

MINNESOTA VALLEY TRANSIT AUTHORITY

Regular Board Meeting  
February 29, 2012 – 4:30 p.m.  
Burnsville Bus Garage

**Board Members Present:**

William Droste, Rosemount  
Clint Hooppaw, Apple Valley  
Jane Victorey, Savage  
Tom Pepper, Eagan TWG  
Dan Kealey, Burnsville

**Others Present:**

Beverley Miller, Executive Director  
Tom Lovelace, Apple Valley TWG  
Robin Selvig, Customer Relations Manager  
Steve Albrecht, Burnsville TWG  
Tom Bright, Facilities Manager  
Glenn Boden, Fleet Maintenance Manager  
Michael Abegg, Planning Manager  
Connie Massengale, Schmitt & Sons  
Lois Spear, Finance Officer  
James Strommen, Kennedy & Graven  
Joe Morneau, Dakota County TWG  
Troy Beam, Scott County TWG  
Steven Chavez, Metropolitan Council  
Wendy Wulff, Metropolitan Council  
Arlene McCarthy, Metropolitan Council

**I. Call to Order**

The meeting was called to order at 4:30 p.m. by Vice Chair Bill Droste. Roll-call was taken and a quorum was present.

**II. Public Comments**

Everyone introduced themselves, given two Met Council reps were at the table. There were no public comments.

**III. Approval of Agenda**

Two items were added to the agenda: Old Business item A1 relating to the BRT paint scheme and directing staff to proceed with providing that to Nova Bus and to get a quote on what additional costs would be incurred; Old Business item C regarding a Non-disclosure Agreement with Cubic. Motion by Clint Hooppaw and seconded by Dan Kealey to approve the agenda. Motion carried.

**IV. Consent Agenda**

Motion by Jane Victorey and seconded by Clint Hooppaw to approve the Consent Agenda. Motion carried. Resolutions adopted as part of the Consent Agenda are attached to these minutes.

**V. Old Business**

**A. Met Council Branding Update**

Michael Abegg presented information to the Board regarding the need to execute the proposed paint and graphics scheme on the Cedar Avenue BRT Station-to-Station vehicles. He indicated that this is not an unexpected change, but we will need to

determine the additional costs associated with this change (to be approved by the Board via a change order).

Arlene McCarthy then presented the graphics to the Board, pointing out the differences that were made to the vehicle design following discussions with Dakota County. Main changes were replacement of the “circle M” with a “circle T” which is recognized worldwide as a “transit system.” There were some additional elements with the red swoosh (continuing it to the top of the vehicle and adding another splash on the lower portion of the vehicle.)

Motion by Clint Hooppaw and seconded by Tom Pepper directing staff to execute proposed paint and graphics scheme on the Cedar Avenue BRT Station-to-Station vehicle purchase. Further, staff was authorized to enter into a discussion with Nova Bus on additional costs resulting from the scheme and timing of its selection. Approval of any cost changes would come back to the Board.

**B. Joint Powers Agreement**

Jim Strommen distributed a page from the currently MVTA Joint Powers Agreement (item 8 B regarding “the annual financial contribution.” He said this was raised as an issue by Dakota County and had not been on the radar of the Strategic Working Group. He said he has contacted most MVTA city attorneys, as well as the Scott County attorney’s office and no one expressed any concern about this section being deleted from the JPA. The Board approved adding this section as something to be deleted in the amended JPA and authorized the Chair to send a letter so stating to Dakota County. At this time, it is unknown when the County will take up this issue again.

**C. Cubic Non-Disclosure Agreement**

Michael Abegg presented information regarding a non-disclosure with Cubic relating to the RouteMatch (AVL) installation. This was first presented to the Board in October 2011 and agreement was reached in the past few days. The agreement has been reviewed by MVTA’s attorney. Motion by Dan Kealey and seconded by Clint Hooppaw to approve the agreement. Motion carried.

**VI. New Business**

**A. Strategic Plan Review**

Beverley Miller spoke about the MVTA’s Strategic Plan and that it has been five years since it was last updated. She said it would be good to review this year and wanted to know how the Board wished to proceed. Board members suggested a couple of half-day workshops, including reports from staff on the current status of projects. Then, it was suggested that a committee tackle the plan, with input from all Board members. It was suggested that it would be nice to avoid the expense of a consultant to lead the Board through the plan update. Two half-day workshops will be scheduled, beginning in March.

**VIII. Committee Reports**

**A. Finance Committee**

Jane Victorey reported on behalf of the Finance Committee regarding the reclassification of the Accountant I position. She said the Finance Committee agreed that the position

should be moved from a Level 8 to a Level 9 and suggested a four percent salary increase effective March 10, 2012. Motion by Jane Victorey and seconded by Dan Kealey to approve this action. Motion carried.

**B. STA**

Beverley noted that there are lots of things going on at the Legislature as deadlines approach. She reminded Board members of the Friday meeting of the STA Legislative Committee.

**IX. Staff Reports / Update**

It was noted that expenses approved by the Executive Director were included in the Board packet, along with an article that was favorable about the MVTA and ridership growth.

Acting Chair Droste then thanked Met Council representatives Wendy Wulff and Steven Chavez for attending the MVTA meeting and opened the session up to comments. Both Wulff and Chavez indicated they have had positive experiences riding MVTA buses. Ms. Wulff indicated that discussions were just beginning about a possible fare restructuring, but it was unlikely anything would take place in 2012.

**X. Adjournment**

Motion by Bill Droste and seconded by Dan Kealey to adjourn the meeting at 5:30 p.m.

**Minutes Prepared By:**

**Robin L. Selvig**

**Next Regular Meeting Scheduled: March 28, 2012, 4:30 p.m. Burnsville 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 except the meetings in February and August will be held on the **FIFTH** Wednesday.

Approved by: Jane E. Victorey

Date: 3/28/12

MINNESOTA VALLEY TRANSIT AUTHORITY  
RESOLUTION NO. 12-\_\_\_\_\_

APPROVING A NON-DISCLOSURE AGREEMENT WITH CUBIC  
TRANSPORTATION SYSTEMS, INC.

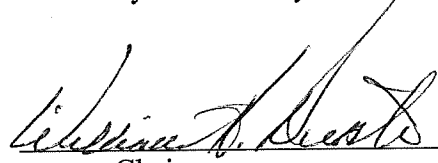
WHEREAS, MVTA operates a contactless smart-card fare collection system owned by the Metropolitan Council and supplied by Cubic Transportation Systems; and,

WHEREAS, MVTA desires to construct an interface between the fare collection system and the RouteMatch AVL system, and,

WHEREAS, Cubic desires to protect its intellectual property and proprietary information to the extent allowed under law;

NOW, THEREFORE BE IT RESOLVED that the Board authorize a Non-Disclosure Agreement with Cubic Transportation Systems, Inc., agreeing to restrict MVTA's use of Cubic's protected information to the development of the fare collection to AVL interface.

ADOPTED by the Minnesota Valley Transit Authority this 29<sup>th</sup> day of February, 2012.

  
Chair

Attest:

