

# Metropolitan Council Advisory Committees

## Summary of advisory committee activities March 2020

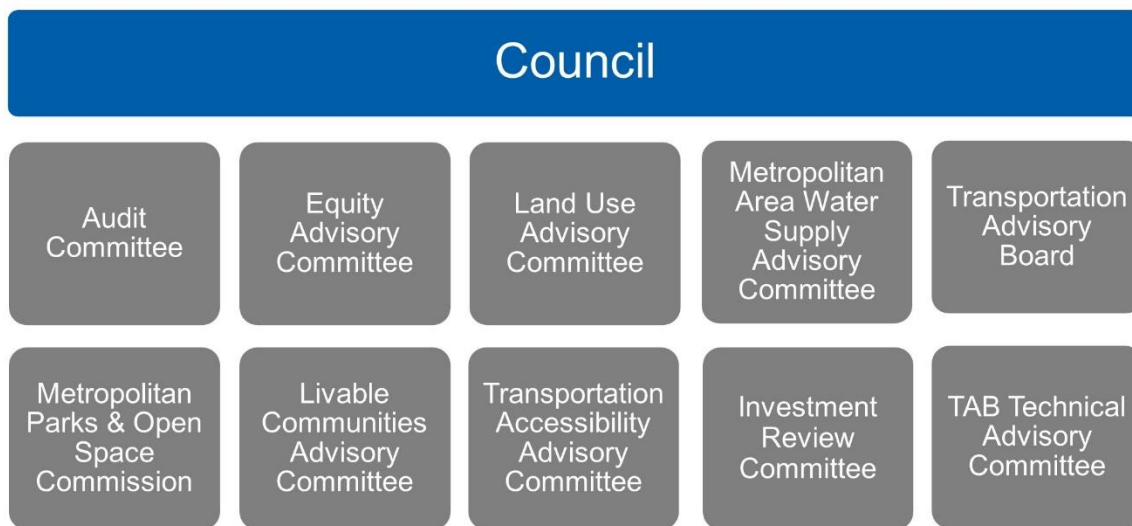
Sharing information about advisory committees can identify areas of mutual interest and potential collaboration, inform committees' work plans, and help build relationships across committees.

This summary will be updated twice a year around March and September so members can learn about the activities of other advisory committees in just a few pages. Information also includes a link to each committee page on the Council's website and a brief description of the committee's purpose and its membership.

## Council policymaking structure

The [Council](#) usually meets twice a month to conduct its business. Council Members serve on [Standing Council Committees](#) that make recommendations to the Council, including Community Development, Environment, Management, and Transportation. Advisory committees and a commission are shown below. These committee members may include local elected officials, representatives of partnering organizations, members of the public with expertise in specific areas, and people who represent specific geographic areas.

## Advisory committees and commission



## Land Use Advisory Committee

### Purpose and membership

The [Land Use Advisory Committee \(LUAC\)](#) gives advice and assistance on metropolitan land use, comprehensive planning, and matters of metropolitan significance as requested by the Metropolitan Council.

**Staff Contact:** Deb Detrick

**Meetings:** 3<sup>rd</sup> Thursday at 4 p.m.  
of every other month

The Committee includes 17 members and Council Member Wulff as Chair. At least half of Committee members must be locally elected officials, such as mayors or city council members.

### Examples of recent work or milestones

- [Special Joint Workshop](#) with the Metropolitan Area Water Supply Advisory Committee (MAWSAC) and the Water Supply Technical Advisory Committee (TAC) on December 5, 2019, including small groups discussions after four presentations, shared perspectives, and ideas for further collaboration on land use and water supply planning



*Figure 1. Special Joint Workshop on December 5, 2019.*

- Input on [Determining Affordable and Life-cycle Housing Goals](#) that local governments must adopt to participate in Livable Community Act (LCA) grant programs
- Discussion of equity in *Thrive MSP 2040* and equity implementation

### Upcoming topics of discussion in [2020 Land Use Advisory Committee Work Plan](#)

- Fund distribution criteria for Livable Communities Act (LCA) programs and grants
- Economic competitiveness initiatives, such as Economic Indicators Dashboard
- Themes, emerging ideas, and issues from Comprehensive Plans

## Audit Committee

### Purpose and membership

The purpose of the [Audit Committee](#) is to provide structured systematic oversight of the organization's governance, risk management, and internal control practices. The Committee assists the Council by providing advice and guidance on the adequacy of the organization's initiatives for governance structure; risk management; values and ethics; internal control framework; oversight of internal and external audit; financial statements and public accountability reporting. In broad terms, the Audit Committee reviews each of the items noted above and provides the board with independent advice on the adequacy and effectiveness of management's practices. This advice and guidance may also include suggestions and recommendations to strengthen these arrangements.

**Staff Contact:** Matt LaTour

**Meetings:** Quarterly (February, March 17, June, Oct)

The Audit Committee shall consist of eight (8) members, four (4) of whom shall be members of the Metropolitan Council and four (4) of whom shall be external members of the community. The members should collectively possess sufficient knowledge of audit, finance, IT, the law, risk, and control.

### Examples of recent work or milestones

In 2019, the Audit Committee consulted with Council staff on a range of internal and external audits. Among key topics for discussion at Audit Committee meetings were purchasing cards, controls around dumping of liquid waste, federal compliance, and cybersecurity. The Committee also heard about results from significant external audits including a full scope financial management audit from the Federal Transit Administration and the Office of the State Auditor.

The Committee also plays a significant role in overseeing the Council's Internal Audit Department. In the past year, the Committee approved a new and updated Audit Department Charter, the Audit Department peer review, and the 2020 Audit Plan. Committee members are actively engaged in the reporting of Audit Work, asking clarifying questions of audit staff and management; offering advice and expertise; and making suggestions for future areas of focus.

### Upcoming topics of discussion in 2020 Audit Work Plan

The approved Audit Plan for 2020 includes a wide range of significant risk areas for the Council. The Audit team is currently working on fare enforcement; oversight of Southwest Light Rail Construction; payroll and timekeeping; bus operator workforce and inventory of technology assets. In addition, in 2020, the Audit Department plans to bring a five-year Internal Audit Strategic Plan to the Audit Committee for consultation and approval.

## Equity Advisory Committee (EAC)

### Purpose and membership

The [Equity Advisory Committee](#) advises the Metropolitan Council in its work to advance equity in the metropolitan region. In forming the Equity Advisory Committee (EAC) in October 2015, the Metropolitan Council affirms its commitment in Thrive MSP 2040 to ensure that residents and communities are full partners in making the decisions that affect them.

**Staff Contact:** Mitzi Kennedy

**Meetings:** 3<sup>rd</sup> Tuesday at 6 p.m.  
every month

EAC membership consists of:

- 4 Metropolitan Council Members - one each from the Community Development Committee, Environment Committee, Transportation Committee, and Management Committee
- 8 members are appointed by the Metropolitan Council geographic districts A-H
- 9 at-large members to provide for membership that reflects the range of interests and experiences of the region which may not result from the membership from the eight districts.

### Examples of recent work or milestones

- Welcomed and onboarded a new co-chair, four new Council Members and four new community members; bid farewell to first-seated committee members
- Received community input on Comprehensive Planning Process
- Submitted formal recommendations for:
  - Human Resources' Building Diversity Initiative to expand diversity recruitment efforts
  - Comprehensive Local Planning Process
- Provided advice on staff projects and initiatives:
  - Metro Transit Network Next, Regional Parks Equity Grant Program, Council Accessibility efforts, Green Line service-hour changes, Reframing Areas of Concentrated Poverty (ACPs), Livable Communities Fund Program
- Greatest accomplishment: Conducted EAC strategic planning process

### Upcoming topics of discussion in 2020 Equity Advisory Committee Work Plan

- Regional Convenings on Affordable Housing
- Council Accessibility Efforts
- Council D & I Strategy
- Affirmative Action Plan
- DBE and MCUB programs
- Transportation Policy Decision Making
- Proposed Council Equity Strategy

## Livable Communities Advisory Committee (LCAC)

### Purpose and membership

The [Livable Communities Advisory Committee \(LCAC\)](#) reviews and recommends funding awards to the Council under the Livable Communities Demonstration Account (LCDA) and LCDA Transit-Oriented Development (LCDA-TOD) grant categories.

**Staff Contact:** Tara Beard

**Meetings:** August through October

The Committee shall consist of a chair and 14 members. Members appointed to the Committee shall represent and have primary expertise in the following:

- local government (planning, economic or community development);
- development finance (private banking, real estate, mixed-use development; public finance);
- development (new development, redevelopment);
- transportation (development relationship, transportation specialty);
- environment (integration of natural and water resources in development);
- site design (architecture, land planning specialty); and
- community-based organizations to address equitable development (planning, economic and/or community development/engagement representing traditionally under-represented communities).

### Examples of recent work or milestones

In 2019, the LCAC recommended 9 LCDA awards totaling over \$8 million. These awards would create over 450 new affordable housing units, more than 500 new permanent jobs, and leverage almost \$300 million in additional investments.

Also in 2019, the LCAC recommended three LCDA-TOD awards totaling over \$2.5 million. These awards would create over 150 new affordable housing units, 31 new permanent jobs, and leverage approximately \$100 million in additional investments.

### Upcoming topics of discussion in 2020 LCAC Work Plan

In 2020 the LCAC will once again review LCDA and LCDA-TOD applications and make funding recommendations. In 2020 there will be at least \$8.5 million available for LCDA awards and at least \$4.5 million available for LCDA-TOD.

# Metropolitan Parks and Open Space Commission (MPOSC)

## Purpose and membership

The [Metropolitan Parks and Open Space Commission \(MPOSC\)](#) helps the Council develop a long-range plan and an acquisition and development program that includes funding priorities for regional parks. MPOSC works in coordination with 10 regional park implementing agencies (counties, cities and special park districts).

The MPOSC consists of 9 community member commissioners who are appointed by the Metropolitan Council. The chair of the committee is selected at-large and the other 8 members are appointed by Metropolitan Council geographic districts A through H.

## Examples of recent work or milestones

- Regional Park and Trail Master Plans are reviewed regularly by MPOSC, to ensure they are consistent with the Regional Parks Policy Plan.
- In 2019, the Commission played an integral role with the development of the first ever Regional Parks System Equity Grant Program. During 2020, this program will implement its second funding round.

## Upcoming topics of discussion in 2020 MPOSC Work Plan

- The Commission is in the process of updating the Regional Parks System - system additions, which kicked off in October 2019 and is set to be completed toward the end of 2020. The Commission will play a key advisory role on what additions or modifications should be made to the Regional Parks System, in close coordination with the ten Regional Park Implementing Agencies.

**Staff Contact:** Emmett Mullin

**Meetings:** 1<sup>st</sup> Thursday at 4 p.m. every month

# Transportation Accessibility Advisory Committee (TAAC)

## Purpose and membership

The [Transportation Accessibility Advisory Committee \(TAAC\)](#) advises the Council on management policies for public transportation services in the region from the perspective of riders with disabilities. Created by the Minnesota Legislature, the TAAC includes riders and advocates for older people and the disability community, as well as representatives of service providers and other appropriate agencies.

**Staff Contact:** Andy Streasick

**Meetings:** 1<sup>st</sup> Wednesday at 12:30, every month

TAAC Membership consists of:

- At large chair appointed by the Council Chair and confirmed by full Council
- 8 members are appointed by the full Council from Precincts A-H
- 2 members are appointed by the Minnesota State Council on Disability (MSCOD)
- 2 members are appointed at large by the Minnesota Area Agency on Aging (MAAA)
- 2 members are appointed at large by the Minnesota Consortium for Citizens with Disabilities (MN-CCD)
- 1 member is appointed at large by Minnesota AARP

## Examples of recent work or milestones

- Advised Metro Transit on accessible seating capacity
- Procured a seat on the Council Transportation Committee
- Guided Demand Response supplemental transportation enhancements
- Reviewed vehicle purchases for accessibility features
- Updated committee by-laws

## Upcoming topics of discussion in 2020 TAAC Work Plan

- Review of new Metro Transit website
- Guidance on Metro Mobility conduct policy
- Review of fixed-route incentive pilot
- Review of Metro Transit and Metro Mobility performance statistics
- Review of Transit Link program and operating statistics

# Transportation Advisory Board (TAB)

## Purpose and membership

The [Transportation Advisory Board \(TAB\)](#) is a key participant in the region's transportation planning process. This board is where state, regional and local officials, transportation providers, and community members contribute to transportation planning and recommend projects for federal funding. The board:

- Provides a discussion forum for state, regional and local officials, transportation providers and community members.
- Reviews and comments on regional and statewide plans and documents produced by the Council and its partners.
- Solicits, evaluates and recommends to the Council local and regional projects to receive federal transportation funding, known as the Regional Solicitation.
- Recommends the region's Transportation Improvement Program, which includes all regional projects that have federal transportation funds being spent over the next four years.

The TAB consists of 34 members drawn from county and city elected officials, citizens, transportation providers, and representatives of state and regional agencies.

As defined in Minnesota Statutes section 473.146, subdivision 4(b), the membership of the advisory body must consist of:

1. the Commissioner of Transportation or the commissioner's designee;
2. the Commissioner of the Pollution Control Agency or the commissioner's designee;
3. one member of the Metropolitan Airports Commission appointed by the commission;
4. one person appointed by the Council to represent nonmotorized transportation;
5. one person appointed by the Commissioner of Transportation to represent the freight transportation industry;
6. two persons appointed by the Council to represent public transit;
7. ten elected officials of cities within the metropolitan area, including one representative from each first-class city, appointed by the Association of Metropolitan Municipalities;
8. one member of the county board of each county in the seven-county metropolitan area, appointed by the respective county boards;
9. eight citizens appointed by the Council, one from each Council precinct;<sup>1</sup>
10. one elected official from a city participating in the replacement service program under section 473.388, appointed by the Suburban Transit Association; and
11. one member of the Council, appointed by the Council.

## Examples of recent work or milestones

- In early 2019, selected 57 projects to receive federal funding for program years 2022 and 2023 from the 2018 Regional Solicitation.
- Approved eleven applications for release for the 2020 Regional Solicitation.

## Upcoming topics of discussion in 2020 TAB Work Plan

- Update of the [2040 Transportation Policy Plan](#)
- 2021-2024 [Transportation Improvement Plan](#)
- 2021 [Unified Planning Work Program](#)
- Selection of [2020 Regional Solicitation Projects](#) to receive federal funding for program years 2024 and 2025

**TAB Coordinator:** Elaine Koutsoukos

**Meetings:** 3<sup>rd</sup> Wednesday at 12:30, every month.

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<sup>1</sup> For the purposes of these bylaws, "Council precinct" means TAB Districts A through H, each of which comprises two Council districts.



# Metropolitan Area Water Supply Advisory Committee (MAWSAC)

**Staff:** Tomi Schuldt

**Meetings:** TBD

## Purpose and membership

The Metropolitan Area Water Supply Advisory Committee is responsible to assist the Council in its water supply planning activities. Created by the Minnesota Legislature, MAWSAC played a lead role in developing the Twin Cities Metropolitan Area Master Water Supply Plan and continues to guide its implementation.

The 15-member policy advisory committee has the following membership:

1. the commissioner of agriculture or the commissioner's designee;
2. the commissioner of health or the commissioner's designee;
3. the commissioner of natural resources or the commissioner's designee;
4. the commissioner of the Pollution Control Agency or the commissioner's designee;
5. two officials of counties that are located in the metropolitan area, appointed by the governor, in consultation with the Association of Minnesota Counties;
6. five officials of noncounty local governmental units that are located in the metropolitan area, appointed by the governor, in consultation with the Association of Metropolitan Municipalities;
7. the chair of the Metropolitan Council or the chair's designee, who is chair of the advisory committee;
8. one official each from the counties of Chisago, Isanti, Sherburne, and Wright, appointed by the governor, in consultation with the Association of Minnesota Counties and the League of Minnesota Cities; and
9. a representative of the Saint Paul Regional Water Services, appointed by and serving at the pleasure of the Saint Paul Regional Water Services, and a representative of the Minneapolis Water Department, appointed by and serving at the pleasure of the mayor of the city of Minneapolis.
10. A local government unit in each of the seven counties in the metropolitan area and Chisago, Isanti, Sherburne, and Wright Counties must be represented in the 11 appointments made under clauses (5), (6), and (8)

A Water Supply Technical Advisory Committee (TAC), appointed by MAWSAC, provides scientific and engineering expertise to inform MAWSAC's work.

## Examples of recent work or milestones

2015 - Approval of the [Twin Cities Metropolitan Area Master Water Supply Plan](#)

2017 - [Report to the MN Legislature and to Metropolitan Council: Water Supply Now and for the Future/Steps Toward Sustainable Water Supplies](#)

2017 – Begin collaboration with the Land Use Advisory Committee

2019 – [Joint workshop with Land Use Advisory Committee](#)

## Upcoming topics of discussion in 2020 MAWSAC Work Plan

- Funding – recommendations to fund planning and collaboration for conserving and protecting our water supply
- Water efficiency – boosting efficiency and wise use of water so the region can grow
- Technical information and support – tools and analyses to lead to workable solutions
- Collaboration – producing better results by working together

## Investment Review Committee (IRC)

### Purpose and membership

The Investment Review Committee (IRC) provides ongoing oversight and review of the Council's investment program. The committee is expected to raise questions and make suggestions to staff that will keep the Council in an acceptable range for risk management. The IRC provides feedback on establishing policies, procedures.

The IRC consists of two Council Members, two members with strong relevant financial and investment background who are not Council employees/members, and the Council's Chief Financial Officer / Deputy Regional Administrator. Members are appointed by the Council Chair and approved by the full Council.

### Examples of recent work or milestones

The IRC recently approved the Certificate of Deposit (CD) program. This program is placing a portion of the Council's long-term investment portfolio in the form of CD's in qualifying community banks and credit unions that have successful track record of loaning funds to minority, female or small businesses, in affordable housing initiatives, unbanked programs and community development. Any investment with these institutions is expected to be used for these purposes.

The Council expects to invest between \$20-25m in CD's in this program. Seven banks applied for the program and will be funded in Q220.

In Q319 the IRC added language to a new section in the Council investment policy to speak to Responsible Social Investing.

### Upcoming topics of discussion in 2020 IRC Work Plan

This has not been discussed to date.

**Staff Contact:** Rich Koop

**Meetings:** The Tuesday 6 weeks after quarter end at 1 p.m.)