

MINNESOTA VALLEY TRANSIT AUTHORITY

Regular Board Meeting
April 26, 2017 – 4:30 p.m.
Burnsville Bus Garage

Board Members Present:

Jon Ulrich, Scott County
Clint Hooppaw, Apple Valley
Jane Victorey, Savage
Gary Hansen, Eagan
William Droste, Rosemount
Jay Whiting, Shakopee

Others Present:

Luther Wynder, MVTA Executive Director
Jim Strommen, Kennedy and Graven
Casey McCabe, Prior Lake
Eric Weiss, Shakopee
Joe Morneau, Dakota County TWG
Josh Feldman, Eagan
Kyle Klatt, Rosemount
Steve Albrecht, Burnsville
Tom Lovelace, Apple Valley
Bob Crawford, Elko New Market
Jen Lehmann, MVTA Planning Manager
Kristi Sellwood, MVTA Customer Service
Lois Spear, MVTA Finance Director
Nick Bishop, MVTA Accounting Manager
Steve LaFrance, MVTA Facilities Manager
Connie Massengale, Schmitt and Sons
Patricia Timmons, Elko New Market
Angie Stenson, Scott County
Aaron Bartling, MVTA Transit Planner
Kristine Elwood, Dakota County
Heather Ageson-Huebner, Met Council
Heidi Scholl, MVTA Procurement & Contract
Manager

I. Call to Order

The meeting was called to order at 4:30 p.m. by Chair Jon Ulrich. A quorum was present.

II. Public Comments

There were no public comments.

III. Approval of Agenda

Two items were added to the agenda: Red Line and Cedar Grove Online Station Updates. Motion by Jane Victorey and seconded by Clint Hooppaw to approve the agenda. A roll-call vote followed.

Ulrich – Aye

Hooppaw – Aye

Victorey – Aye

Droste – Aye

Hansen – Aye

Whiting – Aye

McCabe – Aye

Motion carried.

IV. Consent Agenda

Motion by Gary Hansen and seconded by Bill Droste to approve the Consent Agenda. Motion carried.

V. Old Business

A. East-West Transit Study Presentation

Joe Morneau provided a presentation regarding the Dakota County East-West Transit Study which has been led by Dakota County. Kimley Horn served as the project consultant. The County Board will consider adoption of the Study at its May 23 meeting. The study looked for opportunities to improve the quality of fixed route transit service in Dakota County and improve connections to the regional transit system; MVTA actively participated on the Technical and Steering Committees. Five corridors that are recommended for further consideration for transit providers are Wentworth Avenue, MN-110, Yankee Doodle Road, Cliff Road, and County Road 42. The corridors within MVTA's service area will be incorporated into MVTA's review process in which the corridors will be evaluated system-wide. Gary Hansen questioned possible new service on Cliff Road at 35W tying in with the Orange Line as well as need for service on the Lone Oak Corridor near new Vikings headquarters and training facility with increased development expected in the next year. Jane Victorey asked if updated information will be available on the website after the study is adopted, and Morneau agreed to send the link to the website out to the Board.

VI. New Business

A. Approve IBI Group as CAD/AVL System Implementation

Heidi Scholl requested the Board approve a contract with IBI Group for \$189,000 as the CAD/AVL system implementation consultant firm. The purpose of hiring a consultant firm is to add additional resources and expertise to the already-established MVTA team (Tyre Fant, IT Manager, Samantha Porter, Operations Director, and Heidi Scholl, Procurement and Contract Manager). MVTA received five responses to the RFP; evaluation was based on expertise, experience, actual achievements, resources, relevant problem evaluation and problem-solving strategies, project management techniques/tools, project milestone pricing and hourly pricing. IBI Group scored the highest overall. Motion by Gary Hansen and seconded by Bill Droste to approve the contract. A roll-call vote followed.

Ulrich – Aye	Hooppaw – Aye	Victorey – Aye
Droste – Aye	Hansen – Aye	Whiting – Aye
McCabe – Aye		

Motion carried.

VII. Committee Reports

A. STA

Luther Wynder reported that in the coming week STA had scheduled meetings with the various legislators on both the House and Senate Transportation Conference committees.

B. Management Committee

1. Canterbury Agreement

Jen Lehmann presented information regarding an agreement to wrap two MVTA buses in exchange for marketing opportunities with Canterbury Park including recognition as “Official Partner of Canterbury Park,” public announcement messages during Live Racing, digital ads on the infield, an ad in the Racing program, general admission tickets for use as transit incentives, and Canterbury Park trolley coordination with MVTA Route 495 service at Marschall Road Transit Station. The estimated trade value provided by Canterbury Park is \$69,000. The estimated MVTA investment is \$20,000; the MVTA Marketing Budget has funds to front the order and installation of two wraps by eliminating a direct mailing. Due to legal concerns, the term ‘partnership’ was changed to ‘relationship’ in the language of the agreement. Motion by Jay Whiting and seconded by Clint Hooppaw to approve the agreement. A roll-call vote followed.

Ulrich – Aye Hooppaw – Aye Victorey – Aye
Droste – Aye Hansen – Aye Whiting – Aye
McCabe – Aye

Motion carried.

2. *Amend 2017 Operating Budget*

Lois Spear reviewed the proposed amendment to the 2017 Operating Budget consisting of revenues of \$24,894,577, expenditures of \$30,128,000 and use of Prior Lake and Shakopee fund balance for CMAQ service of \$296,000 resulting in net decrease of \$4,937,423 in fund balance. Two major adjustments, the release of February 2017 MVST and significantly less than budgeted Allocated MVST for 2017, had a major impact after the 2017 Operating Budget had been adopted. Three options: 1) Status Quo, 2) Route 495 Reductions and 3) Realign Service along Cedar Avenue were presented to the Management Committee. The committee discussed the options and decided that only the decreases in the MVST revenues would be reflected in the budget. Given that the legislative session is still ongoing and it is still early in the year, Spear said MVTA should continue on with the plan as called for in the budget and staff will continue to be conservative in their service planning and operating approach for 2017. Motion by Jane Victorey and seconded by Clint Hooppaw to approve the agreement. A roll-call vote followed.

Ulrich – Aye Hooppaw – Aye Victorey – Aye
Droste – Aye Hansen – Aye Whiting – Aye
McCabe – Aye

Motion carried.

VIII. Board and Staff Reports / Updates

A. MVTA Staff

1. *First Quarter Ridership Report*

Aaron Bartling presented the 2017 first quarter rider report. He noted ridership is up slightly from this time last year. An annual report which will include quick facts regarding MVTA such as ridership, financials and 2016 events is planned to be presented at the May Board Meeting.

2. *Red Line*

Jen Lehmann provided an update regarding Metro Transit’s recommendation to reduce Red Line service from every 15 minutes to every 20 minutes beginning August 2017 in

order to reduce costs and boost ridership. A meeting is scheduled to discuss this, as this affects MVTA service connections, and MVTA would like the savings to be reinvested back into Dakota County. Clint Hooppaw questioned reduced service resulting in higher ridership; Lehmann said it would make ridership look higher per trip if reduced. Hooppaw also expressed concern about wait times for riders transferring to Red Line buses from the Blue Line, as wait times are already an issue with the 15-minute service. Bill Droste asked if Red Line ridership numbers are counted toward Metro Transit or MVTA service; Lehmann explained that Red Line ridership is shared reporting.

3. *Cedar Grove Online Station*

Luther Wynder provided an update regarding the new Cedar Grove Online Station, which is scheduled to be open for use by Red Line buses on May 20, 2017. Some issues that are being addressed are bus doors catching at the northbound bay, gates and signal not working correctly, length of time it takes to allow entry of emergency vehicles (currently 45 seconds), and the gate comes down after six seconds which is not long enough for some vehicles to pass through. 30 days needed for training could result in delay of using the station. Free rides will be offered during the first weekend the station is open, and a Grand Opening Celebration is scheduled for June 1, 2017.

IX. Adjournment

Motion by Clint Hooppaw and seconded by Bill Droste to adjourn the meeting at 5:26 p.m.
Motion carried.

Minutes Prepared by: Kristi Sellwood

Next Regular Meeting Scheduled: Wednesday – May 24, 2017, 4:30 p.m. Burnsville Bus Garage, 11550 Rupp Drive, Burnsville, MN

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 March and August will be held on the **FIFTH** Wednesday.

Approved by: Jon Ullrich

Date: 5/24/2017