



## **Red Rock Corridor Commission Agenda 4:30 p.m. Thursday, November 30, 2017**

**Newport City Hall  
596 7<sup>th</sup> 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 August 24 and October 19 Meetings	
4. Small Area Plans*	Information
5. Joint Powers Agreement*	Information
6. Financial Agreement*	Approval
7. Draft 2018 Work Plan and Budget*	Discussion
8. 2018 Proposed Meeting Schedule*	Discussion
9. Communications Update*	Information
10. Other	Information
a. Commissioner Reports	
b. Next Meeting	
January 25, 2018 (proposed) 4:30 pm Newport City Hall	
11. Adjourn	Approval

*\*Enclosures*



**DATE:** November 22, 2017  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Checks and Claims

Johnson Group

August

\$1,391.66

September

\$ 591.66

**TOTAL            \$1,983.32**

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 2/28/2018  
 Business Unit Public Works  
 Object Code 215000  
 Updated 3/6/2017

Task No.	Task Description	Johnson Group	Task Total
1.0	Email Marketing	\$4,800.00	\$4,800.00
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	Awariness Campaign	\$3,500.00	\$3,500.00
7.0	Website Updates & Maintenance	\$2,500.00	\$2,500.00
8.0	Website Hosting	\$180.00	\$180.00
NA	Contingency	\$420.00	\$420.00
	Total Contract Cost	\$18,000.00	\$18,000.00
	Total Project Cost	\$18,000.00	\$18,000.00

Invoice Number / Date	Tasks							Total Contract Cost	Total Project Cost
	Email Marketing	Social Media	Media Relations	Awareness Campaign	Website Updates	Website Hosting	Contingency		
1021405/3/31/17		\$450.00		\$291.66				\$741.66	\$741.66
1021443/4/27/17		\$150.00	\$525.00	\$291.66		\$180.00		\$1,146.66	\$1,146.66
1021497/5/31/17	\$800.00	\$300.00			\$405.00			\$1,505.00	\$1,505.00
1021571/6/29/17		\$300.00		\$291.66				\$591.66	\$591.66
1021622/7/27/17	\$1,125.00	\$300.00		\$291.66				\$1,716.66	\$1,716.66
1021685/9/1/2017	\$800.00	\$300.00		\$291.66				\$1,391.66	\$1,391.66
1021751/9/29/2017		\$300.00		\$291.66				\$591.66	\$591.66
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
								\$0.00	\$0.00
Amount Billed to Date	\$2,725.00	\$2,100.00	\$525.00	\$1,749.96	\$405.00	\$180.00	\$0.00	\$7,684.96	\$7,684.96
Percent Complete	56.8%	58.3%	17.5%	50.0%	16.2%	100.0%	0.0%	42.7%	42.7%
Amount Remaining	\$2,075.00	\$1,500.00	\$2,475.00	\$1,750.04	\$2,095.00	\$0.00	\$420.00	\$10,315.04	\$10,315.04



## Meeting Minutes

August 24, 2017

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	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	
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	X
Lyssa Leitner	Washington County RRA	
Hally Turner	Washington County RRA	X
Emily Jorgensen	Washington County RRA	
Kevin Roggenbuck	Ramsey County RRA	X
Matt Parent	Dakota County RRA	
Joe Scala	Hennepin County	X

Others	Agency	
Chelsey Hendrickson	Kimley Horn	X
Lindsey Wollschlager	Richardson, Richter & Associates	X

#### **Agenda Item #1: Introductions**

Chair Bigham called the meeting to order at 4:30 p.m. Introductions were not made.

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

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

#### **Agenda Item #3: Consent Items**

Motion was made by Commissioner Slavik to approve the check and claims, and the minutes from the May 25, 2017 commission meeting. The motion was seconded by Councilmember Mills. All were in favor, **Approved**. Motion Carried.

#### **Agenda Item #4: Insurance**

Hally Turner, Washington County staff, stated that insurance is something the commission approves on an annual basis. The Commission holds insurance in the event that something happens even though the commission does not have many activities that require coverage. There was mistake in the draft, the premium was previously stated as estimated to be less than \$925 as it has been in the past. This \$925 figure is a minimum though the League of Minnesota Cities sometimes offers a discount when the league has dividends paid out. Funds for insurance have been budgeted for 2017. Each year the commission determines if they would like the statutory tort liability waived. In the past the Commission has not waived the limits. Ms. Turner stated that the action before the Commission is to continue insurance coverage and a determination on the statutory tort liability.

Commissioner Slavik asked why this was being presented at the August meeting instead of the May meeting.

Ms. Turner stated that this process is done in advance of the next year and the League of Minnesota Cities is the driving force. Staff are beholden to the league's timeline.

Motion was made by Commissioner Rettman to continue insurance coverage, reflect the correct figure language in the narrative and not waive the statutory tort liability. The motion was seconded by Mayor Dingle. All were in favor, **Approved**. Motion Carried.

#### **Agenda Item #6: Small Area Plans Market Analysis**

Ms. Turner introduced Chelsey Hendrickson with Kimley Horn, the consultant who is leading the Cottage Grove and St. Paul Park Small Area Plans process and Jay Demma with Perkins and Will who is a sub-consultant on this process.

Ms. Hendrickson began with an overview of the presentation. The goals of the small area plans are to support the comprehensive plan process, support the character and vision of the communities, stimulate economic development and redevelopment, improve connections through the communities and identify transit-supportive strategies to build potential ridership. Ms. Hendrickson went over the project schedule and stated that the team is currently wrapping up the market analysis portion and is beginning to draft development scenarios for each small area. After the development scenarios are created the team will workshop implementation strategies and final document.

Mr. Demma gave an overview of some of the driving factors that influence the market in each of the small areas. Beginning with an analysis of demographics, the Metropolitan Council has forecasted that Cottage Grove and St. Paul Park will add roughly 4,500-5,000 new residents each decade through 2040. These population increases will be the demand drivers for future transit, housing and jobs in the corridor. Mr. Demma showed the current populations living within walking distance of the proposed Red Rock bus rapid transit (BRT) station for each of the small area plans. The 80<sup>th</sup> Street and Jamaica small areas have a very young profile and are getting younger despite aging trends. St. Paul Park is also getting younger but has an older median age. Each of the three small areas has experienced a sharp increase in the number of households with children. Overall the metro area and St. Paul Park have a lower proportion of households with children. Cottage Grove and Washington County overall have a higher proportion of households with children.

Mayor Dingle asked for clarification on what constitutes a household specifically how it applies to senior living communities. Mr. Demma clarified that the census definition of household was used. This definition is an "occupied housing unit" a senior housing community is considered residential. Not included in this definition are group quarters. Group quarters are dormitories, prisons and skilled nursing facilities. Mayor Dingle asked how these numbers and the proportion of households with children would be skewed given the amount of senior facilities being built. Mr. Demma stated that most seniors relocated within their town and it's a negligible difference. Commissioner Bigham stated that it's important to pay attention to the senior community in the corridor who would benefit from improved transit in the Red Rock Corridor.

Mr. Demma stated that St. Paul Park and Jamaica Avenue small areas have experienced a decline in their median income since 2010. 80<sup>th</sup> Street small area has expected an increase in median income since 2010. Mr. Demma explained that market rate apartment trends show a

rising vacancy rate in St. Paul Park and Cottage Grove. The average rents in St. Paul Park and Cottage Grove are rising but are still below the average rent for the county and the broader metro area.

Commissioner Bigham asked if this information included rental houses as well as apartments. Mr. Demma clarified that this data only included apartments.

Commissioner Rettman asked if this information reflected subsidized housing. Mr. Demma stated that the vacancy rate and average rent only reflect market rate housing.

Mr. Demma went over the apartment development patterns for the last twenty years. 12 general occupancy rental units and 210 senior rental units have been built in Cottage Grove. 0 general occupancy rental units and 0 senior rental units were built in St. Paul Park. 1,710 general occupancy rental units and 721 senior rental units have been built in Woodbury. The information on Woodbury was included as a point of comparison.

Commissioner Bigham stated that Newport has 42 new general occupancy rental units as of August 2017. Commissioner Bigham asked that Newport be included in overall data for the small area planning process. Mr. Demma stated that Newport had been included in many of the data sets as part of South Washington County.

Mr. Demma went over the different land uses. Between St. Paul Park and Cottage Grove there is about 1.5 million square feet of commercial space which is about 13 percent of the South Washington County retail market. The 80<sup>th</sup> Street area has about 540,000 square feet and is anchored by Hy-Vee and Kohl's. This area is still recuperating after the loss of Rainbow and Home Depot. Jamaica Avenue has about 770,000 square feet and is anchored by Target, Cub Foods, Menards, and Walmart. This area has been expanding south along Highway 61 downtown St. Paul Park has less than 60,000 square feet and a curious concentration of bars, pubs, and taverns.

Commissioner Bigham asked if projected developments were taken into consideration. Mr. Demma stated that a more robust report is forthcoming and projected developments were taken into consideration. This presentation focuses on a higher level summary of the trends.

Mr. Demma shared that between St. Paul Park and Cottage Grove there is about 350,000 square feet of office space which is less than 6 percent of the South Washington County office market. The 80<sup>th</sup> Street area has about 130,000 square feet with a focus on financial services and medical professionals. Jamaica Avenue has about 97,000 square feet and is concentrated on the south side of Highway 61 away from retail. Office space among the small areas is dominated by small professional users that cater to local households. There is a limited supply or demand to larger office users.

Mayor Dingle stated that Tesoro, the oil refinery in St. Paul Park, has bought the DMC building with the intention of converting some of the space to office. This would bring about 500 jobs to St. Paul Park.

Councilmember Mills asked if the businesses on the west side of highway 61 were included in the analysis and how they impact ridership. Mr. Demma stated that this analysis isn't specific to creating ridership but more so looks at land use that is suitable for transit riders and how to congregate those uses around the station areas.

Commissioner Bigham asked to speed through the presentation in the interest of time.

Mr. Demma stated that a number of developers were interviewed about the corridor area. Developers felt there is a demand for affordable housing and senior housing. The demand for market rate housing in this corridor has not yet been tested but it is probably strong enough to command new construction rents. The locations under consideration for housing are viable and freeway proximity is not a concern. Developers felt that 80<sup>th</sup> Street and Jamaica have good business anchors but there is a weak mix of business and a lack of amenities. The Jamaica area is far from its population base. Building more housing would help strengthen retail districts. There is no market for offices that only happens in a few places in the metro area. A mixed-use development with a pedestrian oriented retail area might work on a small scale.

Ms. Hendrickson summarized the community engagement events. There were two open houses that were publicized using postcards, Facebook ads, flyers and website announcements. Over 20 people attended in Cottage Grove and over 25 people attended in St. Paul Park. The open houses were designed to get feedback from the community. In Cottage Grove, people shared that the things they like such as the current demographics, the quiet area, and many biking and walking trails. The Cottage Grove community members shared they would like to see a centralized community gathering spot supplemented with new retail or commercial options in the future. They would also like to see a variety of housing and commercial options in terms of densities and scales. Within the 80<sup>th</sup> Street station area the community mentioned that the terrain was the hardest mobility challenge. The community mentioned many more mobility challenges in the Jamaica area, the 90<sup>th</sup> street intersection, and navigating through the commercial area as a pedestrian is considered very challenging. The current Metro Transit park-and-ride is on the west side of highway 61. It can be uncomfortable as a pedestrian or cyclist to access that park-and-ride.

In St. Paul Park, the community enjoys the small town feel of the area and housing affordability. The community would like to see centralized community gathering spot supplemented by more walkable destinations and consistent, connected sidewalks. The community would like to see more larger-scale retail and medical clinics. The community stated that crossing the St. Paul Park road is challenging as a cyclist, pedestrian, and driver.

Ms. Hendrickson then went over the next steps for the project. The team will create reports for the existing conditions and market analysis. Development scenarios and implementation strategies will be created and workshopped with the project advisory team. This will all be pulled together into a final report.

Councilmember Vaughn asked if online input was of the engagement process. Ms. Turner stated that comments were only received person.



Commissioner Slavik stated he was impressed with the open house turn out at St. Paul Park. The community was highly engaged and offered some good insight.

Commissioner Bigham stated that there was also a good turnout at the Cottage Grove open house. There were people from the greater Red Rock Corridor in attendance. The comments were supportive and engaged in the conversations about the future of the corridor.

#### **Agenda Item #5: Joint Powers Agreement Update**

Ms. Turner introduced Lindsey Wollschlager from Richardson, Richter & Associates. Ms. Wollschlager began with an overview of her presentation and stated there are three options for the future of the joint powers agreement (JPA). The strategic planning scope of work have five steps, review the current JPA, review the Red Rock Corridor Implementation Plan, recommend revisions to the JPA based on the Implementation Plan, present revisions to Red Rock Corridor Commission, and then review JPA, including coordination with member legal departments. Ms. Wollschlager said the goal is to identify the preferred option for the commission before the end of the year.

Commissioner Rettman asked if the information presented was available in the context of the JPA document. Ms. Turner stated that the original JPA is not in the packet. Commissioner Rettman asked for a redlined copy. Ms. Turner stated that it was important to have the discussion of the structure of the JPA first before addressing the wording of the document.

Ms. Wollschlager stated that the purpose of the Red Rock Corridor Commission is to jointly exercise the powers grants to the Regional Railroad Authorities under Minnesota Statute 398a. The effect this statute is to allow the Commission to be a project sponsor. For reference 398a outlines the powers of the Regional Railroad Authorities. Ms. Wollschlager highlighted the Commission's power to apply for and accept gifts, grants, loans of money, other property, or assistance from public or private entities. This power is significant to the role of the Commission and allows the Commission to solicit funding from sources and bring in resources to the Commission. Ms. Wollschlager highlight the Commission's power to incur debt, liabilities, or obligations which do not constitute debt of any of the Parties. That power allows the Commission to issue bonds in order to support the funding of the project.

Commissioner Rettman asked if the power to issue bonds was included in the current JPA. Ms. Wollschlager confirmed that it was included. Commissioner Rettman asked if that power had been used. Jan Lucke, Washington County Staff, stated that it had not been used.

Ms. Wollschlager stated that there are currently 11 members in the JPA. The counties of Dakota, Hennepin, Ramsey, and Washington and the cities of Cottage Grove, Denmark Township, Hastings, Minneapolis, Newport, Saint Paul, and St. Paul Park make up the 11 members. All four counties are financial partners and contribute funds to the budget. The current JPA was reviewed along with the newly adopted Implementation Plan. The Implementation Plan preferred alternative shows the service operating in Dakota County, Ramsey County, Washington County, and the cities of Cottage Grove, Hastings, Newport, Saint Paul, and St. Paul Park. This does not include all of the members of the existing JPA. The recommended near term tasks are important coordination work that is necessary to improve the

transit service in the corridor. Not all of these activities require the direct action of the commission itself.

The long term activities recommended in the Implementation Plan focus on Route 363 implementation and could require the Commission to hold a contract.

Commissioner Bigham stated that the phased implementation for the Red Rock Corridor and the implementation of Route 363 was unanimously approved by Red Rock Corridor stakeholders. The funding of Route 363 could come from the Regional Solicitation or the funds that were formerly funding CTIB. Commissioner Rettman stated that Ramsey County funds have been earmarked for Ramsey County led projects. Commissioner Bigham clarified that she was discussing the funding of Route 363 for demonstration service and that would require funding from Washington County, Ramsey County, and potentially Dakota County as they are the last phase of BRT. Commissioner Rettman stated that the vote to approve the Route 363 demonstration service was a vote to get the service funded by the Metropolitan Council. Commissioner Bigham stated that the legislative ask last year for the two year demonstration route was 5.6 million dollars. Commissioner Bigham stated that the Regional Solicitation and the legislature are options and agrees that there will need to be a different discussion if other funding options are to be considered. Commissioner Rettman stated that Ramsey and Washington are the only funding partners and that has significant impact on the funding picture. Ms. Turner clarified that the JPA does not obligate the funding partners to pay for the actual project and those obligations will be fleshed out separately. Commissioner Bigham stated that METRO Gold Line is a Ramsey and Washington County partnership and this will be similar. Commissioner Slavik asked to hear the options for the JPA.

Ms. Wollschlager stated that after reviewing the current JPA and the Implementation Plan there are three options available. The existing purpose and powers of the JPA allows the Commission to accomplish the Red Rock Corridor Implementation Plan. The Implementation Plan is not dependent on the full set of Commission Powers. The Implementation Plan could be achieved through alternative forms of cooperation. There are three options for the commission moving forward. The first option is to amend the current joint powers agreement. The second is the selective withdrawal of members. The third is to consider alternative forms of cooperation. The first option to amend the joint powers agreement would include updating the membership to reflect the preferred alternative in the Implementation Plan and update the financial partner's contributions based on the updated membership. The amendment to the JPA requires board approval from all Commission members.

Commissioner Slavik asked if Hennepin County has formally given notice to leave the Commission. Ms. Turner stated that it has only been discussed at this point and it was decided to wait until the end of the Implementation Plan but there has been no formal notice as of yet. Ms. Turner stated that Denmark Township also has previously stated they would like to leave the commission but no formal notice has been given as of yet.

The second option would be the selective withdrawal of some members from the existing JPA. This is an alternative approach to update Commission membership. The financial partners' contributions will be proportionately reallocated if a financial partner withdraws. Withdrawal is effective upon 90-days written notice, including Commission member resolution.

The third option would be to consider alternative form of cooperation. The Commission could reorganize as a corridor coalition. This would allow public and private entities to join together on the coalition. The revenue sources for corridor coalition can be discussed later and would provide options for flexibility. The other option is cooperative funding agreements among the current commission members. This allows for the pooling of resources for a joint goal or contract.

Commissioner Bigham stated that Ramsey County needed to be at the table for this discussion. Commissioner Bigham thinks it makes sense that the membership for the JPA should be updated as it makes sense the Hennepin County and Denmark Township are no longer part of the Commission. Commissioner Bigham believes that keeping a JPA is the best decision for the future of the Red Rock Corridor.

Commissioner Slavik stated that there have been some Red Rock conversations. Dakota County did not approve, though it did acknowledge, the Implementation Plan as it did not include any near term transit investments. Dakota County has begun to look at eastern Dakota County transit routes. As a funding partner it no longer makes sense for Dakota County. But Dakota County will continue to be at the table and have staff present to take part in the discussions. Dakota County will be making a request to participate as an ex-officio member in the future.

Commissioner Bigham stated that this is a phased approach and there will always be opportunity for Dakota County and Hastings to join in different capacities in the future.

Councilmember Vaughn stated that he has the honor to represent Washington and Dakota Counties as a councilmember of Hastings. Hastings sees the value of being a Red Rock Corridor member.

Commissioner Slavik stated that there might be a need for another discussion and a meeting before the November 30<sup>th</sup> meeting.

Commissioner Bigham agreed and stated that there is a need to have another discussion in September or October.

Ms. Turner stated that staff will follow up on this request and work with the Commission.

#### **Agenda Item #7: Communications Update**

Commissioner Bigham stated that the communications update is included in the packet.

#### **Agenda Item #8: Other**

##### **A. Commissioner Reports**

None.

##### **B. Next Meeting**

Next meeting will be held on November 30<sup>th</sup> at 4:30 pm in Newport City Hall.

**Agenda Item #9: Adjourn**

Chair Bigham called the meeting adjourned.

DRAFT



## Meeting Minutes

October 19, 2017

Cottage Grove 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	Washington County RRA	X
Mike Slavik	Dakota County RRA	X
Steve Dennis	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	
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	

<b>Staff</b>	<b>Agency</b>	<b>Present</b>
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

#### **Agenda Item #1: Introduction**

Quorum was not met. Agenda was not approved. Introductions were made.

#### **Agenda Item #3: Joint Powers Agreement**

Hally Turner, Washington County staff, summarized the previous Joint Powers Agreement (JPA) discussion from the August 24 Commission meeting. Lindsey Wollschlager (with Richardson, Richter & Associates) provided an overview of governance options for the Red Rock Corridor. Three options were discussed at the last commission meeting. The commission could choose to amend the current JPA, or the withdrawal of select members or consider alternative forms of cooperation. The commission decided to not pursue alternative forms of cooperation at the August 24 meeting.

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

Councilmember Prince arrived at 4:45 pm. Chair Bigham called the meeting to order at 4:48 p.m. Motion made by Mayor Dingle to approve the agenda. The motion was seconded by Councilmember Dennis. All were in favor, **Approved**. Motion Carried.

#### **Agenda Item #3: Joint Powers Agreement (continued)**

Ms. Turner reviewed option one, the draft amended JPA, noting the changes that were made to update the agreement. Membership was updated to remove Hennepin County, Dakota County, City of Minneapolis, Denmark Township, and the University of Minnesota. References to commuter rail were removed and updated to reflect bus rapid transit as the preferred alternative for the Red Rock Corridor. The commission has an opportunity to include language to outline ex officio membership. Commission members did not feel language outlining ex officio membership was needed in the JPA. Ms. Turner noted that if the commission pursued option one, to amend the JPA, all members must approve the amendment.

Ms. Turner reviewed option two, the withdrawal of select members. This would require members interested into withdrawing to approve a resolution of withdrawal and provide their 90-day notice to the chair of the commission. If a financial member would withdraw, the funding allocation would automatically rebalance to remaining financial members. Commissioner Rettman noted

that financial members combined should have more votes than non-financial members. This option would require only those members withdrawing from the commission to act and additional changes to the content of the JPA would not be allowed.

Commissioner Rettman commented that members interested in withdrawing could do so as soon as possible. Then remaining members would then finalize an amended JPA at a later date. Commissioner Bigham agreed with this suggestion.

The funding split for the annual operations of the Red Rock Corridor Commission will change after the withdrawal of Dakota and Hennepin Counties. Ms. Turner reviewed the funding split options.

Ms. Turner summarized that the further edits to the draft JPA would be to update vote totals to give financial members more votes than non-financial members, remove any information regarding ex officio members, remove language about an executive committee, and determine final funding splits for the remaining financial members. Staff would also coordinate with members interested in withdrawing from the commission to pass a resolution of withdraw and provide 90-notice to the chair.

Meeting was adjourned at 5:34 pm.



**DATE:** November 22, 2017  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Small Area Plans

**Project Updated**

The Cities of Cottage Grove and St. Paul Park have been working with Washington County throughout 2017 to develop small area plans for the proposed Red Rock station areas each city. The first steps of this process was to analyze the existing and forecasted population, age, and household trends. A market analysis of each small area was conducted that examined housing and development conditions and trends.

Open houses were held in July in Cottage Grove and St. Paul Park. In July, we heard about mobility challenges, what features should stay, and ways to improve the small area. A second round of open houses were held in September and October to discuss draft development scenarios with the public.

Draft development scenarios have been drafted based on project analysis and public input. Staff presented the draft development scenarios to the Cottage Grove Planning Commission and the St. Paul Park Economic Development Authority. Presentations are attached for your review.

Kimley Horn staff will be at the January 2018 Red Rock Corridor Commission meeting to provide an update of the small area plan process.

**Action:**  
Information



Washington County/Kimley-Horn BRT/Small Area Plan



( ) Stantec

Washington County/Kimley-Horn BRT/Small Area Plan



goth Street Development Opportunity Areas



( ) Stantec

## Washington County/Kimley-Horn BRT/Small Area Plan



### 80th Street Areas of Change

Cottage  
Grove  
Per City Meeting

( ) Stantec

## Washington County/Kimley-Horn BRT/Small Area Plan

### Development Scenario: goth Street

- D Small Multi-family Residential
- D Multi-family Residential
- D Mixed-use



### East Point Douglas Road and Hillside Trail

Cottage  
Grove  
Per City Meeting

( ) Stantec

## Washington County/Kimley-Horn BRT/Small Area Plan



( ) Stantec

## Washington County/Kimley-Horn BRT/Small Area Plan

### Short Term

#	use	units	sf	lot area (ac.)
1	MXD-A	24	8,100	0.64

### Mid Term

2	Mos	24	9800	0.56
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### Long Term

3	muti-family	36		0.77
4	sf bungabws	18		1.9
5	MXD- C	36	11,700	1.04
6	townhouse	38		2.48
	<b>total</b>	<b>176</b>	<b>29,600</b>	<b>7.39</b>



( ) Stantec



Washington County/Kimley-Horn BRT/Small Area Plan

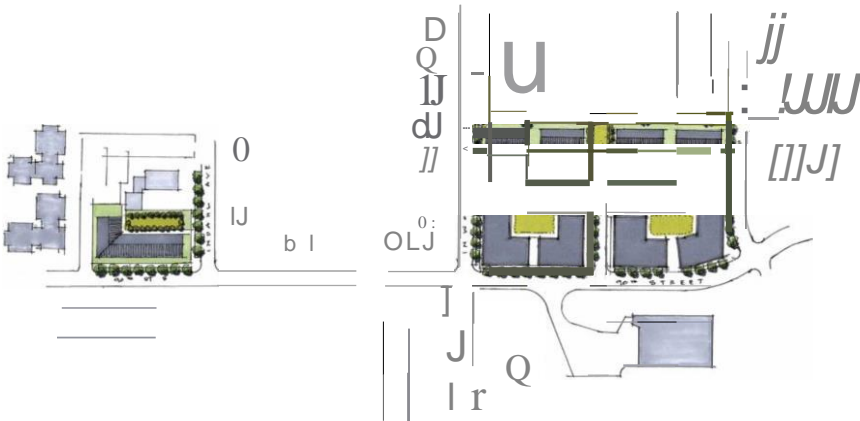
Development Scenario: Jamaica Avenue



Cottage Grove  
Where Pride and Prosperity Meet

( ) Stantec

Washington County/Kimley-Horn BRT/Small Area Plan



Jamaica Scenario

(Short Term Opportunities: Alley Church and Peaceful Grove United Methodist Church sites)

Cottage Grove  
Where Pride and Prosperity Meet

( ) Stantec



## Washington County/Kimley-Horn BRT/Small Area Plan

Short Term #	use	units	sf	lot area (ac.)	notes
1	MF-A	72		1.5	P.G. U. Methodist
	townhouse - A	10		0.1	P.G. U. Methodist
2	MF- B	42		G_66	Aby Church
	total s	124		226	

Jamaica Avenue	
Phase 1	
Current Assessed Value	\$900,000
Redevelopment Scenario - Estimated Property Value	\$25 million
Redevelopment Scenario - Estimated Property Taxes	\$430,000



( ) Stantec

## Washington County/Kimley-Horn BRT/Small Area Plan



( ) Stantec

## Washington County/Kimley-Horn BRT/Small Area Plan

Mid Term					
3	townhouse- B	26		11	
4	MF-c	56		1.4	pG.U. Methodist
5	townhouse- C				PG.U. Methodist
total is		92		2.5	
Long Term					
5	public ROW- A			0.59	
7	public ROW- B			0.51	
8	public ROW- C			0.58	
9	public ROW -D			15	
10	parking structure			1.65	surface lot
11	public parking			18	
12	mxl-A	48	24000	1.55	3 stories
13	mxl-B	96	33600	1.68	4 stories
14	office		50400	1.63	2 stories
15	MF-D	50		101	
16	MF-E	30		1.3	
17	MFE	30		0.55	
18	comm-retail -A		9500	0.77	
19	comm-retail -B		18600	1.29	
20	comm-retail -C		8100	0.32	
21	comm-retail -D		9600	0.39	
22	liner retail		8400		
total is		264	17220000	16.47	



( ) Stantec

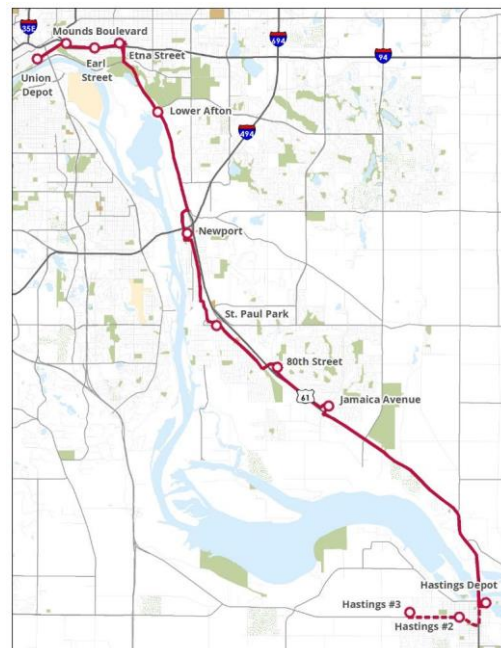
# Cottage Grove and St. Paul Park Small Area Plans

Presentation to the St. Paul Park  
Economic Development Authority  
November 20, 2017

## Agenda

- Small Area Plan Goals
- Demographic Trends
- Market Analysis
- Development Research
- Public Engagement
- Development Site Analysis
- Next Steps

ST. PAUL PARK EDA 11/20/2017





## Small Area Plan

- Small area plans are a strategy resulting from the Implementation Plan completed in 2016
- Goals
  - Support comprehensive plan processes
  - Support the character and vision of the communities
  - Stimulate economic development and redevelopment
  - Improve connections through the communities
  - Identify transit-supportive strategies to build potential ridership

ST. PAUL PARK EDA 11/20/2017

## Demographic Trends

- The Metropolitan Council has forecasted that St. Paul Park will add roughly 2,400 new residents by 2040
- Small areas has experienced a sharp increase in the number of households with children
- The St. Paul Park small area has experienced a decline in median income since 2010

ST. PAUL PARK EDA 11/20/2017

## Market Analysis

- **Housing**
  - General-occupancy rental units built in last 20 years:
    - Cottage Grove = 12
    - St. Paul Park = 0
    - Woodbury = 1,710
  - Senior rental units built in last 20 years:
    - Cottage Grove = 210 (248 under development)
    - St. Paul Park = 0
    - Woodbury = 721
- **Office Space**
  - Office space is dominated by small professional users that cater to local households (e.g., dentists, insurance agents, real estate agents, chiropractors, medical clinics, etc.)
  - Limited supply (or demand) for larger office users

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## Development Research

- **Overview of process**
  - Interviews with 7 developers, real estate professionals
  - Commercial and residential expertise
  - Affordable, market rate, senior housing
  - All were familiar with Cottage Grove or St. Paul Park
- **Results**
  - There is demand for affordable housing, senior housing, and possible market rate/general occupancy housing
  - Building more housing would help strengthen retail districts
  - No market for offices

ST. PAUL PARK EDA 11/20/2017

## Public Engagement

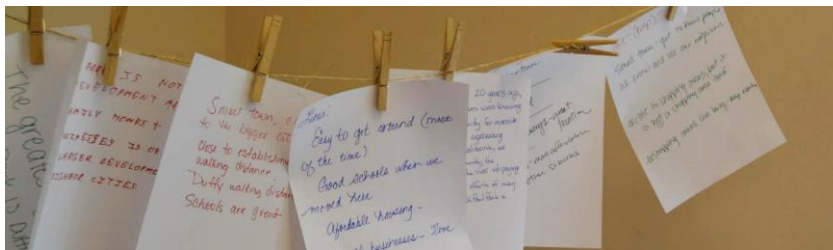
- Two workshops
- Two open houses
  - July 2017
  - September 2017
- 30+ people attended between two open houses



ST. PAUL PARK EDA 11/20/2017

## St. Paul Park: What We Like

- The small town feel of St. Paul Park
- Housing affordability, particularly when compared to other suburbs
- Proximity to downtown Saint Paul, Woodbury, and Bloomington



ST. PAUL PARK EDA 11/20/2017

## St. Paul Park: What We'd Like to See Change

- A centralized community gathering spot supplemented by more walkable destinations and consistent, connected sidewalks
- Larger-scale retail and medical clinics



ST. PAUL PARK EDA 11/20/2017

## DEVELOPMENT SITE ANALYSIS

ST. PAUL PARK EDA 11/20/2017

# Development Scenario: St. Paul Park #1



- Commercial
- Multi-family Residential

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Broadway Avenue & Summit Avenue



Broadway Avenue & Summit Avenue

## Development Scenario: St. Paul Park #2



- Small Multi-family Residential
- Multi-family Residential
- Park/open space

7<sup>th</sup> Avenue between Portland Avenue and Hastings Avenue

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City Hall



## Development Scenario: St. Paul Park #3

Hastings Avenue  
between 7<sup>th</sup> Avenue  
and 8<sup>th</sup> Avenue

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- Small Multi-family Residential
- Multi-family Residential
- Senior development
- Park/open space



Hastings Avenue

## Transit-Supportive Principles: St. Paul Park

<b>Mobility &amp; Connectivity</b>	Create a consistent pedestrian network throughout the small area
	Establish a bicycle network within the small area
<b>Parking</b>	Encourage parking to be organized secondary to the pedestrian environment
	Support shared parking agreements
	Encourage bicycle parking to be included with new developments
<b>Diversity of Land Uses</b>	Increase the diversity of housing options in the small area through the support of multifamily and senior housing
	Support additional commercial development along Broadway Avenue, Hastings Avenue, and Summit Avenue (north of Broadway Avenue)
<b>Density</b>	Increase density within the small area to 40 units per acre
<b>Design</b>	Introduce pedestrian-scale lighting, wayfinding, plantings, and street furniture along Broadway Avenue
	Increase street connectivity as large sites redevelop
	Encourage site designs oriented to the pedestrian
	Introduce public gathering spaces

ST. PAUL PARK EDA 11/20/2017

## Project Next Steps

- Implementation Strategies
- Small Area Plans
- Final Report

ST. PAUL PARK EDA 11/20/2017





**DATE:** November 22, 2017  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Joint Powers Agreement

Red Rock Corridor Commission met on October 19, 2017 to discuss the joint powers agreement (JPA). For the purposes of amending the JPA, the commission decided to have interested members to pass resolutions of withdrawal prior to the next discussion. The following resolutions have been received by staff.

<b>Agency</b>	<b>Date Resolution Received</b>	<b>90-Day Notice</b>
Dakota County	September 12, 2017	December 11, 2017
Denmark Township	October 4, 2017	January 2, 2018
Hennepin County	November 14, 2017	February 12, 2018

The City of Minneapolis indicated their intent to withdraw, and is expected to act on a resolution in early December.

Ramsey and Washington County staff will be facilitating internal reviews by attorneys from each county of the draft JPA through the end of the year. Cities are also invited to review the draft JPA before the end of 2017. Staff will bring a final draft to the commission for discussion in January. Approval by the commission of the amended JPA would occur at the May meeting. This allows time between the January and May commission meetings for the withdrawing communities to give 90-day notice if they have not already done so and for remaining members to act in support of amending the JPA before the May commission meeting. For the May meeting, the commission would approve the amended JPA and bylaws. The timeline of expected actions is:

<b>Action</b>	<b>Date</b>
Staff review of draft JPA	December 2017
Interested members withdrawal from commission	December 2017
Commission discussion of amended JPA	January 2018
Members approve amended JPA	January through April 2018
Red Rock Corridor Commission approves JPA	May 2018

**Action:**  
Information



**DATE:** November 22, 2017  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Financial Agreement

The financial agreement between Red Rock Corridor Commission and Washington County Regional Railroad Authority (WCRRA)—which allows WCRRA to manage funds, contract service, and provide necessary support and oversight activities—expires December 31, 2017. A Washington County attorney has recommended the commission adopt a new agreement at this time, and include language in the amended JPA that grants WCRRA the authority to administer financial services on behalf of the Red Rock Corridor Commission for the duration of the new JPA. Accordingly, the financial agreement reviewed at the November meeting, if approved, would be in effect until the adoption of an amended JPA.

The draft financial agreement is attached for your review.

**Action:**  
Approval

**AGREEMENT FOR FINANCIAL MANAGEMENT SERVICES  
BY AND BETWEEN THE  
RED ROCK CORRIDOR COMMISSION AND WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY**

THIS AGREEMENT is made and entered into by and between the Red Rock Corridor Commission (hereinafter referred to as the Commission) and Washington County Regional Railroad Authority (WCRRRA).

WHEREAS, the Red Rock Corridor Commission was formed by Joint Powers Agreement entered into by Dakota County Regional Railroad Authority, Hennepin County Regional Railroad Authority, Ramsey County Regional Railroad Authority, Washington County Regional Railroad Authority, City of Cottage Grove, City of Hastings, City of Newport, City of Saint Paul, City of St. Paul Park, and Denmark Township; and

WHEREAS, the Joint Powers Agreement delegated the Commission authority to enter into contracts; and

WHEREAS, Minn. Statutes § 471.59 authorizes two or more governmental units, by agreement, to jointly or cooperatively exercise any power common to the contracting parties or any similar powers; and

WHEREAS, the Joint Powers Agreement state that the Commission may contract with any of its members to provide contract management, legal review, and budgeting services necessary or convenient for the Commission and otherwise act as the Commission's fiscal agent; and

WHEREAS, WCRRRA is willing to manage Commission funds, contracts for services approved by the Commission, and provide necessary legal, budgeting, and accounting services;

NOW, THEREFORE, in consideration of the mutual promises and benefits that each party shall derive herefrom, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

**ARTICLE I**

**PURPOSES**

This Agreement has been executed by the Commission for the sole purpose of designation Washington County Regional Railroad Authority (WCRRRA) to receive and manage Commission funds, to provide any and all budgetary and accounting services necessary and convenient for the Commission, including county contributions and grant monies awarded to the Commission, administer contracts for Commission activities, and to provide legal services for the review and drafting of Commission contracts and grant documents.

**ARTICLE II**

**SERVICES**

## Section 2.1 Budgeting and Accounting Services

- A. WCRRA shall provide budgeting and accounting services necessary to manage Commission funds, including Commission member contributions and grant monies. Such services shall include, but not be limited to management of all funds, including Commission member contributions and grant monies, payment for contracted services, and relevant bookkeeping and record keeping. WCRRA shall establish one or more separate funds for said monies and all interest earned from established funds shall be credited back to those same funds. All pertinent books, records, documents, and account procedures and practices shall be maintained by WCRRA and made available to the Commission, its member counties, and the State Auditor upon reasonable notice and shall be retained for a period of three years.
- B. The contracting and purchasing requirements of WCRRA shall apply to contracts let, grant application submitted and purchases made by the Commission during the term of the Agreement.

Section 2.2 Accountability for Funds. All funds shall be accounted for according to generally accepted accounting principles. The Commission may request a report pertaining to budgeting and accounting services provided pursuant to this Agreement.

Section 2.3 Indemnification. The Commission agrees to defend, indemnify, and hold harmless WCRRA from claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions, including negligent acts or omissions, of Washington County's elected officials, employees, and agents in providing services under this Agreement. Nothing in this Section is intended by the parties as a waiver of any liability limits or immunities that the parties are otherwise entitled to under law. The requirement of this section shall survive the termination or expiration of this Agreement.

## ARTICLE III

### TERM OF AGREEMENT

Section 3.1 Term. The term of this Agreement shall be from January 1, 2018 until termination of the Red Rock Corridor Commission has been affected.

Section 3.2 Termination. This Agreement shall terminate upon written agreement of both parties.

Section 3.3 Distribution of Property. Upon termination of this Agreement, WCRRA shall pay all outstanding Commission obligations from funds managed by the WCRRA pursuant to this Agreement. Any property or surplus money in these funds after all such payments have been made shall be distributed to the Commission, except that WCRRA shall continue to hold any grant monies and shall manage said monies in accordance with the terms of any grant agreements then in force which obligate WCRRA to hold and/or manage such grant funds.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

**WASHINGTON COUNTY REGIONAL RAILROAD  
AUTHORITY**

**RED ROCK CORRIDOR COMMISSION**

\_\_\_\_\_  
Chair Date

\_\_\_\_\_  
Commission Vice Chair Date

\_\_\_\_\_  
Molly O'Rourke Date

County Administrator

Approved as to form:

\_\_\_\_\_  
County Attorney Date



**DATE:** November 22, 2107  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Draft 2018 Work Plan and Budget

**2018 Work Plan and Budget**

Attached is the draft 2018 work plan and budget for the commission. The work plan focuses on commission administration, public involvement, and amending the Joint Powers Agreement. The key items are also listed below:

- Inform state and federal legislators of the need for improved transit service in the Red Rock Corridor.
- Offer guidance, monitor progress, and prepare formal comments on studies that are being conducted or that could have an impact on the activities in the Red Rock Corridor.
- Continue communication efforts through the use of social media and updating the website to coincide with the next steps in the corridor implementation.
- Update the Joint Powers Agreement to reflect the recommendations from the Red Rock Corridor Implementation Plan.

The proposed 2018 budget is \$21,000. The budget will be covered 100% by fund balance.

Staff will provide an overview of the draft work plan and budget at the meeting and will seek input from the commission. This is the first reading of the budget and work plan. The final work plan and budget is expected to be approved at the January 25, 2018 Red Rock Corridor Commission meeting.

**Action**

Discussion

# Red Rock Corridor Commission

## 2018 Draft Work Plan

### 1. Management, Policy, and Administrative Activities

Commission activities will include:

1. Prepare and adopt the annual Work Plan and Budget
2. Prepare the annual financial report
3. Review insurance needs and procure appropriate insurance
4. Provide commission and staff administration
5. Manage commission expenses
6. Manage the consultant selected for each of the various work tasks undertaken by the commission

### 2. General Activities

The Red Rock Corridor Commission (RRCC) will work with corridor municipalities, chambers of commerce and other business groups, community members, the Metropolitan Council, Metro Transit, the Minnesota Department of Transportation (MnDOT), and other stakeholders as needed to continue the advancement of the Red Rock Corridor. To accomplish this, the RRCC will do the following:

1. Inform state and federal legislators of the need for improved transit service in the Red Rock Corridor.
2. Offer guidance, monitor progress, and prepare formal comments on studies that are being conducted or that could have an impact on the activities in the Red Rock Corridor.
3. Work with state and local agencies to identify regional priorities for all transportation modes in the corridor.

### 3. Public Involvement

The commission's public involvement activities will build on communication efforts from the Implementation Plan. The commission's activities will include:

1. Distribution of newsletters and project updates at various public events including fairs and community festivals.
2. Media recognition of commission meetings and events through print, radio, and public access television.
3. Coordination of updates to the project website to coincide with the multiple studies being undertaken.
4. Host a website and manage content and utilize social media.

### 4. Joint Powers Agreement

The RRCC Joint Powers Agreement (JPA) will be amended to reflect changes made to commission membership and corridor activities since the current JPA was signed in 2004. The updated JPA will reflect recommendations identified in the Red Rock Corridor Implementation Plan. The JPA update will be completed by staff.

# 2018 Draft Budget

## 2018 Expenditures

Operating Expenditure Category	Amount
Corridor Administration/General Activities <sup>(1)</sup>	
- Corridor Insurance	\$2,000
- Materials/Postage/Printing/Memberships	\$1,000
- Events/Tours/Advertising	\$1,000
<b>Subtotal</b>	<b>\$4,000</b>
Public Involvement	
- Website Hosting	\$5,000
- Communication Services (incl. possible contract services)	\$6,000
<b>Subtotal</b>	<b>\$11,000</b>
Joint Power Agreement	
- Contracted Services	\$1,000
<b>Subtotal</b>	<b>\$1,000</b>
Contingency	\$5,000
<b>TOTAL</b>	<b>\$21,000</b>

Notes:

1. The county regional railroad authorities typical cover administrative functions including mailings. However, such items are eligible for reimbursement as approved by the commission.

## 2018 Revenue Summary

Revenue Source	% Due	Amount Due	Fund Balance	Total Revenue
Red Rock Corridor Commission Fund Balance	100%	\$ 0	\$21,000	\$21,000
<b>REVENUE TOTAL</b>		<b>\$ 0</b>	<b>\$21,000<sup>(1)</sup></b>	<b>\$21,000</b>

Notes:

2. \$21,000 of the commission's projected 2017 end of year fund balance (estimated to be \$66,000) will be used to cover RRCC financial members' 2018 budget contributions.





**DATE:** November 22, 2017  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** 2018 Meeting Dates

The proposed dates for the 2018 Red Rock Corridor Commission meetings are listed below with the topics expected to be discussed. The meetings will be held at 4:30 pm at Newport City Hall on the dates determined by commission members (pending the availability of the meeting location).

<b>Date</b>	<b>Proposed Topics</b>
January 25, 2018	Second reading of amended JPA, first reading of amended bylaws, small area plans update
May 24, 2018	Approve amended JPA and bylaws
October 25, 2018	First reading of 2019 workplan and budget

**Action:**  
Discussion



**DATE:** November 22, 2017  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Communications Update

**Website**

There have been 702 website views in the last 30 days.

**Facebook**

The Facebook page has 370 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. September 8, 2017 — South Washington County Bulletin
2. November 10, 2017— South Washington County Bulletin

**Action:**

Information

## BRIEF

### ST. PAUL PARK

#### **Comprehensive Plan workshop to be held Sept. 11**

A comprehensive plan open house will be held Sept. 11 to receive feedback from the community on what they want to see for the city's future.

Washington County staff will be there to answer questions about small area transit plans for the city and region.

The 2040 comprehensive plan will tackle development, redevelopment, housing, management of infrastructure and conservation of natural areas.

The open house will be held from 5-7 p.m. Sept. 11 in the City Hall DeForth Community Room.

## Residents oppose development planning on low-density area in Cottage Grove

By [Katie Nelson](#) on Nov 10, 2017 at 1:31 p.m.

39



The city voted to rezone the area half high-density residential and half medium-density residential. No development will be done unless the current homeowners sell. Courtesy of the city of Cottage Grove

The city council passed a controversial zoning amendment for the area around Harkness and Hardwood avenues.

Based on a Stantec Consulting Services study on the 55-acre area for the upcoming 2040 comprehensive plan, the land south of 70th Street has been rezoned high density on the west side of Harkness Avenue and medium density to the east. It was zoned for low density residential before the Oct. 18 council meeting. It also included a small area zoned urban reserve, that allowed only one dwelling per 20 acres.

The city council approved the Custom One homes development Villas of Hidden Valley on the north end of that property in March, the same meeting the council ordered the area study to be incorporated into the 2040 comprehensive plan currently underway.

Based on planning projections, the study found that the area could support that level of residential housing and increased traffic.

There are 14 properties in that area, with nine residential homes.

Staff also noted that greater population in that area would mean greater access to the Red Rock Corridor bus rapid transit, which is planning another stop on 80th Street near that area.

The other alternatives zoning options included doing nothing; adding high density on west side of Harkness, low density on east side, and medium where the Villas of Hidden Valley are; and split west side high and medium density, east split low and medium.

Preliminary concept plans for development included a mixture of townhomes, apartments and villa homes.

If the homeowners decide not to sell, the higher density development will not take place.

"It will not happen, or will be delayed, if homeowners don't sell," Planner John Burbank.

Several residents opposed the rezoning, saying that they may be pressured to sell, or that their property values will be impacted.

Josh Betts, who lives in the area, worries that the natural area will be destroyed.

"We love our neighborhood, and we love our city," he said. "With that said, tonight it appears that you're voting on rezoning a beloved area of Cottage Grove. The residents of Cottage Grove are pleading with you, please do not rezone this area. This is a beautiful nature area."

Matthew Hislop also has concerns with the future concepts. "My wife and I firmly disagree with the concepts that were introduced ... to reguide, rezone and redevelop our home, our neighbors' homes and the surrounding land," he said. "I strongly sense the city of Cottage Grove is embarking on a scenario that would take away from the current and existing residents of Harkness Avenue and the greater area."

The city council passed the rezoning 4-1, with council member Wayne Johnson opposing.

"I don't see this as ever an area for high density ... I don't see this as a good direction," Johnson said.

The other council members said it was necessary to have future planning for areas such as this. "Some things that have happened in this community, where maybe if planning had gone ahead of schedule, things would might have been laid out a little bit better," council member La Rae Mills said.

Council member Steve Dennis said the city needs more diversity in housing, especially for younger generations.

"We have ... a lot of young folks who graduate high school or college, that would like to stay here, who don't have a place," Dennis said.

"What ends up happening is people are moving out of our community, and to lose our young people is to lose our future."

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