

Meeting Minutes

RAMSEY COUNTY RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on June 14, 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  
                                  Commissioner Jan Parker

OTHERS PRESENT:           Kathy DeSpiegelaere, Alicia Vap, David Twa, Steve Morris, Kris Longhenry,  
                                  Julie Kleinschmidt, Ken Haider, Barbara Lawrence, Gail Blackston, Dean  
                                  Hedlund, David MacMillan, Bonnie Jackelen.

Chair Ortega called the RCRRA meeting to order at 10:25 a.m.

**ADMINISTRATIVE AGENDA**

1.       Approve minutes from May 17, 2005 RCRRA meeting

A motion was made by Commissioner Reinhardt, seconded by Commissioner Carter, to approve the minutes from the May 17, 2005 RCRRA meeting.

Roll call vote was taken:

Ayes – 7, Nays – 0  
Motion accepted.

2.       Ratify Partial Payment No. 3 in the amount of \$18,264.69 to St. Paul Port Authority for property acquisition/easement services for the Union Depot project for April 2005

A motion was made by Commissioner Reinhardt, seconded by Commissioner McDonough, to ratify Partial Payment No. 3 in the amount of \$18,264.69 to St. Paul Port Authority for property acquisition-easement services for the Union Depot project for April 2005.

Roll call vote was taken, Commissioner Rettman voted no:

Ayes – 6, Nays – 1  
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 April 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. 3, Partial Payment No. 3 in the amount of \$18,264.69 attachments thereto, provide the correct documentation of payments due St. Paul Port Authority through April 2005; Now, Therefore Be It

RESOLVED, Payment to St. Paul Port Authority in the amount of \$18,264.69 for services rendered through April 2005 is hereby ratified.

3. Ratify Partial Payment No. 16 in the amount of \$5,433.75 to Goff and Howard Inc. for consulting services on the Central Corridor Phase 2 Transit Study for April 2005

A motion was made by Commissioner Reinhardt, seconded by Commissioner McDonough, to ratify Partial Payment No. 16 in the amount of \$5,433.75 to Goff and Howard Inc. for consulting services on the Central Corridor Phase 2 Transit Study for April 2005.

Roll call vote was taken; Commissioner Rettman voted no:

Ayes – 6, Nays – 1

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 April 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. 9218, Partial Payment No. 16 in the amount of \$5,433.75 attachments thereto, provide the correct documentation of payments due Goff and Howard, Inc. through April 2005; Now, Therefore Be It

RESOLVED, Payment to Goff and Howard, Inc. in the amount of \$5,433.75 for services rendered through April 2005 is hereby ratified.

4. Ratify Partial Payment No. 15 in the amount of \$61,299.42 to DMJM+Harris, Inc. for consulting services on the Central Corridor Phase 2 Transit Study for February 26, 2005 to April 1, 2005

A motion was made by Commissioner Reinhardt, seconded by Commissioner McDonough, to ratify Partial Payment No. 15 in the amount of \$61,299.42 to DMJM+Harris, Inc. for consulting services on the Central Corridor Phase 2 Transit Study for February 26, 2005 to April 1, 2005.

Roll call vote was taken; Commissioner Rettman voted no:

Ayes – 6; Nays – 1

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 April 1, 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. 100-3154-5, Partial Payment No. 15, in the amount of \$61,299.42 attachments thereto, provide the correct documentation of payments due DMJM+Harris, Inc. through April 1, 2005; Now, Therefore Be It

RESOLVED, Payment to DMJM+Harris, Inc. in the amount of \$61,299.42 for services rendered through April 1, 2005, is hereby ratified.

5. Ratify Partial Payment No. 3 in the amount of \$8,908.63 to Tunheim Partners for communication and community organizing services on the Union Depot study for April 2005

A motion was made by Commissioner McDonough, seconded by Commissioner Parker, to ratify Partial Payment No. 3 in the amount of \$8,908.63 to Tunheim Partners for communication and community organizing services on the Union Depot study for April 2005.

Roll call vote was taken; Commissioner Rettman voted no:

Ayes – 6; Nays – 1  
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 April 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. 03138, Partial Payment No. 3 in the amount of \$8,908.63 attachments thereto, provide the correct documentation of payments due Tunheim Partners through April 2005; Now, Therefore Be It

RESOLVED, Payment to Tunheim Partners in the amount of \$8,908.63 for services rendered through April 2005 is hereby ratified.

## **POLICY AGENDA**

6. State bonding requests

A motion was made by Commissioner McDonough, seconded by Commissioner Reinhardt, to ratify the State bonding requests.

Commissioner McDonough noted that the Metropolitan Transitways Development Board (MTDB) endorsed supporting the State bonding request, although MTDB had not learned of the change in the Rush Line request to

\$1 Million, as that request had been approved by its Task Force only the day before. He commented that the change would most likely be presented to MTDB at its next meeting.

Roll call vote was taken:

Ayes – 7; Nays – 0  
Motion Accepted

WHEREAS, Ramsey County Regional Railroad Authority supports the construction and operation of transit facilities that improve the state and metropolitan movement of people; and

WHEREAS, State transportation funds may be available in 2006 to support the provision of these services by local, regional and state units of government; Now, Therefore Be It

RESOLVED, That Ramsey County Regional Railroad Authority requests state appropriations for 2006 for the following projects:

1. Central Corridor, St. Paul to Minneapolis, Minnesota — \$50 million for final design and construction;

2. Union Depot — \$5 million for property acquisition, property refurbishment, planning, environmental work, and engineering;

3. Red Rock Corridor, Hastings through St. Paul to Minneapolis, Minnesota — \$1 million for corridor improvements, including environmental analysis and station area planning;

4. Rush Line Corridor, St. Paul to Hinckley, Minnesota — \$1 million for bus improvements and park and ride/park and pool facilities in the corridor; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority will communicate its requests to the Metro Transitways Development Board, and to State legislative representatives.

7. Approve addition of two FTE's to staff for Ramsey County Regional Railroad Authority, and approve budget transfer of \$67,748 from its Contingent account to its County Project Management Services account

Kathryn DeSpiegelaere presented the request and clarified the need for staff to RCRRRA. She noted that the workload for Regional Railroad staff is increasing due to the Central Corridor and Union Depot projects. One of the requested positions, the Public Information Associate, will provide information to the public regarding both Central Corridor and Union Depot, as well as working with community relations out of the Regional Railroad offices to build relationships with the communities.

Commissioner Rettman questioned if the requested positions could be filled in 2005, given the hiring process, and suggested the positions be included in the 2006 budget. Commissioner Ortega commented that if the staff additions were included in the 2006 budget, the earliest hiring could start would be in January, and there is a need for staff as soon as possible.

Commissioner Carter commented that, with respect to Central Corridor, there are large amounts of inquiry on the project; she also noted that the position would deal directly with the public and be involved with the affected communities so timing in hiring is critical.

Commissioner McDonough noted that the Public Information Associate is a critical position, requiring unique skills and talents. He stated that RCRRRA would want the best individual for this position.

Commissioner Bennett asked for clarification regarding the source of funds for these positions and the condition of the contingency fund. Julie Kleinschmidt responded that Budgeting and Accounting had not looked at this particular item but commented that there should be no issues with transferring the funds. Commissioner Bennett requested a report from the Budgeting and Accounting office.

Commissioner Rettman asked if the contracts in place for community outreach would be eliminated with the creation of the Public Information Associate. Commissioner Ortega responded that the issue is currently being evaluated and the need for external contracts will probably decrease. Ms DeSpiegelaere stated that the two contracts currently in place, for Goff and Howard and Tunheim & Associates, would expire July 13, 2005 and December 31, 2005, respectively.

A motion was made by Commissioner Bennett, seconded by Commissioner McDonough, to approve the addition of two FTE's to staff for Ramsey County Regional Railroad Authority, and approve budget transfer of \$67,748 from its Contingent account to its County Project Management Services account.

Roll call vote was taken; Commissioner Rettman voted no:

Ayes – 6; Nays – 1

Motion Accepted

WHEREAS, Ramsey County Regional Railroad Authority has additional work on transit projects, including the Central Corridor and Union Depot, that necessitates the addition of two full time equivalent staff positions. These positions are:

- .4 Administrative Secretary II
- .6 Accountant I
- 1.0 Public Information Associate

The estimated cost of salary and benefits of these positions for 2005 is \$67,748.

Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority approves the addition of two FTE's to the Rail Authority staff; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority authorizes the transfer of \$67,748 from its Contingent account to its County Project Management Services account.

8. Approve contract with Kennedy and Graven for intergovernmental relations in the amount not to exceed \$32,145.27 for August 1, 2005 through July 31, 2006; and authorize the Chair of the RCRRA to execute the contract

A motion was made by Commissioner Reinhardt, seconded by Commissioner McDonough, to approve the contract with Kennedy and Graven for intergovernmental relations in the amount not to exceed \$32,145.27 for August 1, 2005 through July 31, 2006; and to authorize the Chair of the RCRRA to execute the contract.

Roll call vote was taken; Commissioner Rettman voted no:

Ayes – 6; Nays – 1

Motion Accepted

9. Approve Permit PNE089 with the City of Maplewood for a Trail Connection to the Bruce Vento Regional Trail

A motion was made by Commissioner Reinhardt, seconded by Commissioner McDonough, to approve Permit PNE089 with the City of Maplewood for a Trail Connection to the Bruce Vento Regional Trail.

Roll call vote was taken:

Ayes – 7; Nays – 0  
Motion Accepted

10. Approve RCRRA Lease 026 with 3M near Forest Street in St. Paul and authorize Chair of the RCRRA to sign the lease

A motion was made by Commissioner McDonough, seconded by Commissioner Parker, to approve RCRRA Lease 026 with 3M near Forest Street in St. Paul and to authorize the Chair of the RCRRA to sign the lease.

Roll call vote was taken:

Ayes – 7; Nays – 0  
Motion Accepted

11. Central Corridor Update

Ms DeSpiegelaere began the update by thanking the Board for their support in the additional staffing request. She noted that Steve Morris would be presenting information on the Central Corridor model and the University of Minnesota alignment issue.

Ms DeSpiegelaere opened the presentation with a list of questions that have been compiled as a result of community meetings and the accompanying answers to those questions.

Commissioner Bennett commented that it is important to ensure that questions such as regarding alternate routes and values for land adjacent to stations be considered during the preliminary engineering process. He also noted that it is important that plans not be finalized without addressing the concerns brought by the community. There was discussion about how important it is to ensure that the concerns people have are noted, with possible solutions, as the project goes into preliminary engineering. Issues that were brought up included parking, and the alignment of Central Corridor near the intersection of Snelling and University. Ms DeSpiegelaere commented that concerns can be noted but that at times, things can change very quickly and gave the example of the Mall of America alignment on the Hiawatha line, which was made near the end of the project.

Commissioner Ortega agreed to send a letter to St. Paul City Council members requesting they review the City of Bloomington's partnership and proactive planning with the Hiawatha line.

Steve Morris stated that the University of Minnesota is looking at a new alignment east of the stadium, as well as reviewing at-grade alignment as well as a tunnel. The University has asked their consultant doing traffic analysis for the stadium to review traffic impacts if there were an at-grade alignment. Mr. Morris commented that this has been an issue because the right-of-way at the University is much narrower than University Avenue.

Mr. Morris noted that no new ground has been gained on the model, as the model continues to vastly underestimate Hiawatha ridership in comparison to actual Hiawatha ridership. Metropolitan Council staff and their consultant will continue to work to resolve the model problems.

12. National Register Nomination of Theodore Hamm Brewing Company District Update

Alicia Vap stated that the Ramsey County Regional Railroad Authority's right of way bordering the Theodore Hamm Brewing Company District has met the criteria to be eligible to be designated to the National Register. Ms Vap noted that the nomination now goes to Washington, DC for evaluation and commented that the impact

of being designated to the National Register means the State Historical Society would have to review any federally funded plans. Ms Vap noted that this should not be a barrier to projects.

The meeting adjourned at 11:30 a.m.