

MINNESOTA VALLEY TRANSIT AUTHORITY

Regular Board Meeting
January 29, 2020 – 4:30 p.m.
Burnsville Bus Garage

Board Members Present:

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

Others Present:

Luther Wynder, MVTA
Heidi Scholl, MVTA
Richard Crawford, MVTA
Steve LaFrance, MVTA
Aaron Bartling, MVTA
Grace Vriezen, MVTA
Tyre Fant, MVTA
John Miller, MVTA
Bill Forbord, Schmitt and Sons
Connie Massengale, Schmitt and Sons
Tom Lovelace
Chris Marshall
Jim Strommen, legal counsel

- I. Call to Order**
The meeting was called to order at 4:30 p.m. by Chair William Droste. A quorum was present.

A. Oath of Office

Board Chair William Droste administered the oath of office to Gene Abbott, councilmember for the city of Savage.

II. Approval of Agenda

A motion by Jay Whiting and seconded by Clint Hooppaw to approve the agenda. The Agenda was approved unanimously.

III. Nominating Committee Report

A. Election of MVTA Leadership Positions

Public Information Manager Richard Crawford noted that the Management Committee had recommended Clint Hooppaw for the position of MVTA Board Chair; Kevin Burkart for the position of MVTA Vice Chair; and Jon Ulrich for the position of MVTA Secretary/Treasurer. Chair Droste opened the floor to nominations for the board leadership positions of chair, vice chair and secretary treasurer.

1. **Board chair** -- A motion by Jenni Faulkner and seconded by Kevin Burkart to approve Hooppaw for the position of Board Chair. There were no other nominations. Hooppaw was elected unanimously.

Hooppaw assumed the board chair seat and presented Droste with a Special Service recognition award for his service as board chair in 2018 and 2019.

2. **Vice chair** -- A motion by Droste and seconded by Chris Gerlach to approve Burkart for the position of Vice Chair. There were no other nominations. Burkart was elected unanimously.

3. **Secretary/Treasurer** -- A motion by Burkart and seconded by Gene Abbott to approve Ulrich for the position of Secretary/Treasurer. There were no other nominations. Ulrich was elected unanimously.

B. 2020 Committee Assignments

Public Information Manager Richard Crawford said MVTAs Board committee assignments would be confirmed at the February Board Meeting and commissioners were encouraged to indicate preferences. Commissioner Ulrich noted that Kevin Burkart would be a candidate for the 169 Corridor Coalition since he had recently been appointed to serve on that committee.

IV. Public Comments

There were no public comments.

V. Consent Agenda

A Motion by Burkart and seconded by Droste to approve the Consent Agenda. A roll call vote was taken.

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

VI. Old Business

None

VII. New Business

A. MVTAs Title VI Plan

Planning Manager Aaron Bartling provided a report on an update of MVTAs Title VI Plan. The Federal Transit Administration requires review and re-adoption of a Title VI plan every three years. Bartling noted that the changes in the 2019 update and generally administrative to update demographics, staffing and current practices.

A Motion by Whiting and seconded by Gerlach to approve the Title VI Plan update. The motion passed unanimously.

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

VIII. Committee Reports

A. STA

Luther Wynder, MVTAs Executive Director, provided a report on the Jan. 13 STA Meeting. STA has established legislative priorities for 2020 and has scheduled a

Legislative Breakfast on Feb. 19 to share the list. Wynder said an expected shortfall in Motor Vehicle Sales Tax revenue could put further strain on STA budgets.

B. Management Committee

1. Amendment No. 4 (Schmitt and Sons)

Heidi Scholl, MVTA Contract and Personnel Manager, reviewed Amendment No. 4 to Contract No. C-10018 to extend the Schmitt and Sons Contract for five years through Dec. 31, 2024. Schmitt and Sons was awarded MVTA's operator and mechanic contract in January 2015. Schmitt and Sons has provided exceptional service to MVTA and with board support the 5-year extension can be implemented. The contract would increase 2 percent in 2020; 2.5 percent in 2021; 2.5 percent in 2022; 1.5 percent in 2023; and 1 percent in 2024. Scholl indicated the 2019 contract was approximately \$20 million. As part of the contract proposal, MVTA may request up to five contractor positions to be removed from the contract. If exercised, a credit of \$80,000 per position, per year, will be credited to MVTA. Schmitt and Sons also agrees to maintain and store up to 20 MVTA buses at the garage facility located at 3100 State Highway 13 in Burnsville at no charge to MVTA. MVTA's 2020 Operating Budget reflects a 2 percent increase for operations so the contract amendment is within budget.

A Motion by Burkart and seconded by Droste to approve the contract amendment. A roll call vote was taken.

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

2. 2019 Executive Director Performance Review

At the conclusion of the meeting, a close session is scheduled for the Executive Director's 2019 performance review.

IX. Board and Staff Reports

A. Introduction of New Employees

Planning Manager Aaron Bartling introduced Grace Vriezen, MVTA's new Transit Planner.

B. CAD/AVL Update

Tyre Fant, MVTA IT Manager, provided an update on CAD/AVL implementation. He noted that all MVTA buses now have the new technology installed and real-time location has been integrated on the regional NextTrip signage and is currently in progress on MVTA digital platforms. Richard Crawford, MVTA Public Information Manager, indicated an internal employee group has made final recommendations on the new Ride MVTA app and a marketing campaign will launch when updates are made to the app.

C. Apple Valley Transit Station Modernization Update

Steve LaFrance, MVTA Facilities Manager, provided an update on Apple Valley Transit Station ramp expansion and modernization. Levels 1-4 of the ramp are open for parking; level 5 is slated to open the week of Feb. 10. The ramp expansion is adding 392 parking spaces. The metal panel façade was completed at the end of December; the “swoosh” sections with color-changing LEDs are being installed around the façade. Ramp painting and other finishing work will occur in the spring. A facility tour will be scheduled once the project is complete

D. AllOver Media Update

Richard Crawford, MVTA Public Information Manager, provided an update on the AllOver Media advertising contract. He noted the second year of the three-year contract had been completed. Revenue generated from the contract had increased from \$169,744 in year 1 to \$198,041 in year 2. AllOver Media also has advertising already in place for year 3 that should also allow for revenue growth.

E. 2019 Ridership Update

Aaron Bartling, MVTA Planning Manager, provided an update on 2019 year-end ridership. He noted total ridership was 2,786,488 in 2019, which was down 3 percent from 2018. Ridership challenges in 2019 included bad weather days in January, downtown construction and congestion, service reductions at the end of 2018, and lower gasoline prices. Special event service in 2019 saw significant growth with the launch of MVTA Connect service and record State Fair ridership.

X. Executive Session

A Motion was made by Whiting and seconded by Abbott to go into executive session for the Executive Director’s performance review at 5:34 p.m. The motion passed unanimously.

XI. Adjournment

After the executive session, a Motion was made by Abbott and seconded by Droste to adjourn the meeting at 6:15 p.m. The motion passed unanimously.

Minutes Prepared by: Richard Crawford

Next Regular Meeting Scheduled Wednesday, Feb. 19, 4:30 p.m., at Horse and Hunt Club, 2920 220th St. E. Prior Lake. 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: FEB. 19, 2020