

MINNESOTA VALLEY TRANSIT AUTHORITY
Regular Board Meeting
April 28, 2010 – 4:30 p.m.
Eagan Bus Garage

Board Members Present:

Will Branning, Dakota County
Gary Hansen, Eagan
Sharon LaComb, Apple Valley
Jane Victorey, Savage
Dan Kealey, Burnsville
Eric Zweber, Rosemount
Wally Lyslo, At-Large
Jon Ulrich, Dakota County

Others Present:

Beverley Miller, Executive Director
Glenn Boden, Fleet Maintenance Manager
Tom Lovelace, Apple Valley TWG
Robin Selvig, Customer Relations Manager
Michael Abegg, Planning Manager
Tom Bright, Facilities Manager
Lois Spear, Finance Officer
Tom Pepper, Eagan TWG
Shaun Morrell, Planner
James Strommen, Kennedy & Graven
Greg Lind, At Large Alternate
Samantha Porter, Operations Manager
Connie Massengale, SST Project Manager

I. Call to Order

The meeting was called to order at 4:30 p.m. by Chair Will Branning. Roll call was taken and Greg Lind, the new At Large Alternate was introduced and those at the table introduced themselves to Mr. Lind.

II. Public Comments

There were no comments from the public.

III. Approval of Agenda

Two items were added to the agenda: Item VI. C – Environmental Assessment and Item VIII. C – Report from Met Council Audit Committee. Motion by Jon Ulrich and seconded by Jane Victorey to approve the agenda as amended. Motion carried.

IV. Consent Agenda

Items G and H were removed from the Consent Agenda. Motion by Gary Hansen and seconded by Wally Lyslo to approve the remainder of the Consent Agenda. Motion carried. Resolutions adopted as part of the Consent Agenda are attached to these minutes.

Jane Victorey asked about the lawn care agreements and what all they covered. Tom Bright indicated they covered the full gamut of services from mowing, spring and fall clean-up, etc. Jane Victorey then asked about the MVST Agreement and whether the \$1.95 million was an absolute number and a guaranteed payment. She also asked if it would be paid in a lump sum at the end of the year or throughout the year. Beverley Miller explained that it was based on budget information and determined last spring. The MVTA will receive payments on a monthly basis as long as appropriate paperwork is submitted. Jim Strommen also

commented that he was involved in the contract negotiations and the Met Council made a few changes but then said “this is it” and the MVTA must sign the agreement to get these discretionary funds. Motion by Jane Victorey and seconded by Wally Lyslo to approve Items G and H of the Consent Agenda. Motion carried. Resolutions adopted as part of the Consent Agenda are attached

V. Old Business

A. Service Investment Strategy Data Review

Michael Abegg presented the next segment of the Service Investment Strategy. His presentation and textual materials are posted on the MVTA web-site at www.mvta.com/. Abegg reminded the Board why we are undertaking this exercise (the Met Council created the need for a regional service investment plan as part of the Transportation Policy Plan, conditions have changed in our area so it’s good to take another look, and the MVTA has a component of this in our own Strategic Plan.

He briefly reviewed information presented at previous sessions, and then reviewed his meetings with stakeholders. He met with each of the five cities and had excellent sessions. He touched on the common themes mentioned by the cities as well as some of the specific issues. Mr. Abegg then also commented on the public input component of this review, indicating that a forum is taking place on the MVTA web-site at www.mvta.com (listening post) and is generating at least some dialogue. Additional review of the public input, including data from the most recent passenger survey and the focus groups conducted in 2008 will be undertaken and presented to the Board at the May meeting.

B. Change Orders on Gillig Buses

Beverley Miller reviewed the memo regarding change orders to the Gillig bus purchase. Funds will be moved around from the Met Council grant to cover these costs, which include an updated BRT styling (comparable to the Metro Transit and SouthWest Transit buses). Motion by Wally Lyslo and seconded by Gary Hansen to approve the Gillig change-order. A roll-call vote followed:

Will Branning – Aye	Jane Victorey – Aye	Jon Ulrich – Aye
Eric Zweber – Aye	Gary Hansen – Aye	Dan Kealey – Aye
Wally Lyslo – Aye	Sharon LaComb – Aye	

Motion carried.

VI. New Business

A. Award Apple Valley Layover Project Agreement

A revised memo was distributed regarding the Apple Valley Layover Project, awarding the contract to LSA Design. Lois Spear reviewed the process and said LSA was the clear choice by all evaluation team members. Tom Lovelace of Apple Valley, having served on the evaluation team, concurred. Motion by Gary Hansen and seconded by Jane Victorey to approve the agreement with LSA Design. A roll-call vote followed:

Will Branning – Aye	Jane Victorey – Aye	Jon Ulrich – Aye
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Eric Zweber – Aye
Wally Lyslo – Aye

Gary Hansen – Aye
Sharon LaComb – Aye

Dan Kealey – Aye

Motion carried.

B. COP Reimbursement Resolution

Lois Spear spoke about the Reimbursement Resolution that must be adopted to allow the MVTA to recover any costs incurred from now forward as we seek funding for expansion of the Eagan Bus Garage. The resolution was drafted by Kennedy & Graven. Motion by Gary Hansen and seconded by Wally Lyslo. A roll-call vote followed:

Will Branning – Aye
Eric Zweber – Aye
Wally Lyslo – Aye

Jane Victorey – Aye
Gary Hansen – Aye
Sharon LaComb – Aye

Jon Ulrich – Aye
Dan Kealey – Aye

Motion carried.

C. Station to Station Environmental Assessment

A memo was distributed regarding the need for a Station-to-Station Environmental Assessment. Lois Spear and Beverley Miller reviewed the requirements of the FTA and the need to complete this document before other pieces of the BRT plan can be implemented. It was suggested the contract be awarded to SEH as they were the firm that conducted the EA for Dakota County and are knowledgeable about the project. Motion by Wally Lyslo and seconded by Will Branning to award the contract to SEH. A roll-call vote followed:

Will Branning – Aye
Eric Zweber – Aye
Wally Lyslo – Aye

Jane Victorey – Aye
Gary Hansen – Aye
Sharon LaComb – Aye

Jon Ulrich – Aye
Dan Kealey – Aye

Motion carried.

VII. Committee Reports

A. STA_- Beverley Miller reviewed the white paper prepared by the Legislative Auditor and said that issues of transit governance will be a significant topic for the remainder of this year. Board members are asked to consider this information and offer comment. The Suburban Transit Providers are working as a group on this project and have expressed concern about the focus of the review being limited to current conditions and not the future. The Board may conduct some workshops or worksessions with other parties to ensure a united front in the area of transit governance.

Jon Ulrich also suggested that an educational component be added to Board meetings, particularly to assist the new members on the Board. The Executive Director and the Chair will brainstorm topics and work to include education on the agenda.

VIII. Staff Reports / Update

A. UPA Change Orders

Lois Spear spoke to the Board regarding the UPA Change Orders, indicating that this should be the final list for the Apple Valley Transit Station and Cedar Grove Transit Station projects. Apple Valley ended by using about 2.9 percent of its contingency fund. Cedar Grove finished (smaller project) using the entire five percent of its contingency.

B. Cedar BRT Staff Update

Michael Abegg then provided an update on the Cedar Avenue Transitway BRT. He focused on components to be completed by 2012, highlighting those items to be completed by the MVTA. He further noted that others (Dakota County, Met Council, Metro Transit, etc.) will need to be involved in many aspects of the project, as well, in order to meet the scheduled completion dates. He said the MVTA Board will likely be asked to approve/endorse the County's Implementation Plan Update (IPU) at its May or June meeting.

Will Branning reported on the transitway guidelines policy committee meeting that was conducted on Monday, April 26. In talking with the representatives at the meeting from CTIB, he indicated that there was some confusion about the purpose of the committee and what the end result will be. He said that it sounded like there was an outcome already determined and that the committee would follow its process to endorse the outcome.

X. Adjournment

The meeting was adjourned at 6:37 p.m. with the reminder that the Cedar Grove Transit Station Grand Opening will take place at 2:30 p.m. prior to the next Board meeting on May 26.

Minutes Prepared By:

Robin L. Selvig

Next Regular Meeting Scheduled: May. 26, 2010, 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: _____