



Red Rock Corridor Commission Agenda 4:30 p.m. Thursday, July 28, 2016

Newport City Hall
596 7th Avenue
Newport, MN 55055

	<u>Action Requested</u>
1. Introductions	Information
2. Approval of Agenda	Approval
3. Consent Items*	Approval
a. Checks and Claims	
b. Minutes from March 24, 2016 Commission Meeting	
c. Minutes from May 26, 2016 Commission Meeting	
4. Liability Coverage Insurance*	Approval
5. Regional Solicitation Update*	Information
6. Implementation Plan Update*	Discussion
7. Communications Update*	Information
8. Other	Information
a. Commissioner Reports	
b. Next Meeting	
August 25, 2016 4:30 pm at Newport City Hall	
9. Adjourn	Approval

**Enclosures*



DATE: July 21, 2016
TO: Red Rock Corridor Commission
FROM: Staff
RE: Checks and Claims

Included is the:

<u>Johnson Group</u>	
May Invoice	\$1,213.33
June Invoice	\$1,033.33

<u>Kimley Horn</u>	
April Invoice	\$46,432.74
May Invoice	\$28,924.99
June Invoice	\$39,707.36

TOTAL **\$117,311.75**

Details on the overall status of the budget for these contracts are attached.

Action:
Approval

Red Rock Corridor Communications

Consultant Johnson Group
 Contract No. 9992
 Expiration Date
 Business Unit Public Works
 Object Code
 Updated

Task No.	Task Description	Johnson Group	Task Total
1.0	Email Marketing	\$7,200.00	\$7,200.00
2.0	Social Media Posting and Mgmt	\$3,600.00	\$3,600.00
3.0	Media Relations	\$3,000.00	\$3,000.00
4.0	Awarness Campaign	\$7,000.00	\$7,000.00
7.0	Website Updates & Maintenance	\$2,500.00	\$2,500.00
8.0	Website Hosting	\$180.00	\$180.00
NA	Contingency	\$1,520.00	\$1,520.00
	Total Contract Cost	\$25,000.00	\$25,000.00
	Total Project Cost	\$25,000.00	\$25,000.00

Invoice Number / Date	Tasks							Total Contract Cost	Total Project Cost
	Email Marketing	Social Media	Media Relations	Awareness Campaign	Website Updates	Website Hosting	Contingency		
1020594 - 3/30/2016		\$300.00		\$716.66	\$262.50			\$1,279.16	\$1,279.16
1020670 - 4/29/2016		\$300.00		\$583.33			\$112.50	\$995.83	\$995.83
1020739 - 5/31/2016		\$450.00		\$583.33		\$180.00		\$1,213.33	\$1,213.33
1020819 - 6/29/2016		\$450.00		\$583.33				\$1,033.33	\$1,033.33
								\$0.00	\$0.00
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								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
Amount Billed to Date	\$0.00	\$1,500.00	\$0.00	\$2,466.65	\$262.50	\$180.00	\$112.50	\$4,521.65	\$4,521.65
Percent Complete	0.0%	41.7%	0.0%	35.2%	10.5%	100.0%	7.4%	18.1%	18.1%
Amount Remaining	\$7,200.00	\$2,100.00	\$3,000.00	\$4,533.35	\$2,237.50	\$0.00	\$1,407.50	\$20,478.35	\$20,478.35

Red Rock Corridor Implementaion Plan

Consultant Kimley-Horn and Associates, Inc.
 Contract No. 9342
 Expiration Date 10/31/2016
 Business Unit
 Object Code
 Updated 7/14/2016

Task No.	Task Description	Task Total
1.0	Project Management and Coordination	\$70,116.87
2.0	Review and Assess Previously Completed Work	\$3,053.60
3.0	Public Engagement and Agency Coordination	\$58,886.28
4.0	Ridership Forecast	\$79,613.60
5.0	Service Plan Development	\$19,004.48
6.0	Capital and Operating Costs	\$35,055.60
7.0	Update Station Planning to Reflect BRT	\$21,446.16
8.0	Implementation and Financial Plan	\$28,518.10
9.0	LPA Process	\$19,599.52
10.0	Draft and Final Report	\$17,102.48
11.0	Alternative Analysis	\$150,000.00
12.0	Miscellaneous Services-Contingency	\$40,000.00
	Total Contract Cost	\$542,396.69
	Direct Expenses	\$7,460.00
	Total Project Cost	\$549,856.69

Invoice Number / Date	Tasks												Total Contract Cost	Direct Expenses	Total Project Cost
	Project Management and Coordination	Review and Assess Previously Completed Work	Public Engagement and Agency Coordination	Ridership Forecast	Service Plan Development	Capital and Operating Costs	Update Station Planning to Reflect BRT	Implementation and Financial Plan	LPA Process	Draft and Final Report	Alternative Analysis	Miscellaneous Services-Contingency			
6550933 2/28/2015	\$1,843.31	\$1,183.22	\$8,100.61										\$11,127.14	\$0.00	\$11,127.14
6633503 3/31/2015	\$14,182.08		\$2,202.72	\$6,955.56									\$23,340.36	\$80.51	\$23,420.87
6710352 4/30/2015	\$7,792.39	\$1,309.94	\$10,571.09	\$23,537.55								\$55.37	\$43,266.34	\$400.25	\$43,666.59
6787282 5/31/2015	\$5,982.93	\$560.44	\$3,032.82	\$211.71								\$389.64	\$10,177.54	\$67.86	\$10,245.40
6880852 6/30/2015	\$3,899.06		\$4,329.96	\$5,455.49	\$5,050.64	\$499.82			\$44.32				\$19,279.29	\$173.29	\$19,452.58
6964217 7/31/2015	\$3,734.28		\$13,590.87	\$1,839.24	\$2,686.78				\$531.66				\$22,382.83	\$4,630.20	\$27,013.03
7048838 8/31/2015	\$3,039.89		\$4,122.00	\$19,184.37	\$2,606.21							\$45.24	\$28,997.71	\$694.56	\$29,692.27
7138466 9/30/2015	\$2,850.13		\$3,885.98	\$6,685.08	\$5,684.66	\$1,062.65							\$20,168.50		\$20,168.50
7205932 10/31/2015	\$3,584.87		\$3,635.61	\$6,569.14	\$2,913.50	\$16,798.16							\$33,501.28		\$33,501.28
7324195 11/30/2015	\$4,964.52		\$1,317.12	\$3,405.58		\$7,043.27	\$443.00		\$322.75				\$17,496.24	\$57.05	\$17,553.29
7416893 12/31/2015	\$5,509.93		\$3,743.70	\$181.51	\$43.92	\$354.40	\$5,771.03						\$15,604.49	\$123.05	\$15,727.54
7523604 1/31/2016	\$7,928.25		\$5,305.26			\$1,317.19	\$11,144.82						\$25,695.52	\$472.10	\$26,167.62
7607649 2/29/2016	\$3,216.30		\$44.55	\$3,889.60		\$1,624.34	\$24,115.40	\$4,846.73			\$4,208.71	\$917.15	\$42,862.78	\$218.34	\$43,081.12
7715651 3/31/2016	\$11,801.59			\$6,223.92		\$2,736.33	\$23,475.43	\$13,058.51		\$1,123.30	\$10,933.64	\$354.40	\$69,707.12	\$33.90	\$69,741.02
7834287 4/30/2016	\$8,816.64			\$6,031.32		\$4,331.85	\$13,562.11	\$9,628.79		\$1,435.45	\$2,392.88		\$46,199.04	\$233.70	\$46,432.74
7971872 5/31/2016	\$10,027.47			\$4,570.63		\$969.51	\$10,346.75	\$1,457.34		\$999.31	\$480.54		\$28,851.55	\$73.44	\$28,924.99
8052764 6/30/2016	\$6,372.20			\$4,165.17		\$3,699.87	\$9,411.91	\$6,214.69		\$9,723.10			\$39,586.94	\$120.42	\$39,707.36
Amount Billed to Date	\$105,545.84	\$3,053.60	\$63,882.29	\$98,905.87	\$18,985.71	\$40,437.39	\$98,270.45	\$35,206.06	\$898.73	\$13,281.16	\$18,015.77	\$1,761.80	\$498,244.67	\$7,378.67	\$505,623.34
Percent Complete	150.5%	100.0%	108.5%	124.2%	99.9%	115.4%	458.2%	123.5%	4.6%	77.7%	12.0%	4.4%	91.9%		
Amount Remaining	(\$35,428.97)	\$0.00	(\$4,996.01)	(\$19,292.27)	\$18.77	(\$5,381.79)	(\$76,824.29)	(\$6,687.96)	\$18,700.79	\$3,821.32	\$131,984.23	\$38,238.20	\$44,152.02	\$81.33	\$44,233.35



Meeting Minutes

March 24, 2016
Newport City Hall
4:30 p.m.

Commission Members	Agency	Present
Marion Greene	Hennepin County RRA	
Janice Rettman	Ramsey County RRA	X
Jim McDonough	Ramsey County RRA	
Karla Bigham, Chair	Washington County RRA	X
Mike Slavik	Dakota County RRA	X
Jen Peterson, Vice Chair	City of Cottage Grove	X
Myron Bailey	City of Cottage Grove	
John Kummer	Denmark Township	
Mark Vaughn	City of Hastings	
Cam Gordon	City of Minneapolis	
Tracy Rahm	City of Newport	X
Jane Prince	City of St. Paul	
Keith Franke	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	X
Hally Turner	Washington County RRA	
Laura Kearns	Washington County	
Kevin Roggenbuck	Ramsey County RRA	X
Matt Parent	Dakota County RRA	X
Joe Scala	Hennepin County	X

Others	Agency
Brian Smalkoski	Kimley Horn
Katie White	Met Council
Betsy Leach	District 1
Chelsey Armstrong	Kimley Horn
Carl Jensen	MN DOT

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 Approval of Agenda

Motion made by Commissioner Rettman to approve the agenda. The motion was seconded by Council member Peterson. All were in favor, **Approved**. Motion Carried.

Agenda Item #3: Consent Items

Motion was made by Councilmember Peterson to approve the check and claims and the meeting minutes from the January 26, 2016 Commission Meeting. The motion was seconded by Commissioner Slavik. All were in favor, **Approved**. Motion Carried.

Agenda Item #4 Implementation Plan Update

Ms. Leitner said staff and Kimley Horn is not looking for any recommendation today. They are looking for any questions anyone might have as well as feedback on the information that will be presented.

Mr. Smalkoski briefly went through the agenda, goals and work plan for today's presentation. Alternative #2 is still being looked at as the final implementation route.

Ms. Armstrong went through each station area and gave brief updates on each of them. Starting with Lower Afton they are currently looking for an interim step in which two existing entrances and exits are consolidated into a single entrance and exit that point closer to Lower Afton Rd. This will decrease headlights shining into residents homes. An additional half bay of parking would be added to help with over flow parking. There is also an issue with safety for the pedestrian crossing, MnDOT has been looking into this and have assured the countdown timers are present and in working condition to allow for enough time for pedestrians to cross safely.

Commissioner Bigham and Council Member Rahm believe that it is a good idea for staff to look into a pedestrian bridge as traffic is very heavy on Highway 61.

Councilmember Peterson asked what the current parking capacity is.

Ms. Leitner said it is just over 100.

Councilmember Peterson asked how many additional parking spots will be added with the expansion of the parking lot.

Mr. Smalkoski said they were not sure on the exact number. He pointed out where the expansion would go and stated approximately an additional three spaces could be added to each row. The expansion would satisfy the current demand of additional parking spots needed.

Mayor Franke asked if there has been much done to try to divert people to the Newport Transit Station.

Commissioner Bigham said there have been fliers, signs, and rider alerts to inform people of the transit station in Newport.

Newport Station: The City of Newport, Washington County Housing and Redevelopment Authority (HRA), and Washington County Regional Railroad Authority (RRA) have been working together on development near the Newport Transit Station. Work has been done with the HRA to ensure that the developers coming in are laying the ground work for opportunities and are not segmenting the property in any way that would hinder future development.

St. Paul Park: The City of St. Paul Park currently owns two parcels at the intersection of St. Paul Park Rd. and Summit Ave. A local business owner currently has some property for sale located at intersection of Broadway Ave. and Summit Ave. Due to a railroad crossing they are currently trying to determine the most effective way to bring the corridor in to the downtown area of St. Paul Park along Broadway Ave. Kimley Horn is recommending to move forward with the station on Broadway Ave. just east of Summit Ave. This will also help to improve the pedestrian connections along Broadway Avenue and encourage development in that area.

Councilmember Peterson asked what was in the area currently.

Mayor Franke stated what was currently in the area and pointed the buildings out on the power point.

Cottage Grove: There were never any decisions made about Alternative 2a and 2b on the original Cottage Grove alternatives. Kimley Horn has met and talked with staff and elected officials with Cottage Grove to discuss the two alternatives, and the importance of operating on either the East or West side. The route should serve only the East or West side of Highway 61 for efficient service. It is also important to make sure stops are close to peoples destinations and to keep service as direct as possible. A major issue

that was brought up was to look at other options besides Hadley Ave. as that is a residential area and they feel there would be great opposition for busses to be traveling on that street.

Commissioner Bigham said this issue has been now avoided as the City of Cottage Grove has stated to not make Hadley an option for the route.

Ms. Armstrong said as a result of Hadley not being an option and some new investment going in on the east side Highway 61 and 80th St. They are recommending that options be looked into on the east side of Highway 61 at 80th St.

80th St.: Ms. Armstrong said there currently is reinvestment going on in this area. Rainbow Foods and Home Depot used to occupy this space. HyVee will be opening in the former Rainbow Food site. The City of Cottage Grove is currently working on a sale for the former Home Depot site. With locating a station in proximity to these two businesses as well as other surrounding developments this provides a large opportunity for access to retail destinations as well as to jobs in the area. They still currently working with the City of Cottage Grove, however it is important to place the station at a controlled intersection for pedestrian crossing safety.

Jamaica Ave.: There is a potential to realign just north of Jamaica Ave. just near school district owned property as well as a former Metro Transit park and ride station. By realigning the station it will create a stopped location that would otherwise not be possible due to curvature in the road and improper site distance's due to the curvature. They are currently collaborating with the school district and some property to the South to create an interim solution to finding a space for a park and ride. If there were to be a stop in the industrial area, it is not very well walkable and a shuttle would need to be provided.

Commissioner Bigham said there is going to be approximately 2000 jobs added within the industrial area in the next several years. It is important to have some type of feeder route or shuttle there. It is the school district's program center along with community education. Commissioner Bigham said she understands from staff discussions the school district plans to keep their community education program there.

Councilmember Peterson stated there is also a senior center at that location.

Ms. Leitner said the school district is planning on keeping some of their programs there, but they are open to discussion. This is a large piece of property and the parking lot is much underutilized. Long term this could be a development site with some shared uses. The future plan would be to move Metro Transit's current park and ride parking lot over to this space to share a joint space with existing buildings.

Langdon Village: Kimley Horn has been talking with the City of Cottage Grove about connecting the frontage road to CSAH 19 south of this area.

Hastings Depot: Kimley Horn had been talking with the City of Hastings to possibly move the trail that currently goes through the middle of the parking lot. They then learned this trail has moved several times already. Kimley Horn will look into other alternatives for the alignment. An arts space development is going in on the North side of 2nd St. There is also a large redevelopment happening west of Highway 61 as well. South of the site the city currently owns a couple of sites that are being used for storage. They feel these sites could be beneficial to this station. They are continuing to work with Hastings staff to make sure the recommendations that are made support additional development in this area moving forward.

Hastings #2 & #3: These are two additional stations that are being looked at to serve more residential area of Hastings as well as the Dakota County Service Center. Both of these stations have performed very well in the ridership model. Kimley horn is having continued conversations with Hastings staff to insure that these two stations are sited in the proper areas.

Ms. Leitner said staff needs to know if these stations are generally in the right spaces so they are able to determine how much capital costs to include for each one. The land use piece will not be included in the final implementation plan as the city will need to review each site through their individual comp plans.

Mr. Smalkoski said when looking at phasing they want to look at ridership that will gradually build over time, is able to respond to development trends as this is being funded incrementally using multiple sources.

Mr. Smalkoski said Phase 1a and 1b are not necessarily tied to Red Rock Corridor BRT services but they do see it as good local service to help build ridership in the corridor and could be an early step to implementation.

Mr. Smalkoski said Phase 1a, based on a policy discussion, is an express bus service to Minneapolis with potential stops at Hastings Depot, Newport Transit Station, and Downtown Minneapolis.

Mr. Smalkoski said Phase 1b would be an all-day local service. This would include express and off-peak service. This has already been included in Metro Transit's services improvement plan from Cottage Grove to the North. Kimley Horn is asking if the corridor should consider different stops or routes for the off-peak service.

Mr. Smalkoski said they have created some framework for bus rapid transit (BRT) implementation to help drive decision making. They have assessed incremental costs and benefits of each station, compared the corridor and individual stations to regional standards to determine the appropriate time for implementation. This will provide input to the phasing process and guidance for station-specific ridership goals and trends as to when they should be implemented.

Ms. Leitner said all of the ridership information is for the year 2040. Currently there are no associated years as to when specific phase would happen.

Mr. Smalkoski briefly covered the predictions of the daily boarding's by station for the year 2040. The regional guidance for a corridor of this size says before a station should be implemented the ridership should meet 100 boardings per day. They included all 3 Gateway Corridor's stations together is due to the main capital costs to provide the connections within the Gateway Corridor. All three stations would be implemented at once or not at all.

Commissioner Bigham asked if the Gateway Corridor stations were not included within the Red Rock stations that there would be a loss of 310 boards between those three stations. How would it be determined if there was a straight ride to the depot how many riders would there be?

Mr. Smalkoski said they did look into that option and there was a significant reduction in ridership making the straight ride to the depot.

Mr. Smalkoski said it is important to note the corridor operations and maintenance comparisons reflect 2015 costs but the forecasting is based off of 2040. They are currently looking at \$11.00 per boarding for Red Rock. Once the figures are matched with 2040 forecasting they are predicting the boarding fee will be greater than Red Line's current boarding fee of \$14.00.

Commissioner Bigham said if there was anything changed within the corridor, for example a route, these figures would be looked at and the fee could possibly be reduced.

Ms. Leitner said the main thing that will drive the ridership and fees will be the development.

Commissioner Slavik asked how much have the different stops been analyzed for development and how much is the assumption of development.

Mr. Smalkoski said they are using the 2040 model which includes growth in each area along with the traffic analysis data.

Mr. Smalkoski said they looked at how cost effective is it to add a station in a particular area. They are looking at costs to divert from Highway 61 comparing to the number of boarding's at that specific station. This was done only to the up to the Cottage Grove station, the specific reason being because of the distance between Cottage Grove and Hastings, they have to be able to accurately account for that and it adds on a lot time and mileage to the busses to make that trip. The cost is approximately \$3.25 per mile per bus in one direction for wear and tear on the vehicle. This is based on the eight miles between the Jamaica Ave. Station and the Hastings Depot.

Mr. Smalkoski said another measure they researched was the Transit Market Index. This is on a regional scale to help determine population density, intersection density, employment density and automobile availability.

Ms. Leitner went through the station comparisons that showed daily boardings, operating and maintenance costs per boarding, annualized capital cost per boarding, and the Transit Market Index.

Mr. Smalkoski said there are several different funding options from Federal, State, Regional, Local sources to help finance this project. Mr. Smalkoski presented the different options and requirements for each area. Red Line and A Line were shown for a comparison.

Mr. Smalkoski said the next steps are to finalize the implementation phases.

Agenda Item #5: Communications Update

Ms. Leitner said articles are included in the packet for the commission to read at their leisure. Staff put together a short video to provide a high-level overview of the Bus Rapid Transit (BRT) route.

Agenda Item #6: Other

Item 6a. Commissioner Bigham suggested keeping the April meeting at the same time and location for now.

Item 6b. Commissioner Bigham had nothing to report. Commission Slavik said they are working through the by-laws for high speed rail and found that with adding a new member the by-laws and the joint powers agreement were not matching. A subcommittee was formed to make sure they are aligned. Commissioner Rettman said Amtrak announced although the nationwide ridership is down it is up 5% in our region.

Agenda Item #7 Adjourn

Motion made by Commissioner Slavik to adjourn. The motion was seconded by Mayor Franke. All were in favor. **Approved.** Motion carried.

Meeting adjourned at 5:41 p.m.



Meeting Minutes

May 26, 2016

Newport City Hall

4:30 p.m.

Commission Members	Agency	Present
Marion Greene	Hennepin County RRA	
Janice Rettman	Ramsey County RRA	
Jim McDonough	Ramsey County RRA	
Karla Bigham, Chair	Washington County RRA	X
Mike Slavik	Dakota County RRA	X
Jen Peterson, Vice Chair	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	X
Jane Prince	City of St. Paul	
Keith Franke	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	X
Hally Turner	Washington County RRA	X
Connor Schaefer	Washington County RRA	X
Sara Allen	Washington County RRA	X
Laura Kearns	Washington County	
Kevin Roggenbuck	Ramsey County RRA	X
Matt Parent	Dakota County RRA	X

Joe Scala	Hennepin County	X
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Others	Agency
Brian Smalkoski	Kimley Horn
Chelsey Armstrong	Kimley Horn
Katie White	Metropolitan Council
Betsy Leach	District 1
Carl Jensen	MnDOT
John Kaul	Lobbyist

Agenda Item #1: Introduction

Chair Bigham called the meeting to order at 4:30 p.m.

Chair Bigham stated that Ramsey and Hennepin County partners are unable to attend; there is no quorum. She stated that although the Commission will be unable to vote on any actions, discussion on the agenda items will proceed.

Introductions were made by commission members, staff, and others present.

Agenda Item #2: Approval of Agenda

Chair Bigham stated that the Commission is unable to vote to approve the agenda because of the lack of quorum. The Commission will move forward with the agenda as presented.

Agenda Item #3: Consent Items

Chair Bigham stated that the Commission is unable to act on the consent items, because of the lack of quorum.

Agenda Item #4: Implementation Plan Update

Lyssa Leitner, Washington County, gave a presentation on the Implementation Plan. She stated that staff is at the end of the Implementation Plan process and the goal now is stakeholder buy in. She stated the Commission's preference is to get input to make the best decision moving forward.

Ms. Leitner reviewed the proposed transitway alignment. The Cottage Grove City Council supported city and project staff recommendations for a station location on the east side of Highway 61. As a result, further Implementation Plan analysis and the final report will include proposed station locations near 80th Street and Jamaica along East Pt. Douglas. Councilmember Peterson stated that Cottage Grove felt this was the best location because it can best serve the nearby housing areas.

Ms. Leitner stated that staff is looking for direction, not formal recommendations, for project phasing. She stated that there is no clear plan for how phasing should happen along the Red Rock Corridor. Operating and maintenance costs are not in line with other regional transitway projects that have been funded. The length of the Red Rock

Corridor adds more operating and maintenance costs because of the additional miles. Ms. Leitner stated the project is likely not competitive for federal sources; therefore there are no clear evaluation measures. Potential approaches moving forward include initiating a series of small investments to implement the project over time in order to creatively leverage funds from multiple sources or set station area investment and ridership targets based on regional standards.

Mayor Franke asked for clarification on the 2040 forecasted ridership. Ms. Leitner said that 2040 forecasted ridership is based on 2015 costs.

Ms. Leitner stated that Passenger Per In-Service Hour (PPISH) was the option used to measure the performance of the Red Rock Corridor's phasing options. PPISH is calculated by the daily boardings divided by daily service hours. The PPISH target for BRT service is greater than or equal to 25. The proposed Route 363's target PPISH would be 10-20. Ms. Leitner stated that Route 363 is in the Metropolitan Council's Service Improvement Plan and that Metro Transit will be applying for funding this route through the Metropolitan Council's Regional Solicitation application process. Route 363's route could mimic the proposed BRT route. BRT could be phased in when ridership meets a certain threshold. BRT service would bring increased frequency from 30 minutes to 15 minutes and longer service hours from 6:00am – 9:00pm to 5:00am – 12:00am.

Councilmember Peterson asked if BRT service would be Monday – Friday or seven days a week. Ms. Leitner answered seven days a week for BRT service.

Ms. Leitner went through PPISH comparisons of Route 363, BRT Phase 1 (to Cottage Grove), BRT Phase 2 (add Gateway Stations), BRT Phase 3 (to Hastings), BRT Phase 4 (final Hastings stations), and the Red Line. Route 363 could be considered a well-performing route because it would likely meet the PPISH target. BRT Phase 2 is the best performing BRT phase and is closest to the PPISH target by year 2040. The current BRT Phase 2 2040 ridership projection is 1,800 boardings and the ridership projection needs to get to 2,400 boardings to meet the PPISH target.

Ms. Leitner then went through the ridership increase needed to reach the PPISH target. Mayor Franke asked about the thought process behind having a bus operate every 15 minutes instead of 30 minutes. Ms. Leitner stated that there is a minimum frequency standard for operating as a transitway service and that frequency of service attracts riders. Chair Bigham asked for clarification on the ridership increase needed to reach PPISH target for BRT Phase 2 by year 2040. Ms. Leitner stated that ridership must increase by 33% in order to reach PPISH target of 25.

Ms. Leitner stated that PPISH projections can be increased by increasing ridership through land use decisions and decreasing service hours through phasing. She stated that based on the data, we need Route 363 to have approximately 1,200 daily riders in order to implement BRT service.

Ms. Leitner summarized the following discussion items from the Technical Advisory Committee to the Commission: PPISH seems to be the logical benchmark for phasing, Route 363 is a good baseline for when to implement the first stage of BRT, there is no set directions on phases, and since land use drives a large part of increasing the PPISH, stakeholders need to assess station area land use.

Councilmember Rahm asked how the model being used applies to the corridor communities' situations. Ms. Leitner answered saying that transitways need density. She also stated that staff is working with city staff from the corridor communities to update language around station areas to plan density. Councilmember Rahm commented that we should be talking to each community about how they can find solutions for each community's situation and how city current transit plans fit into the overall corridor planning.

Chair Bigham commented that there has been discussion with Hastings and the Metropolitan Council about entering into the transit district. It takes time to build awareness and density. We should continue to have conversations about how we can move forward. Ms. Leitner added that we need to look at how we can provide right-size solutions for the corridor. The Route 363 can provide a good foundation on which to build further transit service in the corridor.

Mayor Franke asked how to mitigate operation and maintenance costs. Ms. Leitner answered stating that distance has a large impact, but express buses that cover a large distance can still be funded even with high operation and maintenance costs. Mayor Franke asked if we could adjust hours of operation for transitway service. Ms. Leitner answered saying that there are standards set by the Metropolitan Council for hours of operation in order to be a transitway. Consistent and reliable hours of operation are important for ridership.

Commissioner Slavik commented saying we are in a system striving to be a transitway and we may not be there yet in 2040. So we should talk about how can we meet expectations and needs with a different solution besides full BRT build out.

Chair Bigham commented saying there is not just one solution. Washington County residents said that transit service was a priority in a recent survey. A variety of service options would be well received in our communities.

Commissioner Slavik commented on the limitations of the County Transit Improvement Board structure. He is concerned about the cost and not achieving better transit service.

Councilmember Peterson asked what amount of trips that were taken in Red Rock Corridor communities on Transit Link. Ms. Leitner said that number is available and can be provided later.

Ms. Leitner stated next steps will be to drafting up language for the recommendations from the Implementation Plan.

Chair Bigham commented that this has always been a phase-in project, and we should keep long-term vision in mind.

Ms. Leitner provided a station area update on Lower Afton. Concerns regarding the current park and ride lot include capacity, safety, lighting, and security issues. The feedback from the neighborhood has been that the station should not be changed or it should be completely moved and redone. Councilmember Prince concurred with this statement. Ms. Leitner stated a number of options including installing a pedestrian bridge, improving the signals, relocating the park and ride, changing the bus operations, and building “J” turns (like U-turns but would be for buses only) were discussed at the May 16, 2016 Red Rock Corridor TAC meeting. No formal recommendation was given.

Chair Bigham stated that Saint Paul will advise staff to work towards solutions.

Ms. Leitner provided a station area update on Newport Transit Station. The Washington County Board and Metro Transit approved the station for a park and ride for the Minnesota State Fair. In addition, the City of Newport is working with Washington County Housing Redevelopment Authority on a multifamily project.

Ms. Leitner provided a station area update on Jamaica Avenue station area. Staff met with high school and early education staff that currently use the parking lot. Staff will continue to work with Red Rock Corridor staff to find address the parking situation for a potential station.

Councilmember Peterson asked if the bus size has increased for the buses that service the Newport Transit Station. Ms. Leitner answered she does not know. Councilmember Peterson also asked about the number of boarding at the Newport Transit Station.

Agenda Item #5: Legislative Update

Lobbyist John Kaul provided an update on the 2016 legislative session. He encouraged the Commission to contact their representatives to support holding a special session for a transportation bill only if it includes transit funding for both the east and west metro area.

Chair Bigham suggested that the Commission send a letter that encouraging support for holding a special session for a transportation bill if it includes transit funding to Governor Dayton, Senate Majority Leader, House Speaker, Conferees of the Bonding and Transportation Committees, and Metropolitan Council Chair.

Agenda Item #6: 2016 Summer Engagement

Ms. Leitner presented on plans for summer engagement in 2016. The Commission does not have a direct “ask” from stakeholders at this time. Staff recommended that summer engagement efforts be put into setting up a tour about the A Line BRT route opening June 2016. The tour could take the place of a future Commission meeting. Chair Bigham stated staff should proceed with recommendation to plan a tour of the A Line.

Agenda Item #7 Communications Update

Ms. Leitner stated that the communication update details can be found in the Commission's packet.

Agenda Item #8 Other

Item a: No Commissioner Reports

Item b: Next meeting will be held June 23, 2016, until otherwise noted.

Agenda Item #9 Adjourn

Motion made by Councilmember Peterson to adjourn. Seconded by Commissioner Slavik. **All in favor**, Motion carried.

Meeting adjourned at 5:40 p.m.

DRAFT



DATE: July 21, 2016
TO: Red Rock Corridor Commission
FROM: Staff
RE: Liability Coverage Insurance

The Red Rock Corridor Commission's insurance policy with the League of Minnesota Cities is up for renewal for 2016. Coverage for the work of the Commission is currently held through the League of Minnesota Cities Insurance Trust. Coverage includes open meeting, municipal liability, auto and crime. The premium paid by the Commission last year was \$552.00.

At the time coverage was obtained, the Commission was asked to determine whether or not it would waive the statutory tort liability limits. The Commission chose **NOT** to waive such limits. This means that an individual claimant would be able to recover no more than \$300,000 on any claim. If the Commission chose to waive the limits, a claimant could recover up to \$1 million. The League of Minnesota Cities Insurance Trust would like confirmation that the Commission would again chose not to waive the statutory tort liability limits. The 2016 premium will be comparable to last year's, and is included in the Commission's 2016 budget.

Action

Continue insurance coverage with League of Minnesota Cities Insurance Trust for 2016 and that the statutory tort liability limits not be waived.



DATE: July 21, 2016
TO: Red Rock Corridor Commission
FROM: Staff
RE: 2016 Regional Solicitation Update

Background:

The Regional Solicitation process allocates federal transportation funds to local projects to meet regional transportation needs. The funding is allocated by the Metropolitan Council, working with the Transportation Advisory Board (TAB), to review applications and award funds. Decisions are guided by criteria set by TAB for an objective, transparent process. The 2016 Regional Solicitation process is for allocation in 2020-2021. However, due to an increase in funding under the FAST Act legislation, limited funding is available for projects that can be implemented in 2017, 2018, and 2019.

Metro Transit submits applications for all services it will operate. Metro Transit submitted an application for local Cottage Grove bus service during the last Regional Solicitation, but the application was not selected. The proposed route provided midday and evening service every 30 minutes in both directions from the Cottage Grove Park and Ride to Downtown Saint Paul with stops at Newport and Lower Afton.

During this year's Regional Solicitation process, Washington County staff worked with Metro Transit to submit a new application for a service (referred to as Route 363) that would follow the BRT route between Union Depot and Cottage Grove Park and Ride with stops at Lower Afton, Newport Transit Station, St. Paul Park, and 80th Street, and Jamaica in Cottage Grove. The preferred program year for project funding is 2020 or 2021.

The application for funding Route 363 was completed and submitted by Metro Transit before the July 15, 2016 deadline. The Metropolitan Council's qualifying review is now underway. TAB will approve project funding recommendations by January 18, 2017.

**Action
Information**



DATE: July 21, 2016
TO: Red Rock Corridor Commission
FROM: Staff
RE: Implementation Plan Update

Background

An Implementation Plan for phased transit improvements in the corridor, including eventual bus rapid transit (BRT) service, has been underway since the beginning of 2015.

The Implementation Plan goals are to:

- identify more specific construction and capital costs;
- revise station area plans guided by market analysis for bus rapid transit;
- determine a funding plan; and
- establish a staged approach for implementation of the plan.

The Implementation Plan will determine short- and long-term strategies for implementing BRT and to tie those strategies to funding need.

Meetings and Events

June 18, 2016 Meeting to discuss Lower Afton Park and Ride

Implementation Plan

Washington County staff presented information on station area planning, evaluation framework, and implementation phasing at the May Commission meeting. Since the May meeting, the project team has been working to refine details for the implementation plan. The TAC met in June to discuss the draft recommendations for the Implementation Plan and the Commission will be asked to have that same discussion during this meeting.

The majority of the information that will be included in the final Implementation Plan document has been reviewed by the Technical Advisory Committee (TAC) in the form of technical memorandums. The following technical memorandums have been sent to the TAC for comment:

- Service Planning
- Travel Demand Forecasting
- Alternative Evaluation
- Cost Estimation
- Financial Plan
- Station Area Plans.

The project team is in the process of compiling and addressing comments from the TAC.

With direction from the Commission, the project team will draft the final report for the Implementation Plan based on the attached Table of Contents. The TAC will review and comment on the draft report in August. The Commission will have the opportunity to comment on the final report at the September meeting before it is released for public comment.

Next Steps

The project team will finalize the technical memorandums and draft the final report. The schedule to finalize the Implementation Plan is as follows:

Date	Action
September 22, 2016	Red Rock Corridor Commission release final report for public comment
September 22 – October 22, 2016	Public comment period on final report
October 27, 2016	Red Rock Corridor Commission holds public hearing and adopts Implementation Plan final report, if approved based on public comments
November – December 2016	Resolutions of Support for Implementation Plan findings from all city and county partners

Action

Discussion on the Table of Contents for the Implementation Plan and direction to the project team to draft the final report recommendations.

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DATE: July 21, 2016
TO: Red Rock Corridor Commission
FROM: Staff
RE: Communications Update

Website

There have been 1981 website views in the last 30 days.

Facebook

The Facebook page is up to 322 likes. There have been no instances where comments needed to be removed from the Facebook page in accordance with the Commission's Facebook use policy.

Press

News articles published since the last Red Rock Corridor Commission meeting are attached.

1. May 25, 2016 – Star Tribune

Action:

Information

Distracted drivers are hitting new lows, Washington County survey finds

By Kevin Giles Star Tribune | MAY 25, 2016 — 9:41PM

Most everybody these days tells a disturbing story about distracted drivers drifting over centerlines, veering onto road shoulders and risking rear-end collisions as they toy with their phones.

The worst offenders let nothing interfere with their love affairs with electronic devices. Distracted driving accounts for 1 in 4 crashes and at least 70 deaths and 350 serious injuries a year in Minnesota, according to the Minnesota Department of Public Safety. Between 2011 and 2015, the agency says, 326 people died and 1,076 suffered life-altering injuries in crashes attributed to distracted driving.

Now, from Washington County, comes more glaring concern. [A new survey shows \(https://www.co.washington.mn.us/DocumentCenter/View/10167\)](https://www.co.washington.mn.us/DocumentCenter/View/10167) that while residents feel relatively safe from violent crime and property crimes, they feel “least safe” from distracted drivers and their close cousins, drunken drivers. Washington County ranks better than three other Minnesota counties measured in the survey, but only at the midpoint of counties surveyed nationwide.

Dan Starry, chief deputy in the Washington County Sheriff’s Office, said a few seconds of distraction can be fatal. “It’s killing people, it’s killing our loved ones, our neighbors,” Starry said. “A lot of people think it’s teens causing it, but really it is a lot of age groups at fault.”

Distracted driving isn’t limited to phones, Starry said. Deputies find sleepy drivers and inattentive drivers who are eating and putting on makeup. Anybody observing distracted driving should report them at once, he said.

“Safety is paramount, and drivers have to realize distracted driving is very dangerous,” he said.

The good news is that surveyed residents think highly of the Sheriff’s Office and its 911 dispatch services, implying public trust in law enforcement authorities to confront distracted driving.

An overwhelming number of U.S. drivers know that texting while behind the wheel is illegal, and 78 percent say it’s a serious threat to public safety, according to the AAA Foundation for Traffic Safety.

More transit, please

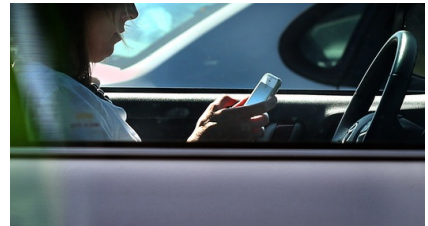
Another major finding in the Washington County survey shows this: Residents want more public transportation. In fact, “availability” of bus and rail transit ranked near the “poor” end of the satisfaction scale and, when compared with other counties, even lower.

At recent County Board meetings, commissioners lamented a lack of action in the Minnesota Legislature to approve requests for transit funding.

Commissioner Karla Bigham, a champion of the Red Rock Corridor bus rapid transit route from St. Paul to Hastings, said she was “deflated and disappointed” at what she said was a lack of understanding of county and city needs. “It’s hard to plan long-term when it’s so unstable,” Bigham said of funding.

Bigham and another champion of transit, Commissioner Lisa Weik, spent hours lobbying at the State Capitol for Red Rock and the Gold Line, also known as the Gateway Corridor. That bus rapid transit line would run between St. Paul and the east side of Woodbury.

Overall, the citizen survey showed high satisfaction with living in Washington County. “Outdoor recreational opportunities” received high grades, as did “availability of bike and pedestrian transportation options.” The county has numerous paved trails,



(http://stmedia.startribune.com/images/ows_1460766642456)
JIM GEHRZ

Washington County residents feel relatively safe from violent crime and property crimes, but they feel “least safe” from distracted and...

including the Gateway and Brown's Creek state trails.