



**Red Rock Corridor Commission
Red Line Tour and Commission Meeting
Tour starts at 4:00 pm with the commission
meeting at approximately 4:45 pm**

**Cedar Grove Transit Station
4035 Nicols Rd
Eagan, MN 55122**

	<u>Action Requested</u>
1. Introductions	Information
2. Approval of Agenda	Approval
3. Consent Items*	Approval
a. Checks and Claims	
b. Minutes from the July	
4. Communications Update*	Information
5. CTIB Grant Resolution of Support*	Approval
6. Implementation Plan Update	Information
7. Other	Information
a. Commissioner Reports	
b. Next Meeting, October 22 nd at 4:30 at Newport City Hall	
8. Adjourn	Approval

**Enclosures*



DATE: September 14, 2015
TO: Red Rock Corridor Commission
FROM: Staff
RE: Checks and Claims

Included is the:

Johnson Group

July Invoice \$1,120.00

August Invoice \$1,195.00

Kimley Horn

July Invoice \$27,013.03

City of St. Paul Park

Heritage Days Booth \$50.00

TOTAL \$29,378.03

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

Action:
Approval

Red Rock Corridor Communications

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

Task No.	Task Description	Johnson Group	Task Total
1.0	Email Marketing	\$7,200.00	\$7,200.00
2.0	Social Media Posting and Mgmt	\$2,100.00	\$2,100.00
3.0	Collateral Materials	\$6,900.00	\$6,900.00
4.0	Awarness Campaign	\$12,200.00	\$12,200.00
5.0	Community Outreach	\$6,000.00	\$6,000.00
6.0	Video Production	\$2,500.00	\$2,500.00
7.0	Website Updates & Maintenance	\$5,000.00	\$5,000.00
8.0	Website Hosting	\$180.00	\$180.00
NA	Contingency	\$1,920.00	\$1,920.00
Total Contract Cost		\$44,000.00	\$44,000.00
Total Project Cost		\$44,000.00	\$44,000.00

Invoice Number / Date	Tasks									Total Contract Cost	Total Project Cost
	Email Marketing	Social Media	Collageral Materials	Awareness Campaign	Community Outreach	Video Production	Website Updates	Website Hosting	Contingency		
1019740 / 5/1/15	\$900.00	\$350.00		\$2,750.00		\$2,500.00	\$150.00			\$6,650.00	\$6,650.00
1019797 / 5/29/15		\$175.00		\$945.00			\$75.00	\$180.00		\$1,375.00	\$1,375.00
1019865 / 6/29/15	\$600.00	\$150.00		\$1,890.00					\$1,875.00	\$4,515.00	\$4,515.00
1019942 / 7/29/15		\$175.00		\$945.00						\$1,120.00	\$1,120.00
1020003 / 8/27/15		\$175.00		\$945.00			\$75.00			\$1,195.00	\$1,195.00
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
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										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
Amount Billed to Date	\$1,500.00	\$1,025.00	\$0.00	\$7,475.00	\$0.00	\$2,500.00	\$300.00	\$180.00	\$1,875.00	\$14,855.00	\$14,855.00
Percent Complete	20.8%	48.8%	0.0%	61.3%	0.0%	100.0%	6.0%	100.0%	97.7%	33.8%	33.8%
Amount Remaining	\$5,700.00	\$1,075.00	\$6,900.00	\$4,725.00	\$6,000.00	\$0.00	\$4,700.00	\$0.00	\$45.00	\$29,145.00	\$29,145.00

Red Rock Corridor Implementtaion Plan

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

Task No.	Task Description	Task Total
1.0	Project Management and Coordination	\$70,116.87
2.0	Review and Assess Previously Completed Work	\$3,053.60
3.0	Public Engagement and Agency Coordination	\$58,886.28
4.0	Ridership Forecast	\$79,613.60
5.0	Service Plan Development	\$19,004.48
6.0	Capital and Operating Costs	\$35,055.60
7.0	Update Station Planning to Reflect BRT	\$21,446.16
8.0	Implementation and Financial Plan	\$28,518.10
9.0	LPA Process	\$19,599.52
10.0	Draft and Final Report	\$17,102.48
11.0	Miscellaneous Services-Contingency	\$40,000.00
	Total Contract Cost	\$392,396.69
	Direct Expenses	\$7,460.00
	Total Project Cost	\$399,856.69

Invoice Number / Date	Tasks											Total Contract Cost	Direct Expenses	Total Project Cost
	Project Management and Coordination	Review and Assess Previously Completed Work	Public Engagement and Agency Coordination	Ridership Forecast	Service Plan Development	Capital and Operating Costs	Update Station Planning to Reflect BRT	Implementation and Financial Plan	LPA Process	Draft and Final Report	Miscellaneous Services-Contingency			
6550933 2/28/201	\$1,843.31	\$1,183.22	\$8,100.61									\$11,127.14	\$0.00	\$11,127.14
6633503 3/31/20	\$14,182.08		\$2,202.72	\$6,955.56								\$23,340.36	\$80.51	\$23,420.87
6710352 4/30/20	\$7,792.39	\$1,309.94	\$10,571.09	\$23,537.55							\$55.37	\$43,266.34	\$400.25	\$43,666.59
6787282 5/31/201	\$5,982.93	\$950.08	\$3,032.82	\$211.71								\$10,177.54	\$67.86	\$10,245.40
6880852 6/30/201	\$3,899.06		\$4,329.96	\$5,455.49	\$5,050.64	\$499.82			\$44.32			\$19,279.29	\$173.29	\$19,452.58
6964217 7/31/201	\$3,734.28		\$13,590.87	\$1,839.24	\$2,686.78				\$531.66			\$22,382.83	\$4,630.20	\$27,013.03
												\$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	\$37,434.05	\$3,443.24	\$41,828.07	\$37,999.55	\$7,737.42	\$499.82	\$0.00	\$0.00	\$575.98	\$0.00	\$55.37	\$129,573.50	\$5,352.11	\$134,925.61
Percent Complete	53.4%	112.8%	71.0%	47.7%	40.7%	1.4%	0.0%	0.0%	2.9%	0.0%	0.1%	33.0%		
Amount Remaining	\$32,682.82	(\$389.64)	\$17,058.21	\$41,614.05	\$11,267.06	\$34,555.78	\$21,446.16	\$28,518.10	\$19,023.54	\$17,102.48	\$39,944.63	\$262,823.19	\$2,107.89	\$264,931.08

**CITY OF ST. PAUL PARK – HERITAGE DAYS
600 PORTLAND AVE
ST. PAUL PARK MN 55071**

To:
Attn: Hally Turner
Red Rock Corridor Commission
14949 62nd Street N
Stillwater MN 55082

August 12, 2015

Make check payable to: St. Paul Park/ Newport Lions Club

Date	Item	Cost
8/12/15	Business Expo (10 x 10)	25.00
	Late fee	25.00
	St. Paul Park Heritage Days Festival Business Expo Saturday, August 15, 2015	
	Total Due	\$ 50.00

Make check payable to: St. Paul Park/Newport Lions Club

*Remit payment to: City of St. Paul Park – Heritage Days * 600 Portland Ave. * St. Paul
Park MN 55071*



Meeting Minutes

July 23, 2015
Newport City Hall
4:30 p.m.

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

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

Staff	Agency	Present
Jan Lucke	Washington County RRA	
Andy Gitzlaff	Washington County RRA	
Lyssa Leitner	Washington County RRA	X
Mike Rogers	Ramsey County RRA	X
Joe Morneau	Dakota County RRA	X
Matt Parent	Dakota County	X
Hally Turner	Washington County	
Laura Kearns	Washington County	X
Joe Scala	Hennepin County	X
Ray Hoover	Hennepin County	

Others	Agency
Brian Smalkoski	Kimley-Horn

Chelsey Armstrong	Kimley-Horn
John Burbank	City of Cottage Grove
Katie Burger	City of St. Paul Ward 7 Executive Assistant
Katie White	Met Council

Agenda Item #1: Introductions

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

Agenda Item #2: Approval of Agenda

Motion was made by Councilmember Peterson to approve the Agenda. Motion was seconded by Councilmember Vaughn. All in favor, Motion Carries.

Agenda Item #3: Consent Items

a. Checks and Claims

Motion was made by Councilmember Frankie to approve the checks and claims from March, April, May and June. The motion was seconded by Councilmember Vaughn. All in favor, Motion Carries.

b. Minutes from the February, March and April Commission Meetings

Motion was made by Councilmember Peterson to approve the minutes from the February, March and May commission meetings. The motion was seconded by Commissioner Slavik. All in favor, Motion Carries.

Agenda Item # 4: Communications Update

Ms. Leitner provided a brief update of the activity on the Red Rock Corridor Website and Facebook page. There have been 2,265 website views in the past 30 days.

The Facebook page is up to 289 likes. There have been no instances where comments needed to be removed from the site.

Agenda Item #5: Red Line BRT Tour

Ms. Leitner said staff would like feedback from the commission members on preferences for dates, times and suggestions of additional people to invite for the tour of the Red Line Corridor. This will be an activity that will be set up for later in the fall and will be based on what works best for Dakota County and the Red Line availability; however staff would like to start to collect feedback from the commission members now.

The commission agreed that it would be good to go beyond the appointed members from the Red Rock Corridor Commission.

Councilmember Vaughn asked if staff was invisioning taking a bus ride or going out to the bus depot for a tour of a bus and the depot.

Ms. Leitner said there could be several different ways for the tour; it would be up to the commission for what they think would work better for attendance.

Councilmember Vaughn said it would be good to have the Red Line bus within the corridor. He believes there would be a better turn out of constituents.

Agenda Item #6: Other

Item 6a. Nothing new to report

Item 6b. The next commission meeting is scheduled for August 27th at 4:30 at Newport City Hall.

Agenda Item #7: Implementation Plan Update

Item 7a. Ms. Leitner gave a brief power point presentation which was provided in the packet. Ms. Leitner said the commission is about half way through the fifteen (15) month process. After this meeting a lot of technical analysis will happen on the alternative once staff receives the policy input. Ms. Leitner said outreach events have included or will include one major event in each of the corridor cities and the park-and-ride events where current transit users were asked to complete a form about needs in the corridor. The top priority for constituents has been the need for frequent service from 5:00 p.m. to Midnight, which would support implementing all day bus rapid transit (BRT) service. There will be another online option created for people to provide their comments on the corridor.

Agenda Item #8: Adjourn

Motion was made by Commissioner Slavik to adjourn. Councilmember Finney Seconded. All in favor, Motion Carries.

The meeting was adjourned at 4:56PM.



DATE: September 14, 2015
TO: Red Rock Corridor Commission
FROM: Staff
RE: Communication Update

Website

There have been 1622 website views in the last 30 days.

Facebook

The Facebook page is now up to 295 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: September 14, 2015

TO: Red Rock Corridor Commission

FROM: Staff

RE: Counties Transit Improvement Board (CTIB) Grant Resolution of Support

The CTIB grant process is underway. Washington County was guaranteed 3% of the total estimated revenue generated for each of the years 2010-2013 to accelerate the development of its transitways. These funds were used to fund the Implementation Plan. As we have worked through the first phases of the Implementation Plan, there are a few tasks that we would like to complete that were not part of the original scope of work. Those items include station planning work for the new stations identified along the BRT routes, support for each city to accurately represent Red Rock in the upcoming comprehensive plan process, and ridership modeling and service planning for additional express bus routes in the corridor that would be implemented to build ridership in the corridor for eventual BRT service.

The typical process for a Red Rock CTIB grant is for Washington County to lead the effort and for each funding partner that is directly impacted by the scope of work and the Commission to approve a resolution of support for the grant. A draft resolution of support is attached.

The proposed budget for this additional scope of work is \$150,000. The Commission would be responsible to provide matching funds of \$15,000 and the CTIB grant would be for \$135,000. Below is a proposed budget breakdown for 2016 with the \$15,000 match and regular operating costs for the Commission (has been \$50,000 for the past few years). As you can see, there is the ability to keep the Commission dues the same from 2015 to 2016 if we draw from fund balance. This will be discussed in more detail at the October meeting along with more detail for the 2016 work plan.

	2015 Budget Details				2016 DRAFT Budget Details		
Revenue Source	% Due	2015 Funding Commitment	Fund Balance	Total Revenue	2016 Funding Commitment	Fund Balance	Total Revenue
Regional Railroad Authority							
- Ramsey	37.5%	\$ 18,750	\$15,000	\$33,750	\$ 18,750	\$5,625	\$24,375
- Washington	35%	\$ 17,500	\$14,000	\$31,500	\$ 17,500	\$5,250	\$22,750
- Hennepin	17.5%	\$ 8,750	\$7,000	\$15,750	\$ 8,750	\$2,625	\$11,375
- Dakota	10%	\$ 5,000	\$4,000	\$9,000	\$ 5,000	\$1,50	\$6,500
DUES	100%	\$50,000	\$40,000	\$90,000	\$50,000	\$15,000	\$65,000

Action:

Resolution Approving the Submittal of an Application to the Counties Transit Improvement Board for Grants Payable in 2016 for the Station Area Planning and Ridership Modeling for the Red Rock Corridor

Red Rock Corridor Commission Resolution 2015-03

Resolution Approving the Submittal of an Application to the Counties Transit Improvement Board for Grants Payable in 2016 for the Station Area Planning and Ridership Modeling for the Red Rock Corridor

WHEREAS, the Counties Transit Improvement Board (CTIB) has authorized the 2016 Grant Solicitation Process for Grants Payable in 2016; and

WHEREAS, Washington, Ramsey, and Dakota Counties have been a members of the CTIB since 2008; and

WHEREAS, Washington County was guaranteed three percent of the total estimated revenue generated for each of the years 2010-2013 to accelerate the development of its transitways; and

WHEREAS, Washington County has \$4,300,000 remaining in guaranteed funds that have been deferred from past solicitations; and

WHEREAS, the Red Rock Corridor is located primarily in Dakota, Ramsey and Washington County, extending approximately 20 miles, and connecting the downtown Saint Paul with its East Side neighborhoods and the suburbs of Newport, Cottage Grove, St. Paul Park, Denmark Township and Hastings; and

WHEREAS, the Red Rock Corridor transitway project will provide for transit improvements in the southeastern portion of the Twin Cities; and

WHEREAS, the Red Rock Corridor Commission is in the process of completing an Implementation Plan and will identify bus rapid transit (BRT) route and station locations; and

WHEREAS, Washington County is requesting a grant from CTIB using its guaranteed funds in the amount of \$135,000 to support more comprehensive station area planning and ridership modeling specific to the BRT route selected through the Implementation Plan process; and

WHEREAS, the grant application will be matched by a \$15,000 contribution from the Red Rock Corridor Commission through contributions from Washington County, Hennepin County, Ramsey County and Dakota County.

NOW THEREFORE BE IT RESOLVED that the Red Rock Corridor Commission supports Washington County's application to submit a grant to CTIB in the amount of \$135,000 in guaranteed funds for the development of an Implementation Plan for the Red Rock Corridor.

BE IT FURTHER RESOLVED that the Red Rock Corridor Commission commits to providing its share of the local match as part of 2015 membership dues.

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.

	YES	NO	ABSTAIN	ABSENT
BIGHAM	_____	_____	_____	_____
SLAVIK	_____	_____	_____	_____
RETTMAN	_____	_____	_____	_____
GREENE	_____	_____	_____	_____
FINNEY	_____	_____	_____	_____
FRANKE	_____	_____	_____	_____
VAUGHAN	_____	_____	_____	_____
KUMMER	_____	_____	_____	_____
RAHM	_____	_____	_____	_____
GORDON	_____	_____	_____	_____
PETERSON	_____	_____	_____	_____



DATE: September 14, 2015

TO: Red Rock Corridor Commission

FROM: Staff

RE: Implementation Plan Update

Background

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

The Implementation Plan goals are to:

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

The Implementation Plan will determine short- and long-term strategies for implementing BRT and to tie those strategies to funding needs. It is expected that the plan will be completed by spring 2016.

July and August Meetings and Events

Meeting/Event	Date
Hastings Rivertown Days	July 18, 2015
Lower Afton Park and Ride Outreach	July 21, 2015
Cottage Grove Park and Ride Outreach	July 22, 2015
B-CAC Advisory Committee	July 22, 2015
District 4 Community Council (presentation)	July 27, 2015
Night to Unite	August 4, 2015
Newport Pioneer Day	August 9, 2015
St. Paul Park Heritage Days	August 15, 2015

Bus Rapid Transit (BRT) Alternatives

At the Map meeting, the Commission approved the consultant team to start developing information on an additional BRT alternative that would provide neighborhood focused access instead of access only along Highway 61. Possible alternatives were vetted by cities along the corridor and amended per their comments. Those amended alternatives were then reviewed by the TAC at the July 20th TAC meeting. The Business and Civic Advisory Committee (B-CAC) met on July 22nd to review the same alternatives and provided their input. The technical recommendation from the TAC and input from the B-CAC were brought to the Commission in July. At that Commission meeting two alternatives were approved for additional analysis (see maps attached to this memo). We are currently soliciting feedback on the two alternatives via the

Red Rock Corridor website on the “contact us” page. The website questions are seen here. We will focus the engagement around the alternatives on these three questions.

*If you were to use transit in the Red Rock Corridor would you prefer Alternative 1, Alternative 2, or neither? [Click here to view the Alternatives.](#)

*If there was transit service all-day from St. Paul to Hastings how often would you use it? 4+ Days per week, 1-3 Days per week, just for special events, or never?

Where would you want to go using transit between Hastings and St. Paul (school, work, events, others, nowhere, etc)?

Are there other things you would like to share with us?

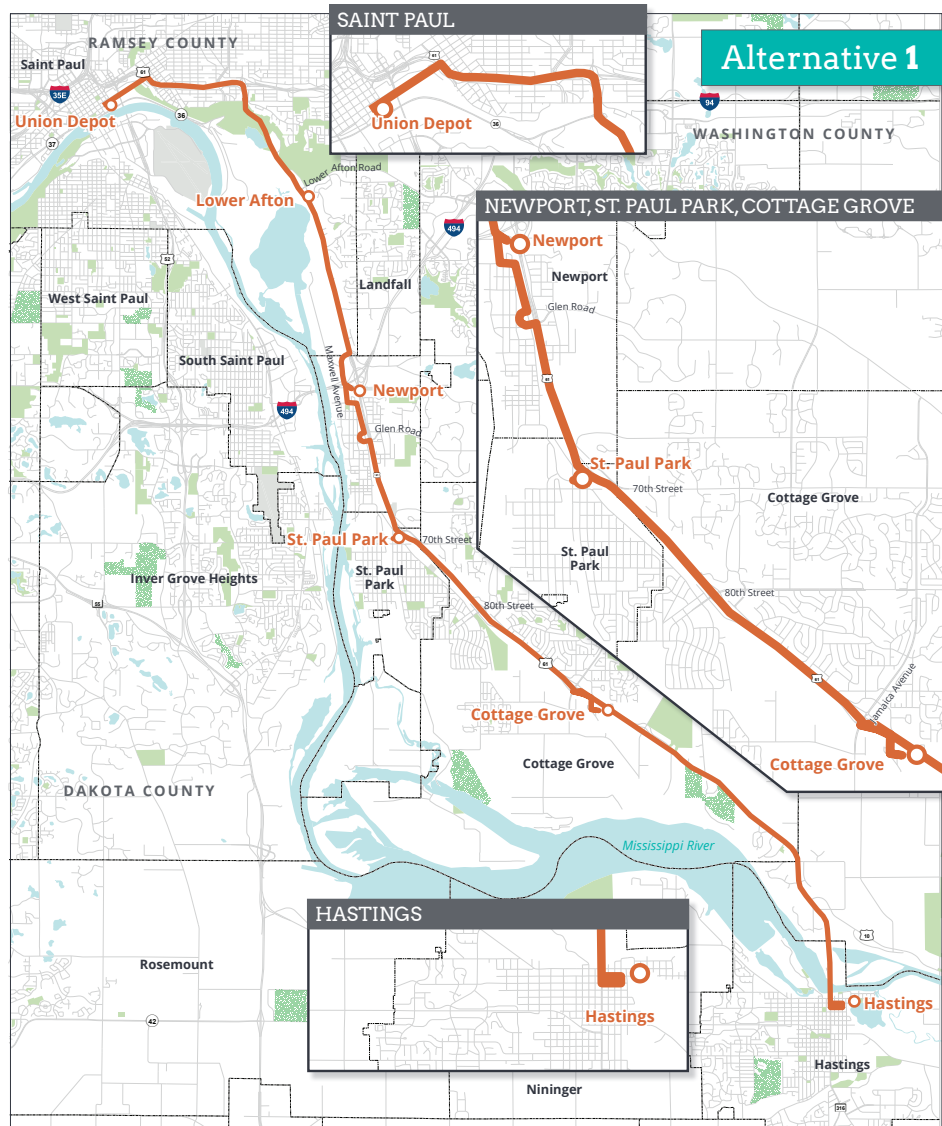
Technical data, including cost and ridership, will be collected and analyzed comparing these two options. The results of the analysis will be previewed with the TAC, B-CAC, and Commission in October. Once all committees have reviewed the technical information, it will be released for public comment. An open house will be held toward the beginning of November as part of the public comment period. Selection of the final route and station locations will likely happen at the November/December Commission meeting presuming the data provides clear direction.

Action

Discussion

Alternative 1

Stations would be located at existing park-and-rides in the Corridor. This alternative would offer the quickest overall trip because the bus travels primarily along Highway 61.



Alternative 2

Stations would be located within the communities of Newport, St. Paul Park, Cottage Grove, and Hastings. This alternative would offer the best transit connection to Corridor destinations.

