

To All Council Members,

A meeting of the Minnesota Council on Transportation Access has been scheduled for Wednesday, December 28th, 2011 at 1:00 pm in Conference Room 360 of the MnDOT Transportation Building. Council members and staff can also attend the meeting via teleconference. They can do so by calling the dial in number and entering the conference code.

Dial-In-Number: 888.742.5095
Conference Code: 9282086172

The purpose of the meeting is to review a draft Minnesota Council on Transportation Access Annual Report for submittal to the Governor's office by the end of December.

At the Council Meeting held on Tuesday, December 20th, 2011 the MCOTA Annual Report to the Legislature was reviewed and edited by the members in attendance. The report needs to be submitted to the Governor's office at least two weeks prior to its submission to the Legislature. As a reminder, the Council's enacting legislation requires that the report is due to the Legislature on Monday, January 16th.

There may be the need for MCOTA to make the Minnesota Council on Transportation Access Annual Report a final report. This action would need to take place before January 16th 2012. Please let me know if you can participate in a conference call on Friday, January 13th to finalize MCOTA's Report to the Legislature and what time of day works with your schedule. If this meeting is determined to not be necessary it would be cancelled.

The possible times for the teleconference on January 13th are:

11:00 am
2:00 pm
3:00 pm

Thanks For Your Assistance,

Noel C. Shughart
Coordination Planner
MnDOT Office of Transit