

DATE: Oct. 28, 2011
TO: Board Members unable to attend Oct. 26 Regular MVTA Board meeting/TWGs
FROM: MVTA
RE: Meeting Summary

Here is a meeting summary of the MVTA October 26, 2011 regular meeting of the MVTA Board of Directors.

1. The meeting was called to order at 4:34 p.m. by Chair Will Branning. Roll-call was taken and a quorum was present. Board members and others celebrated MVTA receiving the Transit System of the Year Award by eating cake.
2. The Agenda and Consent Agenda were approved with notes to the minutes regarding Bill Droste's absence. The minutes will be revised to reflect this.
3. James Strommen distributed a memo regarding the status of the Joint Powers Agreement, indicating that no action was required. He has been in contact with all City Attorneys and the Scott and Dakota County Attorney offices. Scott County will be taking the issue up in November and Dakota County has a Committee of the Whole meeting scheduled for Nov. 29. Jim will work with Beverley and others, if necessary, regarding presentations at the County meetings. Strommen also noted that he has talked with League of Minnesota Cities regarding these changes as well.
4. Gary Hansen asked about the Mike Dougherty question of becoming a non-profit. Strommen indicated that this would certainly be a possibility, but was not something directly researched as a result of the Strategic Working Group initiative. He said it can take time to do so, and it may be best to await responses from the Counties (all cities and counties have been made aware of this question). The Board did not provide specific direction regarding becoming a non-profit. It could still be possible to complete this process by year end.
5. Beverley Miller presented information requesting a resolution of support for the BRT financing plan. She made a presentation to TAC last Thursday and there are numerous other meetings in the coming weeks. Policy issues are of most concern (moving funds from one corridor to another.) It was suggested that the fact that the UPA provided funding to do some of the work of the grant be strongly mentioned as the reason for the change. Met Council, CTIB, Dakota County have all supported the project. Motion by Gary Hansen and seconded by Dan Kealey to adopt a resolution of support for the BRT Financing Plan. A roll-call vote followed and all voted in favor except for Jon Ulrich, who abstained. Motion carried.
6. Robin Selvig updated the Board with regard to the connection of fiber to the Eagan Bus Garage. There is not sufficient time to prepare for and do the work yet this year, so a short-term solution will be devised to meet the needs of the AVL install and the project will get prepared to be the first done by the City of Eagan as part of their Phase Two. The MVTA will reimburse the City for expenses incurred, but the thought it that by sharing resources, this becomes a win-win for the City of Eagan and the MVTA. Robin expressed appreciation to the staff (Tom Garrison, Kristi Peterson and Dan Cook) at the City of Eagan for their assistance on getting this project moving. The Board will be asked for final approval in the new year – perhaps February.
7. Joe Morneau provided a presentation regarding the Dakota County 2030 Transportation Plan, highlighting changes from previous plans and the needs of the county in the next 20 years. He highlighted the plan principles: Sustainability, Connectedness, Collaboration, Economic Vitality and Growing and Nurturing People. He briefly reviewed the goals of the plan, focusing on Transit. He discussed transitways, the growing transit-dependent population, the need for mobility management and potential for travel demand management, the role of technology and integration with land use. There will be a public hearing on the plan on Nov. 15 at 9 a.m. at the Administrative Center in Hastings. Comments on the plan are due by Dec. 2.

8. Glenn Boden provided background regarding the request to purchase Fleet Focus Fleet Maintenance software in the amount of \$192,051 via the State of Minnesota Cooperative Purchasing Agreement. This system is used by many transit agencies (Metro Transit has their own proprietary system). Dan Kealey asked if this were in partnership with our provider. The provider is not being asked to contribute to the cost of the software, but will be responsible for doing all data entry. Motion by Wally Lyslo and seconded by Dan Kealey to approve the software purchase. Motion carried on a unanimous roll-call vote (Jon Ulrich had left the meeting by this time).
9. Jane Victorey provided some background about the Personnel Committee that took place before the Finance Committee. She said the Personnel Committee agreed to a one percent Cost of Living Adjustment (COLA) for all staff for 2012. Motion by Jane Victorey and seconded by Bill Droste that the Board adopt the committee recommendation. Motion carried on a unanimous roll-call vote. Merit Pay Range recommendations were also adjusted, indicating there should be “consistency of application” of the ranges based on ratings. Lori Peterson will be sending out information for conducting the Executive Director review this week. Responses will be due in three weeks and a final decision will be made at the December Board meeting.
10. Jane then asked Lois Spear to discuss the 2012-2017 Capital Improvement Program (CIP). Spear referred to the spreadsheets detailing the NTD spending plan, the authorization summary (what will be purchased in which year) and the Funding Summary, which includes the entire plan. There are some unfunded items at this time, and some projects that have just recently been submitted through the Federal Grant process, but we want to make sure everything is included in the CIP. This is a draft and the final document will be before the Board in December. Motion by Jane Victorey and seconded by Bill Droste to follow the Finance Committee recommendation and adopt the draft CIP. Motion carried.
11. Lois Spear also presented information regarding an amendment to the 2011 Operating Budget, indicating that both revenues and expenses have been reduced by about \$800,000, leaving a fund balance of 3.2 months – consistent with the Metropolitan Council policy. There are no proposed cuts in service for 2011. Motion by Jane Victorey and seconded by Bill Droste to approve the Finance Committee recommendation and adopt the revised 2011 Operating Budget. Motion carried on a unanimous roll-call vote.
12. Beverley Miller noted that the Legislative Committee is beginning to meet to discuss the legislative agenda for 2012. Additionally, there will be a committee meeting to conduct a performance review of the consultant. Will Branning noted that Pat Born spend nearly one hour with STA at its annual meeting, talking about communication and coordination. Born told the STAs that policy issues should be directed to him and operations or other issues should be directed to the appropriate staff member. Born will be attending another upcoming STA meeting to discuss Transit-oriented development.
13. Michael Abegg gave a brief update on the Cubic Transportation System non-disclosure agreement and that he believes it is not necessary at this time – RouteMatch can do their work without MVTA signing a non-disclosure with Cubic.
14. Robin Selvig updated the Board on the 157th St. issue, indicating that after significant study, buses will be moving off 157th St. on Dec. 3 and this seemed agreeable with residents of the area.
15. The meeting was adjourned at 6:45 p.m.

Next Regular Meeting Scheduled for Dec. 7, 2011 at 4:30 p.m. at the Burnsville Bus Garage.