

DATE: August 31, 2012
TO: Board Members unable to attend August 29 Regular MVTA Board Meeting/TWGs
FROM: MVTA
RE: Meeting Summary

Here is a meeting summary of the MVTA Aug. 29, 2012 regular meeting of the MVTA Board of Directors. Supplemental materials and meeting hand-outs are posted at http://www.mvta.com/MVTA_Board.html.

1. The meeting was called to order at 4:30 p.m. by Chair Gary Hansen. A quorum was present.
2. There were no public comments. One item was added to the agenda regarding a contract amendment with T.P.C. Landscape as VI. New Business Item D. The revised Agenda and the Consent Agenda were then approved.
3. An updated memo from attorney Jim Strommen was distributed to Board members regarding a change to the indemnification paragraph. Attorneys for all parties have agreed to the language. Motion by Will Branning and seconded by Wally Lyslo to approve the modification to the indemnification paragraph and direct staff to send the Joint Powers Agreement and By-laws to all parties to consider as soon as possible in September. Motion carried on a unanimous roll-call vote.
4. Clint Hooppaw reported on the Strategic Planning Committee recommendation to hire Kimley Horn for strategic planning assistance in the form of two workshops and related activities in an amount not to exceed \$15,000 for 2012. Beverley Miller noted that additional services, such as educational opportunities or other follow-up would be budgeted in 2013. Motion by Will Branning and seconded by Bill Droste to authorize the Chair and the Executive Director to enter into an agreement with Kimley Horn for Strategic Consulting services in an amount not to exceed \$15,000. Motion carried on a unanimous roll-call vote.
5. Purchases by the Executive Director were included in the Board packet.
6. Lois Spear requested that the Board enter into a construction contract with Black & Dew as the low bidder for construction of the Rosemount Transit Station. Further, she asked that the Board approve use of \$50,000 in funds from a customer facility grant to supplement the other funding available for the project. Motion by Clint Hooppaw and seconded by Steve Albrecht to authorize the Chair and the Executive Director to enter into a construction contract with Black & Dew in the amount of \$1,204,000 and that \$50,000 be transferred from a Customer Facilities grant to the Rosemount Transit Station project to supplement the funding pool. Finally, the Board authorized the Executive Director to approve change orders up to the amount of available funding. Motion carried on a unanimous roll-call vote.
7. Lois Spear reviewed the four Congestion Mitigation Air Quality (CMAQ) grants the MVTA has with Met Council regarding Cedar BRT and requested that the Board authorize a transfer of \$610,000 to the Metropolitan Council for its use on customer information and fare collection system subject to the Met Council providing the MVTA with needed AVL resources. Motion by Will Branning and seconded by Jane Victorey. Motion carried on a unanimous roll-call vote.

8. In an effort to complete other projects related to the Apple Valley Transit Station (AVTS) expansion, Lois Spear described the need for purchase and installation of Intelligent Transportation Systems (ITS) including Ticket Vending Machines (TVMs) and Customer Information Systems at AVTS. Two options were presented and the Board was asked to approve both, to provide maximum flexibility in completing the AVTS project. Motion by Clint Hooppaw and seconded by Bill Droste approving Option 1) Transfer \$200,000 from the Apple Valley Expansion Grant to the Metropolitan Council and Option 2: Enter into a sole source contract not to exceed \$200,000 with Met Council for work as follows: \$50,000 for CIS and \$150,000 for fare collection equipment. Motion carried on a unanimous roll-call vote.
9. Beverley Miller noted that MVTA has an existing agreement with T.P.C. Landscape to do lawn care work at the Apple Valley Transit Station and requested the Board approve an amendment to that agreement for clean-up work at AVTS related to the construction in an amount not to exceed \$2,500. Motion by Clint Hooppaw and seconded by Bill Droste. Motion carried on a unanimous roll-call vote.
10. Michael Abegg presented information regarding the status of the MVTA's AVL project and the need for support from the Met Council to keep the project moving. Financial support and response/comment to project concepts are needed in order to meet the necessary timelines related to the opening of the METRO Red Line and also to meet the MVTA's AVL and regional AVL needs. He discussed the MVTA's willingness to "give away" some of the CMAQ funds that we were awarded and expected to use on this project and asked for equal cooperation and flexibility from the Met Council.
11. Steven Chavez of the Met Council noted that he was pleased to hear there has been progress made regarding the Purchase Agreement for the Eagan Bus Garage Property. He also responded that communication is a key and that as part of the Thrive MSP 2040 (the Met Council's Strategic Planning effort) "partnership" is an important component. He and Councilmember Wendy Wulff both expressed disappointment that they didn't know these concerns with communication, but both agreed to go back and talk with Council staff to see what can be done to keep the project moving.

Councilmembers Chavez and Wulff also talked briefly about Thrive MSP 2040 and invited MVTA to participate in meetings in Eagan and Savage (or in other locations, as convenient) as follows: Tuesday, Sept. 11 – McColl Pond Environmental Learning Center (13550 Dakota Avenue) Aspen Room – 6-8 p.m.; and Thursday, Sept. 20 - Wescott Library (1340 Wescott Road) Lower Level Meeting Room – 5:30-7:30 p.m.

12. Motion by Clint Hooppaw and seconded by Jane Victorey to close the Board meeting for the purposes of the Executive Director Performance Review at 5:55 p.m.
13. Motion by Jane Victorey and seconded by Clint Hooppaw to re-open the meeting at 6:51 p.m. at which time Board members noted that the Director "exceeded" expectations in her performance and that all Board members are appreciative of the work she does. Jane Victorey noted that it is the "multitude" of things that are done in many different areas and stated "job well done." A merit increase of one percent was approved. The Board also thanked Lori Peterson for her work in pulling the performance review information together.

14. Jon Ulrich noted that the Eagle Creek Transit Station was opened on Aug. 28 and that it is already being well used. He thanked MVTA staff for attending.

15. Motion by Bill Droste and seconded by Wally Lyslo to adjourn the meeting at 6:59 p.m.

Next Board Meeting: Next meeting is Wednesday, Sept. 26 at 4:30 p.m. at the Burnsville Bus Garage.