

MINNESOTA VALLEY TRANSIT AUTHORITY
Regular Board Meeting
December 12, 2007 – 4:30 p.m.
Eagan Bus Garage

Board Members Present:

Jon Ulrich, Scott County
Meg Tilley, Eagan
William Droste, Rosemount
Will Branning, Dakota County
Margaret Schreiner, At Large
Elizabeth Kautz, Burnsville
Jane Victorey, Savage
Ruth Grendahl, Apple Valley

Others Present:

Beverley Miller, Executive Director
Barb Ross, Best & Flanagan
Scott McBride, Dakota County
Kristine Elwood, Dakota County
Michael Abegg, Planner
Troy Beam, Scott County TWG
Samantha Porter, Operations Manager
Robin Selvig, Customer Relations Manager
Wally Lyslo, At-large Alternate
Tom Bright, Facilities Manager
Lois Spear, Finance Officer
Tom Pepper, Eagan TWG
Lori Peterson, Eagan HR Manager
Dan Krom, Dakota County TWG

I. Call to Order

The meeting was called to order at 4:30 p.m. by Chair Jon Ulrich.

II. Public Comments

There were no comments from the public.

III. Approval of Agenda

Motion by Margaret Schreiner and seconded by Elizabeth Kautz to approve the agenda.
Motion carried.

IV. Consent Agenda

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

V. Old Business

A. Cedar Corridor Study Recommendation

Kristine Elwood, Dakota County project manager of the Cedar Corridor project, and project consultant Scott McBride provided a presentation to the MVTA regarding the recommendation of the Cedar Corridor Technical Advisory Committee (TAC) to the Dakota County Regional Rail Authority. After public input, the recommendation is to proceed with Option 2, which has a phased approach for 2015 and 2030. Kristine and Scott will also be making presentations to the Apple Valley City Council, the Cedar Group and ultimately the Dakota County Regional Rail Authority at its meeting in January. Motion by Elizabeth Kautz and seconded by Margaret Schreiner to support the Cedar TAC recommendation. Motion carried. Will Branning expressed thanks to the Board on behalf of the Cedar Group and Dakota County. The Board asked staff to prepare talking points about this project.

B. UPA Service Plan

Michael Abegg presented a conceptual plan for service in the Cedar Avenue (C-Line) and I-35W BRT (B-Line) corridors as part of the UPA project and 2030 master plan. He discussed BRT express service (peak period only) as well as core BRT (all-day, 7 days per week) and the potential for these lines by year 2030. He also spoke about what needs to be completed as part of the UPA agreement, and some of the challenges that will be before the MVTA. One of the issues relates to who operates what service, particularly in the I-35W territory. Board members expressed their wishes that the MVTA operate service “south of the river.” It was suggested that the MVTA make a presentation at an upcoming I-35W Solutions Alliance meeting. Motion by Bill Droste and seconded by Margaret Schreiner that the MVTA ask the cities and counties (and possibly area townships) to include MVTA as the transit provider south of the river in their 2030 plans, which are currently being prepared. Motion carried. It was also suggested that the MVTA send its Strategic Plan to the Met Council highlighting the MVTA’s plan to be the service provider south of the river, in order to be included in any discussions that would affect service in this area.

VI. New Business

A. 2008 Proposed Meeting Dates

Motion by Elizabeth Kautz and seconded by Margaret Schreiner to approve the proposed 2008 meeting dates. Motion carried. The next meeting will be Jan. 23, 2008. Bill Droste also suggested that we schedule 1-2 meetings at different times/dates so that Met Council representatives can be invited to the MVTA Board meeting.

B. Computer Consulting Vendor Contract

Motion by Elizabeth Kautz and seconded by Meg Tilley to add network support and computer consulting to our Joint Powers Agreement with LOGIS. Motion carried.

C. Authorize Agreement with Dakota County Regional Rail Authority re: Watson’s

Motion by Elizabeth Kautz and seconded by Margaret Schreiner authorizing funding agreement and transfer of title for the Watson’s property, to the MVTA.

VII. Committee Reports

A. Finance Committee

1. Ruth Grendahl reviewed the 2008 Operating budget and identified those things which are different from the preliminary budget approved by the Board in September. She thanked Finance Committee members Wally Lyslo, Jane Victorey and Tom Pepper for their work on the budget. Motion by Ruth Grendahl and seconded by Margaret Schreiner to adopted the operating budget. Motion carried.
2. Motion by Margaret Schreiner and seconded by Jane Victorey to extend the MVTA’s agreement with KDV for one additional year. Motion carried. MVTA staff will conduct an RFP for audit services in 2008.

B. Development Committee

1. Barb Ross discussed HarMar’s request for rent abatement for the months of January-February-March 2008. The Board discussed this at length. Motion by Elizabeth Kautz and seconded by Margaret Schreiner to approve up to three months of rent abatement, to be refunded upon receipt of full construction plans, a tenant list and the pulling of a building permit. Motion carried. The Board will consider any further requests from HarMar at the time they are made.
2. Beverley Miller reviewed a meeting held with the Povolny group (now known as the Cedar 140 Development LLC) regarding the property at 140th & Cedar. They are interested

in developing this property and want to team with the MVTA on the project. Two options were offered, neither of which were attractive to the MVTA Board. Motion by Elizabeth Kautz and seconded by Meg Tilley to reject the offer from Cedar 140 Development. Motion carried. Motion by Elizabeth Kautz and seconded by Margaret Schreiner authorizing the Executive Director and Legal Counsel to send the appraisal to Cedar 140 Development LLC and negotiate a purchase of the property at a price not to exceed \$1.2 million, subject to approval by the FTA. Motion carried. Will Branning noted that the Cedar studies show a “stop” at 140th but not a “station.”

C. STA

Margaret Schreiner reported on STA, noting that there will be a meeting tomorrow (Dec. 13). She also reminded Board members of the STA Board meeting on Jan. 11 at 9 a.m. A quorum is required at that meeting to adopt the legislative agenda and conduct other business as necessary. Additionally, she said that because Rep. Hornstein and Sen. Dibble were so pleased with their awards, it was suggested that each of the STA agencies give awards to legislators in their area that have been helpful moving items on the STA legislative agenda forward. Sen. Jim Carlson of Eagan and Sen. John Doll of Burnsville have been suggested for our areas. MVTA model buses fitted with a plaque on top will be presented to these gentlemen at the January MVTA Board meeting.

D. Personnel Committee

1. Best & Flanagan Contract

Elizabeth Kautz began the Personnel Committee report with information provided by Best & Flanagan. She noted that their contract expired and that the Personnel Committee proposed that it be extended for one more year given the number of items that are currently under way. Motion by Meg Tilley and seconded by Ruth Grendahl to extend the agreement with Best & Flanagan at the new rates provided by Barb Ross. Motion carried. The Board also directed staff to poll the cities regarding how often they issue an RFP for professional services.

2. 2008 Benefits Package

Motion by Margaret Schreiner and seconded by Ruth Grendahl to approve the 2008 Benefits package for MVTA staff. Motion carried. There was some discussion about the impact on the MVTA regard the new state ruling requiring employers to provide insurance coverage to dependents under the age of 25 who are not in school. Motion by Meg Tilley and seconded by Ruth Grendahl to bring this up at the next STA meeting, requesting clarification between the state and federal law. Motion carried.

3. Classifications

Lori Peterson reviewed some classification adjustments suggested by the Personnel Committee. Motion by Meg Tilley and seconded by Elizabeth Kautz to adjust the classification system for the Finance Officer and the Customer Relations Manager, and to establish a classification for the new Accountant position. Motion carried.

4. Merit Increases

Lori Peterson reviewed the adjustments made to the merit increase program discussed by the Personnel Committee. The range for “meets expectations” was adjusted to 0-2 percent. Motion by Meg Tilley and seconded by Elizabeth Kautz to approve the merit adjustments. Motion carried with Schreiner and Grendahl voting “nay.”

5. Motion by Elizabeth Kautz and seconded by Meg Tilley to close the meeting at 6:55 p.m. to discuss the Executive Director review. Motion carried. Motion by Elizabeth Kautz and seconded by Ruth Grendahl to re-open the meeting at 7:39 p.m. Motion carried. Motion by Will Branning and seconded by Elizabeth Kautz to approve a three percent merit increase for the Executive Director, retroactive to her anniversary date. Motion carried.

VIII. Staff Reports/Update

There were no staff reports or updates.

IX. Adjournment

The meeting was adjourned at 7:40 p.m.

Minutes Prepared By:

Robin L. Selvig

Next Regular Meeting Scheduled: January 23, 2008, 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: _____