



Ramsey County Regional Railroad Authority.
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Kathy Despiegelaere

Ramsey County Regional
Railroad Authority
Documentation

file
John T. Finley, Chairman

ct 3

John W. McCarty, Vice Chairman

ct 1

Warren W. Schaber, Secretary
District 6

Ruby Hunt, Treasurer
District 5

Diane Ahrens
District 4

Hal Norgard
District 7

Donald Salverda
District 2

Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

AGENDA

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

TUESDAY, MAY 14, 1991

10:30 A.M. - LARGE CONFERENCE ROOM - 316

CHAIRMAN'S COMMENTS

1. * Minutes of the Regional Railroad Authority Board Meeting of April 16, 1991.
2. Westgate Service Station considerations - discussion only.
3. * Authorize BRW, Inc. to provide professional services in support of refined ridership forecasts and operations costs for the Midway Corridor not to exceed \$18,000.
4. * Approve Preliminary Design Plans for the Midway Corridor for distribution for formal review in accordance with governing legislation.
5. * Approve Amendment No. 3 to RCRRA Agreement RCRRA-89-003 and authorize the Chairman of the Authority to sign on its behalf.
6. Update on Legislation - Action may be taken.
7. * Accept terms of access agreement to Burlington Northern property for surveying purposes and authorize Chair to execute agreement on behalf of RCRRA.
8. * Ratify Partial Payment No. 17 to BRW, Inc. in the amount of \$15,069.56 for Midway Corridor.
9. * Ratify Partial Payment No. 18 to BRW, Inc. in the amount of \$7,344.85 for Midway Corridor.
10. * Ratify Partial Payment No. 3 to BRW, Inc. in the amount of \$6,450.54 for South Corridor.
11. * Adopt Filing Process for Ethical Practices.

* Action is Requested.

MINUTES

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

April 16, 1991

A special meeting of the Board of the Ramsey County Regional Railroad Authority was held on Tuesday, April 16, 1991, in the Large Conference Room of 316 Court House.

Chairman Finley called the meeting to order at 8:10 P.M.

MEMBERS PRESENT:

Chairman John Finley
Commissioner Diane Ahrens
Commissioner Ruby Hunt
Commissioner Duane McCarty
Commissioner Hal Norgard
Commissioner Donald Salverda
Commissioner Warren Schaber

Also Present:

James Van Houdt, Ed Glaubitz, Robert Clarkson,
Hugh Faville, Patrick O'Malley, Jill Goski,
Terry Schutten, Karen Tero, Mary Lou Grahek,
Gary Simpson, Marit Smaby-Nowlin, Toni Baker,
Kathryn DeSpiegelaere, David MacMillan represented
the County Attorney's Office, Frances Glendenning
Thomas Foley

1. Chairman's Comments

Chairman Finley said where we are since the last meeting regarding the Chairman's Comments - they are simply that we had the Advisory Committee and the RTB have taken action. Essentially what was passed is on Page 3 of the handout that was just approved, this was not sent out as the RTB just approved the minutes yesterday from the previous meetings. Page 3 were the minutes of April 8th of the RTB. The language essentially reaffirms the Regional Plan, and it also says that we should seek legislation for a regional sales tax to fund the Central Corridor, and also to provide a local overmatch for the Federal Funds. Because Hennepin County was concerned that we would lose the Federal funds, we agreed that because we did not know how long it would take, and we did not know what the Federal guidelines for time was concerned, it said if we do not meet it by the time necessary under the Federal guidelines, then any unit of government that could pursue Federal funding for construction who can provide the local overmatch. In other words, they would have to with their own funds provide the local overmatch, otherwise it would go to the Central Corridor.

The third thing is the 35W which we knew was going to go through the normal Federal EIS process that takes eight to twelve years.

The problem came up that Mark Andrew sent language not like this out to the Congressional Delegation and everyone on the distribution list of Hennepin County, and a copy of a news article which did not accurately report the actions. There has been a lot of commotion that the plan was substantially changed, and that they could proceed with the Northwest Corridor. As you can see, neither one of them deal at all with the Northwest Corridor, it is not corridor specific except for the Central Corridor. The reason that we talked about the Federal Funds for the Central Corridor is that previously as you know we had thought that only State Funds should be used for the Central Corridor because we did not want to wait for the Federal Funds. Originally, of course, we did not know when the plan was being developed that funds would come along in the overmatch program, and we were looking at that eight to twelve years Federal UMTA process. If you remember, Dick Wolsfeld spent quite a bit of time going through the whole UMTA process, and we decided at this Board and also at the Regional Board that if we are going to get started on the Central Corridor, we could not wait for that whole process to take place. That was not included for Federal funding.

We have now included it for Federal funding because of the local overmatch program that may or may not be available.

As a result of the actions that were taken by the two Boards, they brought it to the attention of the Legislators, and the Ramsey County Legislators jumped on it very nicely, Senators Pappas, Kelley, Knaak and Cohen, all from Ramsey County, introduced a bill for 1/2 cent sales tax to be used for the construction of the Central Corridor, and to provide the local match. They picked up also Senator Loeding, Senator Price from Washington County to support that approach. Senator Mondale is on the Metropolitan Affairs Committee where the overall Transportation Bill was, this is Senator Langseth's bill, and it was brought in as an amendment to that Langseth Bill, Article 7. It was presented, and Senator Mondale was originally going to support only 1/4¢ which would still generate \$50 million, and they agreed to accept that type of amendment. By the time the vote came, in order to secure the votes, they had to pass the bill in order to get Senator Mondale from Hennepin County to support it, without a specific amount in the actual bill, although it does specifically provide for sales tax.

This passed the Metropolitan Affairs Committee with the Washington and Ramsey County Legislators supporting it, plus Senator Mondale from Hennepin, he is the only Hennepin County Legislator that supported it. Senator Langseth himself supported it. Our Delegation carried the ball very well, and did an excellent job garnering enough votes to get it through. It has passed out of Judiciary last night without any changes, now it goes to the Tax Committee.

This is the key part of the legislation, there has been all kinds of other things happening at the Legislature, there are bills on bills, House and Senate Hearings, three a day, everybody getting into the act, but he thinks that those are the important ones, there have been some amendments that have been brought in, laws to change the structure of the RTB, eliminating the

Regional Railroad Authorities, setting up the Metropolitan Council to handle all transit, and they are all proceeding through the Legislature, some are loosing, some are being amended out. This will bring us up to date.

2. Legislation

Chairman Finley said as a result of some of this legislation because of what was sent to the Congressional Delegation, which was contrary to the actions of the RTB and the Joint LRT Advisory Committee by Commissioner Andrews, we asked that David MacMillan take a look at the Federal Statute and see how it could be applied to the actual resolutions that were passed. A copy of this proposed legislation from David MacMillan was distributed.

Chairman Finley understands that this would correspond with the actions of the Advisory Committee and RTB.

David MacMillan explained that basically what he did was that he took the Federal legislation that Hennepin County had proposed and changed it in significant ways. The two major changes were that it directs all of the Federal funds to the as yet uncreated Joint Powers Board, keeps the same funding stream in place, but it lets it all be dealt with from the Joint Powers Board, and the first recipient is the Central Corridor.

Chairman Finley thinks that one thing that we found out from the Congressmen is that they do not want to get in the debate of the Corridor, and he is wondering whether or not we could have it set up to deal with the region's priority corridor, where it would be refernced to a specific corridor. As you know, even their draft legislation did not provide for a specific corridor. He suggested that we specifically refer to the priority corridor.

Chairman Finley said that Commissioners Ahrens and Hunt, and he have spent a great deal of time in the last two weeks, mostly trying to handle damage control as opposed to doing anything positively.

Commissioner Hunt wished to comment, what was unfortunate about that last Advisory Committee meeting is that there was a lot of information that was floating around out there that was never brought to the attention of the LRT Advisory Committee until afterwards when people were interviewed by the reporter, and it appeared in the newspaper, and now we have seen copies of testimoney before Congress. One of the things that bothers her is that the LRT Advisory Committee acted without really as much knowledge as they should have, and one of the things that disturbs her more than anything is that in the testimony is the reference to doing a turnkey operation. At all the meetings which we have attended with some of the experts from around the world, she has some grave reservations about turnkey. If that is the way we are going to proceed because of what Congress enables Hennepin County to do, she thinks that a major decision is being taken away from the whole process of a coordinated approach to LRT for the region. This is one of the things that

bothers her is the way Hennepin County has jumped in and started to proceed to spell out a lot of things that would really determine the whole future of LRT, and this decision just seems to be made only by Hennepin County.

Chairman Finley said that is a good point, and he does not think there is a "we" in that whole draft legislation, he thinks we, the other seven counties, the RTB, Met Council, and everyone else is out of the process, it is Hennepin County receives the funds, they construct as they choose. That is for the first two \$30 million payments, then the \$190 million can be sent to the proposed Joint Powers Board. Of course, if all decisions are made with the first \$60 million, including the line, platforms, all the technology, type of contract, that decision would not lie with the Joint Powers Board even if there was one because that would have already taken place in the funding of first \$60 million with the local funds from Hennepin County.

Commissioner Hunt brought this up, because had she known all the things that she knows now, she would have questions whether or not we should have supported any of the kinds of actions that were being taken at that Board because of the long range implications. She had no idea that Hennepin County was on this fast track, and had put all this together and was presenting it to Washington.

Chairman Finley agrees, he was at the Advisory Committee meeting also, and was sort of the one that was trying to propose it for a consensus building type thing without the knowledge of Federal time deadlines, and what they had done. He has not seen anything in Hennepin County's minutes that have supported the actions that have been taken, nothing to support the actions taken by Mark Andrew with the Federal Delegation.

Kathy DeSpiegelaere said nothing specifically, but at the last meeting after Joint LRT Committee they did endorse the action taken, whatever action was taken.

Commissioner Hunt's concern is, aside from the fast track, is that this really flies in the face of the Legislature's intent which was to assure coordination and participation by all the counties in making the major decisions. As she reads this, a number of major decisions are being made by Hennepin County without any participation of the other counties.

Commissioner Ahrens thinks a lot of this revolves around what occurred at the LRT Advisory Committee, and she thinks it was a real effort on the Chairman's part to try and reach a compromise so that we can move ahead and seek Federal money, but at the same time keep it in accordance with the plan. What passed there has been actually abused by representatives of Hennepin County, two things have occurred since that motion was passed, and Hennepin County participated in that motion. There was a lot of discussion that went on there. Two days later a letter was sent from Mark Andrew to Congressman Vento, there are things in that letter that none of us have ever heard of, and it misconstrues what we did. A week later on April 10th Mark Andrew testified before the House Committee

on Transportation, and in the testimony there was misrepresentation, and she pointed these out. She would like to know what other regional agencies he is representing. Funds and local consensus for that project(which is undefined) are already in place. She does not think that is what they discussed at the Joint Advisory Committee. This is only for starters.

Commissioner Ahrens feels that we have to as a Board for the RRA have to do something, send a very strong message both the people at our Legislature and and the people in Washington, that what they are hearing is not what is all of the work that we have been doing here for the last few years. Whether it is done in terms of a counter bill to Hennepin's, she personally is ready to propose that this RRA goes on record as withdrawing its support from the motion passed at the Advisory Committee, not because it was not a good motion in terms of its intent, but because it has been so abused since it was moved. The other thing that needs to be brought out is that Hennepin is not just Mark Andrew going to Washington, but Hennepin has a number of people in Washington who are evidently doing the same that Mark Andrew is doing on a daily basis, and one of them is the lobbyist or consultant who did their study which purports to have turnkey, etc., and he is doing the lobbying in Washington on behalf of this legislation. She thinks things are out of control with respect to the issue and the Hennepin effort in Washington, and she thinks our Board needs to do something in a very direct way to let people know that this is not in accordance with all the efforts we put in to a regional plan, and basically violates that plan. It is not just for us, but for all of the counties who have participated in this process over the last three years. The compromises which have been arrived at have not been easily done, they have been hammered out, there have been compromises on the part of all the counties. Now, suddenly it is a whole new ballgame, and everything apparently that we have done for the last three years is being shoved aside for what purpose.

Chairman Finley added this has been done by someone who did not participate in any of the discussions, that is the part that irritates him.

Commissioner McCarty discussed the minutes of the April 8th meeting. It appears to him that Hennepin County has skipped square one and gone to square two. Chairman Finley said that is exactly what happened and that is exactly why he changed the motion a little bit at the RTB at the time, there was such a debate, as everything had been out already. So, the RTB ended up transcribing this meeting and the LRT Advisory Committee meeting verbatim.

Commissioner McCarty's question is that perhaps we should go to square two, what are we doing in Washington. Are we responding?

Chairman Finley said that we have been talking to them, we have been working very hard on damage control, instead of something positive.

Commissioner Hunt feels that the Legislators who felt that they had a stake in this by requiring coordination, and setting out this process, should be made fully aware of what is taking place with the process, and see if they have a way in which they can approach this legislatively to assure that there is going to be coordination.

Chairman Finley testified at two different committees, and most of the people who were involved in the issue the last time around, sat on those committees, and he explained to them what was done, what it was done, and told him that he was wearing both hats, as Mike Ehrlichman has asked him to sort of carry the ball on this particular bill so we have been doing that. He does not know what can be done, but there is no question that the correspondence from Andrew's office has caused a lot of problems. One of the Congressmen's staff persons thinks because of the confusion that it has generated that there is a strong possibility that we will lose the Federal funds, as they wanted to go to whatever the region has decided, and the representation by Andrew that the Northwest Corridor was what the region has decided. They thought there was a consensus. Yesterday we had to fax these minutes even though they were not approved as the staffs of Congressmen were meeting.

The Board discussed the problems with the pilot project, as it was suggested that we build the first corridor where you have the potential for ridership and the greatest for success. This whole corridor was redesigned, as this Northwest does not go downtown, does not go to the University - so is it as likely to succeed as a pilot project. If it does not succeed, then how does it make it look for the rest of light rail.

Chairman Finley pointed out that it only had about half of what the Central Corridor had, and now it has been reduced, and is only half the size.

Commissioner Hunt mentioned the operating subsidies, she does not think anyone has seen substantive cost figures on what is this. All other corridors we have studied went through extensive analysis by the consultants, Met Council and others.

Chairman Finley wished to call attention to the capital costs for a similarly reduced corridor of the Central Corridors could certainly be built for an amount of money that between Hennepin and Ramsey County we could support for the Central Corridor, \$318 million versus \$230 million versus a corridor that has half the ridership.

Commissioner Ahrens expressed concern about the door being left open for the corridor to be built which does not meet any of the requirements in plan, this would mean that the Central Corridor would have to be redesigned. All of the people coming from the other spokes, would have to get off, get on a bus, go 5 blocks to connect with the hub. It damages the entire East Metro area. The other thing is the turnkey approach. If they do a section turnkey,

and all the other decisions, it locks most of the rest of the system into doing it the way they did it. She thinks this will jeopardize the entire plan and the entire system. She does not think it is appropriate with what we have been working on for three years.

Chairman Finley said rather than withdraw our support, he was thinking if we were going to take any action today, we wanted to update the entire Board as all of you are being contacted by your Legislators on other issues, as well as LRT. Maybe what we could do is to direct that the legislation be drafted to reflect the first part of the motions which is that Federal funds be used for the Central Corridor, and order that this be sent to the Minnesota Delegation.. This would then clarify along with the resolutions themselves, that the proposed resolution they have received is totally in error.

Commissioner Salverda agrees with Commissioner Ahrens, he thinks this Board has to take a position to back off on the resolution from the Advisory Board, as long as that is on the books, we are committed to at least moderately endorsing what Hennepin County is doing. Chairman Finley said only if the timelines are met, these are anywhere from September 1991 to sometime in 1993 to pursue the first part of it.

Commissioner Salverda is of the opinion that we either have to endorse what Hennepin County is doing or endorse the original commitment of the Regional Plan. This is hedging from our position.

Chairman Finley said this is not a pure position, it was a compromise, that is why the first resolution reaffirms the plan as it is, and then when it was just dealing with the part regarding Federal funds because of the actions that Hennepin County had already taken, we were trying to get a consensus. The way to get consensus was to allocate Federal funds first to the Central Corridor, and then second to some other corridor providing the local overmatch was paid by that particular county.

Commissioner Schaber referred to page 3 and seeing the clarification that you have made in Paragraph 2 of that motion, the problems he has is the last two sentences, which says in event this is not available, and he knows this is part of the compromise. His problem with that is that in effect allows the County of Hennepin to build a line that makes no sense, other than the fact that they will be getting Federal money for it, it is not going to go any place, it is not going to do anything. As Commissioner Ahrens has indicated, this will basically dictate the turnkey method, type of cars to be used, type of stations to be built - all of these kinds of decisions which should be regional decisions in nature, he thinks this will destroy the credibility of the RTB at that point in time. This makes a mockery of what we have been doing as a RTB. He is concerned, in his estimation, that Hennepin County is not playing by the same rules that the other counties in the metro area are playing. As a result, we are in a difficult position because of the fact that there are a lot of Federal dollars possibly out there. He is not favor of supporting that part of the motion as it opens the Pandora's box to let anyone do whatever they want to do.

Commissioner Schaber continued, the counties really look bad. While they are going off on their own, and not playing unfortunately by the same set of rules and guidelines that all the other counties are playing by. It is destroying the effectiveness of all of us and what we have done. It is destroying our credibility at the State Legislature as well as in the Congress. He would hope that we, as well as the other counties, make a very strong stand that we want to follow the process.

Commissioner Hunt suggested that we could say that because of the events that have taken place because of the LRT Advisory Committee, and its whole approach to the coordination, we are taking a position that we should proceed with the plan as originally adopted. The argument can be made that a number of things have changed.

Chairman Finley said we all envisioned that we were going to proceed with the first part of the resolution for at least through this Legislative Session, if not beyond. That is why we even used the word vigorously to pursue that. What has transpired since then is that Andrew sent the letter to the Congressmen, Andrew then went and testified and set forth facts that clearly indicated that the Central Corridor was not the project to be funded federally, which is contrary to the first part of the resolution. It isn't totally the effect on the plan, it was the actions that were taken subsequent to it that has caused the fear. We all envisioned that even if we went to the second mode, that there was going to continue to be input from the other counties. However, the draft legislation that we saw subsequent to it does not provide any input at all from any of the other six counties or the RTB. It is what they proposed subsequent to it, if the Board was going to withdraw its support. He does not like to take the negative position on it, especially since it was his proposal for essentially the compromise, but he did not know that they would go off and use it in the manner in which they have. They have used it as if it was a total reversal of the region's plan. They acted in a manner as if the seven counties totally reversed the three years of work.

After continued, lengthy discussion, Commissioner Hunt suggested that this meeting be recessed, during which time some language could be drafted to say something in a motion that this is not consistent with the plan adopted by the Advisory Committee.

Chairman Finley suggested that rather than withdraw our support, we should state because of the event, the legislation, we want everyone to know that we support the plan in its entirety, and that any Federal funds should be used according to the priorities set forth in the plan.

Chairman Finley, because of the meeting schedule this morning, recessed this meeting, to be reconvened at 1:30 P.M. at which time we will have some proposed language in the form of a resolution for this Board to consider adopting. The Board was in agreement on this.

The Ramsey County Regional Railroad Authority Board reconvened its morning meeting at 1:45 P.M. in the Large Conference Room of 316, Court House. All members were present.

Ms. DeSpiegelaere prepared a four page resolution for this Board to consider. Commissioner Hunt had worked with her in developing this resolution.

Board members had suggestions for some revisions and we will have to send this to everyone concerned, so they are aware of our position.

Commissioner Hunt moved the following recommendation, seconded by Commissioner Ahrens.

WHEREAS, The Minnesota Legislature required the Regional Transit Board with the advice of the Joint Light Rail Transit (LRT) Advisory Committee to develop two reports (1) LRT Development and Financial Plan and (2) LRT Coordination Plan. Those plans were adopted in 1990 by the Joint LRT Advisory Committee and Regional Transit Board; and

WHEREAS, The two reports address LRT subjects including the priority of LRT corridors for construction, priority of LRT corridors for federal funding, who should seek federal funding, and the method by which LRT corridors are to be implemented; and

WHEREAS, The Development and Financial Plan states that the Group A Core LRT System consisting of the Central Corridor between the two downtowns, connecting to the University of Minnesota, the two downtown distribution systems and the yard and shop facility would receive the first priority for regional funds and should be built as expeditiously as possible; and

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WHEREAS, The Development and Financial Plan states that "Federal funds should be sought by the RTB in coordination with the appropriate regional railroad authority for individual corridors which are strongest in meeting federal eligibility requirements to ensure the best chance to maximize federal funding"; and

WHEREAS, The Development and Financial Plan states that the Hiawatha, Northeast and I-35W Corridors should pursue the federal environmental review requirements to assure eligibility for federal funding; and

WHEREAS, The Development and Financial Plan states, "That the Central Corridor and the two downtown distribution systems should not pursue federal funding to ensure the earliest possible implementation of the highest priority corridor. The above would be subject to modification dependent upon changing federal regulations"; and

WHEREAS, The Coordination Plan states that the preferred LRT implementation strategy, such as turnkey, traditional, or design-build, should be selected by the Joint Powers Board on a corridor by corridor basis after specified criteria are addressed; and

WHEREAS, The Joint LRT Advisory Committee on April 3 adopted the following motions:

"The Joint LRT Advisory Committee reaffirm the regional LRT plan previously adopted by the committee and the Regional Transit Board"; and

"The Joint LRT Advisory Committee urges the Regional Transit Board to vigorously seek legislation for a regional sales tax to fund the Central Corridor and provide the local overmatch for federal funds; in the event that such is not available by the time necessary under the federal guidelines, any unit of government within the metropolitan area could pursue federal funding for construction of light rail transit"; and

WHEREAS, The Regional Transit Board on April 8 adopted the following motions:

"The Regional Transit Board reaffirm the regional LRT plan previously adopted by the committee and Regional Transit Board"; and

"The Regional Transit Board vigorously seek legislation for a regional sales tax to fund the Central Corridor. The sales tax is to be used to fund the Central Corridor. Also, it shall be used to provide the local overmatch for federal funds. In the event that such is not available by the time necessary under the federal timelines, any unit of government that could provide the local overmatch funds within the Metropolitan Area could pursue federal funding for construction of light rail transit"; and

WHEREAS, Hennepin County has in the past month developed a new "pilot project" that consists of a modified Northwest Corridor that is not consistent with the adopted regional LRT plans; and

WHEREAS, On April 5, a letter sent by Hennepin County Regional Railroad Authority Chairman Mark Andrew to Congressman Bruce Vento was misleading. It inaccurately said that on April 3 a resolution was passed unanimously by the Joint LRT Advisory Committee "in support of a regional initiative to seek federal assistance in funding the proposed pilot project;" and

WHEREAS, The letter of April 5 from Commissioner Mark Andrew to Congressman Vento also incorrectly stated that the Joint LRT Advisory Committee is "proposing that the RTB adopt the following resolution:

If a regional sales tax or other source of state revenue is approved sufficient to fund LRT development in the Central Corridor, then any federal funds obtained through re-authorization of the Surface Transportation Assistance Act are to be dedicated to the Central Corridor project. If State funding is not obtained by September 30, 1991, then Hennepin County is authorized to use any federal funds available in conjunction with HCRA funds to construct a pilot project in Hennepin County;" and

WHEREAS, Testimony by Commissioner Mark Andrew, Chairman of the Hennepin County Regional Railroad Authority on April 10, 1991, to the Surface Transportation Subcommittee of the House Public Works and Transportation Committee included statements that were not agreed to by the Joint LRT Advisory Committee; and

WHEREAS, Commissioner Andrew stated:

"We propose to update the region's recent planning, alternatives analysis and environmental impact studies to support our proposed Construction Efficiency and Local Overmatch Pilot Project";

"We intend to procure the pilot project on a turnkey basis"; and

"Our pilot project is estimated to cost \$200 million. Funding and local consensus for that project are already in place"; and

WHEREAS, Congressman Bruce Vento and others received from Commissioner Mark Andrew on April 5 draft federal statutory language and report language prepared by Hennepin County that indicate,

"(Federal) Funds authorized and made available for obligation herein for fiscal years 1992 and 1993 are directed to the Hennepin County Regional Railroad Authority (HCRA), hereby designated as the sole eligible recipient of those funds..." and

WHEREAS, The modified Northwest Corridor pilot project has unanswered questions, such as its ridership, operating costs, acceptance by the communities through which it passes, effect of not connecting to a downtown area, and effect on other LRT corridors; Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority Commissioners are displeased with the inconsistencies and inaccuracies about the new Northwest Corridor "pilot project" being represented in Washington, D.C. and the Minnesota State Legislature under the guise of regional consensus; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority (RCRRA) is committed to coordination and cooperation with other units of government. RCRRA affirms its support for the previously adopted Regional LRT Development and Financial Plan and the Regional LRT Coordination Plan. RCRRA requests that any new or modified LRT corridors be analyzed by the same criteria as those developed in the plans for prioritizing the existing LRT corridors; and Be It Finally

RESOLVED, That no state or federal action be taken that would preclude coordination at the metropolitan level or violate the LRT plans adopted by the Regional Transit Board.

Roll Call: Ayes - 7, Nays - 0

Motion carried.

There being no further matters to come before this Board, Chairman Finley declared the meeting adjourned.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

2

REGIONAL RAILROAD AUTHORITY	Board Action Requested
Originating Department	Westgate Service Station considerations.
<u>K. DeSpiegelaere</u> 5/2/91	<u>DISCUSSION ONLY</u>
Authorized Signature	Date

Request Justification

- Attachments: 1) Memorandum from J. Tolaas to K. DeSpiegelaere
2) Memorandum from Dave Warner, BRW, Inc.

Budgeting and Accounting <u>Ed Slaught</u> 5/6/91	Date / Time
County Attorney <u>D. J. M. M. M.</u>	Received By
Risk Manager _____	
Data Processing _____	
Previous Action taken on Request _____	

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date	Signature	Date
Committee / Meeting Date	Signature	Date
May 14, 1991	<u>F. L. Blenden</u>	5/6/91
Board Date	Signature	Date

Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

John T. Finley, Chairman

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Duane W. McCarty, Vice Chairman

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Warren W. Schaber, Secretary

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MEMORANDUM

TO: Kathryn DeSpiegelaere, Director of LRT Planning

FROM: James E. Tolaas, Project Engineer

SUBJECT: Westgate Development Area Service/Station Considerations

DATE: May 2, 1991

At the April 9 Commissioners' Work Session summary information was provided concerning an additional station in the T.H. 280 area. The discussion that followed focused on service considerations for the Westgate development area. Direction to staff at that meeting was to evaluate station alternatives which could serve the Westgate area and also possible alignment modifications that would follow T.H. 280 north to the Westgate area. Accordingly, BRW has completed a general evaluation of LRT/transit service to Westgate and summarized their findings and recommendations in the attached memorandum.

While it remains desirable to develop and optimize transit service to the Westgate area, it is very difficult to serve the area directly with LRT. As discussed at the work session, walk distances from any location along I-94 may inhibit any significant pedestrian access to LRT from the Westgate area. Feeder or circulator bus service would be necessary with or without an additional station at the T.H. 280 interchange. And although it is possible to locate a station on the north side of I-94 in this area, it would require redesign of the I-94/T.H. 280 interchange - a level of engineering effort which is beyond the scope of Phase I studies.

Alignment variations which follow T.H. 280 to the north could provide direct access to LRT from Westgate. It is clear, however, that such a shift in alignment at this stage of Phase I PE/EIS studies would reopen a number of issues and necessitate significant analysis before completing the Final Environmental Impact Statement and Preliminary Design Plans. The current EIS process and schedule would be delayed. Additional funding would be required.

Recommendation

Westgate service alternatives can be evaluated further, but the level of engineering effort necessary is beyond the scope of Phase I studies. Accordingly, it is my recommendation that no additional analysis or design be done at this time. Westgate service issues can remain open to discussion during the Preliminary Design and Final Environmental Impact Statement review. If support for further analysis remains at the conclusion of Phase I studies, the Authority can, at that time, incorporate the necessary work tasks into Phase II Preliminary Engineering. Revisions to alignment and station locations which are made during Phase II PE can be reflected in Preliminary Design plans and the FEIS via supplement to both documents.

JET/blk

MEMORANDUM

DATE: April 29, 1991

TO: Kathryn DeSpiegelaere, RCRRA
Jim Tolaas, RCRRA

FROM: David M. Warner, PE

RE: Midway Corridor LRT
Soo Line/I-94 Alignment
Potential for Station Near Raymond Avenue

The City of St. Paul, the Midway Corridor Task Force and District 12 suggested that the Westgate/Court International area should be served by light rail transit. The Westgate/Court International area is a developing office and industrial park. Other area development which may benefit from direct LRT service include the westernmost parts of the Merriam Park neighborhood, University Avenue businesses, Twin City Testing and Minnesota Diversified Industries. Proponents of the TH 280 Station feel that service to this area would enhance the attractiveness of the development and result in a significant net increase in patronage.

The proposed station site is about midway between the Franklin and Cleveland stations, which are 1.6 miles apart. At this point, the alignment is on the south side of I-94. The platform would be located about 1,000 feet west of Pelham Boulevard. Trips from anywhere north of I-94 or east of Pelham Boulevard would be over one-quarter mile from the station and would probably not ride LRT unless feeder bus service is available. In this area, feeder bus service will use Cleveland Avenue to the south of I-94, and Raymond Avenue to the north of I-94. From this location, the walk distance to the nearest part of Court International approaches one-half mile. The walk distance to parts of Westgate is up to one mile. The Regional Transit Board commented that the long walking distance to the LRT station would be a "strong negative factor" for ridership, and suggests that a shuttle to the Franklin or Cleveland station may be an interim solution.

Alignment changes were also proposed which would locate the LRT track closer to the Westgate/Court International area. These proposals were to locate the track along the north side of I-94 through the area, or to use an alignment which connects I-94 east of TH 280 with University Avenue or the University Transitway west of TH 280. Analysis of these types of alternatives can be a very involved and time consuming process, because implementation would involve complex tradeoff between better LRT access, alternative means of providing transit service to the area, and retention of existing development and/or the scope of future development.

The addition of stations along the LRT line has both advantages and disadvantages. The principle advantage is that accessibility to the system is enhanced; use of the LRT system is more convenient. Enhanced access may possibly result in higher LRT ridership if the people for whom accessibility is enhanced would have made their trip in an automobile. (TH 280 station on the University alignment generates approximately 430 transit trips per day.)

If the trips which would now use light rail were using a feeder bus to reach the LRT station, no increase in LRT ridership would occur. If the trips which would now use light rail were using a bus for their entire trip, there would be no net increase in total transit ridership.

The addition of a station will result in an increase in travel time of approximately 40 seconds per added station. This would cause a slight deterioration in service for all trips on the system, and may cause a small decrease in LRT ridership.

Depending on the location and design of the station, the capital cost could increase by about \$2-3 million per station. Realignment to place LRT on the north side of I-94 will add at least \$5-10 million to the capital cost. Realignment to connect to University Avenue or the University of Minnesota Transitway is likely to add considerably more to the capital cost.

Additional stations will increase travel time, increase capital cost, and result in an undetermined change in LRT and overall transit ridership.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

3

REGIONAL RAILROAD AUTHORITY

Originating Department

K. DeSpiegelaere 5/2/91
Authorized Signature Date

Board Action Requested

Authorize BRW, Inc. to provide professional services in support of refined ridership forecasts and operations costs for the Midway Corridor not to exceed \$18,000.

ACTION IS REQUESTED

Request Justification

- See attached: 1) Proposed resolution
2) Memorandum from J. Tolaas to K. DeSpiegelaere
3) BRW, Inc. memorandum dated April 30, 1991

Budgeting and Accounting <u>Ed Blawie</u> <u>5/6/91</u>		Date / Time Received By
County Attorney <u>[Signature]</u>		
Risk Manager _____		
Data Processing _____		
Previous Action taken on Request _____		

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date

Signature

Date

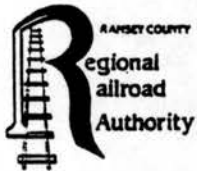
May 14, 1991

F. L. Blendenburg
Signature

5/6/91

Board Date

Date



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

WHEREAS, Ridership forecasts and transit operations costs have been prepared during Phase I Preliminary Engineering/Environmental Impact Statement Studies for the Midway Corridor; and

WHEREAS, Refinement of ridership forecasts and transit operations plans are needed for inclusion in the 1991 update of the Regional Transit Board's Development and Financial Plan and upcoming Phase II Preliminary Engineering work; and

WHEREAS, Refined ridership forecast development and operations planning can be coordinated at this time with the Metropolitan Transit Commission, the Regional Transit Board, the Metropolitan Council, BRW, and the Hennepin and Ramsey County Regional Railroad Authorities; and

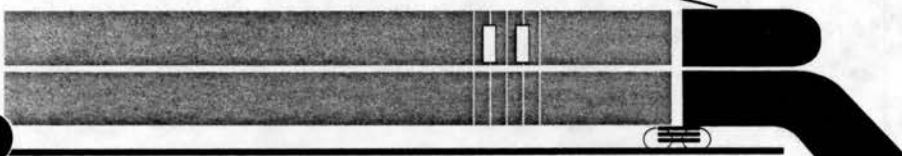
WHEREAS, Consultant services will be required to facilitate refined ridership forecast development and operations planning and BRW, Inc. can provide the required services; Now, Therefore, Be It

RESOLVED, That BRW is authorized to re-code the transit network, prepare computer input data and related information, assist in development of updated operations plans and costs, and provide forecast coordination in support of refined ridership forecasts and operations plans for the Midway Corridor, at a cost not to exceed \$18,000; and Be It Further

RESOLVED, That this work shall be performed and paid for in accordance with Amendment No. 3 to Ramsey County Regional Railroad Agreement No. RCRRA-89-003 and amendments thereto.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary



Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

John T. Finley, Chairman

District 3

Duane W. McCarty, Vice Chairman

District 1

Warren W. Schaber, Secretary

District 6

Ruby Hunt, Treasurer

District 5

Diane Ahrens

District 4

Hal Norgard

District 7

Donald Salverda

District 2

MEMORANDUM

TO: Kathryn DeSpiegelaere, Director of LRT Planning

FROM: James E. Tolaas, Project Engineer

SUBJECT: Refinement of Ridership Forecasts and Operations Plans

DATE: May 2, 1991

Ridership forecasts and LRT/bus operations plans for the Midway Corridor were completed as part of Phase I Preliminary Engineering/Environmental Impact Statement Studies. Results are considered adequate for Phase I Study needs and decisions, and will not alter the alignment decision for the Midway Corridor.

Forecast refinements which include different assumptions about feeder bus service, frequency of LRT service and park/ride provisions are needed for ongoing regional planning decisions and upcoming Phase II Preliminary Engineering (PE) work.

It was originally anticipated that these refinements would be made during Phase II PE. However, updated forecast information is needed by September, 1991, for inclusion in the 1991 update of the Regional Transit Board's Development and Financial Plan. The information will help determine the priority of LRT corridors in the region. The forecast refinements can be completed prior to initiation of other Phase II PE activities without undermining its accuracy or value to future study efforts.

As with Phase I forecasts, refined parameters and assumptions would be developed through coordination with the Metropolitan Transit Commission, the Regional Transit Board, the Metropolitan Council, BRW, and the Hennepin and Ramsey County Regional Railroad Authorities staffs. BRW would re-code the transit network, develop computer input data, and assist in forecast coordination and operations plans/costs development. The Metropolitan Council would run the actual ridership model. Refined forecasts would be run with the Central Corridor as part of a Regional LRT system, rather than a stand alone corridor as defined in Phase I work. BRW has estimated the cost of coding, input preparation, and coordination to be \$18,000.

This work can be authorized by amendment to Ramsey County Regional Railroad Authority Agreement RCRRA-89-003 and previous amendments thereto. Costs would be allocated \$2160 (12%) to Hennepin and

\$15,840 (88%) to Ramsey County, in accordance with agreement provisions. Funding for Ramsey County's share is available in Consulting Services Account 59105-020102 within the Phase II PE cost center. The Minnesota Department of Transportation has granted funds for 50% of Ramsey County Regional Railroad Authority's costs for this work.

Recommendation

Authorize BRW to re-code the transit network, prepare computer input data and related information, assist in development of updated operations plans/costs, and provide forecast coordination in support of refined ridership forecasts and operations plans for LRT the Midway Corridor, at a cost not to exceed \$18,000.

JET/blk



May 1, 1991

BRW INC.

Mr. Jim Tolaas
Ramsey County Regional Railroad Authority
316 Courthouse
15 West Kellogg Boulevard
St. Paul, MN 55102

Re: Coordination of Ridership Update
Cost Estimate

Dear Mr. Tolaas:

As you requested, I have prepared an estimate of the cost to coordinate the updating of Midway Corridor Transit Ridership Estimates. Summarized below are the tasks we expect to be required.

1. Recode Transit Network - The transit networks used in the preparation of DEIS transit ridership forecasts will be recoded to reflect the agreed upon assumptions of light rail, feeder bus and other bus headways and routing. The Metropolitan Council estimates that recoding will require 200 staff hours. In addition to actual coding assistance, BRW will provide supervision and consultation.
2. Forecast Coordination - During the time that revised transit ridership forecasts are being prepared, BRW will coordinate with the RCRRA, HCRRA, RTB, MTC, and Metropolitan Council to facilitate consistency and agreement concerning model inputs and assumptions.

BRW has assumed that the transit ridership computer model will be operated by Metropolitan Council staff.

The staff hours expected to be used to complete these two tasks are shown in the attached table. As shown in the table, we estimate the cost of these two tasks to be \$18,000.

Planning
Transportation
Engineering
Urban Design

Thresher Square
700 Third Street So.
Minneapolis,
MN 55415
612/370-0700
Fax 612/370-1378

Minneapolis
Phoenix
Denver
St. Petersburg
San Diego
Seattle

Donald W. Ringrose
Richard P. Wolsfeld
Peter E. Jarvis
Thomas E. Carroll
Craig A. Amundsen
Donald E. Hunt
John B. McNamara
Richard D. Pilgrim
Dale N. Beckmann
Jeffrey L. Benson
Ralph C. Blum
Gary J. Erickson
John C. Lynch
Paul N. Bay

5/1/91

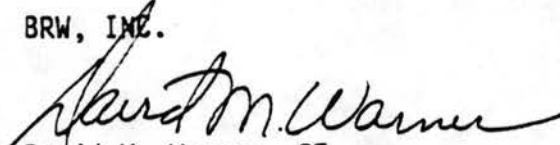
4

Mr. Jim Tolaas
May 1, 1991
Page 2

If you have any questions regarding this estimate, please contact me.

Sincerely,

BRW, INC.



David M. Warner, PE
Senior Associate

DMW/njr
Attachment
cc: File: 41-9061

COST ESTIMATE

Item	Staff Hours Required					Cost
	Prin.	Sr. Assoc.	Assoc.	Cons. II	Staff Lvl IV	
1. Recode Transit Network			40		200	\$11,348
2. Forecast Coordination	20	40				6,056
3. Estimated Expenses						596
Total Estimated Cost						\$18,000

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

4

REGIONAL RAILROAD AUTHORITY

Originating Department

K. H. Spiegelbauer *5/2/91*
Authorized Signature **Date**

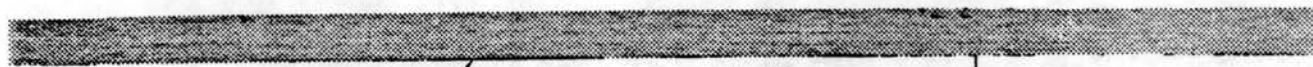
Board Action Requested

Approve Preliminary Design Plans for the Midway Corridor for distribution for formal review in accordance with governing legislation.

ACTION IS REQUESTED

Request Justification

- Attachments: 1) Proposed resolution
 2) Memorandum from James E. Tolaas



Budgeting and Accounting *Ed Granitz* *5/6/91*
County Attorney *[Signature]*
Risk Manager _____
Data Processing _____
Previous Action taken on Request _____

Date / Time
Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date
 May 14, 1991

F. L. Henderson
Signature

Date
 5/6/91

Board Date

Date



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

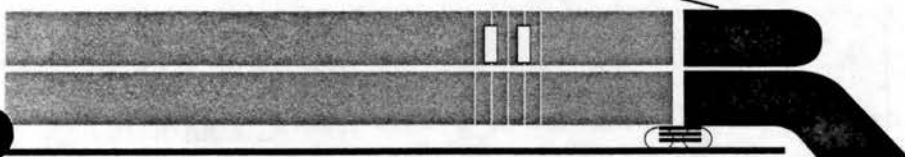
WHEREAS, Preliminary Design Plans for Light Rail Transit in the Midway Corridor have been developed in accordance with governing state legislation; Now, Therefore, Be It

RESOLVED, That the Ramsey County Regional Railroad Authority approves the Preliminary Design Plans for purposes of public review; and Be It Further

RESOLVED, That the Authority authorizes the distribution of the Plans for formal review by the Cities of St. Paul and Minneapolis, the Regional Transit Board, and the Metropolitan Council in accordance with governing state legislation.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary



Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

John T. Finley, Chairman

District 3

Duane W. McCarty, Vice Chairman

District 1

Warren W. Schaber, Secretary

District 6

Ruby Hunt, Treasurer

District 5

Diane Ahrens

District 4

Hal Norgard

District 7

Donald Salverda

District 2

MEMORANDUM

TO: Kathryn DeSpiegelaere, Director of LRT Planning

FROM: James E. Tolaas, Project Engineer *JE*

SUBJECT: Preliminary Design - Midway Corridor Schedule and Distribution

DATE: May 2, 1991

A summary of components of Preliminary Design (PD) and a proposed schedule for preparation, review, and approval of PD plans is attached for review and approval by the Authority.

PD plans will be available on May 14 for distribution to the Cities of St. Paul and Minneapolis, the Regional Transit Board, and the Metropolitan Council. The Minnesota Department of Transportation and other public and private entities will also receive copies.

It is proposed that public hearings by the Authorities be held on June 25. The Cities must hold additional hearings within 45 days of the Authority hearings. Final PD approval occurs in late August.

Recommendation

Submit the draft Preliminary Design plans to the Authority for approval and authorization to distribute for formal review.

JET/blk
Attachment

PRELIMINARY DESIGN (10%) PLANS

Attachment #9

A. Components of Preliminary Design

1. Horizontal and vertical track alignment
2. Stations
 - a. Platform location
 - b. Ancillary facility location
 - c. Intermodal coordination plan
 - d. Handicapped accessibility plan
3. Plan for interface with street system
4. Yards and shop facility plan
5. General construction limits
6. Ridership projections
7. Conceptual operating plan
8. Preliminary cost estimates
9. Discussion of implementation method
10. Discussion of funding for final design, construction and operation

B. Schedule

<u>Activity</u>	<u>Date</u>
Preliminary Design (10%0) Plan Preparation	April 1 – May 14, 1991
RCRRA and HCRRA Approve PD Plans for Distribution and Submit for Review	May 14, 1991
Review of PD Plans by Cities of St. Paul and Minneapolis	May 14 – June 14, 1991
Review of PD Plans by Regional Transit Board 1991	May 14 – August 14,
Review of PD Plans by Metropolitan Council 1991	May 14 – August 14,
Review of PD Plans by Mn/DOT 1991	May 14 – August 14,
RCRRA and HCRRA Public Hearings on PD Plans	June 25, 1991
Review of PD Plans by Cities of St. Paul 1991 and Minneapolis	June 25 – August 9,
Cities Public Hearings on PD Plans 1991	June 25 – August 9,
Cities Approve PD Plans	August 9, 1991
RCRRA and HCRRA Approve PD Plans	August 27, 1991
Ramsey and Hennepin County Boards Approve PD Plans	August 27, 1991

Preliminary Design of the Midway Light Rail Transit Corridor

**City of St. Paul, Ramsey County
City of Minneapolis, Hennepin County
Midway Corridor LRT PE & EIS**

DRAFT

Technical Memorandum

May 14, 1991

Ramsey County Regional Railroad Authority

Hennepin County Regional Railroad Authority

**Ramsey County Regional Railroad Authority
Hennepin County Regional Railroad Authority
Midway Corridor LRT PE and EIS**

TECHNICAL MEMORANDUM

**PRELIMINARY DESIGN OF THE MIDWAY
LIGHT RAIL TRANSIT CORRIDOR**

**CITY OF ST. PAUL, RAMSEY COUNTY
CITY OF MINNEAPOLIS, HENNEPIN COUNTY**

May 8, 1991

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1.0 SUMMARY

This technical memorandum presents the Preliminary Design Plan for the Midway Corridor light rail transit project between downtown St. Paul and the east edge of the Minneapolis Campus of the University of Minnesota in Minneapolis. The Midway Corridor is the eastern portion of the Central Corridor, which connects downtown St. Paul and downtown Minneapolis.

The Midway Corridor alignment follows an existing Soo Line Railroad right-of-way from University Avenue near Oak Street in Minneapolis to I-94 near Fairview Avenue in St. Paul. From that point to approximately Western Avenue, the LRT will be located in the widened median of I-94. At Western Avenue, the LRT will move to the right-of-way of Ravoux Street, one block north of the I-94 right-of-way. After passing through the south edge of the parking lot of the Rice Street Sears Store, the LRT will be aligned parallel and adjacent to 12th Street, passing in front of the Veterans Service Building on the Capitol Mall. The LRT will turn south into Cedar Street, and will operate on a semi-exclusive transit mall on Cedar Street and then on 4th Street to the east edge of downtown St. Paul.

The Preliminary Design Technical Memorandum includes a set of preliminary design plans for the Midway Corridor which are bound separately.

Section 2.0 of this memorandum contains background information regarding the development of the Twin Cities' light rail transit program including descriptions of the Counties' Comprehensive Light Rail Transit Plans, and the Regional Transit Board's LRT Regional Development and Financial Plan and LRT Regional Coordination Plan.

Sections 2.0 - 5.0 of this memorandum, together with the preliminary design plans, contain the information required by the 1989 State LRT legislation. That information is:

- o Horizontal and vertical location of alignment
- o Station locations
- o Station support facilities locations

- o Yard and shop facilities
- o Handicapped access plan
- o Intermodal coordination plan
- o Ridership forecast
- o LRT operating plan
- o Capital cost estimate
- o Operating and maintenance cost estimate
- o Fare revenue estimate
- o Source of funding for final design, construction, and operation
- o Implementation method

This preliminary design plan will be reviewed in a process outlined in state legislation and described in Section 6.0. The approval process includes:

- o Submission of the preliminary design plan to the City of St. Paul, the City of Minneapolis, Hennepin County and Ramsey County
- o Public hearings by the Ramsey County Regional Railroad Authority and the Hennepin County Regional Railroad Authority
- o Public hearings by the City of St. Paul and the City of Minneapolis
- o Approval or approval with conditions by the City of St. Paul and the City of Minneapolis
- o Approval or approval with conditions by the Ramsey County Regional Railroad Authority, the Ramsey County Board of Commissioners, the Hennepin County Regional Railroad Authority, and the Hennepin County Board of Commissioners
- o Review by the Regional Transit Board and the Metropolitan Council

Concurrently, the preliminary design plan will be reviewed by the Minnesota Department of Transportation in order to coordinate the design of LRT with the design for I-94.

This memorandum also contains a brief description of the activities which follow approval of the preliminary design plan (Section 7.0).

2.0 REGIONAL LRT PLAN DEVELOPMENT

Development of the overall plan for the implementation of light rail transit is the result of efforts of many agencies over many years. Through the 1960's and 1970's, regional agencies such as the Metropolitan Transit Commission and the Metropolitan Council studied various forms of fixed guideway transit. Then, in the 1980's, the State Legislature gave to counties the authority to form regional railroad authorities for the purpose of preserving and providing rail service.

In 1987, the State Legislature directed the Hennepin County Regional Railroad Authority to prepare a comprehensive plan for the development of light rail transit in Hennepin County. Hennepin County completed its plan in June 1988. Other metropolitan area counties, including Ramsey County, soon prepared their own comprehensive plans.

2.1 COMPREHENSIVE LIGHT RAIL TRANSIT PLANS

The Comprehensive Light Rail Transit Plan for Ramsey County, completed in December 1989, proposed five LRT corridors for construction by the year 2010, and three additional corridors for construction in the years beyond 2010. The Comprehensive Light Rail Transit System Plan for Hennepin County, completed in June 1988, proposed a five-corridor twenty-year plan, with corridor extensions and three additional corridors to be studied.

The light rail connection between downtown St. Paul and downtown Minneapolis has been a part of every fixed guideway transit plan. The Hennepin County Regional Railroad Authority and the Ramsey County Regional Railroad Authority reaffirmed that corridor by including the Central or Midway Corridor in their comprehensive plans.

2.2 LRT REGIONAL DEVELOPMENT AND FINANCIAL PLAN

The 1989 Minnesota State Legislature directed the Regional Transit Board (RTB) to prepare a regional plan which outlines the staging of construction of the area's light rail system, and a strategy for financing the system's construction and operation. The Light Rail Transit Regional Development and Financial Plan, published by the Regional Transit Board in February 1990, was developed in cooperation with the Joint LRT Advisory Committee, which was composed of representatives of each of the metropolitan area county railroad authorities, the Metropolitan Transit Commission, the Regional Transit Board, and the Minnesota Department of Transportation. The Development and Financial Plan was completed in February 1990.

Development Plan

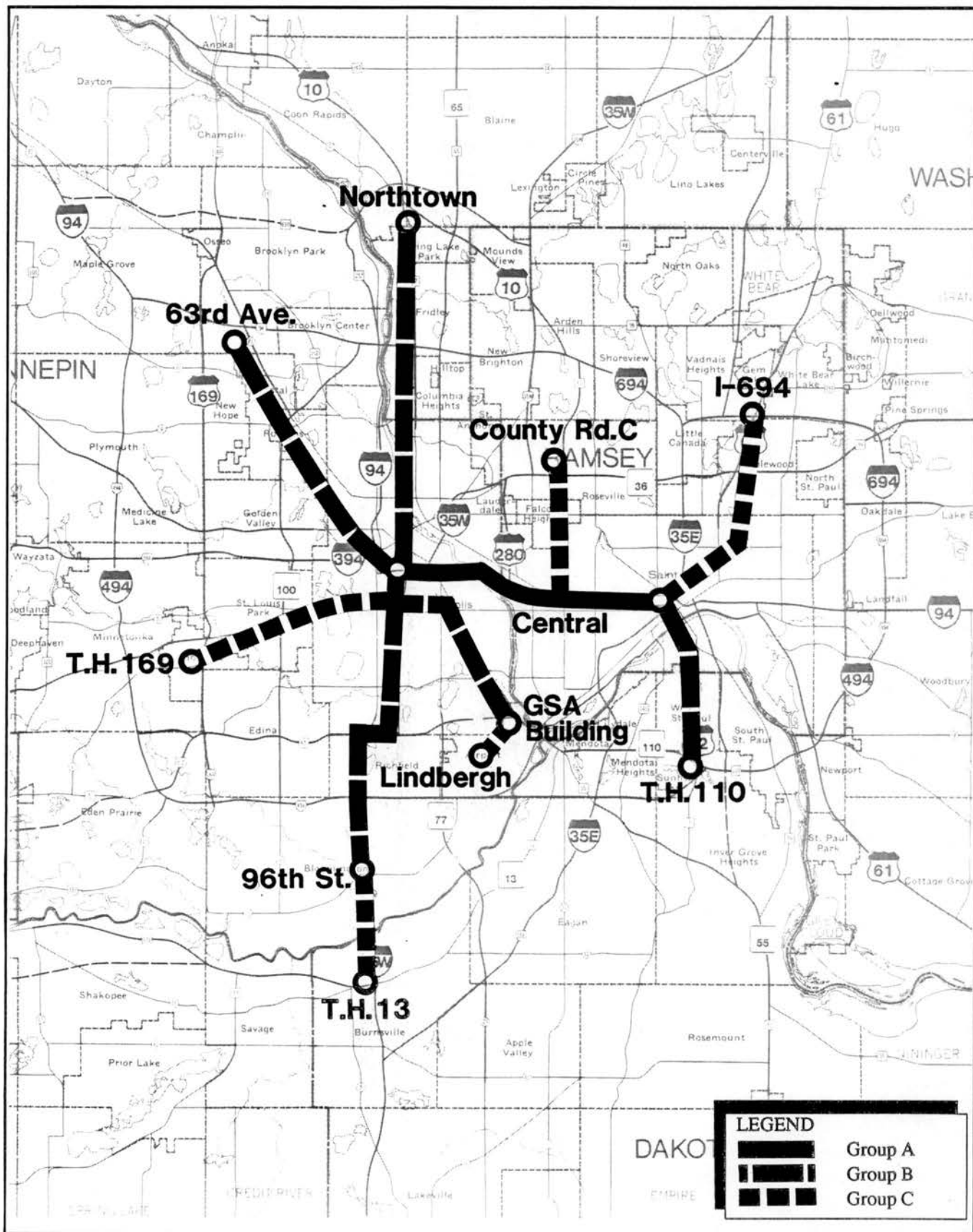
The LRT development portion of the Development and Financial Plan had three aspects. The first is a plan for construction of a metropolitan area LRT system over the next twenty years (Figure 1). The plan includes 123 miles of LRT routes.

The second part of the development plan identified the portions of the twenty-year system which should be built during the next ten years. The ten-year plan includes 83 route-miles of LRT service (Figure 2).

The third aspect of the development portion of the plan divided the ten-year plan into three priority groups (Figure 2). The first priority group, Group A, is composed of the Central Corridor (the combination of the Midway Corridor and the University Connector), downtown distribution in St. Paul and Minneapolis, and the vehicle and maintenance facility.

Financial Plan

The financial plan portion of the Development and Financial Plan calls for financing of the system with federal, state, regional, local and private funds. Overall, it is expected that funding of the ten-year plan will include at least 20 percent federal dollars and 30 percent state dollars. Corridors which best respond to federal funding criteria will be designated candidates for federal funding. The exception to this is the Central Corridor between the two downtowns. Because it is the region's priority corridor, and because completing the federal requirements is so time consuming, the Development and Financial Plan recommended that this corridor be constructed without federal funding in order to speed its construction.



Ramsey County Regional Railroad Authority



Midway Corridor LRT Environmental Impact Statement

Figure 2.0

NORTH ↑

0 6 Miles

Staging for Maximum 10-Year LRT Plan

Source: Draft Light Rail Transit Regional Development
and Financial Plan, Regional Transit Board - January 1990

To provide a regionally based funding source for LRT, the RTB has requested that the Legislature authorize a regional sales tax.

The financial plan also calls for continued authority to levy property tax by the regional railroad authorities. The authorities would be allowed to construct any corridor in the ten-year plan that has received all required environmental and design approvals.

2.3 LRT COORDINATION PLAN

The 1989 Minnesota State Legislature directed the Regional Transit Board (RTB) to prepare a plan for the design, construction and operation of the area's light rail system. This plan was also developed in cooperation with the Joint LRT Advisory Committee. The Light Rail Transit Regional Coordination Plan, published by the Regional Transit Board in December 1990, includes eight elements. The following summary description of the eight elements is taken from the summary of the Coordination Plan.

ORGANIZATION PLAN

The recommended organizational structure is a Joint Powers Board which would act as the lead agency for LRT final design and construction. The Joint Powers Board would consist of voting members from each of the seven counties in the metropolitan area, the Regional Transit Board, the Minnesota Department of Transportation, the Metropolitan Transit Commission and the Metropolitan Council.

Because of the large number of members of the Joint Powers Board, a committee structure would need to be created to provide policy direction and to exercise effective management of the professional staff and consultants. A corridor management committee would be established for each LRT corridor undergoing final design and construction. The corridor management committee would be composed of those members of the Joint Powers Board most directly involved in that particular corridor with the MTC, as the LRT operator, on all committees and Mn/DOT on those for corridors within a highway right-of-way. The Joint Powers Board, through its own staff or through delegation to an existing agency, would be responsible for the final design and construction of all LRT corridors.

A state or regional agency would provide program management oversight. Such program management oversight would include final design and construction in alignments that lie within highway rights-of-way so that highway construction and LRT construction could be provided by the same state agency (Minnesota Department of Transportation).

The RTB and Metropolitan Council would continue to set regional policies and priorities and would continue to review and approve LRT plans and designs. The MTC would be the operator of the LRT system. The County Regional Railroad Authorities would continue to have lead responsibility for LRT corridor planning, environmental assessments, and preliminary engineering to completion of the 30 percent level of design.

IMPLEMENTATION STRATEGIES

Three alternative strategies for the implementation (design and construction) of LRT are considered suitable for use in the Twin Cities. These are:

- o **Current Industry Practice.** Under this alternative, the Joint Powers Board or its designee would complete 100 percent of the design of the facilities (civil works) and would award multiple contracts for construction. The Joint Powers Board would complete performance specifications for the systems elements and would award multiple contracts for design, furnishing and installation.
- o **Turnkey.** Under this alternative the County Regional Railroad Authorities would complete 30 percent of the design of the facilities (civil works) and complete performance specifications for the systems elements. A single contract would be awarded to a turnkey contractor by the Joint Powers Board. The turnkey contractor would be responsible for design, construction, furnishing and installation of all facilities and equipment associated with the LRT project. The turnkey contractor would also be responsible for a test period of operation. A turnkey project may also involve private financing by the contractor to reduce the net cost of the system to the public.
- o **Hybrid Approach.** Under this alternative, the Joint Powers Board would complete 100 percent of the design of the facilities (civil works) and would award multiple contracts for construction. The Joint Powers Board would complete performance specifications for the systems elements and would award a single contract to a systems turnkey contractor for design, furnishing and installation of all vehicles and equipment needed for the LRT project. If the alignment lies within a state highway corridor, Mn/DOT would be the designer and builder for the final design and construction of the civil works components, i.e., guideways and stations, of the LRT system that lie within the Mn/DOT highway rights-of-way. The Joint Powers Board would be responsible for the system-wide components, i.e., vehicles, tracks, electrification, train signals, communications, etc., for

the entire LRT system. The systems turnkey contractor may also be required to operate the system for a test period. Private financing could also be a part of the systems turnkey contract.

The selection of the most appropriate implementation strategy will be dependent on conditions within each corridor. Therefore, the selection of a preferred implementation strategy should be made by the Joint Powers Board on a corridor-by-corridor basis. The implementation strategy selected for a specific corridor should be the alternative which best addresses the following recommended selection criteria:

- o Impact on project cost
- o Impact on project schedule
- o Owner risks
- o Owner control
- o Quality of end product
- o Requirements for funding commitment
- o Level of city and community input desired on design issues
- o Number and degree of unknowns and uncertainties

SCHEDULE AND BUDGET

The budget and schedule are based on a funding assumptions of a one cent regional sales tax for broad-based transportation purposes with one-half cent dedicated to LRT construction and one-half cent returned to counties and municipalities within the seven county metropolitan area for transportation purposes. Under this scenario, construction could begin on an LRT corridor every twelve months. The Central Corridor would be completed in 1997/1998. Construction could begin on all Group B corridors and two Group C corridors within the ten-year (1992 to 2001) timeframe. Four Group B corridors would be completed by 2001. It is assumed, as proposed in the Development and Financial Plan, that \$200 million (1991 dollars) of federal funding will be obtained for the ten-year plan and a 10 percent local share will be provided by the counties for Group B and C corridors not receiving federal funds.

DESIGN GUIDELINES

Light Rail Transit (LRT) is a mass transportation system which utilizes a steel-wheeled vehicle running on a steel track, powered by overhead electrical wires. Vehicles may operate singly or may be trained together. Trains of up to three vehicles will be used in the Twin Cities based on block lengths in the two downtowns. LRT will serve as the backbone of

the regional transit system, supported by a bus system which will be reconfigured to feed the LRT lines.

The LRT system proposed for the Twin Cities is conceptually a high speed, moderate capacity, moderate cost commuter service radiating out from the two metro centers. More specifically, the system will have the following characteristics when taken as a whole:

- o The LRT system will be designed and built to operate at speeds competitive with the automobile; that is, it will have top speeds of 50 to 60 miles per hour and average speeds of 25 to 30 miles per hour, including stops. To accomplish this objective, LRT will operate in predominantly exclusive rights-of-ways (although not necessarily grade-separated) with station spacing of one-half to one and one-half miles apart.
- o The LRT system will be designed and built to carry passengers equivalent to a six to eight-lane urban freeway; that is, it will have a capacity of 6-8,000 passengers per hour per direction.
- o The LRT system will serve as the backbone of the regional transit system, supported by a bus system which will be reconfigured to feed the LRT lines.
- o The LRT system will be designed and built with station platforms level with the car floors and will be fully accessible to all people desiring to use the system.
- o The LRT system will be designed and built for a system-wide cost of \$20-30 million per mile. Some segments are expected to cost more per mile and others less. To accomplish this objective, the LRT system will utilize conventional "off-the-shelf" LRT technology. Designs and materials will be selected which are attractive but are moderate in cost, easy to install and inexpensive to maintain. Grade separations and tunnels will be provided only where they are needed to address topographic or operational concerns or where it has been shown that they are cost-effective.

The LRT Coordination Plan provides design guidelines for:

- o Light rail vehicles
- o Stations
- o Park-and-ride lots and bus transfer facilities
- o Accessibility features for persons with disabilities

- o Track system
- o Electrification system
- o Train signal system
- o Communication system
- o Fare collection system
- o Operations and maintenance facilities

OPERATIONS AND MAINTENANCE PLAN

The Metropolitan Transit Commission will be the agency responsible for LRT operations and maintenance, and has prepared an organization and staffing plan for the provision of these services. The MTC operations and maintenance plan addresses overall operating policies as well as specific operational issues related to security, communications, signalization, dispatching and training. Key operating policies are:

- o The LRT hours of service will be comparable to those of the present day bus system (approximately 5:30 a.m. to 1:30 a.m.).
- o Scheduled train frequency will be adjusted to meet passenger demand. The maximum time between trains will be ten minutes during peak hours and thirty minutes during off-peak hours.
- o Operating policies will be adopted to assure reliable service. This will include contingency plans for emergencies, training programs for personnel, and maintenance schedules which do not conflict with peak times of operation.
- o Fare collection will be barrier free and self-service. Passengers will purchase tickets from vending machines on station platforms. Fares will be in conformance with adopted RTB/MTC policies and will be consistent with other transit fares in the region.
- o Feeder bus service will take the form of timed transfers and will be designed to enhance overall transit service in the region. The feeder bus system will be planned using guidelines that include travel time, route spacing, rail/bus integration, and transfer standards.
- o A thorough and ongoing training program will be provided for all train operators. Operators will be subject to an annual review of their operating and safety records.
- o A system security plan will be prepared with assistance from municipal, county and state public safety agencies.

To ensure reliability, minimize expense and promote a high level of passenger satisfaction, the MTC maintenance program will be based on a proactive, preventive approach. All inspections and component replacements will be completed in conformance with the guidelines and intervals recommended by suppliers. Emphasis will be given to those measures which increase vehicle availability and reduce system downtime and resulting service interruptions.

LRT AND LAND USE COORDINATION

The Metropolitan Council has prepared a planning framework for coordination between the development of an LRT system and land use-related activities. While land use and development opportunities are a primary objective of LRT, these guidelines are not mandatory. They are intended as information and guidance to cities affected by the implementation of LRT. Cities will continue to be responsible for land use-related decisions. The recommended planning process includes five phases:

- o **Phase I--Land Use Evaluation.** This phase, which would be accomplished during preliminary design (10 percent) and environmental reviews, involves a review of local comprehensive land use and transportation policies, an assessment of the potential impacts of the LRT line, and an assessment of station locations.
- o **Phase II--Station Area Land Use Planning.** This phase, accomplished during preliminary engineering (30 percent), includes development of conceptual land use planning around LRT stations, amendments to comprehensive plans, and further refinement of the location and sizing of park-and-ride facilities.
- o **Phase III--Detailed Station Area Land Use Planning.** This phase of planning would be undertaken during final design of LRT and involves development of a final station area land use plan, preparation of an economic market analysis, and preparation of an implementation plan.
- o **Phase IV--Station Area Preparation.** Once LRT construction is initiated, cities would take the necessary steps to implement station area plans including any public land acquisition required, negotiations with developers, and implementation of financial plans, as may be appropriate.

- o Phase V--Station Area Development would occur after the LRT system begins operation and would continue ten to twenty years after the system is open.

PROCESS FOR UPDATING THE REGIONAL LRT PLAN

The regional LRT plan will be reviewed annually and formally updated every two years. Changes in corridor priorities will be based on the following conditions:

- o Selection of final corridor alignment and station locations
- o Completion of environmental reviews
- o Significant changes in capital costs
- o Significant changes in patronage forecasts
- o Local and agency plan approvals
- o Readiness for construction
- o Funding availability
- o Any other significant changes in projected performance of the corridor

As part of this process, it is expected that the benefits and costs of LRT in each corridor can be better assessed as more detailed information becomes available. As a result, corridor priorities can be further refined based on cost-effectiveness, availability of funds, regional goals and other technical criteria.

3.0 MIDWAY CORRIDOR

The Midway Corridor is a eastern portion of the Central Corridor identified in the RTB's Development and Financial Plan (Figure 3). The Central Corridor provides downtown-to-downtown LRT service between St. Paul and Minneapolis. The Midway Corridor portion begins in downtown St. Paul and ends near the eastern edge of the University of Minnesota campus at about Oak Street. The University Connector portion begins at about Oak Street and ends in downtown Minneapolis.

3.1 ALIGNMENT DESCRIPTION

The following sections describe details of the preferred Midway Corridor alignment, the Soo Line/I-94 alignment. The description is divided into four sections corresponding to common issues.

Accompanying this report is a set of preliminary design drawings which may be referred to for illustration of issues described in this report.

The design features described in this report are as described in the environmental impact statement and approved by the Ramsey County Regional Railroad Authority and the Hennepin County Regional Railroad Authority. The design will be reviewed by the Authorities and by the Cities of St. Paul and Minneapolis, the Minnesota Department of Transportation and the Regional Transit Board, and will be refined in preliminary and final engineering. Details are therefore subject to change as a result of that review and refinement.

3.1.1 Soo Line Railroad Segment

Location

From its western terminus, near Oak Street in Minneapolis, to about Fairview Avenue in St. Paul, a distance of about three miles, the LRT alignment will follow the alignment of the Soo Line Railroad (Figure 4).

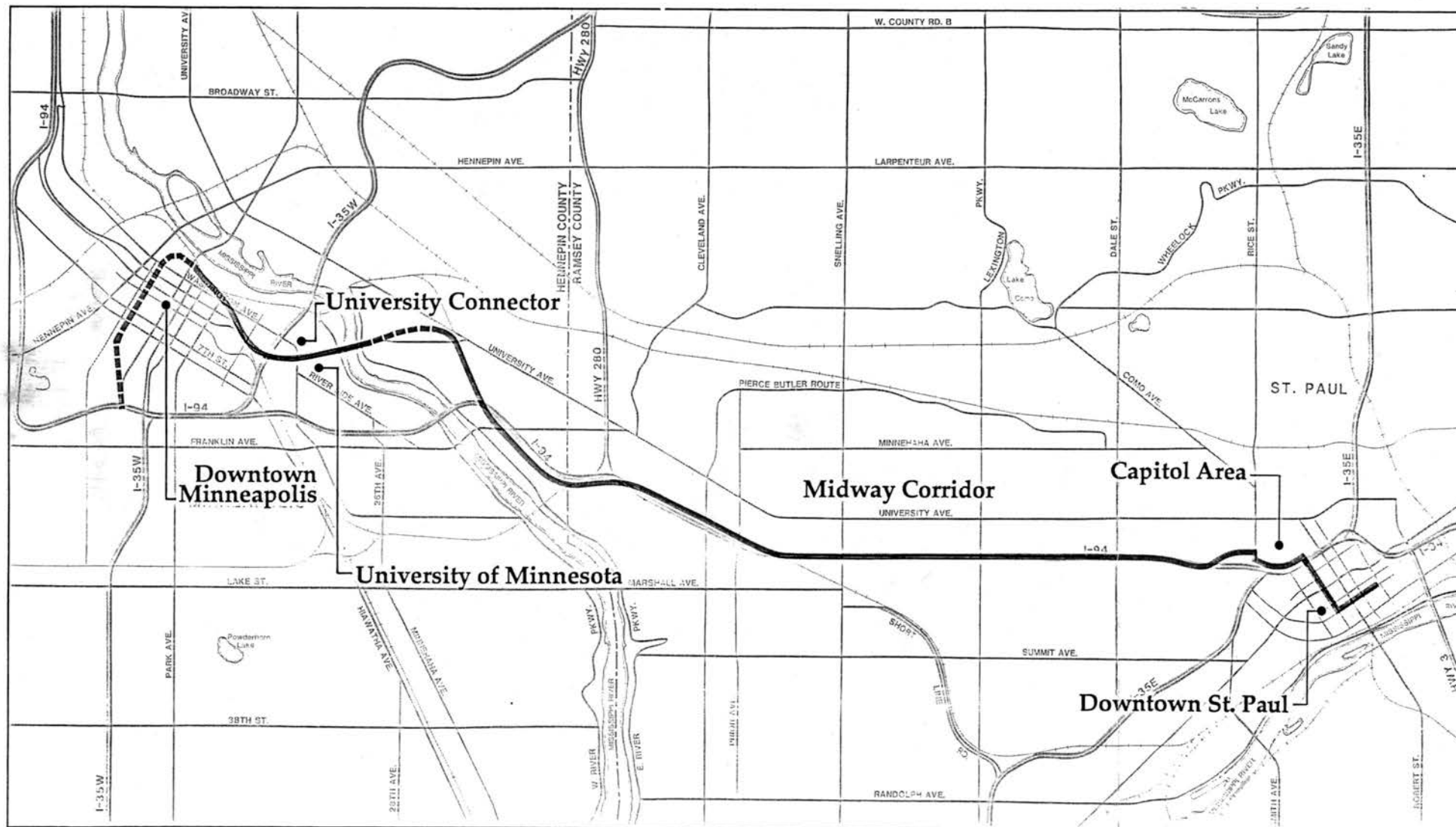
From its common point with the University Connector along Beacon Street near Oak Street, the alignment follows the Soo Line right-of-way to the southeast. The alignment crosses Washington Avenue and 27th Avenue at-grade, crosses over I-94, and crosses Franklin Avenue at-grade. At about Emerald Street, the St. Paul-Minneapolis boundary, the LRT will cross under the Soo Line Railroad connection to south Minneapolis. East of this point, the LRT will occupy the south portion of the Soo Line Railroad right-of-way, sharing it with the railroad. With the same profile as the railroad, the LRT will cross over I-94 at Pelham Boulevard, and pass under Vandalia Street. The LRT will rise to cross over Cleveland and Prior Avenues, returning to grade at about Fairview Avenue.

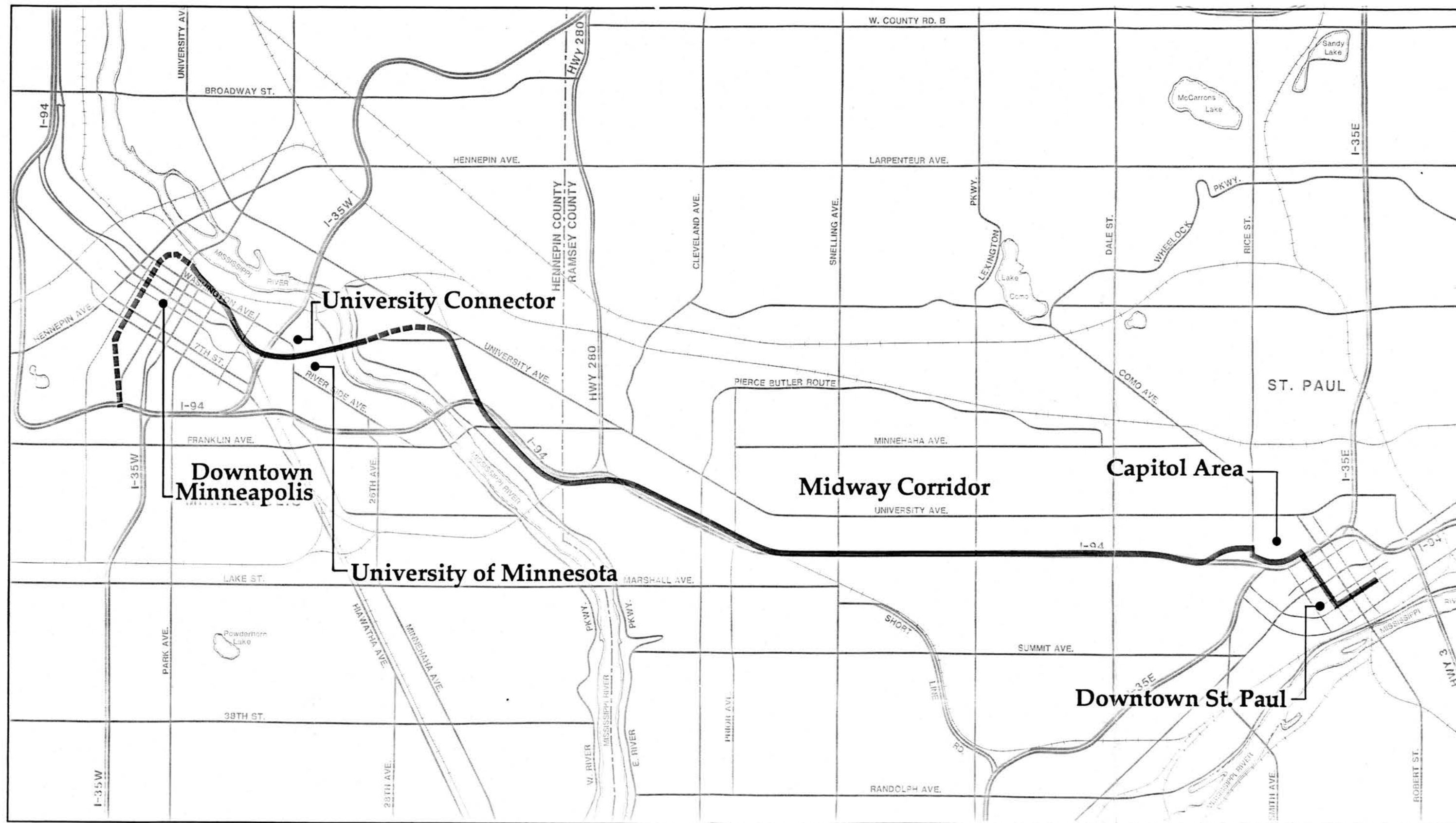
Stations

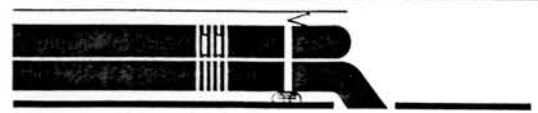
This segment of the Midway Corridor includes three stations. Their locations and characteristics are described below:

- o 25th Avenue Station – This station is located immediately south of Washington Avenue. The center platform station will have vehicular and pedestrian access from both Washington Avenue and Delaware Street. This station will be the site of timed-transfer operations with the Route 2 and Route 73 bus lines. Transportation interface facilities are summarized in Table 1.
- o Franklin Avenue Station – The Franklin Avenue Station platform will be located immediately north of Franklin Avenue and south of I-94. Vehicular and pedestrian access will be provided from Franklin Avenue. Pedestrian access will also be provided from Yale Avenue and Thornton Street. The Route 2 bus line passes the station on Franklin, but transfers to LRT will not be coordinated at this station. Transportation interface facilities are summarized in Table 1.
- o Cleveland Avenue Station – The Cleveland Avenue Station platform will be located between Cleveland Avenue and Vandalia Street. Primary access to the platform will be from Cleveland Avenue. Since the LRT alignment is grade-separated from Vandalia Street, only limited pedestrian access will be provided at that end of the platform. This station will be the site of timed-transfer operations with the Route 16, Route 103, Route 105, Route 107 and Route 194L bus lines. Transportation interface facilities are summarized in Table 1.

Drawings of representative stations are included in the preliminary design plan.






 Ramsey County Regional Railroad Authority

Midway Corridor LRT Environmental Impact Statement

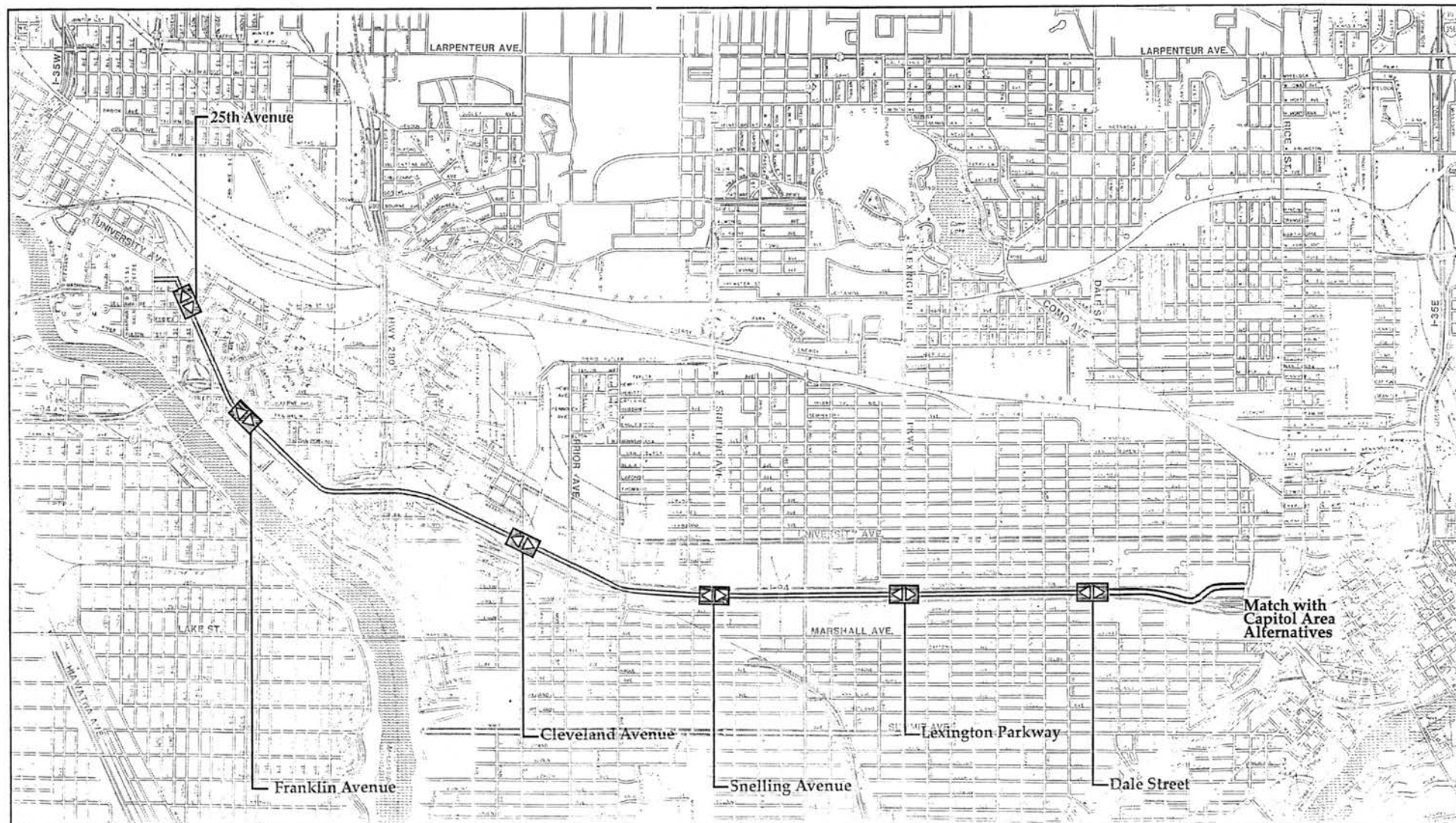
Figure 3.0

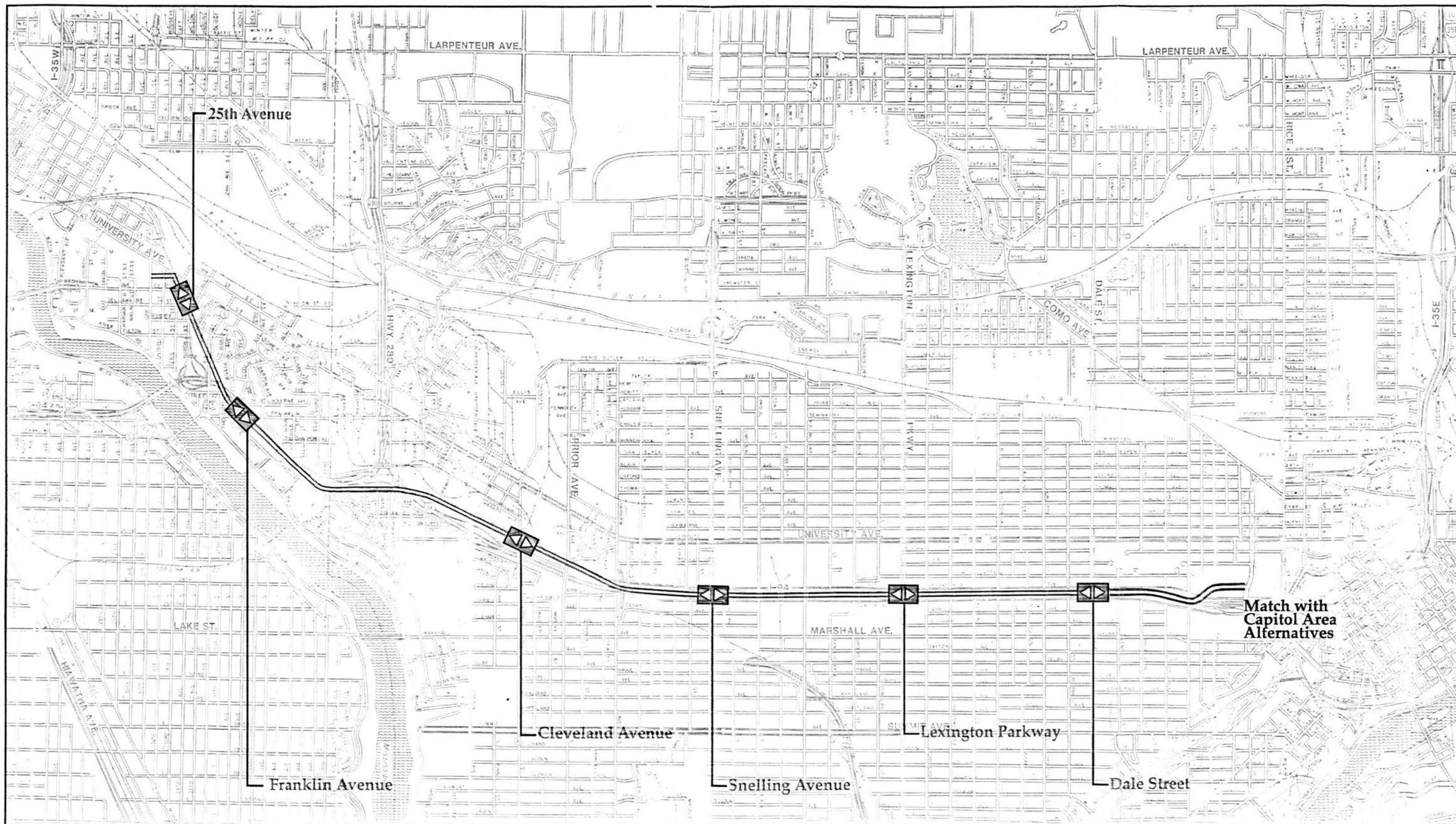


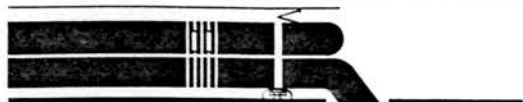
Legend

-  At-Grade Alignment
-  Tunnel Alignment

Central Corridor



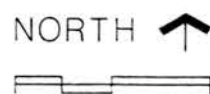



 Ramsey County Regional Railroad Authority

Midway Corridor LRT Environmental Impact Statement

Figure 4.0

 BRW



Legend
 LRT Stations

 Soo Line/I-94 Alignment

Soo Line/Interstate 94 Alignment and Stations

TABLE 1
STATION TRANSPORTATION INTERFACE FACILITIES

Station	Feeder Bus Bays	Drop-Off Spaces
25th Avenue	2	7
Franklin Avenue	0	7
Cleveland Avenue	6	7
Snelling Avenue	5	7
Lexington Avenue	2	7
Dale Street	4	7
Capitol Area	0	0
Eleventh Street	0	0
Fifth/Sixth Streets	0	0
Minnesota/Robert Streets	0	0
Sibley/Wacouta Streets	0	0

Major Structures

This segment of the alignment will include three major structures:

- o New or reconstructed bridge over I-94 north of Franklin Avenue
- o Grade separation of LRT tracks from Soo Line tracks at Soo Line connection to south Minneapolis
- o Elevated section from west of Cleveland Avenue to east of Prior Avenue probably including both retained fill and structure.

Right-of-Way Needs

In this segment, construction of the LRT alignment and stations will require the acquisition of 21.6 acres of Soo Line Railroad right-of-way. The construction will also impact two restaurants, a school bus company, and a moving/storage company near the proposed 25th Avenue Station; and a manufacturing facility and an auto service shop near the proposed Cleveland Station.

Also included are three to four sites of approximately one-quarter of an acre each which will be used to locate power substations. The locations of these power substations will be determined in preliminary engineering.

Relationship to Street System

This segment of the LRT alignment will have grade intersections with the street system. Table 2 lists the existing and proposed traffic control at each intersection.

TABLE 2
TRAFFIC CONTROL AT LRT GRADE CROSSINGS

Intersection of LRT With:	Traffic Control	
	Existing	Future
Huron Boulevard	Traffic Signals *	Traffic Signals
Washington Avenue	New Intersection	Gates/Flashing Lights/Bells
Essex Street	Flashing Lights/Bells	Gates/Flashing Lights/Bells
Delaware Street	New Intersection	Gates/Flashing Lights/Bells
27th Avenue SE	Flashing Lights/Bells	Gates/Flashing Lights/Bells
Franklin Avenue	Flashing Lights/Bells	Gates/Flashing Lights/Bells
Street	Uncontrolled	Gates/Flashing Lights/Bells
Marion Street	Stop Signs, E,W App.	Gates/Flashing Lights/Bells
Rice Street	New Intersection	Gates/Flashing Lights/Bells
John Ireland Boulevard	Traffic Signals	Traffic Signals
Cedar Street	Traffic Signals	Traffic Signals
Downtown Intersections Along Cedar and 4th Streets	Traffic Signals	Traffic Signals

* Huron Boulevard is scheduled to be constructed during the 1991 construction season. Signalization of this intersection is proposed.

Coordination With Soo Line Railroad

This segment of the alignment uses Soo Line Railroad right-of-way from Delaware Street to Fairview Avenue. The Ramsey County Regional Railroad Authority and the Hennepin County Regional Railroad Authority have held several meetings with the Soo Line Railroad staff during preparation of the environmental impact statement and preliminary design. Based on these discussions, it is believed that an ultimate agreement with the Soo Line Railroad will include the following provisions:

- o The Soo Line Railroad will abandon its service between Delaware Street and the junction with the south Minneapolis connection (approximately

Emerald Street). Arrangements will be made to serve the one remaining active customer at an existing Soo Line Railroad facility. The right-of-way will be sold to the Hennepin County Regional Railroad Authority.

- o The Soo Line Railroad will continue to operate on the segment east of the junction with the south Minneapolis connection in order to serve existing customers and to maintain access to south Minneapolis. LRT and the Soo Line Railroad will operate jointly on this right-of-way, with no grade crossings of the two rail services. There is likely to be a sale and lease-back arrangement between the Soo Line Railroad and the Hennepin County Regional Railroad Authority and the Ramsey County Regional Railroad Authority.

3.1.2 I-94 Segment

Location

From about Fairview Avenue to about Western Avenue, a distance of about three miles, the LRT alignment will be located in the median of reconstructed I-94 (Figure 4). The median will be widened by fifty feet between Fairview Avenue and Western Avenue to allow construction of LRT tracks and station platforms.

At Fairview Avenue, the light rail is at the same elevation as the Soo Line Railroad, which crosses over I-94. The light rail turns to align with the centerline of I-94, remaining high until the median has developed sufficient width to allow the LRT to drop down to the same elevation as the freeway.

As the LRT approaches Western Avenue, the LRT will rise out of the median and cross to the north side of the freeway.

Between the two transition areas, LRT will run at basically the same elevation as the adjacent freeway lanes.

Stations

This segment of the Midway Corridor includes three stations. Their locations and characteristics are described below:

- o Snelling Avenue Station – The Snelling Avenue station will be located below Snelling Avenue, at the elevation of I-94. The bridge over I-94 will be widened to provide room on both sides for bus stops and for landings for elevators, escalators and steps to the platform below.

Transit users, including the mobility disadvantaged, will be able to access the center platform from both northbound and southbound Snelling Avenue. Space for drop-off and pick-up by private vehicles will be provided on a site in the southwest quadrant of the interchange. Pedestrian movements between the drop-off/pick-up area and the LRT platform will be weather protected to the extent possible. This station will be the site of timed-transfer operations with the Route 4, Route 21 and Route 49 bus lines. Transportation interface facilities are summarized in Table 1.

- o Lexington Avenue Station – The Lexington Avenue station will be located below Lexington Avenue, at the elevation of I-94. The bridge over I-94 will be widened to provide room on both sides for bus stops and for landings for elevators, escalators and steps to the platform below. Transit users, including the mobility disadvantaged, will be able to access the center platform from both northbound and southbound Lexington Avenue. Space for drop-off and pick-up by private vehicles will be provided on a site in the northeast quadrant of the interchange. Pedestrian movements between the drop-off/pick-up area and the LRT platform will be weather protected to the extent possible. This station will be the site of timed-transfer operations with the Route 134 bus line. Transportation interface facilities are summarized in Table 1.
- o Dale Street Station – The Dale Street station will be located below Dale Street, at the elevation of I-94. The bridge over I-94 will be widened to provide room on both sides for bus stops and for landings for elevators, escalators and steps to the platform below. Transit users, including the mobility disadvantaged, will be able to access the center platform from both northbound and southbound Dale Street. Space for drop-off and pick-up by private vehicles will be provided on a site in the southeast quadrant of the interchange. Pedestrian movements between the drop-off/pick-up area and the LRT platform will be weather protected to the extent possible. This station will be the site of timed-transfer operations with the Route 17 and the Route 122 bus lines. Transportation interface facilities are summarized in Table 1.

Drawings of representative stations are included in the preliminary design plan.

Major Structures

This segment of the alignment will include a number of major structures. There will be eight or nine vehicular bridges:

- o LRT bridge and retained fill between Fairview Avenue and Snelling Avenue carrying LRT from the elevation of the Soo Line Railroad to the elevation of I-94.
- o New bridge carrying Snelling Avenue over I-94 and providing space on both sides of Snelling Avenue for bus stops and for landings for elevators, escalators and steps to the platform below.
- o New bridge carrying Pascal Street over I-94.
- o Possible new bridge carrying a Soo Line Railroad spur track over I-94.
- o New bridge carrying Hamline Avenue over I-94.
- o New bridge carrying Lexington Avenue over I-94 and providing space on both sides of Lexington Avenue for bus stops and for landings for elevators, escalators and steps to the platform below.
- o New bridge carrying Victoria Street over I-94.
- o New bridge carrying Dale Street over I-94 and providing space on both sides of Dale Street for bus stops and for landings for elevators, escalators and steps to the platform below.
- o LRT bridge and retained fill from west of Western Avenue to Ravoux Street carrying LRT from the elevation of I-94 over Western Avenue to the elevation of Ravoux Street.

Reconstruction of I-94 will also require the reconstruction of I-94 pedestrian overpasses at Pierce/Aldine, Griggs, Chatsworth, Grotto and Mackubin.

To accommodate the wider roadway/light rail section without acquiring additional right-of-way requires construction of retaining walls along much of both sides of I-94 in this segment. Approximate locations of these walls are shown in the accompanying plans. The exact locations and dimensions of the retaining walls will be determined in preliminary engineering.

Right-of-Way Needs

No right-of-way acquisition is required to accommodate widening of the I-94 cross-section to make room for LRT construction. A total of about two acres of property will be affected at Snelling, Lexington and Dale for drop-off/pick-up areas associated with those stations. An area of 1.2 acres will be acquired between Western Avenue and Marion Street to locate the LRT alignment along Ravoux Street. Also needed are three to four sites of approximately one-quarter of an acre each which will be used to locate power substations. The locations of these power substations will be determined in preliminary engineering.

Relationship to Street System

This segment of the LRT alignment will have one grade intersection with the street system at Marion Street. Table 2 lists the existing and proposed traffic control at the intersection.

Coordination With I-94 Reconstruction Project

The Minnesota Department of Transportation (Mn/DOT) is reconstructing I-94 between Minneapolis and St. Paul. The current schedule calls for a three-year construction schedule beginning in 1993.

Although the plans call for some changes in geometry for the purpose of enhancing safety or capacity of the roadway, the major effort consists of pavement replacement. That is, existing pavement will be removed and replaced in the same location.

The preferred Soo Line/I-94 design concept calls for widening the median of I-94 by about 54 feet. The widening will be accomplished without acquiring additional right-of-way by constructing retaining walls along the edges of the right-of-way as required.

This design concept calls for a significantly different reconstruction plan for I-94. The design with LRT will require relocation of mainline pavement to allow the widened median, realignment of entrance and exit ramps, construction of significant lengths of retaining walls, and replacement rather than redecking of existing bridges.

This design concept also provides an opportunity to address additional geometric and safety problems on I-94, and to provide more effective staging of the reconstruction because the new pavement will not be built in

the same location as the existing pavement. When the reconstruction is complete, there will be completely new pavement and bridges.

According to present schedules, reconstruction of I-94 will occur prior to construction of LRT. In order to provide adequate space in the I-94 right-of-way for the later construction of LRT, the design of I-94 must be coordinated with LRT designers. The preliminary design of LRT is scheduled to take place between now and Fall 1992. Early in that process, the RCRRA and Mn/DOT must develop specific LRT design guidelines for use in the design of I-94 reconstruction.

3.1.3 Capitol Area Segment

Location

In the Capitol area, the LRT will all be at-grade (Figure 5). Beginning at the Marion Street crossing, the LRT extends from its Ravoux Street alignment into the parking lot for the Sears store. The alignment crosses Rice Street and turns to the south along Rice Street. Crossing John Ireland Boulevard, the alignment parallels 12th Street (north I-94 frontage road), passing in front of the Veterans Service building. At Cedar Street, the alignment will turn to the southeast into downtown St. Paul. This segment is approximately 0.6 miles long.

Stations

There is one station in the Capitol Area segment:

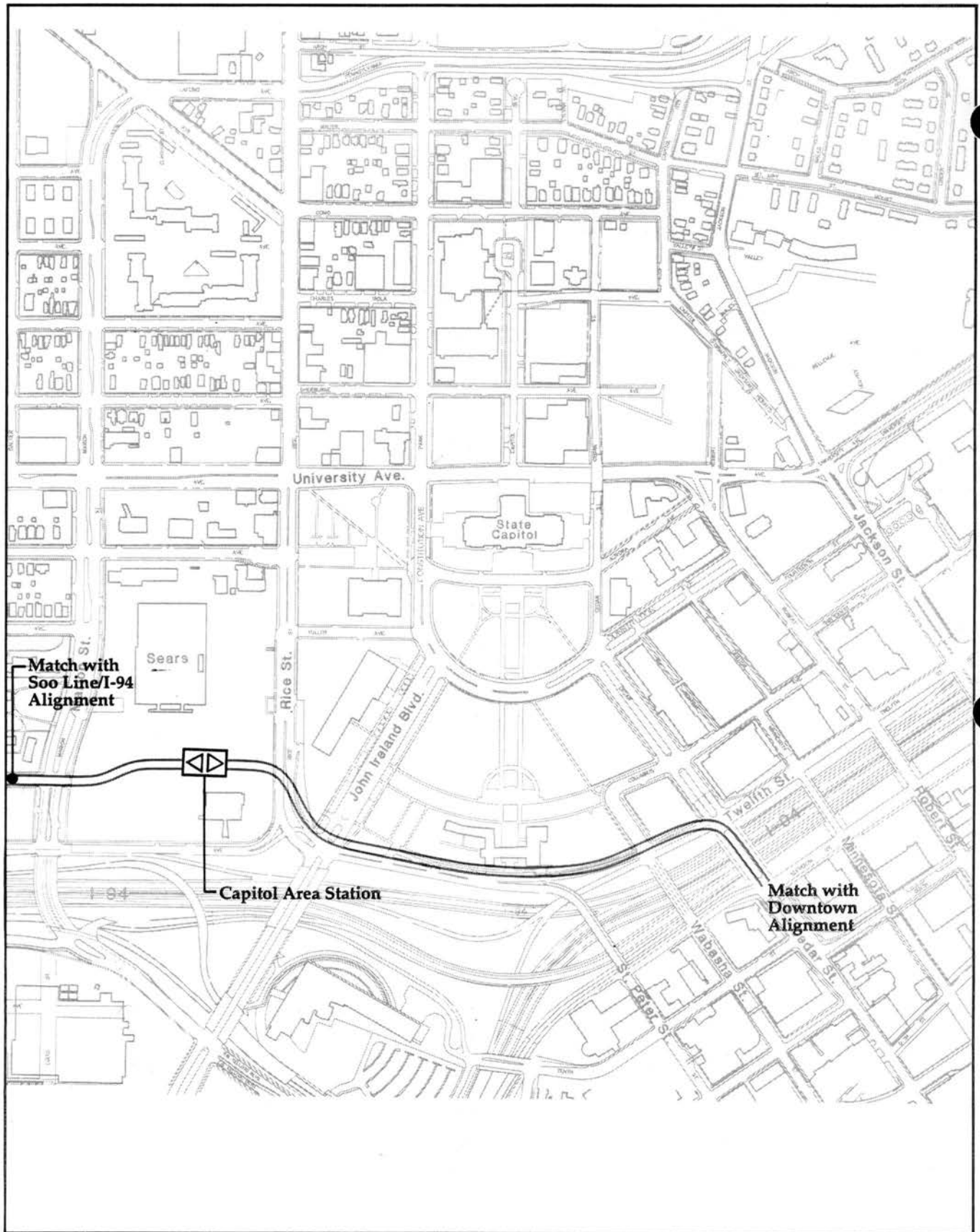
- o Capitol Area Station – This station is located immediately east of Rice Street, just north of the Kelly Inn. Vehicular and pedestrian access will be provided from Rice and Marion Streets. The Route 16 and Route 12 bus lines pass the station, but transfers to LRT will not be coordinated at this station. Transportation interface facilities are summarized in Table 1.

The Capitol Area is also served by a station located on Cedar Street between 10th and 11th Streets. This station is described in Section 3.1.4.

Drawings of representative stations are included in the preliminary design plan.

Major Structures

No major structure will be constructed in this portion of the alignment.




 Ramsey County Regional Railroad Authority



 LRT Station
 LRT Alignment

Midway Corridor LRT
 Environmental Impact Statement

NORTH 

 0' 300' 600'

Capitol Area
 Alignment and Stations

Figure 5.0

Right-of-Way Needs

Approximately one acre of right-of-way will be acquired in this segment to locate the track and station in the Sears parking lot. No structures are involved.

Relationship to Street System

The Capitol Area segment of the LRT alignment will have grade intersections with the street system. Table 2 lists the existing and proposed traffic control at each intersection.

3.1.4 Downtown St. Paul Segment

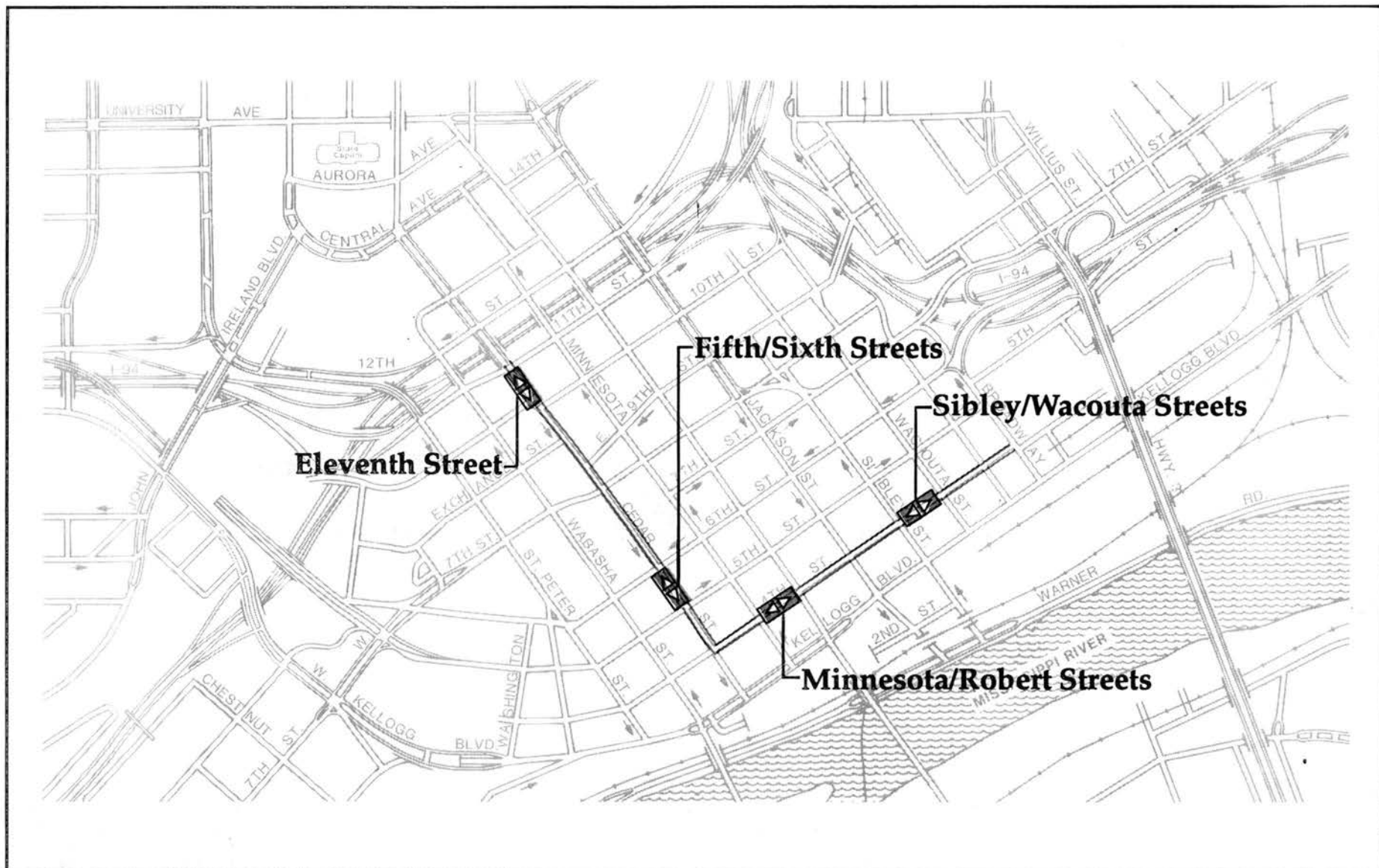
Location

In downtown St. Paul, the light rail alignment will be constructed on Cedar Street between 12th and 4th Streets, and on 4th Street between Cedar and Wall Streets (Figure 6). The downtown segment is approximately 0.9 miles long. The track will be constructed at-grade in a semi-exclusive transit mall. An access lane will be constructed for portions of the length of the mall to provide access to existing facilities and to complete required circulation loops.

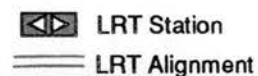
Stations

Four stations will be constructed in downtown St. Paul. Their locations and characteristics are described below:

- o Eleventh Street Station – This station is located on Cedar Street between 11th and 10th Streets. Current plans call for a center platform. No timed-transfer with bus services is planned at this station.
- o Fifth/Sixth Streets Station – This station is located on Cedar Street between 5th and 6th Streets. Current plans call for a center platform.
- o Minnesota/Robert Streets Station – This station is located on 4th Street between Minnesota and Robert Streets. Current plans call for a center platform. No timed-transfer with bus services is planned at this station.



Legend



Midway Corridor LRT
Environmental Impact Statement

NORTH ↑



Downtown St. Paul
Alignment and Stations

- o Sibley/Wacouta Streets Station – This station is located on 4th Street between Sibley and Wacouta Streets. Current plans call for side platforms. No timed-transfer with bus services is planned at this station.

Right-of-Way Needs

The downtown segment is located within existing street right-of-way with one exception. To make the turn between Cedar Street and 4th Street, acquisition of a portion of the lobby of the Pioneer Press property in the northeast corner of the intersection is required.

Relationship to Street System

The downtown segment of the LRT alignment will have grade intersections with the street system. Table 2 lists the existing and proposed traffic control at each intersection.

3.2 YARD AND SHOP FACILITIES

As a portion of the Central Corridor, Midway Corridor vehicle storage and maintenance operations will take place at the Coach Yard site. The site is located southeast of downtown Minneapolis, between I-94 and Franklin Avenue. The site is of adequate capacity to serve the Central Corridor and other LRT corridors.

Additional information is provided in the Coordination Plan, pp. 89-91.

3.3 INTERMODEL COORDINATION PLAN

The Midway Corridor will be designed and constructed to maximize the accessibility of all potential transit users. The Coordination Plan, p. 81, established the priority to be assigned to each access mode. The access modes are to be treated in the following decreasing priority order:

1. Walk-up patrons
2. Feeder bus drop-off
3. Parking for persons with disabilities
4. Bicycle parking
5. Auto drop-off/pick-up
6. Auto park and ride

Design of Midway Corridor stations will reflect, to the extent possible, the priorities listed above and described in more detail in pp. 81-83 of the

Coordination Plan. Three issues related to intermodal access are specifically described here.

Feeder Bus Plan/Facilities

An overall transit service plan has been developed by the Metropolitan Transit Commission for the Midway Corridor (Figure 7). It is based on the Soo Line/I-94 LRT service and includes a number of feeder bus routes and other bus services. The goal in developing the transit service plan was to provide the Midway Corridor with transit service which is equal to or better than existing transit service in terms of total travel time and route coverage.

The transit service plan was developed to conform to the "Rail/Bus Connections" section of the Coordination Plan, pp. 94-95.

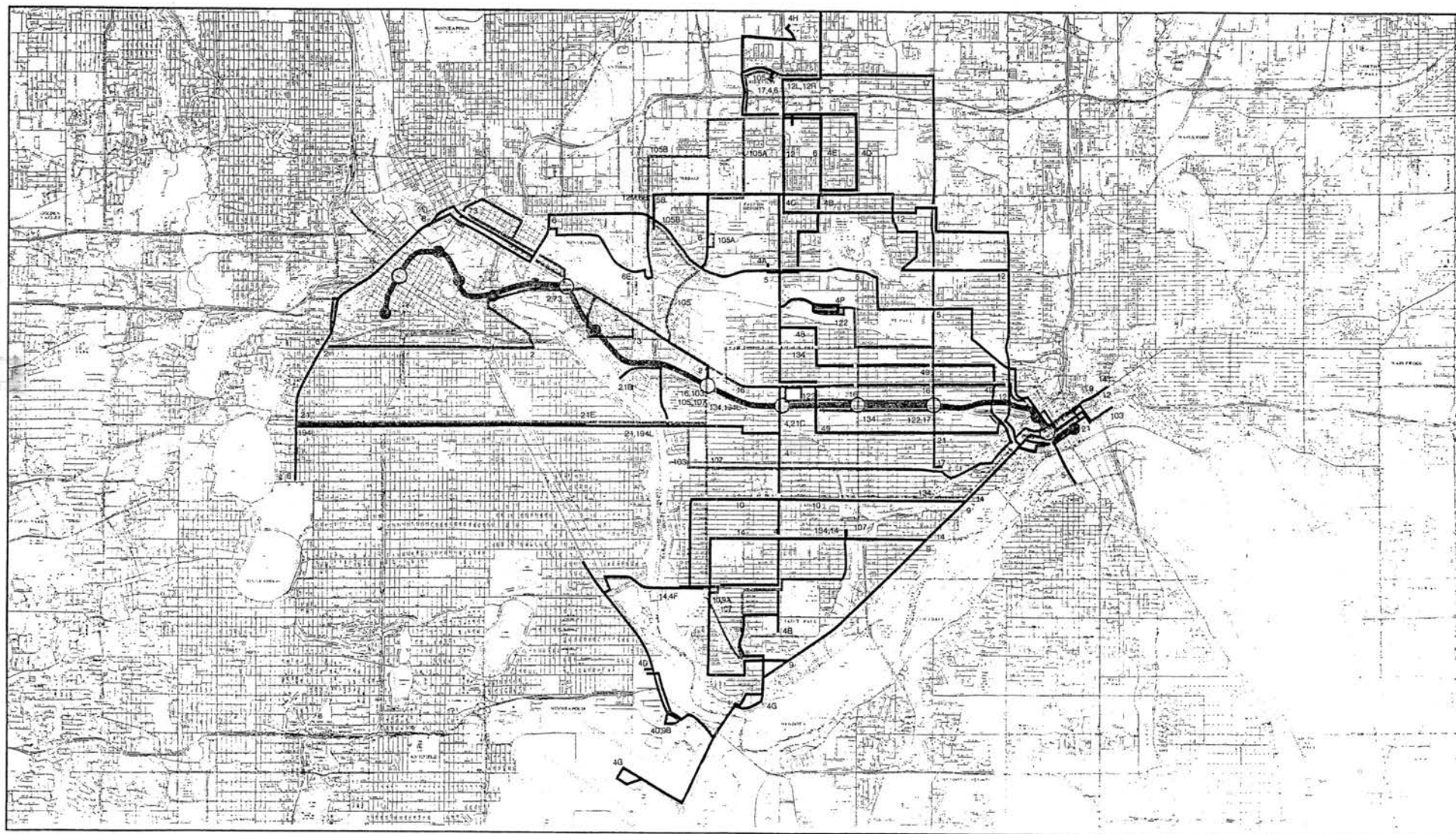
The feeder bus plan will be updated and refined throughout the design and implementation process.

Auto Drop Off/Pick Up

Stations located in the I-94 median at Snelling, Lexington and Dale present difficult circumstances relative to auto drop-off and pick-up for all patrons, handicapped and able-bodied. Providing the drop-off/pick-up space on the bridge adjacent to the vertical circulation would create serious traffic conflicts with feeder bus activity and the general traffic present on the bridge. The area which is available for this use is outside the I-94 right-of-way. The walking distance from these areas to the top of the vertical circulation will be on the order of 300-400 feet, and require a pedestrian crossing of the intersection of a freeway ramp/frontage road with the north-south street. Station designers will attempt to develop better alternatives for these users, but none are now apparent.

Auto Park-and-Ride

The preliminary design plan contains no auto park-and-ride. This is consistent with the decision of the Ramsey County Regional Railroad Authority, the comments of the Cities of St. Paul and Minneapolis and regional agencies, and the Coordination Plan.



RR
 Ramsey County Regional Railroad Authority

Midway Corridor LRT
 Environmental Impact Statement

Figure 7.0

BRW

NORTH

LEGEND

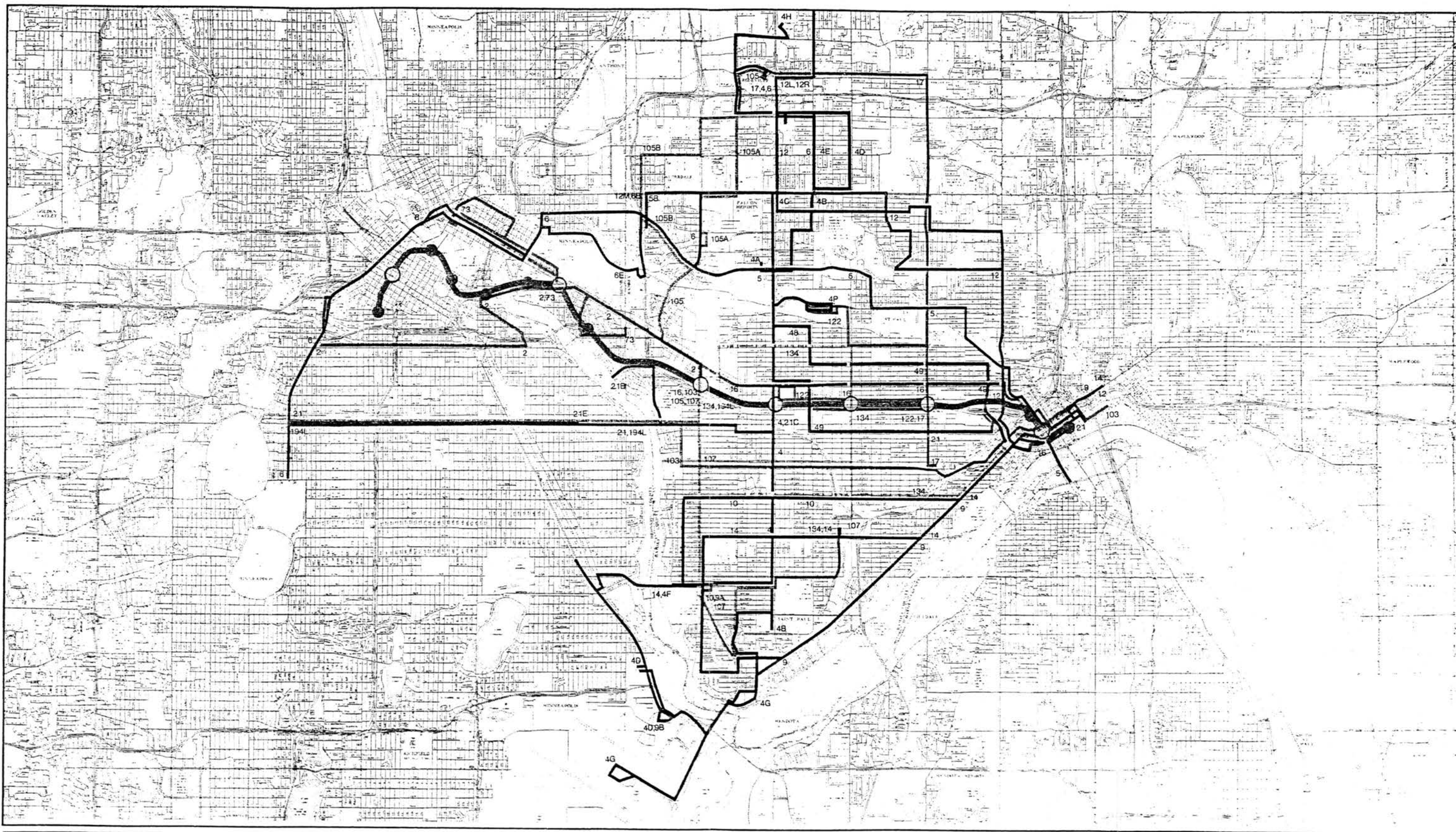
— Non Feeder Bus Routes
 — Fourth Street Station Routes

— Cleveland Avenue Station Routes
 — Snelling Avenue Station Routes
 — Lexington Parkway Station Routes

— Dale Street Station Routes
 — LRT Line
 ○ Transit Centers

● Other LRT Stops

Transit Service Routes
 So. Line/I-94



Ramsey County Regional Railroad Authority

Midway Corridor LRT
Environmental Impact Statement

Figure 7.0



LEGEND

- Non Feeder Bus Routes
- Feeder Bus Routes
- Fourth Street Station Router

- Cleveland Avenue Station Routes
- Snelling Avenue Station Routes
- Lexington Parkway Station Routes
- Dale Street Station Routes
- LRT Line

- Other LRT Stops
- Transit Centers

Transit Service Routes
Soo Line/I-94

3.4 HANDICAPPED ACCESS PLAN

The preliminary design plan is consistent with all aspects of the Coordination Plan, "Accessibility For Persons With Disabilities," pp. 79-81. The Ramsey County Regional Railroad Authority and the Hennepin County Regional Railroad Authority will work with the disabled community through the Regional Transit Board to refine and enhance the design standards. Preliminary and final engineering plans for the Midway Corridor will reflect any modifications to the design standards adopted by the Regional Transit Board.

3.5 RIDERSHIP FORECAST

Transit ridership forecasts were developed by the Metropolitan Council using a computer model customized to reflect conditions in the Twin Cities Metropolitan Area. Daily and PM peak hour forecasts developed for the environmental impact statement and preliminary design process are shown in Table 3 and Table 4. The forecasts prepared to date assume that the Central Corridor is the only light rail line in the Twin Cities area. As the design and implementation of the Midway Corridor proceeds, the transit ridership forecasts will be further refined. Later ridership forecasts will assume construction of other light rail lines. Additional LRT lines, and the interconnection of those lines to provide enhanced service to through trips, is likely to increase LRT and overall transit ridership.

3.6 LRT FARE REVENUE FORECAST

The Midway Corridor light rail transit line will be a fully integrated segment of the regional transit system. As such, the fare structure will be the same as the bus fare structure and will conform to policies adopted by the Regional Transit Board and the Metropolitan Transit Commission (See Coordination Plan, page 95.).

The ridership forecast will continue to be refined throughout the design and implementation process.

3.7 OPERATING PLAN

The overall operations and maintenance plan for the region's light rail system is described in the Coordination Plan, pages 92-102. As applied to Midway Corridor and Central Corridor operations, four specific issues need elaboration:

TABLE 3
SOO LINE I-94 CORRIDOR
YEAR 2010 DAILY PATRONAGE

Stations	Eastbound		Link Load	Westbound		Link Load
	Off	On		Off	On	
			0			0
Convention Center	0	688	688	694	0	694
City Center	0	2,046	2,734	2,046	0	2,740
Ritz Block	0	8,246	10,980	8,245	0	10,985
Gateway	11	273	11,242	274	11	11,248
Metrodome	46	78	11,274	79	45	11,282
West Bank	418	266	11,122	265	418	11,129
East Bank	2,636	1,668	10,154	1,669	2,637	10,161
25th Avenue	1,736	536	8,954	537	1,734	8,964
Franklin Avenue	86	90	8,958	89	89	8,964
Cleveland Avenue	753	577	8,782	577	754	8,787
Snelling Avenue	1,137	794	8,439	796	1,139	8,444
Lexington Avenue	430	419	8,428	419	432	8,431
Dale Street	810	520	8,138	521	808	8,144
Capitol Area	144	0	7,994	0	150	7,994
11th Street	3,903	0	4,091	0	3,900	4,094
5th/6th Streets	3,852	0	239	0	3,853	241
Minnesota/Robert Streets	0	0	239	0	0	241
Sibley/Wacouta Streets	239	0	0	0	241	0
	16,201	16,201		16,211	16,211	

TABLE 4
SOO LINE I-94 CORRIDOR
YEAR 2010 PM PEAK HOUR PATRONAGE

Station	Eastbound		Link Load	Westbound		Link Load
	Off	On		Off	On	
			0			0
Convention Center	0	91	91	182	0	182
City Center	0	635	726	179	0	361
Ritz Block	0	1,357	2,083	934	0	1,295
Gateway	0	67	2,150	21	4	1,312
Metrodome	1	26	2,175	4	16	1,300
West Bank	42	34	2,167	34	66	1,268
East Bank	331	251	2,087	205	339	1,134
25th Avenue	257	78	1,908	74	186	1,022
Franklin Avenue	17	12	1,903	19	7	1,034
Cleveland Avenue	175	88	1,816	117	67	1,084
Snelling Avenue	239	101	1,678	173	119	1,138
Lexington Avenue	109	31	1,600	119	31	1,226
Dale Street	195	36	1,441	144	65	1,305
Capitol Area	9	0	1,432	0	49	1,256
11th Street	566	0	866	0	498	758
5th/6th Streets	860	0	6	0	669	89
Minnesota/Robert Streets	0	0	6	0	0	89
Sibley/Wacouta Streets	6	0	0	0	89	0
	2,807	2,807		2,205	2,205	

Service Frequency

In order to maintain the current high frequency of transit service in the Midway Corridor, and because previous ridership forecasts for the Midway Corridor light rail line appeared to justify it, it was initially assumed that LRT would operate at a 7.5-minute headway during peak periods. Ridership forecasts will be prepared which will test alternative peak period and off-peak headway.

Train Length

With the current LRT ridership forecasts and a 7.5-minute headway, peak period trains in the Midway Corridor would be 50 percent two-car, and 50 percent one-car trains. With a ten-minute headway and the same peak period patronage, all trains would consist of two cars.

Travel Time

Travel time between downtown St. Paul (6th and Cedar) and downtown Minneapolis (7th and Marquette) will be 30 minutes one way.

Vehicle Requirements

To operate the entire Central Corridor between downtown St. Paul and downtown Minneapolis will require 26 vehicles, including four spare vehicles. The portion of the Central Corridor vehicle requirement attributable to the Midway Corridor is fourteen vehicles.

3.8 CAPITAL COST ESTIMATE

The capital cost estimate presented in Table 5 is based on the estimate presented in the Midway Corridor Final Environmental Impact Statement (EIS). The estimate was originally prepared for the Draft EIS. The estimate was presented in modified form in the Regional Transit Board report Capital Cost Estimate in 1991 Dollars for Central Corridor and Yards/Shops, (BRW, Inc. and Strgar-Roscoe-Fausch, Inc., March 1991). The original Draft EIS estimate was modified to be consistent with the RTB report estimate for inclusion in this report and the Final EIS.

3.9 OPERATING AND MAINTENANCE COST ESTIMATE

The transit operating and maintenance cost is the sum of the light rail transit operating and maintenance cost and the supporting bus system operating and maintenance cost. The costs presented here are for the downtown-to-downtown transit system which is the Central Corridor, rather than the downtown-to-Oak Street system which is the Midway Corridor.

LRT Operating and Maintenance Cost - Light rail operating and maintenance cost is estimated using the projected number of revenue train hours, and a unit cost of \$210 per revenue train hour (1991 cost level). The estimate of train hours is based on several factors:

- o Ridership forecasts prepared by the Metropolitan Council and described above and presented in Section 3.5 of this report
- o Physical characteristics of the line and stations described in this document
- o Train headways of 7.5 minutes during peak periods (6:30 to 9:00 a.m. and 3:30 to 6:00 p.m.), 7.5 minutes during off-peak periods (5:30 a.m. to 6:30 p.m., except for peak periods), and 30 minutes during night hours (6:30 p.m. to 1:00 a.m.)
- o Peak vehicle passenger capacity of 160 persons per vehicle
- o Conversion factor from weekday to annual is 300 weekdays per year

TABLE 5
CAPITAL COST SUMMARY

		MIDWAY CORRIDOR LRT Capital Cost Estimate Summary (mid-1991 dollars, in millions)	
		<u>Soo Line/I-94</u>	<u>Downtown St. Paul</u>
I.	Line Segments Construction		
1.	Right-of-Way Acquisition/Relocation General	8.1	0.6
2.	Utility Work	10.7	9.0 [Note 1]
3.	Guideways	38.6	4.7
4.	Non-Recurrent Items	21.1 [Note 2]	4.0 [Note 3]
5.	Stations	15.0	5.2
	Subtotal, Line Segments	93.5	23.5
II.	System Construction		
1.	Trackwork	10.2	4.5
2.	Electrification	10.7	2.6
3.	Signals/Train Control	6.8	0.3
4.	Communications [Note 4]	2.0	0.4
5.	Fare Collection	0.8	0.5
6.	Light Rail Vehicles [Note 5]	21.4 [14 LRV]	0.0
	Subtotal, System-Wide	51.9	8.3
III.	Subtotal, Construction Cost	145.4	31.8
IV.	Contingencies (20%)	29.1	6.4
V.	Subtotal	174.5	38.2
VI.	Engineering and Management [Note 6]	30.1	7.6
VII.	Total Construction Cost	204.6	45.7

NOTES:

1. The cost of downtown utility work is expected to be in the range of \$2.1 to \$17.0 million, depending on the construction technique selected. The \$9.0 million figure is consistent with current RTB estimates provided in the Capital Cost Estimate in 1991 Dollars for Central Corridor and Yards/Shops, March 1991.
2. Estimated cost of I-94 freeway construction from Fairview to Western is \$37 million (1991 dollars). Mn/DOT programmed construction cost of this segment under REMAP is \$15 million (1988 dollars; estimated cost in 1991 dollars is \$18 million). Difference of \$19 million is included in this item.
3. Includes allowance for transit mall/pedestrian enhancement (101,200 square feet at \$40 per square foot), and replacement parking (102 spaces at \$10,000 per space).
4. Does not include closed-circuit television surveillance system, which could add up to \$4 million.
5. Consistent with the RTB Capital Cost Estimate in 1991 Dollars for Central Corridor and Yards/Shops, March 1991.
6. The engineering and management fee is 20 percent on all items, 5 percent for Light Rail Vehicles and 10 percent for Right-of-Way Acquisition. This is consistent with the RTB Capital Cost Estimate in 1991 Dollars for Central Corridor and Yards/Shops, March 1991.

The operating characteristics listed, which were developed prior to the completion of the RTB's Coordination Plan, differ from the policies described in the Coordination Plan in three ways:

- o The RTB plan calls for an operating day from 5:30 a.m. to 1:30 a.m., one-half hour longer than assumed for the Midway Corridor O&M cost estimate
- o While the Midway Corridor estimate uses a three-period weekday and a conversion factor to estimate annual operating figures, the RTB plan breaks each weekday into six operating periods, and Saturdays and Sundays into two operating periods
- o The RTB plan uses a vehicle capacity of 165 persons per vehicle

The current estimate of the Year 2010 LRT operating and maintenance cost, in 1991 dollars, is \$9.4 million per year.

The LRT operating and maintenance cost estimate will be updated throughout the preliminary and final engineering process. The RTB is in the process of developing a new cost model for light rail. That model will be used when it becomes available.

Bus Operating and Maintenance Cost – Bus operating and maintenance cost estimates were developed using a two-factor model which was used to prepare estimates used in RTB's Development and Financial Plan. The model determines total operating and maintenance cost using factors of \$29.40 per bus-hour of operation plus \$1.89 per bus-mile of operation. The coefficients reflect a 1991 cost level.

The estimate of bus-miles of operation was provided by the Metropolitan Transit Commission (MTC) based on the bus operating plans developed by them for each of the Midway Corridor alternatives. The bus-miles estimate represents the sum of feeder bus and other bus operations in the downtown-to-downtown Central Corridor. The MTC indicated that the average bus speed to be used to convert bus-miles to bus-hours was 12.5 miles per hour.

The current estimate of the Year 2010 bus operating and maintenance cost, in 1991 dollars, is \$21.1 million per year.

The bus operating and maintenance cost estimate will be updated throughout the preliminary and final engineering process. The RTB has developed a four-factor cost model for bus operations. That model will be used in future bus operating and maintenance cost estimates.

4.0 IMPLEMENTATION METHOD

Selection of an implementation methodology would be made on a corridor-by-corridor basis by the Joint Powers Board, based on specific selection criteria. The alternative methodologies are:

- o Current Industry Practice (owner prepares design and competitively bids the project in one or more segments)
- o Turnkey (owner prepares preliminary engineering and contracts with single entity to complete design, construct the project, and, perhaps, operate the project for a specified period)
- o Hybrid (current industry practice alternative is used for civil portions of project; turnkey alternative is used for systems portions of project)

The criteria used by the Joint Powers Board to select an implementation methodology are:

- o Impact on project cost
- o Impact on project schedule
- o Owner risks
- o Owner control
- o Quality of end product
- o Requirements for funding commitment
- o Level of city and community input desired on design issues
- o The number and degree of unknowns and uncertainties

The available alternatives and the selection criteria are fully described in the Coordination Plan, Chapter 4, pp. 44-54.

5.0 FUNDING SOURCES FOR SYSTEM DESIGN, CONSTRUCTION AND OPERATION

The Midway Corridor is one segment of a 123-mile light rail system planned to be implemented in the metropolitan area during the next twenty years. The Central Corridor (Midway and University Corridors combined) is a Group A Corridor, the first priority corridor in the region's ten-year plan. The Group A core system should be built as expeditiously as possible and should be funded with 100 percent state and regional funds. Planning the funding of the system is the responsibility of the Regional Transit Board.

The Development and Financial Plan calls for use of funding from federal, state, regional, local and private sources. The relative proportion of funding from each source is expected to be different for different corridors, and to change over time.

On an overall basis, for implementation of the ten-year LRT plan, federal funding is expected to support at least 20 percent of the capital cost. State funding is anticipated to provide 30 percent of the capital cost.

Regional sources of funding are expected to provide about 40 percent of the system capital cost. The RTB is seeking authorization from the State Legislature for a regional sales tax to support LRT and other transit and transportation needs.

Local funding is not expected to play a role in funding of the Midway Corridor, but would be used for about 10 percent of the capital cost of subsequent segments of the Ten-Year Plan. At this time, the only local funding source is the property tax levied by the Regional Railroad Authorities.

Private financing will not play a large role in funding of the LRT system. It is expected, however, that private financing could be a significant contributor to funding of station construction in areas where joint development opportunities exist.

Funds for operation of the light rail system, and for the rest of the transit system, currently come from legislative appropriations, including motor vehicle excise tax (MVET) funds, and from the RTB property tax levy. Additional operating funds will be needed from state and regional sources.

Funding sources are fully described in the Development and Financial Plan, Chapter 6, pp. 51-54.

6.0 PRELIMINARY DESIGN APPROVAL PROCESS

The Preliminary Design (PD) Plans and Report are expected to be approved by the Rail Authorities for circulation and review in May 1991.

From May to August 1991, the PD plans and report are reviewed by the City of St. Paul, the City of Minneapolis, the Regional Transit Board, and the Metropolitan Council. Copies will also be sent to other affected agencies. Public hearings on the plans will be held during that period by the Ramsey County Regional Railroad Authority, the Hennepin County Regional Railroad Authority, the City of St. Paul and the City of Minneapolis.

In August 1991, the PD plans will be approved by the Ramsey County Regional Railroad Authority, the Ramsey County Board of Commissioners, the Hennepin County Regional Railroad Authority, the Hennepin County Board of Commissioners, the City of St. Paul and the City of Minneapolis.



7.0 SUBSEQUENT PROJECT ACTIVITIES

Prior to operation of the Midway Corridor LRT line, several additional activities will take place, including:

Preliminary Engineering – Design plans will be advanced from the ten percent to the 30 percent level over a period of approximately 12 to 14 months, ending in Fall 1992.

Final Engineering – Preparation of construction plans and specifications will take place during the Fall 1992 to early 1994 period.

The final design plans are then reviewed and approved by the Ramsey County Regional Railroad Authority, the Ramsey County Board of Commissioners, the Hennepin County Regional Railroad Authority, the Hennepin County Board of Commissioners, the City of St. Paul and the City of Minneapolis. The final design review and approval process is expected to be complete in Spring 1994.

Construction – After a bid, bid evaluation, contractor selection and mobilization phase, construction would begin in mid-1994.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

5

REGIONAL RAILROAD AUTHORITY

Originating Department

K. DeSpiegelaere 5/2/91
Authorized Signature Date

Board Action Requested

Approve Amendment No. 3 to RCRRA Agreement RCRRA-89-003 and authorize the Chairman of the Authority to sign on its behalf.

ACTION IS REQUESTED

Request Justification

- Attachments: 1) Proposed resolution
2) Memorandum from James E. Tolaas to K. DeSpiegelaere
3) Amendment No. 3

Budgeting and Accounting

Ed Blauvelt 5/6/91

County Attorney

[Signature]

Risk Manager

Data Processing

Previous Action taken on Request

Date / Time

Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date

Signature

Date

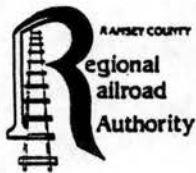
May 14, 1991

Board Date

F. L. Glendinning
Signature

5/6/91

Date



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

WHEREAS, The current schedule for completion of Phase I Preliminary Engineering/Environmental Impact Statement Studies for the Midway Corridor will extend up to six months beyond the 24-month period of services provided in Ramsey County Regional Railroad Authority RCRRA-89-003 and amendments thereto; and

WHEREAS, Refined ridership forecasts and LRT/bus operations plans are needed by September for inclusion in the 1991 update to the Regional Transit Board's Financial and Development Plan; and

WHEREAS, Amendment No. 3 to Agreement No. RCRRA-89-003 has been prepared to extend the period of services to December 31, 1991, and to provide for consultant services needed for refined forecast and operations development at a cost not to exceed \$18,000; and

WHEREAS, Funds for the RCRRA share of consultant services are available in Consulting Services Account 59105-020102 within the Phase II Preliminary Engineering project cost center; Now, Therefore, Be It

RESOLVED, That the Ramsey County Regional Railroad Authority approves Amendment No. 3 to Agreement RCRRA-89-003 and authorizes the Chairman of the Authority to sign the Amendment on its behalf.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary

Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

John T. Finley, Chairman

District 3

Duane W. McCarty, Vice Chairman

District 1

Warren W. Schaber, Secretary

District 6

Ruby Hunt, Treasurer

District 5

Diane Ahrens

District 4

Hal Norgard

District 7

Donald Salverda

District 2

MEMORANDUM

TO: Kathryn DeSpiegelaere, Director of LRT Planning

FROM: James E. Tolaas, Project Engineer

SUBJECT: Amendment No. 3 to Phase I PE/EIS Studies
Midway Corridor - Agreement RCRRA-89-003

DATE: May 2, 1991

The period of services set forth in the professional services agreement for Phase I Midway Corridor Studies is limited to 24 months, ending on July 11, 1991. The current project schedule will extend up to 6 months beyond that date. The attached amendment to the contract extends the period of services to December 31, 1991, to accommodate the updated schedule.

A second item included in the Amendment provides for consulting services needed to facilitate refinement of ridership forecasts and transit operations plans for the Midway Corridor. Authorization to proceed with the work under the Phase I contract is being sought so the work can be completed by September for inclusion in the RTB's 1991 update to the Financial and Development Plan. The total cost for the work required is \$18,000, allocated 12% (\$2160) to the HCRRA and 88% (\$15,840) to the RCRRA. Funding for the RCRRA share of costs is available in Consulting Services Account 59105-020102 within the Phase II Preliminary Engineering project cost center.

Recommendation

Request Authority approval of the Amendment and authorization for the Chairman for the Authority to sign on its behalf.

JET/blk
Attachment

THIRD AMENDMENT TO RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY AGREEMENT NO. RCRRA-89-003 BY AND BETWEEN THE RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY (RCRRA), HENNEPIN COUNTY REGIONAL RAILROAD AUTHORITY (HCRRA), COLLECTIVELY THE "AUTHORITIES, AND BRW, INC., THE "CONSULTANT"

WITNESSETH:

WHEREAS, On the 8th day of August, 1989, the Ramsey County Regional Railroad Authority (hereinafter RCRRA) and BRW, Inc. (hereinafter the CONSULTANT) entered into an agreement (hereinafter the AGREEMENT) which provides for consultant services in connection with the planning for the design and construction of a light rail transit (hereinafter LRT) system in the Midway Corridor of Ramsey County; and

WHEREAS, The AGREEMENT was amended to include the participation of the Hennepin County Regional Railroad Authority; and

WHEREAS, Section IV(B)1 of the Agreement limits the period of services to 24 months, unless specifically provided for by supplemental agreement; and

WHEREAS, The updated project schedule will extend 5 to 6 months beyond the 24 month service period; and

WHEREAS, Ridership forecast and LRT/bus operations plans refinements are needed for use in the 1991 update of the Regional Transit Board's Financial and Development Plan; and

WHEREAS, Ridership forecast and LRT/bus operations plans refinements are beyond the scope of the AGREEMENT work plan; and

WHEREAS, The CONSULTANT has prepared an estimate of hours and costs for professional services in support of ridership forecast and LRT/bus operations plans refinements;

NOW, THEREFORE, IN CONSIDERATION OF the mutual covenants and promises herein, it is agreed between the parties as follows:

- 1) The period of services in Section IV(B)-1 of the AGREEMENT shall be extended to December 31, 1991.
- 2) The consultant shall, as directed by the RCRRA and HCRRA, re-code the transit network, prepare computer input data and related information, assist in development of updated operations plans and costs, and provide forecast coordination in support of refined ridership forecasts and operations plans for the Midway Corridor.
- 3) All work shall be performed in accordance with and subject to all applicable AGREEMENT provisions.
- 4) Costs incurred shall be documented and payment shall be made for actual cost of direct and indirect costs, in accordance with governing AGREEMENT provisions. The total amount for direct and indirect costs shall not exceed \$18,000.
- 5) Costs shall be allocated 12% to the HCRRA and 88% to the RCRRA.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective duly authorized officers on the 21st day of May, 1991.

RAMSEY COUNTY, MINNESOTA

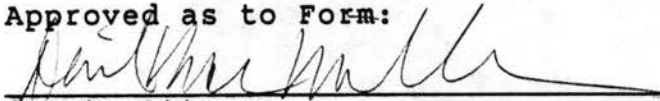
BRW, INC.

By _____
Chairman, Ramsey County
Regional Railroad Authority

By _____
Vice President

Date _____

Approved as to Form:


County Attorney

Recommended for Approval:

By _____
Director of Light Rail Transit Planning
Ramsey County Regional Railroad Authority

BY _____
County Risk Manager

Funds Available from Account 59105-020102

\$15,840

By Ed Blawie 5/6/91
Budgeting and Accounting

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

6

Regional Railroad Authority Originating Department		Board Action Requested Update on Legislation
Authorized Signature	Date	ACTION MAY BE TAKEN

Request Justification

A verbal report will be provided on current legislative initiatives.

Budgeting and Accounting <u>Ed Blauitz</u> <u>5/6/91</u>		Date / Time Received By
County Attorney _____		
Risk Manager _____		
Data Processing _____		
Previous Action taken on Request _____		

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date	Signature	Date
Committee / Meeting Date May 14, 1991	<u>F. L. Glendinning</u> Signature	<u>5/6/91</u> Date
Board Date		

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

7

Regional Railroad Authority		Board Action Requested
Originating Department		Accept terms of access agreement to Burlington Northern property for surveying purposes and authorize Chair to execute agreement on behalf of RCRRA
<u><i>F. L. Dalpiaz</i></u> Authorized Signature	<u>5/8/91</u> Date	
		ACTION IS REQUESTED

Request Justification

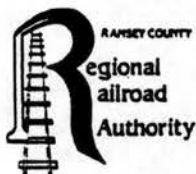
- See attached:
1. Proposed resolution
 2. Memorandum from David MacMillan
 3. Temporary agreement and map

<u><i>Ed. Blankin</i></u> <u>5/8/91</u> D.A. MacMillan /s/ 5/8/91 (see letter)		Date / Time Received By
Budgeting and Accounting		
County Attorney		
Risk Manager		
Data Processing		
Previous Action taken on Request		

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date	Signature	Date
Committee / Meeting Date	Signature	Date
May 14, 1991	<u><i>J. S. [Signature]</i></u>	5/8/91
Board Date	Signature	Date



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

WHEREAS, The Ramsey County Regional Railroad Authority desires to obtain a survey of the abandoned Burlington Northern Railroad line in Ramsey County; and

WHEREAS, The Burlington Northern Railroad has agreed to permit the Authority's surveyor to enter onto its property for purposes of completing said survey; Now, Therefore, Be It

RESOLVED, That the Ramsey County Regional Railroad Authority hereby accepts the terms of the access agreement which is attached hereto; and Be It Further

RESOLVED, That the Chair is hereby authorized to execute said agreement on behalf of the Regional Railroad Authority.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary



OFFICE OF THE COUNTY ATTORNEY
RAMSEY COUNTY
SUITE 400
350 ST. PETER STREET
ST. PAUL, MINNESOTA 55102

TOM FOLEY
COUNTY ATTORNEY

TELEPHONE (612) 298-4421
FAX 298-5316
& 292-7827

MEMORANDUM

TO: Kathy DeSpiegelaere
Ramsey County Regional Rail Authority
316 Ramsey County Courthouse

FROM: David MacMillan
Assistant County Attorney

DATE: May 8, 1991

RE: BURLINGTON NORTHERN RAILROAD ACCESS
PERMITS FOR SURVEYORS

Enclosed for your review and forwarding to the Regional Railroad Authority is a proposed access permit for survey of the abandoned Burlington Northern Railroad line.

I have reviewed it, and it is approved as to form and content.

ORIGINAL

TEMPORARY AGREEMENT COVERING ADVANCE
RIGHT OF ENTRY AND OCCUPANCY OF
BURLINGTON NORTHERN RAILROAD COMPANY
PROPERTY

BURLINGTON NORTHERN RAILROAD COMPANY (hereinafter called "Railroad"), hereby grants permission to Ramsey County, its agents and representatives, hereinafter called "Permittee", to enter upon its premises located at St. Paul to Maplewood, Kellogg Blvd. to Beam Avenue, Ramsey County, State of Minnesota, shown outlined in red on attached exhibit dated April 29, 1991, for the purpose of surveying and appraisal work.

In consideration of permission given the Permittee by Railroad, the Permittee hereby agrees to indemnify and hold harmless Railroad from and against and defend Railroad from and against any and all claims, loss, costs, suits or damages arising out of injuries to or death of any persons whomsoever, including, but not limited to, the parties hereto, their agents and employees, or damage to property to whomsoever belonging, including property owned by or in the care, custody and control of either Permittee or of Railroad, in any manner connected with or resulting from, either directly or indirectly, the occupancy and use of Railroad's said property by the Permittee, its employees, agents, contractors or subcontractors and their employees, regardless of whether or not such injury, death or property damage may have been caused or contributed to by the negligence of the Railroad, its agents or employees.

This agreement shall be and remain in full force and effect unless cancelled by either party upon five (5) days written notice by either party hereto given one to the other. This agreement is issued in connection with proposed condemnation by the Permittee of the premises. All costs involved for the surveying and appraisal work shall be assumed by the Permittee.

Enclosed are two copies of this permit. If the terms and conditions are acceptable, please arrange for execution of both copies in the space provided below by a representative of your organization having authority to execute the same and return one copy to me.

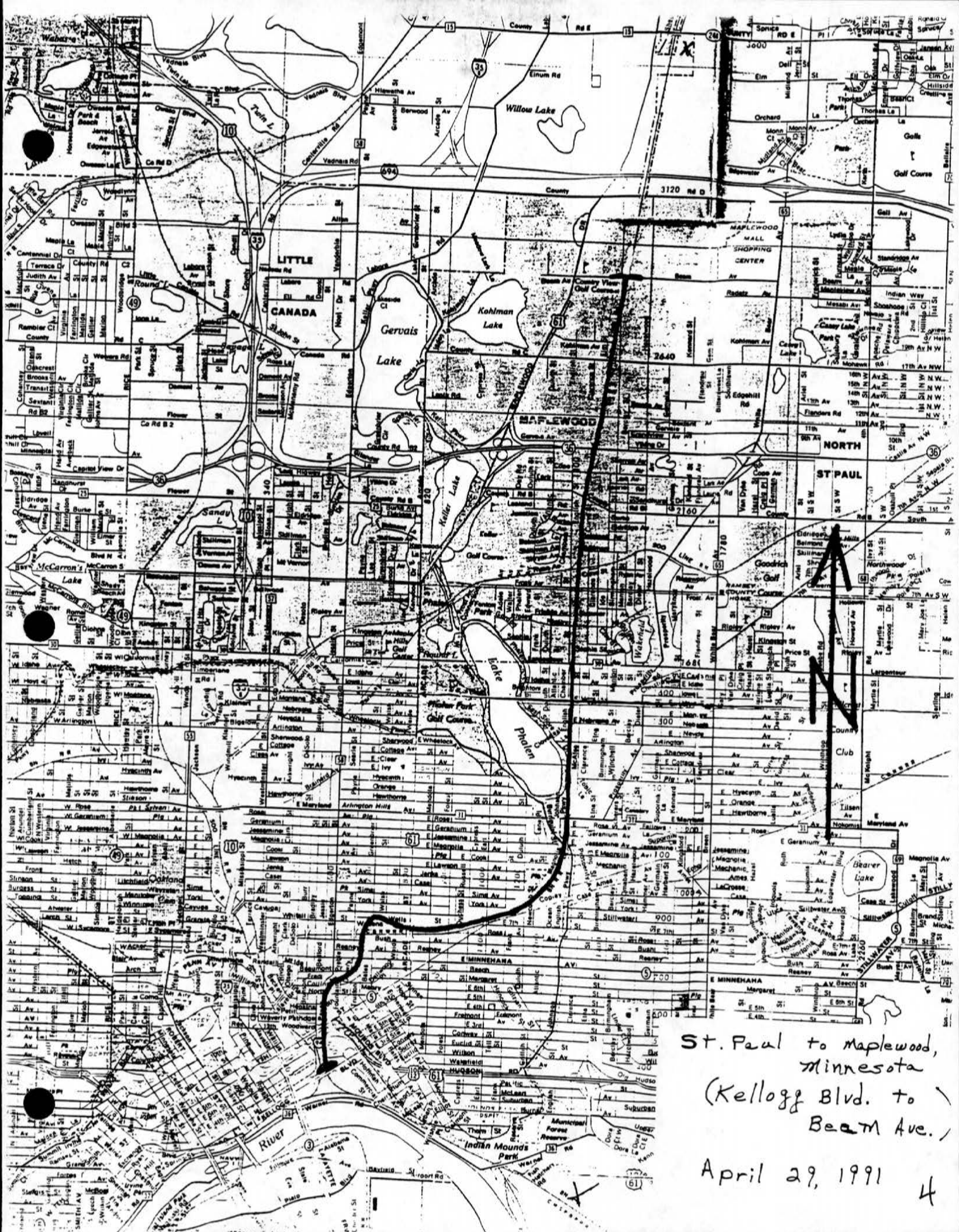
IN WITNESS WHEREOF, the parties have executed this agreement in duplicate this _____ day of _____, 1991.

BURLINGTON NORTHERN RAILROAD COMPANY

BY _____
Reg. Director Property Management

ACCEPTED:

Date _____



St. Paul to Maplewood,
Minnesota
(Kellogg Blvd. to
Beam Ave.)

April 29, 1991 4

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

8

Regional Railroad Authority

Originating Department

K. Spiegel 4/29/91
Authorized Signature Date

Board Action Requested

Ratify Partial Payment No. 17 to BRW, Inc.
in the amount of \$15,069.56 for Midway Corridor.

ACTION IS REQUESTED

Request Justification

Ramsey County Regional Railroad Authority has contracted the professional services of BRW, Inc. for the purposes of conducting Phase I Preliminary Engineering/Environmental Impact Statement Studies for the Midway Corridor. Contract No. RCRRA-89-003 governs the performance of services and terms of payment. Payment in the amount of \$15,069.56 for the period ending January 31, 1991, has been issued in accordance with contract provisions and Rail Authority Resolution No. R89-70. Payment documentation is being submitted for ratification in compliance with the latter.

- Attachments are:
- 1) Proposed resolution ratifying payment
 - 2) Accounts Payable form and Partial Payment No. 17
 - 3) BRW, Inc. Invoice No. 61249 and attachments

Budgeting and Accounting

Ed Glantz 5/6/91

County Attorney

Neil MacNeil

Risk Manager

Data Processing

Previous Action taken on Request

Date / Time

Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date

Signature

Date

May 14, 1991

Board Date

F. L. Glendinning
Signature

5/6/91

Date



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of BRW, Inc. for the purpose of conducting Phase I Preliminary Engineering/Environmental Impact Statement studies for the Midway Corridor; and

WHEREAS, Ramsey County Regional Railroad Authority Agreement Number RCRRA-89-003, and the First Amendment thereto, govern the performance of services of and terms of payment to BRW, Inc.; and

WHEREAS, BRW, Inc. has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through January 31, 1991; and

WHEREAS, To ensure timely payment for services rendered in accordance with Agreement No. RCRRA 89-003, the Ramsey County Regional Railroad Authority authorized (Resolution R89-70) the Director of Light Rail Transit Planning to process payments to BRW, Inc. for work completed and invoiced in accordance with the agreement; and

WHEREAS, Resolution R89-70 requires submittal of invoice and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation; Now, Therefore, Be It

WHEREAS, BRW, Inc. Invoice No. 61249, Partial Payment No. 17, and attachments thereto, provide the correct documentation of payments due BRW, Inc. through January 31, 1991; Now, Therefore, Be It

RESOLVED, Payment to BRW, Inc. in the amount of \$15,069.56 for Ramsey County Regional Railroad Authority's share of services rendered through January 31, 1991, is hereby ratified.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary

ACCOUNTS PAYABLE

(1) CHARGE TO: Dept. Regional Railroad Authority Date 4/24/91

(2) Appropriation Item Consulting Services

For Accounting Use Only

Claim #		Date Paid	
CA	PA800	1	
1-2	3-7	8	9-14

WARRANT NO.

(3) Code				
RFC	Fund	Dept	Object	Amount
	591	59103	020102	\$15,069.56
15-17	18-20	21-25	26-31	32-41

\$15,069.56

Total

(4) PAY TO: 2

8 First Name & Initial BRW, INC. 9-22

Last Name or Firm Name Thresher Square 23-52

3 700 S. Third St. 53-76

8 Address Minneapolis, MN 9-32

City State 33-54

55415
Zip Code 55-59

Soc Sec No OR
Fed Tax ID 60-71

(5) On Check Stub Put: 4 Partial Pymt #17; Inv.61249; Phase I PE/EIS Midway Corr. 9-60

5 Agreement PA800; Acct. 59103-020102; 1/31/91 9-60

For Risk Management
Use Only

6 8 9-24
Last Name First Name

(6) SEND TO:

Address

Use only if Payee and/or
Address differs from
Item 4

(7) Attach to the back of this form: Original Invoices, Receipts, Certified Claims or other documents.

Preparer's Signature: /s/ Bette Kurysh

(8) I declare that the above materials and/or services have been received, are for Ramsey County, allowed by law, and approved for payment.

Authorized Signature: R. Desjardins

NOTE: The vendor's Social Security Number will be used to report taxable income to the Internal Revenue Service. This data is considered private under Minnesota Statutes 15.165, but we will not be able to process this claim without it.

BA-354 (02 - 89)

FOR INSTRUCTIONS SEE ACCOUNTING SYSTEM PROCEDURES MANUAL

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

PARTIAL PAYMENT NO.17

PREPARED BY: [Signature]

PROJECT: PHASE I PE/EIS STUDIES FOR THE MIDWAY CORRIDOR
CONTRACT AGREEMENT NUMBER RCRRRA-89-003

ENTERED BY: [Signature]

PROJECT COST CENTER: 59103

AGREEMENT NO: PA 800

DATE: 19 APR 91

RAMSEY COUNTY REGIONAL
RAILROAD AUTHORITY
316 COURTHOUSE
ST. PAUL, MN 55102

CONTRACTOR: BRW, INC.
THRESHER SQUARE
700 THIRD STREET SOUTH
MINNEAPOLIS, MN 55415

ACCOUNT NUMBER 59103-020102

PERCENT COMPLETED 97.8%

TOTAL VALUE OF WORK CERTIFIED - 31 JAN 91

\$1,563,155.53

LESS 5% RETAINAGE

\$78,157.77

AMOUNT DUE

\$1,484,997.76

LESS PREVIOUSLY APPROVED PAYMENTS:

\$1,467,873.26

ALLOWABLE PAYMENT FOR THIS PARTIAL:

\$17,124.50

THIS IS TO CERTIFY THAT I HAVE EXAMINED THE WORK AND DETAIL OF THE INVOICE, AND
FIND THE TASKS LISTED HAVE BEEN COMPLETED IN ACCORDANCE WITH AGREEMENT REQUIREMENTS.

4/29/91 [Signature]
DATE DIRECTOR, RC/REGIONAL RAILROAD PLANNING

4/23/91 [Signature]
DATE CONSULTANT

PREVIOUS PARTIALS:	RCRRRA SHARE	HCRRA SHARE	TOTAL
PARTIAL PAYMENT NO. 1	\$22,793.28	\$2,960.20	\$25,753.48
PARTIAL PAYMENT NO. 2	\$16,204.16	\$2,162.13	\$18,366.29
PARTIAL PAYMENT NO. 3	\$11,462.24	\$1,450.12	\$12,912.36
PARTIAL PAYMENT NO. 4	\$25,132.71	\$3,244.59	\$28,377.30
PARTIAL PAYMENT NO. 5	\$50,216.59	\$6,662.10	\$56,878.69
PARTIAL PAYMENT NO. 6	\$55,234.37	\$7,274.62	\$62,508.99
PARTIAL PAYMENT NO. 7	\$74,637.71	\$9,938.04	\$84,575.75
PARTIAL PAYMENT NO. 8	\$75,747.93	\$10,078.03	\$85,825.96
PARTIAL PAYMENT NO. 9	\$107,136.59	\$14,316.72	\$121,453.31
PARTIAL PAYMENT NO.10	\$107,744.28	\$13,616.50	\$121,360.78
PARTIAL PAYMENT NO.11	\$142,385.49	\$15,039.28	\$157,424.77
PARTIAL PAYMENT NO.12	\$213,660.52	\$21,499.99	\$235,160.51
PARTIAL PAYMENT NO.13	\$79,406.61	\$7,568.57	\$86,975.18
PARTIAL PAYMENT NO.14	\$212,654.63	\$24,921.94	\$237,576.57
PARTIAL PAYMENT NO.15	\$66,549.38	\$8,169.29	\$74,718.67
PARTIAL PAYMENT NO.16	\$56,447.50	\$1,557.15	\$58,004.65
PARTIAL PAYMENT NO.17	\$15,069.56	\$2,054.94	\$17,124.50
PARTIAL PAYMENT TOTAL:	\$1,332,483.55	\$152,514.21	\$1,484,997.76

SUMMARY OF AGREEMENT

AMENDED AGREEMENT AMOUNT:

\$1,598,039.00

LESS TOTAL PARTIAL PAYMENTS (INCLUDING THIS PAYMENT)

\$1,484,997.76

AMOUNT REMAINING ON AGREEMENT

\$113,041.24



BRW INC.

Planning
Transportation
Engineering
Urban Design

Thresher Square
700 Third Street So.
Minneapolis,
MN 55415
612/370-0700
Fax 612/370-1378

Minneapolis
Denver
Phoenix
Tucson
St. Petersburg
San Diego

INVOICE
61249

Mr. James Tolaas
Ramsey County RRA
316 Courthouse
15 West Kellogg Blvd.
St. Paul, MN 55102

Mr. Ken Stevens
Hennepin County RRA
A-2307 Government Center
Minneapolis, MN 55487-0237

DATE: January 31, 1991

JOB NO: 41-8923 through
41-8939, 62-8944,
62-8954, 26-8956,
62-9004 through
62-9010, 26-9001
through 26-9003

INVOICE PERIOD: January 1-31, 1991
FEDERAL TAX ID NUMBER: 41-1625272

For Professional Services provided to the Ramsey County Regional Railroad Authority and the Hennepin County Regional Railroad Authority in preparation of Phase I Preliminary Engineering and an Environmental Impact Statement for light rail transit in the Midway Corridor, in accord with Agreement No. RCRRA 89-003.

AGENCY	DUE THIS BILLING	PAST AMOUNT INVOICED	TOTAL INVOICED TO DATE
Ramsey County RRA	\$ 20,221.32	\$ 1,391,271.24	\$ 1,411,492.56
o Less 5% Retainage	1,011.06	69,563.20	70,574.26
o Due This Billing	\$ 19,210.26	\$ 1,321,708.04	\$ 1,340,918.30
Hennepin County RRA	\$ 2,489.50	\$ 158,994.50	\$ 161,484.00
o Less 5% Retainage	124.20	7,950.55	\$ 8,074.75
o Due This Billing	\$ 2,365.30	\$ 151,043.95	\$ 153,409.25

NOTE: See the attached details on cost by work tasks and allocation of cost to each RRA.

I hereby certify that the above statement is just and correct and payment has not been received. RC

BRW, INC.

HC

David M. Warner, PE
Senior Associate

15,862 ⁰³	1,386,751 ⁵⁷	1,402,614 ²⁶
793 ¹³	69,337 ⁵⁸	70,130 ⁷¹
15,069 ³⁶	1,317,413 ²²	1,332,483 ³⁵
2,163 ⁰²	158,378 ¹⁸	160,541 ²⁷
108 ¹⁵	7,918 ²¹	8,027 ⁰⁶
2,054 ²⁴	150,459 ²⁷	152,514 ²¹

Revised to reflect deletion of Bechtel direct costs in the amounts of \$ 5135⁹⁹ on Partial Payment 16 and \$ 4685⁹⁴ on this billing period - pending further written documentation

4/19/91

4

ATTACHMENT NUMBER 1 TO AGREEMENT RCRA - 89003
 COST DETERMINATION BY WORK TASK FOR RCRA AND HCRA
 INVOICE PERIOD : JANUARY 1, 1991 - JANUARY 31, 1991
 FILENAME: 89003_1

WORK TASK	JOB NUMBER	LABOR \$	DIRECT EXPENSES \$\$	TOTAL	%	RCRA ALLOCATION AMOUNT	%	HCRA ALLOCATION AMOUNT
0 PROJECT MANAGEMENT	41-8923	\$3,905.72	\$2.75	\$3,908.47	89%	\$3,478.54	11%	\$429.93
1 PROJECT INITIATION	41-8924	\$0.00	\$0.00	\$0.00	88%	\$0.00	12%	\$0.00
2 COMMUNITY PARTICIPATION PROGRAM	41-8925	\$3,749.20	\$120.62	\$3,869.82	90%	\$3,482.84	10%	\$386.98
3 SYSTEM PLANNING AND ENGINEERING	41-8926,41-8937 62-8944,62-9009 26-8956,26-9002	\$0.00	\$41.00	\$41.00	88%	\$36.08	12%	\$4.92
4 ROUTE ENGINEERING AND DESIGN	41-8927,41-8938 62-9004,62-9010 26-9001,26-9003	\$0.00	\$4,692.30	\$4,692.30	88%	\$4,129.22	12%	\$563.08
5 PROTOTYPICAL STATION ZONE DESIGN	41-8928,41-8939 62-9005,62-9014	\$0.00	\$3,149.92	\$3,149.92	90%	\$2,834.93	10%	\$314.99
6 SUPPORT FACILITIES	41-8929,62-9006	\$0.00	\$0.00	\$0.00	100%	\$0.00	0%	\$0.00
7 COST ANALYSIS	41-8930,62-9007	\$72.80	\$0.00	\$72.80	88%	\$64.06	12%	\$8.74
8 FINANCE AND MANAGEMENT ANALYSIS	41-8931,41-8936	\$0.00	\$0.00	\$0.00	90%	\$0.00	10%	\$0.00
9 IMPLEMENTATION PLANNING	41-8932	\$0.00	\$9.00	\$9.00	90%	\$8.10	10%	\$0.90
10 ENVIRONMENTAL STUDIES	41-8933,62-8954, 62-9015,26-9007	\$3,511.56	\$2,166.62	\$5,678.18	88%	\$4,996.80	12%	\$681.38
11 SELECT LOCALLY PRE- FERRED ALTERNATIVE	41-8934	\$0.00	\$0.00	\$0.00	88%	\$0.00	12%	\$0.00
12 WORK PROGRAM- PHASE II PRELIMINARY ENGINEERING	41-8935,62-9008	\$0.00	\$0.00	\$0.00	88%	\$0.00	12%	\$0.00
13 CAPITOL AREA TUNNEL	26-9005,41-9023 62-9029	\$0.00	\$326.03	\$326.03	100%	\$326.03	0%	\$0.00
14 DOWNTOWN AREA TUNNEL	26-9004, 41-9022 62-9016	\$0.00	\$139.63	\$139.63	100%	\$139.63	0%	\$0.00
15 RIDERSHIP UPDATE	41-9061	\$806.00	\$17.97	\$823.97	88%	\$725.09	12%	\$98.88
TOTAL		\$12,045.28	\$10,665.84	\$22,711.12		\$20,221.32		\$2,489.80

Revised

BRW, INC.

JANUARY 31, 1991
INVOICE NO. DRAFT
JOB NO. 04189.23

PROFESSIONAL SERVICES FOR THE PERIOD ENDING JANUARY 31, 1991

PROFESSIONAL PERSONNEL

	HOURS	RATE	AMOUNT
CONSULTANT I			
THATCHER, JENNIE	15.6	44.20	689.52
STAFF LEVEL III			
ROKHOUDE, HANCY	0.5	36.40	18.20
SR. ASSOCIATE			
WARNER, DAVID	41.0	78.00	3,198.00
TOTALS	57.1		3,905.72

TOTAL LABOR 3,905.72

TOTAL THIS JOB \$ 3,905.72

MIDWAY LRT-COMMUNITY PAR

JOB NO. 04189.25

PROFESSIONAL SERVICES FOR THE PERIOD ENDING JANUARY 31, 1991

PROFESSIONAL PERSONNEL

HOURS	RATE	AMOUNT
-------	------	--------

BRW, INC.

INVOICE NO. DRAFT
JOB NO. 04189.23

PRINCIPAL			
WOLSFELD, RICHARD	4.5	135.20	608.40
CONSULTANT I			
COLBURN, ELIZABETH	33.5	44.20	1,480.70
STAFF LEVEL IV			
PATRICK, CHRISTOPHER	2.0	41.60	83.20
STAFF LEVEL III			
HENDERSON, JANE	0.3	36.40	10.92
RONHOUE, NANCY	1.0	36.40	36.40
SUBTOTALS	1.3		47.32
STAFF LEVEL II			
ASHLAND, CAROL	1.2	33.80	40.56
BEVER, GINA	0.4	33.80	13.52
FAGRELIUS, CAROLE	0.5	33.80	16.90
HAWKINSON, TOM	1.0	33.80	33.80
SUBTOTALS	3.1		104.78
STAFF LEVEL I			
BURROUGHS, STEPHEN	3.0	26.00	78.00
PIETZ, BRENDA LEE	0.8	26.00	20.80
SUBTOTALS	3.8		98.80
SR. ASSOCIATE			
WARNER, DAVID	17.0	78.00	1,326.00
TOTALS	65.2		3,749.20

TOTAL LABOR 3,749.20

TOTAL THIS JOB \$ 3,749.20

MIDWAY LRT-COST ANALYSIS

JOB NO. 04189.30

PROFESSIONAL SERVICES FOR THE PERIOD ENDING JANUARY 31, 1991

PROFESSIONAL PERSONNEL

	HOURS	RATE	AMOUNT
CONSULTANT II			

BRW, INC.

INVOICE NO. DRAFT

JOB NO. 04189.23

FISCHER, DOUGLAS	1.0	57.20	57.20
STAFF LEVEL I			
JENSEN, KENNETH	0.6	26.00	15.60
TOTALS	1.6		72.80

TOTAL LABOR	72.80
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TOTAL THIS JOB \$	72.80
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MIDWAY LRT-ENVIRON. STDY

JOB NO. 04189.33

PROFESSIONAL SERVICES FOR THE PERIOD ENDING JANUARY 31, 1991

PROFESSIONAL PERSONNEL

	HOURS	RATE	AMOUNT
PRINCIPAL			
WOLSFELD, RICHARD	0.5	135.20	67.60
CONSULTANT II			
HEWITT, WILLIAM	15.0	57.20	858.00
SMITH, WILLIAM	6.5	57.20	371.80
TROE, WILLIAM	4.0	57.20	228.80
SUBTOTALS	25.5		1,458.60
CONSULTANT I			
COLBURN, ELIZABETH	11.0	44.20	486.20
CULLEN, SANDRA	1.5	44.20	66.30
HIXIKER, CHRISTIAN	0.2	44.20	8.84
SUBTOTALS	12.7		561.34
STAFF LEVEL IV			
PATRICK, CHRISTOPHER	1.0	41.60	41.60
STAFF LEVEL III			
ROKHOUDE, NANCY	0.8	36.40	29.12
SCHODENBERG, KATHY	0.7	36.40	25.48
SUBTOTALS	1.5		54.60
STAFF LEVEL II			
ASHLAND, CAROL	1.3	33.80	43.94

BRW, INC.

INVOICE NO. DRAFT

JOB NO. 04189.23

BEVER, GINA	0.6	33.80	20.28
HAWKINS, TOM	1.0	33.80	33.80
WICKLUND, DAVID	1.0	33.80	33.80
SUBTOTALS	3.9		131.82
STAFF LEVEL I			
BURROUGHS, STEPHEN	10.0	26.00	260.00
SR. ASSOCIATE			
WARNER, DAVID	12.0	78.00	936.00
TOTALS	67.1		3,511.56

TOTAL LABOR 3,511.56

TOTAL THIS JOB \$ 3,511.56

=====

MIDWAY RIDERSHIP UPDATE

JOB NO. 04190.61

PROFESSIONAL SERVICES FOR THE PERIOD ENDING JANUARY 31, 1991

PROFESSIONAL PERSONNEL

	HOURS	RATE	AMOUNT
PRINCIPAL			
WOLSFELD, RICHARD	2.5	135.20	338.00
SR. ASSOCIATE			
WARNER, DAVID	4.0	78.00	468.00
TOTALS	8.5		806.00

TOTAL LABOR 806.00

TOTAL THIS JOB \$ 806.00

=====

BRW, INC.

INVOICE NO. DRAFT
JOB NO. 04189.23

INVOICE TOTALS

TOTAL LABOR	12,045.28
TOTAL CONSULTANTS	
TOTAL EXPENSE	
TOTAL FEE	
TOTAL INTEREST	

12,045.28
=====

BRM. INC.

BILLING SUMMARY

CURRENT PERIOD COSTS	-- LABOR --		-- EXPENSES --	
	HOURS	AMOUNT	REIMB.	DIRECT&IND
TOTALS	199.5	3,772.00	10,182.71	

COSTS THIS RUN

TOTAL LABOR	12,045.28
TOTAL CONSULTANTS	
TOTAL EXPENSE	
TOTAL FEE	
TOTAL INTEREST	

** END OF BILLING RUN **

ATTACHMENT B - DIRECT COST AND SUBCONTRACTORS

AGREEMENT NO RCRRA-89003

INVOICE PERIOD : 1 JANUARY 1991 - 31 JANUARY 1991

FILENAME: 89003_B

OTHER DIRECT NON-SALARY COSTS

BRW GRAPHIC REPRODUCTION DEPARTMENT	\$106.20
AUTO/MILEAGE	15.36
OUTSIDE REPRODUCTION/PHOTO	2,175.95
POSTAGE/DELIVERY	51.45

TOTAL	\$2,348.96
-------	------------

SUBCONTRACTORS

BECHTEL CORPORATION	\$7,851.22 3166 ¹⁸
LTK ENGINEERING SERVICES	\$465.66
Parsons	

TOTAL	\$8,316.88 3631 ⁸⁴
-------	--

~~~~~

|                |             |
|----------------|-------------|
| TOTAL EXPENSES | \$10,665.84 |
|----------------|-------------|

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

## REQUEST FOR BOARD ACTION

9

|                                                                                                                                                              |  |                                                                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>Regional Railroad Authority</u><br><u>Originating Department</u><br><u>P. H. S. [Signature]</u> <u>4/29/91</u><br><u>Authorized Signature</u> <u>Date</u> |  | <u>Board Action Requested</u><br>Ratify Partial Payment No. 18 to BRW, Inc.<br>in the amount of \$7,344.85 for Midway Corridor.<br><br><p style="text-align: center;"><u>ACTION IS REQUESTED</u></p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### Request Justification

Ramsey County Regional Railroad Authority has contracted the professional services of BRW, Inc. for the purposes of conducting Phase I Preliminary Engineering/Environmental Impact Statement Studies for the Midway Corridor. Contract No. RCRRA-89-003 governs the performance of services and terms of payment. Payment in the amount of \$7,344.85 for the period ending February 28, 1991, has been issued in accordance with contract provisions and Rail Authority Resolution No. R89-70. Payment documentation is being submitted for ratification in compliance with the latter.

- Attachments are:
- 1) Proposed resolution ratifying payment
  - 2) Accounts Payable form and Partial Payment No. 18
  - 3) BRW, Inc. Invoice No. 61532 and attachments

|                                                                                                                                                                                                          |                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| <u>Budgeting and Accounting</u> <u>Ed Blaukey</u> <u>5/6/91</u><br><u>County Attorney</u> <u>[Signature]</u><br><u>Risk Manager</u><br><u>Data Processing</u><br><u>Previous Action taken on Request</u> | <u>Date / Time</u><br><u>Received By</u> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|

### Comments / Recommendation

Documentation certified complete for:

|                                 |                  |             |
|---------------------------------|------------------|-------------|
| <u>Committee / Meeting Date</u> | <u>Signature</u> | <u>Date</u> |
| <u>Committee / Meeting Date</u> | <u>Signature</u> | <u>Date</u> |
| <u>Board Date</u>               | <u>Signature</u> | <u>Date</u> |

May 14, 1991

F. L. Henderson

5/6/91





# Resolution

## Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: \_\_\_\_\_

No. \_\_\_\_\_

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of BRW, Inc. for the purpose of conducting Phase I Preliminary Engineering/Environmental Impact Statement studies for the Midway Corridor; and

WHEREAS, Ramsey County Regional Railroad Authority Agreement Number RCRRA-89-003, and the First Amendment thereto, govern the performance of services of and terms of payment to BRW, Inc.; and

WHEREAS, BRW, 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 28, 1991; and

WHEREAS, To ensure timely payment for services rendered in accordance with Agreement No. RCRRA 89-003, the Ramsey County Regional Railroad Authority authorized (Resolution R89-70) the Director of Light Rail Transit Planning to process payments to BRW, Inc. for work completed and invoiced in accordance with the agreement; and

WHEREAS, Resolution R89-70 requires submittal of invoice and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation; Now, Therefore, Be It

WHEREAS, BRW, Inc. Invoice No. 61532, Partial Payment No. 18, and attachments thereto, provide the correct documentation of payments due BRW, Inc. through February 28, 1991; Now, Therefore, Be It

RESOLVED, Payment to BRW, Inc. in the amount of \$7,344.85 for Ramsey County Regional Railroad Authority's share of services rendered through February 28, 1991, is hereby ratified.

John T. Finley, Chairman

By \_\_\_\_\_  
Warren W. Schaber, Secretary

# ACCOUNTS PAYABLE

(1) CHARGE TO: Dept. Regional Railroad Authority Date 4/24/91

(2) Appropriation Item Consulting Services

For Accounting Use Only

| Claim # |       | Date Paid |  |
|---------|-------|-----------|--|
| CA      | PA800 | 1         |  |
|         |       |           |  |
|         |       |           |  |
|         |       |           |  |
|         |       |           |  |

1-2      3-7      8      9-14

WARRANT NO.

| (3) Code |      |       |        |            |
|----------|------|-------|--------|------------|
| RFC      | Fund | Dept  | Object | Amount     |
|          | 591  | 59103 | 020102 | \$7,344.85 |
|          |      |       |        |            |
|          |      |       |        |            |
|          |      |       |        |            |
|          |      |       |        |            |

\$7,344.85

Total

(4) PAY TO: 2

8 First Name & Initial 9-22

BRW, Inc.

Last Name or Firm Name 23-52

Thresher Square

3 700 S. Third Street. 53-76

8 Address 9-32

Minneapolis, MN

City State 33-54

55415  
Zip Code 55-59

Soc Sec No  
OR

Fed Tax ID 60-71

(5) On Check Stub Put: 4 Partial Pymt #18; Inv. 61532; Phase I PE/EIS Midway Corr.

5 Agreement PA800; Acct. 59103-020102; 2/28/91

9-60

For Risk Management  
Use Only

6 8 9-24  
Last Name First Name

(6) SEND TO: \_\_\_\_\_ Use only if Payee and/or  
Address \_\_\_\_\_ Address differs from  
Item 4

(7) Attach to the back of this form: Original Invoices, Receipts, Certified Claims  
or other documents.

Preparer's Signature: /s/ Bette Kurysh

(8) I declare that the above materials and/or services have been received, are  
for Ramsey County, allowed by law, and approved for payment.

Authorized Signature: X. H. Spiegel

NOTE: The vendor's Social Security Number will be used to report taxable income to the  
Internal Revenue Service. This data is considered private under Minnesota  
Statutes 15.165, but we will not be able to process this claim without it.

BA-354 (02 - 89)

FOR INSTRUCTIONS SEE ACCOUNTING SYSTEM PROCEDURES MANUAL

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

PARTIAL PAYMENT NO.18

PREPARED BY: [Signature]

PROJECT: PHASE I PE/EIS STUDIES FOR THE MIDWAY CORRIDOR  
CONTRACT AGREEMENT NUMBER RCRRA-89-003

ENTERED BY: [Signature]

PROJECT COST CENTER: 59103      AGREEMENT NO: PA 800

DATE: 19 APR 91

RAMSEY COUNTY REGIONAL  
RAILROAD AUTHORITY  
316 COURTHOUSE  
ST. PAUL, MN 55102

CONTRACTOR: BRW, INC.  
THRESHER SQUARE  
700 THIRD STREET SOUTH  
MINNEAPOLIS, MN 55415

|                                           |                   |                |
|-------------------------------------------|-------------------|----------------|
| ACCOUNT NUMBER 59103-020102               | PERCENT COMPLETED | 98.4%          |
| TOTAL VALUE OF WORK CERTIFIED - 28 FEB 91 |                   | \$1,571,883.78 |
| LESS 5% RETAINAGE                         |                   | \$78,594.18    |
| AMOUNT DUE                                |                   | \$1,493,289.60 |
| LESS PREVIOUSLY APPROVED PAYMENTS:        |                   | \$1,484,997.76 |

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|                                     |            |
|-------------------------------------|------------|
| ALLOWABLE PAYMENT FOR THIS PARTIAL: | \$8,291.84 |
|-------------------------------------|------------|

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THIS IS TO CERTIFY THAT I HAVE EXAMINED THE WORK AND DETAIL OF THE INVOICE, AND  
FIND THE TASKS LISTED HAVE BEEN COMPLETED IN ACCORDANCE WITH AGREEMENT REQUIREMENTS.

|                |                                         |
|----------------|-----------------------------------------|
| <u>4/29/91</u> | <u>[Signature]</u>                      |
| DATE           | DIRECTOR, RC REGIONAL RAILROAD PLANNING |
| <u>4/23/91</u> | <u>[Signature]</u>                      |
| DATE           | CONSULTANT                              |

| PREVIOUS PARTIALS:     | RCRRA SHARE    | HCRRRA SHARE | TOTAL          |
|------------------------|----------------|--------------|----------------|
| PARTIAL PAYMENT NO. 1  | \$22,793.28    | \$2,960.20   | \$25,753.48    |
| PARTIAL PAYMENT NO. 2  | \$16,204.16    | \$2,162.13   | \$18,366.29    |
| PARTIAL PAYMENT NO. 3  | \$11,462.24    | \$1,450.12   | \$12,912.36    |
| PARTIAL PAYMENT NO. 4  | \$25,132.71    | \$3,244.59   | \$28,377.30    |
| PARTIAL PAYMENT NO. 5  | \$50,216.59    | \$6,662.10   | \$56,878.69    |
| PARTIAL PAYMENT NO. 6  | \$55,234.37    | \$7,274.62   | \$62,508.99    |
| PARTIAL PAYMENT NO. 7  | \$74,637.71    | \$9,938.04   | \$84,575.75    |
| PARTIAL PAYMENT NO. 8  | \$75,747.93    | \$10,078.03  | \$85,825.96    |
| PARTIAL PAYMENT NO. 9  | \$107,136.59   | \$14,316.72  | \$121,453.31   |
| PARTIAL PAYMENT NO.10  | \$107,744.28   | \$13,616.50  | \$121,360.78   |
| PARTIAL PAYMENT NO.11  | \$142,385.49   | \$15,039.28  | \$157,424.77   |
| PARTIAL PAYMENT NO.12  | \$213,660.52   | \$21,499.99  | \$235,160.51   |
| PARTIAL PAYMENT NO.13  | \$79,406.61    | \$7,568.57   | \$86,975.18    |
| PARTIAL PAYMENT NO.14  | \$212,654.63   | \$24,921.94  | \$237,576.57   |
| PARTIAL PAYMENT NO.15  | \$66,549.38    | \$8,169.29   | \$74,718.67    |
| PARTIAL PAYMENT NO.16  | \$56,447.50    | \$1,557.15   | \$58,004.65    |
| PARTIAL PAYMENT NO.17  | \$15,069.56    | \$2,054.94   | \$17,124.50    |
| PARTIAL PAYMENT NO.18  | \$7,344.85     | \$946.99     | \$8,291.84     |
| PARTIAL PAYMENT TOTAL: | \$1,339,828.40 | \$153,461.20 | \$1,493,289.60 |

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SUMMARY OF AGREEMENT

|                                                      |                |
|------------------------------------------------------|----------------|
| AMENDED AGREEMENT AMOUNT:                            | \$1,598,039.00 |
| LESS TOTAL PARTIAL PAYMENTS (INCLUDING THIS PAYMENT) | \$1,493,289.60 |
| AMOUNT REMAINING ON AGREEMENT                        | \$104,749.40   |





BRW INC.

Planning  
Transportation  
Engineering  
Urban Design

Thresher Square  
700 Third Street So.  
Minneapolis,  
MN 55415  
612/370-0700  
Fax 612/370-1378

Minneapolis  
Denver  
Phoenix  
Tucson  
St. Petersburg  
San Diego

INVOICE  
61532

Mr. James Tolaas  
Ramsey County RRA  
316 Courthouse  
15 West Kellogg Blvd.  
St. Paul, MN 55102

Mr. Ken Stevens  
Hennepin County RRA  
A-2307 Government Center  
Minneapolis, MN 55487-0237

DATE: February 28, 1991  
JOB NO: 41-8923 through  
41-8939, 62-8944,  
62-8954, 26-8956,  
62-9004 through  
62-9010, 26-9001  
through 26-9003

INVOICE PERIOD: February 1-28, 1991  
FEDERAL TAX ID NUMBER: 41-1625272

For Professional Services provided to the Ramsey County Regional Railroad Authority and the Hennepin County Regional Railroad Authority in preparation of Phase I Preliminary Engineering and an Environmental Impact Statement for light rail transit in the Midway Corridor, in accord with Agreement No. RCRRA 89-003.

| AGENCY              | DUE THIS BILLING  | PAST AMOUNT INVOICED | TOTAL INVOICED TO DATE |
|---------------------|-------------------|----------------------|------------------------|
| Ramsey County RRA   | \$ 7,731.42       | \$1,411,492.56       | \$1,419,223.98         |
| o Less 5% Retainage | <del>386.58</del> | <del>70,574.26</del> | <del>70,960.84</del>   |
| o Due This Billing  | \$ 7,344.84       | \$1,340,918.30       | \$1,348,263.14         |
| Hennepin County RRA | \$ 996.83         | \$ 161,484.00        | \$ 162,480.83          |
| o Less 5% Retainage | <del>49.85</del>  | <del>8,074.75</del>  | <del>8,124.60</del>    |
| o Due This Billing  | \$ 946.98         | \$ 153,409.25        | \$ 154,358.23          |

NOTE: See the attached details on cost by work tasks and allocation of cost to each RRA.

I hereby certify that the above statement is just and correct and payment has not been received.

BRW, INC.

David M. Warner, PE  
Senior Associate

|    |                                                                                                                    |                                                                                                                               |                                                                                                                               |
|----|--------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| RC | 7,731 <sup>42</sup> / <sub>100</sub><br>386 <sup>58</sup> / <sub>100</sub><br>7,344 <sup>84</sup> / <sub>100</sub> | 1,402,614 <sup>56</sup> / <sub>100</sub><br>70,130 <sup>71</sup> / <sub>100</sub><br>1,332,483 <sup>35</sup> / <sub>100</sub> | 1,410,345 <sup>68</sup> / <sub>100</sub><br>70,517 <sup>28</sup> / <sub>100</sub><br>1,341,828 <sup>40</sup> / <sub>100</sub> |
| HC | 996 <sup>83</sup> / <sub>100</sub><br>49 <sup>85</sup> / <sub>100</sub><br>946 <sup>98</sup> / <sub>100</sub>      | 160,541 <sup>27</sup> / <sub>100</sub><br>8,027 <sup>00</sup> / <sub>100</sub><br>152,514 <sup>21</sup> / <sub>100</sub>      | 161,538 <sup>10</sup> / <sub>100</sub><br>8,076 <sup>90</sup> / <sub>100</sub><br>153,461 <sup>30</sup> / <sub>100</sub>      |

Revised to reflect deletions of Bechtel direct costs in total amounts of \$5,135 <sup>22</sup>/<sub>100</sub> and \$4,685 <sup>04</sup>/<sub>100</sub> on Partial Payments 16 and 17 respectively - pending further written documentation

4/19/91 *[Signature]* 4

ATTACHMENT NUMBER 1 TO AGREEMENT RCRA - 89003  
 COST DETERMINATION BY WORK TASK FOR RCRA AND HCRA  
 INVOICE PERIOD : FEBRUARY 1, 1991 - FEBRUARY 28, 1991  
 FILENAME: 89003\_1

| WORK TASK                                            | JOB<br>NUMBER                                              | LABOR *    | DIRECT<br>EXPENSES ** | TOTAL      | RCRRA<br>ALLOCATION<br>AMOUNT |            | HCRRA<br>ALLOCATION<br>AMOUNT |          |
|------------------------------------------------------|------------------------------------------------------------|------------|-----------------------|------------|-------------------------------|------------|-------------------------------|----------|
|                                                      |                                                            |            |                       |            | %                             |            | %                             |          |
| 0 PROJECT MANAGEMENT                                 | 41-8923                                                    | \$2,529.02 | \$16.94               | \$2,545.96 | 89%                           | \$2,265.90 | 11%                           | \$280.06 |
| 1 PROJECT INITIATION                                 | 41-8924                                                    | \$0.00     | \$0.00                | \$0.00     | 88%                           | \$0.00     | 12%                           | \$0.00   |
| 2 COMMUNITY PARTICIPATION<br>PROGRAM                 | 41-8925                                                    | \$1,151.28 | \$103.77              | \$1,255.05 | 90%                           | \$1,129.55 | 10%                           | \$125.51 |
| 3 SYSTEM PLANNING AND<br>ENGINEERING                 | 41-8926, 41-8937,<br>62-8944, 62-9009,<br>26-8956, 26-9002 | \$0.00     | \$0.00                | \$0.00     | 88%                           | \$0.00     | 12%                           | \$0.00   |
| 4 ROUTE ENGINEERING AND<br>DESIGN                    | 41-8927, 41-8938,<br>62-9004, 62-9010,<br>26-9001, 26-9003 | \$0.00     | (\$8.96)              | (\$8.96)   | 88%                           | (\$7.88)   | 12%                           | (\$1.08) |
| 5 PROTOTYPICAL STATION<br>ZONE DESIGN                | 41-8928, 41-8939,<br>62-9005, 62-9014                      | \$0.00     | \$0.00                | \$0.00     | 90%                           | \$0.00     | 10%                           | \$0.00   |
| 6 SUPPORT FACILITIES                                 | 41-8929, 62-9006                                           | \$0.00     | \$0.00                | \$0.00     | 100%                          | \$0.00     | 0%                            | \$0.00   |
| 7 COST ANALYSIS                                      | 41-8930, 62-9007                                           | \$0.00     | (\$31.39)             | (\$31.39)  | 88%                           | (\$27.62)  | 12%                           | (\$3.77) |
| 8 FINANCE AND MANAGEMENT<br>ANALYSIS                 | 41-8931, 41-8936                                           | \$0.00     | \$0.00                | \$0.00     | 90%                           | \$0.00     | 10%                           | \$0.00   |
| 9 IMPLEMENTATION PLANNING                            | 41-8932                                                    | \$0.00     | \$0.00                | \$0.00     | 90%                           | \$0.00     | 10%                           | \$0.00   |
| 10 ENVIRONMENTAL STUDIES                             | 41-8933, 62-8954,<br>62-9015, 26-9007                      | \$4,911.14 | \$56.44               | \$4,967.58 | 88%                           | \$4,371.47 | 12%                           | \$596.11 |
| 11 SELECT LOCALLY PRE-<br>FERRED ALTERNATIVE         | 41-8934                                                    | \$0.00     | \$0.00                | \$0.00     | 88%                           | \$0.00     | 12%                           | \$0.00   |
| 12 WORK PROGRAM- PHASE II<br>PRELIMINARY ENGINEERING | 41-8935, 62-9008                                           | \$0.00     | \$0.00                | \$0.00     | 88%                           | \$0.00     | 12%                           | \$0.00   |
| 13 CAPITOL AREA TUNNEL                               | 26-9005, 41-9023,<br>62-9029                               | \$0.00     | \$0.00                | \$0.00     | 100%                          | \$0.00     | 0%                            | \$0.00   |
| 14 DOWNTOWN AREA TUNNEL                              | 26-9004, 41-9022,<br>62-9016                               | \$0.00     | \$0.00                | \$0.00     | 100%                          | \$0.00     | 0%                            | \$0.00   |
| 15 RIDERSHIP UPDATE                                  | 41-9061                                                    | \$0.00     | \$0.00                | \$0.00     | 88%                           | \$0.00     | 12%                           | \$0.00   |
| TOTAL                                                |                                                            | \$8,591.44 | \$136.80              | \$8,728.24 |                               | \$7,731.42 |                               | \$996.83 |



BRW, INC.

FEBRUARY 28, 1991  
INVOICE NO. DRAFT  
JOB NO. 04189.23

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

| PROFESSIONAL PERSONNEL | HOURS | RATE              | AMOUNT   |
|------------------------|-------|-------------------|----------|
| PRINCIPAL              |       |                   |          |
| WOLSFELD, RICHARD      | 7.0   | 135.20            | 946.40   |
| CONSULTANT I           |       |                   |          |
| THATCHER, JENNIE       | 5.2   | 44.20             | 229.84   |
| STAFF LEVEL II         |       |                   |          |
| ASHLAND, CAROL         | 0.6   | 33.80             | 20.28    |
| HARRICK, CLAUDIA       | 2.5   | 33.80             | 84.50    |
| SUBTOTALS              | 3.1   |                   | 104.78   |
| SR. ASSOCIATE          |       |                   |          |
| WARNER, DAVID          | 16.0  | 78.00             | 1,248.00 |
| TOTALS                 | 31.3  |                   | 2,529.02 |
|                        |       | TOTAL LABOR       | 2,529.02 |
|                        |       |                   | =====    |
|                        |       | TOTAL THIS JOB \$ | 2,529.02 |
|                        |       |                   | =====    |

BRW, INC.

INVOICE NO. DRAFT  
JOB NO. 04189.23

MIDWAY LRT-COMMUNITY PAR

JOB NO. 04189.25

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

PROFESSIONAL PERSONNEL

|                    | HOURS | RATE              | AMOUNT   |
|--------------------|-------|-------------------|----------|
| CONSULTANT I       |       |                   |          |
| COLBURN, ELIZABETH | 23.5  | 44.20             | 1,038.70 |
| STAFF LEVEL II     |       |                   |          |
| ASHLAND, CAROL     | 1.1   | 33.80             | 37.18    |
| HARRICK, CLAUDIA   | 1.2   | 33.80             | 40.56    |
| HAWKINSOM, TOM     | 0.8   | 33.80             | 27.04    |
| SUBTOTALS          | 3.1   |                   | 104.78   |
| STAFF LEVEL I      |       |                   |          |
| PIETZ, BRENDA LEE  | 0.3   | 26.00             | 7.80     |
| TOTALS             | 26.9  |                   | 1,151.28 |
|                    |       | TOTAL LABOR       | 1,151.28 |
|                    |       | TOTAL THIS JOB \$ | 1,151.28 |

MIDWAY LRT-ENVIRON. STDV

JOB NO. 04189.33

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

PROFESSIONAL PERSONNEL

|                    | HOURS | RATE   | AMOUNT   |
|--------------------|-------|--------|----------|
| PRINCIPAL          |       |        |          |
| WOLSFELD, RICHARD  | 10.5  | 135.20 | 1,419.60 |
| CONSULTANT I       |       |        |          |
| COLBURN, ELIZABETH | 1.0   | 44.20  | 44.20    |

BRW, INC.

INVOICE NO. DRAFT

JOB NO. 04189.23

|                   |      |       |          |
|-------------------|------|-------|----------|
| CULLEN, SANDRA    | 20.5 | 44.20 | 906.10   |
| HINKER, CHRISTIAN | 4.4  | 44.20 | 194.48   |
| LAMPPA, JASON     | 0.5  | 44.20 | 22.10    |
| MOLITOR, LINDA    | 0.5  | 44.20 | 22.10    |
| SUBTOTALS         | 26.9 |       | 1,188.98 |

|                      |     |       |        |
|----------------------|-----|-------|--------|
| STAFF LEVEL IV       |     |       |        |
| PATRICK, CHRISTOPHER | 2.5 | 41.60 | 104.00 |

|                 |     |       |        |
|-----------------|-----|-------|--------|
| STAFF LEVEL III |     |       |        |
| HENDERSON, JANE | 5.8 | 36.40 | 211.12 |
| ROTHOUDE, KANCV | 1.5 | 36.40 | 54.60  |
| SUBTOTALS       | 7.3 |       | 265.72 |

|                |     |       |       |
|----------------|-----|-------|-------|
| STAFF LEVEL II |     |       |       |
| ASHLAND, CAROL | 0.6 | 33.80 | 20.28 |
| BEVER, GINA    | 0.2 | 33.80 | 6.76  |
| HAWKINSON, TOM | 1.0 | 33.80 | 33.80 |
| SUBTOTALS      | 1.8 |       | 60.84 |

|               |      |       |          |
|---------------|------|-------|----------|
| SR. ASSOCIATE |      |       |          |
| WARNER, DAVID | 24.0 | 78.00 | 1,872.00 |

|        |      |  |          |
|--------|------|--|----------|
| TOTALS | 73.0 |  | 4,911.14 |
|--------|------|--|----------|

|             |          |
|-------------|----------|
| TOTAL LABOR | 4,911.14 |
|-------------|----------|

TOTAL THIS JOB \$ 4,911.14

-----

INVOICE TOTALS

|                   |          |
|-------------------|----------|
| TOTAL LABOR       | 8,591.44 |
| TOTAL CONSULTANTS |          |
| TOTAL EXPENSE     |          |
| TOTAL FEE         |          |
| TOTAL INTEREST    |          |

-----

8,591.44

=====

BRW. INC.

BILLING SUMMARY

| CURRENT PERIOD COSTS | -- LABOR -- |          | -- EXPENSES -- |            |
|----------------------|-------------|----------|----------------|------------|
|                      | HOURS       | AMOUNT   | REIMB.         | DIRECT&IND |
| TOTALS               | 131.2       | 2,766.67 | 134.01         |            |

COSTS THIS RUN

|                   |          |
|-------------------|----------|
| TOTAL LABOR       | 8,591.44 |
| TOTAL CONSULTANTS |          |
| TOTAL EXPENSE     |          |
| TOTAL FEE         |          |
| TOTAL INTEREST    |          |

\*\* END OF BILLING RUN \*\*

ATTACHMENT B - DIRECT COST AND SUBCONTRACTORS

AGREEMENT NO RCRA-89003

INVOICE PERIOD : 1 FEBRUARY 1991 - 28 FEBRUARY 1991

FILENAME: 89003\_B

OTHER DIRECT NON-SALARY COSTS

|                                     |         |
|-------------------------------------|---------|
| BRW GRAPHIC REPRODUCTION DEPARTMENT | \$96.48 |
| AUTO/MILEAGE                        | 46.57   |
| POSTAGE/DELIVERY                    | 34.10   |

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|       |          |
|-------|----------|
| TOTAL | \$177.15 |
|-------|----------|

SUBCONTRACTORS

---

|                     |           |
|---------------------|-----------|
| BECHTEL CORPORATION | (\$40.35) |
|---------------------|-----------|

---

|       |           |
|-------|-----------|
| TOTAL | (\$40.35) |
|-------|-----------|

-----

|                |          |
|----------------|----------|
| TOTAL EXPENSES | \$136.80 |
|----------------|----------|



**RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY**

**REQUEST FOR BOARD ACTION**

10

REGIONAL RAILROAD AUTHORITY

Originating Department

*K. Kaspiegela*  
Authorized Signature

*4/29/91*  
Date

**Board Action Requested**

Ratify Partial Payment No. 3 to BRW, Inc.  
in the amount of \$6,450.54 for South Corridor.

**ACTION IS REQUESTED**

**Request Justification**

Ramsey County Regional Railroad Authority has contracted the professional services of BRW, Inc. for the purposes of conducting a South Corridor Alignment/Scoping Study. Contract No. DCRRA/RCRRA-90-002 governs the performance of services and terms of payment. Payment in the amount of \$6,450.54 for the period ending February 28, 1991, has been issued in accordance with contract provisions and Rail Authority Resolution No. R90- . Payment documentation is being submitted for ratification in compliance with the latter.

- Attachments are:
- 1) Proposed resolution ratifying payment
  - 2) Accounts Payable form and Partial Payment No. 3
  - 3) BRW, Inc. Invoice No. 61331 and attachments

Budgeting and Accounting

*Ed Blauvelt* *5/6/91*

County Attorney

*W. L. Ma*

Risk Manager

Data Processing

Previous Action taken on Request

Date / Time

Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date

Signature

Date

May 14, 1991

*F. L. Henderson*  
Signature

*5/6/91*

Board Date

Date



# Resolution

## Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: \_\_\_\_\_

No. \_\_\_\_\_

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of BRW, Inc. for the purpose of conducting a South Corridor Alignment/Scoping Study; and

WHEREAS, Ramsey County Regional Railroad Authority Agreement Number RCRRA-90-002, and the First Amendment thereto, govern the performance of services of and terms of payment to BRW, Inc.; and

WHEREAS, BRW, 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 28, 1991; and

WHEREAS, To ensure timely payment for services rendered in accordance with Agreement No. RCRRA 90-002, the Ramsey County Regional Railroad Authority authorized (Resolution R90- ) the Director of Light Rail Transit Planning to process payments to BRW, Inc. for work completed and invoiced in accordance with the agreement; and

WHEREAS, Resolution R90- requires submittal of invoice and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation; Now, Therefore, Be It

WHEREAS, BRW, Inc. Invoice No. 61587, Partial Payment No. 3, and attachments thereto, provide the correct documentation of payments due BRW, Inc. through February 28, 1991; Now, Therefore, Be It

RESOLVED, Payment to BRW, Inc. in the amount of \$6,450.54 for Ramsey County Regional Railroad Authority's share of services rendered through February 28, 1991, is hereby ratified.

John T. Finley, Chairman

By \_\_\_\_\_  
Warren W. Schaber, Secretary

# ACCOUNTS PAYABLE

- (1) CHARGE TO: Dept. Regional Railroad Authority Date 4/15/91
- (2) Appropriation Item Consulting Services

For Accounting Use Only

| Claim # | Date Paid |
|---------|-----------|
| CA      | 1         |
|         |           |
|         |           |
|         |           |
|         |           |

1-2 3-7 8 9-14

WARRANT NO.

| (3) Code |       |       |        |            |
|----------|-------|-------|--------|------------|
| RFC      | Fund  | Dept  | Object | Amount     |
|          | 591   | 59108 | 020102 | \$6,450.54 |
|          |       |       |        |            |
|          |       |       |        |            |
|          |       |       |        |            |
|          |       |       |        |            |
|          |       |       |        |            |
| 15-17    | 18-20 | 21-25 | 26-31  | 32-41      |

\$6,450.54  
Total

- (4) PAY TO: 2
- 8 First Name & Initial 9-22  
BRW, INC.
- Last Name or Firm Name 23-52  
Thresher Square
- 3 700 Third Street So. 53-76
- 8 Address 9-32  
Minneapolis, MN
- City State 33-54 Zip Code 55-59 55415
- Soc Sec No OR  
Fed Tax ID 60-71

- (5) On Check Stub Put: 4 Partial Pymt #3; Inv. 61587; So. Corr. Align/Scoping Study 9-60
- 5 Agreement PA075; Acct. 59108-020102; 2/28/91 9-60

For Risk Management Use Only 6

8 9-24

Last Name First Name

- (6) SEND TO: \_\_\_\_\_ Use only if Payee and/or Address differs from Item 4
- Address \_\_\_\_\_

- (7) Attach to the back of this form: Original Invoices, Receipts, Certified Claims or other documents.

Preparer's Signature: /s/ Bette Kurysh

- (8) I declare that the above materials and/or services have been received, are for Ramsey County, allowed by law, and approved for payment.

Authorized Signature: K. L. Spiegle

NOTE: The vendor's Social Security Number will be used to report taxable income to the Internal Revenue Service. This data is considered private under Minnesota Statutes 15.165, but we will not be able to process this claim without it.

BA-354 (02 - 89)

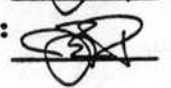
FOR INSTRUCTIONS SEE ACCOUNTING SYSTEM PROCEDURES MANUAL

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

PARTIAL PAYMENT NO. 3

PREPARED BY: 

PROJECT: SOUTH CORRIDOR ALIGNMENT/SCOPING STUDY  
CONTRACT AGREEMENT NUMBER DCRR/RCRRA-90-002

ENTERED BY: 

PROJECT COST CENTER: 59108

AGREEMENT NO: PA 075

DATE: 10 APR 91

RAMSEY COUNTY REGIONAL  
RAILROAD AUTHORITY  
316 COURTHOUSE  
ST. PAUL, MN 55102

CONTRACTOR: BRW, INC.  
THRESHER SQUARE  
700 THIRD STREET SOUTH  
MINNEAPOLIS, MN 55415

ACCOUNT NUMBER 59108-020102

PERCENT COMPLETED 30.1%

TOTAL VALUE OF WORK CERTIFIED - 28 FEB 91

\$50,800.93

LESS 5% RETAINAGE

\$2,540.04

AMOUNT DUE

\$48,260.89

LESS PREVIOUSLY APPROVED PAYMENTS:

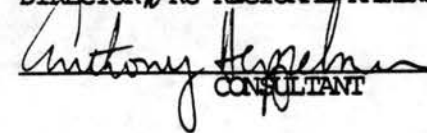
\$25,223.27

ALLOWABLE PAYMENT FOR THIS PARTIAL:

\$23,037.62

THIS IS TO CERTIFY THAT I HAVE EXAMINED THE WORK AND DETAIL OF THE INVOICE, AND  
FIND THE TASKS LISTED HAVE BEEN COMPLETED IN ACCORDANCE WITH AGREEMENT REQUIREMENTS.

4/22/91   
DATE DIRECTOR, RC REGIONAL RAILROAD PLANNING

4/16/91   
DATE CONSULTANT

| PREVIOUS PARTIALS:     | RCRRA SHARE | DCRRA SHARE | TOTAL       |
|------------------------|-------------|-------------|-------------|
| PARTIAL PAYMENT NO. 1  | \$926.36    | \$2,382.09  | \$3,308.45  |
| PARTIAL PAYMENT NO. 2  | \$6,136.15  | \$15,778.67 | \$21,914.82 |
| PARTIAL PAYMENT NO. 3  | \$6,450.54  | \$16,587.08 | \$23,037.62 |
| PARTIAL PAYMENT NO. 4  | \$0.00      | \$0.00      | \$0.00      |
| PARTIAL PAYMENT NO. 5  | \$0.00      | \$0.00      | \$0.00      |
| PARTIAL PAYMENT NO. 6  | \$0.00      | \$0.00      | \$0.00      |
| PARTIAL PAYMENT NO. 7  | \$0.00      | \$0.00      | \$0.00      |
| PARTIAL PAYMENT NO. 8  | \$0.00      | \$0.00      | \$0.00      |
| PARTIAL PAYMENT NO. 9  | \$0.00      | \$0.00      | \$0.00      |
| PARTIAL PAYMENT TOTAL: | \$13,513.05 | \$34,747.84 | \$48,260.89 |

SUMMARY OF AGREEMENT

ORIGINAL AGREEMENT AMOUNT: \$169,045.00  
LESS TOTAL PARTIAL PAYMENTS (INCLUDING THIS PAYMENT) \$48,260.89

AMOUNT REMAINING ON AGREEMENT \$120,784.11





BRW INC.

Planning  
Transportation  
Engineering  
Urban Design

Thresher Square  
700 Third Street So.  
Minneapolis,  
MN 55415  
612/370-0700  
Fax 612/370-1378

Minneapolis  
Denver  
Phoenix  
Tucson  
St. Petersburg  
San Diego

INVOICE  
61587

Mr. Allen W. Moe  
DCRRA  
7300 West 147th St.  
Suite 503  
Apple Valley, MN 55124

Mr. James E. Tolaas  
RCRRA  
316 Courthouse  
15 West Kellogg Blvd.  
St. Paul, MN 55102

DATE: February 28, 1991

JOB NO: 1033

PROJECT: St. Paul South Corridor

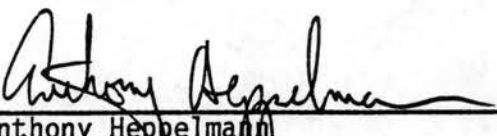
INVOICE PERIOD: February 1-28, 1991

For Professional Services rendered during this invoice period.

| AGENCY              | BILL THIS<br>INVOICE     | PREVIOUSLY<br>BILLED | TOTAL BILLING<br>TO DATE    |
|---------------------|--------------------------|----------------------|-----------------------------|
| Dakota County RRA   | \$ 17,460.08             | \$ 19,116.59         | \$ 36,576.67                |
| - Less 5% Retainage | <del>873.20 698.58</del> | 955.83               | <del>1,654.41</del> 1828.83 |
| - Due This Billing  | \$ 16,761.50             | \$ 18,160.76         | \$ 34,922.26                |
|                     | <del>587.28</del>        |                      | <del>747.21</del>           |
| Ramsey County RRA   | 6,790.04                 | \$ 7,434.22          | \$ 14,224.26                |
| - Less 5% Retainage | <del>339.20 271.68</del> | 371.44 71            | 643.12                      |
| - Due This Billing  | \$ 6,518.36              | \$ 7,062.78 51       | \$ 13,581.14                |
|                     | <del>450.34</del>        |                      | <del>13.05</del>            |

I hereby certify that the above  
statement is just and correct and  
payment has not been received.

BRW, INC.

  
Anthony Heppelmann



BRW, INC.

FEBRUARY 28, 1991  
 INVOICE NO. DRAFT  
 JOB NO. 10336.01

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

---

## PROFESSIONAL PERSONNEL

|                      | HOURS | RATE   | AMOUNT   |
|----------------------|-------|--------|----------|
| PRINCIPAL            |       |        |          |
| WOLSFELD, RICHARD    | 3.0   | 140.00 | 420.00   |
| ASSOCIATE            |       |        |          |
| HEPPELMAHN, TONY     | 9.0   | 75.00  | 675.00   |
| WEBER, WILLIAM       | 1.0   | 75.00  | 75.00    |
| SUBTOTALS            | 10.0  |        | 750.00   |
| CONSULTANT II        |       |        |          |
| SMITH, WILLIAM       | 4.0   | 55.00  | 220.00   |
| CONSULTANT I         |       |        |          |
| COLEBURN, ELIZABETH  | 1.5   | 45.00  | 67.50    |
| THATCHER, JENNIE     | 2.5   | 45.00  | 112.50   |
| SUBTOTALS            | 4.0   |        | 180.00   |
| STAFF LEVEL IV       |       |        |          |
| PATRICK, CHRISTOPHER | 44.5  | 45.00  | 2,002.50 |
| STAFF LEVEL III      |       |        |          |
| ELLINGSON, RITCH     | 48.7  | 35.00  | 1,704.50 |
| ROKHOUDE, HANCV      | 0.8   | 35.00  | 28.00    |
| SUBTOTALS            | 49.5  |        | 1,732.50 |
| STAFF LEVEL II       |       |        |          |
| BEYER, GINA          | 7.9   | 32.50  | 256.75   |
| HARRICK, CLAUDIA     | 3.0   | 32.50  | 97.50    |
| HAWKINS, TOM         | 1.5   | 32.50  | 48.75    |
| SUBTOTALS            | 12.4  |        | 403.00   |

BRW. INC.

INVOICE NO. DRAFT  
JOB NO. 10336.01

|               |       |       |          |
|---------------|-------|-------|----------|
| STAFF LEVEL V |       |       |          |
| BARTEL, DAVID | 2.5   | 45.00 | 112.50   |
| TOTALS        | 129.9 |       | 5,820.50 |

|             |          |
|-------------|----------|
| TOTAL LABOR | 5,820.50 |
|-------------|----------|

|                   |          |
|-------------------|----------|
| TOTAL THIS JOB \$ | 5,820.50 |
|-------------------|----------|

ST. P &amp; EVAL PROCESS

JOB NO. 10336.02

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

## PROFESSIONAL PERSONNEL

|                      | HOURS | RATE  | AMOUNT   |
|----------------------|-------|-------|----------|
| ASSOCIATE            |       |       |          |
| HEPPELMANN, TOMV     | 1.5   | 75.00 | 112.50   |
| CONSULTANT II        |       |       |          |
| SMITH, WILLIAM       | 20.0  | 55.00 | 1,100.00 |
| CONSULTANT I         |       |       |          |
| MOLITOR, LINDA       | 1.8   | 45.00 | 81.00    |
| STAFF LEVEL IV       |       |       |          |
| HORD-SHEPTAK, CANDIS | 4.0   | 45.00 | 180.00   |
| STAFF LEVEL III      |       |       |          |
| SCHODNEBERG, KATHV   | 0.8   | 35.00 | 28.00    |
| STAFF LEVEL II       |       |       |          |
| ASHLAND, CAROL       | 0.4   | 32.50 | 13.00    |
| HARRICK, CLAUDIA     | 1.1   | 32.50 | 35.75    |
| SUBTOTALS            | 1.5   |       | 48.75    |
| STAFF LEVEL V        |       |       |          |
| BARTEL, DAVID        | 4.0   | 45.00 | 180.00   |
| TOTALS               | 33.6  |       | 1,730.25 |

|             |          |
|-------------|----------|
| TOTAL LABOR | 1,730.25 |
|-------------|----------|

|                   |          |
|-------------------|----------|
| TOTAL THIS JOB \$ | 1,730.25 |
|-------------------|----------|

BRW, INC.

INVOICE NO. DRAFT  
JOB NO. 1033B.01

ST. P S ALIGNMT DEFINITH

JOB NO. 1033B.03

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

PROFESSIONAL PERSONNEL

|                     | HOURS | RATE  | AMOUNT   |
|---------------------|-------|-------|----------|
| ASSOCIATE           |       |       |          |
| HEPPELMAHL, TONY    | 13.5  | 75.00 | 1,012.50 |
| CONSULTANT II       |       |       |          |
| RUSCO, BRENT        | 118.0 | 55.00 | 6,490.00 |
| SMITH, WILLIAM      | 3.5   | 55.00 | 192.50   |
| SUBTOTALS           | 121.5 |       | 6,682.50 |
| STAFF LEVEL III     |       |       |          |
| ELLINGSON, RITCH    | 21.7  | 35.00 | 759.50   |
| SCHOONENBERG, KATHY | 0.8   | 35.00 | 28.00    |
| ZIMMERMAN, MARK     | 21.0  | 35.00 | 735.00   |
| SUBTOTALS           | 43.5  |       | 1,522.50 |
| STAFF LEVEL II      |       |       |          |
| ASHLAND, CAROL      | 1.9   | 32.50 | 61.75    |
| STAFF LEVEL I       |       |       |          |
| JENSEN, KENNETH     | 0.8   | 25.00 | 20.00    |
| PIETZ, BRENDA LEE   | 1.5   | 25.00 | 37.50    |
| ROBERTS, SUSAN      | 1.2   | 25.00 | 30.00    |
| SUBTOTALS           | 3.5   |       | 87.50    |
| TOTALS              | 183.9 |       | 9,366.75 |

TOTAL LABOR 9,366.75

TOTAL THIS JOB \$ 9,366.75

BRM, INC.

INVOICE NO. DRAFT

JOB NO. 10336.01

ST. P S STATION DEFINITH

JOB NO. 10336.04

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

PROFESSIONAL PERSONNEL

|                   | HOURS | RATE  | AMOUNT |
|-------------------|-------|-------|--------|
| CONSULTANT II     |       |       |        |
| SMITH, WILLIAM    | 6.0   | 55.00 | 330.00 |
| TOTAL LABOR       |       |       | 330.00 |
| TOTAL THIS JOB \$ |       |       | 330.00 |

ST P S PUBLIC PARTICIPTH

JOB NO. 10336.13

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

PROFESSIONAL PERSONNEL

|                      | HOURS | RATE   | AMOUNT   |
|----------------------|-------|--------|----------|
| PRINCIPAL            |       |        |          |
| WOLSFELD, RICHARD    | 2.0   | 140.00 | 280.00   |
| ASSOCIATE            |       |        |          |
| HEPPELMANN, TOMV     | 21.0  | 75.00  | 1,575.00 |
| CONSULTANT II        |       |        |          |
| SMITH, WILLIAM       | 2.5   | 55.00  | 137.50   |
| CONSULTANT I         |       |        |          |
| COLBURN, ELIZABETH   | 69.0  | 45.00  | 3,105.00 |
| MOLITOR, LINDA       | 0.3   | 45.00  | 13.50    |
| SUBTOTALS            | 69.3  |        | 3,118.50 |
| STAFF LEVEL IV       |       |        |          |
| PATRICK, CHRISTOPHER | 13.5  | 45.00  | 607.50   |

BRW, INC.

INVOICE NO. DRAFT  
JOB NO. 1033B.01

STAFF LEVEL III

|                    |     |       |       |
|--------------------|-----|-------|-------|
| HENDERSON, JAKE    | 0.1 | 35.00 | 3.50  |
| ROHMBOUE, HANCV    | 0.8 | 35.00 | 28.00 |
| SCHODMEBERG, KATHY | 0.8 | 35.00 | 28.00 |
| SUBTOTALS          | 1.7 |       | 59.50 |

STAFF LEVEL II

|                  |      |       |        |
|------------------|------|-------|--------|
| ASHLAND, CAROL   | 3.1  | 32.50 | 100.75 |
| HAMRICK, CLAUDIA | 5.1  | 32.50 | 165.75 |
| HAWKINSON, TOM   | 7.2  | 32.50 | 234.00 |
| SUBTOTALS        | 15.4 |       | 500.50 |

STAFF LEVEL I

|                |     |       |       |
|----------------|-----|-------|-------|
| ROBERTS, SUSAN | 1.2 | 25.00 | 30.00 |
|----------------|-----|-------|-------|

|        |       |  |          |
|--------|-------|--|----------|
| TOTALS | 126.6 |  | 6,308.50 |
|--------|-------|--|----------|

TOTAL LABOR 6,308.50

TOTAL THIS JOB \$ 6,308.50

ST. PAUL SOUTH LRT

JOB NO. 1033C.01

PROFESSIONAL SERVICES FOR THE PERIOD ENDING FEBRUARY 28, 1991

PROFESSIONAL PERSONNEL

|                | HOURS | RATE  | AMOUNT |
|----------------|-------|-------|--------|
| SR. ASSOCIATE  |       |       |        |
| PAKALMS, ARIJS | 3.0   | 85.00 | 255.00 |
| TOTAL LABOR    |       |       | 255.00 |

TOTAL THIS JOB \$ 255.00



BRW. INC.

INVOICE NO. DRAFT  
JOB NO. 10338.01

-----  
INVOICE TOTALS

|                   |           |
|-------------------|-----------|
| TOTAL LABOR       | 23,811.00 |
| TOTAL CONSULTANTS |           |
| TOTAL EXPENSE     |           |
| TOTAL FEE         |           |
| TOTAL INTEREST    |           |

-----  
23,811.00  
=====

BRW, INC.

BILLING SUMMARY

CURRENT PERIOD COSTS

TOTALS

| -- LABOR -- |          |
|-------------|----------|
| HOURS       | AMOUNT   |
| 483.0       | 7,260.49 |

| -- EXPENSES -- |            |
|----------------|------------|
| REIMB.         | DIRECT&IND |
| 694.12         |            |

COSTS THIS RUN

|                   |           |
|-------------------|-----------|
| TOTAL LABOR       | 23,811.00 |
| TOTAL CONSULTANTS |           |
| TOTAL EXPENSE     |           |
| TOTAL FEE         |           |
| TOTAL INTEREST    |           |

\*\*\* END OF BILLING RUN \*\*\*

ATTACHMENT B - DIRECT COST AND SUBCONTRACTORS  
ST. PAUL SOUTH CORRIDOR

INVOICE PERIOD : 1 FEBRUARY 1991 - 28 FEBRUARY 1991  
FILENAME: ST. PAUL\_B.WK1

OTHER DIRECT NON-SALARY COSTS

|                                     |          |
|-------------------------------------|----------|
| BRW GRAPHIC REPRODUCTION DEPARTMENT | \$415.27 |
| AUTO/MILEAGE                        | 93.87    |
| POSTAGE/DELIVERY                    | 184.98   |

---

|       |          |
|-------|----------|
| TOTAL | \$694.12 |
|-------|----------|

SUBCONTRACTORS

---

|                 |        |
|-----------------|--------|
| NONE THIS MONTH | \$0.00 |
|-----------------|--------|

---

|       |        |
|-------|--------|
| TOTAL | \$0.00 |
|-------|--------|

~~~~~

TOTAL EXPENSES	\$694.12
----------------	----------

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

//

Regional Railroad Authority

Originating Department

K. Spiegel 5/3/91
Authorized Signature Date

Board Action Requested

Adopt filing process for Ethical Practices

ACTION IS REQUESTED

Request Justification

- See attached: 1. Proposed resolution
2. Memorandum from Michele Timmons and attachments

Budgeting and Accounting

County Attorney

Risk Manager

Data Processing

Previous Action taken on Request

Date / Time

Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Committee / Meeting Date

May 14, 1991

Board Date

Signature

Date

Signature

Date

Signature

Date

J. L. Glendinning

5/6/91



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

WHEREAS, By Minnesota Law, the Ethical Practices Board is requiring local officials to file economic interest and conflicts of interest disclosure forms; and

WHEREAS, This requirement is part of the Elections & Ethics Reform Act which became effective January 1, 1991; and

WHEREAS, A local official of a metropolitan governmental unit is defined as "a person who holds elective office in a political subdivision or a person who is appointed or employed in a public position in a political subdivision in which the individual has authority to make, to recommend, or to vote on as a member of the governing body major decisions regarding the expenditure or investment of public money"; and

WHEREAS, Regional Railroad Authority is included as a metropolitan government unit; Now, Therefore, Be It

RESOLVED, The Ramsey County Regional Railroad Authority hereby adopts the filing process outlined on the required forms for elected and appointed officials and employees of the Authority, as on file with the Chief Clerk of the Board of Ramsey County Commissioners; and Be It Further

RESOLVED, That the Chief Clerk of the Ramsey County Board of Commissioners is hereby designated as filing officer to receive the reports of officials and employees of the Authority; and Be It Further

RESOLVED, That the Chief Clerk shall retain these reports for a period of six (6) years.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary



OFFICE OF THE COUNTY ATTORNEY
RAMSEY COUNTY
SUITE 400
350 ST. PETER STREET
ST. PAUL, MINNESOTA 55102

TOM FOLEY
COUNTY ATTORNEY

TELEPHONE (612) 298-4421
FAX 298-5316
& 292-7827

MEMORANDUM

TO: Kathryn M. DeSpiegelaere, Director
Light Rail Transit Planning

FROM: Michele L. Timmons
Director, Civil Division

DATE: April 22, 1991

RE: Economic Interest and Conflict of Interest Reporting

As we have discussed, the Regional Rail Authority should adopt the attached group of forms to be used in compliance with the new law on economic interest and conflict of interest reporting.

Since the county commissioners are the same as the Regional Rail Authority members, they need not file duplicate sets of forms. In regard to appointed positions, it is my opinion that the only position which meets the definition of "local official" is the Director of Light Rail Transit Planning. For administrative efficiency, I would suggest that the Regional Rail Authority designate the same filing officer as the county board has, which is the chief clerk to the county board.

cc: Bonnie Jackelen
Karen Tero



OFFICE OF THE COUNTY ATTORNEY
RAMSEY COUNTY
SUITE 400
150 ST. PETER STREET
ST. PAUL, MINNESOTA 55102

TOM FOLEY
COUNTY ATTORNEY

MEMORANDUM

TELEPHONE (612) 298-4421
FAX 298-5316
& 292-7327

TO: Karen Tero
Director of Administrative Services

FROM: Michele L. Timmons
Director, Civil Division

DATE: March 4, 1991

RE: Economic Interest and Conflict of Interest Reporting

This memo will confirm our discussions about several questions relating to the new economic interest and conflict of interest reporting laws.

1) Who is required to file economic interest and conflict of interest reports?

Essentially, anyone who falls within the definition of "local official" is required to file these reports. "Local official" means:

a person who holds elective office in a political subdivision or who is appointed to or employed in a public position in a political subdivision in which the person has authority to make, to recommend, or to vote on as a member of the governing body, major decisions regarding the expenditure or investment of public money.

Minn. Stat. §10A.01, Subd. 25. Based on this definition, it appears reasonable to interpret the following positions to be within the scope of the definition:

- Elected officials
- Executive Director
- Director, Budgeting and Accounting

- Director, Policy Analysis
- Director, Risk Management
- Director, Personnel
- Department Heads
- Assistant Director, Department of Property Taxation
- Director, Revenue Division, Department of Property Taxation
- Assistant Director, Revenue Division, Department of Property Taxation

In addition, candidates for public office must file the statement of economic interest within 14 days of filing an affidavit of candidacy. Minn. Stat. §10A.09, Subd. 1(2).

2) Who is the filing officer for the statements of economic interest?

With respect to candidates, the law specifies that the county auditor must notify the Ethical Practices Board upon receipt of an affidavit of candidacy. Minn. Stat. §10A.09, Subd. 2. The "county auditor" in this case is the Office of Elections and Licenses in the Property Taxation Department, because that is the office which accepts affidavits of candidacy.

With respect to local officials, the law states:

A local official required to file a statement under this section shall file it with the governing body of the official's political subdivision. The governing body shall maintain statements filed with it under this subdivision as public data.

Minn. Stat. §10A.09, Subd. 6a. Since the governing body of the county is the county board, it seems reasonable for the chief clerk of the board to serve as filing officer for these statements.

3) When is the statement of economic interest required to be filed?

The filing is required within 60 days of accepting employment as a local official, and annually by April 15 of each year the individual remains in office. Minn. Stat. §10A.09, Subds. 1 and 6. The amendments to the law did not set out any transition

provisions for implementation of this new law, but April 15, 1991, would seem to be the appropriate deadline for the first report.

4) When is a potential conflict of interest report required?

The law requires the disclosure of a potential conflict of interest for a local official who in the discharge of official duties would be required to take an action or make a decision that would substantially affect the official's financial interests or those of an associated business, unless the effect on the official is no greater than on other members of the official's business classification, profession, or occupation. Minn.Stat. §10A.07, Subd. 1.

5) Who is the filing officer for the potential conflict of interest statements?

These statements are required to be filed with the official's immediate superior, if any. Minn. Stat. §10A.07, Subd. 1(2). If the individual is a member of the county board, the presiding officer of the governing body (i.e. chair of the board) is to receive the statement. Minn. Stat. §10A.07, Subd. 1(3).

In addition to these filing officers, however, it is my recommendation that a copy of any potential conflict of interest statement be filed with a central county filing officer, such as the chief clerk to the county board. This procedure would provide a filing officer for any situation in which no immediate superior existed, and provide for some uniformity and consistency in the handling of these statements. The county attorney's office will be available to review copies of these statements and give legal advice as to the resolution of any situations presented.

6) What action is to be taken upon receipt of a potential conflict of interest statement?

The law states:

If the official is not a member of the legislature or of the governing body of a metropolitan governmental unit, the superior shall assign the matter, if possible, to another employee who does not have a potential conflict of interest. If there is no immediate superior, the official shall abstain, if possible, in a manner prescribed by the board from influence over the action or decision in question. . . . If the official is not permitted or is otherwise unable to abstain from action in connection with the matter, the official shall file a statement describing the potential conflict and

the action taken. A public official shall file the statement with the board and a local official shall file the statement with the governing body of the official's political subdivision. The statement must be filed within a week of the action taken.

Minn. Stat. §10A.07, Subd. 2.

7) Do the new provisions supersede Resolution No. 9-694, dated June 7, 1971, called the Ramsey County "Code of Ethics"?

The new laws govern the same topics as the 1971 "Code of Ethics." Consequently, it is my opinion that the new provisions supersede and I would recommend that Resolution No. 9-694, dated June 7, 1971 be rescinded as a part of the board resolution implementing the new laws.

cc: Bonnie Jackelen
Joan Pelzer
Tom Foley
Susan Haigh
Opinion File

NOTICE OF APPOINTMENT OF LOCAL OFFICIAL

Who Files: County Executive Director is required to file the names of appointed local officials who are required to file a statement of economic interest.

Where Filed: Ethical Practices Board.
Copy filed with the Chief Clerk to the Board.

When Filed: Within one month of appointment of a local official.



NOTICE OF APPOINTMENT OF LOCAL OFFICIAL
METROPOLITAN GOVERNMENTAL UNIT
under Minn. Stat. §§10A.01, subds. 25 and 26, and 10A.09*

(All information on this form is public information)
It is unlawful to use this information for commercial purposes.

01 NAME OF GOVERNMENTAL UNIT	02 APPOINTED POSITION
03 NAME OF APPOINTEE	
04 ADDRESS (street, city, state, zip)	05 TELEPHONE NUMBER
	Area ()
06 DATE OF APPOINTMENT	07 TERM OF OFFICE
	to
08 REPLACING (Name of individual who formerly held this position)	

Any individual who signs and certifies to be true a statement knowing it contains false information or who knowingly omits required information is guilty of a gross misdemeanor.

FILE WITH ETHICAL PRACTICES BOARD
625 North Robert Street
St. Paul, MN 55101-2520
(612) 296-5148

09 CERTIFICATION

I, _____
Print or type name

CERTIFY THAT THE INFORMATION CONTAINED
ON THIS FORM IS COMPLETE, TRUE
AND CORRECT.

Signature of Appointing Authority

Date _____

***MINN. STAT. §10A.09 STATEMENTS OF ECONOMIC INTEREST**

Subdivision 1. Time for filing. Except for a candidate for elective office in the judicial branch, an individual shall file a statement of economic interest with the board:
(1) within 60 days of accepting employment as a public official or local official in a metropolitan governmental unit;
(2) within 14 days after filing an affidavit of candidacy or petition to appear on the ballot for an elective public office or an elective local office in a metropolitan governmental unit;

Subd. 2. Any official who nominates or employs a public or local official required by this section to file a statement of economic interest, shall notify the board of the name of the individual required to file a statement and the date of the affidavit, petition, or nomination.

MINNESOTA RULES pc. 4505.0100 DEFINITIONS

Subp. 4. Date of Appointment. "Date of appointment" means the effective date of appointment to a position.

NOTICE OF INABILITY TO ABSTAIN FROM
POTENTIAL CONFLICT OF INTEREST NOTICE

Who Files:

Elected Local Officials

Executive Director

Division Heads:

Director, Budgeting and Accounting

Director of Personnel

Director of Policy Analysis

Director of Risk Management

Department Heads

Assistant Director, Department of Property Taxation

Director, Revenue Division, Department of Property
Taxation

Assistant Director, Revenue Division, Department of
Property Taxation

Where Filed:

For the elected officials, file with the presiding
officer (Chair of the County Board).

File a copy with the Chief Clerk to the Board.

Other local officials file with the Chief Clerk to the
Board.

When Filed:

Within one week of action taken.



NOTICE OF INABILITY TO ABSTAIN FROM
POTENTIAL CONFLICT OF INTEREST NOTICE
METROPOLITAN GOVERNMENTAL UNIT
under Minn. Stat. §§10A.07

(All the information on this form is public information)
It is unlawful to use this information for commercial purposes.

01 NAME	02 TITLE	03 GOVERNMENTAL UNIT
04 ADDRESS (Street, city, state, zip)		05 TELEPHONE NUMBER
		Area Code ()
06 NAME OF YOUR IMMEDIATE SUPERIOR (For member of governing body, list name of presiding officer)		
07 DATE THE ACTION OR DECISION WILL OCCUR (Month, day, year)		

PLEASE NOTE: YOU MUST FILE THIS NOTICE WITHIN ONE WEEK OF THE ACTION TAKEN
(ATTACH ADDITIONAL SHEETS IF NECESSARY TO COMPLETE THESE ITEMS)

08 DESCRIBE ACTION OR DECISION PRESENTING A POTENTIAL CONFLICT OF INTEREST

09 EXPLAIN THE NATURE OF THE POTENTIAL CONFLICT OF INTEREST The potential conflict of interest involves: ("X" appropriate box (es) below and enter description)
☐ Source of Compensation; earned income ☐ Securities ☐ Real Property
Description of potential conflict of interest:

10 DESCRIBE THE ACTION TAKEN

Any individual who signs and certifies to be true a statement knowing it contains false information or who knowingly omits required information is guilty of a gross misdemeanor.

FILE WITH:

The governing body of your political subdivision

ET 00037-01

11 CERTIFICATION

I, _____, certify
Print or type name

THAT THE INFORMATION CONTAINED ON
THIS FORM, OR ATTACHED HERETO, IS
COMPLETE, TRUE AND CORRECT.

Signature of Local Official

Date _____

POTENTIAL CONFLICT OF INTEREST NOTICE

Who Files:

Elected Local Officials
 Executive Director
 Division Heads:
 Director, Budgeting and Accounting
 Director of Personnel
 Director of Policy Analysis
 Director of Risk Management
 Department Heads
 Assistant Director, Department of Property Taxation
 Director, Revenue Division, Department of Property
 Taxation
 Assistant Director, Revenue Division, Department of
 Property Taxation

Where Filed:

It is required that the form be filed with the immediate supervisor. For the County Board, it is the presiding officer (Chair of the Board) with a copy filed with the Chief Clerk to the Board.

For other local officials, file the form with the Chief Clerk to the Board.

When Filed:

This form is filed before official action is taken, or orally if there is insufficient time to file.

NOTE: For more information, see memorandum dated March 4, 1991, from the Director of the Civil Division, Office of the County Attorney, on file with the Chief Clerk - County Board.



POTENTIAL CONFLICT OF INTEREST NOTICE
METROPOLITAN GOVERNMENTAL UNIT
under Minn. Stat. §§10A.07

(All the information on this form is public information)
It is unlawful to use this information for commercial purposes.

01 NAME	02 TITLE	03 GOVERNMENTAL UNIT
04 ADDRESS (Street, city, state, zip)	05 TELEPHONE NUMBER	
	Area Code ()	
06 NAME OF YOUR IMMEDIATE SUPERIOR (For member of governing body, list name of presiding officer)		
07 DATE THE ACTION OR DECISION WILL OCCUR (Month, day, year)		
(ATTACH ADDITIONAL SHEETS IF NECESSARY TO COMPLETE THESE ITEMS)		
08 DESCRIBE ACTION OR DECISION PRESENTING A POTENTIAL CONFLICT OF INTEREST		
09 EXPLAIN THE NATURE OF THE POTENTIAL CONFLICT OF INTEREST		
The potential conflict of interest involves: ("X" appropriate box(es) below and enter description		
☐ Source of Compensation: earned income ☐ Securities ☐ Real Property		
Description of potential conflict of interest:		

Any individual who signs and certifies to be true a statement knowing it contains false information or who knowingly omits required information is guilty of a gross misdemeanor.

FILE WITH

Individual identified in
Section 06, above

ET 00036-01

10 CERTIFICATION

I, _____, certify
Print or type name

THAT THE INFORMATION CONTAINED ON
THIS FORM, OR ATTACHED HERETO, IS
COMPLETE, TRUE, AND CORRECT.

Signature of Local Official

Date _____

STATEMENT OF ECONOMIC INTEREST

Who Files: Candidates and Elected Local Officials

Where Filed: It is required that this form be filed with "The Governing Body of Metropolitan Government Unit in Which You Serve".

For candidates, the report is filed with the "County Auditor" (Office of Elections and Licenses in the Property Taxation Department), who copies the Ethical Practices Board.

Elected Local Officials file this report with the Chief Clerk to the Board who copies the Ethical Practices Board.

When Filed: Candidates must file within 14 days of filing an affidavit of candidacy and the report covers one month before the filing to the date of filing.

Local Elected Officials must file within 60 days of election and annually by April 15 thereafter.

STATEMENT OF ECONOMIC INTEREST
Candidates, Elected Local Official
Metropolitan Governmental Unit
under Minn. Stat. §10A.09



(All information on this form
is public information)

It is unlawful to use this information
for commercial purposes.

01 PERIOD COVERED

through

- ☐ Original Statement
☐ Supplementary Statement
☐ Termination Statement

02 INDIVIDUAL NAME

03 TELEPHONE NUMBER

04 ADDRESS (Street, City, State, Zip)

05 ☐ OFFICE SOUGHT ☐ HELD	CITY OR COUNTY
COUNTY COMMISSIONER	
COUNCIL MEMBER	
MAYOR	
ATTORNEY	
SHERIFF	
OTHER (specify)	

06 OCCUPATION

07 PRINCIPAL PLACE OF BUSINESS

(ATTACH ADDITIONAL SHEETS IF NECESSARY TO COMPLETE SECTIONS 8 THROUGH 10)

08 SOURCES OF COMPENSATION; earned income in excess of \$50 in any month (including 05
Do NOT list benefits from retirement, insurance, social security, savings, alimony
Supplementary Statement: list amount of each honorarium of more than \$50 received
since the previous statement with name & address of source of honorarium.
☐ NO CHANGE SINCE LAST STATEMENT

Associated Business	Address (street, city, state, zip)	Your relationship with Business

09 SECURITIES HELD in which your share is \$2,500 or more*
Do NOT list number of shares or value of shares
☐ NO CHANGE SINCE LAST STATEMENT

Name of Security	Address (street, city, state, zip)	Type of Security

10 REAL PROPERTY IN STATE OF MINN. in which your share is worth in excess of \$2,500*
Do NOT list homestead property and do not list value of property
☐ NO CHANGE SINCE LAST STATEMENT

Name of Property	Street Address	Municipality, Range Township or Section	County	Acreage

*For pari-mutuel horse racing interests only, include your interest and interests of
immediate family member(s) in the United States and Canada.

Any individual who signs and certifies to
be true a statement knowing it contains
false information or who knowingly omits
required information is guilty of a
gross misdemeanor.

FILE WITH:

The Governing Body of Metropolitan
Government Unit in which you serve

13 CERTIFICATION

I, _____
Print or type
CERTIFY THAT THE INFORMATION CONTAINED
ON THIS FORM, OR ATTACHED HERETO, IS
COMPLETE, TRUE AND CORRECT.

Signature

Date

14

ORIGINAL STATEMENT OF ECONOMIC INTEREST

Who Files:

Executive Director
Division Heads:
Director, Budgeting and Accounting
Director of Personnel
Director of Policy Analysis
Director of Risk Management
Department Heads
Assistant Director, Department of Property Taxation
Director, Revenue Division, Department of Property
Taxation
Assistant Director, Revenue Division, Department of
Property Taxation

Where Filed:

"The Governing Body of Metropolitan Government Unit in
Which You Serve".

File the statement with the Chief Clerk to the Board who
copies the Ethical Practices Board.

When Filed:

Within 60 days of employment as a local official.



ORIGINAL STATEMENT OF ECONOMIC INTEREST
Appointed Local Official in a Metropolitan Governmental Unit
under Minn. Stat. §10A.09

01 PERIOD COVERED - from one month
before appointment to effective
date of appointment - Fill in dates

_____, 19__ to _____, 19__

(All information on this form is public information)
It is unlawful to use this information for commercial purposes.

02 NAME	03 TITLE	04 GOVERNMENTAL UNIT
05 ADDRESS (Street, City, State, Zip)*		06 TELEPHONE NUMBER Area ()

*For mailing purposes, you may list home or business address. (Minn. Rules pc.
4505-0100, subp. 1a)

07 OCCUPATION	08 PRINCIPAL PLACE OF BUSINESS
---------------	--------------------------------

(ATTACH ADDITIONAL SHEETS IF NECESSARY TO COMPLETE SECTIONS 9 THROUGH 11)

09 SOURCES OF COMPENSATION: earned income in excess of \$50 in any month** List corporation, partnership, or other entity from which compensation is received. Do NOT list benefits from retirement, insurance, social security, savings, alimony.		
Associated business	Address (street, city, state, zip)	Your relationship with business

10 SECURITIES HELD in which your share is \$2,500 or more** Do NOT list number of shares or value of shares		
Name of security	Address (street, city, state, zip)	Type of Security

11 REAL PROPERTY IN STATE OF MINN. in which your share is worth in excess of \$2,500** Do NOT list homestead property and do not list value of property				
Name of property	Street Address	Municipality, Range Township or Section	County	Acreage

**For pari-mutuel horse racing interests only, include your interests and interests of
immediate family member(s) in the United States and Canada.

PLEASE MAKE A COPY OF THIS STATEMENT FOR YOUR RECORDS

Any individual who signs and certifies to
be true a statement knowing it contains
false information or who knowingly omits
required information is guilty of a gross
misdemeanor.

FILE WITH

The Governing Body of Metropolitan
Government Unit in which you serve

12 CERTIFICATION

I, _____
Print or type name

CERTIFY THAT THE INFORMATION CONTAINED
ON THIS FORM, OR ATTACHED HERETO, IS
COMPLETE, TRUE, AND CORRECT.

Signature of Local Official

Date

SUPPLEMENTARY STATEMENT OF ECONOMIC INTEREST

Who Files:

Executive Director
 Division Heads:
 Director, Budgeting and Accounting
 Director of Personnel
 Director of Policy Analysis
 Director of Risk Management
 Department Heads
 Assistant Director, Department of Property Taxation
 Director, Revenue Division, Department of Property
 Taxation
 Assistant Director, Revenue Division, Department of
 Property Taxation

Where Filed:

"The Governing Body of Metropolitan Government Unit in
 Which You Serve."

File the statement with the Chief Clerk to the Board who
 copies the Ethical Practices Board.

When Filed:

Annually by April 15 each year.

SUPPLEMENTARY STATEMENT OF ECONOMIC INTEREST
Appointed Local Official in a Metropolitan Governmental Unit
under Minn. Stat. § 10A.09
(All information on this form is public information)
It is unlawful to use this information for commercial purposes.



01 PERIOD COVERED - ☒ applicable box: fill in dates
☐ Supplementary Statement - from date of last filing to 3-31-91
_____, 19__ to _____, 19__
☐ Amended Statement - fill in date of statement amended
_____, 19__ to _____, 19__
☐ Termination Statement - from date of last filing to term date
_____, 19__ to _____, 19__

02 NAME	03 TITLE	04 GOVERNMENTAL UNIT

05 ADDRESS (Street, City, State, Zip)*	06 TELEPHONE NUMBER Area ()

*For mailing purposes, you may list home or business address. (Minn. Rules pt. 4505-0100, subp. 1a)

07 OCCUPATION	08 PRINCIPAL PLACE OF BUSINESS

09 ☐ The information contained in my most recent STATEMENT OF ECONOMIC INTEREST, as filed with this Metropolitan Governmental Unit on _____ (date filed), has not changed for category:

☐ Sources of Compensation; Earned Income** (in excess of \$50) ☐ Securities** (\$2,500 or more) ☐ Real Property** (other than homestead)

10 ☐ The information contained on my most recent STATEMENT OF ECONOMIC INTEREST has changed and I attach a statement disclosing the changes:

☐ Sources of Compensation; Earned Income** (in excess of \$50) ☐ Securities** (\$2,500 or more) ☐ Real Property** (other than homestead)

(Check the applicable box(es) above and attach required statement. Check "Sources of Earned Income" if you received any honorarium of more than \$50 during the period and list the amount and the name and address of the source of each honorarium.)

**Pari-mutuel horse racing interest only. Include your interest and interest of immediate family member(s) in the United States and Canada.

Any individual who signs and certifies to be true a statement knowing it contains false information or who knowingly omits required information is guilty of a gross misdemeanor.

FILE WITH

The Governing Body of Metropolitan Government Unit in which you serve

11 CERTIFICATION

I, _____
Print or type name

CERTIFY THAT THE INFORMATION CONTAINED ON THIS FORM, OR ATTACHED HERETO, IS COMPLETE, TRUE, AND CORRECT.

Signature of Local Public Official

Date _____

STATEMENT OF TERMINATION AS A LOCAL OFFICIAL

Who Files:

Elected Local Officials
Executive Director
Division Heads:
 Director, Budgeting and Accounting
 Director of Personnel
 Director of Policy Analysis
 Director of Risk Management
Department Heads
 Assistant Director, Department of Property Taxation
 Director, Revenue Division, Department of Property
 Taxation
 Assistant Director, Revenue Division, Department of
 Property Taxation

Where Filed:

"The Governing Body of Metropolitan Government Unit in
Which You Serve."

File the statement with the Chief Clerk who copies the
Ethical Practices Board.

When Filed:

Within 60 days of termination.



STATEMENT OF TERMINATION AS A LOCAL OFFICIAL
Metropolitan Governmental Unit

under Minn. Stat. §§10A.01, subds. 25 and 26; and 10A.09, subd. 6
and Minn. Rules Part 4505.0900, subp. 4

(All the information on this statement is public information)
It is unlawful to use this information for commercial purposes.

I, _____, terminated as a local official,
(print or type name)
serving as _____ of the
(member, employee, or official title)
_____ on
(name of Metropolitan Governmental Unit in which you served)

(month, day, year of last date you served as a local official
in the above named capacity)

The information contained in my most recent STATEMENT OF ECONOMIC INTEREST filed
with that Metropolitan Governmental Unit:

(Check the applicable box)

☐ has not changed.

OR

☐ has changed, and I attach a statement disclosing the changes.

FILE WITH:

The Governing Body of
Metropolitan Government
Unit in which you served

CERTIFICATION

I, _____, CERTIFY
Print or type name of former local official

THAT THE INFORMATION CONTAINED ON THIS FORM
OR ATTACHED HERETO, IS COMPLETE, TRUE AND
CORRECT.

Signature of Former Local Official

Street Address

City, State, Zip

Date

Any individual who signs and certifies to be true a
statement knowing it contains false information or who
knowingly omits required information is guilty of a
gross misdemeanor.



OFFICE OF THE COUNTY ATTORNEY
RAMSEY COUNTY
SUITE 400
350 ST. PETER STREET
ST. PAUL, MINNESOTA 55102

TOM FOLEY
COUNTY ATTORNEY

TELEPHONE (612) 298-4421
FAX 298-5316
& 292-7827

MEMORANDUM

TO: Terry Schutten
Executive Director

FROM: Michele L. Timmons
Director, Civil Division

DATE: December 21, 1990

RE: Economic Interest and Conflict Reporting - Update

On November 29, 1990, I attended a seminar given by the Ethical Practices Board on economic interest and conflict of interest reporting. The following week, we had a brief discussion about the seminar and the new requirements which will go into effect January 1, 1991. You requested that I prepare a memo outlining the major issues for your consideration. The following is a synopsis of what I learned at the seminar:

- 1) The Ethical Practices Board will not be the filing officer for local government economic interest statements. Instead, the filing officer is the "county auditor". Consequently, we must make an internal decision about who the filing officer will be in Ramsey County.
- 2) Conflict of interest statements are to be filed with the immediate supervisor of the individual with the potential conflict. In our previous conversation, however, we discussed the wisdom of requiring at least a copy of this report to be filed with some central filing officer.
- 3) It is clear from the law that elected officials must file both of these statements. It is still not clear which appointed officials are required to file, because the statute is quite ambiguous on this point. Back in June, I had submitted some comments to the Ethical Practices Board to assist in clarifying the term "local official" by rulemaking. (See attached copy of June 21,

1990 letter). At the seminar, I learned that the Ethical Practices Board had discontinued their rulemaking process due to lack of funds. As a result, we will need to make an interpretation of the law ourselves and identify the Ramsey County appointed positions for which we believe filing is required.

- 4) While the Ethical Practices Board handed out sample forms at the seminar, there are insufficient funds for the board to supply all the necessary forms. Consequently, we will need to have an adequate supply of forms printed or photocopied.

Would you please assign appropriate staff person(s) to work with me on this project? I would hope that this matter could be brought to the board in January or early February to establish the new program and rescind the board's prior resolution on ethical practices.

cc: Ramsey County Commissioners
Sheriff Zacharias
Tom Foley
Susan Haigh



OFFICE OF THE COUNTY ATTORNEY
RAMSEY COUNTY
SUITE 400
350 ST. PETER STREET
ST. PAUL, MINNESOTA 55102

TOM FOLEY
COUNTY ATTORNEY

TELEPHONE (612) 298-4411
FAX 298-5316

June 21, 1990

Ms. Mary Ann McCoy
Executive Director
625 North Robert Street
St. Paul, MN 55101

Re: Comments on Economic Interest and Conflict Reporting

Dear Ms. McCoy:

It is my understanding that the Ethical Practices Board's Subcommittee on Rules and forms is seeking comments on Minn. Laws 1990, Ch. 608, in advance of drafting a rule to implement the new law. The Ramsey County Director of Intergovernmental Relations, Terry Lindeke, requested that I prepare comments on behalf of Ramsey County. The comments in this letter pertain to Article 2 of Minn. Laws 1990, Ch. 608, dealing with Economic Interest and Conflict Reporting.

In reviewing the new law on economic interest and conflict reporting, one of the major areas in need of clarification is to whom these reporting requirements apply. Under Minn. Stat. §10A.07, Subd. 1, the conflict of interest reporting statute, "... a local official elected to or appointed by a metropolitan governmental unit" will be required to report. Under Minn. Stat. §10A.09, Subd. 1, "... a local official in a metropolitan governmental unit" is required to file a statement of economic interest. The definition of the term "local official" is "... a person who holds elective office in a political subdivision or who is appointed to or employed in a public position in a political subdivision in which the person has authority to make, to recommend, or to vote on as a member of the governing body, major decisions regarding the expenditure or investment of public money." Minn. Stat. §10A.01, Subd. 25.

From the above definitions, it is quite clear that the reporting requirements will apply, effective January 1, 1991, to elected officials of Ramsey County. It will be more difficult to determine who, in the county's organizational structure, is "appointed to or employed in a public position in which the person has authority to recommend major decisions regarding the expenditure or investment of public money." Often, initial

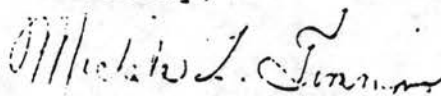
recommendations about the expenditure of funds will originate with line staff employees, then move upward through the organizational structure of the particular department to the department head. The rule might clarify whether final recommendations or all levels of recommendation are intended to be covered.

In addition, it would be helpful for the rule to clarify whether or not "a local official elected to or appointed by a metropolitan governmental unit" and "a local official in a metropolitan governmental unit" are intended to cover the same group of officials. It could be argued that the terms "elected to or appointed by" are more limiting and apply to a smaller group of persons than those "in" a governmental unit. In other words, was it the intent that more individuals are required to submit statements of economic interest than those required to make conflict of interest disclosures, or do these requirements apply to the same groups?

A second major area in need of some clarification is how the conflict of interest reporting law is to be implemented together with other conflict of interest laws. Minn. Stat. §10A.07, Subd. 3 states: "This section does not apply to a local official with respect to a matter governed by sections 471.87 and 471.88." Those sections cover both prohibited conflicts of interest and exceptions to the prohibitions. If those conflicts are not covered by the reporting requirement, it is unclear what conflicts are covered. In addition, there are other conflict of interest laws, such as Minn. Stat. §375.09 relating to county officials and a special Ramsey County law codified as Minn. Stat. §383A.201. It is unclear from the statute how these statutes are to be read together with the new law. This latter comment may, however, be one for legislative amendment rather than clarification by rule-making.

Thank you very much for the opportunity to submit comments. If you have any questions, please feel free to contact me at 298-5686.

Sincerely,



MICHELE L. TIMMONS
Chief, Civil Division

MLT:sl

cc: Commissioner Ruby Hunt
Terry Schutten
Terry Lindeke
Dick Brainerd
Jim Van Houdt
Susan Haigh

MINNESOTA
PUBLIC
DISCLOSURE
LAW



LOCAL OFFICIALS HANDBOOK
(Under Minn. Stat. § 10A.02, subd. 3)

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Who is a "local official?"	1
Economic Interest Disclosure	2
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Lobbyist Disclosure	6
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NOVEMBER, 1990

ETHICAL PRACTICES BOARD

625 North Robert Street

St. Paul, MN 55101-2520; (612) 296-1720; Toll-free 1-800-657-5009

NOTE: This HANDBOOK includes information about 1990 law changes that become effective January 1, 1991. Intended to serve as an aid to local officials and the metropolitan governmental units in which they serve, this HANDBOOK should be used as a supplement to Minn. Stat. Ch. 10A and Minn. Rules Chs. 4505, 4515, and 4525 - not as a substitute. For specific information not included in the HANDBOOK, please refer to the law and rules, together with periodic bulletins from the Board office.

This HANDBOOK provides information about disclosure programs involving local officials that are administered by the Ethical Practices Board.

WHO IS A "LOCAL OFFICIAL?"

"Local official" means a person who holds elective office in a political subdivision or who is appointed to or employed in a public position in a political subdivision in which the person has authority to make, to recommend, or to vote on as a member of the governing body, major decisions regarding the expenditure or investment of public money.

"Political subdivision" means the Metropolitan Council, a metropolitan agency as defined in Minn. Stat. § 473.121, subd. 5a, a municipality as defined in Minn. Stat. § 471.345, subd. 1, the Minnesota State High School League, and the Greater Minnesota Corporation.

. A "local official" in a "Metropolitan Governmental Unit" must file statements of economic interest and notices of potential conflicts of interest with the governing body in which the local official serves.

WHAT IS A "METROPOLITAN GOVERNMENTAL UNIT"?

. "Metropolitan Governmental Unit" includes the seven counties in the metropolitan area as defined in Minn. Stat. § 473.121, subd. 2, a regional rail authority established by one or more of these counties, a city with a population of over 50,000 located in the seven-county metropolitan area, the Metropolitan Council, a metropolitan agency as defined in Minn. Stat. § 473.121, subd. 5a, the Minnesota State High School League, and the Greater Minnesota Corporation.

ECONOMIC INTEREST DISCLOSURE: Local Officials

WHAT IS THE PROGRAM?

A system for candidates for elective offices and local officials in Metropolitan Governmental Units to disclose their personal financial interests by filing Statements of Economic Interest with the governing body of the local official's political subdivisions:

- . Candidates for nomination or election to elective offices in counties and cities of over 50,000 population in the seven-county metropolitan area: within fourteen days after filing an affidavit of candidacy; if elected, ANNUALLY on April 15 thereafter; and after the last day of service as an elected local official.
- . Local official: within 60 days after accepting employment or appointment as a local official in a Metropolitan Governmental Unit; ANNUALLY on April 15 thereafter; and after the last day of service as a local official.

WHAT IS THE PURPOSE?

To reassure the public that local officials are not profiting personally from their roles as decision makers.

HOW TO FILE

By filing with the governing body of the local official's political subdivision a Statement of Economic Interest available from the city clerk, county auditor, or Ethical Practices Board.

Local officials must file required statements on time. Questions about timely filing should be directed to the local official's filing officer.

INFORMATION REQUIRED

- . Name . Address . Telephone . Office sought or held . Occupation
- . Principal place of business . Sources of Compensation, earned income
- . Securities . Real property . Signature . Date

DEFINITIONS

- Sources of Compensation: earned income

In excess of \$50 in any month received during a reporting period as a director, officer, owner, member, partner, employer, employee, trustee or beneficiary of a trust (include honorarium(s) on Supplementary Statements). Does not include alimony or child support payments, payments of social security, unemployment compensation, or workers' compensation.

Nature of association with each business itemized as a "source of compensation, earned income". For pari-mutual horse racing business only, include business of immediate family member(s) also.

A self-employed individual lists only occupation (i.e. farming, practice of law) and not the names of entities that compensate a public official in course of doing business as a self-employed individual.

- Securities

Worth \$2,500 or more (market value) held during a reporting period as a director, officer, owner, member, partner, employer, employee, trustee or beneficiary of a trust, including stock share, bond, warrant, option, pledge, note mortgage, debenture, lease, or commercial paper in any corporation, partnership, trust, or other association held personally. For pari-mutual horse racing only, include investments of immediate family member(s), also.

Does not include: savings accounts, money market certificates, treasury bills, bond, or notes, dividends for securities, or shares in a pension fund.

- Real Property (except homestead property)

Applies to real estate in Minnesota and property connected with pari-mutual horse racing in the United States and Canada held personally or by immediate family member(s):

.. Worth in excess of \$2,500 at market value as shown the property tax statement in which is held a fee simple interest, contract for deed (as a buyer or seller) or option to buy;

.. Held by a partnership if the public official's share of the partnership is valued in excess of \$2,500; or

.. An option to buy any property which has a fair market value of \$50,000 or more. For pari-mutual horse racing property only, include pari-mutual holdings of immediate family member(s), also.

<u>PERIOD COVERED</u>	<u>Original Statement</u>	<u>Annual Supplementary & Termination Statement</u>
Source of Compensation; earned income	for month preceding effective date of appt	any month in period covered
Securities	held on effective date of appointment	held anytime in period covered
Real Property	held on effective date of appointment	held anytime in period covered

CHANGES, CORRECTIONS

Must be reported to the political subdivision in writing within ten days after the date of the event prompting the change in filed information or the date the local official became aware of the inaccuracy. The amendment must identify which form and section(s) need to be changed.

TERMINATION

Local officials must file a termination statement with the political subdivision after leaving local office, covering the period from the end date of the most recent statement through the last day of service as a local official.

POTENTIAL CONFLICT OF INTEREST DISCLOSURE: Local Officials _____

WHAT IS THE PROGRAM?

A procedure for a local official to publicly disclose a pending official action or decision which presents a potential conflict of interest by affecting the personal financial holdings of the local official or those of a business with which the local official is associated. The local official must file the Potential Conflict of Interest Notice with the local official's immediate superior.

WHAT IS THE PURPOSE?

To reassure the public that local officials are not profiting personally by their official actions or decisions.

INFORMATION REQUIRED

. Name . Address . Office held . Name of immediate superior . Date of action . Nature of action . Nature of potential conflict of interest . Signature . Date

DEFINITIONS

. Potential Conflict of Interest exists if a local official in the discharge of official duties would be required to take an action or make a decision which would substantially affect the local official's interests or those of a business with which the local official is associated, unless the effect on either is no greater than on other member of the local official's business classification, profession, or occupation.

. Immediate Superior, for Purpose of Notification

. For appointed members or employees of Metropolitan Governmental Units:

.. the chair,

or if the conflict involves the chair,

.. the appointing authority.

. For elected member of governing body of a Metropolitan Governmental Unit:

.. presiding officer,

or if the conflict involves the presiding officer,

.. the acting presiding officer.

WHAT IS THE PROCEDURE?

1. Preceding the action or decision involving a potential conflict of interest, the local official shall file a potential conflict of interest notice with the immediate superior of the local official.
2. The immediate superior assigns the matter to another employee not having the potential conflict of interest; or if the local official does not have an immediate superior except for notification, the local official shall personally:
 - . assign the matter to a subordinate; or
 - . request the appointing authority to designate another to determine the matter; or
 - . if an elected member of a governing body, the body may upon request excuse the local official from taking part in the action or decision in question.
3. If time does not permit filing of written notice prior to the decision or action which presents the conflict of interest, the public official must orally notify immediate superior.
4. A local official having the potential conflict of interest who is not permitted or is otherwise unable to abstain from action in

connection with the matter must file with the governing body of the political subdivision a statement describing the potential conflict of interest and the action taken. The local official must file the statement within one week of the action taken.

ABOUT PUBLIC OFFICIALS DISCLOSURE

"Public Officials", as defined in Minn. Stat. § 10A.01, subd. 18, who serve in certain state agencies, departments, and rulemaking boards and individuals who are candidates for elective state executive and legislative offices must file statements of economic interest with the Ethical Practices Board. Elected and appointed state public officials are subject to potential conflicts of interest and representation disclosure laws.

Information about public officials' disclosure laws, rules, and programs appears in Public Officials Handbook prepared by the Ethical Practices Board. This publication is available from the Board office, 625 North Robert Street, St. Paul, MN 55101-2520; (612) 296-5148 or 1-800-657-3889, toll-free.

LOBBYIST DISCLOSURE

A state system of permanent registration of lobbyists and reporting of lobbying disbursements established in 1974 and expanded in 1990, effective January 1, 1991, to include disclosure by certain local officials and by principals who hire lobbyists or spend money to influence legislative action, administrative action, or the official action of metropolitan governmental units. Administered by the Ethical Practices Board, under Minn. Stat. Ch. 10A:

- To enable public and local officials and the public to know who is being represented, by whom, and
- How much money is being spent to influence legislative action, administrative action, or the official action of metropolitan governmental units.

A current list of registered lobbyists, individuals or associations represented, and subjects and kinds of action they seek to influence is maintained by the Board for viewing in the Board office.

The Ethical Practices Board publishes each year a summary of lobbying disbursements made on behalf of an association or individual represented by a registered lobbyist, names of public or local officials who have received a gift, loan, honorarium, item or benefit in value of \$50 or more from a lobbyist, an employer, principal, or employee of the lobbyist. Copies of these publications are on file in the Board office.

In value to \$50 or more paid or given to "local officials" and "public officials" by the lobbyist, by an employer, principal, or employee of the lobbyist. For definition of "local official", turn to page 1. For information about "public official", turn to page 6.

ADVISORY OPINIONS

Individual(s) or association(s) may request an advisory opinion from the Board on the requirements of Minn. Stat. Chapter 10A to guide their actions in compliance with Ch. 10A. For further information, call or write the Board office.

PUBLIC INFORMATION

Statements and reports are available for public viewing and photocopying at cost within 48 hours after receipt by the Board.

Copies of local officials disclosure laws, the Ethics in Government Act; Board Rules governing Economic Interest Disclosure and Conflicts of Interest Disclosure; and pamphlets about public disclosure laws are available without charge from:

Ethical Practices Board • 625 North Robert Street
St. Paul, MN 55101-2520 • (612) 296-5148; 1-800-657-3889, Toll-free

COMPLAINTS

An individual or association may file a complaint with the Board, orally or in writing, concerning suspected violations of Minn. Stat. Ch. 10A. For further information, call or write the Board office.

CODE OF ETHICS

Resolution No. 9-694

June 7, 1971

WHEREAS, It is imperative that officials and employees in the public service not only maintain the highest possible standards of ethical conduct in their transaction of public business but that such standards be clearly defined and known to the public as well as to the public officials and employees; Now, Therefore, Be It

RESOLVED By the Board of Ramsey County Commissioners that the following be a "Code of Ethics" for the Public Service of Ramsey County:

1. DECLARATION OF POLICY:

The proper operation of democratic government requires that public officials and employees be independent, impartial, and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a code of ethics for all officials and employees of Ramsey County, whether elected or appointed, paid or unpaid. The purpose of this code is to establish ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the county and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the county. The provisions and purpose of this code and such rules and regulations as may be established are hereby declared to be in the best interests of Ramsey County.

2. RESPONSIBILITIES OF PUBLIC OFFICE:

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of the State of Minnesota and to carry out impartially the laws of the nation and state, and thus to foster respect for all government. They are bound to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal consideration, recognizing that the public interest must be their primary concern. Their conduct in both their official and private affairs should be above reproach.

3. DEDICATED SERVICE:

- (a) All public officials and employees of Ramsey County should be loyal to the political objectives expressed by the electorate and the programs developed to attain those objectives. Appointive officials and employees should adhere to the rules of work and performance established as the standard for their positions by the appropriate authority.
- (b) Public officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work.

4. FAIR AND EQUAL TREATMENT:

- (a) **USE OF PUBLIC PROPERTY.** No public official or employee shall request or permit the use of county owned vehicles, equipment, materials or property for personal convenience or profit, except when such services are available to the public generally or are provided as municipal policy for the use of such public official or employee in the conduct of official business.
- (b) **OBLIGATIONS TO CITIZENS.** No public official or employee shall grant any special consideration, treatment, or advantage to any citizen beyond that which is available to every other citizen.

5. CONFLICT OF INTEREST:

- (a) No public official or employee, whether paid or unpaid, shall engage in any business or transaction or shall have a financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of his official duties in the public interest or would tend to impair his independence of judgment or action in the performance of his official duties. Personal as distinguished from financial interest includes an interest arising from blood or marriage relationships or close business or political association.
- (b) Specific conflicts of interest are enumerated below for the guidance of public officials and employees:
 - A. Incompatible employment — holding a position in addition to a public position which interferes, or may interfere, with the proper discharge of the public duty.
 - B. Use of confidential information, obtained as a result of public position, for personal gain.
 - C. Soliciting of personal gifts and favors by a public official or employee.
 - D. Use of official position for personal gain.
 - E. Holding investments which interfere, or tend to interfere, with the proper discharge of public duty.
 - F. Representation by public officials or employees of private interests before county governmental agencies and participation in the profits from such representation.
 - G. Participation in transactions as a public representative with a business entity in which the public official or employee has a direct or indirect financial or other personal interest without full disclosure.
 - H. Personal interest in legislation to the extent that private interest takes precedence over public interest and public duty.

(over)

entry into contracts or other conduct of business for profit or a business in which a public official or employee has a substantial or controlling interest, especially when the public official or employee can influence such contract or business because of his public position.

6. DISCLOSURE OF FINANCIAL INTERESTS:

- (a) Not later than 90 days after the date of this resolution, each elected official of Ramsey County and each employee in the classified civil service of Ramsey County shall file, as a public record, in the office of the Ramsey County Civil Service Commission a statement containing the following:
- A. A list of the names of all business corporations, companies, firms, or other business enterprises, partnerships, and non-profit organizations and educational or other institutions –
 - (i) with which he is connected as an employee, officer, owner, director, trustee, partner, adviser or consultant; or
 - (ii) in which he has any continuing financial interest, through a pension or retirement plan, shared income or otherwise, as a result of any current or prior employment or business or professional association; or
 - (iii) in which he has any financial interest through the ownership of stocks, bonds, or other securities.and the nature and extent of each source of income and each investment listed above if the source of income or investment is over \$1,000 in value at the time of the statement.
 - B. A list of the names of his creditors other than those to whom he may be indebted by reason of a mortgage on property which he occupies as a personal residence or to whom he may be indebted for current and ordinary household and living expenses and the nature and extent of the indebtedness if the indebtedness on real property is over \$1,000 at the time of the statement.
 - C. A list of his interests in real property or rights in lands, other than property which he occupies as a personal residence.
- (b) Not later than 90 days after the date of this resolution each member of an appointed committee, board or commission, including those jointly funded and organized between the City of Saint Paul and Ramsey County shall file, as a public record, in the office of the Ramsey County Civil Service Commission, a statement listing the names of all the corporations, companies, firms, state or local government organizations, research organizations and educational or other institutions in which he is serving as an employee, officer, member, owner, director, trustee, adviser or consultant. In addition, it shall list the nature and extent of all investments, including real property held for income or gain but not including property occupied as a personal residence, if the investment is over \$1,000 in value at the time of the statement.
- (c) Each person who enters upon duty after the date of this resolution in an office or position as to which a statement is required by this resolution shall file such a statement not less than 30 days after the date of his entrance on duty.
- (d) Within 90 days after each anniversary date of an initial filing, each person who made an initial filing shall file a new statement giving the information called for above as of the time of the new statement.
- (e) The interest of a spouse, minor child, or other member of his immediate household shall be considered to be an interest of a person required to file a statement by or pursuant to this resolution.
- (f) This resolution shall not be construed to require the filing of any information relating to any person's connection with, or interest in, any professional society or any charitable, religious, social, fraternal, educational, recreational, public service, civic or political organization or any similar organization not conducted as a business enterprise and which is not engaged in the ownership or conduct of a business enterprise.
- (g) The Civil Service Commission shall prescribe the form and content of the statement of financial interests required by this resolution and shall inform each person, who is required to file, of the time and place for filing. The chairman of the Civil Service Commission shall inform the board whenever a person who is required to file a statement fails to do so.

7. APPLICABILITY OF CODE:

- (a) When a public official or employee has doubt as to the applicability of a provision of this code to a particular situation, he should apply to the Ramsey County Civil Service Commission for an advisory opinion and be guided by that opinion when given. The public official or employee shall have the opportunity to present his interpretation of the facts at issue and of the applicable provisions of the code before such advisory decision is made.
- (b) This code shall be operative in all instances covered by its provisions except when superseded by an applicable statutory provision and statutory action is mandatory, or when the application of a statutory provision is discretionary but determined to be more appropriate or desirable.

8. SANCTIONS:

Violation of any provisions of this Code should raise conscientious questions for the public official or employee concerned as to whether voluntary resignation or other action is indicated to promote the best interest of the county.

LOU McKENNA, County Auditor

By J. D. Swan Deputy.

Kathy Despiegelaere

Ramsey County Regional
Railroad Authority
Documentation

file

John T. Finley, Chairman

District 3

Duane W. McCarty, Vice Chairman

District 1

Warren W. Schaber, Secretary

District 6

Ruby Hunt, Treasurer

District 5

Diane Ahrens

District 4

Hal Norgard

District 7

Donald Salverda

District 2

Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

AGENDA

SPECIAL MEETING

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

TUESDAY, MAY 7, 1991

***8:00 A.M. - LARGE CONFERENCE ROOM - 316**

*** Please note change in time.**

. Chairman's Comments

1. * Minutes of the Regional Railroad Authority Board Meeting of April 9, 1991.
2. Update on Legislation (Action may be taken)

*** Action is requested.**

MINUTES

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

April 9, 1991

The regular meeting of the Board of the Ramsey County Regional Railroad Authority was held on Tuesday, April 9, 1991 in the Large Conference Room of 316 Court House.

Vice-Chairman McCarty called the meeting to order at 10:35 A.M.

MEMBERS PRESENT; Vice-Chairman Duane McCarty
Commissioner Ruby Hunt
Commissioner Diane Ahrens
Commissioner Hal Norgard
Commissioner Donald Salverda
Commissioner Warren Schaber

MEMBERS ABSENT: Chairman John Finley

Also Present; Patrick O'Malley, Karen Tero, James Van Houdt, Ed Glaubitz, Hugh Faville, James Tolaas, Jill Goski, David MacMillan represented the County Attorney's Office, Frances Glendenning, Terry Schutten

1. Minutes of the Ramsey County Regional Railroad Board Meeting of March 26, 1991.

Commissioner Hunt moved the following recommendation, seconded by Commissioner Norgard.

The Ramsey County Regional Railroad Authority approves the minutes of the regular meeting of the Ramsey County Regional Railroad Authority Board held on March 26, 1991, as written.

Roll Call: Ayes - 6, Nays - 0
Motion adopted.

2. Chairman's Comments

Vice-Chairman McCarty explained that Chairman Finley is at the Legislature this morning, as well as Kathy DeSpiegelaere. Therefore, there will be no comments from the Chairman.

3. a) Approve contract with HTP0, Eden Prairie, to survey Burlington Northern right of way from downtown St. Paul to Beam Avenue in the amount of \$39,500;
b) Authorize the Chairman of the RCRRA to execute the contract.
c) Approve fudget adjustment of \$39,500 to fund the contract.

Commissioner Norgard moved the following recommendation, seconded by Commissioner Salverda.

WHEREAS, Ramsey County Regional Railroad Authority adopted a resolution on October 23, 1990, that authorized engaging a private land surveyor to conduct a land survey of the Burlington Northern right of way from downtown St. Paul to Beam Avenue; and

WHEREAS, The lowest bid received in response to a request for proposals was the bid from Hansen Thorp Pellinen Olson Inc., Eden Prairie; Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority approves the contract with Hansen Thorp Pellinen Olson Inc. for the survey preparation at a cost not to exceed \$39,500; and Be It Further

RESOLVED, That the Chairman of Ramsey County Regional Railroad Authority is authorized to execute the contract with Hansen Thorp Pellinen Olson Inc.; and Be It Further

RESOLVED, That the Ramsey County Regional Railroad Authority approves the following budget transfer in the amount of:

Transfer from Appropriation:

59101	061003	Contingent Right of Way Acquisition	\$39,500
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Transfer to:

59106	020192	Survey Services	\$39,500
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Roll Call: Ayes - 6, Nays - 0
Motion adopted.

4. Approve adjustment to the 1991 RCRRA budget in the amount of \$20,000 for support services for Burlington Northern rights of way acquisition.

James Tolaas addressed the Board, the Public Works Department provides support services and we work with David MacMillan on the preparation of the bid proposal. Some of this cost has already been incurred, but payment has not been made because of lack of funding in the operational budget.

Commissioner Norgard would like to know where the money is being transferred from. Mr. Tolaas explained that there is a contingency. If you recall, there was a contingency transfer request about a month ago, indicating a number of operational accounts that would be receiving funding. This particular account with the outside contract services was not asked for at that time, and it was thought to be better to come back with better numbers before transfer for this was made.

Commissioner Salverda moved the following recommendation, seconded by Commissioner Hunt.

WHEREAS, the Ramsey County Regional Railroad Authority is considering the purchase of the Burlington Northern Railroad Rights of Way between downtown St. Paul and Beam Avenue in the City of Maplewood; and

WHEREAS, the Authority has authorized engaging a private land surveyor to conduct a land survey of the Burlington Northern rights of way; and

WHEREAS, the Ramsey County Surveyor continues to provide support services in development of property documentation for the potential acquisition of Burlington Northern rights of way; and

WHEREAS, the estimated cost for Ramsey County Surveyor services in support of Burlington Northern rights of way acquisition is \$20,000; Now, Therefore, Be It

RESOLVED, that the Ramsey County Regional Railroad Authority approves a budget adjustment in accordance with the following:

R91-23

TRANSFER FROM APPROPRIATION	
59101 061003	CONTINGENT RIGHT OF WAY ACQUISITION \$20,000
TRANSFER TO APPROPRIATION	
59106 020192	SURVEY SERVICES \$20,000

Roll Call: Ayes - 6, Nays - 0
Motion adopted.

5. Update on Legislation

Commissioner Hunt stated that she is not fully apprised of just what is happening up there, but in discussing this with Commissioners Ahrens and Finley this morning, there seemed to be a misunderstanding on the part of the RTB staff, and what they had drafted into a bill that Sandy Pappas was going to introduce today. Chairman Finley is busy straightening out the staff, and from what she gathers the bill would now deal with the sales tax which could be used as a match for Federal Funds if it became available for the Central Corridor. But, it is related to the other issue of the other corridor that Hennepin and Anoka are pushing.

Commissioner Ahrens has a concern as to how this will be interpreted in Washington, and that is it is a "catch 22" situation. The interpretation that we have been getting mostly from Hennepin County is that you have to have the overmatch almost immediately in order to apply for the Federal

money. She is not sure, you have the Federal money first, then you have the overmatch. Frankly, she is not sure which is true, but she suspects that the powers that be are going to see that former is, which means that you have to have the overmatch before you can get the Federal money. If that is the interpretation, those who have a lot of force in Washington are going to use it, her concern is that they will push ahead saying the Central Corridor does not have the overmatch, and therefore, they could move ahead with theirs.

Commissioner Hunt distributed to the Board the motions that were passed at the LRT Advisory Committee Meeting.

Commissioner Ahrens said the key motion was the one which says the Joint LRT Advisory Committee urges the RTB to seek legislation for a regional sales tax to fund the Central Corridor, and provide the overmatch for Federal Funds. In the event that such is not available by the time necessary, time necessary is a critical point here. Under the Federal guidelines any unit of government within the metropolitan area could pursue Federal funding. The answer given at the Advisory Meeting by Jeff Spartz who is a consultant now to Hennepin County on LRT was that probably the latest time that the overmatch would have to be identified would be late April in order to be considered for this Federal money.

Commissioner Ahrens continued, she did make contact with Pat Craig in Washington to see if we could get any more detailed information about when that overmatch had to be available. As we talked, there is nothing firm about this, most of the legislation is a process, and in the process between the time the legislation is introduced, marked up, is heard, and actually funded, there are times when local funding can be identified, but it is a process, and one is never sure at just what point the process closes off until the very end. So, by being told that we had to have it by the end of April, effectively, to her it means, that the Central Corridor could not be considered because we won't have that identified by the end of April. She does not think the Legislature is going to act that fast. That being the case, it would seem to her that Hennepin could, if they wished to interpret that to mean that they could move ahead and get the money for their line which does not connect. That is where we are now, the thing that we need to do is somehow get an interpretation and understanding of just when this timing is required for the overmatch, and we did have assurance from Bruce Vento that he would not sign on to anything which is on the requirements Oberstar has put on it, as he wants the involved Congress people to sign off.

Commissioner Hunt said what we see here again is a compromise in order to try to keep everyone together on the same track, but also what has to be taken into account is the point made by the St. Paul editorial writer in that this is no way to make a decision on LRT by having a line that is not part of the priority system, to be used as an implement to get money from Congress that would sort of force the region into LRT when it really

when it really hadn't gone through the process with the Legislature making the decision and giving the green light to LRT, and having another line come and be the thing that starts implementing LRT without the Legislature acting.

Commissioner Ahrens feels it is very important for this Board to understand that whoever builds the first line is going to set the terms for all the other lines. That is what is so critical about this, it is not just that the spoke they are talking about does not connect with the system in Minneapolis, nor does it connect with our plan at the University. They will determine all the systems that will be used, how it is to be constructed, whether it is turnkey approach, or direct contract approach. Those are the big decisions that the first line will make and it involves every other line because we all have to have an inter-connecting system.

The other point Commissioner Ahrens wished to make is she is very concerned, if you have read the article on Federal Aid, this lacks a lot in background, but it does reveal in a way that was never mentioned at the Advisory Committee Meeting is the amount of lobbying that is going on in Washington for this line in getting the Federal money. She does not underestimate the importance of that, and the effectiveness of it. Very frankly, she feels we need someone protecting at least in terms of monitoring what is going on and getting back to us and letting us know what the effect of all of that is. We need someone on top of this in Washington to protect us for the next two to three months as this is when these decisions are going to come down. She is very concerned that we do not have someone.

Commissioner Schaber is very concerned about the motion that was passed. You have basically given them the green light to do an end run. He is not being critical in what you did, but in his reading of the motion, it absolutely opens it up that they can do their own thing. It completely takes away all the work we have been doing with the RTB and having an overall master plan with certain things in place such as the line between the Twin Cities being the first to be built. He thinks this has given them the green light to go ahead, and he is very concerned about that.

Commissioner Salverda asked how the RTB shake out on this, this destroys basically the whole reason they are in place. Commissioner Hunt said her understanding is the RTB approved this at the meeting yesterday.

Commissioner Schaber added this has destroyed everything we have tried to do through the RTB and through all the meetings. He thinks it should be rescinded.

Commissioner Hunt suggested that perhaps what we could do is to recess this meeting until this afternoon, at the Work Session, and at that time the Chairman will be able to report back to us as to the status of the Legislation and at that point then we could discuss this further.

6. Update on Joint LRT Advisory Committee - there was no special discussion of this as a separate item.

7. Ratify Partial Payment No. 16 to BRW, Inc., in the amount of \$56,447.50
Contract RCRRA-89-03 Midway Corridor

Commissioner Hunt moved the following recommendation, seconded by Commissioner Norgard.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of BRW, Inc. for the purpose of conducting Phase I Preliminary Engineering/Environmental Impact Statement studies for the Midway Corridor; and

WHEREAS, Ramsey County Regional Railroad Authority Agreement Number RCRRA-89-003, and the First Amendment thereto, govern the performance of services of and terms of payment to BRW, Inc.; and

WHEREAS, BRW, Inc. has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through December 31, 1990; and

WHEREAS, To ensure timely payment for services rendered in accordance with Agreement No. RCRRA 89-003, the Ramsey County Regional Railroad Authority authorized (Resolution R89-70) the Director of Light Rail Transit Planning to process payments to BRW, Inc. for work completed and invoiced in accordance with the agreement; and

WHEREAS, Resolution R89-70 requires submittal of invoice and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation; Now, Therefore, Be It

WHEREAS, BRW, Inc. Invoice No. 60934, Partial Payment No. 16, and attachments thereto, provide the correct documentation of payments due BRW, Inc. through December 31, 1990; Now, Therefore, Be It

RESOLVED, Payment to BRW, Inc. in the amount of \$56,447.50 for Ramsey County Regional Railroad Authority's share of services rendered through December 31, 1990, is hereby ratified.

Roll Call: Ayes - 6, Nays - 0
Motion adopted.

8. Approve Partial Payment No. 1 to BRW, Inc. in the amount of \$926.36
Contract DCRRA/RCRRA-90-002 South Corridor

Commissioner Hunt moved the following recommendation, seconded by Commissioner Norgard.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of BRW, Inc. for the purpose of conducting a South Corridor Alignment/Scoping Study; and

WHEREAS, Ramsey County Regional Railroad Authority Agreement Number DCRRA/RCRRA-90-002 governs the performance of services of and terms of payment to BRW, Inc.; and

WHEREAS, BRW, Inc. has satisfactorily completed portions of the work identified in the referenced agreement and provided detailed invoice documentation for services and costs accrued through December 31, 1990; and

P 91-25
WHEREAS, BRW, Inc. Invoice No. 60992, Partial Payment No. 1, and attachments thereto, provide the correct documentation of payments due BRW, Inc. through December 31, 1990; Now, Therefore, Be It

RESOLVED, The Ramsey County Regional Railroad Authority approves payment to BRW, Inc. in the amount of \$926.36 for services rendered through December 31, 1990.

Roll Call: Ayes - 6, Nays - 0
Motion adopted.

9. Ratify Partial Payment No. 2 to BRW, Inc. in the amount of \$6,316.15
Contract DCRRA-RCRRA-90-002 South Corridor

Commissioner Hunt moved the following recommendation, seconded by Commissioner Norgard.

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of BRW, Inc. for the purpose of conducting a South Corridor Alignment/Scoping Study; and

P 91-26
WHEREAS, Ramsey County Regional Railroad Authority Agreement Number RCRRA-90-002, and the First Amendment thereto, govern the performance of services of and terms of payment to BRW, Inc.; and

WHEREAS, BRW, Inc. has satisfactorily completed portions of the work identified in the referenced agreements, and provided detailed invoice documentation for services and costs accrued through January 31, 1991; and

WHEREAS, To ensure timely payment for services rendered in accordance with Agreement No. RCRRA 90-002, the Ramsey County Regional Railroad Authority authorized (Resolution R90-) the Director of Light Rail Transit Planning to process payments to BRW, Inc. for work completed and invoiced in accordance with the agreement; and

WHEREAS, Resolution R90- requires submittal of invoice and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation; Now, Therefore, Be It

WHEREAS, BRW, Inc. Invoice No. 61331, Partial Payment No. 2, and attachments thereto, provide the correct documentation of payments due BRW, Inc. through January 31, 1991; Now, Therefore, Be It

RESOLVED, Payment to BRW, Inc. in the amount of \$6,136.15 for Ramsey County Regional Railroad Authority's share of services rendered through January 31, 1991, is hereby ratified.

Roll Call: Ayes - 6, Nays - 0
Motion adopted.

At this time Vice-Chairman McCarty suggested that this meeting be recessed, to be reconvened following the Work Session which is being held at the St. Paul Hotel following the County Board Meeting. The Board was in agreement on this.

The regular meeting of the Ramsey County Regional Railroad Authority of April 9, 1991 was reconvened at 5:20 P.M. at the St. Paul Hotel, Chairman Finley was present and called the meeting to order to discuss the update on Legislation which had been laid over until this time.

MEMBERS PRESENT: Chairman John Finley
Commissioner Diane Ahrens
Commissioner Ruby Hunt
Commissioner Duane McCarty
Commissioner Hal Norgard
Commissioner Donald Salverda
Commissioner Warren Schaber

Also Present; David MacMillan represented the County Attorney's Office
Terry Schutten, Kathryn DeSpiegelaere, Jill Goski, James Tolaas, Frances Glendenning.

Vice Chairman McCarty explained, that the Committee had gotten bogged down on the issue of legislative issues at this meeting this morning, and he asked Commissioner Hunt to speak on this matter.

Commissioner Hunt said the discussion had been about the motion that was passed at the LRT Advisory Committee that suggested the Central Corridor for Federal funding, but that if it were not achieved for the Central Corridor, that other units could go ahead to seek Federal Funding. There was a lot of concern expressed as to whether or not that was wise from Ramsey County's

standpoint, and Commissioner Salverda had expressed that he thought we should support what was in the editorial on that subject, so she suggested that this be laid over until Chairman Finley and Kathy DeSpiegelaere were present to give us all the latest as to what is going on at the Legislature and what some of the additional thinking may have been on that motion that was passed by the LRT from the Chairman's point of view.

Chairman Finley said, for the members who were not at the meeting, he was doing most of the talking, so it ended up someone said they would move 'that' which he had said. The first one that is clear, the first motion which was to reaffirm the plan.

Commissioner Schaber said they had been concerned about was the last part of the middle motion.

Chairman Finley explained the middle motion, this has gone back and forth, it came to the RTB yesterday. He had not talked to them as he had not seen it. He hit the roof at the RTB, and he told them that was not what happened. John Derus, Mike Ehrlichmann was there, Commissioner Tinklenberg from Anoka County was there. Everybody agreed with what Chairman Finley had said that we were talking about assurance of funding. We were not talking about construction, that Hennepin County could proceed to construct or anything else, we were talking about how do we assure the Federal Government that there would be a local overmatch. This resolution has been back and forth between Mary Fitzpatrick and Chairman Finley three times today by FAX, and it is not out. She has put "draft only" do not duplicate to her staff. The last time Chairman Finley sent it back was during the Board meeting today, and he has not gotten it back yet. The last time it went back over it read as follows:

"That the RTB vigorously seek legislation for regional sales tax to fund LRT.(this has always been our plan.) That the sales tax is to be used first to fund the Central Corridor pursuant to the RTB Plan. Also, it shall be used to provide the local share for any Federal Funds, as the local match for the Central Corridor. In the event that State Funds are not available in time to meet the Federal timelines, then any governmental unit within the metropolitan area that can assure and provide the local overmatch could pursue Federal Funding (not construction)."

Chairman Finley said that is what they were talking about, and he got into a fight up there at the Legislature this morning, and the problem is that people don't listen to what is being said. What happened is that this got drafted, was distributed, a bill was drafted, a bill was introduced, all based upon that language which was exactly what this Board was talking about which was concerning - that's how things moved. One of our legislators is the introducer, in fact, what was conveyed to the author of the bill was that what this motion meant was that there would only be sales tax if Federal Funds would become available. So, the legislator thought that the bill that was drafted, which was drafted by the RTB's attorney, required that there be Federal Funds before the sales tax could kick in to fund the Central Corridor. That is how bad it was as at one o'clock this afternoon.

Chairman Finley discussed this with the author, that the bill was wrong, we would not confirm it because it was wrong. He thought it had already been taken care of from the meeting they had last night. The communication breakdown was bad. Right now we are attempting to get some more language change.

Commissioner Ahrens said while we have battles on the homefront, we have Mark Andrews who has sent a letter to Congressman Vento in which he includes a resolution which nobody passed, in which he said that the LRT Advisory Committee proposed to the RTB. Part of which concerns her a lot is that according to Mark Andrews a motion was passed that said if State funding is not obtained by September 30, 1991, then Hennepin County is authorized to use any Federal funds available in conjunction with Hennepin County Railroad funds to construct a pilot project in Hennepin County - this was sent to Bruce Vento.

Commissioner Ahrens thinks it is very important that we get to Bruce Vento. She did talk to the staff person to the Subcommittee on Transportation that is dealing with this, as she wanted to find out timelines as to when you have to know about the local match. This person said the critical thing here is for our three Congressmen to tell Congressman Oberstar what to do. They are the key ones, once they say, do it this way, he will do it that way. In regard to the overmatch the staff person said it is the Congressmen who have to determine this, so she did not say there was any date certain for anything. She said there are no dates unless Sabo has said that there must be a date, he, being one of the three Congressmen who have to sign on. Commissioner Ahrens does not know where Sikorski is in this, but Bruce Vento must be thoroughly confused by now with this kind of information going out in a memo form that we were not aware of, and they did not even pass that.

Ms. DeSpiegelaere informed the Board that she had a phone call this afternoon during the County Board meeting from Bruce Vento's office, he said they are very concerned about it, as to why Hennepin County RRA is sending it. He discussed the statutory language. This language would give until September 1991 for the Central Corridor, but it gives Hennepin County until 1993 to find their local match. Bruce Vento is scheduled to meet tomorrow with Sabo and Oberstar, and he is sure this subject will come up.

Commissioner Hunt thinks with the current state of affairs, she thinks that Chairman Finley and Ms. DeSpiegelaere, or whomever, should confer with Dakota County, and we should see that we notify our Congress people that there has been a lot of game playing going on, there has been a lot of erroneous information, and they should just mark time as we are very concerned about the kind of activities, and kinds of things that have been referred to that are not correct.

Commissioner Schaber suggested that they should fly out there.

Commissioner Hunt suggested that the Congressmen receive a copy of the editorial, which stated very clearly that we should not be having major transportation decisions being made by this end run.

Commissioner Hunt thinks we have to confer with Dakota County too, as they could be a big influence with Sikorski. Washington County has not been really as concerned as Dakota because they do not have a line, but they have been very helpful to us, Mary Hauser is doing a good job.

Chairman Finley said that Andrew and Stabler went in and met with Senator Langseth, and out came a bill that was presented to the Metropolitan Affairs Committee. Senator Langseth has been working on this bill now for a year, and it is a Transportation Study Bill which was different, substantially different in some key areas than the bill that he presented last Thursday night, which Chairman Finley testified to at the Transportation Committee of the Senate. This did two things, one, it permitted Hennepin County to proceed to get Federal Funds and construct, not to seek the Federal funds, but to seek and construct Light Rail Transit providing it provided its own funds, and second, it did cut it down from 2 mills to one mill in the previous bill, there is no mention of it on this bill. It was handed to the Metropolitan Affairs Committee during the meeting, so they had no opportunity to read it. Chairman Finley has a feeling that they have one lobbyist doing this, one doing something else, and his own feeling is that Gerry put this together. This was discussed with Mondale. It looked like they had the votes for the Pappas amendment which calls for 1/2 cent, Mondale was going to reduce it to 1/4 cent for the Central Corridor. Loeding said he would support either one, we have five people from Ramsey County in that Committee. So, there appeared to be enough votes to have it come out of the Committee.

Chairman Finley added that the problem is that what is being communicated is not accurate, and he does not know how you can do it if people do not listen to what is going on even when they are there, which was very clear from these minutes. They had not even talked about the requirement that there had to be Federal funds for sales tax, and neither was construction by a county of light rail, the actual construction. The only thing that was talked about the assurance of the funding mechanism, the plan calls for the Joint Powers Board to construct light rail, and there was no discussion about changing that so that one county could go ahead and actually construct it.

Commissioner Salverda asked about Mike Ehrlichmann's role in this, it appears to make a mockery out of the RTB. Chairman Finley does not know, he has taken a back seat, as he as asked Chairman Finley to represent the RTB as well, to testify.

Commissioner Ahrens said there are two fronts, the home front, and the Washington front, and she feels that we are being out snookered on both fronts. They have lobbyists, high paid lobbyists, they are sending them up to the Hill, they are sending them to Washington, they are sending their Commissioners there, they are writing letters. They are playing very hardball, as this must be something they evidently want very badly as they could call the shots on everything if they get it. We either have to get in their and play hardball, as right now we are not doing that, the Chairman has to run around trying to correct all the misinformation that they are supplying, and he can't be there every minute. She thinks we are loosing the ballgame, and it may be that we have two more weeks to play, as she does not know what they are saying. We have to get in there, pool our resources, or something, to fight this thing, or they will win.

Commissioner Hunt thinks our best recourse is Washington right now, and we have to get our allies there to say that they do not feel that there has been a sense of fair play and that they are not going to get on board until it is all straightened out at the local level. Maybe we need someone in Washington, maybe Pat Craig could be commissioned to do something further in this area for us, unless there is someone else we should get to represent us at this point in time in Washington.

Ms. DeSpiegelaere commented the other night at the hearing for the Transportation Bill Hennepin County had eleven people there, and Chairman Finley was there, so Ms. DeSpiegelaere then went to the other meeting.

Terry Schutten had followed up after the meeting this morning, he did call Pat Craig, and she had chatted with her. Ms. Craig said that Commissioner Ahrens had talked to her earlier, and had faxed some material on this yesterday morning, but he has not seen the fax.

Commissioner Ahrens said all Pat Craig had said was what the administration is proposing, but she did not have enough background information. If you take someone like Ms. Craig, she would be ideal, as she does represent Dakota County, but someone would have to go in there and brief her on what is going on.

Mr. Schutten added that Pat Craig is willing to do whatever is necessary to assist, and is really waiting to hear from Chairman Finley and Kathy DeSpiegelaere. Second of all, there is the issue of time. There is not a set time, so this perception of time that it has to be done is being created.

Chairman Finley has been seriously thinking about bringing to this Board the issue of hiring a lobbyist, but he does not know if it really will be worthwhile at this time. RTB has had to cut funds on their lobbying because of Governor Carlson's proposal.

Commissioner Norgard commented that if it is necessary we should hire a lobbyist.

The Board then discussed who might be able to go to Washington to meet with the Congressmen, possibly Commissioner Hunt and Kathy DeSpiegelaere could go tomorrow to meet with Bruce Vento.

Commissioner Salverda called attention to the editorial, it seems to him that this spells out the situation pretty well, maybe we could pass a resolution here, and basically endorse what Ron Clark is saying.

Chairman Finley did not agree with this. Commissioner Hunt said the point that is made in the last editorial, is this the way we should be forcing a decision on LRT by having an end run, and a line built in Hennepin County that is not a priority line, and then forcing the whole system into LRT when we have not really made the decision that it is a go on LRT. Her question is what can we get in the way of help from Senator Novak, as he is one of the authors of the RTB bill, did it because he wanted to see that there was coordination. He might be in a position to do something as an author of the original bill. Chairman Finley said he is willing to do what he can, but he is not an author on the bill, Sandy Pappas has been the real champion up there, far and above everyone else. She is doing a yeoman's job.

Chairman Finley said we were so concentrating on the RTB Plan as that was the way to do it, that he did not feel that we had to have someone for Ramsey County as the Regional Transit Board Plan was the plan, and he just miscalculated it as that is why he focused on the RTB doing the lobbying and he was instrumental in saying after he came back, the budget cut came, and the lobbying money was one of the few discretionary areas that the RTB had, and they cut it all.

Chairman Finley said he would call Bruce Vento tomorrow, also he will be at the Senate Metro Affairs Committee tomorrow night and he will testify. He will also try to contact Elaine Baumgartner who is the key staff person for Sabo. She is very astute, she is Sabo's Administrative Assistant.

Commissioner Hunt asked if a motion should be passed to authorize the Chairman to pursue someone to do some of this lobbying. Chairman Finley said that would be good if he and Ms. DeSpiegelaere deem it appropriate.

David MacMillan said this is the continuation of the Board Meeting, and we are fully authorized to act.

Commissioner Hunt moved the following recommendation, seconded by Commissioner Schaber.

Commissioner Norgard left the meeting at this time.

Commissioner Salverda would like a clarification as to just what the objective is on this now, what can we hope to have happen.

Chairman Finley explained, what we hope to have happen is that if there is going to be Federal Funds made available at the Federal level, that they can be used for the building of the Central Corridor, secondly, at the State level, we want sales tax funds to be made available for the local match to match those Federal Funds, and that if at all possible, that they be earmarked for the Central Corridor. It is not necessary that they be earmarked for the Central Corridor in the State law because the RTB Plan earmarks those funds for the Central Corridor as the first priority. These are the two things that we want done. These are the positive aspects of it, but what we do not want is that they specifically get earmarked someplace else - that is the negative part - that is the part that we do not want to happen. If they are not specifically marked for the Central Corridor, that at least not be earmarked any place. These are both money issues.

R91-27

WHEREAS, Ramsey County Regional Railroad Authority has legislative interests on both the national and local level; Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority authorizes the Chair to engage a lobbyist to represent its interests if it is deemed appropriate by the Chair and the Director of Light Rail Transit Planning.

Roll Call: Ayes - 6, Nays - 0
Motion adopted.

Chairman Finley asked that Commissioners Hunt and Ahrens work with some of the County Commissioners during the day, and possibly Ms. DeSpiegelaere could be there too. Then, in the evening he will be at the Capitol for the only hearing. He will call John Derus and tell him what we think about what has happened here, unanimously, regarding a second end run in the last couple of days.

There being no further matters to come before this Board, Chairman Finley declared the meeting adjourned.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

2

Regional Railroad Authority

Originating Department

[Signature]

Authorized Signature

5/29/91

Date

Board Action Requested

Update on Legislation.

ACTION MAY BE TAKEN

Request Justification

Information will be provided at your meeting on current activities at the Legislature.

Budgeting and Accounting

County Attorney

Risk Manager

Data Processing

Previous Action taken on Request

Date / Time

Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date
May 7, 1991

Signature

Date

Board Date

Signature

Date

4/30/91

Kathy Despiegelaere

Ramsey County Regional
Railroad Authority
Documentation

file
John T. Finley, Chairman

District 3

Duane W. McCarty, Vice Chairman

District 1

Warren W. Schaber, Secretary

District 6

Ruby Hunt, Treasurer

District 5

Diane Ahrens

District 4

Hal Norgard

District 7

Donald Salverda

District 2

Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

AGENDA

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

TUESDAY, MAY 28, 1991

10:30 A.M. - LARGE CONFERENCE ROOM - 316

Chairman's Comments

1. * Minutes of Ramsey County Regional Railroad Authority Board Meeting of April 23, 1991.
 - 2 Update on Legislation.
 3. * Ratify Partial Payment No. 11 to SRF for Northeast Corridor in the amount of \$8,247.84, RCRRA-90-001.
 4. * Ratify Partial Payment No. 12 to SRF for Northeast Corridor in the amount of \$5,853.22, RCRRA-90-001.
 5. * Approve Amendment No. 1 to Agreement RCRRA-90-001 with SRF, Inc. for Northeast Corridor, and authorize the Chairman of the RCRRA to execute amendment.
- * Action is requested.

MINUTES

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Tuesday, April 23, 1991

The regular meeting of the Ramsey County Regional Railroad Authority Board was held on Tuesday, April 23, 1991, in the Large Conference Room of 316 Court House.

Chairman Finley called the meeting to order at 10:35 A.M.

MEMBERS PRESENT: Chairman John Finley
Commissioner Ruby Hunt
Commissioner Duane McCarty
Commissioner Hal Norgard
Commissioner Donald Salverda
Commissioner Warren Schaber

MEMBERS ABSENT: Commissioner Diane Ahrens

Also Present: James Van Houdt, Ed Glaubitz, Robert Clarkson, Andrea Schmidt, Hugh Faville, Mary Lou Grahek, Patrick O'Malley, James Tolaas, Jill Goski, Karen Tero, Terry Schutten, Kathryn DeSpiegelaere, David MacMillan represented the County Attorney's Office, Frances Glendenning

1. Minutes - of the Regional Railroad Authority Board Meeting of April 2, 1991.

Commissioner Schaber moved the following recommendation, seconded by Commissioner Norgard.

The Ramsey County Regional Railroad Authority approves the minutes of the regular meeting of the Board held on April 2, 1991, as written.

Roll Call: Ayes - 6, Nays - 0
Motion Adopted.

2. Chairman's Comments

Chairman Finley did not have many comments, except that Ms. DeSpiegelaere and he did go out to Washington as was suggested at the last Board meeting, and he believes everyone received the information from Ms. DeSpiegelaere on their trip.

Chairman Finley said his next comments would go into No. 3.

3. Update on Legislation

Chairman Finley said at the Legislature the activity has been just unbelievable. Some of our Legislators had suggested that we have to have a lobbyist there to protect our interest, and it was suggested that we get someone on board immediately last week, this came from more than one of our delegation. Hennepin County has about ten people up there besides the Commissioners, working very hard on this particular legislation. Commissioner Hunt had talked to him about discussing the matter with Wy Spano, and he gave her the goahead to talk him about his firm coming on board for this last push. We did discuss - and at this time Chairman Finley asked that Commissioner Hunt take over as he had to leave the meeting to take a call from one of our Legislators.

Commissioner Hunt said that not only did the Legislators say that we should have someone on board, that we should have someone there twenty-four hours a day, because that is the extent of the kind of activity that was going on. We were fortunate that Wy Spano was willing to do this because he has been there on other matters regarding Ramsey County, so while he was not directly involved in the lobbying issues, she thinks he is well aware of what has been going on, and is in a good position to start even at this stage, and be able to cover this during the closing hectic weeks of this session.

Commissioner Hunt thinks that most people are indicating that they expect to finish their work on time, whether or not that happens, we will see. The contract then that would be contemplated to be negotiated with him, or finalized with him would cover just as the County Board's contract covers not only the present session, but any future special sessions that may be called in case there is any business that has not been completed. Mr. Spano is agreeable to do that for the amount not to exceed \$10,000.00.

Commissioner Norgard commented that we are lobbied to death. All he hears is about Hennepin County. We have lobbyists all over the place, and he asked everyone to put the dollars that we put into lobbying - and they always compare us to what others are doing. We should start comparing ourselves to the Dakotas, Washingtons, and those counties - they are going to pass us anyway in population, and we should not worry about Hennepin. We do a lot of lobbying, and he does not know where it stops, every time we get something, we put on some more lobbyists. How many lobbyists do we have around here now, every department has someone up there, we have someone full time.

Commissioner Hunt responded, she feels you have to take look at the kind of legislation that is being introduced, and how it affects us. Frankly, if we were not there to respond to the kind of legislation that is introduced, the Legislature would pass some things that would be really pretty unworkable. We have to be there to let our people know, and various Committees know how a piece of proposed legislation is going to affect us. Some of those bills, if you read them, they are outlandish, some of the things that were in the Solid Waste Bill, but what they were requiring that you do with the recycling, and saving every little of film plastic that you could not put in your rubbish, it was impossible. So, there are

a lot of legislation that are introduced by well-meaning legislators that have a tremendous affect on County government, not to mention the other units of government. If we are not there to evaluate a proposal, and let our representatives know how it affects us, we would be even in worse trouble than we have been in the past. Commissioner Hunt is a firm believer in the fact that we have to have someone up there to communicate what is going on and how it affects us. Our staff and our lobbyist compared to what is going on from other sources is really fully justified.

Commissioner Norgard does not know where we stand with the State and Federal Government. Are there certain things going on up there, if we have to be there twenty four hours a day like Commissioner Finley, is it that big a deal?

Commissioner Hunt said yes it is if we want to protect our interests and don't want to be just a little player in the whole scheme of things. If we are not there, and she feels that we made a major impact on the actions we took last week when we passed that resolution. What was going on in Congress was very misleading, and it was important for the whole region that we clarify the kind of misleading information that was being presented to Washington, which would have had a big effect on us.

Commissioner Norgard asked if we had Pat Craig do anything in anyway on the LRT. Commissioner Hunt feels that Ms. DeSpiegelaere should respond to that, but her understanding was when we went out there on such short notice, that was not possible, but Ms. DeSpiegelaere had talked to Pat Craig when she came to town, and maybe she can respond.

Ms. DeSpiegelaere said that Pat Craig was here for a meeting with Dakota County, and yesterday morning she spent an hour and a half with her. She reviewed for Pat Craig what has happened in regard to the Federal funding with Hennepin County so she feels that Ms. Craig has a good of understanding of the situation.

Commissioner Norgard said we have to go step by step, is any money going to come down from the Federal government. Ms. DeSpiegelaere replied that there is not because of Hennepin County's action with the Congressional people, the prospects for it have changed. She thinks the consensus on the part of the Congressmen is if this region has consensus, then they will do what they can, but it was represented that there was broad local support for the Hennepin County proposal, and we know that this simply was not the case. The Congressmen are taking a wait and see attitude. They are looking for some input from this local region.

Commissioner Norgard asked what will happen if we do not get consensus from our region. Do we have a chance in our own group here, do we have a consensus?

Commissioner Hunt responded that we thought we did when we approved the program that came out of the Joint LRT Advisory Committee and the RTB approved it. But, we have seen since that Hennepin County felt that they were justified in going off on their own. From what we have heard from the reports of the Congressional Delegation that represents the various counties, they are not going to act unless there is agreement here at the local level. It was important that we make clear

to the Representatives Sabo, Vento and Sikorski, the concerns we have and the fact that there is not a consensus at this point between Hennepin and the other Counties. So, they are not going to act until there is a consensus, so she thinks this is to our benefit.

Commissioner Hunt thinks that the message has gotten through to Hennepin County that they better play ball and be a cooperative member of a team if they are going to get anything, as we may not get anything if there isn't going to be some agreement and understanding worked out with Hennepin County. She thinks, unfortunately, Hennepin County doesn't play by the same rules we do all the time. We are talking about the merits of lobbying, and why we need lobbying, and how to develop whether or not we have consensus at the local level. She has pointed this out, we accomplished our mission in Washington by clarifying what the positions are here at the local level.

Commissioner McCarty asked what the deadlines are for the projects to go into the authorization, is it October.

Chairman Finley said that Oberstar's Office does not think that is even relevant, and Sabo's Office says that you are dealing with appropriations, and you are not talking about the Surface Transportation - that particular act gives an overall appropriation for the whole country. The Appropriations Committee is the one who picks and chooses where it is going to go, so he said the deadlines are arbitrary. Deadlines on Surface Transportation Act and the percentages have not even been drawn, so no one knows what they are.

Commissioner Hunt added that she thinks it was significant what the Chairman had in his memo that the Congressmen raised concerns about the small amount of Federal Grant that was being asked for, that it was highly unusual and that they should be asking for considerably more because everyone else was getting considerably more in past projects.

Chairman Finley said that Congressman Vento pointed this out very strongly. He said that Congressman Vento was very impressed upon the issue. He had already been briefed, possibly by his staff, as he listened, and he was very well versed about the nuances, and what were in our best interest, and what was in the best interest of the East Metropolitan Area. He was very impressed.

Commissioner Schaber mentioned that Steve from Vento's staff called him, he appeared to be very well versed, and the questions he asked were excellent, and indicated that he knew the issues as well, so Chairman Finley apparently did a good job of briefing them. Chairman Finley feels that it was really Bruce who did the briefing, and he was impressed by them.

Commissioner McCarty would like an update on where the Transportation Bill, the Langseth Bill, where is it at as of last night, what kind of amendments were attached, who will be doing LRT, where is that.

Chairman Finley said the Langseth Bill is being heard tomorrow again. The tax portion is tomorrow in Taxes at three o'clock. The Langseth Bill has had several different amendments, right now it has an amendment on it that was passed by our people calls for sales tax without a specific number up to 1%. In order to get the necessary vote from the one vote that Hennepin County delivered, Mondale's, it had to come with nothing in there. It was being introduced with 1/2% the same as what we asked for, with half of that 1/2% going to LRT, and the other half to other transportation purposes, pursuant the plan. In order to get the votes necessary, they had to take that out. Our legislators on Metropolitan Affairs voted unanimously in favor of it as did Washington and Dakota Counties, and it was just enough to pass.

Chairman Finley continued, any tunnel, the bill provides that any tunnel must be paid for by the unit of government that is requesting it, the county, there cannot be any state funds used for the tunnel. On the House side, there is no money in the bill as of yet. This afternoon at 12:30 it may be introduced to the Kalis Bill, Kalis is carrying the bill on the other side. Leader is actually carrying the LRT portion of the Transportation Bill.

There were some attempts to restructure the RTB on it, and they did not pass, which was essentially abolishing the RTB, the way he looked at it. They were going to take elected officials off of the proposal by Senator Flynn, but it was going to be optional with the Metropolitan Council.

Commissioner McCarty understands that both bills say implementing agencies, and Chairman Finley said they both say Mn/DOT.

Chairman Finley added that on the Langseth Bill there is a permission of a county with Federal funds, to seek Federal funds, and to construct LRT, with Federal and County Funds, subject to the RTB plans - this is not as tight as it should be, but it is better than what it was as it did not have anything on there before.

Ms. DeSpiegelaere informed the Board that there were two things she learned this morning, and that is as far as implementation, that will be addressed this afternoon in the hearing of the Kalis Bill, and there will be an amendment relating to Joint Powers as the implementing agency. The other is that the Langseth Bill - the Transportation Bill - has now been referred to Finance for a hearing at ten o'clock tomorrow.

Commissioner Hunt said about the Valento Amendment, as she understands it, it would require that the Federal Funding that was sought would have to have the approval of the Met Council and Mn/DOT. Ms. DeSpiegelaere said she understands that is part of the Kalis Bill, she is not certain that the Board means the RTB Board.

Chairman Finley says there are all kinds of things going on. Some of these have been through several committees, Judiciary, Metropolitan Affairs, Finance and Taxes, and Transportation.

Chairman Finley stated that our position is that we want to stay with the RTB Plan, if State funds are used under the Langseth Bill, they would be used for the Central Corridor - that is in the Statute, and also to be constructed by Mn/DOT. The financial parts of it, and who can do what has really overridden some of the issues that we were concerned about a month ago, such as who constructs, what order, and other things. It is all this other byplay that is impossible, it is very difficult to keep up with.

Chairman Finley apologized for leaving the meeting earlier, but the call he received was from one of the representatives. He thinks that the feeling up there is that we should have someone there constantly. As much as Ms. DeSpiegelaere and he have been up there, we can hardly sit in at the meetings, much less hang around the halls and catch all the byplay as that is where all the action is, it is certainly not in the Committee meetings.

Commissioner Norgard said the question goes back to this, hiring Wy Spano to cover up to \$10,000, in case this thing dies or whatever happens to it, no one knows, would he be billing us for the amount of time he puts in, in case this comes to an abrupt halt, what kind of a contract do you have.

Commissioner Hunt explained the lobbying process being what it is, it would be virtually impossible to have someone keep track of the hours they spend, as it is a different kind of process than when you figure your time by the hour. The County pays him \$35,700 approximately for County services per year.

Chairman Finley said this is the price that Mr. Spano gave us, and we do not have much time to negotiate, and it seems like it may be fair. If we are going to get into this on the long haul, if we are still in there, and we feel it is necessary to have a lobbyist next year, maybe we should do an RFP. However, at the present time since Mr. Spano is on board with the County, and he is with the same unit of government, he has a feel for us as individual commissioners as well as our strengths and weaknesses as a Board - for continuity purposes, it is probably for continuity purposes to have Mr. Spano do this, it would be difficult to go elsewhere at this point. Mr. Spano is cautious enough so that he will not get us in trouble, the biggest is if we can do some damage control and not get ourselves in trouble by making misstatements or misleading legislators. This is about all we can expect between now and the end of the session.

Commissioner Hunt thinks that one of the benefits that Mr. Spano has that others might not have is that he, because of his length of experience up there and his credibility with the people who are in the centers of power on various key committees, and various leaders of the Senator and House, she thinks he has access to discussions with them that might not be possible for anyone else coming on board at this time. From the standpoint of whether anything is dead or not, she does not know if it has been reported to you but the latest is that Hennepin County is abandoning its efforts in behalf of the Northwest Corridor, and are now transferring their efforts to the Hiawatha Corridor, and one of their lobbyists is drafting legislation along those lines.

Ramsey County Regional Railroad Authority
April 23, 1991

Commissioner Hunt would move the proposed recommendation.

Commissioner Norgard said he is not the greatest person in favor of lobbyists, but because of such a mess, we are in the middle of it, and we need all the help we can get, and in his personal opinion, this association is the best we can probably-the best we can do to help us in any way he can. We do not have much choice, whatever we have to do, we have to do. There is probably no better expertise around here better than his. Therefore, he will support it.

Commissioner Hunt moved the following recommendation, seconded by Commissioner Norgard.

R91-29
WHEREAS, The Ramsey County Regional Railroad Authority wishes to retain Government Relations Group, Inc. (GRG), Wyman Spano, President, for 1991 to provide state legislative representation and consultation; Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority hereby authorizes that a contract be negotiated with GRG for state legislative representation and consultation for the 1991 Legislative session, including any special sessions called to complete 1991 Legislative action, in an amount not to exceed \$10,000; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority authorizes its Chairman to execute the contract on behalf of Ramsey County Regional Railroad Authority.

Roll Call: Ayes - 6, Nays - 0
Motion carried.

4. Quarterly Report of Payments for RCRRA January through March 1991

Commissioner Hunt moved the following recommendation, seconded by Commissioner Salverda.

R91-30
WHEREAS, Payments have been made from the Ramsey County Regional Railroad Authority budget for the period January, 1991 through March 31, 1991, and a record of these disbursements is attached; Now, Therefore, Be It

RESOLVED, That the report of payment is accepted by Ramsey County Regional Railroad Authority.

Roll Call: Ayes - 6, Nays - 0
Motion carried.

Commissioner Hunt would like to commend Chairman Finley and Kathy DeSpiegelaere for the effort they have expended in Washington and it was quite successful for them to go through the effort they went through to get the results you did.

Commissioner Norgard would like to add that the communication that you sent out he thinks was very important because at least we had a memo to talk about, as people having been asking a lot of questions, he thinks that the information was sent was very important, as we communicate with other people we knew something, even though we might have all the answers, but at least we are knowledgeable as to what was happening.

Chairman Finley said we thought it was important to be as frank as possible, and that it why it was communicated in the manner that it was, as it is hard to get people together. He thanked the Commissioners for their comments.

Ms.DeSpiegelaere added that the trip to Washington was a good trip, and we learned a lot from it.

There being no further matters to come before this Board, Chairman Finley declared the meeting adjourned.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

2

REGIONAL RAILROAD AUTHORITY

Originating Department

K. DeSpiegelaere
Authorized Signature

5/21/91
Date

Board Action Requested

Update on legislation.

DISCUSSION ONLY

Request Justification

See memorandum from K. DeSpiegelaere

Budgeting and Accounting

County Attorney

Risk Manager

Data Processing

Previous Action taken on Request

Ed Blawie 5/21/91
Paul MacIntosh

Date / Time

Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Committee / Meeting Date
May 28, 1990

Board Date

Signature

Date

Signature

Date

5/22/91

Signature

Date

J. L. Glendon

Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

John T. Finley, Chairman

District 3

Duane W. McCarty, Vice Chairman

District 1

Warren W. Schaber, Secretary

District 6

Ruby Hunt, Treasurer

District 5

Diane Ahrens

District 4

Hal Norgard

District 7

Donald Salverda

District 2

MEMORANDUM

TO: Ramsey County Regional Railroad Authority Commissioners
Terry Schutten, Executive Director

FROM: Kathryn DeSpiegelaere, Director of LRT Planning *KG*

SUBJECT: 1991 Light Rail Transit Legislation

DATE: May 21, 1991

The 1991 Legislature considered several bills relating to light rail transit (LRT). Those that passed were:

TRANSPORTATION BILL

Federal funding: The Regional Transit Board, regional rail authorities and Minnesota Department of Transportation (Mn/DOT) shall jointly prepare an application for federal assistance for LRT by July 1, 1992. The application must be reviewed and approved by the Metropolitan Council before it is submitted. The application may provide for regional rail authorities to design or construct LRT under contract with Mn/DOT. Until the application is submitted, no political subdivision may apply for federal assistance for LRT on its own.

Several other provisions relating to LRT were part of this bill and deleted in committees. Some of the provisions that did not pass are:

1. Mn/DOT should construct LRT in the Central Corridor.
2. A sales tax should be imposed for LRT and other purposes.
3. Cost of tunnels over and above cost of surface alignments for LRT should be paid by cities or regional rail authorities.
4. Mn/DOT must provide for LRT in design of reconstruction of I-35W and I-94.

5. Metropolitan Council was directed to prepare a transportation study and recommend LRT facilities.
6. No regional rail authority shall begin final design for LRT without approval by the Metropolitan Council.
7. All future metropolitan transit facilities must be consistent with the Metropolitan Council's recommendations.
8. Mn/DOT may plan, acquire, construct and equip LRT facilities.
9. Mn/DOT shall review and approve all preliminary design, preliminary engineering and final design plans for LRT facilities.
10. The Regional Transit Board shall establish a procedure for preparing LRT preliminary design plans.
11. If funds are appropriated by the Legislature for construction of LRT facilities, the funds must be used first for construction of the Central Corridor.
12. The Joint LRT Advisory Committee will cease to exist.

TAX BILL

The Tax bill contains four provisions relating to LRT:

1. Federal funding applications for LRT are subject to review by the Metropolitan Council and Legislative committees to ensure that only sound applications are made.
2. The metro counties' Rail Authority levies in 1991 may not exceed 75% of the 1990 levies. Ramsey County Regional Railroad Authority's 1990 levy was \$1.9 million.
3. Homestead and Agricultural Credit Aid received by Ramsey County Regional Railroad Authority is reduced.
4. Regional rail authority funds may be transferred to county social services accounts in 1991.

STUDY

Two committees of the House of Representatives will study LRT during 1991.

FUNDS

No new funds were appropriated by the Legislature for LRT matching grants for engineering work.

Ramsey County Regional Railroad Authority was previously awarded funds by Mn/DOT for Phase II preliminary engineering for the Midway Corridor, the next phase of study.

ADDITIONAL REMARKS

The session was marked by mixed messages from LRT proponents to Legislators. The last two weeks of the session saw a change: LRT advocates were speaking with a consistent message, rather than different messages. Those who previously wanted to proceed on their own seemed to realize they needed Ramsey County's cooperation. Legislators responded favorably.

Members of Ramsey County's delegation were extremely helpful in advancing Ramsey County's interests.

We have been told that 1992 is the year for an LRT decision by the Governor. The Governor was interested in the LRT provisions that were considered and had definite views on what he wanted a bill to contain.

Mn/DOT Commissioner Riley indicated to us and to Legislators that Mn/DOT will not reconstruct I-94 without LRT until a decision on LRT is made.

While this year may be characterized as status quo for LRT at the Legislature, there were some amendments that were considered, and failed to pass, that would have been detrimental to Ramsey County Regional Railroad Authority.

We have received many suggestions for ways to enhance our position at the Legislature in 1992.

Recommendation:

For your information.

KD/blk

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(5/22 DRAFT #2)

1992 LEGISLATION REGARDING LIGHT RAIL TRANSIT

- I. House Advisory No. 22 - A proposal to study Light Rail Transit.

The committee on transportation and local government and metropolitan affairs shall jointly conduct a study of light rail transit in the seven-county metropolitan area. The study shall address:

- (1) future transit needs in the area;
- (2) the extent to which existing transit and light rail transit would meet those needs;
- (3) alternative financing methods for light rail transit; and
- (4) alternative government structures for planning, designing, constructing, and operating light rail transit.

- II. H.F. 1179 - Directs the Metropolitan Council to conduct a study which includes examining the anticipated effects of a light rail transit system on the economic and social condition of the fully developed area.

The next three provisions are contained in the Omnibus Transportation Bill.
H.F. 723

- III. The Board shall review and report to the legislature on any preliminary engineering plans for light rail transit adopted by the Commissioner of Transportation under provisions IV and V.

- IV. [473.3997] [FEDERAL FUNDING; LIGHT RAIL TRANSIT.]

By July 1, 1992, the Regional Transit Board, the Regional Rail Authorities, and the Commissioner of Transportation shall jointly prepare any application for federal assistance for light rail transit facilities in the metropolitan area. The application must be reviewed and approved by the Metropolitan Council before it is submitted. The board, the rail authorities, and the commissioner must consult with the council in preparing the application. The application may provide for metropolitan regional rail authorities to design or construct light rail transit facilities under contract with the commissioner.

- V. [473.3998] [LIGHT RAIL TRANSIT JOINT POWERS BOARD.]

A light rail transit joint powers board shall be formed under section 471.59 to implement light rail transit final design and construction of the corridors funded

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solely with federal and county funds. The board shall consist of a voting member from the Metropolitan Transit Commission, the Department of Transportation, the Regional Transit Board, the Metropolitan Council, and Regional Rail Authorities of Hennepin, Ramsey, Anoka, Washington, Dakota, Scott, and Carver Counties, plus and additional voting member from a county regional rail authority with a corridor in which final design has begun.

The next four provisions are contained in the Tax Bill, H.F. 1698

- VI. Light rail transit levy. Limits the amount that a county regional rail authority can levy in payable 1992 for light rail transit purposes to 75 percent of the amount the county levied for this purpose in payable 1991.

Sec. 8. Minnesota States 1990, section 398A.04, subdivision 8, is amended to read:

Subd.. 8. [TAXATION.] "For taxes levied in 1991, the amount levied for light rail transit purposes under this subdivision shall not exceed 75 percent of the amount levied in 1990 for light rail transit purposes under this subdivision."

Following is a list of the anticipated effects of this provision on regional rail authorities:

	Taxes Levied Payable 1991	Estimated Taxes to be Levied Payable 1992
Anoka	\$365,000	\$273,750
Carver	0	0
Dakota	\$355,000	\$265,500
Hennepin	\$21,519,000	\$16,139,000
Ramsey	\$1,913,449	\$1,435,886
Scott	\$85,000	\$63,750
Washington	\$95,000	\$71,250

- VII. Light rail transit operating costs. Provides that before a regional rail authority (RRA) applies for federal assistance for light rail, the RRA must submit information to the Metropolitan Council regarding the necessary operating subsidy for the light rail facility for the first ten years of operation. The Metropolitan Council must review this information in terms of current transit financing mechanisms and present this review to the house and senate transportation, tax, appropriations and metropolitan affairs committees.

Sec. 9. Minnesota Statutes 1990, section 473.3994, is amended by adding a subdivision to read:

Subd. 9. [LIGHT RAIL TRANSIT OPERATING COSTS.] (a) Before submitting an application for federal assistance for light rail transit facilities in the metropolitan area, the applicant must provide to the metropolitan council estimates of the amount of operating subsidy which will be required to operate light rail transit in the corridor to which the federal assistance would be applied.

DRAFT

The information provided to the council must indicate the amount of operating subsidy estimated to be required in each of the first ten years of operation of the light rail transit facility.

(b) The council must review and evaluate the information provided under paragraph (a) with regard to the effect of operating the light rail transit facility on the currently available mechanisms for financing transit in the metropolitan area.

(c) The council must present its evaluation to the transportation and taxes committees of the house and senate, to the appropriations committee of the house and the finance committee of the senate, to the local government and metropolitan affairs committee of the house, and to the metropolitan affairs committee of the senate.

- VIII. Transfer of light rail transit money. Gives all metropolitan area regional rail authorities the authority to transfer any of its money or any of its payable 1991 levy to its county to pay for 1991 social service costs.

Sec. 22. [AUTHORITY TO TRANSFER LIGHT RAIL MONEY.] Notwithstanding any law to the contrary, a metropolitan county regional rail authority may transfer any available money of the authority, including money in capital accounts, to its county to be expended to meet social service costs during 1991. The authority under this section to transfer a regional railroad authority's levy applies only during calendar year 1991.

- IX. Light rail transit funding. Requires that by July 1, 1992, the Regional Transit Board and Commissioner of Transportation, in consultation with the affected regional rail authorities, shall prepare and submit a joint application for federal aid for light rail transit in the metropolitan area. The application must be reviewed and approved by the Metropolitan Council. Until this application is submitted, no other political subdivision in the metropolitan area may apply for federal assistance for light rail planning or construction.

Sec. 20. [FEDERAL FUNDING; LIGHT RAIL TRANSIT.] (a) By July 1, 1992, the Regional Transit Board and the Commissioner of Transportation shall, in consultation with the affected regional rail authorities, prepare a joint application for federal assistance for light rail transit facilities in the metropolitan area. The application must be reviewed and approved by the Metropolitan Council before it is submitted by the board and commissioner. In reviewing the application the council must consider the information submitted to it under Minnesota Statutes, section 473.3994, subdivision 9. The board and the commissioner must consult with the council in preparing that application. The application may provide for metropolitan regional rail authorities to design or construct light rail transit facilities under contract with the commissioner.

(b) Until the application described in paragraph (a) is submitted, no political subdivision in the metropolitan area may on its own apply for federal assistance for light rail transit planning or construction.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

Originating Department

R. L. Spiegelbauer *5/20/91*
Authorized Signature Date

Board Action Requested

Ratify Partial Payment No. 11 to SRF, Inc.
in the amount of \$8,247.84.

ACTION IS REQUESTED

Request Justification

Ramsey County Regional Railroad Authority has contracted the professional services of SRF, Inc. for the purposes of conducting Alignment Studies for the Northeast Corridor. Contract No. RCRRA-90-001 governs the performance of services and terms of payment. Payment in the amount of \$8,247.84 for the period ending March 31, 1991, has been issued in accordance with contract provisions and Rail Authority Resolution No. R90-. Payment documentation is being submitted for ratification in compliance with the latter. Attachments are:

- 1) Proposed resolution ratifying payment
- 2) Accounts Payable form and Partial Payment No. 11
- 3) SRF, Inc. Invoice No. 11 and attachments



Budgeting and Accounting *Ed Blankitz* *5/21/91*
County Attorney *Daniel MacLellan*
Risk Manager
Data Processing
Previous Action taken on Request

Date / Time
Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date

Signature

Date

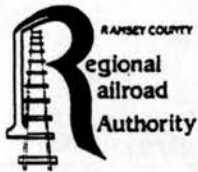
May 28, 1991

F. L. Henderson
Signature

5/22/91

Date

Board Date



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Strgar-Roscoe-Fausch, Inc. for the purpose of conducting alignment studies for the Northeast Corridor; and

WHEREAS, Ramsey County Regional Railroad Authority Agreement Number RCRRA-90-001, govern the performance of services of and terms of payment to Strgar-Roscoe-Fausch, Inc.; and

WHEREAS, Strgar-Roscoe-Fausch, 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 31, 1991; and

WHEREAS, To ensure timely payment for services rendered in accordance with Agreement No. RCRRA 90-001, the Ramsey County Regional Railroad Authority authorized (Resolution R90-) the Director of Light Rail Transit Planning to process payments to Strgar-Roscoe-Fausch, Inc. for work completed and invoiced in accordance with the agreement; and

WHEREAS, Resolution R90- requires submittal of invoice and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation; Now, Therefore, Be It

WHEREAS, Strgar-Roscoe-Fausch, Inc. Invoice No. 11, Partial Payment No. 11, and attachments thereto, provide the correct documentation of payments due Strgar-Roscoe-Fausch, Inc. through March 31, 1991; Now, Therefore, Be It

RESOLVED, Payment to Strgar-Roscoe-Fausch, Inc. in the amount of \$8,247.84 for Ramsey County Regional Railroad Authority's share of services rendered through March 31, 1991, is hereby ratified.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary

ACCOUNTS PAYABLE

(1) CHARGE TO: Dept. Regional Rail Authority Date 4/30/91
 (2) Appropriation Item Consulting Services

For Accounting Use Only

Claim #		Date Paid	
CA	PA017	1	

1-2 3-7 8 9-14

(3) Code

WARRANT NO.				
RFC	Fund	Dept	Object	Amount
	591	59107	020102	\$8,247.84

15-17 18-20 21-25 26-31 32-41

\$8,247.84

Total

(4) PAY TO: 2
 8 First Name & Initial 9-22
STRGAR-ROSCOE-FAUSCH, INC.
 Last Name or Firm Name 23-52
 Suite 150
53-76
3 One Carlson Parkway North
 8 Address 9-32
 Minneapolis, MN 55447
 City State 33-54 Zip Code 55-59

Soc Sec No
 OR
 Fed Tax ID 60-71

(5) On Check Stub Put: 4 Partial Pymt 11; Inv. 11; NE Corr. Align. Study
5 Agreement PA017; Acct. 59107-020102; 3/31/91
9-60

For Risk Management Use Only 6
 8 9-24
 Last Name First Name

(6) SEND TO: _____ Use only if Payee and/or Address differs from Item 4
 Address _____

(7) Attach to the back of this form: Original Invoices, Receipts, Certified Claims or other documents.

Preparer's Signature: /s/ Bette Kurysh

(8) I declare that the above materials and/or services have been received, are for Ramsey County, allowed by law, and approved for payment.

Authorized Signature: K. H. Spiegel

NOTE: The vendor's Social Security Number will be used to report taxable income to the Internal Revenue Service. This data is considered private under Minnesota Statutes 15.165, but we will not be able to process this claim without it.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

PARTIAL PAYMENT NO. 11

PREPARED BY: 

PROJECT: NORTHEAST CORRIDOR ALIGNMENT STUDY
CONTRACT AGREEMENT NUMBER RCRA-90-001

ENTERED BY: 

PROJECT COST CENTER: 59107 AGREEMENT NO: PA017

DATE: 29 APR 91

RAMSEY COUNTY REGIONAL
RAILROAD AUTHORITY
316 COURTHOUSE
ST. PAUL, MN 55102

CONTRACTOR: STRGAR-ROSCOE-FAUSCH, INC.
ONE CARLSON PARKWAY NORTH, SUITE 150
MINNEAPOLIS, MN 55447

ACCOUNT NUMBER 59107-020102	PERCENT COMPLETED	93.1%
TOTAL VALUE OF WORK CERTIFIED - 31 MAR 91		\$227,909.51
LESS 5% RETAINAGE		\$11,395.48
AMOUNT DUE		\$216,514.03
LESS PREVIOUSLY APPROVED PAYMENTS:		\$208,266.19
ALLOWABLE PAYMENT FOR THIS PARTIAL:		<u>\$8,247.84</u>

THIS IS TO CERTIFY THAT I HAVE EXAMINED THE WORK AND DETAIL OF THE INVOICE, AND
FIND THE TASKS LISTED HAVE BEEN COMPLETED IN ACCORDANCE WITH AGREEMENT REQUIREMENTS.

5/6/91 Z. H. Spiegelauer
DATE DIRECTOR, RC REGIONAL RAILROAD PLANNING

5/3/91 Charleen Zimmer
DATE CONSULTANT

PREVIOUS PARTIALS:

PARTIAL PAYMENT NO. 1	\$1,571.89
PARTIAL PAYMENT NO. 2	\$18,865.32
PARTIAL PAYMENT NO. 3	\$27,848.91
PARTIAL PAYMENT NO. 4	\$12,135.33
PARTIAL PAYMENT NO. 5	\$19,494.68
PARTIAL PAYMENT NO. 6	\$44,152.39
PARTIAL PAYMENT NO. 7	\$11,612.66
PARTIAL PAYMENT NO. 8	\$25,520.19
PARTIAL PAYMENT NO. 9	\$23,593.04
PARTIAL PAYMENT NO. 10	\$23,471.78
PARTIAL PAYMENT NO. 11	\$8,247.84
PARTIAL PAYMENT TOTAL:	\$216,514.03

SUMMARY OF AGREEMENT

ORIGINAL AGREEMENT AMOUNT:	\$244,865.00
LESS TOTAL PARTIAL PAYMENTS (INCLUDES THIS PAYMENT)	\$216,514.03
AMOUNT REMAINING ON AGREEMENT	<u>\$28,350.97</u>

BUDGET ACTIVITY THRU PERIOD ENDING MARCH 31, 1991
 NORTHEAST CORRIDOR LRT ALIGNMENT STUDY
 RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY
 COMMISSION NO. 0901380

SRF ACTIVITY	BUDGET	CURRENT	TO DATE	BALANCE	BUDGET TO DATE	ESTIMATE PERCENT COMPLETE
1. Project Initiation	\$3,600	\$0	\$3,600	\$0	100%	100%
2. Develop Alternatives	\$13,260	\$0	\$24,348	(\$11,088)	184%	100%
3. Coordination Requirements	\$8,160	\$0	\$1,425	\$6,735	17%	75%
4. Analysis of Alignments	\$15,020	\$0	\$19,336	(\$4,316)	129%	100%
5. Refine corridor definitions	\$21,880	\$0	\$20,913	\$967	96%	100%
6. Refine Ridership Forecasts	\$26,160	\$0	\$22,602	\$3,558	86%	100%
7. Evaluation of Alternatives	\$37,940	\$0	\$61,819	(\$23,879)	163%	100%
8. Draft Report	\$16,520	\$6,284	\$21,482	(\$4,962)	130%	100%
9. Community Participation	\$53,900	\$1,688	\$43,658	\$10,242	81%	90%
10. Final Report	\$7,340	\$0	\$0	\$7,340	0%	0%
11. Contingency	\$22,265	\$0	\$0	\$22,265	0%	0%
12. Direct Costs	\$18,820	\$710	\$8,726	\$10,094	46%	75%
TOTAL BUDGET	\$244,865	\$8,682	\$227,909	\$16,956	93%	92%

INVOICE

SRF

STRGAR - ROSCOE - FAUSCH, INC.
Suite 150, One Carlson Parkway N., Minneapolis, MN 55447

612/475-0010
FAX 612/475-2429

Refer to File: 0901380
Invoice Date: 3/31/91

Invoice No.: 11
Period Ending: 3/31/91

Ms. Kathryn DeSpiegelaere
Director of Light Rail Transit Planning
RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY
Room 316 Courthouse
15 West Kellogg Blvd.
St. Paul, MN 55102

re: NORTHEAST LRT CORRIDOR STUDY
AGREEMENT NO. RCRRA-90-001

Summary of professional engineering services rendered during March:

	CURRENT PERIOD	CUMMULATIVE TO DATE
Total Labor and Overhead	7,636.89	182,961.11
Total Direct Non-Salary Costs	709.97	8,726.40
Subconsultant	335.08	36,222.00
 TOTAL FEE EARNED	 8,681.94	 227,909.51
Less 5% Retainage	434.10	11,395.48
 TOTAL AMOUNT DUE THIS INVOICE	 8,247.84 =====	

BUDGET	\$244,865.00
PERCENT COMPLETE	93.1%

COMMISSION # 901380
NORTHEAST LRT CORRIDOR STUDY
PERIOD ENDING: MARCH 31, 1991

EMPLOYEE	CLASSIFICATION	RATE/HR	HOURS	AMOUNT
C. Zimmer	Principal	80.00	18.5	1480.00
W. Gardner	Trans. Planner	63.82	49.0	3127.18
L. Wiley	Landscape Architect	36.30	20.4	740.52
R. Asmus	Tech Supervisor	49.50	2.2	108.90
D. Paulu	Sr. Technician	42.90	14.5	622.05
W. Baker	Technician	37.13	1.5	55.70
J. Woolcott	Technician	36.50	12.5	456.25
L. Grover	Technician	33.83	2.7	91.34
D. Montgomery	Technician	26.40	1.3	34.32
J. Luberta	Admin. Assistant	44.55	14.3	637.07
B. Bersie-Ashfeld	Word Processor	41.25	4.9	202.13
M. Gendron	Word Processor	28.05	1.5	42.08
K. Dooley	Clerical	26.23	1.5	39.35
-----	TOTALS -----		144.8	7636.89

DIRECT NON-SALARY COSTS (SUMMARY)
PERIOD ENDING: MARCH 31, 1991

NORTHEAST LRT CORRIDOR STUDY

CAT #	CATEGORY	
1	MILEAGE	64.22
2	PARKING	6.00
9	SPECIAL DELIVERY	370.43
17	PRINTING	240.80
50	CPP 8.5 X 11 PAPER	5.56
51	CPP 10 X 12 PAPER	22.96
TOTAL DIRECT EXPENSES		709.97

DIRECT NON-SALARY COSTS (DETAILS)
PERIOD ENDING: MARCH 31, 1991

CAT.	DATE	SOURCE	NO. ORGS	NO. EACH	LENGTH	WIDTH	TOTAL COPIES	NO. STATS	NO. UNITS	MILES	AMOUNT	TOTAL
1	31	In-House								33.0		8.58
1	31	C Zimmer								140.0		36.40
1	31	K Dooley								6.0		1.56
1	31	J Luberd								62.0		16.12
1	31	M Gendron								6.0		1.56
2	31	C Zimmer									6.00	6.00
9	20	Accounts Payable									370.43	370.43
17	12	Accounts Payable									113.75	113.75
17	22	Accounts Payable									127.05	127.05
50	19	In-House						1				5.56
51	14	In-House						2				11.48
51	19	In-House						2				11.48

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

4

REQUEST FOR BOARD ACTION

REGIONAL RAILROAD AUTHORITY

Originating Department

K. L. Spiegelauer 5/20/91
Authorized Signature Date

Board Action Requested

Ratify Partial Payment No. 12 to SRF, Inc.
in the amount of \$5,853.22.

ACTION IS REQUESTED

Request Justification

Ramsey County Regional Railroad Authority has contracted the professional services of SRF, Inc. for the purposes of conducting Alignment Studies for the Northeast Corridor. Contract No. RCRRA-90-001 governs the performance of services and terms of payment. Payment in the amount of \$5,853.22 for the period ending April 30, 1991, has been issued in accordance with contract provisions and Rail Authority Resolution No. R90-. Payment documentation is being submitted for ratification in compliance with the latter. Attachments are:

- 1) Proposed resolution ratifying payment
- 2) Accounts Payable form and Partial Payment No. 12
- 3) SRF, Inc. Invoice No. 12 and attachments

Budgeting and Accounting <i>Ed Blawie</i> 5/21/91 County Attorney <i>[Signature]</i> Risk Manager _____ Data Processing _____ Previous Action taken on Request _____		Date / Time Received By
---	--	---------------------------------------

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date
May 28, 1991

Signature

Date

Board Date

Signature

Date

5/22/91



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional services of Strgar-Roscoe-Fausch, Inc. for the purpose of conducting alignment studies for the Northeast Corridor; and

WHEREAS, Ramsey County Regional Railroad Authority Agreement Number RCRRA-90-001, govern the performance of services of and terms of payment to Strgar-Roscoe-Fausch, Inc.; and

WHEREAS, Strgar-Roscoe-Fausch, 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 30, 1991; and

WHEREAS, To ensure timely payment for services rendered in accordance with Agreement No. RCRRA 90-001, the Ramsey County Regional Railroad Authority authorized (Resolution R90-) the Director of Light Rail Transit Planning to process payments to Strgar-Roscoe-Fausch, Inc. for work completed and invoiced in accordance with the agreement; and

WHEREAS, Resolution R90- requires submittal of invoice and payment documentation to the Rail Authority for ratification at the next scheduled meeting following staff approval of invoice documentation; Now, Therefore, Be It

WHEREAS, Strgar-Roscoe-Fausch, Inc. Invoice No. 12, Partial Payment No. 12, and attachments thereto, provide the correct documentation of payments due Strgar-Roscoe-Fausch, Inc. through April 30, 1991; Now, Therefore, Be It

RESOLVED, Payment to Strgar-Roscoe-Fausch, Inc. in the amount of \$5,853.22 for Ramsey County Regional Railroad Authority's share of services rendered through April 30, 1991, is hereby ratified.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary

ACCOUNTS PAYABLE

(1) CHARGE TO: Dept. REGIONAL RAILROAD AUTHORITY Date May 9, 1991

(2) Appropriation Item Consulting Services

For Accounting Use Only

Claim #		Date Paid
CA	PA017	1
1-2		3-7
8		9-14

WARRANT NO.

(3) Code				
RFC	Fund	Dept	Object	Amount
	591	59107	020102	\$5,853.22

15-17 18-20 21-25 26-31 32-41

\$5,853.22

Total

(4) PAY TO: 2
 8 First Name & Initial SRF, Inc. 9-22

Last Name or Firm Name 23-52

3 One Carlson Parkway North, Suite 150 53-76

8 Address Minneapolis, MN 9-32

City State 33-54

55447

Zip Code 55-59

Soc Sec No
OR

Fed Tax ID 60-71

(5) On Check Stub Put: 4 Partial Pymt 12; Inv. 12; NE Corr. Align. Study 9-60

5 Agreement PA017; Acct. 59107-020102; 4/30/91 9-60

For Risk Management
Use Only

6
8

Last Name First Name 9-24

(6) SEND TO:

Address

Use only if Payee and/or
Address differs from
Item 4

(7) Attach to the back of this form: Original Invoices, Receipts, Certified Claims or other documents.

Preparer's Signature: /s/ Bette Kurysh

(8) I declare that the above materials and/or services have been received, are for Ramsey County, allowed by law, and approved for payment.

Authorized Signature: Killedspiegel

NOTE: The vendor's Social Security Number will be used to report taxable income to the Internal Revenue Service. This data is considered private under Minnesota Statutes 15.165, but we will not be able to process this claim without it.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

PARTIAL PAYMENT NO.12

PREPARED BY: 

PROJECT: NORTHEAST CORRIDOR ALIGNMENT STUDY
CONTRACT AGREEMENT NUMBER RCRRA-90-001

ENTERED BY: 

PROJECT COST CENTER: 59107 AGREEMENT NO: PA017

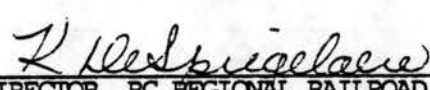
DATE: 9 MAY 91

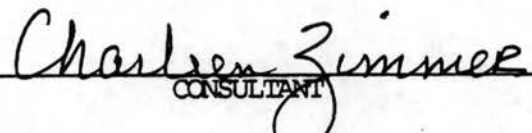
RAMSEY COUNTY REGIONAL
RAILROAD AUTHORITY
316 COURTHOUSE
ST. PAUL, MN 55102

CONTRACTOR: STIGAR-ROSCOE-FAUSCH, INC.
ONE CARLSON PARKWAY NORTH, SUITE 150
MINNEAPOLIS, MN 55447

ACCOUNT NUMBER 59107-020102	PERCENT COMPLETED	95.6%
TOTAL VALUE OF WORK CERTIFIED - 30 APR 91		\$234,070.79
LESS 5% RETAINAGE		\$11,703.54
AMOUNT DUE		\$222,367.25
LESS PREVIOUSLY APPROVED PAYMENTS:		\$216,514.03
ALLOWABLE PAYMENT FOR THIS PARTIAL:		<u>\$5,853.22</u>

THIS IS TO CERTIFY THAT I HAVE EXAMINED THE WORK AND DETAIL OF THE INVOICE, AND
FIND THE TASKS LISTED HAVE BEEN COMPLETED IN ACCORDANCE WITH AGREEMENT REQUIREMENTS.

5/10/91 
DATE DIRECTOR, RC REGIONAL RAILROAD PLANNING

5-9-91 
DATE CONSULTANT

PREVIOUS PARTIALS:

PARTIAL PAYMENT NO. 1	\$1,571.89
PARTIAL PAYMENT NO. 2	\$18,865.32
PARTIAL PAYMENT NO. 3	\$27,848.91
PARTIAL PAYMENT NO. 4	\$12,135.33
PARTIAL PAYMENT NO. 5	\$19,494.68
PARTIAL PAYMENT NO. 6	\$44,152.39
PARTIAL PAYMENT NO. 7	\$11,612.66
PARTIAL PAYMENT NO. 8	\$25,520.19
PARTIAL PAYMENT NO. 9	\$23,593.04
PARTIAL PAYMENT NO.10	\$23,471.78
PARTIAL PAYMENT NO.11	\$8,247.84
PARTIAL PAYMENT NO.12	\$5,853.22
PARTIAL PAYMENT TOTAL:	\$222,367.25

SUMMARY OF AGREEMENT

ORIGINAL AGREEMENT AMOUNT:	\$244,865.00
LESS TOTAL PARTIAL PAYMENTS (INCLUDES THIS PAYMENT)	\$222,367.25
AMOUNT REMAINING ON AGREEMENT	<u>\$22,497.75</u>

INVOICE

SRF

STRGAR - ROSCOE - FAUSCH, INC.

Suite 150, One Carlson Parkway N., Minneapolis, MN 55447

612/475-0010

FAX 612/475-2429

Refer to File: 0901380
 Invoice Date: 4/30/91
 Invoice No.: 12
 Period Ending: 4/30/91

Ms. Kathryn DeSpiegelaere
 Director of Light Rail Transit Planning
 RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY
 Room 316 Courthouse
 15 West Kellogg Blvd.
 St. Paul, MN 55102

re: NORTHEAST LRT CORRIDOR STUDY
 AGREEMENT NO. RCRRA-90-001

Summary of professional engineering services rendered during April:

	CURRENT PERIOD	CUMMULATIVE TO DATE
Total Labor and Overhead	4,198.62	187,159.73
Total Direct Non-Salary Costs	1,962.66	10,689.06
Subconsultant	0.00	36,222.00
 TOTAL FEE EARNED	 6,161.28	 234,070.79
Less 5% Retainage	308.06	11,703.54
 TOTAL AMOUNT DUE THIS INVOICE	 5,853.22 =====	

BUDGET
 PERCENT COMPLETE

\$244,865.00
 95.6%

COMMISSION # 901380
NORTHEAST LRT CORRIDOR STUDY
PERIOD ENDING: APRIL 30, 1991

EMPLOYEE	CLASSIFICATION	RATE/HR	HOURS	AMOUNT
C. Zimmer	Principal	80.00	5.5	440.00
W. Gardner	Trans. Planner	67.02	33.0	2211.66
D. Paulu	Sr. Technician	45.05	6.5	292.83
W. Baker	Technician	39.60	15.0	594.00
V. Martinez	Technician	37.95	2.5	94.88
L. Grover	Technician	35.54	1.5	53.31
D. Montgomery	Technician	28.58	0.9	25.72
J. Luberta	Admin. Assistant	47.62	1.0	47.62
B. Bersie-Ashfeld	Word Processor	44.12	0.5	22.06
G. Bartus	Clerical	38.08	2.0	76.16
K. Dooley	Clerical	27.23	12.5	340.38
-----	TOTALS -----		80.9	4198.62

DIRECT NON-SALARY COSTS (SUMMARY)
PERIOD ENDING: APRIL 30, 1991

NORTHEAST LRT CORRIDOR STUDY

CAT #	CATEGORY	
1	MILEAGE	39.52
2	PARKING	0.50
17	PRINTING	1890.45
22	SUPPLIES	13.95
51	CPP 10 X 12 PAPER	11.48
52	CPP 12 X 18 PAPER	6.76
TOTAL DIRECT EXPENSES		----- 1962.66

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

REQUEST FOR BOARD ACTION

5

REGIONAL RAILROAD AUTHORITY

Originating Department

K. DeSpiegel 5/20/91
Authorized Signature Date

Board Action Requested

Approve Amendment No. 1 to RCRRA Agreement RCRRA-90-001 and authorize the Chairman of the Authority to execute on its behalf.

ACTION IS REQUESTED

Request Justification

- Attachments: 1) Proposed resolution
2) Memorandum from James E. Tolaas
3) Amendment No. 1

Budgeting and Accounting

County Attorney

Risk Manager

Data Processing

Previous Action taken on Request

Date / Time

Received By

Comments / Recommendation

Documentation certified complete for:

Committee / Meeting Date

Signature

Date

Committee / Meeting Date
May 28, 1991

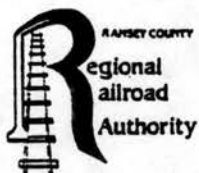
Signature

Date

Board Date

Signature

Date



Resolution

Board of

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

Date: _____

No. _____

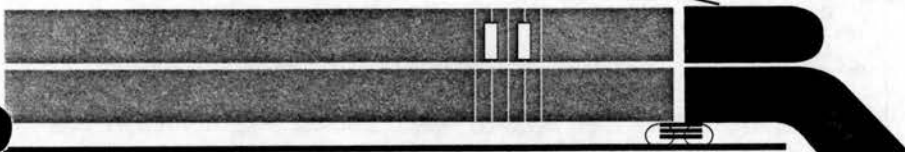
WHEREAS, The current schedule for completion of Light Rail Transit Alignment Studies for the Northeast Corridor will extend up to two months beyond the 13 month period of services provided in Ramsey County Regional Railroad Authority RCRRA-90-001; and

WHEREAS, Amendment No. 1 to Agreement No. RCRRA-90-001 has been prepared to extend the period of services to August 8, 1991 to accommodate the current schedule; and

RESOLVED, That the Ramsey County Regional Railroad Authority approves Amendment No. 1 to Agreement RCRRA-90-001 and authorizes the Chairman of the Authority to execute the Amendment on its behalf.

John T. Finley, Chairman

By _____
Warren W. Schaber, Secretary



Ramsey County Regional Railroad Authority

316 Courthouse, St. Paul, Minnesota 55102 612-298-4145 / FAX 292-6689

John T. Finley, Chairman

District 3

Duane W. McCarty, Vice Chairman

District 1

Warren W. Schaber, Secretary

District 6

Ruby Hunt, Treasurer

District 5

Diane Ahrens

District 4

Hal Norgard

District 7

Donald Salverda

District 2

MEMORANDUM

TO: Kathryn DeSpiegelaere, Director of LRT Planning

FROM: James E. Tolaas, Project Engineer

SUBJECT: Amendment No. 1 to LRT Alignment Study
Northeast Corridor - Agreement RCRRA-90-001

DATE: May 16, 1991

The period of services set forth in the professional services agreement for the Northeast Corridor Alignment Study is limited to 13 months, ending on June 8, 1991. The current project schedule will extend up to two months beyond that date. The attached amendment to the contract extends the period of services to August 8, 1991, to accommodate the updated schedule.

Recommendation

Request Authority approval of the Amendment and authorization for the Chairman for the Authority to execute on its behalf.

JET/blk

FIRST AMENDMENT TO RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY AGREEMENT NO. RCRRA-90-001 BY AND BETWEEN THE RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY (RCRRA), THE "AUTHORITY, AND STRGAR-ROSCOE-FAUSCH, INC., THE "CONSULTANT"

WITNESSETH:

WHEREAS, On the 8th day of May, 1990 the Ramsey County Regional Railroad Authority (hereinafter RCRRA) and SRF, Inc. (hereinafter the CONSULTANT) entered into an agreement (hereinafter the AGREEMENT) which provides for consultant services for light rail transit (hereinafter LRT) alignment studies in the Northeast Corridor of Ramsey County; and

WHEREAS, Section IV(B)1 of the Agreement limits the period of services to 13 months, unless specifically provided for by supplemental agreement; and

WHEREAS, The updated project schedule will extend up to two months beyond the 13-month service period; and

NOW, THEREFORE, IN CONSIDERATION OF the mutual covenants and promises herein, it is agreed between the parties as follows:

- 1) The period of services in Section IV(B)-1 of the AGREEMENT shall be extended to August 8, 1991.
- 2) With the exception of period of services all provisions of the original AGREEMENT shall remain in force.
- 3) Total payments to the CONSULTANT for professional services and reimbursable expenses under Section I of the AGREEMENT is not increased by this Amendment.

RAMSEY COUNTY, MINNESOTA

STRGAR-ROSCOE-FAUSCH, INC.

By _____
Chairman, Ramsey County
Regional Railroad Authority

By _____
Vice President

Date _____

Approved as to Form:

Paul Mac Miller
County Attorney

Recommended for Approval:

By _____
Director of Light Rail Transit Planning
Ramsey County Regional Railroad Authority

BY _____
County Risk Manager

Funds Available from Account 59107-020102
No Additional Funds Required.

By *Ed Blankin* *5/21/91*
Budgeting and Accounting