Transportation Committee
Meeting date: February 24, 2020
For the Metropolitan Council meeting of: N/A

Subject: 2020 Transportation Committee Work Plan
District(s), Member(s): All
Policy/Legal Reference: N/A
Staff Prepared/Presented: Nick Thompson, Director MTS (651-602-1754)
Wes Kooistra, General Manager Metro Transit (612-349-7510)
Division/Department: Transportation / Metropolitan Transportation Services (MTS) and Metro Transit

Proposed Action
That the Transportation Committee adopt the attached as its 2020 Work Plan.

Background
Each year the Transportation Committee approves an annual work plan to guide its business and agenda. Staff has prepared the draft Transportation Committee 2020 Work Plan with input from committee members.

The proposed work plan includes special projects anticipated to occur in 2020 as well as policy topics. Core business functions essential to the ongoing business of the Council and information items are included. Outreach to external transportation partners and projects are also included.

Rationale
The Transportation Committee’s annual work plan is intended to be a guide to the committee’s work that is flexible and can be adjusted.

Thrive Lens Analysis
This work plan for Metro Transit and Metropolitan Transportation Services is built to advance all Thrive outcomes by planning for, investing in, and operating a comprehensive transportation system that serves the region. Accountability is achieved by performing the tasks and projects identified in the annual work plan.

Funding
N/A

Known Support / Opposition
No known opposition.
<table>
<thead>
<tr>
<th>Quarter</th>
<th>Metro Transit Information Items</th>
<th>Department</th>
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<tbody>
<tr>
<td>1</td>
<td>Better Bus Stops Overview</td>
<td>Engineering &amp; Facilities</td>
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<td>1</td>
<td>Rail Maintenance Overview</td>
<td>Rail</td>
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<td>1</td>
<td>Blending Outreach, Training and Engineering for Accident Avoidance</td>
<td>Rail and Safety</td>
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<td>1</td>
<td>Public Art Program Update</td>
<td>Engineering &amp; Facilities</td>
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<td>1</td>
<td>Minnesota Twins Service and Marketing Preview</td>
<td>Marketing &amp; Transit Information</td>
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<td>2</td>
<td>Public Transit Agency Safety Plan (PTASP)</td>
<td>Safety</td>
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<td>2</td>
<td>Network Next Guiding Framework Update</td>
<td>Service Development and BRT</td>
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<td>2</td>
<td>Northstar Update</td>
<td>Rail</td>
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<td>2</td>
<td>2020 Rail Operations Shutdowns</td>
<td>Rail</td>
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<td>2</td>
<td>TDM, TMOs and Employer Outreach</td>
<td>Marketing &amp; Transit Information</td>
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<td>2</td>
<td>Gold Line Update</td>
<td>BRT</td>
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<td>2</td>
<td>Metro Transit Police Department Overview</td>
<td>MTPD</td>
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<td>Overview of Police Video Policies &amp; Procedures</td>
<td>MTPD</td>
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<td>Bus Operator Hiring Update</td>
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<td>Shared Mobility Overview</td>
<td>Strategic Initiatives</td>
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<td>2</td>
<td>Arterial BRT update (post-legislative session)</td>
<td>BRT</td>
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<td>2</td>
<td>Affordable Housing Along Transit Report</td>
<td>TOD</td>
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<td>2</td>
<td>Walkshed Analysis/Infrastructure</td>
<td>TOD (possibly joint with MTS)</td>
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<td>3</td>
<td>Development Trends Along Transit 2020</td>
<td>TOD</td>
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<td>3</td>
<td>LRV Maintenance Update</td>
<td>Rail</td>
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<td>3</td>
<td>Customer Relations, Customer Advocates, and Outreach &amp; Engagement Overview</td>
<td>Administration</td>
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<td>2021 Budget Presentation (MT and MTS)</td>
<td>Finance</td>
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<td>3</td>
<td>2021-2026 CIP Presentation (MT and MTS)</td>
<td>Finance</td>
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<td>3</td>
<td>State Fair Service and Marketing Preview</td>
<td>Bus and Marketing &amp; Transit Information</td>
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<td>Potential Rider Research Results</td>
<td>Marketing &amp; Transit Information</td>
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<td>Improving Detour Communication (IDC) Program</td>
<td>Marketing &amp; Transit Information</td>
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<td>3</td>
<td>Minneapolis Bus Garage Update</td>
<td>Engineering &amp; Facilities</td>
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<td>Microtransit Pilot Project Update</td>
<td>Strategic Initiatives</td>
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<td>4</td>
<td>Live Video Update</td>
<td>Rail and MTPD</td>
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<td>4</td>
<td>Rail Systems Maintenance Update</td>
<td>Rail</td>
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<td>Equity and Inclusion Team Overview</td>
<td>Equity &amp; Inclusion</td>
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<td>4</td>
<td>Better Bus Stops Update</td>
<td>Engineering &amp; Facilities</td>
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<td>4</td>
<td>Transit Information – Accessible Information Pilots</td>
<td>Marketing &amp; Transit Information</td>
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<td>4</td>
<td>Orange Line Update</td>
<td>BRT</td>
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<td>4</td>
<td>Speed and Reliability Program Overview</td>
<td>Service Development</td>
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<td>4</td>
<td>Bus Operating Hiring Update</td>
<td>Bus</td>
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Metropolitan Transportation Services 2020 Division Work Plan

Transportation Planning Section

Planning and Programming
Planning support to the metropolitan transportation planning process of the Council  On-going
Preparation/approval of the four-year Transportation Improvement Program (TIP)  Q3

Regional Solicitation (Funding)
Implement changes and release application for the 2020 Regional Solicitation  Q1-Q2
Select Regional Solicitation projects for 2024 and 2025  Q4

Highway Planning
Twin Cities Mobility Needs Analysis  Q1-Q4
Freeway System Interchange Study  Q2
Participate in the development of MnDOT’s Capital Highway Investment Plan (CHIP)  On-going

Transit Planning
Bus Service Allocation Study  Q1-Q4
Speed and Reliability Initiative Summary  Q1-Q4
Arterial Bus Rapid Transit Corridors Study  Q1-Q4

Freight Planning
Review and Refine Freight Scoring Criteria for Regional Solicitation  On-going

Bicycle and Pedestrian Planning
Regional Bicycle Facility and Corridor Spacing Guidelines  Q2-Q4
Regional Bicycle System Inventory updates  On-going
Regional Bicycle Transportation Network implementation  On-going
Pedestrian Safety and Action Plan  Q2-Q4

Corridor Studies Lead by Partners
Gold Line Station Area Planning  On-going
Blue Line Extension Station Area Planning  On-going
Rush Line Station Area Planning  On-going
Riverview Project Development  Q1-Q4

Transportation Policy Plan
Release and Adopt 2040 Transportation Policy Plan  Q2-Q4

Land Use Planning
Review Local Comprehensive Plans, amendments, and environmental review requests  Q1
Reviews of Livable Communities Grants  Semi-annual

Environmental Justice and Equity
Coordination of Regional Specialized Transportation Services  On-going
Human Services Coordination Plan Adoption  Q1

Travel Model Development and Forecasting
Regional STOPs Transitway Model Consolidation  Q1-Q2
2018-2019 Travel Behavior Household Travel Survey  Q1-Q4
Special Generator Survey  Q4

Transportation System Performance
Congestion Management Process Plan  Q2
Adopt and Update federally required performance targets  Q3
Twin Cities Regional Performance Dashboard  Q4

Long-Range System Planning
Electric Vehicles Planning Study  Q2-Q4

System Monitoring and Data Collection
Transit Route Analysis  Q4
Transit System Performance Evaluation  Q2
2020 Transportation System Performance Evaluation  Q2
Transit Asset Management Targets

Aviation Planning
Review MAC Capital Improvement Program Q1
Review of Local Plan Amendments and EAs As needed
Long Term Capital Plan for Reliever Airports Q1-Q4
Review/Approval of 2040 MSP Long Term Comprehensive Plan Q1-Q4

Contracted Transit Service Section

Policy/Projects
Metro Mobility Lakeville Service Start-up Q1
Develop Annual Capital/Operating Budgets Q2-Q3
Pilot On-Demand Metro Mobility Service Q2
Implement Dial-A-Ride FTA Safety Plan for contractors Q2
Analyze new Dial-a-Ride routing software pilot and make recommendations Q4
Issue notice of Metro Mobility service hour changes per fixed route Q1
Implement service hour changes on Metro Mobility Q3
Update Contract Oversight Electronic Documentation and Filing system Q1
Transition Transit Link Hennepin County to new provider Q1
Transition Transit Link Airport Connect service to new provider Q1
100% physical inventory of fleet and technology Q2-Q3
Review and adjustment methodology for OBT violations on short trips Q2
NTD Annual Report Q1
DHS data sharing project Q1-Q2
Finalize recommendations on MetMo/Fixed Route Fare Policy Q1
Analyze Lifeworks Van Leasing pilot and recommend/ implement system approach Q1-Q2
Annual bus inspections by third party contractor Q2-Q3
Develop Annual Capital/Operating Budgets Q2-Q3
Invoice Payments Ongoing
Contract Oversight - Service Quality and Regulatory/Contractual Compliance Ongoing
Drug & Alchohol Compliance Oversight Ongoing
Facilitate efforts of Metro Area Mobility Management Programs Ongoing
Facilitate meetings and efforts of Transportation Accessibility Advisory Committee Ongoing
Participate in and support IT governance Ongoing
Respond to Customer complaints and questions from legislators/staff Ongoing
Integrate equity into driver and employee training On-going
Prepare and Present Regional Ridership Reports Quarterly
NTD Route Sampling Q1-Q4

Requests for Proposals (RFP)
Transit Link Dakota County and Washington County RFP/Contract Q1
Metro Mobility South Zone - RFP/Contract Q3
Bus Purchases (Transit Link, Metro Mobility, and Suburban Providers) Q1-Q4
MTN/Anoka County Fixed Routes - RFP/Contract Q2
Transit Link - Hennepin Co and Anoka Co. - RFP Q1-Q3
DAR Camera System RFP/Contract Q1-Q2
Safety Plan Consultant - RFP/Contract Q1
On-Board Technology Support - RFP/Contract Q1
Metro Mobility West and East Zone - Release RFPs Q3-Q4
METRO Red Line Contract Q4
East, West, Crosstown Fixed Route - RFP/Contract Q3
Contract Amendments
Anoka County Transit Link Extension Q1
Metro Mobility Demand South Extension Q1
Dakota County Transit Link Extension Q1
Washington County Transit Link Extension Q1
Taxi Services Inc Q1
BEaR Contract - Add Route 323 Q2

Technology/Reporting
Adjust Trapeze maps to match fixed route Q3
Pass Web Metro Mobility On-line Booking Implementation Q1
Pilot account based fares on Metro Mobility Q2
Complete Trapeze/Motorola dedicated radio for Metro Mobility & Report Results Q1
Pilot new on-board camera technology and roll out for DAR if successful pilot Q2-Q4
Trapeze Trip Broker Implementation Q2
Pilot Trapeze Driver Mate and evaluate potential for transition to tablets Q2-Q4
OMG Equipment Replacement Project Q3-Q4
Implement new incident reporting software Q2
Implement migration to .NET invoicing app for fixed route and Metro Vanpool Q3
Implement Metro Mobility Customer Service App updates Q1
Finalize and implement updated data reporting tools and methodology Q2

Public Outreach/Communications
Metro Mobility Rider Bulletins On-going
Host two Metro Mobility community communications events On-going

Finance / Administration Section
Budget
Develop Annual Capital/Operating Budgets Q2/Q4
Develop Quarterly Budget Amendments Q4
Develop quarterly management reports Q1
Provide on-going budget support On-going
Coordinate division legislative work; lead fiscal note development Q2

Grants
Develop input into grant programs and policies Q3
Provide grant administration, oversight, monitoring, training, and reporting Q4
Coordination and communication with Suburban Transit Providers Q4

Forecasting and Reporting
Budget forecasting/modeling to develop policy and program options On-going

Finance / Administration Section
Budget
Develop Annual Capital/Operating Budgets Q2,Q4
Develop Quarterly Budget Amendments Q1-Q4
Develop Quarterly management reports Q1-Q4
Coordinate division legislative work; lead fiscal note development Q1-Q2

Grants
<table>
<thead>
<tr>
<th>Task</th>
<th>Timeframe</th>
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<tbody>
<tr>
<td>Develop input into grant programs and policies</td>
<td>Q1-Q2</td>
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<tr>
<td>Provide grant administration, oversight, monitoring, training, and reporting</td>
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<td>Coordination and communication with Suburban Transit Providers</td>
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<tr>
<td><strong>Forecasting and Reporting</strong></td>
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<tr>
<td>Budget forecasting/modeling to develop policy and program options</td>
<td>On-going</td>
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<tr>
<td>Provide financial analysis, forecasting, financial reporting, and program-specific reporting</td>
<td>Q2</td>
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