

MINNESOTA VALLEY TRANSIT AUTHORITY
Regular Board Meeting
June 17, 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
Josh Feldman, Eagan,
for Gary Hansen
Gene Abbott, Savage
Jay Whiting, Shakopee
William Droste, Rosemount

Others Present:

Luther Wynder, MVTA
Heidi Scholl, MVTA
Richard Crawford, MVTA
Dawn McGuire, MVTA
Aaron Bartling, MVTA
Tyre Fant, MVTA
Ben Picone, MVTA
Samantha Porter, MVTA
Tania Wink, MVTA
Grace Vriezen, MVTA
Connie Massengale, Schmitt and
Sons Jenni Faulkner
PeggySue Imihy
Cathy Lydon, Redpath
Jim Strommen, legal counsel

I. Call to Order

The meeting was called to order at 4:34 p.m. by Chair Clint Hooppaw. A quorum was present.

II. Approval of Agenda

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

III. Public Comments

There were no public comments.

IV. Consent Agenda

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

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

V. Old Business

None

VI. New Business

A. CARES Act Grant Agreement

MVTA Director of Administration Heidi Scholl presented a CARES Act Grant Agreement seeking board pre-approval. The CARES Act provides emergency assistance and health care response for individuals, families and businesses affected by the COVID-19 pandemic and provides emergency appropriations to support Executive Branch agency operations during the COVID-19 pandemic.

The CARES Act funding for Regional Urban Transit coming to the Metropolitan Council is \$226 million; \$12 million allocated to regional providers and \$214 million allocated to Metropolitan Council services. MVTA's appropriation is \$6,118,007.

The Metropolitan Council is expected to authorize sub-recipient agreements on June 24; MVTA will then be provided a sub-recipient grant agreement to sign and return to the Metropolitan Council. MVTA is seeking pre-approval from the Board; pre-approval is necessary to ensure timely reimbursement of expenses.

Commissioner Dan Kealey asked how the grant funding would affect MVTA's budget. Finance Manager Tania Wink said MVTA is expected to have a \$1.4 million shortfall even after receiving the CARES Act funding.

A Motion by Jay Whiting and seconded by William Droste to approve the agreement. A roll call vote was taken.

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

VII. Committee Reports

A. STA

Luther Wynder, MVTA Chief Executive Officer, provided an update on the June 15 Suburban Transit Association Meeting. The STA is forming four sub-groups for planning purposes. The groups will focus on areas including: legislative relations; public safety; Metropolitan Council relations; metrics for moving forward.

B. Management Committee

1. 2019 Auditor Exit Interview

MVTA Finance Director Tania Wink introduced MVTA's auditor Redpath and Company for a presentation on the 2019 Comprehensive Annual Financial Report and associated audit reports.

Cathy Lydon, audit director, gave an overview on auditor findings. The auditor reviewed MVTA's internal controls of financial reporting and compliance and other matters based on an audit of financial statements. As part of obtaining reasonable assurance about whether MVTA financial statements are free from material misstatement, the auditor performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements. The results of the tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. Lydon described the findings as "a clean opinion" and the highest level of assurance that could be presented to the board.

Lydon noted that MVTA received the Government Finance Officers Association Award for Excellence in Financial Reporting in 2018, which signifies that MVTA is

committed to presenting financial information in a comprehensive and transparent manner. MVTA has received the award every year since 2011.

Auditors also reported on MVTA compliance for each major federal program and on internal controls over compliance. The auditors reported MVTA's compliance in all material respects, with the types of compliance requirements that could have a direct and material effect on each of its major federal programs for the year ended Dec. 31, 2019.

During the course of the audit, auditors identified an internal control weakness in the 2019 Schedule of Expenditures of Federal Awards, which resulted in a finding. As a result, MVTA Finance staff will ensure all retainage payable to construction vendors are appropriately captured in the financial accounting system moving forward.

A Motion by Burkart and seconded by Whiting to the Board to accept the 2019 Comprehensive Annual Financial Report, the 2019 Schedule of Expenditures of Federal Awards and Independent Auditor's Reports and the associated auditor reports. 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. Coronavirus Update

Luther Wynder, MVTA Chief Executive Officer, provided an overview of MVTA service during the COVID-19 pandemic. Wynder noted that the state has eased restrictions on businesses such as gyms, restaurants and hair salons and MVTA has seen an increase in local ridership, with express service remaining depressed.

MVTA is continuing to promote social distancing and health recommendations and is providing face masks to customers and continuing aggressive sanitation and cleaning on buses. Wynder said no MVTA operators in service have tested positive for COVID-19.

Wynder said MVTA is anticipating ridership levels to increase as more people return to work locations.

Commissioner Gene Abbott asked about the maximum number of riders on buses. Wynder said MVTA is capping the number of riders and currently ridership hasn't been exceeding capacity targets.

3. Protest Debrief

Luther Wynder, MVTA Chief Executive Officer, provided an update on MVTA service during protest-related activity following the death of George Floyd. Wynder said some MVTA service was suspended in conjunction with service suspensions from Metro Transit. Wynder said no MVTA buses were damaged and only one instance of graffiti was discovered at Apple Valley Transit Station that was linked to protest activity.

Wynder said the support MVTA received from local law enforcement agencies during the protests was appreciated. Commissioner Clint Hooppaw said the decision to suspend some service made sense to protect customer and staff safety. Commissioner Jon Ulrich requested that people are wondering if it is safe to go downtown and asked that staff provide ongoing reports related to downtown safety.

VIII. Board and Staff Reports

* **Discussion of next board meeting location.** Commissioners shared what their local agencies are currently doing with regard to remote or public meetings as MVTA considers how to conduct future meetings.

IX. Adjournment

A Motion was made by Dan Kealey and seconded by Burkart to adjourn the meeting at 5:39 p.m. The motion passed unanimously.

Minutes Prepared by: Richard Crawford

Next Regular Meeting Scheduled Wednesday, July 29, 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: July 31, 2020