation
3B	Housing performance scores

4	Description of emssions reduced
5	Improvements/amenities for riders
6	Bicycle/pedestrian elements and connections
7	Risk assessment
8	Cost effectiveness

SOUTHWEST TRANSIT

To: **SouthWest Transit Commission**

From: **Len Simich, CEO**

Date: **October 15, 2018**

Subject: **Budget and Personnel Task Force Meetings**

REQUESTED ACTION:
That the Budget and Personnel Task Force set dates in November to review the proposed 2019 budget); Put forward candidates for the 2018 Commissioner Awards, evaluate the CEO's performance; and to make recommendations on the slate of officers for 2019

BUDGET IMPACT:
NA

BACKGROUND:
That the Budget and Personnel Task Force consisting of Commissioner Aho, Commissioner Laufenburger and Commissioner McDonald set a date in November to review:

- Detail behind the proposed 2019 budget and the proposed 2018 budget amendment, both which will be presented to the entire Commission at its December meeting;
- Put forward candidates for the 2018 Commissioner Awards (Political Champion, and Distinguished Career Achievement).
- Discuss the evaluation of the CEO's performance in 2018; and
- Make recommendations on the slate of officers for 2019. Officers will be appointed at the December meeting.

RECOMMENDATION:
That the Budget and Personnel Committee set a date in November.

Updates

Administrative Updates

SWLRT – Staff continues to finalize the last agreement (Maintenance) between SWT and the Metropolitan Council. We anticipate to have the agreement completed within the next month. The Council is still waiting to get the full funding agreement from the FTA. Until that time, they are unable to move forward or to spend any funding. As of now we are still planning to close on the agreement in December, but that timeline could be in jeopardy. Regardless, we will be able to hold our January Commission meeting (i.e. Awards Dinner) in the lower level of SouthWest Station.

Space/needs discussion – SWT, Carver County, ISD 112, and the City of Chaska will be meeting soon to discuss various facility needs each of us has with the possibility of buying or developing something jointly. We need anywhere from 25,000-35,000 S.F. for vehicle storage and/or vehicle maintenance, ISD 122 would like to move its school bus operation out of downtown Chaska, and the County needs approximately 45,000 s.f. of office space. Representatives from each body will be getting together in the next month to discuss possibilities.

Garage Parking Expansion – Staff will be presenting its plan for expanding parking at the Garage to the Eden Prairie Planning Commission on October 22 with the plan of going to the 1st reading at the November 13 Council meeting. Once this has been heard (and hopefully approved by the City of Eden Prairie) the nine-mile creek watershed district will be the only other approval needed. The additional parking is needed to address the increases we have had in the driver ranks especially during special events like the State Fair, and to address the moving of administrative staff members once the SWLRT takes control/takes down SouthWest Station.

SouthWest Village Development – Staff continues to work with the Developer representing the Reserve, who leases co-working space, meeting rooms, and private offices. It looks promising that we will receive an offer prior to the December meeting of the Commission. Attached is information regarding the Reserves latest venue in Roseville.

Reliakor Issue – Our legal action against Reliakor has still not been resolved. Last week it looked like the matter would be finalized by the October Commission meeting. We still however have not received the check (+$18,000) for damages caused by Reliakor last winter. More to come.

MPTA and UMD Boards – I (Len) have been selected to sit on both the Minnesota Public Transit Association Board of Directors, and the UMD CLA Advisory Board. The MPTA Board is instrumental at developing the annual Legislative Platform for statewide transit in Minnesota. The UMD Board allows me and the agency to have a closer relationship with the U of M (Duluth and the TC campus) which we have used to our advantage in the past to secure both project specific and general interns. Neither Board will require a significant amount of time (MPTA meets monthly in St. Paul, and the UMD Board meets twice per year).

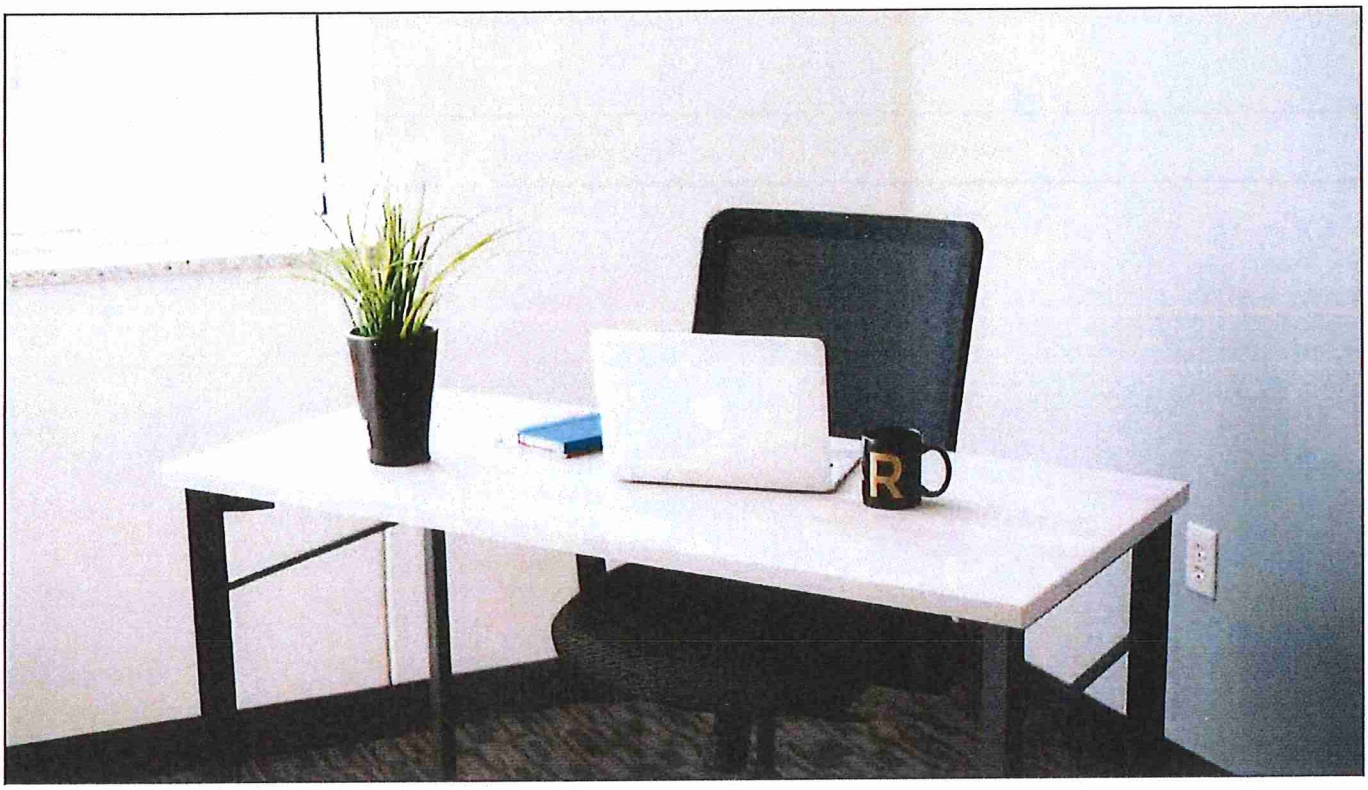
The Reserve is NOW OPEN in **Roseville** – 1915 Hwy 36 West

The Reserve

ROSEVILLE

1915 Hwy 36 West, Roseville, MN 55113
View on Map | 651-400-9377

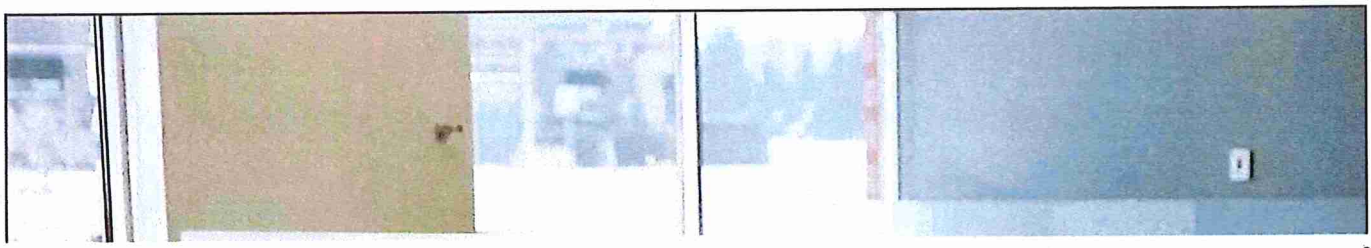
SCHEDULE A TOUR

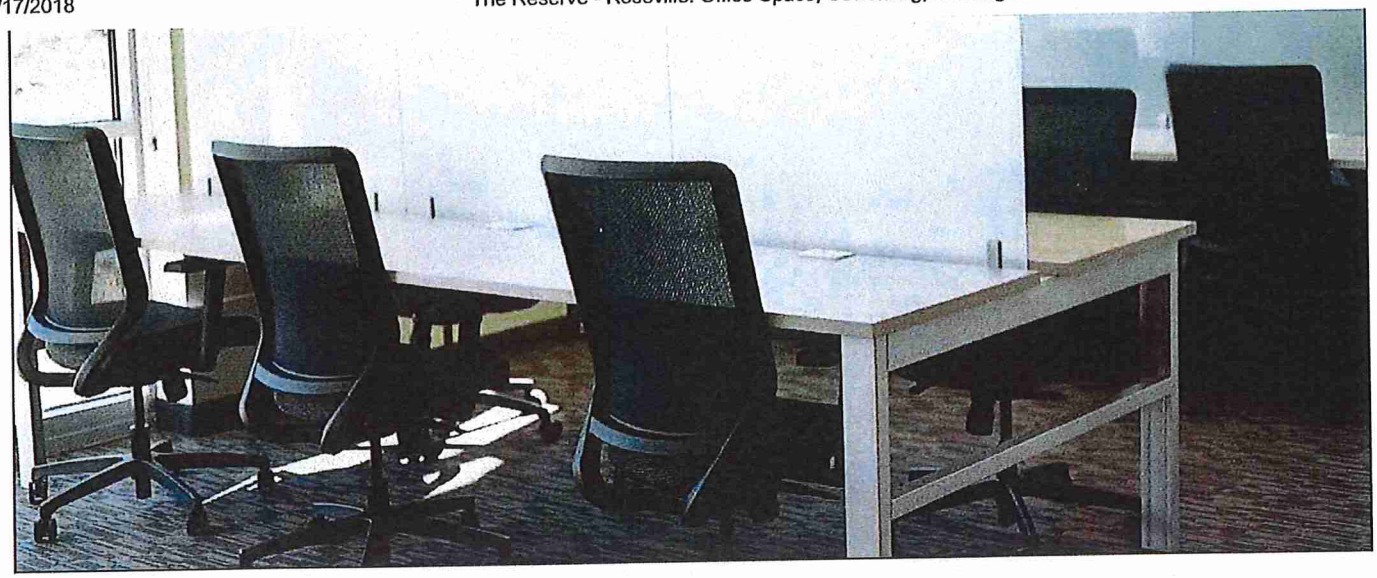


Office Space

Beautiful, fully furnished offices with flexible licensing and all-inclusive pricing.

SEE AVAILABLE OFFICES

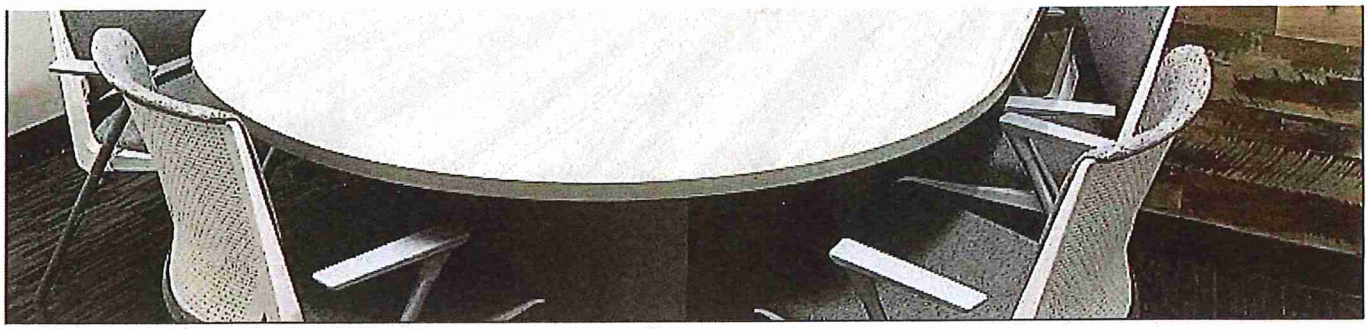




Coworking

Premium, open workspaces with flexible month-to-month membership plans.

SEE COWORKING PLANS



Meeting Rooms

State-of-the-art, fully equipped meeting rooms reservable by the half hour.

SEE MEETING ROOMS

Coworking Office Space in Roseville

Conveniently located near the intersection of highways 35W and 36, our stunning Roseville location will have 52 private offices, over a dozen open workspaces, several meeting rooms, and all the premium amenities you need to be productive.

Free Parking

MN Nice Hospitality

Premium Internet

Mail & Printing

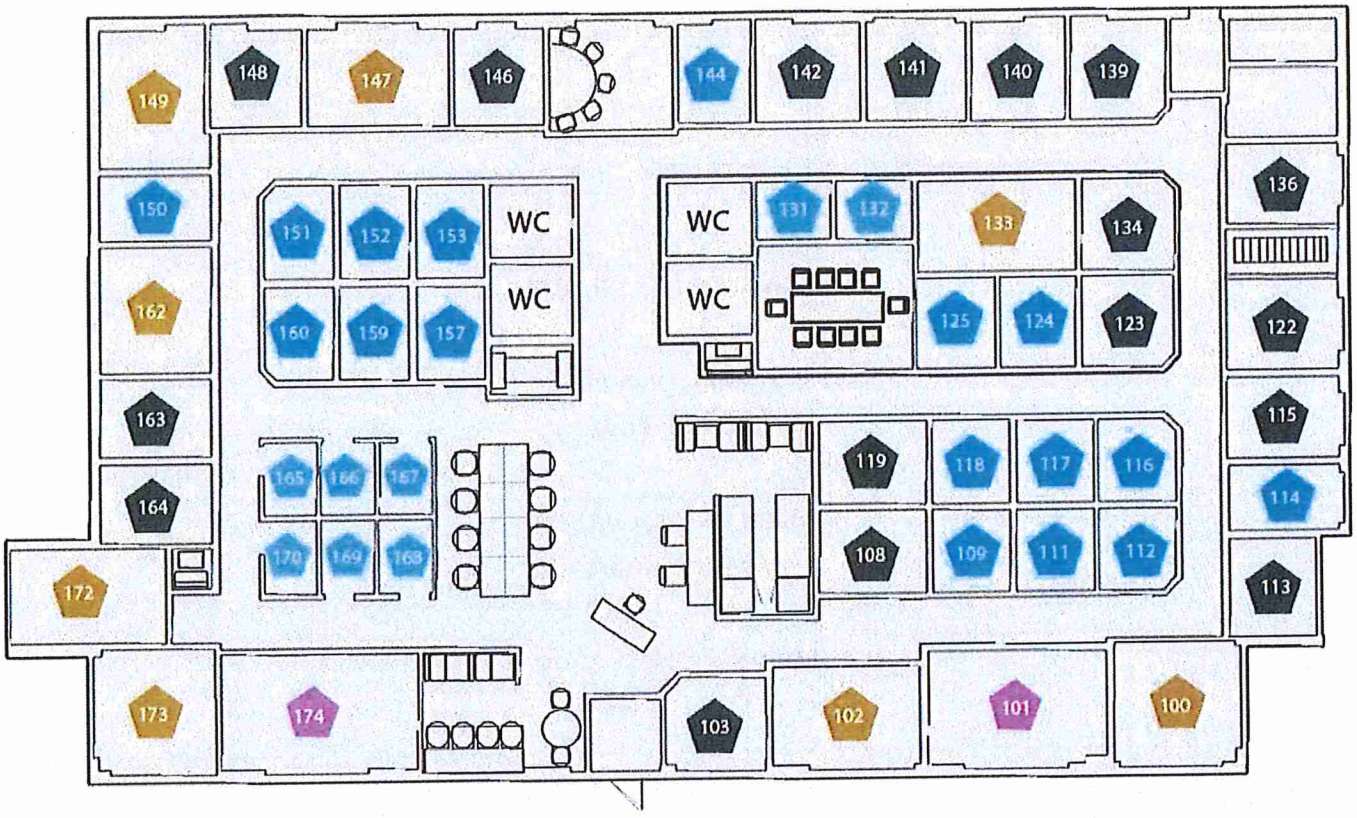
Member Kitchen

Free Coffee

Member Events

Energizing Community

Office Assistants



GET A QUOTE IMMEDIATELY

Or *Learn more about our Offices*

Coworking Membership Plans

Don't need a private office? Choose from a variety of customizable, monthly membership plans for access to our beautiful open space. Memberships include access to all of our locations.

Base

$75 / Month

1 Workday / Month

Unlimited Nights
& Weekends

Member Discount on
Meeting Rooms

Member Discount on
Day Passes

Part-Time

$220 / Month

10 Workdays / Month

Unlimited Nights
& Weekends

Member Discount on
Meeting Rooms

Member Discount on

Day Passes

Unlimited

$320 / Month

Unlimited Workdays

Unlimited Nights
& Weekends

Member Discount on
Meeting Rooms

Member Discount on
Day Passes

**$100 Meeting Room
Credits / Month**

Storage Locker

Dedicated

$420 / Month

Unlimited Workdays

Unlimited Nights
& Weekends

Member Discount on
Meeting Rooms

Member Discount on

Day Passes

$100 Meeting Room
Credits / Month

Storage Locker

Dedicated Desk
(Leave Your Stuff!)

Filing Cabinet
or Pelican Drawer

TRY FOR FREE

Or *Learn more about Coworking*

Meeting Rooms for Rent in Roseville

Select your meeting time and location, then choose an available meeting room.

Location

All

Date

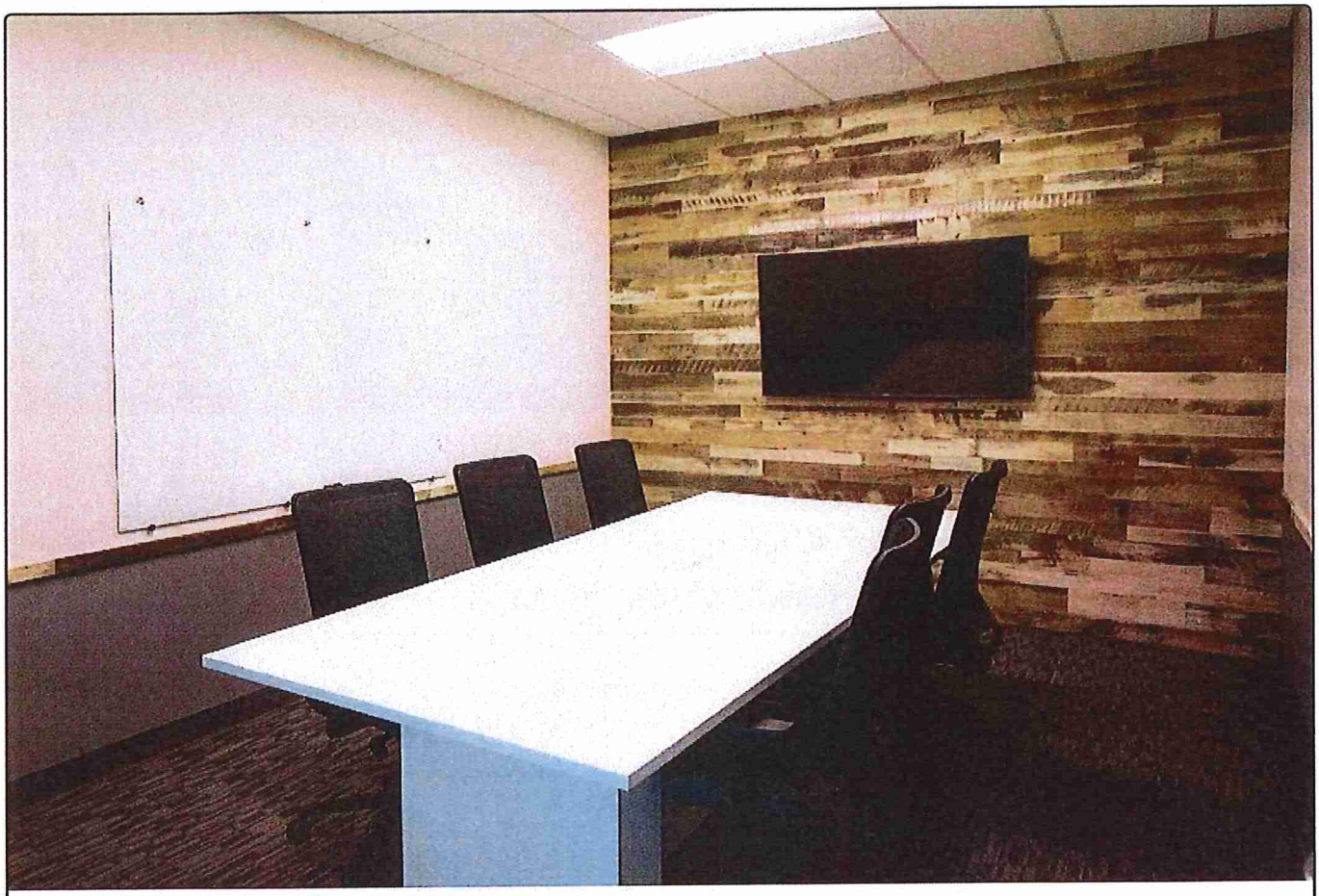
Thursday, October 18

Start Time

Select start time

End Time

Select end time

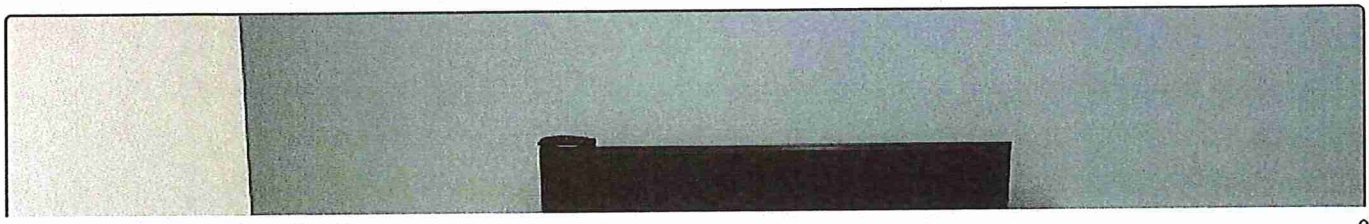


Board Room

Extra large room with premium whiteboard and HDTV for presenting.

Seats 8 · $90/Hr · $540/Day

BOOK THIS ROOM

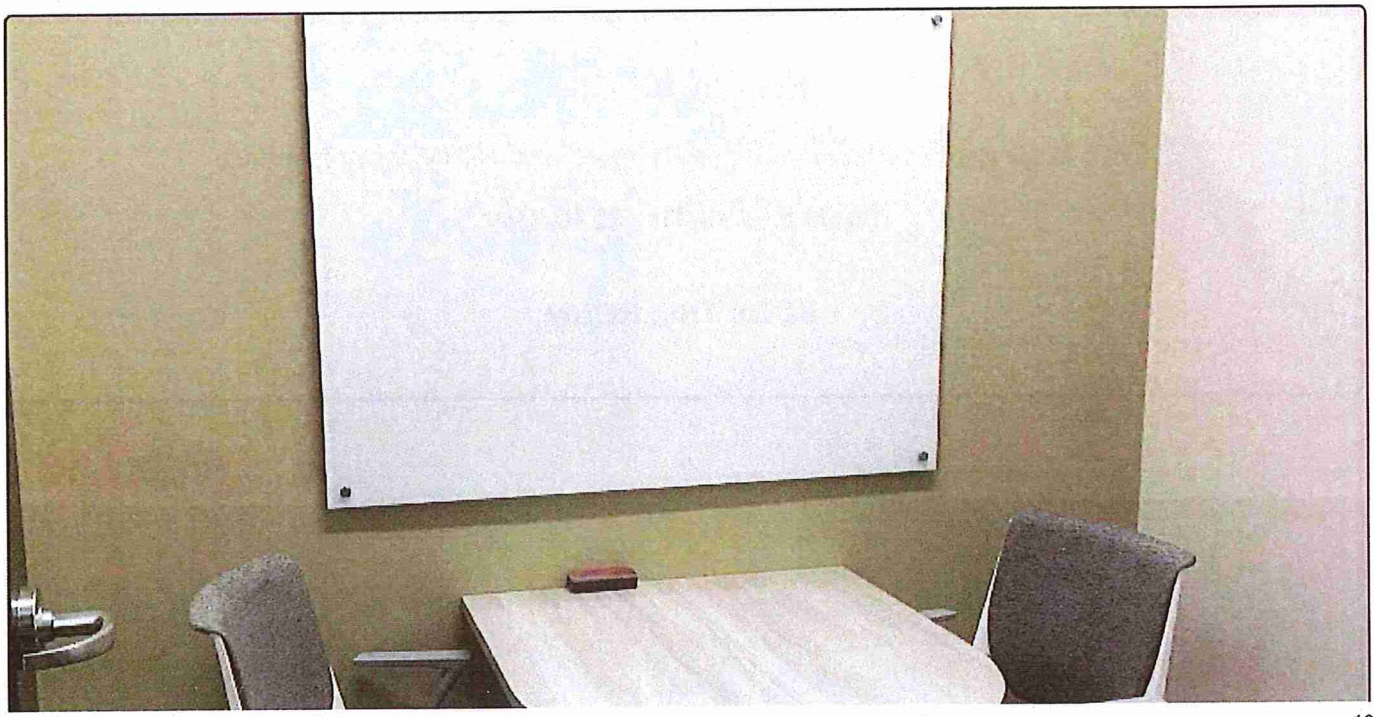


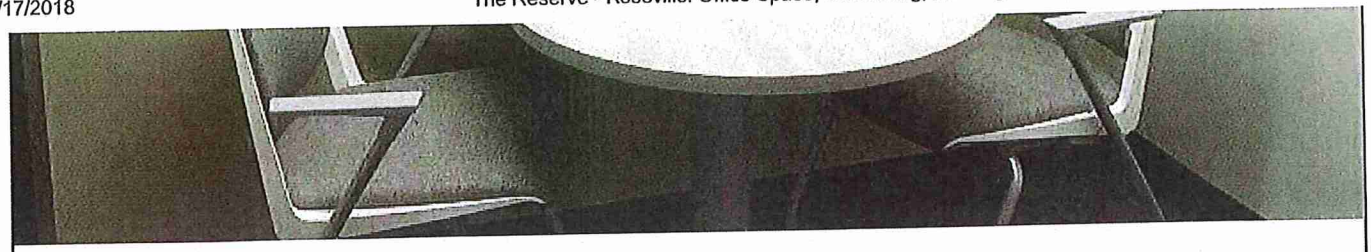
Media Room

Collaborative space w/ premium whiteboard and HDTV at eye level.

Seats 5 · $70/Hr · $420/Day

BOOK THIS ROOM





Huddle Room

Private booth for 1 on 1 meetings with premium whiteboard.

Seats 2 · $30/Hr · $180/Day

BOOK THIS ROOM

Frequently Asked Questions

PRIVATE OFFICE SPACE

Are your private offices fully furnished?

Yes. Each office is equipped with the specific number of work surfaces you need, paired with ergonomic office chairs. Power is easily accessible and offices are often hardwired for even faster internet, depending on the space. You are welcome to bring additional furniture and décor as you prefer.

Are short term leases for office space available?

Our typical office space license is twelve months. However, as a flexible office space provider, we are happy to discuss shorter terms if that better suits your needs. We have numerous options for temporary office space.

What if my company grows or downsizes?

As a flexible workspace, we thrive on keeping our solution cost-effective as you add or remove employees. You can always utilize the coworking space or upgrade to a larger office. Downgrades and cancellations are subject to a notification period.

Do you require a deposit to rent private office space?

We require a damage deposit equal to one month of rent when you sign a license. This amount is returned at the end of your stay, with the exception of anything needed to cover repairs to the space.

COWORKING MEMBERSHIPS

What is a "workday"?

Check-ins between the hours of 7 AM and 3 PM on a weekday count as a workday used. The number of workdays granted per month varies by membership plan, but all members have unlimited access after 3 PM on weekdays and all day on weekends.

Do you offer group discounts on memberships?

Yes! The combination of open workspaces, premium amenities, and resevable meeting rooms works great for many small companies. Contact us for pricing of group coworking memberships.

Can I cancel a coworking membership at any time?

We require a 1-month notice for cancellations. Please be aware that billing takes place on the first of each month and prorated refunds cannot be issued. As an alternative to cancelling, you can place your membership on hold for $25/month while you are away to maintain some benefits.

Is there a setup fee for coworking memberships?

There is a one-time setup fee of $100 for each of our coworking membership plans.

COMMUNITY

Can I promote my business?

Collaboration and networking are in our DNA. We plan events so that you have an opportunity to meet other members without being interrupted in your day. Our team has extensive knowledge of the businesses in our space and are happy to connect you with potential partners or customers. As a member, we have a variety of ways to highlight your business. Private office space members have a visible presence through branding, and all members can present at our networking and social events.

LOCATION ACCESS

What are the hours of the Roseville location?

All private office and coworking members have access to our space from 7 AM to 10 PM via secure RFID cards. The Reserve - Roseville is staffed and open to the public from 7 AM to 5 PM on weekdays

weekdays.

Do members get access to other locations?

Yes! All office space and coworking members receive full reciprocity across all of our beautiful locations.

CONTACT US

The Reserve
4940 W 77th St
Edina, MN 55435
952-217-5825

View on Map

The Reserve
1915 Hwy 36 West
Roseville, MN 55113
651-400-9377
View On Map

The Reserve
724 Bielenberg Dr
Woodbury, MN 55125
651-735-8866
View On Map

Operations, Planning, IT and Vehicle Maintenance Updates:

Staff Presented on Prime – Staff presented at the Joint Minnesota/Wisconsin Public Transit annual meeting in LaCrosse, Wisconsin. The presentation focused on Prime, what it does and how it has changed over the three years. Additionally, staff presented on future Prime plans for including the Golden Triangle which is a perfect laboratory for Automated Vehicles and the new expanded service for Prime called Prime MD. The audience was very engaged, and interest was high.

Annual Customer Survey – Staff will be conducting the agency's Annual Customer Survey the morning of Tuesday, October 23rd. The tried and true method of handing out surveys and pens to riders as they board the bus will be used again as it's hard to beat the 90%+ response rate we traditionally experience with this method. Staff expects the survey results to be compiled by the end of the year and will share the results with the Commission in early 2019.

Customer Appreciation Days/Listening Sessions – During the first half or October senior management spent early mornings at each major park and ride (SouthWest Station, SouthWest Village, Chanhassen Station, East Creek Station) greeting passengers, providing complimentary donuts and coffee, and answering any questions customers had. Overall, the feedback received from passengers was overwhelmingly positive, and the riders seemed to enjoy the treats as well.

City Comprehensive Plan Updates – Staff has been working with City staffs to ensure SWT is able to comment on the Cities' Comprehensive Plan Updates. This process has been going well as all member Cities have actively reached out to seek SWT comments on the plan updates. To date comments have been provided to the Cities of Eden Prairie, Chanhassen, and Chaska. Comments to Carver County will be provided by early November.

Limited Service Schedules – With the holidays coming up staff is working on completing the limited service schedules that will go into effect on Black Friday, Christmas Eve, and New Year's Eve. The schedules will consist of significantly reduced service on Christmas Eve and moderately reduced service on Black Friday and New Year's Eve. Both fixed route services and SW Prime services will be offered on Limited Service days. SWT will not operate service on Thanksgiving, Christmas Day, and New Year's Day.

Customer Service Kiosks - The new Customer Service Kiosks are in final testing. As soon as they are certified secure and operational, they will be installed in the lobbies of East Creek Station, SouthWest Village and Chanhassen Transit Station. Riders will be able to check the schedule at the location, book a SW Prime ride, visit our website and leave feedback. Another great feature is the ability to live text, voice or video chat with our Customer Service Representatives. Installation will be complete by the end of the month.

Bus Wi-Fi – Configuration of the filters has proven successful in testing and staff will now begin rolling out the settings to the remainder of the fleet. Staff anticipates the project will be complete at the end of November.

SWT Provided a Bus Tour for the 212 Corridor Commission of Carver County – A group of about 40 interested members of the 212 Commission and elected officials took a tour of Highway 212 examining high risk accident locations as well discussing future needs for the highway between Cologne and NorwoodYoung America. This was also an opportunity to take one of the new Prevost buses on its maiden voyage.