

DATE: August 29, 2013
TO: Board Members unable to attend August 28 MVTA Board meeting/TWGs
FROM: MVTA
RE: Meeting Summary

Here is a meeting summary of the MVTA August 28, 2013 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 MVTA Board was called to order at 4:31 p.m. and a quorum was present.
2. There were no public comments. Tyre Fant, MVTA's newest employee was introduced as our new IT Administrator. He brings many years of experience to the position and is pleased to be working for MVTA.
3. The Agenda and the Consent Agenda were approved.
4. Diane Blashko of Maximus was introduced to talk about the work being done on the MVTA's Cost Allocation Plan. She also introduced her associates, Kristina Doan and Travis Vermeulen. A draft plan that distributes both direct and indirect costs (and is required for Federal compliance) is complete. It is based on actual 2012 costs and will be used moving forward to determine what costs make up a route. This information will also be used moving forward with CTIB and other applications. The Board will be asked to accept the plan at its September Board meeting.
5. Given that Terri Heaton was not yet at the meeting, the Board moved onto the next agenda items, discussing authorization of a sole-source contract to MTS Systems for immediate term Driver Assist System (DAS) support. Board members raised questions including what do other users of the DAS technology do for ongoing support? How much is support likely to be on an annual basis? Is the technology still current and what is the useful life of such technology? Motion by Bill Droste and seconded by Clint Hooppaw to table the item until the September Board meeting, when additional background and a more complete "package" can be presented. Motion carried.
6. Terri Heaton gave an update on the Revenue Bond Sale for financing the Eagan Bus Garage Expansion. She commented that the MVTA was able to get locked in at a very good rate (3.96% interest) for a shorter period than initially thought (15 years vs. 20) and a lower amount (\$5.9 million given that the MVTA was able to secure a great rate). In the conclusion of her letter, she stated, "We are satisfied that the MVTA received very competitive interest rates based on the market research we have done. The transaction overall, took several twists and turns but the end result is a better bond structure, shorter term, lower rates, lower debt service and the MVTA's first bond rating of A3." brief presentation of the Eagan Bus Garage Expansion Project was shown, including pictures of work on the site.
7. Tom Bright provided background regarding the Burnsville Transit Station (BTS) stairwell renovation project, indicating that additional deficiencies were discovered. This required obtaining quotes on structural steel as well as getting additional pricing information from TMI Coatings to complete the project. The Board was asked to approve a new contract with Twin City Steel Erectors, Inc. in the amount of \$4,760 and to amend the contract with TMI Coatings in the amount of \$4,300. Both motions were approved.
8. Beverley Miller reported that the MVTA advertised the Request for Statements of Qualifications to put together a list of on-call consultants in a variety of disciplines for non-federally funded projects. Some 22 firms responded, some with experience in many of the functional areas and some with experience in very specific functional areas. Contracts will be executed with each consultant, but no funds will be disbursed until a project is identified, three quotes are obtained, funds are secured and the Board approves the expenditure. Motion by Clint Hooppaw and seconded by Jane Victorey to approve this action. Motion carried.

9. Robin Selvig reported on a planned Customer Appreciation event scheduled for Sept. 9-13. Staff and Board members will meet and greet customers with water and treats at MVTA facilities. The Board was asked to authorize expenses for this event. Motion by Bill Droste and seconded by Steve Albrecht to declare Sept. 9-13 Customer Appreciation Week and to authorize expenditures of \$6,800 for these activities. Motion carried.
10. The Strategic Planning Committee met before the full Board meeting and made progress discussing the Leadership & Governance Strategic Area. It is expected to be before the Board for approval in September.
11. Beverley Miller and Gary Hansen spoke of several STA meetings, including one with Metro Council personnel and the upcoming meeting to discuss the Legislative Agenda. Also, awards will be made to several local legislators. Gary Hansen also discussed the Dakota County Transportation Forum, where legislators and others gathered to talk about how the need for transportation funding.
12. Information was included in the packet regarding Metro Orange Line (I-35W BRT) and the MVTA is working with Metro Transit, the Met Council and others regarding what work might need to be completed at the Burnsville Transit Station to support Orange Line. The Board will be kept apprised of this project.
13. Jane Victorey thanked MVTA for use of a bus for their development tour. She reported that all went well and that driver Mary Blanchard was excellent.
14. Motion by Steve Albrecht and seconded by Bill Droste to adjourn the meeting at 6:05 p.m.

Next Meeting: Next Regular Meeting: Wednesday, Sept. 25 at 4:30 p.m. at the Burnsville Bus Garage, 11550 Rupp Dr., Burnsville.