

MINNESOTA VALLEY TRANSIT AUTHORITY
Regular Board Meeting
April 26, 2006 – 4:30 p.m.
Eagan Bus Garage

Board Members Present:

William Droste, Rosemount
Will Branning, Dakota County
Ruth Grendahl, Apple Valley
Margaret Schreiner, At Large
Meg Tilley, Eagan
Bud Osmundson, Burnsville
Jon Ulrich, Scott County

Others Present:

Beverley Miller, Executive Director
Tom Bright, Facilities Manager
Barb Ross, Best & Flanagan
Tom Knier, Laidlaw Transit
Robin Selvig, Customer Relations Manager
Lois Spear, Finance Officer
Samantha Porter, Operations Manager
Dan Krom, Dakota County TWG
Wally Lyslo, At Large alternate
Troy Beam, Scott County TWG
Jennifer Stuckenberg, BWBR
Theresa Olson, TKDA
Sam O'Connell, Dakota County staff
Tom Baker
Jon Hohenstein, Eagan staff

I. Call to Order

The meeting was called to order at 4:35 p.m. by Chair William Droste.

II. Public Comments

There were no comments from the public.

III. Approval of Agenda

The following changes were made: Item V was relabeled "Old" Business, Development at BTS/Tom Baker was added as Item B. under this category, and Item D. Drainage Ditch at EBG was added under VIII. Staff Reports/Update. Motion by William Droste and seconded by Margaret Schreiner to approve the agenda as modified. Motion carried.

IV. Consent Agenda

Motion by Margaret Schreiner and seconded by Jon Ulrich to approve the Consent Agenda. Motion carried. Resolutions adopted as part of the Consent Agenda are attached to these minutes.

V. Old Business

A. Scheduling Software Purchase

Michael Abegg provided a presentation on the history of scheduling of buses for the MVTA (Power Point presentation available upon request). He explained how the scheduling and blocking of buses was initially done by Metro Transit, and then gradually, the MVTA began to do more of the work – starting with the replacement express service operated during the 1995 strike, to local service. Now, the MVTA does all of its own scheduling and costing of service, using tools developed by staff with Excel or Access and much manual work. Two years ago, Metro Transit installed the Hastus system, and

has found it a positive enhancement from their previous Trapeze-scheduling system. He indicated that the software is modular, so could have additional products added at a later time. It provides efficient automatic scheduling and blocking algorithms. It is also able to quickly provide a variety of scenarios, as are sometimes needed to accommodate legislative or other requests. This purchase was budgeted for 2006, and is within budget. A server will need to be acquired to accompany the software, and is expected to be before the Board in May.

Motion by Margaret Schreiner and seconded by Meg Tilley to approve the purchase of the Hastus software for a price of \$126,965, plus an additional \$8,550 for service and support for year 2007. It was further stated that the Chair should send a letter to the Met Council representatives in the MVTA area, with copies to Peter Bell and Tom Weaver, requesting access to the Metro Transit license (give that all MVTA buses are considered assets of the Met Council, and that, to date, MVTA staff have found Metro Transit's IT staff to be unwilling to provide access to the license) for this software, rather than for the MVTA to duplicate this expensive purchase. Motion carried.

VI. New Business

A. BWBR – BTS Renovation

Jennifer Stuckenberg of BWBR provided graphics and background regarding a redesign of the Burnsville Transit Station offices, in an effort to bring the MVTA staff together with space under one roof, while also taking advantage of the space vacated by the move of the Dakota County License Center. Under the proposed plan, Customer Service would move to the lower level, with storage for schedules and a room for Jefferson to drop packages. The office location would house two customer service staff members, along with the manager.

The upper level of the Transit Station would also be revised and renovated, with the addition of three office areas, a conference room/kitchen, and an informal conference area. The cost of the renovation is not too exceed \$150,000. Motion by Margaret Schreiner and seconded by Meg Tilley to approve an agreement with BWBR for document creation (drawings and specifications) and project management to complete the renovation and construction work at the Burnsville Transit Station. Motion carried.

B. TKDA – AVTS/Cedar Grove Studies

Terry Olson of TKDA and Beverley Miller provided background and information on the two projects currently being considered in the Cedar Avenue BRT corridor. A presentation on the Cedar Grove proposed site and expansion options was offered. Staff was seeking authorization from the Board to focus on Alternative 1 Phase 1B and Phase 2 in lieu of Alternatives 2 and 3. Jon Hohenstein of the City of Eagan indicated his approval of this plan, and he thanked the MVTA Development Committee for their work on narrowing these options. The revisions will not increase the contract amount with TKDA on this project, because some items are being eliminated while other items are being added. Motion by Ruth Grendahl and seconded by Margaret Schreiner to approve the change to the Scope of Work for the Cedar Grove project. Motion carried.

Beverley and Terry also reviewed the status of the Apple Valley Transit Station. Carmike Cinema and Anthony Properties is not willing to entertain any joint use development, or allow a deck that would cover the Carmike property. That basically

eliminates options 2 and 4. Information was provided on new possible options 6-7-8, including sites on the northwest and southwest corners of 140th and Cedar. Further, a conference call took place late Monday with the owner of Watson's, who indicated he would be a willing seller, and he had an appraisal conducted within the past 60 days. He also indicated that he would not need assistance from the MVTA in finding an alternate location for the business. Barb Ross presented a resolution for the MVTA to conduct its own audit to confirm market value. However, it was noted by Ms. Olson that based on county records plus a 25 percent factor to bring the value to market, the price quoted by Watson's was lower than that. Will Branning suggested that we simply negotiate with Watson's and not conduct our own appraisal. It was also discussed that the proposed sites at 140th & Cedar could ultimately replace the Palomino Hills park & ride, which were scheduled for study in 2007. Dan Krom of Dakota County indicated that those funds could be released in 2006, if it made sense to proceed with one of the sites. Motion by Ruth Grendahl and seconded by Meg Tilley to direct staff to negotiate a purchase of the Watson's site, and to report back on progress to the Board in 30 days. Motion carried. It was noted that this should remain confidential for the time being. Motion by Will Branning and seconded by Meg Tilley to authorize establishment of a work plan for sites 7 and 8. Motion carried.

VII. Committee Reports

A. STA

Margaret Schreiner provided a review of the latest STA meeting. She noted that the Downtown Council was present to discuss the study under way concerning bus traffic. Other topics included the Met Council Bonding Bill, that there is resolution to the issues between MPTA and STA, that the Directors were meeting to determine needs and priorities should new funds become available, and that there has been discussion about a name change. The two options under most serious consideration are: STP (Suburban Transit Providers) and STS (Suburban Transit Services). A decision will be made in the near future. Dan Krom also noted that a program has been developed for use on local cable access systems regarding the Gas Tax Amendment, and it can easily be tailored to a specific community. Chair Droste stated the program is already running on the Rosemount system.

B. Marketing Committee

Given that Elizabeth Kautz was not in attendance, a Marketing Committee meeting date was not set, but Robin Selvig will coordinate with Margaret and Elizabeth to set a time to begin discussions on a "refresh" of the MVTA logo and colors.

VIII. Staff Reports / Update

A. Retail Development at BTS (Barb Ross)

Barb Ross gave an update on the agreement with Tom Baker for the development at the Burnsville Transit Station. Leases are signed for three tenants, with a fourth in the works, leaving only one section still open. Mr. Baker's lender had some issues with the lease agreement, but the MVTA is not willing to renegotiate the lease at this time. However, Ms. Ross recommended that a Recognition Agreement with Mr. Baker's lender, dealing with the issues of concern, would be appropriate and frequently is standard procedure. Motion by Margaret Schreiner and seconded by Ruth Grendahl to approve the Recognition Agreement with Mr. Baker's lender. Motion carried.

B. 157th St. Station (Barb Ross)

Barb Ross also provided an update on the lease agreement for the 157th St. Station. She noted that the County has eliminated the requirement that the MVTA remove any structures from the site at the end of the lease period. However, County legal counsel indicated that there was no intent to assume responsibilities for water and sewer connection charges and similar items. Given that there are no estimates to date as to what these charges might be, the MVTA is unwilling to agree to those terms. Ms. Ross was told that the County board is unwilling to further negotiate on these items as they are “user” fees and the MVTA is the “user.” Ruth Grendahl asked that if bids for the project came in low, couldn’t those funds be used for these charges. Dan Krom indicated it may be possible to escrow the funds, but does not know how much might be available. The Board requested that that information be gathered before the next meeting. Will Branning indicated he had spoken to the County Attorney, and that the item has never officially been before the Board, and that the County was willing to remove language regarding payment of taxes, but not the user fees. He will get the item placed on the County agenda for a definitive decision.

C. BRT Workshop

Information regarding the upcoming BRT day-long workshop and half-day seminar on Transit-oriented Development was distributed. MVTA Board members and one representative from each city in the corridor will receive a complimentary registration.

D. Ditch at EBG

Beverley Miller noted that the MVTA is planning to build a ditch to deal with the storm water run-off issue under contention by the Adelmann family. The cost is expected to be about \$7,500 and there are funds in the EBG budget to cover this cost.

E. Other

Wally Lyslo thanked staff for preparing/updating the MVTA System Map. He indicated it is a very helpful document.

IX. Adjournment

Motion by William Droste and seconded by Meg Tilley to adjourn the meeting at 5:28 p.m.

Minutes Prepared By:

Robin L. Selvig

Next Regular Meeting Scheduled: May 24, 2006, 4:30 p.m. Eagan Bus Garage

All regularly Scheduled Board Meetings will be held on the **FOURTH** Wednesday of the month at the posted time and location unless otherwise notified.

Approved by: _____

Date: _____