**

**Meeting Minutes**

**December 12, 2016**

 **Newport City Hall**

**4:30 p.m.**

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| **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 | X |
| Cam Gordon | City of Minneapolis |  |
| Tracy Rahm | City of Newport |  |
| Jane Prince | City of St. Paul | X |
| Keith Franke | City of St. Paul Park | X |

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

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| **Staff** | **Agency** | **Present** |
| Jan Lucke | Washington County RRA |  |
| Lyssa Leitner | Washington County RRA | X |
| Hally Turner | Washington County RRA |  |
| Emily Jorgensen | Washington County RRA | X |
| 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 |  |
| Katie White | Metropolitan Council |  |

**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 Councilmember Peterson to approve the agenda. The motion was seconded by Mayor Franke. All were in favor, **Approved**. Motion Carried.

**Agenda Item #3: Recognition of Outgoing Members**

Chair Bigham recognized Mayor Franke and Councilmember Peterson for their service on the Red Rock Corridor Commission. Chair Bigham read the resolution thanking Mayor Franke for this service and wished him luck in the future as a state representative. Motion made by Councilmember Vaughn to approve the resolution. The motion was seconded by Commissioner Slavik. Commissioner Rettman expressed that she would miss Mayor Franke and looks forward to working with him as a state representative. Mayor Franke thanked the commission and express that it had been an honor. All were in favor, **Approved**. Motion Carried.

Chair Bigham read the resolution thanking Councilmember Peterson for her service on the commission and serving as vice-chair on the commission. Chair Bigham said that Councilmember Peterson was a great advocate for Cottage Grove while serving on the commission and thanked her for her leadership. Motion made by Commissioner Slavik to approve the resolution. The motion was seconded by Councilmember Vaughn. Commissioner Rettman expressed that she admires the amount of time Councilmember Peterson dedicated to the commission and that she will miss Councilmember Peterson as a leader on the commission. Councilmember Peterson thanked the commission and expressed that she will miss working on the issue of transportation. Commissioner Slavik thanked Councilmember Peterson for her service and her dedication to the social media campaign. All were in favor, **Approved**. Motion Carried.

**Agenda Item #4: Consent Items**

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

**Agenda Item #5: Implementation Plan Update**

Lyssa Leitner, Washington County staff, stated that Washington County staff have been presenting the results of the Implementation Plan to the corridor cities and counties and asking them for a resolution of support. The City of St. Paul Transportation Committee, the City of Newport, the City of Hastings and the City of St. Paul all had the resolution of the support as a consent item. Presentations at Ramsey County, Dakota County, Washington County, the City of Cottage Grove, and the City of St. Paul Park are all upcoming.

Ms. Leitner stated that some of the recommendations from the implementation plan are already being pursued. A process to find recommendations for small area plans for the Cottage Grove and St. Paul Park station areas is already underway. A RFP has been posted, this process is being funded through CTIB with the Washington County guaranteed funds. Staff will provide periodic updates on this process to the Commission.

Chair Bigham asked for questions. Chair Bigham stated that it was likely the proposed Route 363 application will not be funded through the Regional Solicitation process. Chair Bigham said if the state passes a transportation bill or more federal money becomes available it could be possible. Commissioner Rettman asked what made Chair Bigham feel that the proposal wouldn’t be granted. Chair Bigham stated that the scoring of the proposal wasn’t the worst but it wasn’t one of the best.

Commissioner Slavik asked about the other suburban proposals and how they scored. Chair Bigham said that the extension of the A-Line is likely to be funded. Ms. Leitner stated that MVTA has submitted an application that was likely to be funded although nothing official has been announced. Ms. Leitner explained that Metro Transit submitted several applications for expensive projects, which makes it harder for other applications to get funded.

**Agenda Item #6: 2017 Work Plan and Budget**

1. **Draft Work Plan and Budget**

Ms. Leitner stated that the draft work plan and budget for 2017 was in the packet. It’s structured the same way each year with the categories of overall management, administration, general activities and public involvement. This year the category of joint-powers agreement was added. The budget of $39,000 can be funded by the fund balance rather than using dues. The fund balance has about $62,000 left at the year end. Ms. Leitner stated that it makes sense to use some of the fund balance to fund the JPA to draw down the amount. The balance comes from slightly over budgeting for other contracts and projects.

The JPA covers the corridor from Hennepin County all the way down to Dakota County. Ms. Leitner stated that it makes sense to discuss the JPA and who should be a funding partner. The project has changed a lot and is no longer commuter rail to Minneapolis. Given these changes it makes sense to re-evaluate the JPA in 2017 and it will likely need be re-written. Rewriting the JPA will require a lawyer to write the agreement and then staff time to coordinate with partner legal teams to get the required signatures.

1. **2017 Communications Contract**

Ms. Leitner stated that this was an information item with final approval in January. The commission hires a communication consultant for the Red Rock Corridor to assist with press releases and newsletters. Money is budgeted for the consultant in the event that something large with the Red Rock Corridor happens, like the approval of the Route 363 and more marketing is needed. The current contract ends in February 2017.

Chair Bigham stated that the money spent on the consultant for 2016 would be under budget and that it is a good idea to keep a contract with the consultant. Chair Bigham stated the contract will be up for action in January.

**Agenda Item #7: 2017 Meeting Schedule**

Chair Bigham stated that the 2017 meeting dates were included in the packet with topics proposed for each meeting. The proposed dates are as follows: January 26, May 25, August 24 and November 30. Chair Bigham stated if there is no action on the Route 363 or a legislative transportation bill then the Commission will not have much to work on until funding becomes available. Small area plan development for station areas in Cottage Grove and St. Paul Park will begin and the commission will receive updates on that work.

Chair Bigham then clarified that the May meeting did not fall on Memorial Day. Ms. Leitner stated that the May meeting was not on Memorial Day.

Chair Bigham stated that the new appointees from Cottage Grove and St. Paul Park would receive this information from staff.

**Agenda Item #8: Communications Update**

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

**Agenda Item #9: Other**

1. **Commissioner Reports**

Chair Bigham stated that CTIB approved the grants, which includes the guaranteed funds from Washington County for the small area plans. The Transit Advisory Board meeting is next week where the applications for the Regional Solicitation will be reviewed. During that time the Route 363 will be discussed.

Chair Bigham stated that the Gateway BRT Locally Preferred Alternative route has been approved by Woodbury and Oakdale. Ms. Leitner stated that this alignment benefits some Red Rock Corridor communities as it terminates at the Woodbury Theatre.

Chair Bigham stated that CTIB has been in discussion about the reform of CTIB. The vision of CTIB has always been a vision of a three-legged stool with the local, state and federal support but that has not been the case. Dakota County has opted to no longer be part of CTIB. There are many different funding scenarios that play into restructuring options. Any CTIB changes will be presented to the commission. This is a serious discussion and any changes to the CTIB structure will need to be unanimous.

Commissioner Slavik stated that if CTIB were to be dissolved then all five counties would have to be in favor. There are many different scenarios and the counties need to act in the interests of their constituents.

Chair Bigham stated there are many different scenarios for the future and protecting the current projects future has remained a priority.

**B. Next Meeting**

Next meeting will be held on January 26, 2016 at 4:30 pm in Newport City Hall.