



## Meeting Minutes

February 26, 2015

Newport City Hall

4:30 p.m.

| Commission Members       | Agency                | Present |
|--------------------------|-----------------------|---------|
| Mike Slavik              | Dakota County RRA     | X       |
| Marion Greene            | Hennepin County RRA   |         |
| Janice Rettman           | Ramsey County RRA     | X       |
| Jim McDonough            | Ramsey County RRA     |         |
| Karla Bigham, Chair      | Washington County RRA | X       |
| Jen Peterson, Vice-Chair | City of Cottage Grove | X       |
| Myron Bailey             | City of Cottage Grove |         |
| John Kummer              | Denmark Township      |         |
| Mark Vaughan             | City of Hastings      | X       |
| Cam Gordon               | City of Minneapolis   | X       |
| Tracy Rahm               | City of Newport       | X       |
| Amy Brendmoen            | City of St. Paul      |         |
| Keith Franke             | City of St. Paul Park |         |

| 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 |         |
| Andy Gizlaff  | Washington County RRA |         |
| Lyssa Leitner | Washington County RRA | X       |
| Josh Olson    | Ramsey County RRA     |         |
| Mike Rogers   | Ramsey County RRA     | X       |
| Joe Morneau   | Dakota County RRA     | X       |
| Hally Turner  | Washington County     | X       |
| Laura Kearns  | Washington County     | X       |
| Joe Scala     | Hennepin County       | X       |
| Ray Hoover    | Hennepin County       | X       |

| <b>Others</b>    | <b>Agency</b>                         |
|------------------|---------------------------------------|
| Ashley Van Burg  | Kimley - Horn                         |
| William Reynolds | Kimley - Horn                         |
| Betsy Leach      | District 1 Community Council St. Paul |
| Jeanne Witzig    | Kimley – Horn                         |
| Katie White      | Met Council                           |
| Tim Mayasich     | Ramsey Council RRA                    |

**Agenda Item #1: Introductions**

Chair Bigham called the meeting to order at 4:32PM. Introductions were made by commission members, staff and others present.

**Agenda Item #2: Approval of Agenda**

Motion was made by Commissioner Rahm to approve the agenda. Motion was seconded by Commissioner Peterson. All in favor, Motion Carries.

**Agenda Item #3: Consent Items**

**a. Checks and Claims**

**b. Minutes from the January 22, 2015 Commission Meeting**

Motion was made by Peterson to approve the checks and claims and the minutes from the January 22, 2015 commission meeting. The motion was seconded by Commissioner Rahm. All in favor, Motion Carries.

**Agenda Item # 4: Update Bylaws**

Ms. Leitner highlighted one change that was made to the bylaws which was the meeting date, time and location. Per the Washington County Attorney’s Office the information does not need to be included within the bylaws; the bylaws just need to state that the commission will establish time/date/location and the information will be posted publically.

Commissioner Rettman asked if the 4<sup>th</sup> Thursday of each month was still relevant. Ms. Leitner said yes.

Commissioner Bigham said thank you to the City of Newport for their hospitality to hold the meetings.

Motion was made by Commissioner Rettman to approve the updated bylaws. The motion was seconded by Commissioner Vaughn. All in favor, Motion Carries.

**Agenda Item #5: Legislative**

**a. State/Federal Update**

Ms. Leitner briefly covered the information on the state transportation funding proposals from the Governor, Senate, and House for 2015; a summary document that was provided within the packet.

Commissioner Bigham asked going into next year if the commission would be interested in holding a discussion on supporting a legislative platform. It is something that she would like the commission to think about.

**b. State Bonding Request Resolutions of Support**

Ms. Leitner said Washington County submitted a request for \$1 million in state bond funding for engineering, environment analysis and preparation for an application to seek Federal Transit Administration (FTA) funds and/or grant funds for the Red Rock Corridor.

Commissioner Rettman asked if the commission had already voted on these items.

Ms. Leitner responded that no resolution of support actions have been taken for 2015. It was done in 2014.

**Commissioner Peterson made a motion to support Washington County State Funding Request for Red Rock Corridor. The motion was seconded by Commissioner Rettman. All in favor, motion carries.**

Mr. Rogers said Ramsey County submitted a request for \$1 million in State General Funds for the completion of Environmental Analysis for the grade separation of Union Pacific Railroad and BNSF Railway mainline movements between Union Depot and the East Side of St. Paul. BNSF Railway, Union Pacific, Canadian Pacific and Ramsey County have all committed to match the state funding. Each partner will contribute \$125,000 each for a total of \$500,000.

Commissioner Rahm asked how this was going to affect freight traffic.

Mr. Rogers said it may alleviate some freight traffic but final design would depend on the environmental analysis and current freight volumes. If trains are sitting in Newport waiting to get through the “Y” in the Hoffman area, it would help with traffic.

Commissioner Bigham said Hoffman yards have been a hot topic, more now than before. Commissioner Bigham believes that it would be a good idea to schedule a meeting with the community and freight companies, and work with State and Federal partners.

Commissioner Rettman said that this needs to be brought to the attention of state legislators.

**Commissioner Rettman made a motion to support the Union Pacific Railroad and Burlington Northern Santa Fe (BNSF) Railway Grade Separation Environmental Analysis. The motion was seconded by Commissioner Slavik. All in favor, motion carries.**

**Agenda Item #6: Communications Update**

**a. 2015 Communications Contract**

Ms. Leitner gave a brief overview of the communications contract that is before the Commission for approval. In order to better align with the Commission’s budgeting process staff is recommending that the Commission terminate the existing contract with Johnson Group and enter into a new contract with terms from March 1, 2015 – February 28, 2016.

Ms. Leitner said that the Johnson Group will also be focusing on:

- Increasing activity on Facebook.
- Making sure there are appropriate fact sheets, power point presentations along with additional information that staff and commission members will have available to give to others. Updating the existing videos with the new logo and removing inaccurate content. The funds available for 2015 only cover editing the videos; it does not include new content. If there was a desire to obtain new content there will need to be a new budget discussion.

Commissioner Bigham said she believes that it is important to update the videos. She spoke with the superintendent to reach out to the high schools video production classes and groups to see if they would be interested in working on the Red Rock video as a project. Commissioner Bigham said that she will follow up with him on that.

Commissioner Slavik asked how staff came up with February 28, 2016 as the end date to the contract.

Mr. Leitner said there are times that the commission doesn't have the budget approved by the end of December so the proposed contract terms will align with the overall budgeting process.

Commissioner Slavik asked if the commission approves the contract change that the dates listed on the new contract will be the dates that are to be expected on each contract going forward.

Ms. Leitner said that future communications contracts can have different dates to align with current activities in the Corridor.

Commissioner Bigham asked when they can expect a plan for community engagement.

Ms. Leitner said the contract that is currently being discussed is about communications for for the larger events that are Corridor-wide; for example; education for generally what the Red Rock Corridor is. Public Engagement specific to the Implementation Plan will be a part of the Kimley Horn contract.

Commissioner Vaughn asked if there is a way to measure our results.

Ms. Leitner said the best way to measure results is with the hits on social media. With Facebook ads you are able to see who actively engaged in the ads and who passively engaged in the ads. September would be the best time to discuss the outcomes of the communications efforts and decide if there is a need to go in a different direction and seek a new communications consultant. As of now, staff is very happy with the Johnson Group.

**Motion was made by Commissioner Peterson to approve the 2015 Communications Contract. The motion was seconded by Commissioner Slavik. All in favor, Motion Carries.**

**b. Website and Social Media**

There have been 501 website views in the month of January. Facebook is up to 253 likes.

**Agenda Item #7: Newport Transit Station Update**

Commissioner Bigham said she met with the new Metropolitan Council Chair Duininck, Washington County HRA staff, and Newport Mayor Geraghty at the Newport Transit Station. There have been several phone calls about the lack of users at the station. The mayor of Cottage Grove suggested that the station could be a park and ride for the State Fair. It could help with publicity. There will be follow up conversations about building publicity for that station. Construction barrels have been removed from the Station so it looks open to the public.

Ms. Leitner added that staff is working with Metro Transit about ongoing marketing activities for the Station. The grand opening date is targeted for the first week in May.

Commissioner Bigham said that there will be a tour of the Newport Transit Station as part of the March Commission meeting. Depending on the meeting agenda everyone would then meet at the Newport City Hall after the tour or the entire meeting will be held at the Newport Station.

Commissioner Rettman said it could be beneficial to have additional signage at the Newport Station to show that the station is open and space is available.

Ms. Leitner said that would be something that would need to be discussed with Metro Transit.

Commissioner Gordon arrived at 5:15PM

**Agenda Item #8: Implementation Plan Work**

Kimley-Horn staff presented information about the Implementation Plan work plan. The presentation and summary of the conversation is attached.

**Agenda Item #9: Other Information**

**a. Commissioner Reports**

Commissioner Bigham said she talked with the Cottage Grove Chamber staff and there is going to be a presentation in May on the Red Rock Corridor. They have not had an update in a while and would like one. Commissioner Bigham also met with Renewal by Anderson they want to be partners in the project.

**b. Next Meeting, March 26<sup>th</sup> at 4:00 at Newport Transit Station**

**c. Save the Date: East Metro Strong Visioning March 24<sup>th</sup> 11:00AM – 2:00PM**

**Agenda Item #10: Adjourn**

Motion was made by Commissioner Peterson to adjourn. Commissioner Gordon Seconded. All in favor, Motion Carries.

The meeting was adjourned at 6:26PM.