

**Minutes of the
REGULAR MEETING OF THE TRANSPORTATION ADVISORY BOARD (TAB)**

Wednesday, June 17, 2015
Metropolitan Council Chambers, 390 North Robert St., St. Paul

MEMBERS PRESENT:	Hovland, James, Chair	Fawley, Ethan	Butcher, Gerry
	Crimmins, Carl	Goins, William	Hansen, Gary
	Van Hattum, David	Look, Matt	Maluchnik, Randy
	Sanger, Sue	Ulrich, Jon	Tolbert, Chris
	Schwietz, Patricia	Miranda, Suyapa	Holberg, MaryLiz
	Thornton, David	Dugan, Peter	McGuire, Mary Jo
			Callison, Jan
ABSENT:	d’Almeida, Anani	McKnight, Kenya	McBride, Scott
	Janovy, Jennifer	Lilligen, Robert	Petryk, Becky
	Gunyou, John	Laufenburger, Denny	Swanson, Dick
	Reich, Kevin		
LIAISON/STAFF PRESENT:	Elaine Koutsoukos, TAB Coordinator		

I. CALL TO ORDER

A quorum was present when Chair Hovland called the regular meeting of the Transportation Advisory Board to order at 12:40 p.m. on Wednesday, June 17, 2015.

II. ADOPTION OF THE AGENDA

Motion was made and seconded to adopt the 06/17/15 agenda. Motion carried.

III. PUBLIC FORUM

Invitation to the public to address the Board about any issue not on the agenda. There were no members of the public present to address the TAB at today’s meeting.

IV. REPORTS

1. TAB Chair’s Report

Hovland reported that the TAB Executive Committee met prior to this TAB meeting. In order to be more transparent, the TAB Executive Committee meeting agendas will be posted on the Metropolitan Council website and the public will be able to attend and observe. This will be much like a city council work session or public meeting, but not a public hearing. Staff will look for a larger room to hold the TAB Executive Committee meetings in.

The TAB Executive Committee discussed the information item on today’s agenda “Equity Workshops”. A previous email was sent by Elaine Koutsoukos to TAB members regarding the workshops. Questions have arisen about the writing of the RFP and selection of a consultant, and that this should include both Metropolitan Council and TAB members.

MTS Senior Planner Heidi Schallberg explained the work this far:

An RFP has been written by MC staff (but the RFP can be modified, and any following contracts can be amended). The RFP is seeking a consultant to conduct workshops with regional policy makers on equity and how it applies to transportation. The consultant is being asked to involve TAB and Transportation Committee members to provide input into the workshop structure. The workshops will be providing a common education in equity, helping policy makers to understand and discuss questions, such as: What is equity? Why is equity important? How should equity apply to the region and transportation? The expectation is for at least a two-part workshop, with involvement of TAB and Transportation Committee members, planning meetings with the consultant will precede the workshop(s). The first workshop (approx.

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3 hours) will focus on the common understanding of equity in the region; Thrive MSP 2040's definition of equity was specified. The follow-up session will have more of a transportation focus as it relates to equity. The scope in the RFP is not incredibly prescriptive, with the understanding that we want to hear the proposals from the consultant the best ways to address this.

Look commented that scoring in the Regional Solicitation had an element based on equity, and Hovland said there was a definition of equity for scoring purposes. TAB and staff would like to further refine the issue of equity, the elements of it, and where it fits in the scoring system. The Regional Solicitation will be coming up again a year or so. Look and Maluchnik agreed that equity does need to be refined prior to the next Regional Solicitation. Goins agreed that the Regional Solicitation is a work in progress and TAB members having input on this will help to reach an understanding of equity and how it applies to transportation. Rodriguez said it is important to have sessions where everyone is using common language and definitions. She supports TAB involvement in discussions about choosing the vendor and discussions afterward in planning workshops.

Sanger asked that the following be included in the workshops and discussions: 1) clear criteria for what is an equitable project, 2) include disabled & elderly, 3) process clear & understandable to TAB & public, and 4) evaluate how equity process affected the projects in the last solicitation.

Hovland suggested asking for volunteers for a small committee (suggested - 3 TAB members, 2 Metropolitan Council members and 2 Metropolitan Council staff members) to work on consultant RFP & consultant selection, and a larger group to inform the committee.

Several members expressed interest and/or volunteered for either committee: Look, Maluchnik, Sanger, Goins, Rodriguez, Dugan, McGuire, Hamann-Roland, Miranda, Bigham, Schwietz.

Schallberg noted the proposed timeline: RFPs are due Friday 6/19, selection committee review of the proposals due by end of next week, contract in place at the end of June or beginning of July, propose first workshop in August, follow-up meeting in September, recommendation in October in time for discussion for the next Regional Solicitation.

A motion can be made at the TAB as to the TAB portion of the committee make-up, although the motion has no jurisdiction over what the Metropolitan Council does.

A motion was made by Look, seconded by Maluchnik to create an equity task force for the purpose of selecting a consultant in conjunction with the next Regional Solicitation evaluation, composed of three TAB members and two Metropolitan Council members. Motion carried.

Volunteers were asked to consider the timeline presented by Schallberg above.

A motion was made by Hamann-Roland, seconded by Thornton, to appoint TAB members Dugan, Look, and McGuire to the consultant selection group, with Maluchnik as an alternate and Rodriguez as an alternate if not appointed as a Council representative. Motion carried.

A larger group open to anyone can be involved in the design of the workshops and the work of the consultant.

2. Agency Reports (MnDOT, MPCA, MAC and Metropolitan Council)

MnDOT: Scott McBride – no report.

MPCA: David Thornton – no report.

MAC: Carl Crimmins reported that MAC approved expansion of the Humphrey Terminal on Monday. Studies have indicated that air travel will double by 2035. Overall flight numbers are down (4%), while passenger numbers are up (15%). Larger and more efficient planes are moving more people per flight.

Metropolitan Council: Katie Rodriguez – no report.

3. Technical Advisory Committee

Steve Albrecht – items from the TAC are part of the action items on today's TAB agenda.

V. CONSENT ITEMS

Motion by Rodriguez, seconded by Goins and carried to approve the consent item below.

1. Approval of the Minutes from May 20, 2015

VI. ACTION ITEMS

1. 2015-30: 2015-2018 Streamlined TIP Amendment, Section 5307, Metro Transit

Steve Albrecht presented this item.

Motion by Maluchnik, seconded by Hamann-Roland that the Transportation Advisory Board adopt the amendment in the 2015-2018 TIP to include additional funds for Section 5307 Preventative Maintenance (TRF-TCMT-15C).

Motion carried.

2. 2015-26: 2015-2018 TIP Amendment, Orange Line Design, Metro Transit

Steve Albrecht presented this item.

Motion by Callison, seconded by Ulrich that the Transportation Advisory Board adopt the amendment into the 2015-2018 TIP to add design and engineering for the future Orange Line BRT corridor in Burnsville, Bloomington, Richfield, and Minneapolis.

Motion carried.

3. 2015-27: HSIP Solicitation Project Selection

Steve Albrecht presented this item and explained that the TAB needs to approve the project list, although the projects are selected by MnDOT. Sanger stated that this is an awkward position for TAB to approve a list of projects without having the background, and asked if that can be changed. Pat Bursaw stated that the solicitation criteria to be used by MnDOT has been approved by TAB. The criteria are technical in nature and TAC is also part of the process.

Motion by Look, seconded by Ulrich that the Transportation Advisory Board approve the attached 27 projects for funding through the Highway Safety Improvement Program (HSIP) solicitation, to be included in the draft 2016-2019 TIP.

Motion carried.

Maluchnik made a motion to act on items 2015-29 and 2015-31 together in one motion as they are routine in nature, but withdrew his motion when informed that City of Hopkins staff was present to speak about 2015-29.

4. 2015-29: Scope Change Request, Hopkins

Steve Albrecht introduced City of Hopkins staff Mike Morrison and Meg Beekman who spoke about this item. A letter of support for the scope change retaining the \$6,000,000 federal funding, from Hopkins Mayor Eugene Maxwell was shared with the TAB.

Motion by Maluchnik, seconded by Hamann-Roland that the Transportation Advisory Board approve the scope change for the Hopkins Downtown LRT Station Park and Ride Structure (SP# 132-080-002 and 132-080-003) with federal funding at \$6,000,000 and that the scope change be reflected in the draft 2016-2019 TIP.

Motion carried.

5. 2015-31: Scope Change Request, Hastings

Steve Albrecht presented this item.

Motion by Look, seconded by Maluchnik that the Transportation Advisory Board approve the request to modify the scope for the City of Hastings's Transportation Enhancement-funded project (SP# 130-090-004) with a reduction in requested federal funding and that the scope change be reflected in the draft 2016-2019 TIP.

Motion carried.

Discussion followed the two scope change requests regarding scope change policy. Items are coming before the TAB for approval that have not been seen or addressed in the scope change policy before. One issue is whether scope change requests should be allowed based on project cost increases, or if a scope changes uses less money, then is the region receiving the project that was funded in the Regional Solicitation.

Motion by Look, seconded by Hamann-Roland to send the scope change issue dealing with project cost increases/decreases to the TAC to make recommendations to the TAB as to whether to amend the scope change policy to address project cost increases/decreases. Motion carried.

6. 2015-28: CMAQ 2016 Funding Options

Steve Albrecht presented this item. Hovland clarified that the TAB Executive Committee is not providing a recommendation, however it did provide guidance and comments. Maluchnik expressed concern that it has been alleged that the TAB and Council have previously taken action on an item prior to the end of the public comment period and whether this is true or not, it brings question to the transparency and integrity of this organization.

Motion by Callison, seconded by Hansen that the Transportation Advisory Board approve Option 1 for reallocation of the available 2016 CMAQ funds and include the projects in the draft 2016-2019 Transportation Improvement Program (TIP).

Motion carried.

7. 2015-32: Draft 2016-2019 Transportation Improvement Program

Joe Barbeau (Metropolitan Transportation Services Senior Planner), Tom Strybicki (MnDOT), and Mary Gustafson (Metro Transit Grants Coordinator) presented this item.

Sanger requested discussion at a later TAB meeting regarding how MnDOT selects its projects in the STIP.

Motion by Hamann-Roland, seconded by Butcher that the Transportation Advisory Board adopt the draft 2016-2019 Transportation Improvement Program (TIP) for release for a public comment period.

Motion carried.

VII. INFORMATION AND DISCUSSION ITEMS

1. Equity Workshops

Metropolitan Transportation Services Senior Planner Heidi Schallberg was present for discussion on this item. The item was discussed earlier in the meeting during the TAB Chair Report.

VIII. OTHER BUSINESS AND ITEMS OF TAB MEMBERS

Hansen reported that the Legislature approved the expansion of TAB to 34 members, with the additional member being appointed by the Suburban Transit Providers and must be an elected official. The nominating committee will meet on 7/01 to consider candidates and make a recommendation to the STA Board which will meet prior to the next TAB meeting. The TAB bylaws will need to be changed, and this will also change the number that constitutes a quorum at TAB meetings.

Maluchnik suggested having conversations in the future about the effectiveness of TMOs. He also said that defederalization may reduce the cost of some projects. He talked with the National Association of Regional Councils, one of the groups that represents MPOs at the national level. Some regional MPOs use defederalization. He would like to have discussions in the future about defederalization. He also reported that some of the cities in his county were surprised that the TAB has the final authority for the projects selected in the Regional Solicitation.

Hovland announced that there will not be a TAB meeting in July.

IX. ADJOURNMENT - Business completed, the meeting adjourned at 3:00 p.m.

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