



Meeting Minutes

January 26, 2017

Newport City Hall

4:30 p.m.

Commission Members	Agency	Present
Marion Greene	Hennepin County RRA	X
Janice Rettman	Ramsey County RRA	X
Jim McDonough	Ramsey County RRA	
Karla Bigham	Washington County RRA	X
Mike Slavik	Dakota County RRA	X
La Rae Mills	City of Cottage Grove	X
Myron Bailey	City of Cottage Grove	
John Kummer	Denmark Township	
Mark Vaughn	City of Hastings	X
Cam Gordon	City of Minneapolis	
Tracy Rahm	City of Newport	
Jane Prince	City of St. Paul	X
Sandi Dingle	City of St. Paul Park	X

Ex-Officio Members	Agency	
Ron Allen	Goodhue County	
Jess Greenwood	Goodhue County	
Judy Mitchell	Canadian Pacific Railway	
Marc Mogan	Prairie Island Indian Community	

Staff	Agency	Present
Jan Lucke	Washington County RRA	
Lyssa Leitner	Washington County RRA	
Hally Turner	Washington County RRA	X
Emily Jorgensen	Washington County RRA	X
Kevin Roggenbuck	Ramsey County RRA	X
Matt Parent	Dakota County RRA	X
Joe Scala	Hennepin County	X

Others	Agency	
Chelsey Hendrickson	Kimley Horn	
Katie White	Metropolitan Council	
Carl Jensen	MnDOT	X

Agenda Item #1: Introduction

Chair Bigham called the meeting to order at 4:30 p.m. Introductions were made by commission members, staff, and others present.

Agenda Item #2: Election of Officers

Chair Bigham called for nominations for Red Rock Corridor Commission Chair. Commissioner Bigham was nominated by Commissioner Slavik, the nomination was seconded by Councilmember Rahm. There were no other nominations. All were in favor. **Commissioner Karla Bigham was unanimously re-elected as Chair** of the Red Rock Corridor Commission.

Chair Bigham called for nominations for Red Rock Corridor Commission Vice-Chair. Commissioner Slavik was nominated by Councilmember Vaughn, the nomination was seconded by Commissioner Greene. There were no other nominations. All were in favor. **Commissioner Mike Slavik was unanimously elected as Vice-Chair** of the Red Rock Corridor Commission.

Agenda Item #3: Approval of Agenda

Motion made by Councilmember Vaughn to approve the agenda. The motion was seconded by Councilmember Rahm. All were in favor, **Approved**. Motion Carried.

Agenda Item #4: Consent Items

Motion was made by Commissioner Greene to approve the check and claims, and the meeting minutes from the December 12, 2016 commission meeting. The motion was seconded by Mayor Dingle. All were in favor, **Approved**. Motion Carried.

Agenda Item #5: 2017 Work Plan and Budget

A. Draft Work Plan and Budget

Ms. Turner, Washington County Staff, stated there were three items for approval. The work plan and budget must be approved first to ensure there is funding approved for the 2017 Communications and Joint Powers Agreement Scope of Work contracts. This is the required second reading of the work plan and budget. The budget for 2017 is \$39,000, which will be completely funded using member dues. The work plan includes general administration activities. It's structured the same way each year with the categories of overall management, administration, general activities and public involvement.

Based on the results of the Implementation Plan, staff recommends a review of the joint powers agreement (JPA). The project has changed from commuter rail to phased bus rapid transit and is no longer planning for service to Minneapolis. Given these changes it makes sense to re-evaluate the JPA in 2017 and it will likely need to be re-written. Rewriting the JPA will require outside expertise and then staff time to coordinate with partner legal teams for review and to get the required signatures.

The budget for the commission's general activities is expected to be \$10,000. The budget covers public involvement, web hosting and communication services is expected to be \$18,000. This is a slight decrease from 2016. The budget for the JPA is expected to be \$6,000. There will be a contingency of \$5,000. The total budget is expected to be \$39,000. It is anticipated that the budget will be paid for by the fund balance from member dues from the previous year.

Chair Bigam stated that the fund balance is at about \$62,000 and that is how the 2017 budget will be funded. Chair Bigam clarified that the contract with the communications consultant, Johnson Group, is a not-to-exceed contract. Chair Bigam asked why the communications budget was increased for 2017. Ms. Turner clarified that the communications contract amount for 2017 has been decreased from the 2016 amount.

Chair Bigam mentioned the work plan for the commission is dependent on federal and state action as well as action made by the Counties Transit Improvement Board (CTIB). The actions taken by these entities is what drives the work of the commission. Without funding from those entities to implement the Route 363 or the express bus from Hastings to Minneapolis via Newport, the implementation plan cannot move forward. Resolutions of the support for the Implementation Plan have been passed by Saint Paul, Newport, St. Paul Park, Cottage Grove, Hastings and Ramsey County. Chair Bigam stated she would like to make a new video for the Red Rock Corridor if there was funding left in the communications budget at the end of the year.

Mayor Dingle asked about the remaining balance and if that would be refunded. Ms. Turner stated the JPA requires the remaining balance to be refunded in total to the financial members. Once the \$39,000 is removed for the 2017 budget then the commission will refund the four counties in proportion to what they contributed, creating a fund balance of zero.

Commissioner Rettman stated that the refunding of the remaining balance means there will be a need for dues in 2018. Commissioner Rettman stated that it would be nice if the funding partners left the refunded amount to the commission.

Chair Bigam stated that the financial picture will change if there transportation legislative action at the state and federal level. Further action with the Implementation Plan and the Red Rock Corridor is dependent on regional funding. Chair Bigam stated that the grants for the Small

Area Plan process for the St. Paul Park and Cottage Grove station area plans were approved and are underway.

B. 2017 Communications Contract

Ms. Turner stated that the memo included in the packet recommends extending the current contract with Johnson Group. Staff is satisfied with Johnson Group. Johnson Group was originally contracted in 2014 to launch the current Red Rock Corridor website. Johnson Group created a scope of services for 2017, also included in the packet. Scope of services items are email marketing, social media posting and management, advertising, media relations, and ongoing website updates, maintenance and hosting. Ms. Turner reiterated that the contract is not-to-exceed \$18,000. Chair Bigham stated that in 2016 about \$12,000 was spent on communications and the \$18,000 budgeted for 2017 will be more than enough.

C. Joint Powers Agreement Scope of Work

Ms. Turner stated that the current JPA has been in effect since 2004 and a lot has changed with the commission and corridor since that time. The adoption of the Implementation Plan presents an opportunity to reexamine the document that guides the work of the commission. The Gateway Corridor is undergoing similar changes and it is anticipated to join Gateway on a contract for Richardson, Richter and Associates to draw up new JPAs for both corridors. Richardson, Richter and Associates has expertise in creating joint-powers agreements. Attorneys from each county will need to review the resulting document it is reflective of the needs of each county. The members of the commission would be part of the process that guides the creation of the document. The budget estimate for the creation of a new JPA for the Red Rock Corridor is \$6,000.

Chair Bigham reminded the commission that this is the second discussion of the new JPA. Attorneys are expensive and it was discussed at the December meeting to rely on staff to negotiate the terms of the JPA and then turn to the lawyers for their expertise. This contract is also a not-to-exceed contract.

Commissioner Greene mentioned that the resolution for support had recently been on the Hennepin County Board agenda. The presentation fell victim to the emotions surrounding the current issues with CTIB. The Hennepin County board decided to vote on the item later. Commissioner Greene feels that her colleagues will come to understand that the resolution of support is a diplomatic gesture to say that Hennepin County has been part of the work of the commission, and Hennepin County will soon be leaving the commission. However, it's important to know that leaving the commission and whether or not the Hennepin County Board passes a resolution of support, these things are not roadblocks for Red Rock Corridor. Commissioner Greene reiterated that this is an important diplomatic gesture for Hennepin County to make. Chair Bigham thanked Hennepin County for remaining involved until the completion of the Implementation Plan. Chair Bigham anticipates opportunities to partner with Hennepin County on ideas and future routings. The diplomacy of Hennepin County is appreciated by Chair Bigham and Commissioner Slavik. Chair Bigham reiterated that the removal of Hennepin County from the Red Rock Corridor Commission will be part of the changes to the new JPA.

Commissioner Vaughn asked to implement an expiration date on the new JPA. These documents often stand for decades and most are unaware of the exact details and bylaws of each JPA.

Chair Bigham supported the addition of an expiration date on the JPA. Councilmember Vaughn stated that there could be language which requires a staff review after so many years and then

an attorney review a few years later. Chair Bigham agreed that having the staff review the document to make recommendations is wise.

Motion made by Councilmember Rahm to approve the 2017 work plan and budget. The motion was seconded by Commissioner Slavik. All were in favor, **Approved**. Motion Carried.

Motion made by Mayor Dingle to approve the 2017 communications contract. The motion was seconded by Councilmember Mills. All were in favor, **Approved**. Motion Carried.

Motion made by Commissioner Greene to approve the joint powers agreement scope of work. The motion was seconded by Councilmember Rahm. All were in favor, **Approved**. Motion Carried.

Agenda Item #6: Implementation Plan Update

Ms. Turner reminded the Commission that the Implementation Plan was approved by the Commission at the end of October 2016. Since then, Washington County staff has been working with communities in the Red Rock Corridor to pass resolutions of support. The meetings in the packet do not reflect the complete list of communities that have taken action. It is a list of meetings conducted since the previous commission meeting.

Mayor Dingle stated that St. Paul Park is excited about having BRT in the community as well as more bus service. There is excitement to get the ridership growing.

Commissioner Rettman stated that Lyssa Leitner, Washington County staff, presented the Implementation Plan to the Ramsey County Board of Commissioners. The board was well aware of the project and therefore there was limited discussion since there had been continuous updates from staff.

Councilmember Rahm stated that the Newport City Council passed a resolution of support, stating that this is an opportunity for growth.

Commissioner Greene stated that there are Hennepin County Board of Commissioners had some hesitation over transit and the issues with CTIB. There are some questions that need to be answered before the Hennepin County Board of Commissioners will move.

Chair Bigham stated that the Washington County Board of Commissioners have the resolution of support on the agenda for a February 14, 2017.

Commissioner Slavik stated the Dakota County Board of Commissioners have some of the same hesitations as Hennepin County. Dakota County did not pass the resolution. There were a number of concerns about service to Hastings. The implementation of transit investment has a long period of time before service reaches Hastings. The Metropolitan Council has a history of excluding Hastings from service. Dakota County wants to make sure that Hastings does not get left behind and how to get service to Hastings without waiting 20 years. Dakota County will vote on the Implementation Plan on February 21, 2017. Commissioner Slavik anticipates it will be a resolution of acknowledgement rather than support.

Chair Bigham stated that she is supportive of Dakota County and Hastings as a part of Red Rock Corridor as long as they want to be. They are well aware that it's cheaper on capital and operating costs if they are not part of the project. The first step is regular route bus service to build ridership in the corridor.

Commissioner Greene asked for clarification on the language for the resolution to be used by Dakota County.

Chair Bigham stated that there could be an opportunity for service along the Wakota Bridge where Dakota County would be a partner.

Commissioner Slavik stated that Dakota County is in the process of an East-West Transit Study and is committed to transit in Dakota County.

Councilmember Vaughn stated that the Red Rock Corridor is a long term vision. There is a need to justify the ridership before the large investment. Councilmember Vaughn would like to see more collaboration between Dakota County and Hastings. There is an opportunity to educate the newly elect councilmembers on Red Rock and generate some support.

Councilmember Mills stated that Cottage Grove is supportive of Red Rock moving forward and excited about the project.

Agenda Item #7: Small Area Plans Update

Ms. Turner stated that these small area plans stemmed from the short term strategies in the implementation plan. The station areas are in St. Paul Park and Cottage Grove, as they were the stations to be added in the Implementation Plan. Washington County is leading the effort and will consistently update and include the Red Rock Corridor Commission in the process. The plans will begin with market analysis and then move toward looking at land use. A request for proposals (RFP) was released in 2016 and a proposal review committee made up of Washington County Regional Railroad Authority staff, St. Paul Park staff, Cottage Grove staff and Washington County Community Development Agency staff. The review committee recommended Kimley-Horn & Associates for the small area plans.

Chair Bigham suggested providing updates to the Washington County Board of Commissioners and the St. Paul Park and Cottage Grove city councils throughout the year.

Agenda Item #8: Legislative Preview

Mr. John Kaul, Washington County lobbyist, spoke to the current political climate. Mr. Kaul stated that Senator Senjem is taking the bonding bill from 2016 as is and hoping to pass it under the understanding that this is unfinished business. Transportation is very uncertain right now, the future of CTIB is also uncertain right now. There is discussion about possible changes to the Metropolitan Council; though the governor is not likely to agree to significant changes. There is a surplus of \$1.4 billion but the inflation is calculated to be about \$1.2 billion. There is not a lot of money available, which creates a competitive environment for funding. The Red Rock Corridor Phase One, which would fund a two-year demonstration of Route 363 local bus service between Cottage Grove and St. Paul, request has been drafted as a bill.

Chair Bigham stated that she is lending her support for the bill for Route 363. If anyone would like to reach out to Representative Franke or Representative Jurgens and encourage them to the sign on to the bill that would be appreciated. Ms. Turner stated that Route 363 is referred to as Implementation Plan Phase One for legislative purposes.

Agenda Item #9: Communications Update

Chair Bigham stated the number of hits on the Red Rock website and Facebook page were included in the packet along with the recent news articles.

Agenda Item #10: Other

A. Commissioner Reports

Commissioner Greene mentioned there was an approval for the Southwest Light Rail Transit but could not recall the exact details.

Chair Bigham recalled the latest information on CTIB. It has been moving in the direction of dissolving CTIB. Staff has been investigating how a dissolution would work and conversations will continue into February. Dakota County has already voted to get out of CTIB. If CTIB remains, then Dakota will have to wait three years to get out. Without CTIB the counties will have more flexibility with how to spend tax money. There are many conversations going on about the different implications.

Commissioner Slavik mentioned that the vote to dissolve CTIB must be a consensus. The details and the negotiation will have a large impact in the decision making process.

B. Next Meeting

Next meeting will be held on May 25, 2017 at 4:30 pm in Newport City Hall.