

## Minutes of the

### REGULAR MEETING OF THE MANAGEMENT COMMITTEE

Wednesday, November 12, 2014

**Committee Members Present: James Brimeyer, Chair; Steven Chávez, Vice Chair; Katie Rodriguez, Harry Melander; Adam Duininck, Gary Van Eyll, Richard Kramer**

**Committee Members Absent: Gary Cunningham**

#### CALL TO ORDER

A quorum being present, Committee Chair Brimeyer called the regular meeting of the Council's Management Committee to order at 2:04 p.m. on Wednesday, November 12, 2014.

#### APPROVAL OF AGENDA AND MINUTES

It was moved by Kramer, seconded by Van Eyll, to approve the agenda.

**Motion carried.**

It was moved by Kramer, seconded by Van Eyll, to approve the minutes of the October 22, 2014 regular meeting of the Management Committee.

**Motion carried.**

#### BUSINESS

2014-272 Authorization to Amend the 2014 Unified Budget: Special Fourth Quarter Amendment

It was moved by Duininck, seconded by Van Eyll, that the Metropolitan Council authorize to amend the 2014 Unified Budget Special Fourth Quarter Amendment as indicated and in accordance with the attached tables. Paul Conery, Director of Budget presented the Budget item.

**Motion carried.**

2014-281 Non-Rep Plan Changes

It was moved by Duininck, and seconded by Kramer, that the Metropolitan Council approve the changes to the Non-Represented Plan effective January 1, 2015. Marcy Syman, Director of Human Resources presented the business item.

**Motion carried.**

2014-270 Technical Amendment to Legal Services Agreement

It was moved by Van Eyll, and seconded by Chávez, that the Metropolitan Council authorize the amendment of the Legal Services Agreement. General Council, Donald Mueting presented this business item.

**Motion carried.**

2014-271 Adoption of Metropolitan Council Continuity of Operations Policy, 1-5

It was moved by Chávez, and seconded by Duininck, that the Metropolitan Council adopt policy 1-5 Continuity of Operations. Kathy Matter, Business Continuity Program Manager, presented this business item.

**Motion carried.**

2014-276 --2015 Sole Source Procurement of Maintenance Services for Software and Hardware

It was moved by Chávez, and seconded by Van Eyll, that the Metropolitan Council approve to procure ongoing maintenance and support for these systems as per the Council's Sole Source procurement procedure. Pancho Henderson, Acting Assistant IT Director, presented this business item.

**Motion carried.**

#### 2014-260 List of 2015 Authorized Financial Institutions

It was moved by Chávez, and seconded by Rodriguez, that the Metropolitan Council approve the list of Authorized Financial Institutions for 2015. Allen Hoppe, Senior Treasury Manager, presented this business item.

**Motion carried.**

#### 2014-259 Affirmation of 2015 Transaction-Based Financial Contracts

It was moved by Chávez, and seconded by Van Eyll, that the Metropolitan Council authorize the Regional Administrator to amend the terms of the following volume-based financial contracts, as needed, so as to provide continued service through December 31, 2015:

1. Wells Fargo and US Bank - General banking services
2. Elavon, authorize.net and PayPal - Credit card processing, gateway and managed payment services
3. Bank of America (BofA) - Purchasing card services
4. Wells Fargo and US Bank - Custodian, securities lending, trustee and escrow

Allen Hoppe, Senior Treasury Manager, presented this business item.

**Motion carried.**

#### 2014-261 Approval of PFA Loan Agreement

It was moved by Chávez, and seconded by Van Eyll, that the Metropolitan Council approve Resolution 2014-23 to authorize the Regional Administrator to execute a loan agreement with the Minnesota Public Facilities Authority (PFA) in substantially the same form as the attached agreement. And further, to issue the related General Obligation Sewer Note securing the loan agreement substantially in the form of the Note referenced in the resolution. Allen Hoppe, Senior Treasury Manager, presented this business item.

**Motion carried.**

#### 2014-279 Authorization for Internal Loans for Environmental Services' Capital Funds

It was moved by Chávez, and seconded by Van Eyll, that the Metropolitan Council authorize internal loans to cover the cash flow needs of Environmental Services' capital funds. Allen Hoppe, Senior Treasury Manager, presented this business item.

**Motion carried.**

### **INFORMATION**

#### Continuity of Operations Program Update

Kathy Matter, Business Continuity Program Manager, presented an update on the COOP programs.

#### Investment Review Committee Report

Allen Hoppe, Senior Treasury Manager, presented the Investment Review Committee Report.

#### 3<sup>rd</sup> Quarter Financial Report

Mary Bogie, Chief Financial Officer along with Ed Petrie, Director of Finance and John Atkins, Budget Manager, presented the 3<sup>rd</sup> Quarter Financial Report.

#### Management Committee Workplan

Mary Bogie, Chief Financial Officer, presented the Management Committee Workplan.

### **OTHER BUSINESS**

Committee Chair; Brimeyer wanted to recognize Vice Chair; Steven Chávez for his excellent preparation of resolution # 2014-24 for the Special Management Committee held on 11/5/14.

### **ADJOURNMENT**

Business completed, the meeting adjourned at 3:47 p.m.

Jenny Munger  
Recording Secretary