

MINNESOTA VALLEY TRANSIT AUTHORITY

Regular Board Meeting
August 26, 2020 – 4:30 p.m.
Meeting conducted via video conference

Board Members Present:

Clint Hooppaw, Apple Valley
Kevin Burkart, Prior Lake
Jon Ulrich, Scott County
Chris Gerlach, Dakota County
Dan Kealey, Burnsville
Gary Hansen, Eagan
Bob Coughlen, Savage,
for Gene Abbott
Jay Whiting, Shakopee
William Droste, Rosemount

Others Present:

Luther Wynder, MVTA
Heidi Scholl, MVTA
Richard Crawford, MVTA
Samantha Porter, MVTA
Aaron Bartling, MVTA
Tyre Fant, MVTA
Ben Picone, MVTA
Grace Vriezen, MVTA
Nene Israel, MVTA
Kristi Sellwood, MVTA
Steve LaFrance, MVTA
Connie Massengale, Schmitt and Sons
Jenni Faulkner, City of Burnsville
PeggySue Imihy, City of Shakopee
Joe Morneau, Dakota County
Tom Lovelace, City of Apple Valley
Josh Feldman, City of Eagan
Greg Wiley, Wiley Law Office
Ben Reber, Wiley Law Office

I. Call to Order

The meeting was called to order at 4:32 p.m. by Chair Clint Hooppaw. A quorum was present.

II. Approval of Agenda

A motion by Kevin Burkart and seconded by Dan Kealey to approve the agenda. The Agenda was approved unanimously.

III. Introduction

Heidi Scholl, MVTA Director of Administrative Services, introduced MVTA's new legal consultants Greg Wiley and Ben Reber from Wiley Law Office.

IV. Public Comments

There were no public comments.

V. Consent Agenda

Gary Hansen asked that item V.E. -- Approval of Contract No. C-10146 (Allied Universal – Security Services) – be pulled to be considered separately as item VII.B. under new business. A Motion by Jay Whiting and seconded by Dan Kealey to approve the remaining items on the Consent Agenda. A roll call vote was taken.

Hooppaw – Aye	Gerlach – Aye	Coughlen – Aye
Burkart – Aye	Kealey – Aye	Whiting – Aye
Ulrich – Aye	Hansen – Aye	Droste – Aye

VI. Old Business

A. AVAIL Technologies Update

Tyre Fant, Director of Information Technology, provided an update on the Avail CAD/AVL project. The new Computer Aided Dispatch/Automated Vehicle Location System (CAD/AVL) project began in 2017 and all MVTA revenue and support vehicles have been equipped with in-vehicle technology. In addition, a new control center is in operation and training has been completed on Avail technology.

Fant said the project now is in the closing phase and is closing in on a System Acceptance Test. There are 32 issues remaining on the project list, the most significant of which pertains to managing detours in a fashion that meets MVTA requirements. MVTA is working with Avail to deploy a detour management solution that meets our needs.

Whiting asked for an assessment of how the project has been going. Fant said the original timeline of 18 months wasn't realistic, particularly with delays prompted by the COVID-19 pandemic.

VII. New Business

A. Burnsville Bus Garage Modernization Grant Award

MVTA Chief Operating Officer Samantha Porter provided an update on update on the Burnsville Bus Garage Modernization and the recent FTA grant award that will help fund phase 1 improvements. The Burnsville Bus Garage modernization has been a high priority for MVTA for many years. The facility was originally constructed as a manufacturing plant in 1977 and has been in a significant state of deficiency in recent years. A 2018 study found that that the garage ranked last in terms of facility condition in the Twin Cities region.

MVTA has applied for grant funding the past three years and was recently notified by the FTA that our 2020 application was successful. The federal grant award of \$2.8 million will allow the agency to initiate the first phase of a multi-phase plan to bring the facility to a State of Good Repair.

Porter said the federal Bus and Bus Facilities grant program is highly competitive and there were 182 applications submitted in the most recent solicitation. MVTA and the Minnesota Department of Transportation were the only two recipients of funding in the state of Minnesota. The funds will be available in 2021. The grant funding will be used to make required structural repairs, address safety issues, and accommodate fleet/service needs. Overall, we estimate the cost at approximately \$8 million to fully upgrade the garage.

Luther Wynder, MVTA Chief Executive Officer, said the grant award was a multi-year effort and said support from local, state and federal officials was critical to the successful grant award. Wynder said MVTA will continue to seek funding for additional phases of the Burnsville Bus Garage modernization.

B. Approval of Contract No. C-10146 (Allied Universal – Security Services) Item pulled from Consent Agenda

Hansen inquired whether security services included in the contract would include coverage of Eagan Transit Station. Heidi Scholl, MVTA Director of Administrative Services, explained that the security contract was designed for Burnsville Transit Station, Apple Valley Transit Station, Cedar Grove Transit Station and Marschall Road Transit Station – stations that have experienced to most security issues. Scholl noted that security services are expensive, which was a limiting factor. Luther Wynder, MVTA Chief Executive Officer, also noted that the amount of time dedicated by Metro Transit Police to patrolling the Cedar Avenue corridor also has been reduced in recent years.

A Motion by Hansen and seconded by Whiting to approve the contract with Allied Universal for an annual not to exceed amount of \$60,000. A roll call vote was taken.

Hooppaw – Aye Gerlach – Aye Coughlen – Aye
Burkart – Aye Kealey – Aye Whiting – Aye
Ulrich – Aye Hansen – Aye Droste – Aye

VIII. Committee Reports

A. STA

Luther Wynder, MVTA Chief Executive Officer, provided an update on the Aug. 10 Suburban Transit Association Meeting. STA members continued planning discussions on the future of transit. The group also discussed an upcoming meeting with Metropolitan Council Chair Charles Zelle.

B. Management Committee

1. 2020 Amended Budgets – General Fund Operating and Capital Improvement Plan

General Fund Operating Budget

Tania Wink, MVTA Finance Manager, requested an amended 2020 Operating Fund Budget consisting of \$28,350,887 in revenues and \$29,244,820 in expenditures. MVTA’s General Fund balance ended 2019 in a very strong financial position with an ending fund balance of \$11,072,369. Motor Vehicle Sales Tax (MVST) revenue was especially strong in 2019, which together with unplanned operational cost savings such as postponing major facility improvements, including repairs and maintenance and the reduction in fuel costs, resulted in a healthy fund balance reserve at year end. These uncompleted projects were then rolled forward and appropriated in 2020.

The original 2020 budget anticipated a growth of approximately 1%, however since the adoption of the budget, local, regional, and national actions were taken to slow the spread of COVID-19. These actions have significantly impacted the local economy, reducing ridership and prompting MVTA to realign services and the budget with new revenue expectations. Passenger Fares Revenue, (which accounts for 15% of the overall budget) is estimated to decrease by 65%, MVST revenue, (which accounts for 70% of the overall budget) is estimated to decrease by 20%.

The Coronavirus Aid, Relief, and Economic Security (CARES) Act allocated approximately \$6.1 million to MVTA.

A Motion by Whiting and seconded by William Droste to approve the amended General Fund Operating Budget. Josh Feldman had replaced Gary Hansen who had departed for another meeting. A roll call vote was taken.

Hooppaw – Aye	Gerlach – Aye	Abbott – Aye
Burkart – Aye	Kealey – Aye	Whiting – Aye
Ulrich – Aye	Feldman – Aye	Droste – Aye

Capital Improvement Plan

Wink presented an amended 2020-2025 Capital Improvement Plan and sought authorization of the use of NTD funds in 2020 for identified projects. In December 2019, the Board approved the 2020-2025 CIP that consisted of authorizations for the period of \$9,439,825 and \$2.3 million for 2020. Staff has revised the capital needs for 2020 to align more consistently with the timing of disbursements from the Metropolitan Council and in turn are recommending changes to the CIP.

In addition to alignment of disbursements, the Metropolitan Council provided MVTA with the 2019 Actual Formula Earnings amount of \$1,545,042 a decrease of \$4,000 from their earnings estimate in late 2019, thereby changing the 2020 carry forward amount to \$990,994. The annual earnings estimate for 2020-2025 were also updated to include an increase of approximately \$1.8 million.

Another addition to the CIP is the 2020 Buses and Bus Facilities Projects grant, which was awarded to MVTA on Aug. 11, 2020, by the Federal Transit Administration. The award includes matching funds from Metropolitan Council of \$700,000. This funding is earmarked for 2021 until more detail on timeline and disbursement is provided by Metropolitan Council.

Amending the 2020-2025 CIP presents a more accurate picture of MVTA's usage of capital funding.

A Motion by Burkart and seconded by Kealey to approve the amended Capital Improvement Plan Budget. A roll call vote was taken.

Hooppaw – Aye	Gerlach – Aye	Abbott – Aye
Burkart – Aye	Kealey – Aye	Whiting – Aye
Ulrich – Aye	Feldman – Aye	Droste – Aye

2. Cedar Ave. Red Line Discussion

Luther Wynder, MVTA Chief Executive Officer, reported that the Metropolitan Council has indicated that they may not renew MVTA's contract to operate the Red Line. Although there has been no formal notification, Wynder said Met Council staff has indicated the service may not be renewed. Wynder said a letter has been drafted to the Metropolitan Council chair expressing MVTA's intent and desire to continue operating the service. Commissioners reviewed the draft letter and recommended copying the letter to local legislators.

IX.. Board and Staff Reports

A. Outreach with Helping Paws

Kristi Sellwood, MVTA Community Outreach Specialist, gave a presentation on a recent outreach event with Helping Paws, an organization dedicated to further people's independence and quality of life through the use of Assistance Dogs. The agency serves veterans/first responders with PTSD and individuals with physical disabilities. MVTA began working with Helping Paws staff in 2015.

On Aug. 12, 23 Helping Paws volunteers gathered at Burnsville Transit Station for an interactive training event. Handlers practiced boarding and alighting in wheelchairs while learning proper placement of the dogs during the process.

Helping Paws and MVTA representatives indicated the event was a success and plans are in process to make this an annual training event.

X. Adjournment

A Motion was made by Kealey and seconded by Whiting to adjourn the meeting at 5:52 p.m. The motion passed unanimously.

Minutes Prepared by: Richard Crawford

Next Regular Meeting Scheduled Wednesday, Sept. 30, 4:30 p.m., at 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.

Approved by: _____

Date: _____