



## Meeting Minutes

October 24<sup>th</sup>, 2019, 4:00 p.m.

Newport City Hall  
 596 7<sup>th</sup> Avenue  
 Newport, MN 55055

Commission Members	Agency	Present
Wayne Johnson	Washington County RRA	X
La Rae Mills	City of Cottage Grove	X
Jim McDonough	Ramsey County RRA	
Trista MatasCastillo	Ramsey County RRA	X
Myron Bailey	City of Cottage Grove	
Jane Prince	City of St. Paul	X
Sandi Dingle	City of St. Paul Park	X
Mark Vaughan	City of Hastings	X
Tom Ingemann	City of Newport	

Staff	Agency	Present
Emily Jorgensen	Washington County RRA	X
Joe Ayers-Johnson	Washington County RRA	X
Sara Allen	Washington County RRA	X
Kevin Roggenbuck	Ramsey County RRA	X
Joe Morneau	Dakota County RRA	

Other Attendees	Agency	Present
Bill Sumner	City of Newport	X

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

Commissioner Wayne Johnson called the meeting to order, and introductions were made.

Quorum was met.

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

Councilmember Mills made a motion to approve the agenda. Mayor Dingle seconded. All were in favor. **Approved.** Motion Carried.

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

Mayor Dingle made a motion to approve the item on consent. Councilmember Vaughan seconded. All were in favor. **Approved.** Motion Carried.

### **Agenda Item #4: Liability Coverage Insurance**

Emily Jorgensen, Washington County Planner and Red Rock Corridor Project Manager, provided information about changes to the annual renewal process for the Red Rock Corridor Commission's liability coverage insurance. Washington County staff recommends making a short-term extension to the liability insurance so that the renewal date will change from fall to spring. Shifting the timing of the renewal date will help reduce timing issues between the time of insurance renewal and the first Commissioner meeting of the year.

Washington County staff also recommends enrolling in automatic renewal for the insurance policy. Automatic renewal will not change the substance of the policy and will automatically renew the policy unless the premium changes more than ten percent. In the event that the premium does change more than ten percent, it will be brought to the Commission for approval. This change will help staff complete routine administrative functions in a more timely manner.

Chair Johnson opened the floor to comments and questions. Chair Johnson commented that enrolling in automatic renewal will help save money by avoiding attorney's fees.

Councilmember Mills made a motion to approve the changes to the liability coverage insurance. Commissioner MatasCastillo seconded. All were in favor. **Approved.** Motion Carried.

### **Agenda Item #5: Draft 2020 Work Plan and Budget**

Ms. Jorgensen introduced the Draft 2020 Work Plan and Budget for 2020. Changes to the work plan and budget from previous years are minimal. Most of the work plan continues to be geared towards administrative functions, generating awareness of the Red Rock Corridor, and coordinating temporary bus service between transit facilities in Cottage Grove and Newport and the State Fair to maintain visibility of the Red Rock Corridor. Washington County staff is considering whether or not it will seek more funding for Route 363 as a demonstration route.

The 2020 budget is approximately \$17,000 which is all covered by the existing fund balance. This amount is less than previous years due to communications now being handled in-house by Washington County staff rather than a communications consultant.

Chair Johnson opened the floor to comments and questions.

Mayor Dingle asked for the reason why funding for Route 363 bus service may not be pursued in 2020. Ms. Jorgensen responded that Washington County is still considering a funding request

pending Route 363's ability to compete within the updated criteria for the Metropolitan Council's Regional Solicitation grant program.

Chair Johnson asked if State funding is being pursued for Route 363. Ms. Jorgensen responded that State funding is being pursued as one of Washington County's legislative asks.

#### **Agenda Item #6: 2020 Proposed Meeting Schedule**

Joe Ayers-Johnson, Washington County Planner, introduced himself and then presented the proposed meeting schedule for 2020. Meetings are proposed to be held on January 30<sup>th</sup>, April 30<sup>th</sup>, July 30<sup>th</sup>, and October 29<sup>th</sup>. These dates fall on the fifth Thursday of each month. Additionally, the meeting time is proposed to be changed from 4:00 pm to 4:30 pm.

Chair Johnson opened the floor to comments and questions.

Councilmember Mills asked if, in the event that funding for Route 363 is pursued, it would make sense to have a meeting after January and well before the April meeting so that the Commission could be more informed and able to assist with the process of applying for funding. Ms. Jorgensen responded that this would make sense and that it should be known whether funding will be pursued before the January meeting. At that time, additional meetings could be added to the schedule before the funding application is due in April. Depending on the success of the potential application, more additional meetings may be necessary throughout 2020 and 2021. Staff will communicate future developments regarding the pursuit of funding to the Commission to coordinate potential changes to the proposed 2020 meeting schedule.

Chair Johnson commented that he appreciates shifting the meeting start time from 4:00 pm to 4:30 pm to accommodate Commission participants who also work full-time.

#### **Agenda Item #7: Presentation on METRO Gold Line Station Area Planning**

Sara Allen, Washington County Planner, introduced herself and presented on the Gold Line BRT Station Area Plans. The presentation included a summary of the timeline for the Gold Line project and the various goals that guide the station area planning process. The presentation can be found in the 10/24 meeting packet.

Chair Johnson opened the floor to comments and questions.

Councilmember MatasCastillo asked about connections for people in the community of Landfall, their access points, and whether there are major roads to cross. Ms. Allen responded that bicycle and pedestrian trails are included in the station area plan to help address conversations about speed and safety that arose through community engagement conversations. The Gold Line Project Office has been doing a great deal of work related to traffic calming measures, dividers, and pedestrian islands to help clarify where the crossing space is located and how users of the surrounding transportation system can safely interact.

Chair Johnson commented that he appreciates the economic development component of transit projects like Gold Line and recognizes the value of transit in not only meeting transportation needs, but also attracting and retaining employers and stimulating real estate development around station areas.

#### **Agenda Item #8: Communications Update**

### **A. State Fair**

Mr. Ayers-Johnson provided a summary of how temporary service between the State Fair and Red Rock Corridor transit facilities went this year. The Cottage Grove Park and Ride offered daily service while the Newport Transit Station offered service on weekends and Labor Day only. Ridership at the Newport Transit Station was consistent with last year, whereas the Cottage Grove Park and Ride showed an increase of 4,000 rides.

### **B. Facebook**

Mr. Ayers-Johnson provided an update on the Red Rock Corridor Commission's Facebook page. The page has 367 likes and has had 115 new views since the last meeting. No comments have been required to be removed.

Chair Johnson opened the floor to comments and questions.

Councilmember Vaughan asked how the connection between Washington County transit facilities and the State Fair was established and how the City of Hastings might be able to arrange something similar. Mr. Ayers-Johnson responded that there is a new contract that gets negotiated every year. Ms. Jorgensen elaborated that driver shortages were the reason for the Newport Transit Station's service being reduced to weekend and Labor Day service only. Service to the Newport Transit Station was nearly eliminated entirely since Metro Transit is reluctant to serve park and ride lots outside the 494/694 ring, but every March there is a board action to work through the arrangement with Metro Transit in order to provide service.

Councilmember Mills asked if there has been any discussion regarding how to address increase of ridership at the Cottage Grove Park and Ride next year since this year exceptions needed to be made to allow people to park in grassy areas in order to accommodate demand. Ms. Jorgensen responded that this represents a great opportunity for the Red Rock Corridor Commission, and that if bus driver shortages persist, it may be advisable to change the Cottage Grove Park and Ride to weekend and Labor Day service and have the Newport Transit Station host daily service to give it more exposure. Councilmember Mills commented that she is supportive of this idea since regular express bus commuters were frustrated by a sudden shortage of parking at the Cottage Grove Park and Ride and she likes the idea of promoting the Newport Transit Station.

Chair Johnson commented that he has been involved in conversations with the Metropolitan Council and Senator Bigham in which it was suggested that the Newport Transit Station would be overwhelmed by the kind of demand that the Cottage Grove Park and Ride has experienced in the past. Ms. Jorgensen responded that every year Newport Transit Station fences, stripes, and utilizes an adjacent grassy lot, which helps Newport Transit Station surpass the Cottage Grove Park and Ride in terms of capacity. Washington County staff will work through this with agency partners since there may be capacity constraints that staff is not aware of. Chair Johnson expressed his approval of this course of action.

Mayor Dingle commented in reference to Councilmember Mills' point about conflicts between temporary State Fair service and regular express bus service at the Cottage Grove Park and Ride, stating that conflicts should be minimal since the last express bus departs before the first State Fair bus arrives. She agrees with the idea of swapping service hours between Cottage Grove and Newport may very well be more convenient for people who don't know about it. Mayor Dingle rode the bus to the State Fair this year and was amazed at how many people were doing the same.

Councilmember Vaughan asked how much fare was. Dingle responded that it was five dollars, which is not bad considering many State Fair lots charge around twenty dollars.

Chair Johnson commented that Commissioners should contact their senator if they are interested in continuing temporary State Fair service.

Chair Johnson also commented that Facebook page should continue to be maintained and that it is good there have been no negative comments.

**Agenda Item #9: Other**

**A.**

Chair Johnson asked if any Commissioners have any Red Rock Corridor-related news to share. No news was shared.

**B.**

Chair Johnson confirmed the next meeting will be held on January 30<sup>th</sup> from 4:30 – 6:00 pm at Newport City Hall.

**Agenda Item #10: Adjourn**

Councilmember Vaughan made a motion to adjourn. Councilmember Dingle and Mills both seconded. All were in favor. **Approved.** Motion Carried.