Red Rock Corridor Commission Agenda
4:00 p.m. Thursday, March 28, 2019

Newport City Hall
596 7th Avenue
Newport, MN 55055

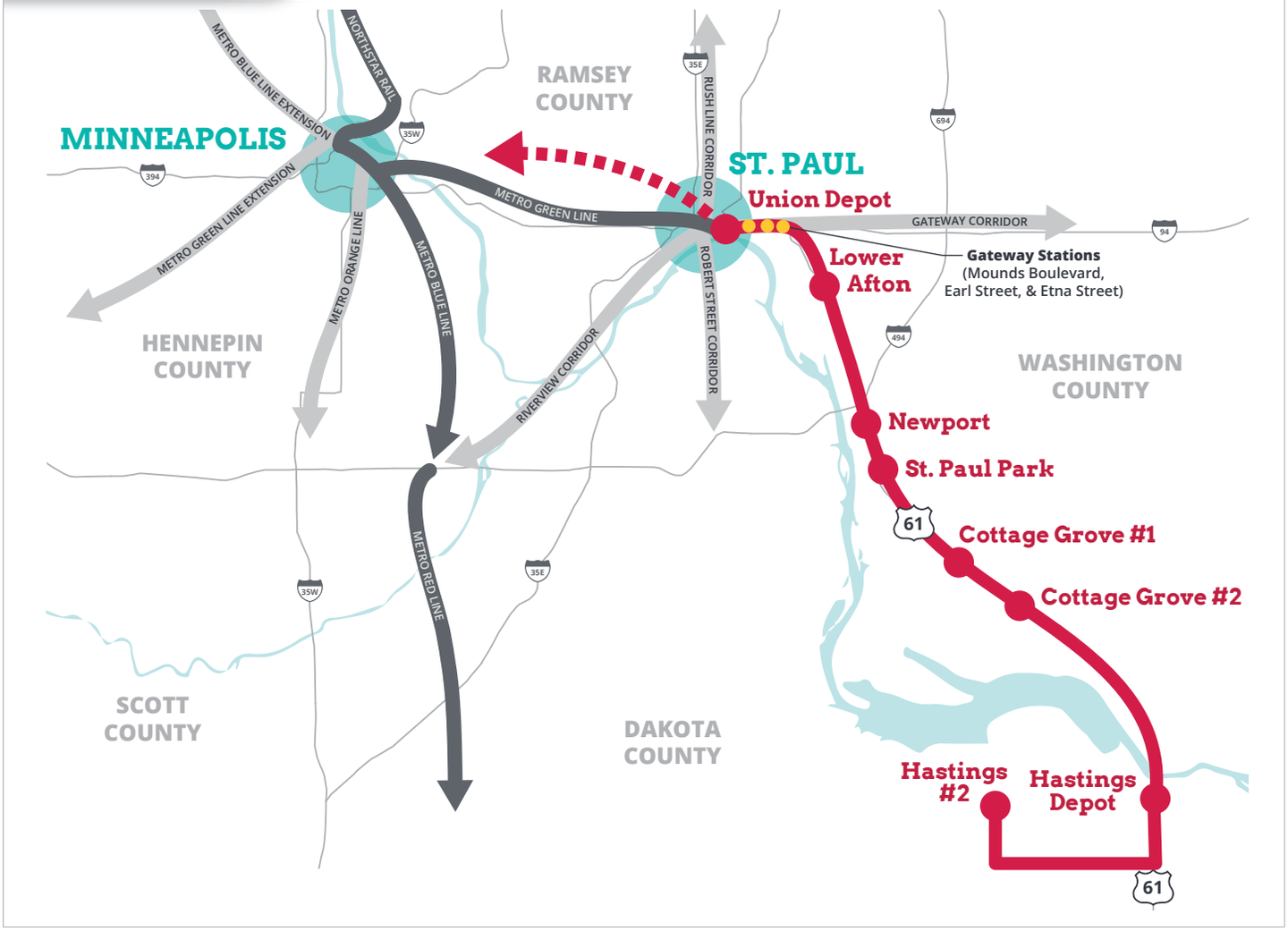
	Action Requested
1. Introductions	Information
2. Election of Officers	Election
3. Approval of Agenda	Approval
4. Red Rock Corridor Overview*	Information
5. Recognition of Outgoing Members*	Approval
6. Consent Items* a. Checks and Claims b. Minutes from January 25, 2018 Meeting	Approval
7. Liability Coverage Insurance*	Approval
8. Joint Powers Agreement Bylaws*	Approval
9. Draft 2019 Work Plan and Budget*	Information
10. 2019 Proposed Meeting Schedule*	Information
11. Presentation on transit loop services by DARTS*	Information
12. Communications Update*	Information
13. Other a. Commissioner Reports b. Next Meeting May 23, 4:00 pm Newport City Hall	Information
14. Adjourn	Approval

**Enclosures*

For questions regarding this material, please contact Emily Jorgensen, Washington County Regional Railroad Authority at (651) 430-4338.

RED ROCK
SOUTHEAST CORRIDOR

RED ROCK CORRIDOR BUS RAPID TRANSIT



What is the Red Rock Corridor?

The Red Rock Corridor is a proposed 20-mile transitway, connecting the Twin Cities' southeastern suburbs with St. Paul and the regional transit system.

What is the timeline for the project?

The Implementation Plan was completed in fall 2016 and includes near-term recommendations to build ridership in the corridor and long-term goals for full BRT implementation.

What is **Bus Rapid Transit**?

BUS RAPID TRANSIT (BRT) IS AN ALL-DAY TRANSIT SERVICE THAT:

Goes in **BOTH** Directions

Works with the **EXISTING express bus system**

Arrives every **10 TO 15 MINUTES**

Provides **consistent SERVICE** between stations



BRT Vehicle Features:

- All door entry and exit
- On-board announcements and display
- Low floors for easy boarding
- Improved seat configuration
- Specialized branding

61 Projected Traffic Growth / 2015-2030

With the projected traffic growth and no planned improvements, all key locations on Highway 61, including ramps and intersections, are forecast to be gridlocked during both peak periods by year 2030.

2015



2030

By 2030, the corridor is projected to serve up to 2,500 riders per day.



Funding Request for Route 363

$5.6 Million (2-Year Demonstration)

The Washington County Regional Railroad Authority (WCRRA) supports funds for the purchase of four buses and operations costs for a two-year demonstration of a new bus route (Route 363) that would provide all-day, bi-directional bus service every 30 minutes between Saint Paul and Cottage Grove. Improved local bus service is an important first step in building ridership to support the future build-out of BRT service in the southeast metro.

Next Steps

The Red Rock Implementation Plan completed in 2016 identified near-term strategies to build transit ridership in the corridor. Strategies include increasing local and express bus service, such as Routes 363. Route 363 would provide local bus service every 30 minutes between Saint Paul and Cottage Grove. Another near-term recommendation is to work with corridor cities to update their comprehensive plans to increase the number of people living and working in the station areas.

GET INVOLVED!

www.redrockcorridor.com

facebook.com/RedRockCorridor

CONTACT: Jan Lucke
Planning Division Director
redrockcorridor@gmail.com
(651) 430-4300
Washington County Public Works
11660 Myeron Road North
Stillwater, MN 55082

Red Rock Corridor Commission

Resolution 2019-01

RESOLUTION THANKING COMMISSIONER RETTMAN FOR HER YEARS OF SERVICE, ADVOCACY, AND LEADERSHIP ON THE RED ROCK CORRIDOR COMMISSION

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

WHEREAS, Commissioner Rettman was able to effectively represent the needs of Ramsey County and the broader Red Rock Corridor; and

WHEREAS, the contributions of Commissioner Rettman have helped to advance the development of the Red Rock Corridor; and

NOW THEREFORE, BE IT RESOLVED, that the Red Rock Corridor Commission would like to thank Commissioner Rettman for her years of service, advocacy and leadership on the Red Rock Corridor Commission.

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 28th day of March 2019 as shown by the minutes of said meeting in my possession.

	YES	NO	ABSTAIN	ABSENT
DINGLE				
INGEMANN				
JOHNSON				
MCDONOUGH				
MILLS				
PRINCE				
VAUGHAN				

Red Rock Corridor Commission

Resolution 2019-02

RESOLUTION THANKING COUNCILMEMBER RAHM FOR HIS YEARS OF SERVICE, ADVOCACY, AND LEADERSHIP ON THE RED ROCK CORRIDOR COMMISSION

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

WHEREAS, Councilmember Rahm was able to effectively represent the needs of the Newport and the broader Red Rock Corridor; and

WHEREAS, the contributions of Councilmember Rahm have helped to advance the development of the Red Rock Corridor; and

NOW THEREFORE, BE IT RESOLVED, that the Red Rock Corridor Commission would like to thank Councilmember Rahm for his years of service, advocacy and leadership on the Red Rock Corridor Commission.

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 28th day of March 2019 as shown by the minutes of said meeting in my possession.

	YES	NO	ABSTAIN	ABSENT
DINGLE				
INGEMANN				
JOHNSON				
MCDONOUGH				
MILLS				
PRINCE				
VAUGHAN				

RED ROCK
SOUTHEAST CORRIDOR

DATE: March 28, 2019

TO: Red Rock Corridor Commission

FROM: Staff

RE: Checks and Claims

Johnson Group		
December 2017	$591.66	
January 2018	$591.66	
February 2018	$591.66	
March 2018	$112.50	
April 2018	$180.00	
	TOTAL	**$2,067.48**

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

Action:
Approval

Red Rock Corridor Communications

Consultant	Johnson Group
Contract No.	9992
Expiration Date	2/28/2018
Business Unit	Public Works
Object Code	215000
Updated	2/27/2019

Task No.	Task Description	Johnson Group	Task Total
1.0	**Email Marketing**	$4,800.00	$4,800.00
2.0	**Social Media Posting and Mgmt**	$3,600.00	$3,600.00
3.0	**Media Relations**	$3,000.00	$3,000.00
4.0	**Awarness Campaign**	$3,500.00	$3,500.00
7.0	**Website Updates & Maintenance**	$2,500.00	$2,500.00
8.0	**Website Hosting**	$180.00	$180.00
NA	**Contingency**	$420.00	$420.00
	Total Contract Cost	$18,000.00	$18,000.00
	Total Project Cost	$18,000.00	$18,000.00

Invoice Number / Date	Tasks								
	Email Marketing	Social Media	Media Relations	Awareness Campaign	Website Updates	Website Hosting	Contingency	Total Contract Cost	Total Project Cost
1021405 3/31/17		$450.00		$291.66				$741.66	$741.66
1021443 4/27/17		$150.00	$525.00	$291.66		$180.00		$1,146.66	$1,146.66
1021497 5/31/17	$800.00	$300.00			$405.00			$1,505.00	$1,505.00
1021571 6/29/17		$300.00		$291.66				$591.66	$591.66
1021622 7/27/17	$1,125.00	$300.00		$291.66				$1,716.66	$1,716.66
1021751 8/27/17		$300.00		$291.66				$591.66	$591.66
1021685 9/27/17	$800.00	$300.00		$291.66				$1,391.66	$1,391.66
1021812 10/29/17	$800.00	$300.00		$291.66				$1,391.66	$1,391.66
1021873 11/29/17		$300.00		$291.66				$591.66	$591.66
1021939 12/29/17		$300.00		$291.66				$591.66	$591.66
000029 1/31/18		$300.00		$291.66				$591.66	$591.66
000079 2/28/18		$300.00		$291.66				$591.66	$591.66
000126 3/28/18					$112.50			$112.50	$112.50
000183 4/28/18						$180.00		$180.00	$180.00
Amount Billed to Date	$3,525.00	$3,600.00	$525.00	$3,208.26	$517.50	$360.00	$0.00	$11,735.76	$11,735.76
Percent Complete	73.4%	100.0%	17.5%	91.7%	20.7%	200.0%	0.0%	65.2%	65.2%
Amount Remaining	$1,275.00	$0.00	$2,475.00	$291.74	$1,982.50	($180.00)	$420.00	$6,264.24	**$6,264.24**

Meeting Minutes

January 25 2018
Newport City Hall
4:00 p.m.

Commission Members	Agency	Present
Marion Greene	Hennepin County RRA	
Janice Rettman	Ramsey County RRA	X
Jim McDonough	Ramsey County RRA	
Karla Bigham	Washington County RRA	X
Mike Slavik	Dakota County RRA	
La Rae Mills	City of Cottage Grove	X
Myron Bailey	City of Cottage Grove	
John Kummer	Denmark Township	
Mark Vaughn	City of Hastings	X
Cam Gordon	City of Minneapolis	
Tracy Rahm	City of Newport	X
Jane Prince	City of St. Paul	
Sandi Dingle	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	

DRAFT

Staff	Agency	Present
Jan Lucke	Washington County RRA	
Lyssa Leitner	Washington County RRA	
Hally Turner	Washington County RRA	X
Emily Jorgensen	Washington County RRA	X
Kevin Roggenbuck	Ramsey County RRA	X
Matt Parent	Dakota County RRA	X
Joe Scala	Hennepin County	

Others	Agency	
Mike Lamb	LHB Consulting	X

Agenda Item #1: Introductions
Chair Bigham called the meeting to order at 4:00 p.m. Introductions were made.

Agenda Item #2: Election of Officers
Moved due to the absence of a quorum.

Agenda Item #7: Small Area Plans Update
Chair Bigham moved Small Area Plans Update to the first agenda item due to the absence of a quorum. Mike Lamb with LHB Architects, a consultant on the Red Rock Corridor Small Area Plans, presented the results of the Small Area Plans. He showed the potential development scenarios for the St. Paul Park and Cottage Grove station areas. The Small Area Plans were led by Washington County who hired consulting staff and worked with the cities and a Project Advisory Team comprised of both cities, the County, Washington County CDA, East Metro Strong and the Metropolitan Council. The Small Area Plans looked at many metrics when creating the development scenarios including population, traffic, real estate, mobility and more.

Mr. Lamb began with the small area plan in St. Paul Park. Broadway and Summit Avenue has been identified as a Red Rock Station in St. Paul Park. The station area has the potential at the site for small, medium, and large scale housing ("missing middle") as well as the possibility for commercial use. Outside of the immediate vicinity of the Red Rock Station area there are more areas for redevelopment. One of these areas is located at East 7th Avenue and Portland Avenue in St. Paul Park. The site could accommodate senior and multi-family housing. Mr. Lamb spoke about the role of scale and how it will be important for future development to match the scale of existing structures in St. Paul Park.

In Cottage Grove, 80th Street and Jamaica have both been identified as a proposed Red Rock stations. 80th Street station area has the potential accommodate multi-family, single family, as well as townhome units in the space where the South Washington County School District building is currently operates

Chair Bigham asked why the station area planning focused on the south side of 80th and not the north. Mr. Lamb responded that these small area plans looked very broadly around the stations. The City of Cottage Grove is conducting some area plans on the north side of 80th. Walkability and connectivity played a large role in the creation of the plans. The consulting team identified over 10 sites for redevelopment within the station area. The more obvious site would be the location of the new Hy-Vee store and vacant Home Depot. But since Hy-Vee is operating today it will not redevelop soon. The school district site could redevelop soon and act as a catalyst for the area. Chair Bigham responded that having access across 80th street is a high priority for Cottage Grove as there has been a lot of redevelopment on the north side. Hally Turner, Planner with Washington County, stated that the school district site is not where the Red Rock stop will be located but is an area within a ½ mile walking distance. The actual station will be further north. Commissioner Bigham stated that it is important that the small area plan work be shared with other redevelopment efforts going on in Cottage Grove. Mr. Lamb stated that the Small Area Plans identified multiple areas for redevelopment that would complement the other redevelopment work being done.

The next proposed station is the Jamaica Avenue station. A potential short term redevelopment site close to the Jamaica Avenue station is the location of Alley Church. The location of the Peaceful Grove United Methodist Church also has potential for short term redevelopment. The locations of both churches are potential sites that could be constructed in the near future. A longer term construction option near the Jamaica Avenue station involves the construction of a town center. This space would accommodate retail, office and residential. There would be space to relocate the Cottage Grove Park-and-Ride and accommodate bus rapid transit park-and-ride customers as well. This would be closer to Trunk Highway 61 and create a sense of place for the area. Mr. Lamb stated the importance of a long term vision for transportation and transit oriented development.

Commissioner Bigham stated that the future of park-and-rides is uncertain when considering the transportation technology of the future. The town center vision combines the near term and long term needs for the area. Mr. Lamb responded that retail is also seeing a change that would complement this long term vision.

Mr. Lamb highlighted the implementation strategies of the Small Area Plans. The plans include general and site specific strategies. The plans contain specific and higher level recommendations for each city to move towards transit oriented development.

Mayor Dingle stated that the role Transit Link might grow in the future as autonomous vehicles begin to take place and fulfill the first mile and last mile transit connection needs. Chair Bigham stated that she has heard the demand for midday service to the downtowns from many seniors in the Cottage Grove area.

Agenda Item #8: Legislative Preview

Chair Bigham explained the absence of Red Rock legislative proposal items for the year. John Kaul, state lobbyist for Washington County, stated that the Route 363, is a legislative priority for Washington County this year. Mr. Kaul stated the importance of going from an express to all

day bus service with a 30 minute frequency is a game changer for the corridor. In addition, the political environment for transportation, including the Route 363 bill is uncertain. This is due to having a Democratic governor and Republican legislature. Ms. Turner clarified $5.6 million dollars is being requested for Route 363 service between Cottage Grove and St. Paul. Mayor Dingle stated that the implementation of all day bus service in the corridor would help build ridership and move the corridor towards bus rapid transit implementation. Chair Bigham stated that there is a demand for transit in the corridor. The State Fair park-and-ride service from the Newport Transit Station and its growth from 11,000 to 14,000 users between 2016 and 2017. Chair Bigham also stated that use of the Newport Transit Station is growing as a result of adding Minneapolis express service. Chair Bigham stated that the Gold Line project has received approval from the federal government to move into the project development phase. Chair Bigham acknowledged that the investment in the Gold Line project is beneficial for Red Rock planning.

Agenda Item #9: Communications Update

Ms. Jorgensen stated that there has been 638 website views in the last thirty days. In addition, the Red Rock Corridor Facebook page has 372 likes and an article was written in the South Washington County Bulletin about the Red Rock Small Area Plans.

Agenda Item #6: Joint Powers Agreement

Ms. Turner began with the background on the need for a Joint Powers Agreement update. She explained that the process began in 2014 when Hennepin County and Minneapolis decided to no longer be a part of the Corridor Commission due to the switch from commuter rail to bus rapid transit. Commissioner Rettman stated that the switch to bus rapid transit was due to ridership. Chair Bigham stated that it was also a matter of fiscal responsibility.

Ms. Turner stated that an Implementation Plan was completed by the end of 2016. Due to the updated mode and alignment, the Red Rock Commission told members wanting to leave that they should do so in order for the current members to move forward with the project. Dakota County, Hennepin County, Denmark Township and Minneapolis withdrawing from the Commission. Ms. Turner state that since the last meeting staff had allowed cities to review the draft joint powers agreement with their legal teams. No comments were received from the cities. Ramsey County provided more substantial comments. Commissioner Rettman expressed her thanks to staff for that review process. Ms. Turner stated that the Commission's action will release the draft joint powers agreement for the corridor cities to review and pass resolutions of approval. Chair Bigham at this point in the meeting announced that a quorum was reached with the arrival of Councilmember Mills. Ms. Turner explained that Washington County would be the last signatory to the agreement and once signed would be the governing body. A summary of the approval process will be given at the May 24 meeting.

Ms. Turner then highlighted the following changes to the joint powers agreement as part of the update. Language was added to acknowledge that the updated membership was due to the four members withdrawing from the commission. Language throughout the agreement was updated to specify bus rapid transit as the preferred mode and remove all mentions of commuter rail. The definitions for financial party, non-financial party, and member were updated to no longer be used interchangeably. Voting procedures were updated, financial parties will have two votes and non-financial parties will have one vote. Commissioner Rettman asked if other members like the Treasure Island representative could become members. Ms. Turner answered that it

could be done with unanimous approval. The Red Rock Corridor Commission budget was update with a fifty-fifty split between Ramsey County and Washington County. This financial split does not reflect financial responsibilities for any future projects. Chair Bigham stated that it's important to acknowledge the financial implications as these documents are updated. Ms. Turner stated that the language of the financial services agreement into the joint powers agreement to reduce the number of agreements that guide commission activities.

Councilmember Vaughn asked if the withdrawing financial members are going to ask for their dues to be refunded. Chair Bigham stated that Commissioner Greene of Hennepin County and Commissioner Slavik of Dakota County have both stated that they will not be seeking reimbursement of their dues.

A motion was made to approve the joint powers agreement for release by Mayor Dingle, seconded by Councilmember Vaughn. **Approved.** Motion Carried.

Agenda Item #2: Election of Officers

Motion made by Mayor Dingle to re-elect Chair Bigham as Chair. Councilmember Vaughn seconded the motion. **Approved.** Motion Carried.

Motion to elect Commissioner Rettman as Vice-Chair by Councilmember Vaughn. Motion seconded by Councilmember Rahm. **Approved.** Motion Carried.

Agenda Item #3 Approval of Agenda

Motion made by Mayor Dingle to approve the agenda seconded by Councilmember Mills. **Approved.** Motion Carried.

Agenda Item #4: Consent Items

A. **Checks and Claims**
B. **November 30, 2017 Meeting Minutes**

Motion to approve items A and B by Commissioner Rettman, seconded by Mayor Dingle. **Approved.** Motion Carried.

Agenda Item #5 Other

2018 Work plan and Budget

Ms. Jorgensen summarized the work plan, this was the second and final reading of the 2018 Work Plan and Budget. One important change is the elimination of a consultant for communication activities. This task will now be undertaken by Washington County staff. The proposed 2018 budget is $21,000 and will be covered by fund balance. $4,000 will be budgeted for administrative activities. $11,000 is budgeted for public involvement. This allows for the ability to hire a consultant if necessary. $1,000 is budgeted for extra contracting services to finalize the joint powers agreement if necessary. Chair Bigham clarified that the amounts are to not exceed the given figures.

Councilmember Rahm made a motion to approve the 2018 work plan and budget and was seconded by Councilmember Vaughn. **Approved.** Motion Carried.

Agenda Item #10 Other

A. **Commissioner Reports**

DRAFT

Chair Bigham re-stated that Gold Line has received federal approval to enter project development. No other reports were given.

B. **Next Meeting**

March 22, 2018 at 4:00PM at Newport City Hall

Motion to adjourn by Mayor Dingle seconded by Councilmember Mills. **Approved.** Motion Carried.

DRAFT

RED ROCK
SOUTHEAST CORRIDOR

DATE: March 28, 2019

TO: Red Rock Corridor Commission

FROM: Staff

RE: Liability Coverage Insurance

The Red Rock Corridor Commission's insurance policy with the League of Minnesota Cities is up for renewal for 2019. Coverage for the work of the Commission is currently held through the League of Minnesota Cities Insurance Trust. Coverage includes open meeting, municipal liability, auto, and crime. The premium paid by the commission for 2019 will be $925. This is consistent with premiums from past years. The premium is included in the commission's approved budget.

The commission is asked each year to determine whether or not it would waive the statutory tort liability limits. The commission has previously chosen **NOT** to waive such limits. This means that an individual claimant would be able to recover no more than $500,000 on any claim. If the commission choses to waive the limits, a claimant could recover up to $2 million.

The League of Minnesota Cities Insurance Trust would like confirmation that the commission would again chose not to waive the statutory tort liability limits.

Action
Approval to continue insurance coverage with League of Minnesota Cities Insurance Trust for 2019 and that the statutory tort liability limits not be waived.

RED ROCK
SOUTHEAST CORRIDOR

DATE: March 28, 2019

TO: Red Rock Corridor Commission

FROM: Staff

RE: Joint Powers Agreement Bylaws

Red Rock Corridor Commission adopted an updated joint powers agreement (JPA) in 2018. This new JPA is reflective of the work that has been done in the corridor and changes in corridor stakeholders since the adoption of the Red Rock Corridor Implementation Plan in 2016.

The bylaws for the JPA have also been updated. Ramsey and Washington County staff have a facilitated drafting process of the bylaws for the new JPA by attorneys from each county. Most of the changes to the bylaws were made to match the new JPA. This involves updating the membership, quorum requirements, removing ex-officio members.

Action:
Approve the Joint Powers Agreement Bylaws for adoption by members

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 May 1, 2018, ("JPA" or the "Agreement"), remains in effect.

IV. VOTING STRUCTURE OF COMMISSION

A. Members

1. The Commission shall consist of one elected official as the voting Member for each governmental unit that has entered into the JPA. Each Member shall appoint an alternate to serve in the event the Member is unable to fulfill their duties.

2. Commission Members' terms shall commence on January 15 of a calendar year and end on January 14 of the next succeeding year, or until a successor is appointed.

3. Members and alternates shall not receive expenses nor any salary for their services.

4. Each Financial Party Member shall have three votes and each Non-Financial Party Member shall have one vote. If a Member is absent from a meeting, the appointed alternate for that Member may exercise that Member's voting rights.

B. Quorum

A majority of Members, provided such majority includes both Financial Party Members, as defined in the JPA, shall constitute a quorum.

C. Voting

Other than the annual budget approval, the Commission shall function by majority of the weighted vote of the entire membership. The annual budget and expenditures or any amendments thereto must receive an affirmative vote of both Financial Parties plus a majority of the Non-Financial Parties.

D. Officers

1. The Commission shall elect a Chair and Vice-Chair from its membership at the first meeting of the calendar year.

2. These officers shall perform the duties prescribed below and by the parliamentary authority adopted by the Commission (see Section VI below). Such duties shall include:

   a. The Chair shall provide notice of meetings or cancellations, set the agenda, and preside at all meetings.

   b. The Vice-Chair shall perform the duties of the chairperson in the absence of the chairperson.

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.

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(s) of the Commission shall be held as specified by the Commission during the last meeting of the preceding year. The Chair may, in their discretion, cancel a regular meeting upon furnishing reasonable notice to each representative.

2. Annual Meeting

   The first meeting of the calendar year shall be for the purpose of electing officers and for any other business that may arise.

3. Special Meetings

   Special meetings may be called by the discretion of the Chair or upon the request of any two members. Three days notice shall be provided for all special meetings.

   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, Minnesota Statutes Chapter 13D.

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 Party 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. 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 Chair shall appoint the chair and the members of all such committees.

VI. 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 both Financial Party members agree.

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

RED ROCK
SOUTHEAST CORRIDOR

DATE: March 28, 2019

TO: Red Rock Corridor Commission

FROM: Staff

RE: 2019 Work Plan and Budget

Overview
The proposed 2019 work plan and budget is attached for review. The work plan focuses on commission administration, and public involvement. The key items are also listed below:

- Inform state and federal legislators of the need for improved transit service in the Red Rock Corridor.
- Offer guidance, monitor progress, and prepare formal comments on studies that are being conducted or that could have an impact on the activities in the Red Rock Corridor.
- Continue communication efforts through the use of social media and updating the website to coincide with the next steps in the corridor implementation.

The proposed 2019 budget is $20,000. The budget will be covered 100% by fund balance.

Staff will provide an overview of the draft work plan and budget at the meeting and will seek approval from the commission. This is the second and final reading of the budget and work plan.

Action
Approval

Red Rock Corridor Commission

2019 Work Plan

1. Management, Policy, and Administrative Activities

Commission activities will include:

1. Prepare and adopt the annual Work Plan and Budget
2. Prepare the annual financial report
3. Review insurance needs and procure appropriate insurance
4. Provide commission and staff administration
5. Manage commission expenses
6. Manage the consultant selected for each of the various work tasks undertaken by the commission

2. General Activities

The Red Rock Corridor Commission (RRCC) will work with corridor municipalities, chambers of commerce and other business groups, community members, the Metropolitan Council, Metro Transit, the Minnesota Department of Transportation (MnDOT), and other stakeholders as needed to continue the advancement of the Red Rock Corridor. To accomplish this, the RRCC will do the following:

1. Inform state and federal legislators of the need for improved transit service in the Red Rock Corridor.
2. Offer guidance, monitor progress, and prepare formal comments on studies that are being conducted or that could have an impact on the activities in the Red Rock Corridor.
3. Work with state and local agencies to identify regional priorities for all transportation modes in the corridor.

3. Public Involvement

The commission's public involvement activities will build on communication efforts from the Implementation Plan. The commission's activities will include:

1. Distribution of newsletters and project updates at various public events including fairs and community festivals.
2. Media recognition of commission meetings and events though print, radio, and public access television.
3. Host a website and manage content and utilize social media.

DRAFT

2019 Budget

2019 Expenditures

Operating Expenditure Category	Amount
Corridor Administration/General Activities[1]	
- Corridor Insurance	$2,000
- Materials/Postage/Printing/Memberships	$1,000
- Events/Tours/Advertising	$1,000
Subtotal	**$4,000**
Public Involvement	
- Website Hosting	$5,000
- Communication Services (incl. possible contract services)	$6,000
Subtotal	**$11,000**
Contingency	$5,000
TOTAL	**$20,000**

Notes:
1. The county regional railroad authorities typical cover administrative functions including mailings. However, such items are eligible for reimbursement as approved by the commission.

2019 Revenue

Revenue Source	% Due	Amount Due	Fund Balance	Total Revenue
Red Rock Corridor Commission Fund Balance	100%	$0	$20,000	$20,000
REVENUE TOTAL		**$0**	**$20,000[1]**	**$20,000**

Notes:
1. $20,000 of the commission's projected 2018 end of year fund balance (estimated to be $87,945 as of December 2018) will be used to cover RRCC financial members' 2019 budget contributions.

DRAFT

RED ROCK
SOUTHEAST CORRIDOR

DATE: March 28, 2019

TO: Red Rock Corridor Commission

FROM: Staff

RE: 2019 Meeting Dates

The proposed dates for the 2019 Red Rock Corridor Commission meetings are listed below with the topics expected to be discussed. The meetings will be held at 4:00 pm at Newport City Hall on the dates determined by commission members (pending the availability of the meeting location).

Date	**Proposed Topics**
March 28, 2019	Approve JPA bylaws, DARTS presentation
May 23, 2019	Legislative summary, METRO Gold Line update
October 24, 2019	First reading of 2020 work plan and budget

Action:
Discussion

Red Rock Corridor Commission Meeting March 28, 2019

Ann Bailey, DARTS President
Janet Hix, Program Manager-DARTS Transportation & Home Repair

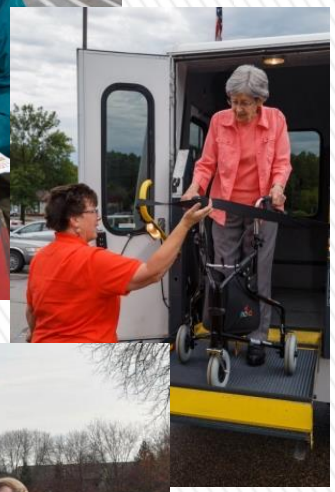
DARTS
CREATING CONNECTIONS THAT ENRICH AGING.

Transit is a basic need

- DARTS LOOP Solutions
  - **The ride is social** - creates a network of caring connections, combats isolation
  - **Sponsor support** keeps rides affordable, available to all
  - LOOP routes can **link communities**
  - LOOP riders have caregiver at home, **recharging**
- Group Rides for Outings
  - **Encourages** socialization
  - Memory Care riders **enjoy scenery**
- Individual Rides
  - Use DARTS when being **on time** matters









DARTS
CREATING CONNECTIONS THAT ENRICH AGING.

Innovative Solutions Address Current Trends

» Community Thread Connector Loop

- > **Downtown Stillwater/ Hwy 36 corridor**
- > **Launched** October 2018
- > **One Low Fare** for all day ride
- > **Flexible** On-Demand stops
- > **Fully funded** into second year

» Cottage Grove

- > **Senior population** growth
- > **Interested** in a LOOP style option

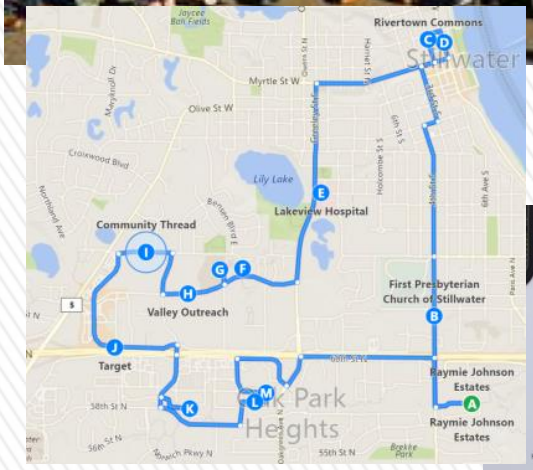
» Hastings

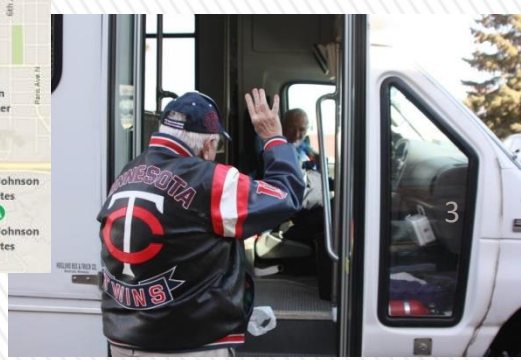
- > **City financial support**
- > **High On-Demand use**
- > **Travel training** increases ridership

community thread
ConnectorLoop









DARTS
CREATING CONNECTIONS THAT ENRICH AGING.

Partnerships for Success

Surveys Say!

- Quotes
  - "I think it's wonderful"
  - "Fantastic service! Driver made sure I was safe"
  - "Would not change a thing!"
- Survey numbers
  - 100% of riders indicate:
    - Driver is helpful
    - Bus is comfortable
    - Access to locations met needs
  - 95% of riders indicate:
    - Fare is affordable
    - Made new acquaintances



- Ridership Statistics 2018 LOOP Routes
- 6 LOOP buses in operation
- 3 counties
- 5200 rides provided for over 2400 individuals





- Learning Buddies – rides provided as part of the program
- LOOP combats isolation
  - Town Square TV tells the South St. Paul LOOP tale: https://vimeo.com/227975733
  - "I love my LOOP friends!"
- Group rides create community
- DHS grant-funded rides foster socialization

DARTS transit supports human services

Looking Forward

- What do you recognize as future transit needs?
- How well do you perceive you are serving senior transit needs?
- How might your area's demographic change?

Appendix

When DARTS does its work well, older adults feel celebrated



- Jan Hix-Program Manager
  - Transportation & Home Repair
  - Member NAIPC, Social Enterprise Steering Committee
  - 18 years with FedEx Express
  - Bachelor of Science-History & Education
  - Janet.Hix@darts1.org
- Ann Bailey - President
  - Caregiver of father with Alzheimer's until 2011
  - Bachelor of Science, Business
  - Member Minnesota Leadership Council on Aging
  - DARTS Board member 2010 - 2015
  - Ann.Bailey@darts1.org

DARTS
CREATING CONNECTIONS THAT ENRICH AGING.

www.dartsconnects.org



- DARTS Community History
  - Serving Dakota County since 1974, started with Transportation
  - Providing cleaning, yardwork and home repairs to help seniors continue to live in the home of their choice
  - Valued voice for seniors
  - Proving support and resources for those caring for an older adult and care coordination and resources for those needing help
  - 20+ year history leveraging senior volunteers, creating community

"When the homeowner sees the volunteers laughing, they don't feel bad that they had to ask for help."

RED ROCK
SOUTHEAST CORRIDOR

DATE: March 28, 2019

TO: Red Rock Corridor Commission

FROM: Staff

RE: Communications Update

Facebook
The Facebook page has 368 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.

Press
News articles published since the last Red Rock Corridor Commission meeting are attached.

1. March 19, 2018 -- MINNPOST
2. March 27, 2018 – Woodbury Bulletin

Action:
Information