

AGENDA

Counties Transit Improvement Board Meeting

Wednesday, August 19, 2009

8:30 a.m.

Ramsey County Plato Blvd Building

90 West Plato Boulevard

St. Paul, MN

Action Requested

Page 3	1. Minutes of the July 15, 2009 Meeting *	Approval
Page 7	2. Checks and Claims *	Approval
Page 9	3. Quarterly Transit Tax Receipt Report *	Information
Page 11	4. Roundtable Discussion on Minnesota Transportation Policy Issues *	Discussion
Page 13	5. Update on \$21 Million Transit Capital Improvement Program *	Discussion
Page 15	6. Support for the Transportation for America Campaign *	Information
	7. Update on Joint Board/GEARS Meeting	Discussion
	8. Project Update: Southwest LRT Corridor – Documentation given at meeting	Presentation
Page 19	9. Project Update: Northstar Commuter Rail Service Launch *	Presentation
Page 21	10. Status Report: Central Corridor LRT Project *	Presentation
Page 23	11. Communications: Update on State Fair Activities *	Information
	a. Next Meeting: September 16, 2009	Presentation

*Documentation enclosed

**Minutes
Counties Transit Improvement Board
Wednesday, July 15, 2009
Ramsey County Plato Blvd Building
St. Paul, MN**

Members and Alternates present: See attached.

Others Present: See attached.

Commissioner Peter McLaughlin called the meeting to order at 9:35 a.m.

Agenda Item #1 Minutes of May 20 and June 29, 2009 Meetings

A Motion was made by Commissioner Krause to approve the May 20 and June 29, 2009 CTIB meeting minutes. Commissioner Opat seconded the Motion. The Motion was approved on a unanimous vote.

Agenda Item #2 Checks and Claims

A Motion was made by Commissioner McDonough to approve the request for payment to: Lockridge Grindal Nauen for \$3,448.79 and Messerli & Kramer for \$5,193.29. The Motion was seconded by Commissioner Dan Erhart. The Motion was approved on a unanimous vote.

Agenda Item #3 Metropolitan Council Report on the Transit Capital Improvement Program

Peter Bell, Metropolitan Council Chair, presented the Council's Report on the Transit Capital Improvement Program. The discussion was regarding the Cedar Avenue BRT and the proposed Maplewood Mall park and ride expansion project. Chair McLaughlin asked what Mr. Bell's notion is of the local contribution for the Maplewood Mall park and ride. He noted that he believes it is important to have the Council find a local contribution for the project and not just use state bonding dollars. Commissioner Hegberg noted that this was discussed at the Washington County Board meeting. This came as a surprise to him. He thought they were asking for \$0.5 million for rural area and not just for the Maplewood park and ride. He noted that the park and ride does have an overflow area at the site and the site is heavily used. The plan is to put up a ramp. Chair McLaughlin noted that this is a request for \$500,000. Commissioner Opat asked what the total cost for the park and ride is. Arlene McCarthy responded \$14 million and that the Council is looking at other sources of funding. Commissioner Opat asked if any local sources have funded yet. Commissioner McDonough noted that Metro Transit has acquired the land, there has already been some state bonding for this through the Rush Line Corridor Project. Commissioner Opat asked if there will be any local dollars for this. Commissioner McDonough noted that Ramsey County is willing to spend local dollars when needed.

Peter Bell noted one point of clarification, he does not view the bonding dollars and the \$21 million in a one to one relations with what CTIB objectives are. The discussion the Board indicates that CTIB is viewing the \$21 million as having the same goal as CTIB. Chair McLaughlin noted that this corridor and Maplewood Project is not what drove the legislation. Chair Bell suggests that the vast majority of the project is aligned with CTIB's goals. Commissioner Erhart asked how local funding is going to come in to this project. How does the Board know that this is going to happen? Peter Bell responded that the Council will probably vote on this within 30 days.

Agenda Item #4 Counties Transit Improvement Board 2009 Grant Solicitation Process for 2010 Grants

1. Funding Needs for 2010 Capital Grants: Project Summaries

Mary Richardson, Interim Coordinator, noted that the Annual Financial Review and Capacity Estimate, adopted June 29, 2009, identified four transitways potentially eligible for a capital grant, including: Central Corridor Light Rail Transit, Cedar Avenue Bus Rapid Transit, I-35W South Bus Rapid Transit, and Southwest Light Rail Transit. At the last meeting, staff identified that there will be about \$83 million available for grants in 2010. Kathleen Aho, Springsted, Inc., provided a brief financial analysis on the

impact of the requests submitted by Projects in the white papers. Presentations were given by project staff regarding their projects and gave a summary of their 2010 projects needs, the proposed uses of the funding and the implications to the project if funding is not made available.

2. Resolution Establishing the 2009 Grant Solicitation Process for Grants Payable in 2010

Chair McLaughlin proposed a Motion to establish its 2009 Grant Solicitation Process and schedule, and that the Board will make available the amount of \$83,000,000 for grants to meet its operating and capital funding commitments and up to \$19.083 million for capital grants to meet identified funding needs and to accelerate transitway development, and that the Board adopt the eligibility critical for 2009 Grant Solicitation as presented in the draft resolution. Commissioner McDonough made a Motion to approve the resolution with \$19.083 million dollar amount for capital grants. Commissioner Opat seconded the Motion.

Commissioner Schouweiler requested that the Motion include a funding commitment for staging of monies for Phase I of the Cedar Avenue BRT Project. Chair McLaughlin offered a further resolving clause to take up the resolution on making a funding commitment for the Cedar Avenue BRT Project, in conjunction with the grant award.

Be it further resolved that the Counties Transit Improvement Board will consider a funding commitment to complete phase one of the Cedar Avenue BRT project in conjunction with the 2010 grants process.

The Motion was passed on a unanimous vote.

3. Meeting with GEARS

Chair McLaughlin asked that CTIB members try to attend the Joint Board/GEARS meeting on July 30th at 6:30 p.m.

Agenda Item #5, #6, and #7 Resolution Authorizing the Issuance of Request for Proposals State Lobbying Services, Federal Lobbying Services and Administrative Services

Mary Richardson presented a Resolution to authorize the issuance of the Request for Proposals (RFP) for state lobbying services. Commissioner Peterson stated that she would like the statement regarding conflict of interest (as stated in the RFP) also stated in the memorandum. Staff agreed to update memorandum.

Commissioner Erhart offered a Motion to forgo the RFP process and enter into negotiations with existing contractors. The Motion failed for lack of a second.

Peter Bell made a Motion to approve issuing the Requests for Proposals for State Lobbying Services, Federal Lobbying Services and Administrative Service. Commissioner Hegberg seconded the Motion. The Motion passed on a unanimous vote.

Agenda Item #8 Presentation on Transportation for America Campaign

Christine Goepfert, Transportation for America Campaign, presented on the topic. Commissioner Parker requested more information regarding official support from for the Counties Transit Improvement Board. Staff advised they would bring back more information next month. Ms. Goepfert also stated that contact information was located in the materials handed out. Peter Bell noted that the Board currently does not hold any official guidelines on organizations that they want to officially support – financially or affiliate.

Agenda Item #9 Communications: Updated on State Fair

Gail Plewacki, Dakota County, presented on the current plans for the information booth at the State Fair.

Agenda Item #10 Legislative Issues

a. State

No update as the State Legislature is in recess.

b. Federal

Bill Schreiber, Messerli & Kramer, discussed the large new 2010 Appropriations Bill. Currently, it has been released from the House Transportation Committee; however, no dollar amounts have been released.

Agenda Item #11 Next Meeting Date

The next meeting of the Board is scheduled for Wednesday, August 19, 2009, at the Ramsey County Plato Boulevard Building.

There being no further business, Commissioner Peterson made a Motion to adjourn the meeting. The Motion was seconded by Commissioner Schouweiler. Chair McLaughlin adjourned the meeting at 10:42 AM.

AGENDA ITEM #2
COUNTIES TRANSIT IMPROVEMENT BOARD
Period Ending August 11, 2009

ACCOUNT NAME	VENDOR NAME	AMOUNT
Tickets for CTIB booth Volunteers 2008	Mn State Fair Sales Division	\$800.00
Lobbying - State:Jan-May 2008	Messerli & Kramer	\$25,210.15
Postage: Jul-Dec 2008	Hennepin County Admin Svcs	\$863.75
Network Svcs: Jul-Dec 2008	Hennepin County Admin Svcs	\$1.00
Paper: Jul-Dec 2008	Hennepin County Admin Svcs	\$105.32
Printing / Copying: Jul-Dec 2008	Hennepin County Admin Svcs	\$1,655.49
Food for CTIB 1-23-09 meeting	Kaye Lockrem	\$30.95
Lobbying - Federal:June 2009	Lockridge Grindal Nauen PLLP	\$3,448.79
Administration: May 2009	Richardson Richter & Associates	\$21,427.02
Postage: January-June 2009	Hennepin County Admin Svcs	\$45.42
Network Svcs: Jan-June 2009	Hennepin County Admin Svcs	\$1.20
Printing / Copying: Jan-June 2009	Hennepin County Admin Svcs	\$4,717.83
Paper: June 2009	Hennepin County Admin Svcs	\$188.64
Food for CTIB Meetings Apr-Jun 2009	Hennepin County Admin Svcs	\$83.90
Refund of contribuion to CTIB	Anoka County	\$39,920.00
Refund of contribuion to CTIB	Dakota County	\$36,656.00
Refund of contribuion to CTIB	Hennepin County	\$2,384.00
Refund of contribuion to CTIB	Ramsey County	\$31,856.00
Refund of contribuion to CTIB	Washington County	\$43,184.00
Administration: June 2009	Richardson Richter & Associates	\$31,094.47
Publication of RFP	State Register	\$299.20
		\$243,973.13

Agenda Item #3

MEMORANDUM

August 13, 2009

TO: Counties Transit Improvement Board

FROM: Finance Team

RE: Quarterly Transit Tax Receipt Report

The Minnesota Department of Revenue (DOR) remits sales tax receipts to the Counties Transit Improvement Board fiscal agent twice per month, net of DOR collection and administrative costs. A summary of tax receipts for the first six months of 2009 is presented below. Actual collections are on track with revenues anticipated in the 2009 Annual Financial Review and Capacity Estimate.

Date Received	Total Receipts	DOR Costs Deducted	Net Transmitted to CTIB	Cumulative Transfer to CTIB	Cum. Annual Financial Review Assumption	Cumulative Variance from Plan Assumption
Jan-09	7,142,403	(142,403)	7,000,000	7,000,000	7,000,000	0
Feb-09	7,133,100	(143,850)	6,989,250	13,989,250	13,989,250	0
Mar-09	8,905,482	(144,557)	8,760,925	22,750,175	21,089,325	1,660,850
Apr-09	6,468,067	(142,287)	6,325,780	29,075,955	28,189,400	886,555
May-09	7,514,935	(144,244)	7,370,691	36,446,646	35,289,475	1,157,171
Jun-09	7,042,060	0	7,042,060	43,488,706	42,389,550	1,099,155
YTD Jun-09	\$44,206,047	(\$717,342)	\$43,488,706			

Action Requested: Information.

Agenda Item # 4

MEMORANDUM

August 13, 2009

TO: Counties Transit Improvement Board

FROM: Senior Staff

SUBJECT: Roundtable Discussion on Minnesota Transportation Policy Issues

Great progress has been made in the last two years regarding transportation policy in Minnesota. At the August 19th Board meeting, Representative Hornstein, Senator Dibble, Representative Hausman and Senator Murphy (invited) will participate in a roundtable discussion with the Board on the next generation of transportation policy and funding issues.

Action Requested: Discussion.

Agenda Item # 5

MEMORANDUM

August 13, 2009

TO: Counties Transit Improvement Board

FROM: Senior Staff

SUBJECT: Update on \$21 Million Transit Capital Improvement Program

At the July 15, 2009 meeting, Metropolitan Council Chair Peter Bell provided the Council's proposed plan for allocating the \$21 million in bond funds authorized by the 2009 Legislature and included in the Transit Capital Improvement Program. At the August 19 meeting, Chair Bell will provide an update on the funding allocation.

Action Requested: Discussion.

Agenda Item # 6

MEMORANDUM

August 13, 2009

TO: Counties Transit Improvement Board

FROM: Senior Staff

SUBJECT: Support for the Transportation for America Campaign

At the July 15, 2009 meeting, Transportation for America representatives presented its Route to Reform: Blueprint for a 21st Century campaign. The Board directed staff to research partnership opportunities. The review found that local partners of the campaign are primarily individual elected officials, and not governmental entities. The partnership application is attached.

Action Requested: Information.



Transportation for America Campaign – Become a Partner Today!

Who We Are

Transportation for America is a growing and diverse coalition of elected officials, business leaders, local advocates, national organizations, and citizens from across the country. We are focused creating a national transportation program that will take America into the 21st century by building modernized infrastructure and healthy communities where people can live, work and play

Why We Need Your Support

With high gas prices, rising concern about oil dependency, and wasted economic opportunity due to inadequate railways, roads and highways, and other infrastructure, we have a unique opportunity to pass transportation reform in 2009 that will help move America forward.

The Transportation for America campaign seeks to align our national, state, and local transportation policies with an array of issues – economic opportunity, climate change, energy security, health, housing and community development – that will play a key role in strengthening our nation's foundation and give families and individuals greater, more appealing options. We may come from different backgrounds, live in different communities, and find different ways to get around. Yet we can agree that:

- *Our future security, economic success and personal as well as planetary health require us to reduce our dependence on oil.*
- *Everyone living in America — whether in its urban centers or rural heartland — deserves to have ample and affordable options for living and commuting.*
- *All of us want to live in accessible, fair, and environmentally sustainable communities.*
- *Government — federal, state and local — should spend **our** money in a way that addresses the needs of all citizens.*

Roles of Partners

All Transportation for America partners endorse the Transportation for America platform. They may also:

- Provide media commentary, public remarks, or help to generate media coverage in support of the campaign.
- Recruit additional campaign partners.
- Support local, state and national campaign calls to action.
- Support state partners' transportation campaign efforts that are consistent with the Transportation for America platform.
- Support and call for the Transportation for America platform as the goal for transportation legislation at the national, state and local scales.
- Share contact information generated in collaboration with Transportation for America.
- Disseminate the platform message on the campaign's behalf to relevant organizations.
- Dedicate significant staff or financial resources to engaging directly in the planning and execution of central Transportation for America strategy or tactics.

Benefits for Partners:

- Connection to a bold and diverse campaign for change.
- Use of the Transportation for America logo and communications materials in promoting the campaign platform and calls to action, including template media materials.
- Participation in earned and paid media that ties partner organizations' work to a unified campaign effort.

- Access to shared internet advocacy tools, campaign web materials, trainings, and organizer support.
- Possible financial support to hire state organizers to advocate for critical elements of the Transportation for America campaign platform, or support state transportation campaigns.
- Possible invitation to participate in the Transportation for America working groups to direct the national communications, outreach, legislative, and policy strategies.

Note: Priority funding for campaign organizers and working group representation will be given to the organizations or networks with the deepest commitment to Transportation for America, and the locations best suited to support legislative reform.

Transportation for America Campaign Endorsement Form

YES, we support the goals of the campaign and would like to become a campaign partner. Please include our organization or business as part of Transportation for America, the national coalition to reform transportation policy that will take America into the 21st century.

Organization/Business/Elected Official's Name:

Point of Contact:

Title:

Address:

City:

State: _____

Zip:

Telephone:

Fax:

Email:

Website (we will link to this url):

YES, as a Transportation for America campaign partner we will commit to the following:

- Educate public officials about the goals of the Transportation for America Campaign.
- Include Transportation for America materials in mailings or emails to our members and networks.
- Include a link to the Transportation for America website on our website.
- Include an article about Transportation for America in our upcoming newsletter.
- Commit a staff person/volunteer/intern to help support the campaign.
- Recruit other organizations to sign on as a Transportation for America Partner.
- Help generate media coverage for the Transportation for America Campaign.
- Recruit people for advocacy, media opportunities, events, and other activism.
- Other

Our partners may engage in Transportation For America in many ways!

Send your completed partner form to outreach@t4america.org.

Agenda Item # 9

MEMORANDUM

August 13, 2009

TO: Counties Transit Improvement Board

FROM: Senior Staff

SUBJECT: Project Update: Northstar Commuter Rail Service Launch

At the July 19 meeting, the Board requested an update on the Northstar Commuter Rail Project and the start of service later this year. Northstar project staff will provide an overview of the status of construction, the preparation for operations and the service launch.

Action Requested: Presentation.

Agenda Item # 10

MEMORANDUM

August 13, 2009

TO: Counties Transit Improvement Board

FROM: Senior Staff

SUBJECT: Project Update: Central Corridor LRT Project

At the July 19 meeting, the Board requested an update on the Central Corridor Project. Central Corridor project staff will provide an overview of the status of the project.

Action Requested: Presentation.

Agenda Item # 10

MEMORANDUM

August 11, 2009

TO: Counties Transit Improvement Board

FROM: Communications Team

SUBJECT: Update on State Fair Activities

The Minnesota State Fair runs from August 27 to September 7. The Counties Transit Improvement Board exhibit will showcase the new Board pop-up banners and provide information on metro area corridors. The booth will be staffed by regional transit experts.

All Board members are encouraged to stop by the exhibit and greet visitors. The Board exhibit will be located in the Lower Grandstand (Booth 20). If you would like to visit the exhibit, please contact Katie Bartelt at kbartelt@rranow.com or 651-222-7227 to receive a t-shirt, ticket and map to the exhibit.

Action Requested: Information.