



## Red Rock Corridor Commission Agenda 4:30 p.m. Thursday, February 26, 2015

**NOTE NEW LOCATION**  
**Newport City Hall, Council Chambers**  
**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 the January 2015 Commission Meeting	
4. Update Bylaws*	Approval
5. Legislative	
a. State/Federal Update*	Information
b. State Bonding Request Resolutions of Support*	Approval
6. Communication Update*	
a. 2015 Communications Contract	Approval
b. Website and Social Media	Information
7. Newport Transit Station Update*	
8. Implementation Plan Work	Discussion
9. Other	Information
a. Commissioner Reports	
b. Next Meeting, March 26 <sup>th</sup> at 4:00 at Newport Transit Station	
c. <i>Tentative Save the Date</i> : East Metro Strong Visioning March 24 <sup>th</sup>	
10. Adjourn	Approval

*\*Enclosures*



**DATE:** February 17, 2015  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Checks and Claims

Included is the:  
    Johnson Group  
    January Invoice

	<b>TOTAL</b>	<b>\$487.50</b>
		<b>\$487.50</b>

Details on the overall status of the budget for this contract are attached.

**Action:**  
Approval

# Red Rock Corridor Communications

Consultant Johnson Group  
 Contract No. 8922  
 Expiration Date 5/31/2015  
 Business Unit Public Works  
 Object Code  
 Updated

Task No.	Task Description	Johnson Group	Task Total
1.0	Branding	\$2,550.00	\$2,550.00
2.0	Website Design & Development	\$13,500.00	\$13,500.00
3.0	E-News Distribution	\$7,200.00	\$7,200.00
4.0	Webhosting	\$180.00	\$180.00
5.0	10% Contingency	\$2,160.00	\$2,160.00
NA	Additional Contingency	\$4,410.00	\$4,410.00
	Total Contract Cost	\$30,000.00	\$30,000.00
	Total Project Cost	\$30,000.00	\$30,000.00

Invoice Number / Date	Tasks					Total Contract Cost	Total Project Cost
	Branding	Website Design & Development	E-News Distribution	Webhosting	Contingency		
1018874 / 6/26/14				\$180.00		\$180.00	\$180.00
1018953 / 7/31/14	\$1,650.00	\$1,050.00			\$375.00	\$3,075.00	\$3,075.00
1019042 / 8/29/14					\$150.00	\$150.00	\$150.00
1019121 / 9/30/14	\$562.50					\$562.50	\$562.50
1019197 / 10/30/14	\$287.50				\$99.00	\$386.50	\$386.50
1019266 / 11/26/14		\$2,250.00	\$2,346.00			\$4,596.00	\$4,596.00
1019332 / 12/31/14		\$8,100.00				\$8,100.00	\$8,100.00
1019416 / 1/29/15					\$487.50	\$487.50	\$487.50
						\$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	\$2,500.00	\$11,400.00	\$2,346.00	\$180.00	\$1,111.50	\$17,537.50	\$17,537.50
Percent Complete	98.0%	84.4%	32.6%	100.0%	16.9%	58.5%	58.5%
Amount Remaining	\$50.00	\$2,100.00	\$4,854.00	\$0.00	\$5,458.50	\$12,462.50	\$12,462.50



**Red Rock Corridor Commission  
Minutes  
Thursday January 22, 2015**

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

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

<b>Staff</b>	<b>Agency</b>	<b>Present</b>
Jan Lucke	Washington County RRA	X
Andy Gitzlaff	Washington County RRA	
Lyssa Leitner	Washington County RRA	X
Josh Olson	Ramsey County RRA	X
Kevin Roggenbuck	Ramsey County RRA	
Joe Morneau	Dakota County RRA	X
Hally Turner	Washington County	X
Laura Kearns	Washington County	

<b>Others</b>	<b>Agency</b>
William Reynolds	Kimley-Horn
Brian Smalkoski	Kimley-Horn
Joseph Scala	Hennepin County
Betsy Leach	District Council 1-St. Paul

Lynn Bly	MnDOT
Katie White	Metropolitan Council
John Burbank	City of Cottage Grove

### Agenda Item #1: Introductions

Introductions were made by those present.

### Agenda Item #2: Election of Officers

Lyssa Leitner introduced the election of officers process. Lyssa reminded the Commission that the counties each get two votes. Commissioner Peterson requested nominations for Chair. Commissioner Slavik nominated Karla Bigham. No other nominations were made. Commissioner Peterson called for a vote for Commissioner Bigham as Chair of the Red Rock Corridor Commission. **All in favor.** Chair Bigham requested nominations for Vice Chair. Commissioner Slavik nominated Jen Peterson for Vice Chair. No other nominations were made. Chair Bigham called for a vote for Commissioner Peterson as Vice Chair of the Red Rock Corridor Commission. **All in favor.**

Chair Bigham took a moment to thank the Commission for the opportunity to serve as Chair. Chair Bigham stated that she was excited about the leadership on the commission and that she will focus on community engagement. Chair Bigham added that she was looking forward to working with stakeholders to build momentum.

### Agenda Item #3: Consent Items

#### a. Checks and Claims

Commissioner Slavik moved approval for the Checks and Claims. Commissioner Gordon seconded. There was no discussion. **All were in favor.** The motion carried.

#### b. Minutes from the December 2014 Commission Meeting

Commissioner Peterson moved approval for the December 18, 2014 Minutes. Commissioner Gordon seconded. There was no discussion. **All were in favor.** The motion carried.

### Agenda Item #4: Implementation Plan

#### a. Consultant Selection

Lyssa Leitner reminded the Commission that they previously approved the release of an RFP for an Implementation Plan. The intent of the Implementation Plan is 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 budget of \$400,000 for the project was approved as part of the 2015 budget passed at the December meeting. Lyssa explained that proposals were received from three strong teams. All proposals were reviewed by panel of staff from Washington, Dakota, and Ramsey Counties, Metro Transit, Met Council, Hastings, and Cottage Grove. The group decided to interview the SRF and Kimley Horn teams.

The interview panel selected Kimley-Horn as the consultant for the Implementation Plan. Kimley Horn was selected due to the project management team, the team's and organization's experience with both bus rapid transit and commuter rail, their existing knowledge of the Corridor, and the team's approach for community engagement.

The motion for the Commission was to approve the selection of Kimley Horn. The recommendation would then be presented to the Washington County Board. The contract is

expected to be approved by mid-February with work to start ASAP. The contract would be for a 15 month process.

Commissioner Rettman requested the opportunity to see more detailed invoices and process updates through the Implementation Plan process. Lyssa stated that more detail will be included in the month Checks and Claims item and that the Implementation Plan would be a standing item on all Commission agendas.

Commissioner Rettman asked if Kimley Horn has worked with the Red Rock Corridor Commission before. Ramsey County staff, Josh Olson, stated that Kimley Horn worked on the first Alternatives Analysis. Josh Olson added that the firm and the Implementation Plan team have a strong knowledge of the Corridor.

Commissioner Peterson moved the recommendation of Kimley Horn as the consultant for the Implementation Plan. Commissioner Slavik seconded. **All in favor.** The motion carried.

b. Project Kick-Off Activities

Lyssa Leitner explained that staff is interested in hosting an engagement workshop with the Commission. The purpose of the workshop would be to generate ideas for the Implementation Plan, including suggestions on how to work with community. The workshop will be held as part of the February Red Rock Corridor Commission meeting. The workshop will take 20-30 minutes.

**Agenda Item #5: Review Bylaws**

Chair Bigham reminded the group that the bylaws haven't been updated since 2005 and some details have changed. Chair Bigham stated that the Commission would take up reviewing the bylaws at the next meeting to give members time to review the document.

Lyssa Leitner stated that it is required for proposed changes to be made at one meeting and then voted on at the next. It would be possible to hear proposals at the February meeting and to vote at the March meeting.

Commissioner Rahm reminded the group that they would discuss the meeting time later in the meeting and that discussion can dictate how that section of the bylaws are updated.

Lyssa Leitner clarified that the bylaws establish what constitutes a quorum. The current issue with reaching quorum may do with time/date/location of the meetings. Changes to the meeting could potentially help remedy issues with meeting quorum. It would also be possible to change what constitutes a quorum. The bylaws also state that funding partners have two votes.

Commissioner Gordon pointed out that regarding meeting time, the bylaws state "unless otherwise worded" which means the Commission is still adhering to the bylaws.

Commissioner Rettman stated that all Commission members are supposed to have an alternate. The purpose of the alternates is to have synergy. It changes the dynamics when people don't show up. She would recommend changing meeting logistics rather than changing quorum. Commissioner Rettman was not particularly interested in members calling-in.

Commissioner Gordon suggested not specifying time and location in the language. He thought those details were more than what was needed for the bylaws and encouraged any changes to be more general.

Chair Bigham seconded the request for guidance for staff and agreed that changes should be more general.

Lyssa Leitner asked the Commission to provide staff with any other suggestions. She stated that there would be a need to run all proposed changes by attorneys. Proposed changes will be brought to the February meeting. If the changes don't exceed what was discussed at this meeting, the Commission can approve the bylaws at the next meeting. Otherwise the Commission will vote on the bylaws in March.

#### **Agenda Item #6: Newport Transit Station Update**

Lyssa Leitner informed the Commission that the Newport Transit Station opened on December 1, 2014. Light construction is still ongoing. A grand opening will be hosted in the spring. A few individuals use the transit station daily. The lower volume is typical when stations first open. The County is working with Metro Transit and city staff on promotion for the station. Some recent county communications and the Commission newsletter included information on the station.

Route 364 was rerouted to hit the station. There are three trips each morning and afternoon. The trips take approximately 24 minutes one way.

The spring grand opening will be held in conjunction with Implementation Plan activities. Staff is looking for the event to be a large event for community outreach. County staff will meet with partners to set up the event including how to recognize key funding partners. The County would like to follow on the success of the ground breaking ceremony.

Chair Bigham stated that she has been getting a lot of calls about the transit station. She was wondering what it would take to have the Newport Transit Station a park and ride for the State Fair. Chair Bigham reminded the Commission that it is helpful to talk about the big picture for the station as it ties into other plans. Metro Transit has applied for funding through the Regional Solicitation process another route but it has not yet been approved.

Commissioner Peterson asked if the route stops at Lower Afton. Josh Olson with Ramsey County answered that the buses on Route 364 do stop at Lower Afton. Commissioner Peterson suggested informing Lower Afton riders of the other station as an option.

Lyssa Leitner stated that County would be talking with Metro Transit next week and could make inquiries about promoting the station at other park and rides and adding the station to the list of park and rides for the State Fair.

Chair Bigham reiterated that more routes would help.

Commissioner Rahm stated that the City of Newport is interested and willing to help. More publicity would help as he hasn't seen much.

#### **Agenda Item #7: Communications update**

##### **a. Website and 2015 Activities**

Lyssa Leitner told the Commission that the new website launched in late 2014 though the content is not fully updated. Staff will be working through January to make those changes.

Once Kimley Horn is under contract, they will work on an updated map and fact sheet for the project which will be on the website.

There have been some glitches with analytics. The communications consultant, Johnson Group, is aware of this problem. Lyssa can make the changes to the website. She will be working next week to fix content and the glitches.

Chair Bigham stated that the video on the website is good but outdated. She felt it would be great for social media.

b. Website and Social Media

Lyssa Leitner stated that the Facebook page is up to 206 “likes”. A discussion to review Johnson Group’s contract will be on next month’s agenda.

Commissioner Peterson stated that the Facebook page is now up to 226 “likes”.

Chair Bigham said that the key to Facebook is to keep content fresh including posting meeting information. She added that may be possible for the cities and other stakeholders to include the Facebook link on their sites.

Commissioner Rettman wanted clarification on the analytics glitch and wanted to know the timeline for fixing the glitch. Lyssa Leitner said she would work on the issue next week in conjunction with the communications consultant. Commissioner Rettman asked if the Johnson Group’s contract extension would be for more time or more money and time. Lyssa Leitner clarified that the contract would go through 2015 to align with the Commission’s budgeting process. Additional money was allocated as part of the approved 2015 budget.

Commissioner Rettman wanted to know if the Johnson Group had contributed in any way to the current glitches. Lyssa Leitner stated that the consultant is not responsible. Commissioner Rettman stated she would not want to give more time and money if the consultant was tied to the problems. Lyssa Leitner clarified that she is in charge of the content and it would be updated this month.

Commissioner Slavik pointed out that the current layout cuts off the map of the Corridor. He would want to make sure the website shows the whole corridor on the main page.

Commissioner Vaughan wanted to know if social media was the responsibility of the consultant or staff. Lyssa Leitner clarified that both parties are responsible but responsibility falls mostly to staff. The consultant will take more of an active role in 2015. Commissioner Vaughan asked if other social media options have been explored. Lyssa Leitner stated that other options have not been explored. Facebook was initiated only 1.5 years ago. Twitter needs to be updated at least 2-4 times a day. Commissioner Vaughan recommended looking into other social media options.

Chair Bigham reiterated that more social media would be better.

**Agenda Item #8: Legislative Update**

Ramsey County staff Josh Olson stated that the Federal Government passed a omnibus bill prior to the New Year. The DOT received \$17.8 billion. Though FTA dollars were reduced, the Tiger program continues to move forward. The Highway Trust Fund continues towards insolvency. Both chambers are looking to craft transportation bills to tackle this issue. Last week, there was a little momentum in the Senate for long-term fix for transportation.

At the state level, the two bills proposed are very different between the Senate and House of Representatives. The Senate has proposed \$800 million per year for roads, bridges, and transit.



Funding would come through an increase in the gas tax, on license registration fees, and a sales tax increase in the metropolitan area.

The House of Representatives proposed \$750 million total over four years. Funding would be limited to only roads and bridges. Money would come through system efficiencies and reallocation of surplus dollars.

Stakeholders are waiting for the Governor's proposal which is due out on Monday.

Commissioner Gordon stated that Minneapolis supports more funding beyond bridges and roads. He would support the Commission to advocate for more funding if the Commission chose to do so. Chair Bigham stated there would be continued opportunity for discussion and the Commission would want to comment.

Chair Bigham stated that as a representative to the Counties Transit Improvement Board, they had a lengthy discussion about transit funding. CTIB decided to table the conversation until the Governor's proposal has been made public.

**Agenda Item #9: Other**

a. Discuss 2015 meeting dates, times, and location

Lyssa Leitner recommended that the Commission review meeting logistics. Commission members have asked about Newport; space is available but specific availability is unknown.

Commissioner Rettman stated that she has protected this day/time every month. Group meetings changes tend to cause domino effects and it may be difficult to coordinate all the schedules. Also, there are other meetings she would like to be at. Commissioner Rettman recommended keeping as close to schedule since the majority of members can make it.

Chair Bigham stated that Commissioner Greene needed more time to get to meetings. In general, Chair Bigham felt the day/time works for most.

Commissioner Rahm would prefer pushing the start time to 4:30 but would accommodate whatever works for the majority.

Commissioner Gordon preferred 3:30. Parental duties and school picks up made 4:00 pm difficult. He would support moving to Newport but couldn't guarantee he would always make the meetings.

Lyssa Leitner stated she would send an email to those members not in attendance.

Commissioner Peterson preferred the date but said later would be better. Newport would be fine. An earlier meeting would be a challenge.

Commissioner Slavik thought the 4<sup>th</sup> Thursday is good but would recommend eliminating and rescheduling the November and December meetings. He stated it would be best to get something on the calendar now. Staff could possibly send out a Survey Monkey or something similar to share comments. Rescheduling the Nov/Dec meetings would work for the budget process.

Chair Bigham reiterated that a meeting is needed Nov/Dec for budget purposed.

Commissioner Slavik felt it best to set the date now so it makes it clearer from day one.

Commissioner Rettman has other meetings at 6:30 and 7:00 every night. She can't do much later. She didn't have an opinion where the meeting is held though she likes the current location. If every Commission member had an alternate, it would allow for consistent availability.

Commissioner Vaughan stated that consistency is important. It would be best to book now to put on the calendar.

Chair Bigham liked the idea of sending a survey to the Commission members. Chair Bigham asked Commissioner Rettman for a firm time that she would have to leave to attend other meetings. It would be possible to address approval items earlier on an agenda to ensure quorum if members might have to leave the meetings early.

Commissioner Rahm stated that he is okay with this date though a half hour later would help him out. The current location would be fine.

Commissioner Gordon asked if alternates had to be elected officials. Lyssa Leitner stated that alternates have to be elected officials to count for quorum. Commissioner Gordon wondered if he could send the Mayor. Lyssa Leitner stated that the mayor could be an alternate.

Chair Bigham changed the discussion to the agenda and stated she would like to see an agenda adoption marked clearly on an agenda. She would also like to have updates on other transit projects in the region.

Commissioner Rahm recommended a spot at the end of the agenda for new business. Lyssa Leitner stated the item could be called "Commissioner Reports".

Commissioner Rettman recommended that information for the Commissioner Reports be put into writing to be delivered to Commission members if there was a particularly heavy agenda. This would allow the Commission to focus on completing new business first.

Commissioner Peterson asked if changing bylaws would change joint powers agreement. Lyssa Leitner stated that she didn't think so but would check with the County's attorneys. Since they are separate documents, parallel changes may need to be made.

#### **Agenda Item #10: Adjourn**

Commissioner Slavik moved to adjourn. Commissioner Gordon seconded. **All in favor.** The motion carried.



**DATE:** February 17, 2015  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Update Bylaws

The Red Rock Corridor Commission last updated its bylaws in 2005. At the January meeting, Commission members discussed minor changes to the bylaws. Those minor changes have been reviewed by Washington County attorneys and are shown in track changes on the attached document. Any additional changes/updates discussed during the February 26<sup>th</sup> meeting will be reviewed by Washington County attorneys and the bylaws can be adopted in March. Staff does not have additional recommended changes.

**Action**

Approve the updated bylaws

**FINAL AMENDED  
RED ROCK CORRIDOR COMMISSION  
BYLAWS**

**I. NAME**

The name of this joint powers board shall be the Red Rock Corridor Commission (“Commission”).

**II. PURPOSE**

The purpose of the Commission is to collaboratively plan for multi-modal transportation improvements in the Red Rock corridor.

**III. TERM**

These Bylaws shall become effective upon approval by the Commission and shall continue in full force and effect for such time as the Amended and Restated Joint Powers Agreement, dated July 27, 2004, remains in effect.

**IV. VOTING STRUCTURE OF COMMISSION**

**A. Representatives**

1. The Commission shall consist of one representative as the voting member for each governmental unit that has entered into the Joint Powers Agreement. Each member shall appoint an alternate to serve in the event the representative of that governmental unit is unable to fulfill his/her duties.
2. Representatives and alternates shall not receive expenses nor any salary for their services.

**B. Quorum**

A majority of members, provided such majority includes at least two (2) Financial Members, as defined in the Amended and Restated Joint Powers Agreement, shall constitute a quorum. A quorum shall not be found if fewer than two (2) Financial Members are present.

**C. Voting**

The Commission shall function by majority vote of the quorum present at the meeting. Each representative shall be entitled to one vote, except for Financial Members, which shall have two votes. For any action to be approved, other than annual budget approval, there must be an affirmative vote of at least two of the Financial Members as part of the majority of the members present. The annual budget and expenditures or any amendments thereto must receive an affirmative vote of all Financial Members. If a

representative is absent, the appointed alternate may exercise the voting rights for the member.

#### D. Officers

1. The Commission shall elect a chairperson and vice-chairperson from its membership.
2. These officers shall perform the duties prescribed below and by the parliamentary Authority adopted by the Commission. Such duties shall include:
  - a. The chairperson shall provide notice of meetings or cancellations, set the agenda, and preside at all meetings.
  - b. The vice-chairperson shall perform the duties of the chairperson in the absence of the chairperson and shall also perform the duties and functions of the Treasurer.
3. Each officer may perform other duties and functions as the Commission determines necessary.
4. Officers shall serve for a one year term or until their successors are elected. Officers shall be elected at the first meeting of the calendar year.
5. An office vacated by resignation of an officer shall be filled by election. The departing officer shall be allowed to vote in the election, provided that he or she still sits as a member.

#### E. Meetings and Notice

##### 1. Regular Meetings

The regular meeting of the Commission shall be held on the ~~fourth last~~ Thursday of each month ~~at 3:30~~, unless otherwise ordered by the Commission. ~~If the date of the regular meeting is a holiday, the meeting shall be the preceding Thursday.~~ The Chairperson may, in his or her discretion, cancel a regular meeting upon furnishing reasonable notice to each representative.

##### 2. Annual Meeting

The first meeting of the calendar year shall be known as the annual meeting and shall be for the purpose of electing officers, receiving reports of officers and committees, and for any other business that may arise.

##### 3. Special Meetings

Special meetings may be called by the discretion of the chairperson or upon the request of any two members.

Three days notice shall be provided for all special meetings. A member may waive his or her right to the three-day notice requirement and consent to a lesser notice period. A special meeting may be held with lesser notice if three-fourths

of the members concur to the lesser notice. The minutes of a special meeting should reflect that each member received proper notice or consented to lesser notice.

A special meeting shall be called only for unusual circumstances that cannot be postponed until the next regular meeting. The agenda for a special meeting shall be confined exclusively to the specific item(s) and can be changed only upon a unanimous vote of members present.

4. Open Meeting Law

All meetings of the Commission shall be conducted pursuant to the Minnesota Open Meeting Law.

5. Minutes

Minutes shall be taken at each regular or special meeting. The minutes shall document all Commission actions and activity and shall be approved by the Commission. A Financial Member designated by the Commission shall be responsible for maintaining a complete and accurate set of all minutes and records.

6. Books and Records

All books shall be retained by the financial officer of the designated Financial Member and be available for review by any member during normal business hours. The financial officer will provide a final year end financial statement to the Commission.

**V. EX-OFFICIO MEMBERS**

The Commission may, by majority vote, accept as ex-officio, non-voting members.

Such ex-officio members shall have the same rights as members, except that they shall have no vote on matters acted upon by the Commission.

**VI. COMMITTEES**

The Commission from time to time may deem it necessary to create standing committees or ad hoc committees to carry on the work of the Commission. The Chairperson shall appoint the chairperson and the members of all such committees.

**VII. EXECUTIVE COMMITTEE**

A. The Executive Committee shall consist of a representative from each Financial Member. Members of the Executive Committee shall elect a Chair. Executive Committee meetings shall be open to all members of the Commission, who may participate in any discussion of matters under consideration by the Executive Committee, but shall have no right to vote on such matters.

- B. The Executive Committee shall have general supervision of the affairs of the Commission between its business meetings, make recommendations to the Commission, and shall perform such other duties as are specified in these Bylaws and in the Amended and Restated Joint Powers Agreement. The Executive Committee shall be subject to the orders of the Commission, and none of its acts shall conflict with action taken by the Commission.
- C. Unless otherwise ordered by the Commission, regular meetings of the Executive Committee shall be held as determined by the Committee. Special meetings of the Executive Committee may be called by the Chairperson.
- D. A majority of representatives of the Executive Committee shall constitute a quorum.
- E. The Executive Committee shall develop and make recommendations to the Commission regarding the on-going responsibilities of the Commission.

#### **VIII. PARLIAMENTARY COMMISSION**

The Rules of Parliamentary Procedure and Practice contained in Robert's Rules of Order Revised shall govern the Commission in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, the Amended and Restated Joint Powers Agreement, any special rules of order the Commission may adopt and any law or any statutes applicable to any member of the Commission.

#### **IX. AMENDMENTS**

- A. Following adoption of these Bylaws, they may be amended at any regular meeting of the Commission, provided that the amendment has been submitted in writing at the previous regular meeting and that the amendment is not inconsistent with the Amended and Restated Joint Powers Agreement or any statutes applicable to this organization.
- B. These Bylaws may be amended only if a majority of all Financial Members agree.

THESE BYLAWS WERE APPROVED BY THE Commission on the \_\_\_\_\_ day of \_\_\_\_\_ witness the attached minutes reflecting the official action of the Commission.



**DATE:** February 17, 2015  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Legislative Update

### **5a State and Federal Updates**

The legislative session began on Tuesday, January 6, 2015. Below is the weekly preview for January 12-16 as provided by Lockridge Grindal Nauen. In addition, a summary prepared by the Minnesota Transportation Alliance of the current transportation funding proposals is attached.

#### *State government relations weekly preview: February 16-20*

Last week, heated words were exchanged between Governor Mark Dayton and Senate Majority Leader Tom Bakk over the issue of pay raises. Just a week earlier, Governor Dayton announced pay increases for each of the agency commissioners in his cabinet, which he is allowed to do without legislative approval due to a provision in the 2014 State Government Finance omnibus bill. House Republicans were the first to draw attention to the raises, expressing outrage at both the governor's timing and the size of the raises, many with over thirty percent increases. Events took a more dramatic turn on Thursday when, during the Senate's debate on a bill to provide deficiency funding for a number of state agencies, Senate Majority Leader Tom Bakk (DFL-Cook) offered an amendment that delayed the salary increases until July 1 to give the legislature time to examine the raises and consider a repeal of the provision that allowed Governor Dayton to issue them. The amendment passed overwhelmingly with only Senator Patricia Torres Ray (DFL-Minneapolis) and Senator Sandy Pappas (DFL-St. Paul) opposing it. This drew a strong response from Governor Dayton, who promised to veto the bill if it included the amendment and said he no longer trusts Senator Bakk.

The House is expected to debate the deficiency spending bill on the floor this week and will likely substitute the Senate's language, including the amendment, to avoid going to a conference committee. The bill is likely to pass overwhelmingly, forcing the governor to potentially veto the bill. Whether the legislature chooses to override a veto on a bill that goes directly to Governor Dayton's executive branch will be an interesting chess game to watch. On a similar note, a bill authored by first-term Representative Roz Peterson (R-Burnsville) to require legislative approval of executive branch salaries will be heard this Tuesday, February 17 in the House Government Operations and Elections Policy Committee.

#### *This week at the state Capitol*

##### *Online lottery*

Bills to prohibit casino-style games from being played online or with self-service devices will make their final committee stops this week. House File 374 will be heard in the House Ways & Means Committee today, February 16 and its companion, Senate File 229, will be heard in the Senate Finance Committee tomorrow, February 17. The online lottery has long been a source of tension between the legislature and Governor Dayton and could lead to another showdown



between the legislative and executive branches. At the end of the 2014 session the same bill passed with almost unanimous consent in both the House and Senate, but the governor vetoed the bill after the session had adjourned, depriving the legislature of the opportunity to override the veto. The governor has promised to veto it again if it arrives on his desk, which the legislature will likely override. If they do, it will be the first veto override of the governor's five years in office.

#### *MNsure*

The Office of the Legislative Auditor will release its report on MNsure this Tuesday, February 17. The House and Senate's Health and Human Services Committees will each hear a presentation on the report the same day. The report was commissioned last June and compares Minnesota's online exchange to those of set up by other states as well as the federal exchange, evaluates the experiences of individuals and families using the exchange, and tracks the development and implementation of the exchange, including its technical difficulties. The enrollment deadline for Minnesotans seeking private insurance coverage through the exchange was last night, February 15, at midnight. So far, these numbers have been lower than projected. The final enrollment figures and Office of the Legislative Auditor's report will help legislators decide which of the numerous proposed MNsure reforms to pursue. House Republicans have indicated they may not move forward with their original proposal, which would seek federal waivers for people buying private insurance to receive subsidies outside of the exchange. Senate Democrats have been holding committee hearings on a bill that would make MNsure a state agency and Senate Republicans introduced a bill last week to establish MNsure as a not-for-profit corporation. Governor Dayton stated he is open to reforming the program as long as legislators are not "showboating about MNsure."

#### *Blue alert*

A bill that would utilize the state's Amber Alert technology to immediately inform the public when a suspect is thought to have injured or killed a law enforcement officer continues to move through the House this week. House File 12 is authored by Representative Tony Cornish (R-Vernon Center), a retired peace officer. The bill was approved by the House Public Safety and Crime Prevention Committee the same day a federal jury sentenced Brian Fitch to life in prison for the July murder of Mendota Heights Police Officer Scott Patrick. It is being heard today, February 16 in the House Transportation Committee. Its Senate companion, Senate File 397, was introduced at the end of January and authored by former Douglas County Sheriff Senator Bill Ingebrigtsen (R-Alexandria). The Senate File 397 will be heard in Senator Latz's (DFL-St. Louis Park) Judiciary Committee this Tuesday, February 17. Both versions of the bill have bipartisan co-authors. Recent incidents in New Hope and St. Louis Park have helped draw attention to the benefits of the Blue Alert system, which is already in place in 21 states.

#### **Federal Update**

Please see the attached federal update prepared by Lockridge Grindal Nauen (LGN).

#### **Action**

Information

**MEMORANDUM**

**TO:** Counties Transit Improvement Board

**FROM:** Dennis McGrann // Andy Burmeister // Sean Anderson

**DATE:** February 12, 2015

**RE:** Counties Transit Improvement Board Federal Update

---

Below you will find the February update for the *Counties Transit Improvement Board (CTIB)*. The following update will examine the current status of a number of legislative and regulatory items which could impact CTIB priorities in the short-term and long-term. In addition, it provides an outlook and analysis of issues, and highlights potential opportunities for CTIB to engage as Congress continues its work in 2015. Andy Burmeister looks forward to providing an update to the Board at the February meeting.

**CONGRESSIONAL SCHEDULE:**

In the coming weeks, Congress will be focusing their efforts on finding a solution to the impending funding deadline for the Department of Homeland Security. Last year's budget negotiations only produced a Continuing Resolution that funded the Department through February 27, 2015. With only days until the deadline and Congress in recess next week, lawmakers need to act quickly to find a solution. Another deadline on the horizon is the May 31, 2015 expiration date for current stopgap funding for the Highway Trust Fund. This week, the Department of Transportation said it expects that payments from the fund will have to be withheld in June, if there is no action from Congress. With the release of the President's Fiscal Year 2016 Budget last week, negotiations for transportation funding have begun to pick up steam. The coming weeks will offer insights into the differences and similarities between the positions of the Congressional Leadership, related Committees, and the President.

**THE PRESIDENT'S BUDGET PROPOSAL FOR FY2016**

On February 2, 2015, the Obama administration released its proposals to fund the government for Fiscal Year 2016. In total, the budget offers \$94.7 billion to the Department of Transportation. Those funds would be allocated to maintaining the Department and national infrastructure projects, while also investing in the future through advanced research and autonomous vehicles.

The President's budget also builds on the previously proposed Generating Renewal, Opportunity, and Work with Accelerated Mobility, Efficiency, and Rebuilding of Infrastructure and Communities throughout America Act (or GROW AMERICA Act), which will be re-submitted to Congress in the coming weeks. The proposal included a six-year \$478 billion surface transportation proposal for highways, ports, and transit networks. If passed, the long-term solution would represent a significant break from the 32 short-term measures used by Congress in the past six years. The plan calls for \$317 billion to go to maintaining and improving the United States' road and bridge system. This funding level would be roughly 29% higher than the current level. In addition, transit formula grants would receive \$13.9 billion and capital investment grants would see \$3.25 billion in funding. The budget also asks for \$143 billion to passenger rail and \$18 billion to multi-modal freight transportation. Additionally, the proposal includes \$956 million for the Federal Aviation Administration's implementation of the NextGen air traffic control system.

President Obama's proposed transportation funding includes billions of dollars for the improvement of safety on American roads. Nearly \$6 billion would go to the National Highway Traffic Safety Administration to ensure that vehicles meet adequate safety standards. Another \$16 billion would go to the Highway Safety Improvement Program to prevent highway fatalities and serious injuries.

The budget also makes some significant changes to the way transportation funding would work. It move highway grant programs, highway safety, passenger rail, and public transit spending out into the Highway Trust Fund. The renamed Transportation Trust Fund would serve to protect programs like TIGER grants from being subject to annual appropriations.

### **FUNDING THE PRESIDENT'S FY16 BUDGET PROPOSAL**

The Administration's proposals would require significant amounts of additional funding. To account for the budget gaps, the President has proposed gathering nearly half of the needed surface transportation funding from a one-time 14% tax on repatriating overseas profits, which is projected to net \$238 billion in revenue. This proposal, while controversial with some Members of Congress, provides a starting position for negotiations. Sources indicate that the current tax rate of 35% on repatriation will allow for a debate over how much to cut the rate rather than raise it.

A majority of the proposals found in the President's budget are contingent on Congressional reauthorization of surface transportation programs which expire at the end of May. As a result, the Administration's positions will largely serve as a basis from which to negotiate a future transportation funding deal. While there are certainly many disagreements over the details, there is room to find common ground and achieve a long-term funding solution.

### **PRESIDENT OBAMA'S BUDGET INCLUDES THE SOUTHWEST LRT PROJECT**

Within the Administration's lengthy budget proposal, the section on mass transit funding makes a specific reference to Minnesota's Southwest LRT project. The budget offers \$150 million to begin construction on the project in the next year. The proposed light rail corridor requires that half of the funding comes from the federal government, with the rest split between the state, metro area, and Hennepin County. As a result, this budget allocation is a good first step toward moving the project forward.

There is still significant action that needs to take place.

### **SANDERS PROPOSES \$1 TRILLION INFRASTRUCTURE BILL**

In addition to the President's proposal, Ranking Member of the Senate Budget Committee, Bernie Sanders (I-VT), revealed his own spending plan for the nation's transportation infrastructure. The proposal would spend \$1 trillion over five years. Senator Sanders calls for investing an extra \$75 billion annually into the Highway Trust Fund and spending \$15 billion per year on freight and passenger rail improvements, including high-speed rail. He would also offer \$3.5 billion to the FAA's NextGen program and \$2.5 billion annually to expand airport capacity. In addition, \$145 billion would be spent on water projects and \$10 billion per year would go to expand broadband and electric networks.

### **TRANSPORTATION SECRETARY FOXX APPEARS AT HOUSE AND SENATE HEARINGS**

This week, the House Transportation and Infrastructure Committee heard from the top official at the Department of Transportation. Secretary Anthony Foxx discussed the President's FY2016 budget and his proposed \$478 billion, six-year highway bill. During his testimony, he added that the updated version of the GROW AMERICA Act would likely be released soon. Secretary Foxx's statements at the House Committee hearing followed his appearance at the Senate Environment and Public Works Committee in late January. He also recently joined House Transportation and Infrastructure Committee Chairman Bill Shuster (R-PA-09) for a Twitter Town Hall that answered questions about the bill using the hashtag #stuckintraffic.

The presence of the Transportation Secretary at these events highlights the mutual push by the Administration and lawmakers in Congress to find a long-term solution before the May 31 deadline for reauthorizing the highway program. Nevertheless, many points of contention must be ironed out before the next transportation bill will be able to pass.

### **CONGRESS REACTS TO THE PRESIDENT'S PROPOSAL**

In response to the President's FY16 Budget, Members of Congress have begun to make statements about their positions on particular aspects of the proposal. House Transportation and Infrastructure Committee Chairman Bill Shuster (R-PA-09) will soon produce his own surface transportation bill, but that it will likely continue to fund transit programs through the Highway Trust Fund. Shuster has not yet said whether he supports the President's move to create an all-

inclusive Transportation Trust Fund, but sources indicate that the inclusion of transit funding will disappoint those who wanted to make more money available for roads. There is not yet a public timeframe for introducing a Congressional version of the bill, but the House and Senate are working in conjunction to speed its release.

In terms of funding the transportation proposal, Chairman of the Senate Finance Committee Orrin Hatch (R-UT) said he was skeptical about the President's primary methods for funding his plan. Hatch has been critical of using a tax on repatriated profits and previously ruled out the use of a gas tax. Rep. Shuster has also said he is committed to passing a bill that does not include an increase in the gas tax. In addition, Democrats have voiced some concerns about the Administration's use of a one-time infusion of funding to the Trust Fund from repatriation. Sources indicate that the lack of a dedicated and long-term source of funding may present some obstacles for the President's proposal.

#### **GAS TAX INCREASE – CONTINUED DISAGREEMENT**

Even with House Speaker John Boehner and the Chairmen from the House Transportation and Infrastructure Committee and Senate Finance Committee publically announcing their opposition to increases in the gas tax, the idea continues to have some play with other Members of Congress. Representative Earl Blumenauer (D-OR-3) recently unveiled a bill that would increase the tax gradually by 15 cents per gallon over three years. Blumenauer's proposal would raise enough money to provide adequate funding for the Highway Trust Fund, but sources indicate that growing opposition in Congress to an increase in the gas tax will make the bill's passing a longshot. Nevertheless, Treasury Secretary Jacob Lew said the Administration would be open to an increase, if Congress were to pass it.

#### **BIPARTISAN PASSENGER RAIL REFORM BILL**

On February 12, the House Transportation and Infrastructure Committee sent the Passenger Rail Reform and Investment Act (H.R. 749), a \$7 billion passenger rail reauthorization plan, to the House floor with a voice vote. The bill was introduced last week by four leaders of the House Transportation and Infrastructure Committee, Committee Chairman Bill Shuster (R-PA-09) and Ranking Member Peter DeFazio (D-OR-04), Railroads, Pipelines, and Hazardous Materials Subcommittee Chairman Jeff Denham (R-CA-10) and Ranking Member Michael E. Capuano (D-MA-07). A similar bill passed out of committee last session, but never made it to the House floor. It would offer \$1.7 billion for FY16 with increases to \$1.8 billion by FY19. The bill aims to lessen Amtrak's dependence on subsidies from Congress. In FY15, Amtrak predicted a loss of \$333 million due to the substantial disparities between profitable and non-profitable routes. The bill also includes a \$150 million a year grant program to improve rail safety at crossings and points of frequent collisions.

**FTA RELEASES ANNUAL EMERGENCY RELIEF MANUAL FOR PUBLIC COMMENT**

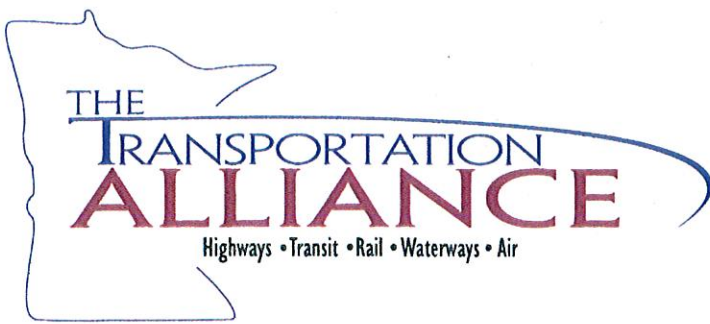
Last week, the Federal Transit Administration released its proposed guidance for the Emergency Relief (ER) Program. The FTA is looking for public comment on the proposed guidance up until the deadline of April 6, 2015. It will eventually be published as part of FTA's new "Emergency Relief Manual: A Reference Manual for States and Transit Agencies on Response and Recovery from Declared Disasters & FTA's Emergency Relief Program."

**SECRETARY FOXX UNVEILS 30-YEAR OUTLOOK ON NATION'S INFRASTRUCTURE**

On February 2, 2015, Transportation Secretary Anthony Foxx joined Google Chairman Eric Schmidt to release "Beyond Traffic," which aims to anticipate trends and choices that lay ahead for our transportation system in the next thirty years. The report asks questions about how Americans will move themselves and things, how the country can improve those systems, and how it can adjust to challenges from climate change. Finally, it looks at how funding can be best allocated moving forward. The document's release is meant to stir up a national conversation about those predictions and the country's priorities. Later in 2015, a final version of the report will be released using feedback received from this draft.

**CONCLUSION:**

As always we will continue to monitor these and others transit related issues. Please do not hesitate to contact Dennis McGrann at (202) 544-9840 or [dmmcgrann@locklaw.com](mailto:dmmcgrann@locklaw.com) or Andy Burmeister at (202) 544-9844 or [arburmeister@locklaw.com](mailto:arburmeister@locklaw.com) if you have any questions or would like additional information.



## Transportation Funding Proposals 2015

### Gov. Dayton

#### Amount of funding

\$11B over 10 years

#### Source of funding

New 6.5% wholesale gas tax  
(\$4.4B/10 yrs)

Increased vehicle registration and  
license fees (145M/yr)

1/2 ¢ metro-area sales tax increase for  
transit projects (\$280M/yr)

MnDOT efficiencies (15% of agency  
budget – total unspecified)

General fund for Greater MN transit  
and bike/pedestrian upgrades (\$14.5  
million/yr)

Trunk Highway bonds (\$2B/10 yrs)

### Senate Democrats

\$800M in 2016  
\$1.1B annually starting in 2017

New 6.5% wholesale gas tax (\$580M/yr)

Vehicle registration fee increase(\$125M/yr)

3/4¢ metro-area sales tax increase for transit  
projects, local roads and bike/ped  
infrastructure (\$351M/yr)

MnDOT efficiencies (Unspecified amount)

Motor vehicle lease tax increase for Greater  
MN transit (\$32M/yr)

Bonding for local bridge/road  
repair(\$567M)

Trunk Highway bonds \$1B (\$200M TED,  
\$800M Corridors of Commerce)

\$16M Annually in federal funds to bike/ped  
in Greater MN

### House Republicans

\$750M over four years  
(\$200M in new money)

State budget surplus (\$200M)  
for local roads and bridges

Trunk Highway Fund (\$223M  
in 2016–17, \$282M in 2018–  
19)  
Dedicates 90% of "unreserved balance"  
of the fund

MnDOT efficiencies (\$65M)

**Since 1893**

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Email: [margaret@transportationalliance.com](mailto:margaret@transportationalliance.com) • [www.transportationalliance.com](http://www.transportationalliance.com)





**DATE:** February 17, 2015  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Resolution Supporting State Bond Fund Request for Red Rock Corridor

**5b State Bonding Request Resolutions of Support**

Red Rock Corridor Bonding Request

Minnesota Statutes section 16A.86 sets out the process by which local governments and political subdivisions may request state bond appropriations for capital improvement projects. Washington County submitted a request for \$1,000,000 in state bond funding for engineering, environmental analysis and preparation of an application to seek federal transit administration funds and/or grant funds for the Red Rock Corridor.

Union Pacific Railroad and Burlington Northern Santa Fe Railway Grade Separation project

The Ramsey County Regional Railroad Authority (RCRRA) has been actively engaging freight railroads and other stakeholders to address capacity, fluidity and safety concerns through the completion of the Union Depot project and the East Metro Rail Capacity Study. One area of concern is the section of track between the Division Street Wye north of Hoffman Interlocking, and the Westminster Junction at Phalen Boulevard. This area includes the confluence of Burlington Northern Santa Fe (BNSF), Canadian Pacific Railway (CP), and Union Pacific Railroad (UP) mainlines.

The RCRRA is seeking \$1.0 million from the state general fund to advance a project into environmental analysis and engineering. The UP/BNSF Grade Separation Project will provide a grade separation to take the UP Altoona Subdivision tracks underneath the four BNSF mainlines for the Midway and Saint Paul Subdivisions. The separation will increase capacity, improve fluidity, and safety by eliminating a bottleneck on the east metro freight network. The RCRRA has engaged the BNSF, CP and UP railroads to garner support for the project, and all three railroads have agreed to collaborate with the RCRRA. The estimated cost of the environmental analysis and engineering is \$1.5 million. The BNSF, CP and UP railroads have agreed to provide \$375,000, or \$125,000 each. The RCRRA will also contribute \$125,000 and will seek the remaining \$1.0 million from the State of Minnesota.

All three freight railroads that operate through this congested section will benefit greatly from the ultimate construction of the project, but Amtrak's Empire Builder will also benefit from improved fluidity around Union Depot.

The below map shows the location of the UP/BNSF Grade Separation Project and a resolution of support for the RCRRA's bonding request.





**Action**

Approval of Resolution Supporting Washington County State Funding Request for Red Rock Corridor.

Approval of Resolution Supporting Ramsey County State Funding Request for Union Pacific Railroad and Burlington Northern Santa Fe Railway Grade Separation project.

**RESOLUTION SUPPORTING WASHINGTON COUNTY REQUEST FOR  
\$1,000,000 IN STATE FUNDING FOR THE RED ROCK CORRIDOR**

**WHEREAS**, the Red Rock Corridor Commission (Commission) was established in 1998 to address transportation needs within the Red Rock Corridor; and

**WHEREAS**, the Red Rock Corridor is a regionally and nationally significant transportation route that extends from Hastings through Saint Paul and on to Minneapolis; and

**WHEREAS**, the Red Rock Corridor is experiencing robust employment and population growth; and

**WHEREAS**, the Red Rock Corridor will connect the eastern metropolitan area to the region's transit system via Union Depot and will provide economic development opportunities and is a critical link for employees commuting to their workplace; and

**WHEREAS**, the Red Rock Corridor Commission is in the process of preparing an Implementation Plan; and

**WHEREAS**, the results of the Implementation Plan will allow the Commission to make more informed and strategic decisions about the next steps in the corridor development; and

**WHEREAS**, additional resources will be needed to advance the development of transit in the Red Rock Corridor for engineering, environmental analysis, and preparation of applications for federal and potential grant funds; and

**WHEREAS**, Washington County is requesting \$1,000,000 in state bond funds for engineering, environmental analysis, and preparation of applications for potential federal and/or grant funds for the Red Rock Corridor; and

**NOW THEREFORE, BE IT RESOLVED**, that Commission hereby supports Washington County's request for the State of Minnesota to provide \$1,000,000 in funds to Washington County for the next phase of development of the Red Rock Corridor.

Approved:

---

Chairperson

---

Date Approved by Commission

I hereby certify that the foregoing resolution is a true and correct copy of the Resolution presented to and adopted by the Red Rock Corridor Commission at a duly authorized meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015 as shown by the minutes of said meeting in my possession.

	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>BIGHAM</b>	_____	_____	_____	_____
<b>SLAVIK</b>	_____	_____	_____	_____
<b>RETTMAN</b>	_____	_____	_____	_____
<b>GREENE</b>	_____	_____	_____	_____
<b>BRENDMOEN</b>	_____	_____	_____	_____
<b>FRANKE</b>	_____	_____	_____	_____
<b>VAUGHAN</b>	_____	_____	_____	_____
<b>KUMMER</b>	_____	_____	_____	_____
<b>RAHM</b>	_____	_____	_____	_____
<b>GORDON</b>	_____	_____	_____	_____
<b>PETERSON</b>	_____	_____	_____	_____

**RESOLUTION SUPPORTING THE RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY'S REQUEST FOR \$1.0 MILLION FROM THE STATE GENERAL FUND TO COMPLETE ENVIRONMENTAL ANALYSIS AND ENGINEERING FOR THE UNION PACIFIC RAILROAD AND BURLINGTON NORTHERN SANTA FE RAILWAY GRADE SEPARATION PROJECT.**

**WHEREAS**, the Red Rock Corridor Commission (Commission) was established in 1998 to address transportation needs within the Red Rock Corridor; and

**WHEREAS**, the Red Rock Corridor is a regionally and nationally significant transportation route that extends from Hastings through Saint Paul and on to Minneapolis; and

**WHEREAS**, the Red Rock Corridor is experiencing robust employment and population growth; and

**WHEREAS**, the Red Rock Corridor will connect the eastern metropolitan area to the region's transit system via Union Depot and will provide economic development opportunities and is a critical link for employees commuting to their workplace; and

**WHEREAS**, the Ramsey County Regional Railroad Authority, BNSF Railway, Canadian Pacific Railway (CP), Union Pacific Railroad (UP), Twin Cities and Western Railroad (TC&W), Amtrak, the Red Rock Corridor Commission, Minnesota Department of Transportation, and other stakeholders partnered in the development of the East Metro Rail Capacity Study (Study), and

**WHEREAS**, the Study involved a nationally significant railroad crossroad from St. Paul to Hastings, Minnesota that handles five percent of the nation's freight volume, exports to Canada and Asia, interchanges between BNSF, CP, UP, and TC&W, and the BNSF and CP transcontinental mainlines; and

**WHEREAS**, the Study has identified capacity improvements necessary to maintain freight and passenger rail fluidity resulting from a forecasted 36% increase in freight volume and passenger rail traffic; and

**WHEREAS**, if the capacity is not increased, delays will increase for freight and passenger rail impacting the regional and national economy; and

**WHEREAS**, constructing a grade separation of the UP and BNSF tracks between the Division Street Wye and Westminster Junction in Saint Paul will create needed capacity for future increases in freight rail traffic and will benefit passenger rail traffic in the east metro area; and

**WHEREAS**, the RCRRA is requesting \$1.0 million from the State General Fund to conduct environmental assessment and engineering for the UP/BNSF Grade Separation Project; and

**NOW, THEREFORE, BE IT RESOLVED** that the Red Rock Corridor Commission hereby supports the efforts by the Ramsey County Regional Railroad Authority to seek State General Funds for the completion of an environmental assessment and engineering for the UP/BNSF Grade Separation Project.

Approved:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date Approved by Commission

I hereby certify that the foregoing resolution is a true and correct copy of the Resolution presented to and adopted by the Red Rock Corridor Commission at a duly authorized meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015 as shown by the minutes of said meeting in my possession.

	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>BIGHAM</b>	_____	_____	_____	_____
<b>SLAVIK</b>	_____	_____	_____	_____
<b>RETTMAN</b>	_____	_____	_____	_____
<b>GREENE</b>	_____	_____	_____	_____
<b>BRENDMOEN</b>	_____	_____	_____	_____
<b>FRANKE</b>	_____	_____	_____	_____
<b>VAUGHAN</b>	_____	_____	_____	_____
<b>KUMMER</b>	_____	_____	_____	_____
<b>RAHM</b>	_____	_____	_____	_____
<b>GORDON</b>	_____	_____	_____	_____
<b>PETERSON</b>	_____	_____	_____	_____



**DATE:** February 17, 2015  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Communication Update

***Item 6a***

**2015 Communications Contract**

On behalf of the Commission, Washington County Regional Railroad Authority (WCRRA) has contracted with Johnson Group to provide communication services for Red Rock Corridor through May, 2015. Johnson Group has effectively provided these services during the past eight months including rebranding Red Rock Corridor, hosting and launching the new redrockcorridor.com and has begun increasing the awareness of Red Rock Corridor as the project continues to progress. In order to better align with the Commission budgeting process staff is recommending that the Commission terminate the existing contract and enter into a new contract with Johnson Group for March 1, 2015-February 28, 2016.

Johnson Group has prepared a scope of services that accounts for the remaining tasks on the current contract and plan for the upcoming year – combining those into a new contract to provide communication services through February 28, 2016 in the amount of \$44,000 (\$9,000 remaining in current contract as of February 28, 2015 + \$35,000).

Communication services for \$35,000 are included in the approved 2015 work plan and budget for the Commission.

Highlights of the 2015 communication scope of services include (details are included in an attached memo):

- Email Marketing Creation & Distribution
- Social Media Posting & Management
- Development of Red Rock Corridor Informational Materials
- Ongoing Website Updates and Maintenance
- Development and Implementation of an Awareness Campaign
- Community Outreach
- Continued Website Hosting

**Action Requested:**

Authorize WCRRA on behalf of the Commission to enter into a new contract with Johnson Group to continue to provide communication services through February 28, 2016 in the amount of \$44,000 with the attached scope of work.

**Item 6b**

**Website**

There have been 501 website views in the month of January.

**Facebook**

The Facebook page is now up to 253 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.

**Action:**

Information



**DATE:** February 20, 2015

**TO:** Red Rock Corridor Commission

**FROM:** Johnson Group

**RE:** Proposed 2015 Strategic Communications Activities

### **Summary**

2014 was a pivotal year for the Red Rock Corridor project, due to the shift from commuter rail to a focus on bus rapid transit. Major milestones were achieved in the rebranding of the corridor and launch of the new redrockcorridor.com. In addition, the first steps to increase awareness of the corridor were made through email marketing.

2015 will be a critical year for the communication of Red Rock Corridor and requires a strategic approach to advertising campaigns and supporting materials.

In 2015, Johnson Group (the Consultant) will continue to provide communications support to inform key audiences within the Red Rock Corridor. The Consultant is recommending the Commission use a strategic mix of media, online and face-to-face communication activities, and information to raise awareness, engage communities and build support for the Red Rock Corridor.

The Consultant recommends several initiatives in 2015 to complement the base strategic communications activities that began in 2014. This summary of the initiatives is further explained below.

### **2015 Communications Initiatives**

#### **Project Management and On-going Strategy**

Provide strategic counsel on the impact of marketing decisions on stakeholders and ways to keep public opinion positive, update the strategic communications plan as needed, meet with Commission staff in-person or by phone as needed, attend Commission meetings as needed, and stay abreast of key talking points and milestones.

#### **Email Marketing**

Monthly content development, implementation and distribution of Red Rock Corridor newsletters. Content and message will focus on building the new brand of a multi-modal transit corridor and the Implementation Plan. Current list count is 283 email addresses. An increase of emails to the list will be accomplished through the efforts of the activities listed below. Content from newsletters will be edited to fit the needs of community newsletters in order to reach people via online and print media. Includes maintain the email database.

#### **Social Media Posting & Management**

Management, posting and sharing of content on social media platforms. Goal will be to post a minimum of 4 items per week related to Red Rock Corridor, transit news, events, local community and state issues, etc.



### **Collateral Materials**

Design and development of an updated PowerPoint presentation and Fact Sheet. Both would be also created as templates for staff use. Objective will be to convey the image and messages of the new brand. Fact sheets will be updated monthly and also be used for social media, newsletter and website content.

### **Awareness Campaign**

Strategy, planning, design and implementation of a Red Rock Corridor awareness campaign targeted to Red Rock Corridor residents and businesses. The campaign will focus on online mediums such as Facebook and Google. The goal of the campaign will be to increase awareness of the corridor and generate views to the new Red Rock Corridor website. Success of the campaign will be measured based on website visits and newsletter sign ups.

### **Community Outreach**

Community outreach events will be held in 2015 such as a spring celebration coordinated with the Implementation Plan and the Newport Transit Station and/or tours of other regional transit systems and development. Details of the outreach efforts will be further defined as opportunities are identified by the Commission and staff.

### **Video Production**

Update the existing videos on the Red Rock YouTube page to reflect the new Red Rock brand and remove all references related to commuter rail.

### **Website Updates and Maintenance**

Support for updating content of the site.

### **Website Hosting**

The Consultant will continue to host redrockcorridor.com and ensure the site remains available in desktop, tablet and mobile from. Current up time of the site has been 99.9%.

### **Contingency**

A contingency budget has been included to allow for any items that may come up throughout the year. This assures we will be prepared and able to react to any communication needs that have not been pre-planned.

### **Budget**

<b>Category</b>	<b>Budget</b>
Email Marketing	\$7,200.00
Social Media Posting & Management	\$2,100.00
Collateral Materials	\$6,900.00
Awareness Campaign	\$12,200.00
Community Outreach	\$6,000.00

Video Production	\$2,500.00
Website Updates & Maintenance	\$5,000.00
Website Hosting	\$180.00
Contingency	\$1,920.00
<b>TOTAL</b>	<b>\$44,000.00</b>



**DATE:** February 18, 2015  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Newport Transit Station Update

### **Background**

The Newport Transit Station is a critical stop along the Red Rock Corridor that will increase transportation options and mobility and build the ridership base within the corridor. The Newport Transit Station is a long-term investment in both transportation infrastructure and economic development. The Transit Station has been designed to accommodate greater use over time as more service options are added and other land uses are developed around the station site.

The Newport Transit Station was built with federal, state and Counties Transit Improvement Board (CTIB) funding. Matching funds were provided by the Washington County Regional Railroad Authority.

### **Start of Transit Service**

Express bus service between the Newport Transit Station and downtown St. Paul began on December 1<sup>st</sup>, 2014. The Transit Station is initially being served by Metro Transit Route 364, which is an existing line that has been rerouted to serve the facility. Route 364 provides three express trips to downtown St. Paul each weekday morning and afternoon. Commuters can avoid congestion on Highway 61 and travel between the transit station and downtown St. Paul in approximately 24 minutes.

Performance of the route will continue to be monitored by Metro Transit as riders get accustomed to the route change and the new transit facility location during the winter months. Route details can be found on Metro Transit's website: <https://www.metrotransit.org/Route/364>

### **Meeting with Metropolitan Council Chair Duininck**

The Metropolitan Council's Chair, Adam Duininck, Commissioner Bigham, City of Newport Mayor Tim Geraghty, and staff from Congresswoman Betty McCollum's office and the Washington County Housing and Redevelopment Authority (HRA) has a meeting at the Newport Transit Station. This meeting was part of the Chair's Seven Counties in Seven Weeks tour. Commissioner Bigham will provide an overview of their conversation during the Commission meeting.

### **Upcoming Activities**

- A formal grand opening event is being planned for spring 2015. The purpose of the event will be to showcase the transit station building and site amenities to the broader

public, to build awareness for additional plans for development around the station site and transit expansion in the Red Rock Corridor, and thank project partners.

- Staff is working with Metro Transit and city partners to perform the following activities:
  - Flyer cars at the Newport and Cottage Grove park and rides to inform current riders that a more convenient option may be available.
  - Target Facebook ads to potential riders.
  - Provide content for city and county newsletters.
  - Remove unneeded construction materials from the site.
  - Put update information in the bulletin board inside the Station.
- As part of the March Commission meeting there will be a tour of the Transit Station with a presentation by the Washington County HRA about the Red Rock Crossing development project.

**Action**

Information



**DATE:** February  
**TO:** Red Rock Corridor Commission  
**FROM:** Staff  
**RE:** Implementation Plan Work Session

### **Background**

Starting in 2015, the Red Rock Corridor Commission will develop an Implementation Plan for phased transit improvements in the corridor, including eventual bus rapid transit (BRT) service.

The Implementation Plan will:

- 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 goal of the Implementation Plan is to determine short- and long-term strategies for implementing BRT and to tie those strategies to funding needs. It is expected that the plan will be completed by spring 2016. A fact sheet is attached that will be used for public engagement during the beginning of the Implementation Plan. The document will be updated as more information/results are available.

### **Work Session**

During the Commission meeting, the Kimley Horn team will lead a work session with the Commission. The work session will revolve around the following three questions:

- What information do you think your residents/stakeholders need to know about the Red Rock Corridor and the Implementation Plan?
- Who are the key audiences/stakeholders that should be engaged through committees on a regular basis (monthly) during the Implementation Plan?
- What specific ways should the Commission engage stakeholders during the Implementation Plan?

### **Action**

Work Session/Discussion