

Meeting Minutes

RAMSEY COUNTY RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on May 17, 2005, in Council Chambers, Third Floor Courthouse.

MEMBERS PRESENT:           Chair Rafael Ortega  
                                  Commissioner Tony Bennett  
                                  Commissioner Toni Carter  
                                  Commissioner Jim McDonough  
                                  Commissioner Victoria Reinhardt  
                                  Commissioner Janice Rettman (arrived at 11:10 a.m.)  
                                  Commissioner Jan Parker

OTHERS PRESENT:           Kathy DeSpiegelaere, Alicia Vap, David Twa, Steve Morris, Kris Longhenry,  
                                  Julie Kleinschmidt, Dick Wolsfeld, Gary Erickson, Priscilla Lee, Sandra  
                                  Westerman, Jane McClure, Lester Bagley, Lisa Lee, Mark Voerding, Darwin  
                                  Lookingbill

Chair Ortega called the RCRRA meeting to order at 11:05 a.m.

**ADMINISTRATIVE AGENDA**

1.       Approve minutes from April 19, 2005 RCRRA meeting

A motion was made by Commissioner Bennett, seconded by Commissioner McDonough, to approve the minutes from April 19, 2005 RCRRA Executive Session and RCRRA meeting.

Roll call vote was taken:

Ayes – 6, Nays – 0  
Motion accepted.

2.       Ratify Partial Payment No. 2 in the amount of \$5,711.88 to Tunheim Partners for communication and community organizing services on the Union Depot project for March 2005

A motion was made by Commissioner McDonough, seconded by Commissioner Parker, to ratify Partial Payment No. 2 in the amount of \$5,711.88 to Tunheim Partners for communication and community organizing services on the Union Depot project for March 2005.

Roll call vote was taken:

Ayes – 6, Nays – 0  
Motion accepted.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Tunheim Partners for communications and community organizing services on the Union Depot project; and

WHEREAS, Tunheim Partners has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through March 2005; and

WHEREAS, submittal of invoices and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation is required; and

WHEREAS, Tunheim Partners Invoice No. 03070, Partial Payment No. 2 in the amount of \$5,711.88 attachments thereto, provide the correct documentation of payments due Tunheim Partners through March 2005; Now, Therefore Be It

RESOLVED, Payment to Tunheim Partners in the amount of \$5,711.88 for services rendered through March 2005 is hereby ratified.

3. Ratify Partial Payment No. 9 in the amount of \$12,542.45 to Metropolitan Council for professional services on the Central Corridor Phase 2 study for February 19, 2005 to March 18, 2005

A motion was made by Commissioner McDonough, seconded by Commissioner Parker, to ratify Partial Payment No. 9 in the amount of \$12,542.45 to Metropolitan Council for professional services on the Central Corridor Phase 2 study for February 19, 2005 to March 18, 2005.

Roll call vote was taken:

Ayes – 6, Nays – 0  
Motion accepted

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional consulting services of Metropolitan Council for the purpose of conducting the Central Corridor Phase 2 study; and

WHEREAS, Metropolitan Council has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through March 18, 2005; and

WHEREAS, submittal of invoices and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation is required; and

WHEREAS, Metropolitan Council Invoice No. NCV-3719, Partial Payment No. 9, in the amount of \$12,542.45 attachments thereto, provide the correct documentation of payments due Metropolitan Council through March 18, 2005; Now, Therefore Be It

RESOLVED, Payment to Metropolitan Council in the amount of \$12,542.45 for services rendered through March 18, 2005, is hereby ratified.

4. Ratify Partial Payments Nos. 14 and 15 in the amount of \$16,085.00 to Goff and Howard Inc. for consulting services on the Central Corridor Phase 2 Transit Study for February and March 2005

A motion was made by Commissioner McDonough, seconded by Commissioner Parker, to ratify Partial Payments Nos. 14 and 15 in the amount of \$16,085.00 to Goff and Howard Inc. for consulting services on the Central Corridor Phase 2 Transit Study for February and March 2005.

Roll call vote was taken:

Ayes – 6; Nays – 0  
Motion Accepted

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional consulting services of Goff and Howard, Inc. for the purpose of conducting the Central Corridor Phase 2 study; and

WHEREAS, Goff and Howard, Inc. has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through March 2005; and

WHEREAS, submittal of invoices and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation is required; and

WHEREAS, Goff and Howard, Inc. Invoice No. 9124, Partial Payment No. 14 in the amount of \$7,668.75 and Invoice No. 9168, Partial Payment No. 15 in the amount of \$8,416.25 attachments thereto, provide the correct documentation of payments due Goff and Howard, Inc. through March 2005; Now, Therefore Be It

RESOLVED, Payment to Goff and Howard, Inc. in the amount of \$16,085.00 for services rendered through March 2005 is hereby ratified.

5. Ratify Partial Payment No. 14 in the amount of \$102,929.79 to DMJM+Harris, Inc. for consulting services on the Central Corridor Phase 2 Transit Study for January 29, 2005 to February 25, 2005

A motion was made by Commissioner McDonough, seconded by Commissioner Parker, to ratify Partial Payment No. 14 in the amount of \$102,929.79 to DMJM+Harris, Inc. for consulting services on the Central Corridor Phase 2 Transit Study for January 29, 2005 to February 25, 2005.

Roll call vote was taken:

Ayes – 6; Nays – 0  
Motion Accepted

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional consulting services of DMJM+Harris, Inc. for the purpose of conducting the Central Corridor Phase 2 study; and

WHEREAS, DMJM+Harris, Inc. has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through February 25, 2005; and

WHEREAS, submittal of invoices and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation is required; and

WHEREAS, DMJM+Harris, Inc. Invoice No. 100-2652-5, Partial Payment No. 14, in the amount of \$102,929.79 attachments thereto, provide the correct documentation of payments due DMJM+Harris, Inc. through February 25, 2005; Now, Therefore Be It

RESOLVED, Payment to DMJM+Harris, Inc. in the amount of \$102,929.79 for services rendered through February 25, 2005, is hereby ratified.

6. Ratify Partial Payment No. 3 in the amount of \$9,726.37 to Washington County for consulting services on the Red Rock Alternatives Analysis/Scoping Study for December 2004 through January 2005

A motion was made by Commissioner McDonough, seconded by Commissioner Parker, to ratify Partial Payment No. 3 in the amount of \$9,726.37 to Washington County for consulting services on the Red Rock Alternatives Analysis/Scoping Study for December 2004 through January 2005.

Roll call vote was taken:

Ayes – 6; Nays – 0

Motion Accepted

WHEREAS, The Ramsey County Regional Railroad Authority (RCRRA) has entered into an agreement with Washington County Regional Railroad Authority (WCRRA), Dakota County Regional Railroad Authority (DCRRA) and Hennepin County Regional Railroad Authority (HCRRA) for consulting service for the completion of the Red Rock Corridor Alternatives Analysis/Scoping Study; and

WHEREAS, RCRRA has approved funding \$168,750 or 37.5% of the total cost of this Study (per RCRRA resolution R03-23); and

WHEREAS, Washington County is managing this Study;

WHEREAS, the consultants have satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through January 2005; and

WHEREAS, submittal of invoices and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation is required; and

WHEREAS, Washington County Partial Payment No. 3, Invoice No. 43925, in the amount of \$8,744.98 and Invoice No. 44467 in the amount of \$981.39 attachments thereto, provide the correct documentation of payments due Washington County through January 31, 2005; Now, Therefore Be It

RESOLVED, Payment to Washington County in the amount of \$9,726.37 for services rendered through January 31, 2005, is hereby ratified.

7. Ratify Partial Payment No. 1 in the amount of \$6,095.00 and Partial Payment No. 2 in the amount of \$8,442.52 to St. Paul Port Authority for negotiation of property acquisition and negotiation of an easement through the Union Depot through March 2005

A motion was made by Commissioner McDonough, seconded by Commissioner Parker, to ratify Partial Payment No. 1 in the amount of \$6,095.00 and Partial Payment No. 2 in the amount of \$8,442.52 to St. Paul Port Authority for negotiation of property acquisition and negotiation of an easement through the Union Depot through March 2005.

Roll call vote was taken:

Ayes – 6; Nays – 0  
Motion Accepted

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of St. Paul Port Authority for negotiation of property acquisition and negotiation of an easement through the Union Depot project; and

WHEREAS, St. Paul Port Authority has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through March 2005; and

WHEREAS, submittal of invoices and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation is required; and

WHEREAS, St. Paul Port Authority Invoice No. 1, Partial Payment No. 1 in the amount of \$6,095.00 and Invoice No. 2, Partial Payment No. 2 in the amount of \$8,442.52 attachments thereto, provide the correct documentation of payments due Tunheim Partners through March 2005; Now, Therefore Be It

RESOLVED, Payment to St. Paul Port Authority in the amount of \$14,537.52 for services rendered through March 2005 is hereby ratified.

## **POLICY AGENDA**

### 8. Federal Transit Administration cost effectiveness criteria presentation

(Commissioner Rettman arrived at this time).

Dick Wolsfeld, DMJM + Harris, presented information on the Federal Transit Administration's (FTA) cost effectiveness criteria. He described the user benefit analysis, which measures cost per hour of travel time-savings. He stated that FTA uses a threshold of \$25.00 per hour of travel time-savings, to be considered for project funding.

Mr. Wolsfeld explained the concept of rail bias, where given the same travel time from one point to another, traveling on a bus or light rail, between 5 and 30 percent more people will take light rail than will ride the bus. He commented that Central Corridor is talking with FTA to use rail bias in their forecasting process.

Mr. Wolsfeld reported on the initial user benefit analysis of the Northstar Corridor and what modifications were done to bring the user benefit number down to acceptable levels. He explained that the highest ridership station was removed from the project to get to the \$25.00 threshold. Chair Ortega asked whether FTA could be petitioned again for funding to add the dropped station. Mr. Wolsfeld answered that the user benefit analysis would again need to be performed to get federal dollars. He also commented that FTA projects are funded by Congress and therefore the process can be political.

There was discussion regarding the adding or dropping of stations and other features that would impact the final user benefit analysis number, and whether those decisions should be disclosed to FTA. Mr. Wolsfeld commented that it is best to be upfront with FTA about plan intentions and if changes were to be considered for the future, to ask FTA if the project could be redefined. Mr. Wolsfeld noted that if substantial changes were made to the plan, a record of decision on the Federal Environmental Impact Statement on the proposed action would be needed from FTA.

Mr. Wolsfeld commented that the cities of St. Paul and Minneapolis made the decision to pursue development near the stations rather than build park and ride lots. He also noted that historically, project designers underestimate the number of park and ride users. He explained that an alternative to park and ride lots is structured parking, but that creates additional capital costs to the project. Commissioner Parker commented that this is a flaw in the planning that could create problems in the neighborhoods where the stations are located. Kathy DeSpiegelaere noted that this issue will be addressed in Preliminary Engineering and that St. Paul and Minneapolis will be presenting land use plans at the Central Corridor Coordinating Committee meeting on May 19, 2005.

### 9. 2006 State Legislative Requests

Ms. DeSpiegelaere presented the 2006 Request for State Bonding.

The vote on this agenda item was delayed. Ms. DeSpiegelaere will distribute detailed information on the bonding requests to RCRRA.

The meeting adjourned at 12:10 pm.