



Ramsey County Regional Railroad Authority.  
Records.

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Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

The Ramsey County Regional Railroad Authority met on Tuesday, September 07, 1999, in Council Chambers Third Floor Courthouse.

MEMBERS PRESENT: Chair Tony Bennett  
Commissioner Dino Guerin  
Commissioner Susan Haigh  
Commissioner Rafael Ortega (arrived 2:24 p.m.)  
Commissioner Victoria Reinhardt  
Commissioner Janice Rettman  
Commissioner Jan Wiessner

OTHERS PRESENT: Kathy DeSpiegelaere, Paul Kirkwold, David MacMillan, Jane McClure, Tom Oertel, Dan Szymczak

Chairman Bennett called the meeting to order at 2:16 p.m.

1. Approve minutes of the July 13, 1999 meeting.

Motion by Commissioner Guerin, seconded by Commissioner Haigh to accept the minutes of the July 13, 1999 meeting.

Ayes – 6, Nays – 0  
Motion accepted.

2. Authorize distribution of request for proposal for Central Corridor.

Commissioner Haigh felt that proposers should be asked to look at innovative approaches to funding transit projects. Kathy DeSpiegelaere stated that financial analysis is included in this proposal and the consultants will be asked to provide information regarding public and private revenue sources.

Commissioner Reinhardt asked if the information that was to come before the City Council from the St. Paul Planning Commission, which will be making recommendations in guiding the Central Corridor, was included in this document. Kathy said that the proposals will be due before the City Council meets regarding this issue, but that she will inform consultants of the recommendations.

Motion by Commissioner Haigh, seconded by Commissioner Reinhardt to authorize the distribution of requests for proposals for the Central Corridor.

Ayes – 6, Nays – 0  
Motion accepted.

3. Other business

Chairman Bennett distributed a copy of a letter to be sent to the Northstar Corridor requesting that Ramsey County become a member of the development authority. A previous attempt to become a member was declined due to the fact that the Northstar Corridor didn't want to open up its by-laws and such. However, they recently decided to allow Morrison County to become a member, which required them to open up their by-laws, and Ramsey County was advised that it should again request membership. Ramsey County's interest in the project would lie in the piece of the Corridor between St. Paul and Minneapolis. Chairman Bennett also stated that this is further proof that Ramsey County is dedicated to a regional concept in transportation and transit. The Northstar Corridor Development Authority Executive Committee meets on September 16 and will consider Ramsey County's membership at that meeting.

The meeting adjourned at 2:26 p.m.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

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REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K. DeSpiegelaere  
Authorized Signature

9/8/99  
Date

Board Action Requested

Phalen Boulevard EIS

DISCUSSION ONLY

Request Justification

See attached memo from K. DeSpiegelaere

Budgeting and Accounting

County Attorney

Risk Management

K. C. Dault  
Dil Mac Millan

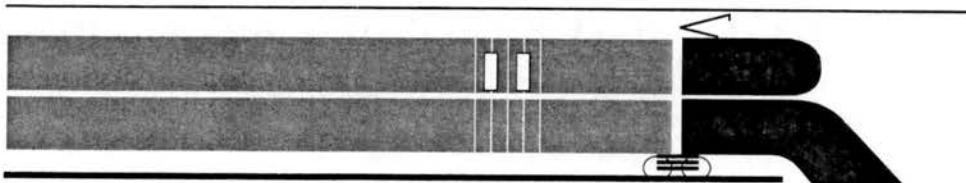
Documentation certified complete for:

Board Date

Signature

Date





## **Ramsey County Regional Railroad Authority**

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard  
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

### **MEMORANDUM**

**To:** Ramsey County Regional Railroad Authority Commissioners  
Paul Kirkwold, Interim County Manager

**From:** Kathryn DeSpiegelaere, Director

**Subject:** Phalen Corridor EIS

**Date:** July 26, 1999

In February, Ramsey County Regional Railroad Authority (RCRRA) heard a presentation about the Phalen Corridor Environmental Impact Statement (EIS) from St. Paul staff. Commissioners directed that County and Rail Authority staff return with information on the legal and cost concerns relating to St. Paul's request, including a request for an agreement with RCRRA for use of its right of way for the construction of Phalen Boulevard. Minutes of the previous meeting are attached.

For the RCRRA and St. Paul, the issues are:

1. RCRRA owns 6.5 miles of right of way (Map attached). A portion of the right of way is being requested for construction of Phalen Boulevard.
2. On the same piece of RCRRA right of way, St. Paul has an easement for a trail between East Seventh Street and Larpenteur Avenue.
3. The right of way is in some locations near Arcade Street too narrow for trail, rail and road.
4. The right of way is in some locations near Arcade Street too narrow for both rail and road.
5. RCRRA, according to the assistant county attorney (see information attached), cannot grant an easement to St. Paul for road use unless sufficient space is left for eventual construction of rail.
6. RCRRA, according to the assistant county attorney, needs compensation from St. Paul for an easement on its property for road use.



7. RCRRA, according to the assistant county attorney, cannot grant St. Paul an easement for road use in areas where trail, rail, and road won't all fit unless St. Paul abandons the trail easement in these locations or acquires additional right of way so that all three uses fit.
8. The right of way owned by RCRRA was purchased with 50% state rail bank funds. Therefore, potential uses, or sale of the property, is subject to Minnesota Department of Transportation, (Mn/DOT) rules.
9. The mortgage gives Mn/DOT right of first purchase if a decision is made by RCRRA to sell the property.

Therefore, it appears that either St. Paul will need to:

- a. Abandon its trail easement in locations where trail, rail, and road won't all fit in order to construct Phalen Boulevard on RCRRA right of way.
- b. Purchase additional right of way in locations where rail and road won't fit in order to construct Phalen Boulevard on RCRRA right of way.
- c. Discuss compensation for the right of way it intends to use for Phalen Boulevard with RCRRA.

Or:

The other option would be for RCRRA to sell its right of way, the full width it currently owns, in a segment from downtown St. Paul to Maryland Avenue and preclude the potential use of rail transit on the right of way. This option may require payment to Mn/DOT of \$750,000, one half the purchase price in 1992. It also requires that Mn/DOT has the first right of purchase.

Recommendation:

For discussion.

Minutes

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY MEETING

February 2, 1999

The Ramsey County Regional Railroad Authority met on Tuesday, February 2, 1999, in Council Chambers, 3rd Floor Courthouse.

MEMBERS PRESENT: Chair Tony Bennett  
Commissioner Susan Haigh  
Commissioner Victoria Reinhardt  
Commissioner Janice Rettman  
Commissioner Jan Wiessner

MEMBERS ABSENT: Commissioner Dino Guerin  
Commissioner Rafael Ortega

OTHERS PRESENT: Terry Schutten, Kathy DeSpiegelaere, Tom Oertel,  
Mary Ann Palmer, Mike Klassen, Nancy Frick,  
Terry Lindeke, Dennis Bodin, Paul Kirkwold, Gene  
Haselmann, Carol Monroe, Kris Longhenry

Chairman Bennett called the meeting to order at 2:12 p.m.

1. Approve the minutes of the January 26, 1999 meeting

A motion by Commissioner Haigh, seconded by Commissioner Wiessner to accept the minutes from the January 26, 1999 RCRRA meeting.

Ayes - 5, Nays - 0  
Motion accepted.

2. Update on Phalen Corridor EIS

Nancy Frick, St. Paul Planning and Economic Development, presented information on the Phalen Corridor EIS. The Phalen Corridor draft EIS was prepared with the guidance of a community task force with Kathy DeSpiegelaere being a representative from the RCRRA. The draft EIS was released by the St. Paul City Council on December 10, 1998 and there was a public hearing on January 27, 1999. The hearing record will be open until February 10, 1999 and then the City Council is expected to select a preferred route at their February 24, 1999 meeting.

The EIS is a key part of the Phalen Corridor Initiative which is an economic development initiative to bring jobs to the area. Phalen Boulevard provides access to a number of industrial redevelopment sites along the rail corridor and will help alleviate congestion contributing to improving the neighborhood quality of the east side.

This project has been coordinated with Ramsey County, Mn/DOT, Metropolitan Council and the Port Authority.

The tentative budget is to come from local CIB = \$2.4 million, municipal state aid = \$4.6 million, Ramsey County = \$4.5 million (\$1.5 million from CSAH and \$3 million from the value of use of right of way), state = \$9 million, and federal = \$27.1 million (\$12.2 million already received).

The draft EIS analyzes the no-build alternative, the transportation system management alternative and the build alternatives. There are three alternatives connecting to I35E, five alternatives getting through the Payne/Arcade area and one alternative going through the east.

Commissioner Bennett asked how traffic moves from Cayuga looking at the alternatives. Nancy Frick answered that there are two different legs: the W1 alternative that winds south and connects to Pennsylvania Avenue under I35E; and the W2 alternative that winds north to a new folded diamond interchange at Cayuga. I35 E would be moved east, the Pennsylvania ramps would be closed and a two-way frontage road would be constructed between Pennsylvania and Cayuga.

Commissioner Bennett stated that those who normally get on the freeway at Pennsylvania will have to take a frontage road which will be a longer route to get out of downtown and will affect many people. Nancy Frick commented that the business community wanted a full interchange to get on I35 E and I94 which Pennsylvania doesn't presently provide.

Commissioner Rettman asked if this will wipe out housing, businesses or parks. Nancy Frick responded that it doesn't take out any housing or parks. The business involved are already involved with the Metro Transit bus garage relocation.

Commissioner Rettman asked if the W2 alternative is what the St. Paul PED is recommending. Nancy Frick answered that it is the alternative that staff is recommending and has received the most support for.

Commissioner Bennett asked what jurisdictions own the Phalen Corridor, Pennsylvania Avenue and the frontage road. Paul Kirkwold answered that the functional classification of the Phalen Corridor is a minor arterial which would be the County's jurisdiction, Pennsylvania Avenue is the County's jurisdiction and the frontage road would be either the City's or State's jurisdiction.

Commissioner Bennett was concerned about the amount of traffic.

Commissioner Rettman asked how a new road is budgeted since the functional consolidation plan was part of rehabing existing roads. Paul Kirkwold responded that the County has not developed new roadways for many decades. The County's position on communities constructing new alignments is that it is a community (i.e. municipality) function. The County's position is that jurisdiction will be discussed after the road way is built.

Paul Kirkwold commented on County funds that are part of the project's tentative budget. He noted that \$3 million from RCRRA is value from existing right of way and the \$1.5 million is identified as CSAH funds. Unless Phalen Boulevard is designated as a County road, CSAH funds cannot be used. The annual County allotment for CSAH funds is \$4 million, so this project would use up about 1/3 of the County's CSAH funds for a year. New roadways can't accumulate funds for reconstruction for 25 years. The sooner this roadway is put into the system, the faster the County can accumulate funds to help start raising the \$1.5 million, but the County would assume all responsibilities of construction if it owns the road. Municipalities, however, can use MSA funds.



Commissioner Reinhardt asked what the time line is between now and construction. Nancy Frick answered that construction is estimated to begin in 2000 or 2001. Mn/DOT has reconstruction of I35E slated for 2004 but can be started after the City has started.

Mike Klassen, St. Paul Public Works, stated that the City has already requested state aid designation to start accumulating municipal state aid dollars and would like to start conversations with the County this spring, after alignment choices are narrowed down.

Commissioner Bennett commented that St. Paul has not done a good job of inviting people to get off the freeway in St. Paul and traffic will accumulate. He cautioned that the County may not want to own this unless it is user and visitor friendly.

Commissioner Rettman had the same concerns as Commissioner Bennett and said that the County needs to be involved every step of the way. She noted that the freeway should not only be used as a way to get out of downtown; businesses would be abandoned.

Nancy Frick commented that she appreciated the comments on congestion and that the Pennsylvania interchange concerns let to the study. Economic development and transportation are tied and does lead to traffic. Model traffic design for the W2 alternatives can accommodate traffic.

Commissioner Rettman asked if there are any variances from state criteria. Paul Kirkwold responded that there weren't and that the state will be more concerned with ramp capacity and frontage road capacity as the project moves ahead.

Mike Klassen remarked that the buses and bus drivers will be coming into and out of the bus garage during non-peak hours so the bus traffic won't be a problem during peak times.

Commissioner Wiessner asked how this project fits into LRT and commuter rail discussions. Nancy Frick responded that the RCRRA owns much of the land for this project and the BN land is reserved for an LRT option and is currently being used as a trail. Nancy provided recommendations by the City for the RCRRA to concur with:

1. The proposed alternatives for Phalen Boulevard maintain the option of future LRT in the corridor.
2. The proposed design of the Arcade Street Bridge maintains the option of a future LRT station at Arcade. The County/Rail Authority concurs with the pier placement shown in Attachment 3 of the documentation.
3. In recognition that when LRT is built in this corridor, the City would need additional right of way to provide for the Phalen Creek Trail between Frank and Arcade, the implementation should occur with Frank-Arcade Timing Option #2, which would commit the City (by agreement with the Authority in the present) to move that portion of the Phalen Creek Trail to accommodate LRT when the decision is made to build LRT in the corridor.
4. In recognition that when LRT is built in this corridor, assuming a station at Arcade, Phalen Boulevard will need to locate far enough south to allow room for LRT and that doing so would require the acquisition of land now used as

storage/bypass trackage and assistance in relocating that use, the implementation of this project should occur with Below-Arcade Timing Option #2, which would commit the City (by agreement with the Authority in the present) to acquire the rail land and move Phalen Boulevard to the south to accommodate LRT when the decision is made to build LRT, with a station at Arcade.

5. The City intends to seek an agreement with the RCRRA for use of its right of way for the construction of Phalen Boulevard, with the details of this proposed agreement to be worked out and subject to City and RCRRA approval.

Commissioner Bennett stated the the County will work with the City.

Commissioner Wiessner asked where the Rush Line Corridor enters St. Paul and if it enters the Phalen Corridor. Kathy DeSpiegelaere answered that the Rush Line Corridor enters St. Paul along the CP Rail Line and doesn't impact the Phalen Corridor.

Commissioner Wiessner asked what right of way the RCRRA owns along the Phalen Corridor. Kathy DeSpiegelaere answered that the RCRRA owns right of way from Kellogg Boulevard to Beam Avenue and only small a portion of right of way is being requested for the Phalen Corridor.

Commissioner Rettman requested that Kathy DeSpiegelaere and Paul Kirkwold put together all the decision factors because of cost concerns and legal concerns. She asked for a map of all the corridors that the RCRRA owns. She also was concerned about using CSAH funds and taking them away from other roads. She wanted the legislators to be aware of this project.

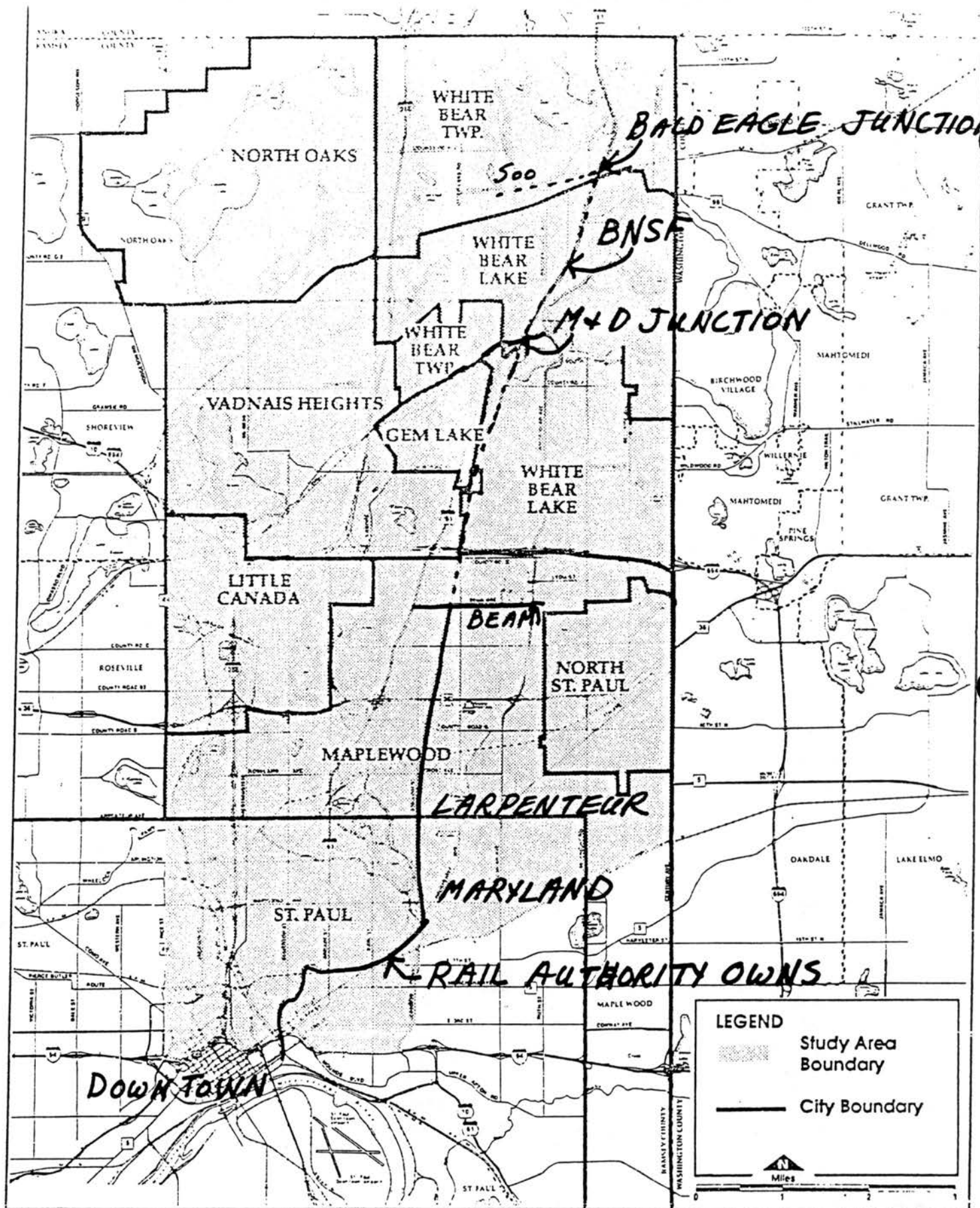
### 3. Legislative Update

Terry Lindeke stated that there are two interesting pieces in the Governor's budget relating to transportation and transit:

1. A proposal to fund \$60 million for the Hiawatha Corridor. There are a lot of decisions on issues relating to this and a target date in March was made to make a more final decision on this. It is clear that the Governor and his staff are transit supporters and there is a significant amount of money in the budget for transit.
2. A proposal to reduce the amount that the public pays for license plate fees. A part of this amount would be made up by general fund money. The highway trust fund, which has always been constitutionally dedicated for highways and bridges, would now have some money that can be used in broad-based ways, including transit.

Terry commented that the new Mn/DOT Commissioner is a transit supporter and he has talked about using state and federal money for a multi-modal system.

Terry stated that careful analysis of the budget needs to be done and figured out what it means for transit and transportation.



Northeast Corridor LRT Alignment Study

Figure 1

# OFFICE OF THE RAMSEY COUNTY ATTORNEY

Susan Gaertner, County Attorney

50 West Kellogg Boulevard, Suite 500 • St. Paul, Minnesota 55102-1556

Telephone: (651) 266-3111 • Fax: (651) 266-3032

Civil Division



## MEMORANDUM

TO: Kathy DeSpiegelaere  
Regional Railroad Authority  
665 RCGC-WEST

FROM: David F. MacMillan  
Assistant County Attorney  
(651) 266-3121

DATE: April 5, 1999

RE: USE OF REGIONAL RAILROAD RIGHT-OF-WAY  
FOR PUBLIC HIGHWAYS: PHALEN CORRIDOR  
Our File No. 1177265

## BACKGROUND

The city of St. Paul is requesting that it be given authority to construct and maintain a public highway over a portion of the Ramsey County Regional Railroad Authority's (RCRRA) property in St. Paul. This property is a segment of the abandoned rail corridor the RCRRA acquired from the Burlington Northern Railroad in December 1992. The segment to be used lies between the vicinity of Lake Phalen and Payne Avenue and is generally referred to as the Phalen Corridor.

The property in question is the object of a joint powers agreement between the city of St. Paul, Ramsey County, and the RCRRA and is subject to an easement by the RCRRA to St. Paul for a recreational trail.

It appears that there are portions of the corridor which are too narrow to support the trail, a future rail line or lines, and the highway at the same time.

## QUESTIONS

This proposal raises the following questions:

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Re: Use of Regional Railroad Right-of-Way  
for Public Highways: Phalen Corridor

1. Does the RCRRA have the power to grant the city of St. Paul permission to construct a highway on the rail corridor?
2. What property interest in the corridor should be granted to the city and, may any interests conveyed be subject to long-term restrictions?
3. What, if any, are the adverse consequences of a long-term conveyance.

**1. MAY THE RCRRA GRANT THE CITY OF ST. PAUL RIGHTS TO CONSTRUCT A PUBLIC HIGHWAY ON RCRRA PROPERTY?**

In its broadest sense, this question involves the issue of the power of the RCRRA to acquire, hold and manage, and dispose of real property and interests within. This broad question has been addressed by opinions of our office dated December 10, 1986; February 23, 1987, August 25, 1987, and July 18, 1988. These opinions have consistently concluded that property acquired by the rail authority must be preserved for rail purposes, except when such property can be declared surplus or not needed for rail purposes, at which time such surplus property can be sold and used for any purpose by the buyer. This view has not extended to interim uses of rail authority property; the rail authority can grant to others interim use of its property for any purposes so long as such grants reserve to the rail authority the right to cancel them at such time as the land is needed for rail purposes.

These opinions are grounded in basic principles of municipal law.

The Ramsey County Regional Railroad Authority was established pursuant to legislation enacted as Minn. Stat. § 398A. This statute, at § 398A.04, provides that the rail authority is a local government unit and political subdivision of the state of Minnesota. Minnesota Stat. § 398A.04, subd. 1. As a political subdivision of the state, the RCRRA it, like all other governmental units created by the legislature, has only those powers which are specifically granted to it or which are reasonably necessary to implement the powers granted by the legislature.

In the case of Regional Railroad Authorities, the powers specifically granted are enumerated in Minn. Stat. §§ 398A.01 and 398A.04. These powers include the "...preservation of local rail service for agriculture, industry, or passenger traffic, and ... for the preservation of abandoned rail right-of-way for future transportation users..." See Minn. Stat. § 398A.01. Specifically, the RCRRA has the authority to:

- a) Acquire real property for purposes, including economic development projects, which also improve rail service. Minn. Stat. § 398A.04, subd. 1(b).

Memo to Kathy DeSpiegelaere  
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Re: Use of Regional Railroad Right-of-Way  
for Public Highways: Phalen Corridor

- b) Plan, establish, acquire, develop, construct, purchase ... and protect railroads and railroad facilities, including ... roadways. Minn. Stat. § 398A.04, subd. 2.
- c) Exercise the power of eminent domain. Minn. Stat. 398A.04, subd. 4.

The powers granted indicate a legislative intent that railroad authority property, unless declared surplus and sold (not given away), can only be used for purposes which enhance or protect the property's use for rail purposes.

This statute does not envision the use of RCRRA property for highway purposes, particularly where, as here, the highway purpose is not simply a crossing but is a longitudinal occupation of a segment of the road bed. Such use would not protect or preserve the property for rail use but could, by severing the corridor, render the entire corridor useless for rail purposes.

This issue is important because, as I understand it, there are portions of the corridor which are too narrow to accommodate safely the existing pedestrian bicycle trail, a two-rail LRT system, under today's technology, and a two-lane road. It must be noted that these projections are based upon today's LRT technology and the fact of a two-lane road. Changes in technology or road width requirements could dramatically affect the areas of the corridor which are narrow. If the corridor is too narrow to support trail, rail, and road, as presently configured, then the rail authority may not permit the city to construct a road on the corridor.

If the corridor width in these narrow places will accommodate trail and rail or road and rail, but not all three, then the road can be permitted only if the city agrees to abandon its easement for the trail. This is necessary because the city has been granted a permanent easement for its trail over the length of the corridor. This is a permanent right which the rail authority cannot cancel though it may require that the trail be moved from its present location. The RCRRA must provide space in the corridor for the trail.

If the rail authority grants the city a permanent easement for road purposes, the existence of the two irrevocable easements would mean that the corridor was not preserved for rail purposes—a clear violation of the statutory mandates cited above.

It must be noted that what the RCRRA is precluded from doing is granting to the City permanent and irrevocable easements for both trail and highway, when these easements taken together effectively preclude construction of a rail line because of space limitations. The RCRRA cannot grant to other entities easements, individually or collectively, which, if exercised, would preclude construction of a rail line or lines. In this case, the City, if it had both a trail and a highway easement, could build both a road and a trail and then insist that they not be removed from the corridor.

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Memo to Kathy DeSpiegelaere  
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Re: Use of Regional Railroad Right-of-Way  
for Public Highways: Phalen Corridor

The remedy to this problem that either the trail or the highway could be granted a permanent easement, but not both. Thus, if the City was willing to accept a revocable lease, license or permit which the RCRRA could cancel without penalty at its discretion for either the highway or the trail, then the RCRRA could grant a permanent irrevocable easement for the other of the highway or trail.

The above analysis assumes that the corridor is wide enough to accommodate rail lines and other uses. If there are any segments of the corridor which will not be wide enough to accommodate a highway and rail lines, then the RCRRA cannot grant any permanent rights to the City for the highway, unless and until such time as the RCRRA concludes that it will never build a rail transit line in the corridor and decides to abandon the corridor or until additional land is acquired so that both rail and road will fit.

If the RCRRA decides against building rail in this corridor, a decision it may make at any time, it may then dispose of the property to any entity for any purpose. Thus, if there are portions of the corridor which are too narrow to accommodate both the highway and the rail system, the RCRRA can nevertheless convey its interest to the City if the RCRRA abandons plans to use the corridor for rail transit purposes.

In accordance with our office's previous opinions, I also must caution that the rail authority must receive just compensation for any road easement it grants to the city, and cannot grant such an easement without such compensation. I recognize that the trail easement was granted without requiring any money payment by the city. The RRA did receive value, however, because the easement and Joint Powers Agreement requires the city to maintain the entire corridor, such as by mowing it, picking up trash, repairing bridges, etc., and thus relieves the RRA of this expense. In addition, the city has agreed not to levy special assessments or other charges against the corridor, and agreed to pay up to one-half of any such assessments levied by other entities.

Thus, granting the trail easement to the city was of substantial consideration and benefit to the rail authority. It is difficult, though, not impossible, for there to be non-cash consideration for a highway easement.

A final issue which must be considered if there is conveyed to the City permanent rights for highway construction which effectively precludes future rail construction is that the corridor was purchased with \$750,000 of railbank funds from the Minnesota Department of Transportation (MnDOT). In order to obtain these funds, it was necessary to grant the MnDOT a mortgage on the entire corridor. This mortgage will require approval of MnDOT for any conveyance, and if the conveyance is deemed to preclude rail construction in the corridor, the MnDOT may, as a condition of its approval, require that the \$750,000 be repaid. Railbank funds are necessarily granted to preserve corridors for rail transportation and must be so used.

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Memo to Kathy DeSpiegelaere  
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April 5, 1999

Re: Use of Regional Railroad Right-of-Way  
for Public Highways: Phalen Corridor

## 2. WHAT PROPERTY INTERESTS SHOULD BE CONVEYED?

As a practical matter, it appears that the city will need an easement for highway purposes. The only alternatives, a permit/license or a lease, are short term or definite term rights which will not afford the city the permanency needed for highway purposes.

If an easement is granted, it can be granted subject to conditions, such as that the specific location of the road within the corridor would have to be moved within the corridor when rail transit became a reality and part of the corridor was needed for rail purposes. The road could initially be constructed in such manner that it would not have to be moved to accommodate rail in the future. These conditions would survive as long as the easement and would be binding on all future rail authorities and city councils, unless they mutually agreed otherwise. This applies to those areas of the corridor where there is sufficient land to accommodate a road and a rail facility. In those areas where there is not enough land for both, the easement cannot be granted except under the conditions stated in section 1 of this memorandum.

## 3. WHAT ADVERSE CONSEQUENCES ACCRUE TO GRANTING AN EASEMENT?

The legislature has enacted a number of statutes which provide that utilities and other entities have a right to use highway easements owned by cities for their facility without payment to the road authority. See Minn. Stat. §§ 222.37 (copy attached) and 237.163 (copy attached). Minnesota Stat. § 237.163 is of note here because the rail authority has and is renting/leasing its property to telecommunication companies, such as Sprint. We have argued that Minn. Stat. § 237.163 does not apply to property of regional railroad authorities, and have required telecommunication companies to pay for use of rail authority property. If, however, the right-of-way becomes a public highway, then the RCRRA will have to grant these without compensation.

## CONCLUSION

In conclusion, the RCRRA's statutory authority for acquisition of this corridor was to preserve it for rail transit purposes. As a result, the RCRRA may not permit pieces of the corridor to become encumbered for permanent and irrevocable non-rail uses, where such uses preclude use of the corridor for rail purposes.

In this case, in the areas where the corridor is too narrow to accommodate rail, trail, and highway use, only the following actions can be done:

- (a) Acquire additional property in the areas where the corridor is too narrow.
- (b) Abandon the corridor for rail purposes.

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April 5, 1999

Re: Use of Regional Railroad Right-of-Way  
for Public Highways: Phalen Corridor

- (c) Grant temporary rights, such as leases or licenses or permits, to the City. Such temporary rights must be revocable by the RCRRA at any time and without compensation to the City.

If the RCRRA abandons the corridor and implicitly or explicitly declares the corridor surplus, surplus land can be sold for any purposes, provided market value is obtained and the proceeds remain in a fund for use consistent with Minn. Stat. § 398A and to repay the railbank mortgage to the MnDOT.

/bj  
Att

14 *[initials]*



RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

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REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K. Spiegel  
Authorized Signature

\_\_\_\_\_  
Date

Board Action Requested

Ramsey County Comprehensive Plan for Transportation, Transit and Surface Water Management – adopt issue papers of Land Use, Access Management, Right of way, and Travel and System Management

**ACTION IS REQUESTED**

Request Justification

See attached issue papers

These papers have previously been reviewed by the Board of the Rail Authority and have been circulated for review to cities

Budgeting and Accounting

County Attorney

Risk Management

K. C. O'Neil  
D. M. M. M. M.

Documentation certified complete for:

\_\_\_\_\_  
Board Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**RAMSEY COUNTY'S**  
**COMPREHENSIVE PLAN**  
  
**for**  
  
**TRANSPORTATION, TRANSIT AND SURFACE**  
**WATER MANAGEMENT**  
  
**1999 – 2020**  
  
**ISSUE PAPER**  
  
**LAND USE**

**Define issue and how it relates to the vision:**

Ramsey County has a limited role in land use issues. This is therefore an issue of coordination rather than of jurisdiction for the County. Land use decisions impact the County system of roadways. Given that the County does not have jurisdiction over land use, it is especially important for Ramsey County to work with municipalities within the County, sharing information and reviewing new development and redevelopment projects.

The County vision proposes that regional land use patterns need to reflect and respect community identities, economic, and social needs; that all decision making will consider the greater good of the residents of the community and Ramsey County, yet minimize the adverse effects of those decisions on neighboring communities; that local land use plans should strive to be consistent with this vision for the County and with each other.

The County vision supports high quality maintenance of the infrastructure in the region, and managing demand for more highways by encouraging appropriate development patterns. The County thoroughfare vision states that all County roadways will be restricted to a design maximum of four travel lanes, and that the roadway design will increase street capacity by obtaining the maximum level of service from the existing highway system while minimizing the impact these facilities have on the social and physical environment.

The County vision supports a comprehensive review process which will provide for coordination, oversight, and mediation of land use planning, ensuring consistency and concern for all stakeholders in both public and private sectors.

The County vision supports a routine review process of land use plans by agencies with authority to make and enforce decisions in order to minimize fragmentation. These agencies would coordinate and expedite the plans that ensure land is used in concert with the values of the whole community as well as individual and community interests.

**Existing conditions of issue:**

The demographic overview (Appendix X, Group A) provides information on the growth of Ramsey County. As demonstrated by this material, the population of Ramsey County is expected to increase eleven percent by 2020; the smallest rate of growth in the seven county metropolitan area.

The development and economic overview (Appendix X, Group B) provides information on jobs and employment trends in Ramsey County. According to 2020 employment projections, the number of employed people in Ramsey County will continue to increase.

The existing and future land use maps (Appendix X, Group C) illustrate why Ramsey County is considered fully developed, and explain why it is generally necessary for municipalities to pursue redevelopment rather than new development.

Although Ramsey County has limited control over land use decisions, the County provides and maintains a system of minor arterial roadways within the County. Minor arterials are high volume roadways that provide a link between trunk highways and local routes, emphasizing mobility rather than land access. The County road system absorbs the majority of the impact created by increased traffic volumes which accompanies growth and redevelopment. Communities should strive to develop access plans that provide adequate access without compromising the integrity of the roadway system. For example, multiple driveways onto a roadway may be beneficial to a particular development, but they are not beneficial to the community as a whole because excessive land access restricts the mobility of a roadway.

**Expectations based on current trends:**

According to the Metropolitan Council, almost 650,000 new residents, almost 350,000 new households, and about 400,000 new jobs are projected in the region by 2020. Because little roadway expansion is planned, this growth will have a significant impact on the transportation system. This constraint in the movement of goods and people could result in lost economic productivity, higher overall cost of doing business, and decreased competitiveness in the world economy.

Between 1970 and 1990, the number of the region's households that have 2 or more cars almost tripled. There were 600,000 more licensed drivers in 1990 than in 1970, while the

population only grew by 414,00. By 1990, there were more work commuters traveling suburb to suburb rather than suburb to city.

These Metropolitan Council figures point to a transportation system facing increasing traffic and congestion, with little highway expansion planned to alleviate the problem. As a result, minor arterials will serve an important function as traffic is diverted from state principal arterial highways onto the County minor arterial system.

Expanding transit services and utilizing congestion-reduction techniques such as travel demand management (TDM), travel system management (TSM) and access management will help alleviate demand on the existing metropolitan highway system and on the County roadway system. Reducing traffic and congestion is vital to maintain the economic productivity of both the County and the region.

According to the Metropolitan Council, LRT and commuter rail have the potential to improve transit services available to residents in fully developed areas. In addition, mass transit can help assure continued long-term access to primary economic centers, and can be used as a land use tool to guide development along corridors where mass transit is implemented. Studies in the Twin Cities area have shown that if ten percent of its projected growth over a twenty year period were to locate around rail transit stations, thirty thousand jobs and twenty-three thousand households would be channeled around rail transit stations.

Transportation and land use planning should be linked to ensure development designs that are favorable to transit options. Within its authorities, Ramsey County will: (1) encourage compact development that will provide a mix of housing, jobs and services within easy walking distance, (2) cluster jobs and commerce, and (3) design developments to accommodate walking, biking or transit use. Linking transportation and land use planning will help provide a balance between the automobile and alternate forms of transportation.

Due to the relationship between land use and transportation, Ramsey County and the municipalities should plan for future growth and transportation needs together.

#### **What needs to be done to influence the future and change the expectations?**

Improve cooperation between the County and municipalities for sharing responsibility for the delivery of services. For example, the County and municipalities should work more closely together on right of way and access management issues.

The County should study municipal land use plans to review economic growth and redevelopment areas identified by the municipality to better coordinate access management and major trip generators.

The above efforts will increase the efficiency and capacity of the County roadway system through coordinated development. Coordinated development will reduce the trend to increase the capacity of the County roadway system by adding thru lanes.

### **Economic Development and Land Use:**

Because Ramsey County does not have jurisdiction over land use, it is especially important for the County to work with municipalities and other agencies, sharing information and reviewing new development and redevelopment projects.

Reducing traffic and congestion is vital to maintain the economic productivity of both the County and the region.

### **What role does the County play in this issue?.**

Land use density is directly related to an area's transportation needs. Given that the County does not have land use jurisdiction, it is important for the County to work with municipalities in reviewing new development and redevelopment projects. Within its authorities, Ramsey County should review site designs to ensure that provisions are implemented for travel demand management (TDM), travel system management (TSM), access management, pedestrians, bicycles and transit.

The County should partner with municipalities on maintaining the functional integrity of roadways. Permitting officials in Ramsey County should establish contacts with municipal staff to insure early involvement with access location decisions.

The County should provide a forum of County, state and municipal staff, held on a regular basis, to discuss land use issues and their affect on the County system of roadways.

### **What policy should be in place regarding this issue to make the County play the role it should play?**

*A policy supporting County involvement in the development and review of municipal plans.*

*A policy mitigating road system impact through access management partnerships with municipalities through a strategy of balanced land use and transportation that ensures both economic viability and community values are considered.*

*A policy mitigating road system impact through a strategy of balanced land use and transportation.*

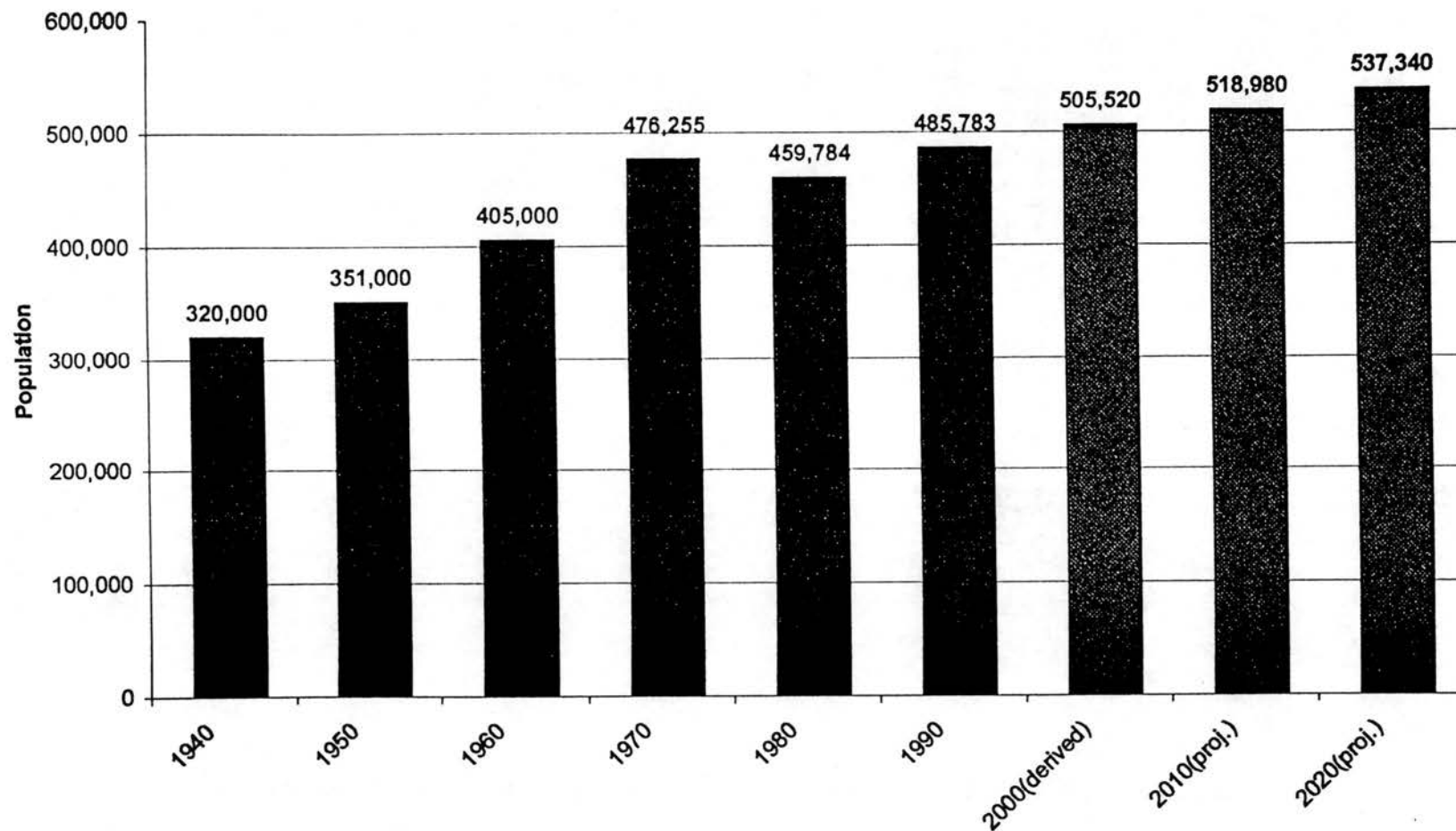
*A policy ensuring that provisions will be implemented in new development or redevelopment site designs for travel demand management (TDM), travel system management (TSM), access management, pedestrians, bicycles and transit.*



**APPENDIX – X**

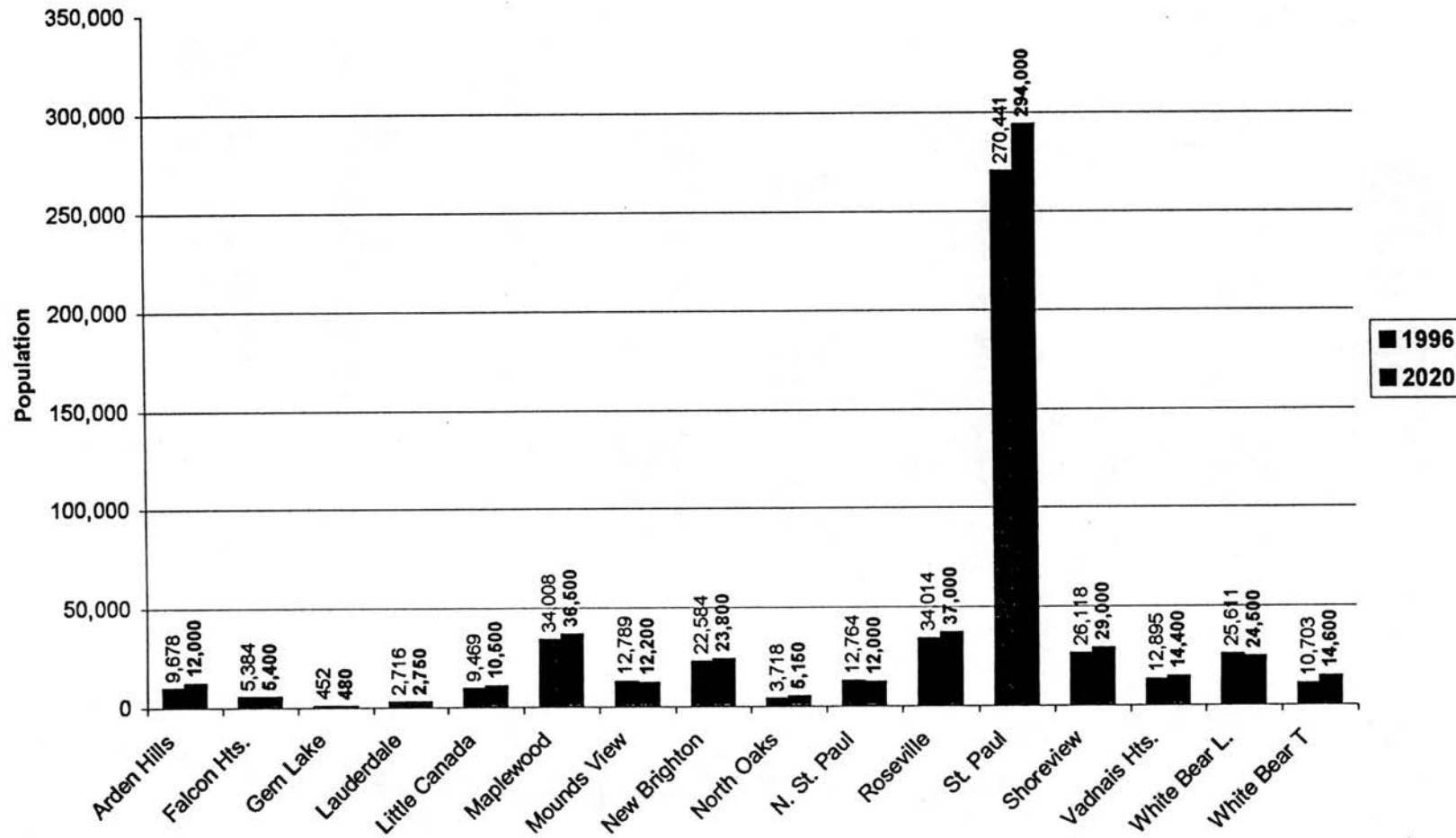
**GROUP - A**

## RAMSEY COUNTY POPULATION GROWTH BY DECADE



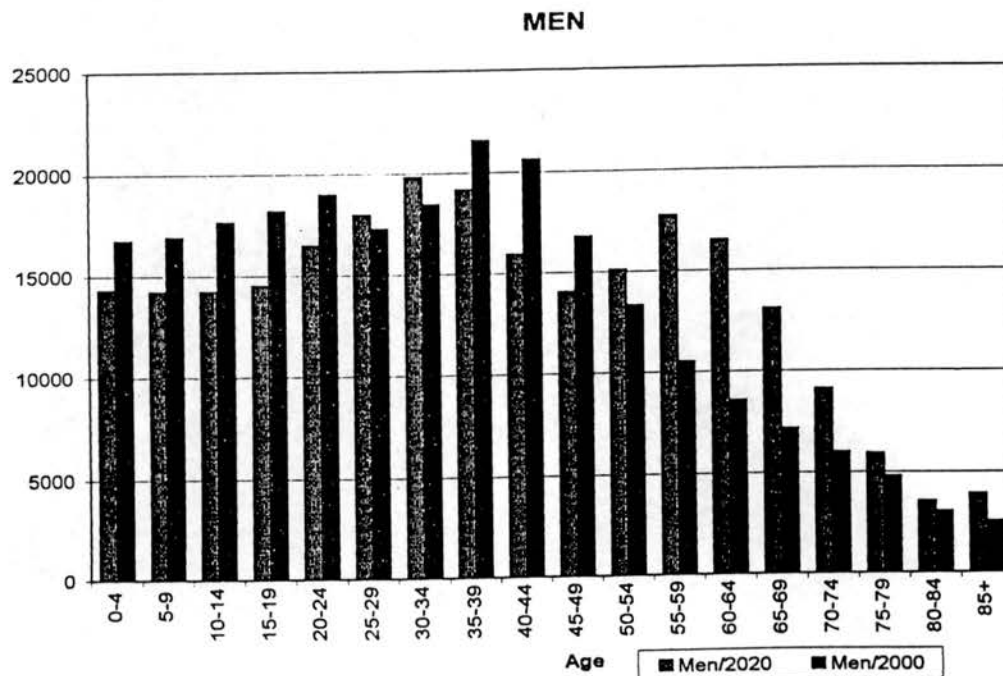
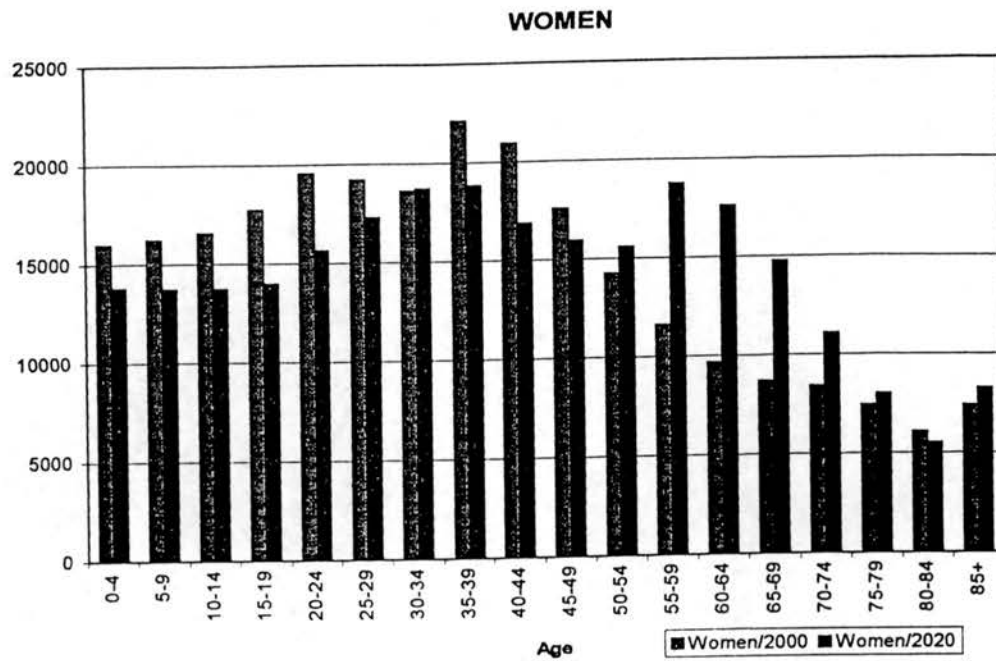
Source: Metropolitan Council

## RAMSEY COUNTY 2020 FORECASTED POPULATION CHANGE BY CITY



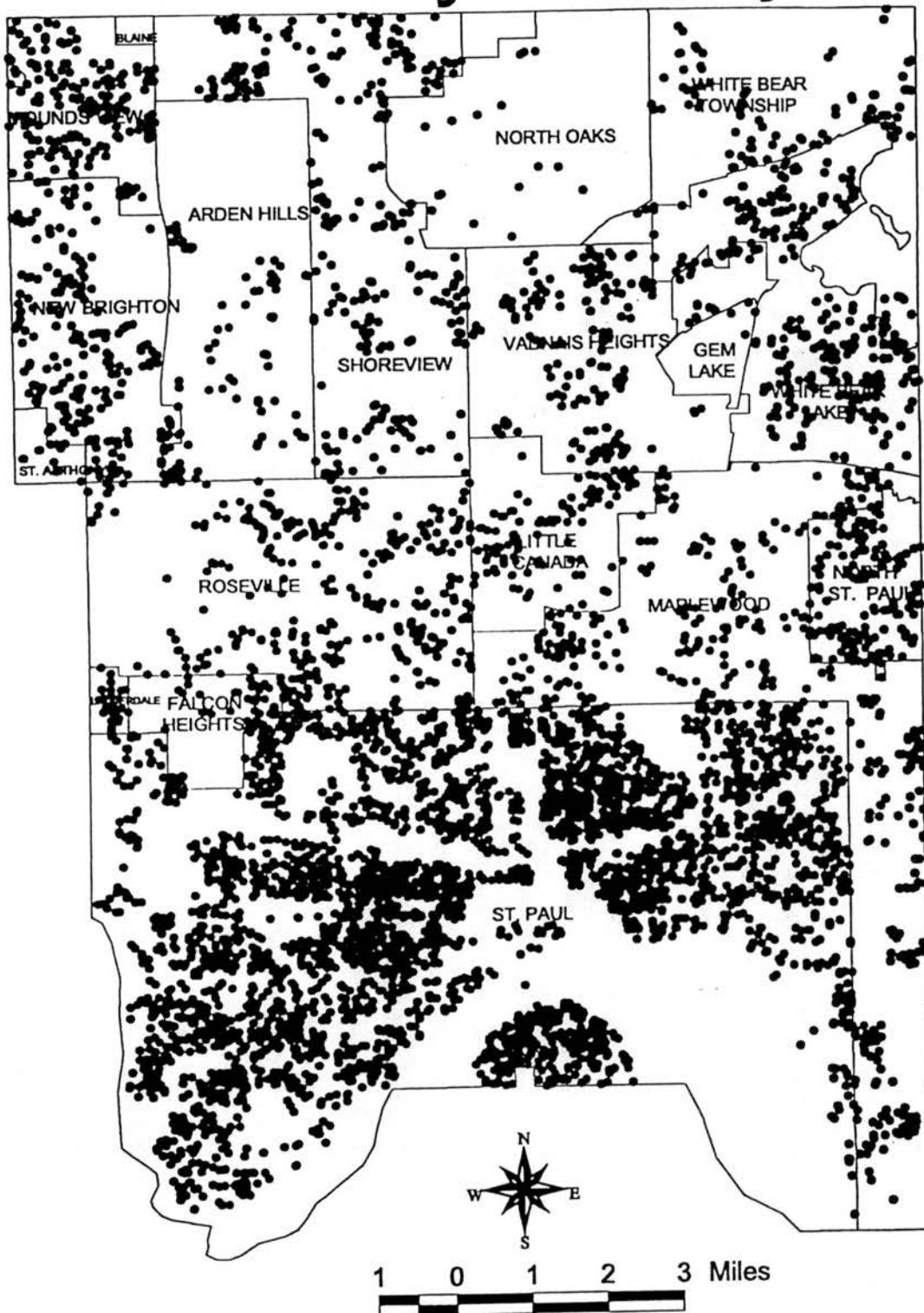
Sources: Census Bureau 1996 Population Estimates // Metropolitan Council 2020 Population Forecasts

# AGE DISTRIBUTION IN RAMSEY COUNTY



Source: State Demographic Center at Minnesota Planning/May 1998

# 1995 Births Ramsey County



| CITY             | BIRTHS |
|------------------|--------|
| ● ARDEN HILLS    | 91     |
| ● FALCON HEIGHTS | 96     |
| ● GEM LAKE       | 4      |
| ● LAUDERDALE     | 33     |
| ● LITTLE CANADA  | 135    |
| ● MAPLEWOOD      | 408    |
| ● MOUNDS VIEW    | 206    |
| ● NEW BRIGHTON   | 259    |
| ● NORTH OAKS     | 18     |
| ● NORTH ST. PAUL | 156    |

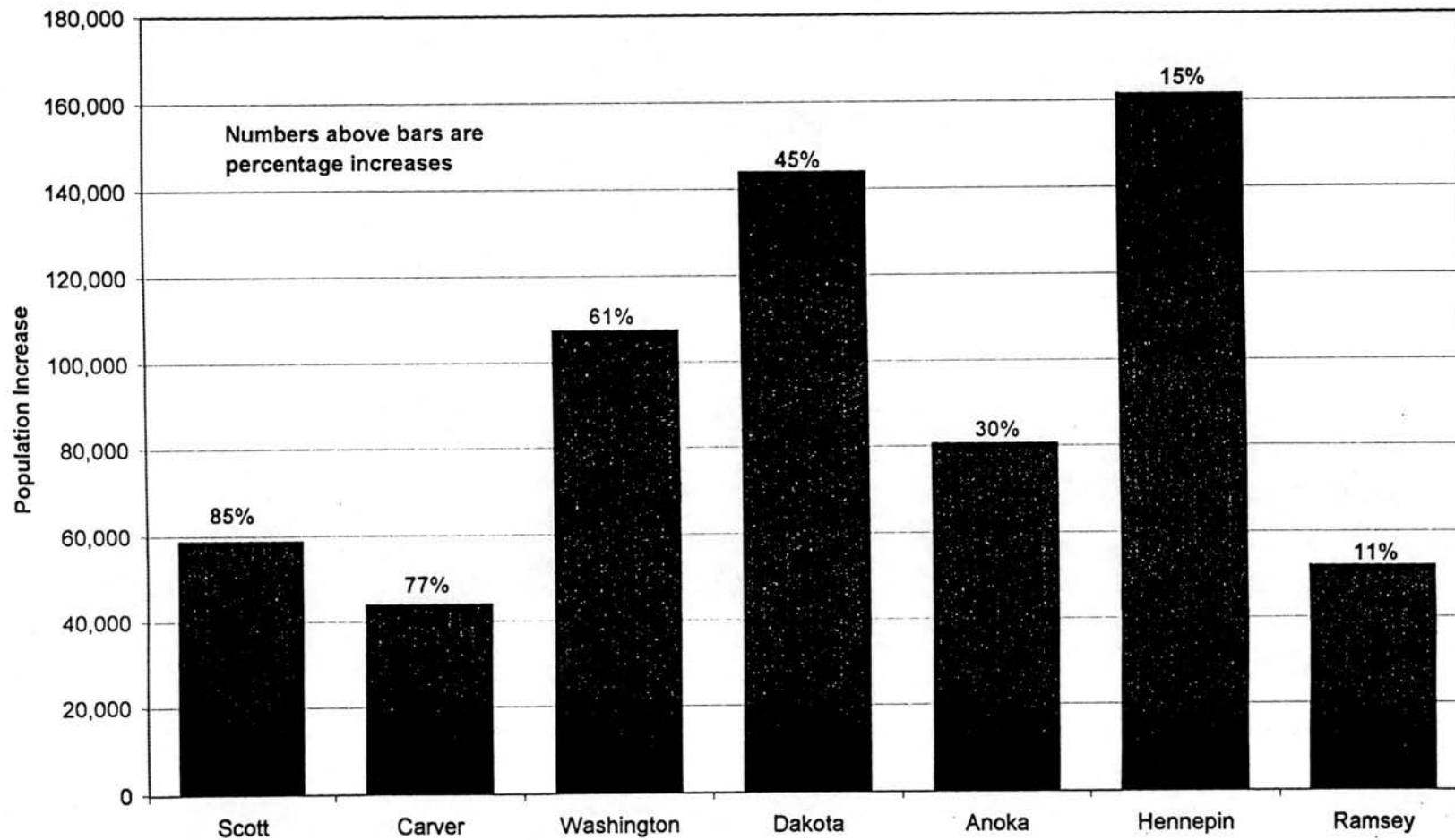
| CITY                | BIRTHS |
|---------------------|--------|
| ● ROSEVILLE         | 371    |
| ● SHOREVIEW         | 303    |
| ● SPRING LAKE PARK  | 3      |
| ● ST. ANTHONY       | 13     |
| ● ST. PAUL          | 4561   |
| ● VADNAIS HEIGHTS   | 180    |
| ● WHITE BEAR LAKE   | 292    |
| ● WHITE BEAR TWNSHP | 139    |

Source: Ramsey County Public Health  
Prepared By: Ramsey County GIS

□ Ramsey County Cities



## 7 COUNTY METROPOLITAN AREA 1995 TO 2020 POPULATION INCREASE

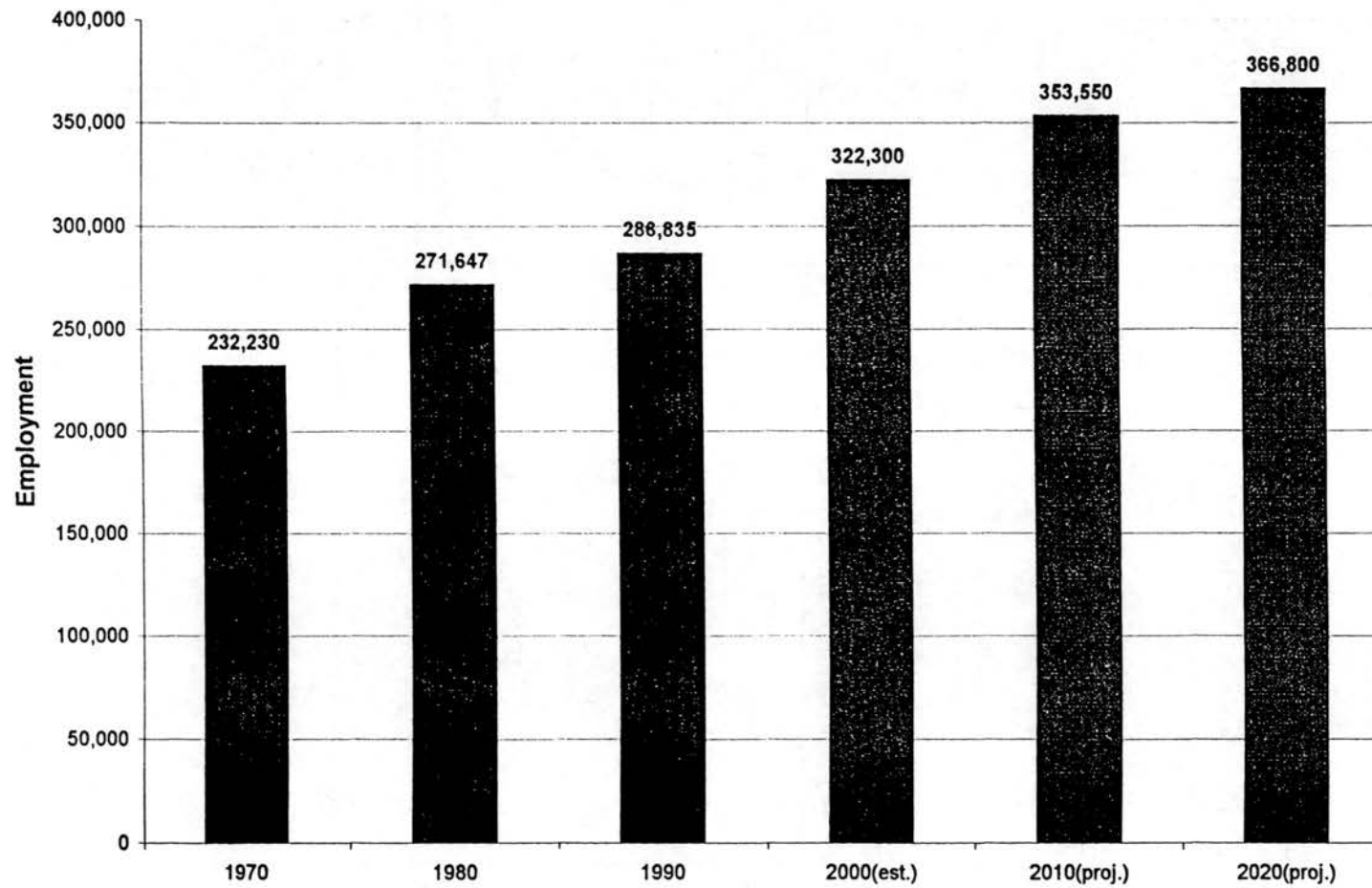


Source: Metropolitan Council

**APPENDIX – X**

**GROUP - B**

## RAMSEY COUNTY EMPLOYMENT TRENDS



Source: Metropolitan Council

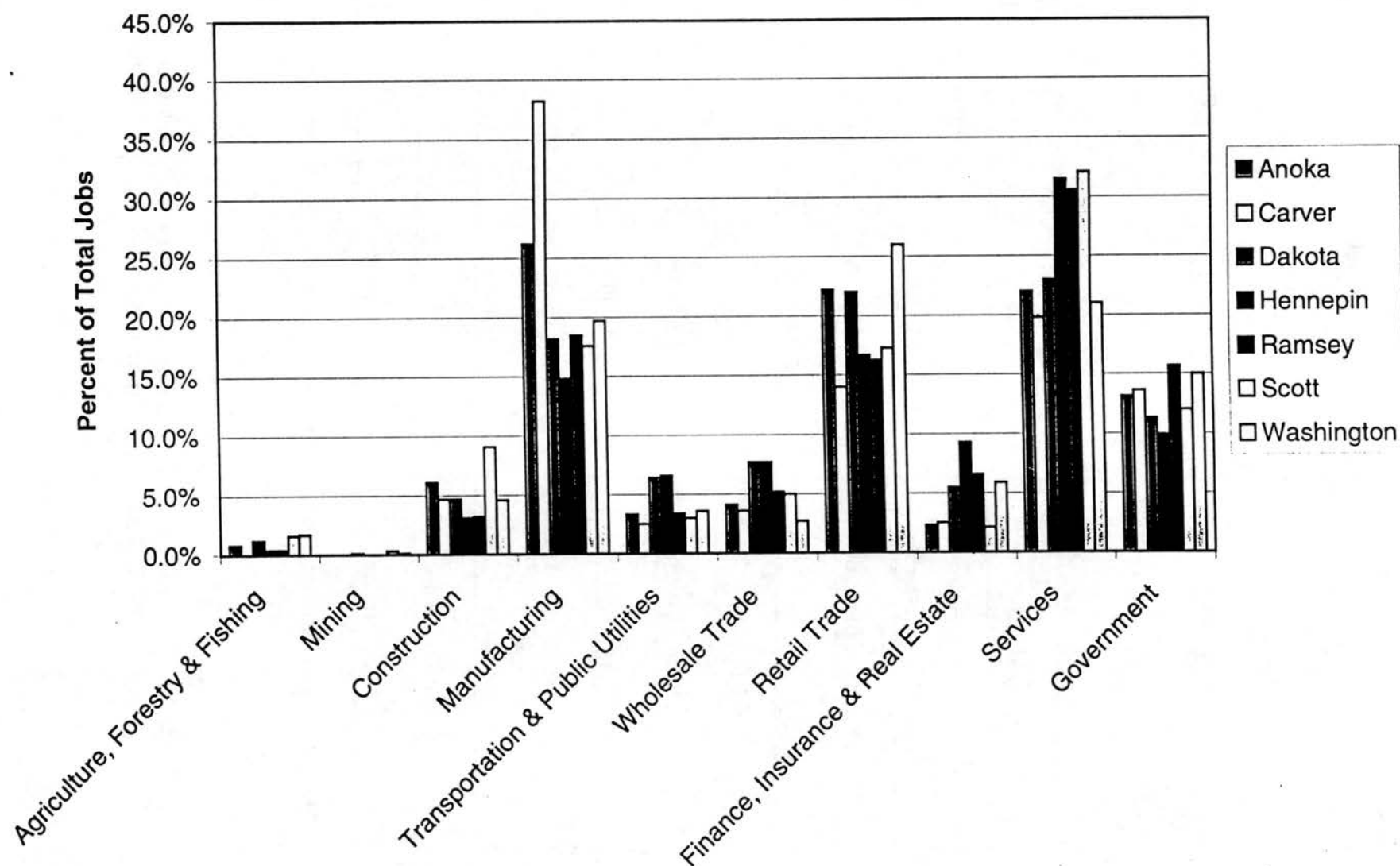
## RAMSEY COUNTY EMPLOYEES BY INDUSTRY

| Employees By Industry             | 1990           | 1997           | Increase      | Growth %    |
|-----------------------------------|----------------|----------------|---------------|-------------|
| Agriculture, Forestry and Fishing | 943*           | 1,151          | 208*          | 22.1%*      |
| Mining                            | nd             | 18             | nd            | nd          |
| Construction                      | 9,520          | 10,182         | 662           | 6.9%        |
| Manufacturing                     | 72,444         | 58,791         | -13,653       | -18.8%      |
| Transportation/Public Utilities   | 10,302         | 10,831         | 529           | 5.1%        |
| Wholesale Trade                   | 12,112         | 16,572         | 4,460         | 36.8%       |
| Retail Trade                      | 49,745         | 51,772         | 2,027         | 4.1%        |
| Finance, Insurance, Real Estate   | 18,901         | 21,055         | 2,154         | 11.4%       |
| Services                          | 75,662         | 97,240         | 21,578        | 28.5%       |
| Government                        | 43,958         | 49,956         | 5,998         | 13.6%       |
| <b>TOTAL</b>                      | <b>293,587</b> | <b>317,568</b> | <b>23,981</b> | <b>8.2%</b> |

\*1990 mining numbers were nondisclosable as one firm had 80% or more of the employment in the industry. Therefore, these numbers are slightly high as 1990 mining numbers were added to this category to mask the identity of that firm.

**Source: Research and Statistics Office  
Minnesota Department of Economic Security**

## 1997 JOBS BY INDUSTRY



Source: Research and Statistics Office of the Minnesota Department of Economic Security

## RAMSEY COUNTY LARGEST EMPLOYERS

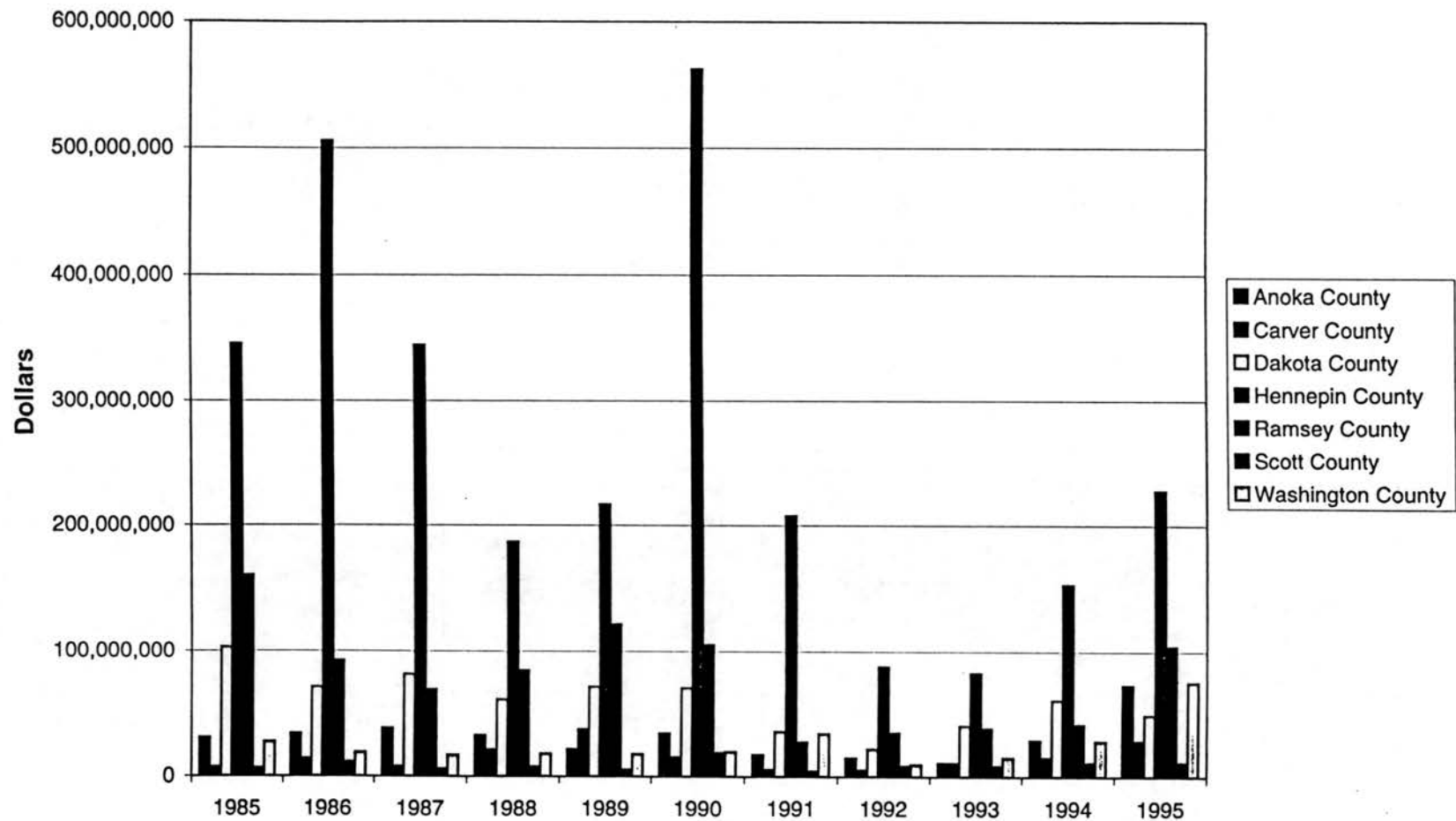
| COMPANY                         | CITY            | NUMBER OF EMPLOYEES |
|---------------------------------|-----------------|---------------------|
| State of Minnesota              | St. Paul        | 54,379              |
| United States Government        | Fort Snelling*  | 33,481              |
| 3M Company                      | Maplewood       | 20,373              |
| HealthEast                      | St. Paul        | 6,171               |
| Independent School District/625 | St. Paul        | 5,186               |
| County of Ramsey                | St. Paul        | 4,128               |
| Ebenezer Social Ministries      | White Bear Lake | 3,943               |
| The St. Paul Companies, Inc.    | St. Paul        | 3,500               |
| City of St. Paul                | St. Paul        | 3,400               |
| Deluxe Corporation              | Shoreview       | 3,093               |

\*Hennepin County: However, this location includes all of the U.S. government employees in Ramsey County.

Source: Smith, Tom, "Minnesota's 100 Largest Employers," *Corporate Report Minnesota*, August 1998. (Provided by Metro East Development Partnership.)



## Commercial-Industrial Building Permits for the 7 County Metro Area



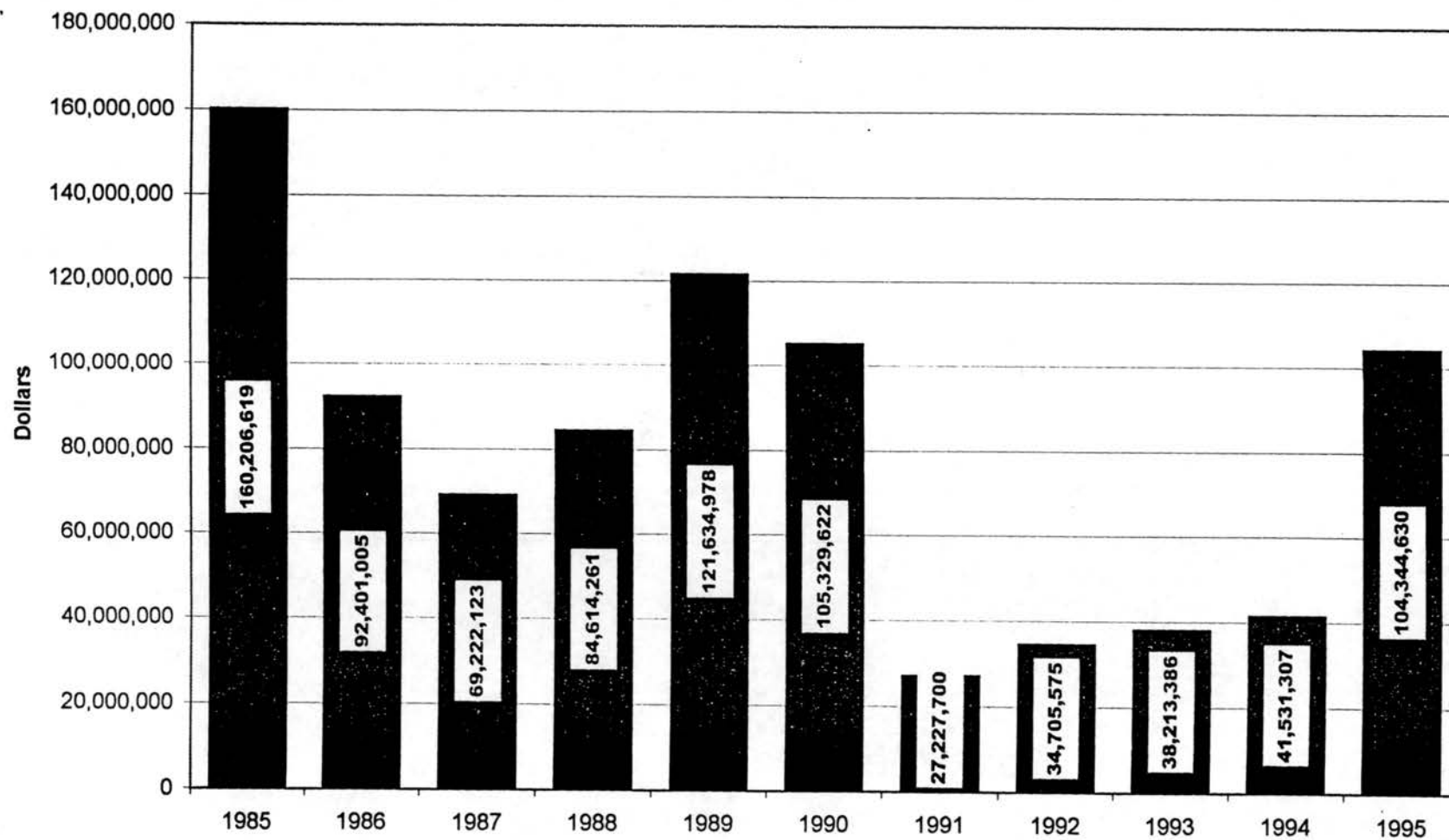
Source: Metropolitan Council/Census Bureau

## COMMERCIAL – INDUSTRIAL BUILDING PERMITS FOR RAMSEY COUNTY (DOLLARS)

| CITY           | 1985        | 1986       | 1987       | 1988       | 1989       | 1990       | 1991      | 1992       | 1993       | 1994      | 1995       |
|----------------|-------------|------------|------------|------------|------------|------------|-----------|------------|------------|-----------|------------|
| Arden Hills    | 6,824,000   | 7,121,220  | 0          | 1,320,00   | 1,216,930  | 1,555,200  | 0         | 11,716,821 | 0          | 13,500    | 2,709,515  |
| Falcon Hts.    | 1,131,132   | 1,189,530  | 182,600    | 427,880    | 1,348,628  | 0          | 0         | 0          | 0          | 0         | 0          |
| Gem Lake       | 0           | 165,786    | 0          | 105,124    | 0          | 62,668     | 0         | 0          | 117,000    | 0         | 35,000     |
| Lauderdale     | 0           | 18,200     | 24,600     | 0          | 0          | 0          | 0         | 29,362     | 0          | 0         | 0          |
| Little Canada  | 3,838,676   | 2,542,279  | 4,010,424  | 1,064,000  | 686,000    | 1,200,000  | 465,650   | 10,035,000 | 0          | 209,600   | 1,166,549  |
| Maplewood      | 12,605,513  | 5,599,177  | 1,579,500  | 2,612,000  | 20,049,369 | 52,561,299 | 6,165,995 | 380,000    | 70,000     | 9,664,005 | 30,726,836 |
| Mounds View    | 360,000     | 500,000    | 3,290,103  | 8,913,710  | 14,142,029 | 510,000    | 2,337,000 | 0          | 0          | 50,000    | 0          |
| New Brighton   | 2,393,922   | 6,789,340  | 4,848,047  | 1,796,549  | 4,073,600  | 3,324,896  | 1,800,962 | 1,609,700  | 7,149,218  | 4,206,788 | 2,919,443  |
| North Oaks     | 0           | 0          | 0          | 0          | 0          | 2,310,872  | 1,707,000 | 237,854    | 242,241    | 750,200   | 976,050    |
| North St. Paul | 306,200     | 515,000    | 92,000     | 1,016,550  | 270,000    | 0          | 0         | 0          | 691,950    | 52,200    | 1,548,141  |
| Roseville      | 16,296,069  | 17,761,840 | 12,393,200 | 3,606,500  | 11,145,157 | 22,991,000 | 1,351,300 | 945,000    | 2,315,900  | 9,695,290 | 11,092,039 |
| St. Paul       | 107,846,942 | 36,483,733 | 33,771,853 | 47,945,958 | 41,385,200 | 11,475,887 | 8,203,153 | 3,629,923  | 14,671,100 | 7,554,940 | 18,201,310 |
| Shoreview      | 1,430,900   | 6,789,400  | 2,200,000  | 1,725,500  | 11,068,000 | 1,032,800  | 615,640   | 849,000    | 350,000    | 611,000   | 1,800,000  |
| Vadnais Hts.   | 5,289,000   | 2,241,000  | 3,947,000  | 3,434,000  | 3,330,000  | 1,420,000  | 0         | 0          | 4,857,000  | 2,554,000 | 23,780,000 |
| White Bear L.  | 1,142,265   | 4,684,500  | 2,355,000  | 10,138,500 | 5,442,000  | 4,585,000  | 1,581,000 | 4,897,601  | 5,083,248  | 3,192,607 | 2,960,387  |
| White Bear T.  | 742,000     | 0          | 527,796    | 507,990    | 7,478,065  | 2,300,000  | 3,000,000 | 375,314    | 2,665,729  | 2,977,177 | 6,429,360  |

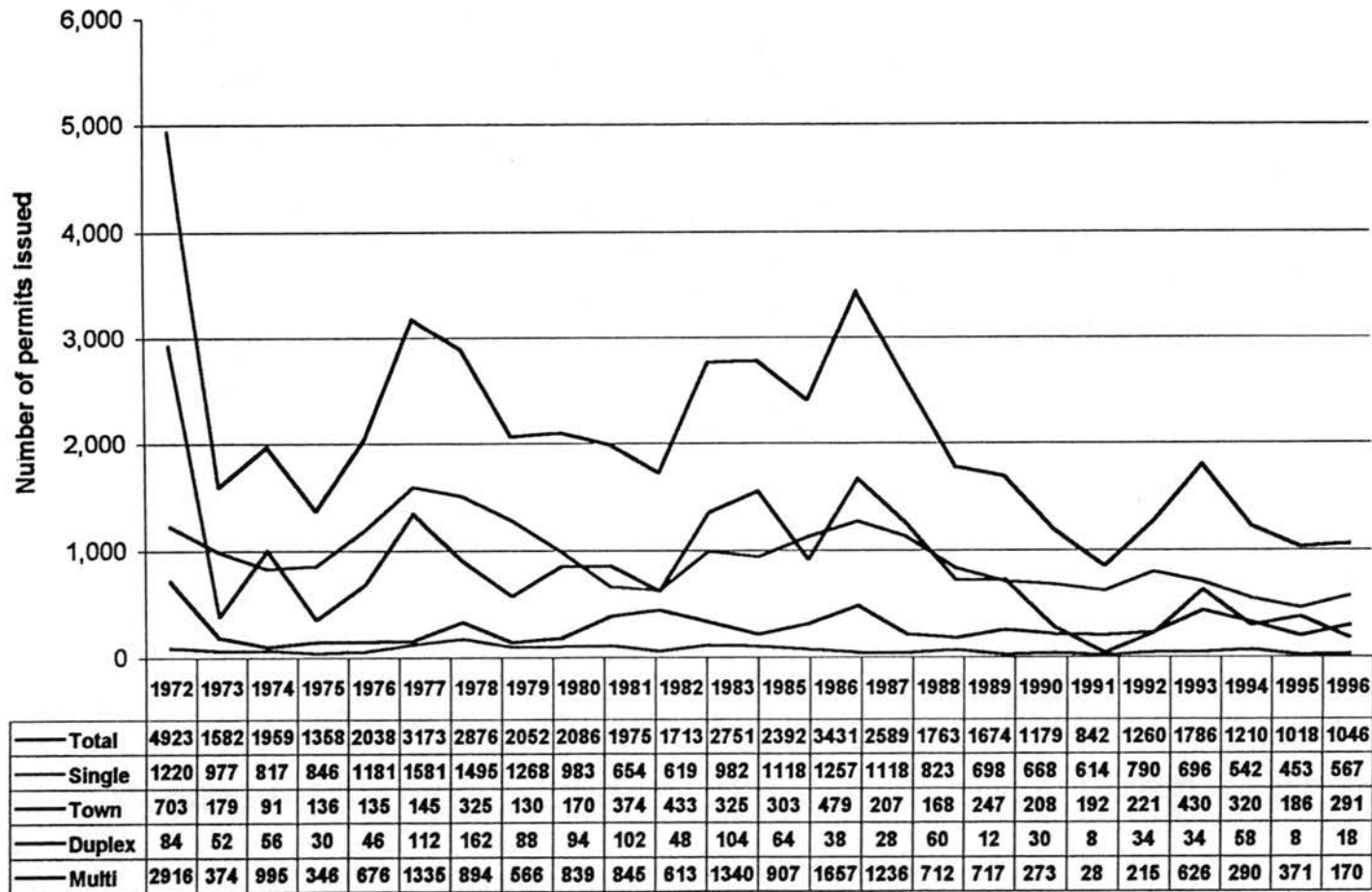
Source: Metropolitan Council/Census Bureau

## COMMERCIAL - INDUSTRIAL BUILDING PERMITS FOR RAMSEY COUNTY



Source: Metropolitan Council/Census Bureau

# **RAMSEY COUNTY HOUSING BUILDING PERMITS (NEW CONSTRUCTION)**

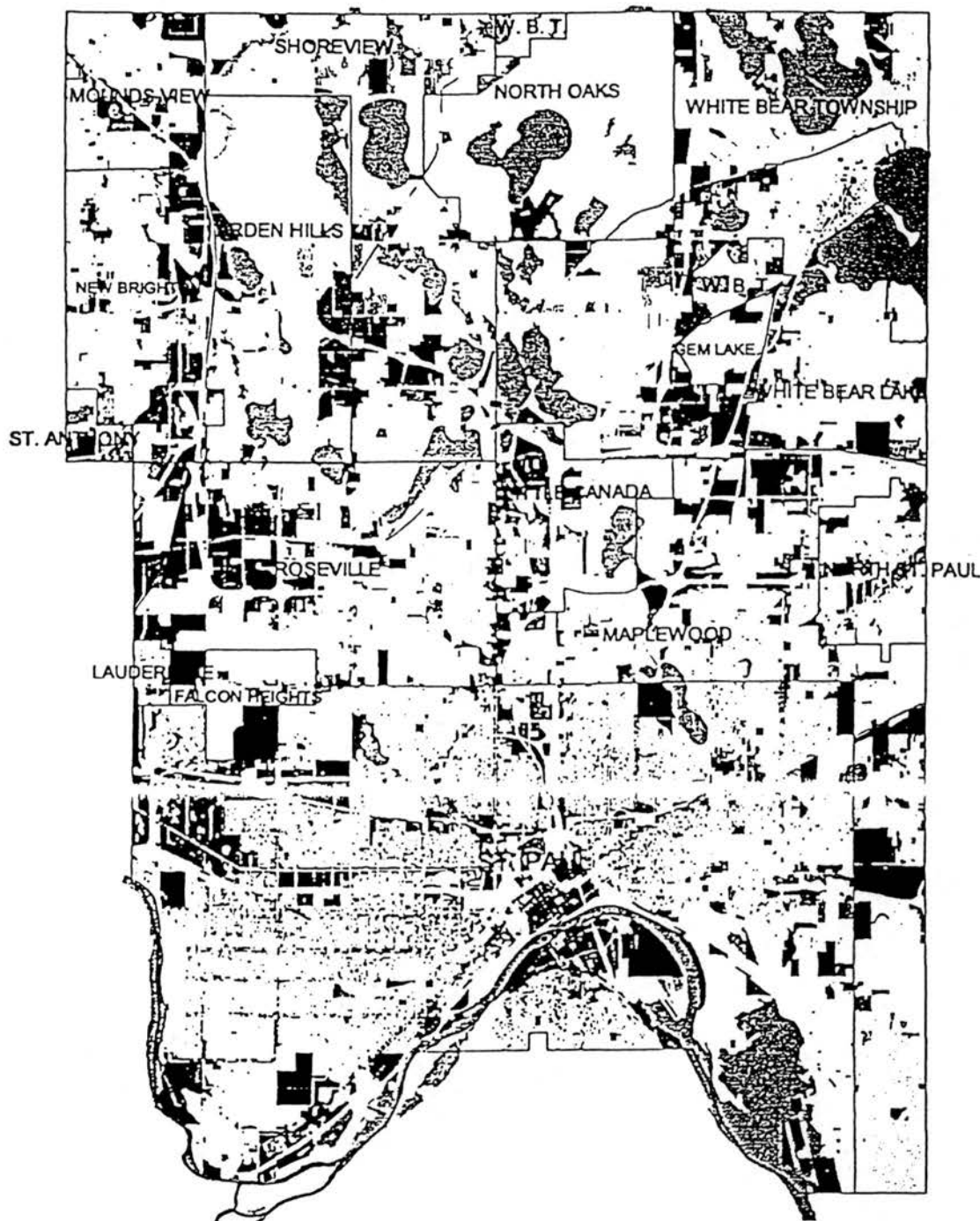


Source: Metropolitan Council

**APPENDIX – X**

**GROUP - C**

# Ramsey County Land Use



-  Ramsey County Cities
-  Agricultural
-  Commercial
-  Industrial
-  Residential Attached
-  Residential Detached
-  Mobile Home
-  Open Water



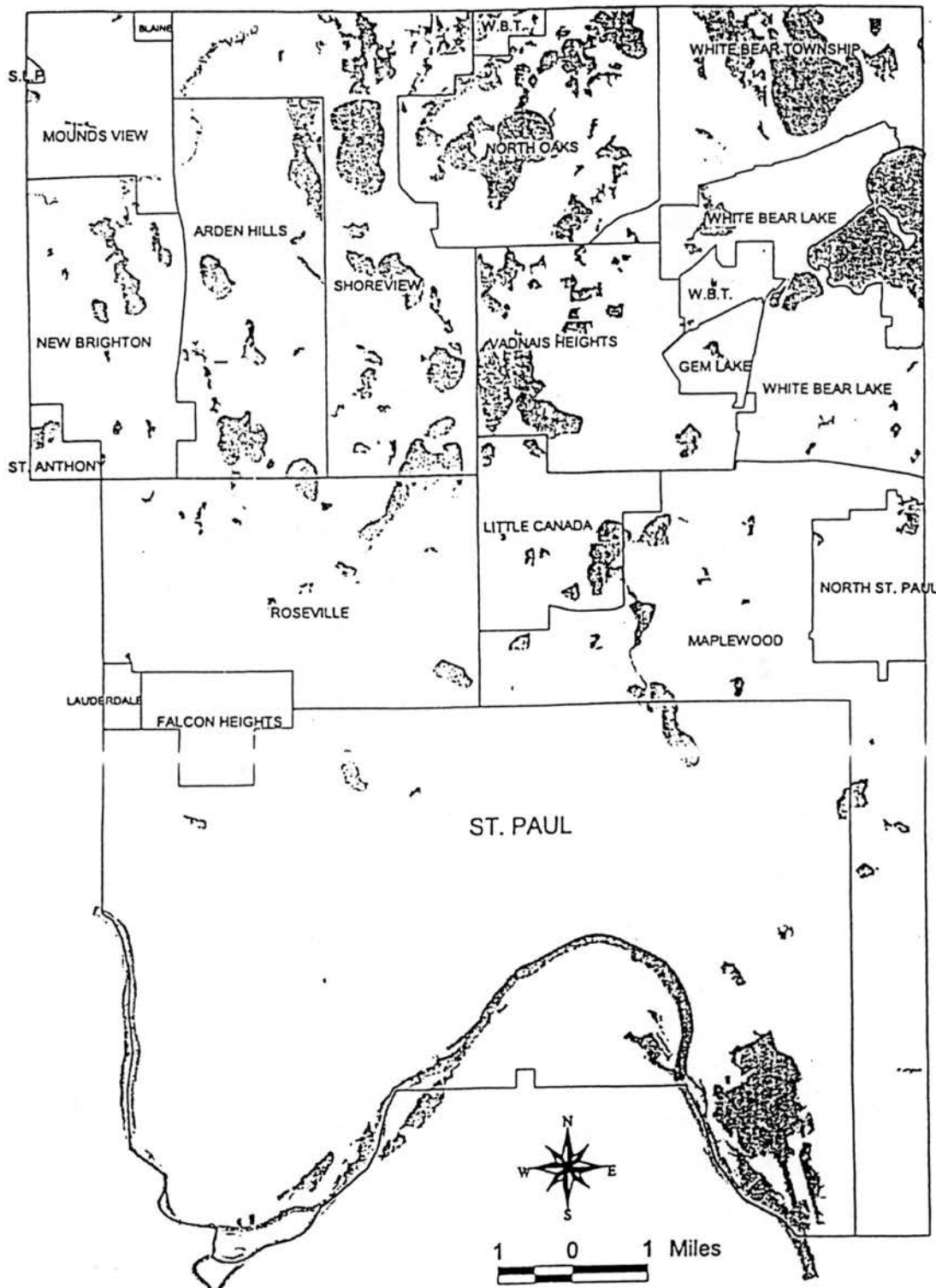
1 0 1 2 3 4 Miles



Source: Ramsey County Records and Revenue Department.



# Lands Affected By Ramsey County Decision Making



 Open Water  
 Road System  
 County Property

Source: Ramsey County Records  
and Revenue Department.

Prepared By: Ramsey County GIS.

THE FOLLOWING WILL BE DEVELOPED BY  
RAMSEY COUNTY ONCE ALL  
MUNICIPALITIES RELEASE FUTURE LAND  
USE INFORMATION:

- LAND USE FORECAST

**RAMSEY COUNTY'S**  
**COMPREHENSIVE PLAN**  
  
**for**  
  
**TRANSPORTATION, TRANSIT AND SURFACE**  
**WATER MANGEMENT**  
  
**1999 – 2020**  
  
**ISSUE PAPER**  
  
**ACCESS MANAGEMENT**

**Define issue and how it relates to the vision:**

Access management is the careful control of the location, design, and operation of all driveways and public street connections to a roadway. It is the process of providing access to adjacent land development while maintaining the flow of traffic. (Graph xxx.) Access management techniques control the location and spacing of intersections, driveways, median openings, and related traffic signs or signals. According to the Federal Highway Administration (FHWA), access control is the "largest single cumulative design element" in increasing roadway safety and capacity, and comprehensive access management is a response to the problem of congestion and access related accidents.

Effective access management contributes to an area's economic vitality, reduces congestion, and reduces vehicular accidents. The value of lost productivity and other costs to society because of congestion is difficult to calculate. However, the General Accounting Office estimates U.S. congestion costs to be as high as 100 billion dollars per year. According to the Minnesota Department of Transportation's (MnDOT) Office of Access Management, businesses suffer when they are located adjacent to roadways experiencing high levels of congestion. Community prosperity further declines as people shop at businesses that exist along arterial roadways with less congestion and fewer accidents. For the majority of people, traveling extra miles is not as significant as the loss of minutes and hours due to congestion. FHWA studies indicate that congestion now claims over one billion vehicle hours per year. Using access management techniques can

increase the capacity of a four lane arterial to an extent equal to widening the roadway to six lanes. In addition, these techniques drastically reduce accident and injury rates. According to MnDOT's Office of Access Management, there is a direct correlation between the number of access points and vehicular crashes; *any* increase in access density results in increased vehicular crash rates. (Graph xxx.)

This issue corresponds with the County vision of providing for the efficient movement of goods, protecting the economic vitality of the community.

This issue relates to the County vision ensuring the safe and efficient movement of motor vehicles, bicyclists and pedestrians.

This issue supports the County vision of restricting roadways to a design maximum of four travel lanes, and of developing street designs that will increase street capacity by obtaining the maximum level of service from the existing highway system while minimizing the impact these facilities have on the social and physical environment.

#### **Existing conditions of the issue:**

Preliminary and final plat review processes do not include access restrictions. Access restriction symbols are not used on plats because every roadway is treated as having restricted access, which is then amended as needed during the permitting process.

The current permitting process is somewhat effective in applying access management techniques to County roadways. Property owners frequently install driveways prior to permit submittal. Pre-existing conditions of driveway access along the roadway system is not in accordance with accepted principles. These two issues limit the effectiveness of applying access management principles.

According to Met Council's Transportation Policy Plan, county and city plans should include "provisions for minimizing access to principal and minor arterials in the community. This could include plans or ordinances for consolidating and limiting access points or zoning and subdivision ordinances that regulate the type, number and location of access points."

#### **Expectations based on current trends:**

There has traditionally not been an active exchange of information between the County and some jurisdictions regarding access management issues. If this trend continues, the functional integrity of roadways can change as access density increases, thereby increasing congestion and vehicular accidents. If municipalities do not work with the County on land use and management issues affecting "county roads," it is difficult for the County to work with the municipalities on reducing through traffic on "city streets" when a County road becomes congested. As a result of this lack of communication, jurisdictions continue to work at cross purposes as each jurisdiction seeks to protect its own system rather than work together to provide an integrated system that works best for

all jurisdictions. Establishing access management guidelines would provide uniform standards and promote fair and equal application in every community.

**What needs to be done to influence the future and change the expectations:**

Revise the preliminary and final plat review processes to include application of access management practices and access spacing guidelines. The County Surveyor's Office would provide developers with copies of Ramsey County's access management guidelines so that developers will be aware of County requirements at the beginning of each development or redevelopment project. (Tables xxx and xxx.)

Early involvement with local officials is vital:

- Municipalities, through subdivision or platting processes, have the ability to enforce access management guidelines.
- To incorporate access management practices and access spacing guidelines into the design of the project.
- To work closely with property owners to generate access changes which improve safety and mobility on a roadway. (Such as incorporating service roads. Chart xxx.)
- To monitor major changes, such as when a roadway is reconstructed, or when development or redevelopment projects cause significant increases in traffic volumes or changes in roadway operations.
- To restrict the addition of new driveways onto the existing arterial system.

Access management guidelines should be established, applied to all roads, and be the basis for permit review:

- To provide information to developers and city staff.
- To maintain consistency throughout the County.
- To assist jurisdictions in reaching cooperative decisions regarding roadway improvements.

**County role in the issue:**

The County should continue to work with cities, townships and the state:

- To maintain the functional integrity of roadways.
- To be assured of early involvement with access location decisions.
- To educate transportation and planning officials, elected officials, and developers on County access management guidelines.
- To be aware of possible changes in land use. For example, once municipal Comprehensive Plans are complete, Ramsey County staff could review those plans and identify commercial corridors where there could be changes/interactions with County roads.
- To be aware of the plans and/or ordinances municipalities are required to provide to the Metropolitan Council in their Comprehensive Plans for minimizing access to principal and minor arterials.
- To give priority to projects with associated access management plans. Local access management requirements could be a precondition to road improvements.

Communities could be rewarded for their access management efforts by using savings on road design amenities. (A MnDOT, Office of Access Management suggestion.)

The County will be the lead agency responsible for initiating a policy at the Ramsey County Technical Advisory Committee (TAC) level whereby communities with an adopted access management plan would receive additional points when submitting projects to the County's Transportation Improvement Plan (TIP) process.

**What policy should be in place regarding this issue to make the County play the role it should play:**

*A policy that requires the access classification system and spacing guidelines, and the optimum signalized intersection spacings (tables xxx and xxx) to be utilized as guidelines whenever development or redevelopment occurs.*

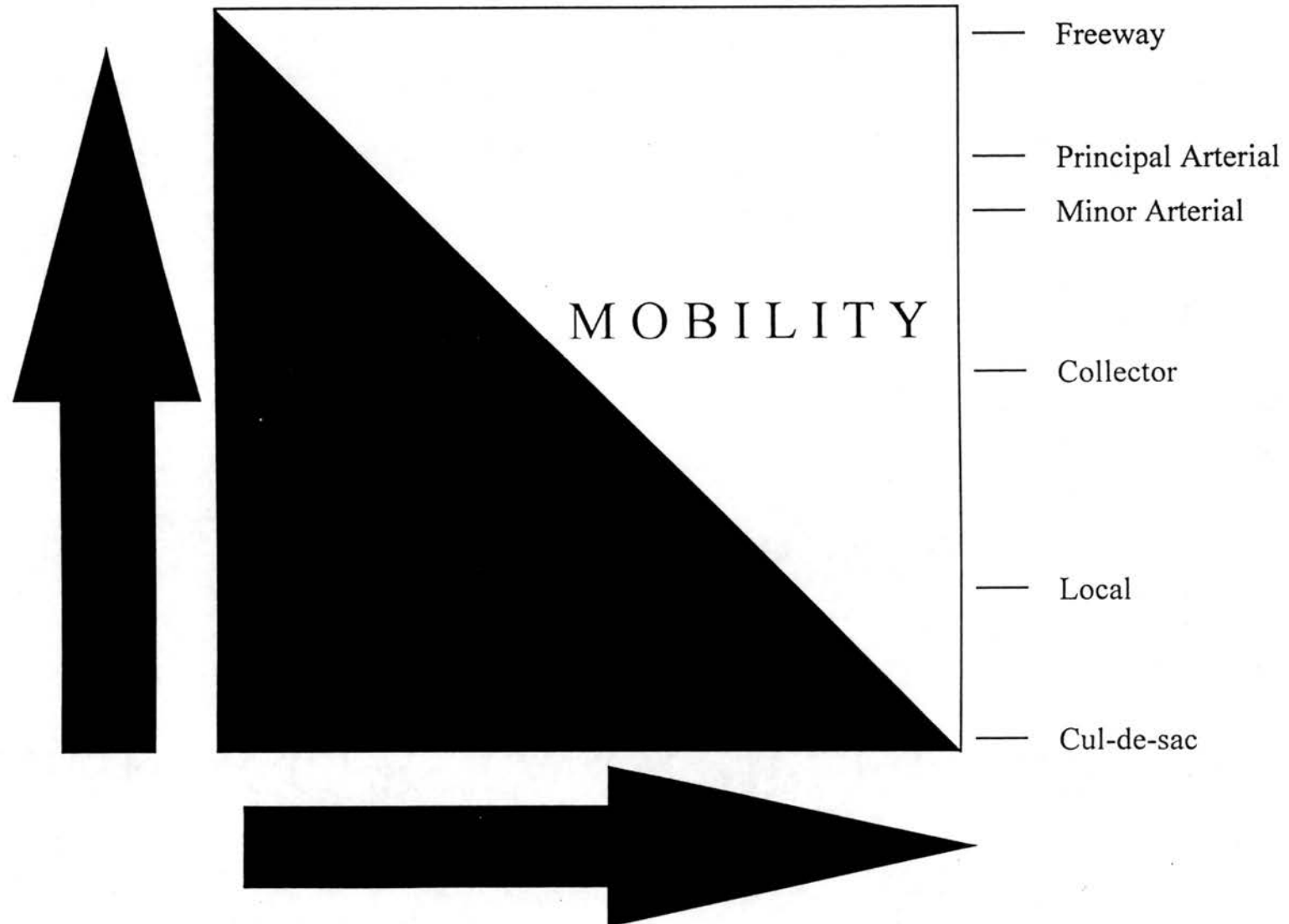
*To delay deteriorating roadway conditions, a nondegradation policy whereby access points cannot be added onto existing roadways that are already experiencing higher vehicular crash rates and increased congestion.*

*A policy whereby communities with an adopted access management plan would receive additional points when submitting projects to the County's Transportation Improvement Plan (TIP) process.*

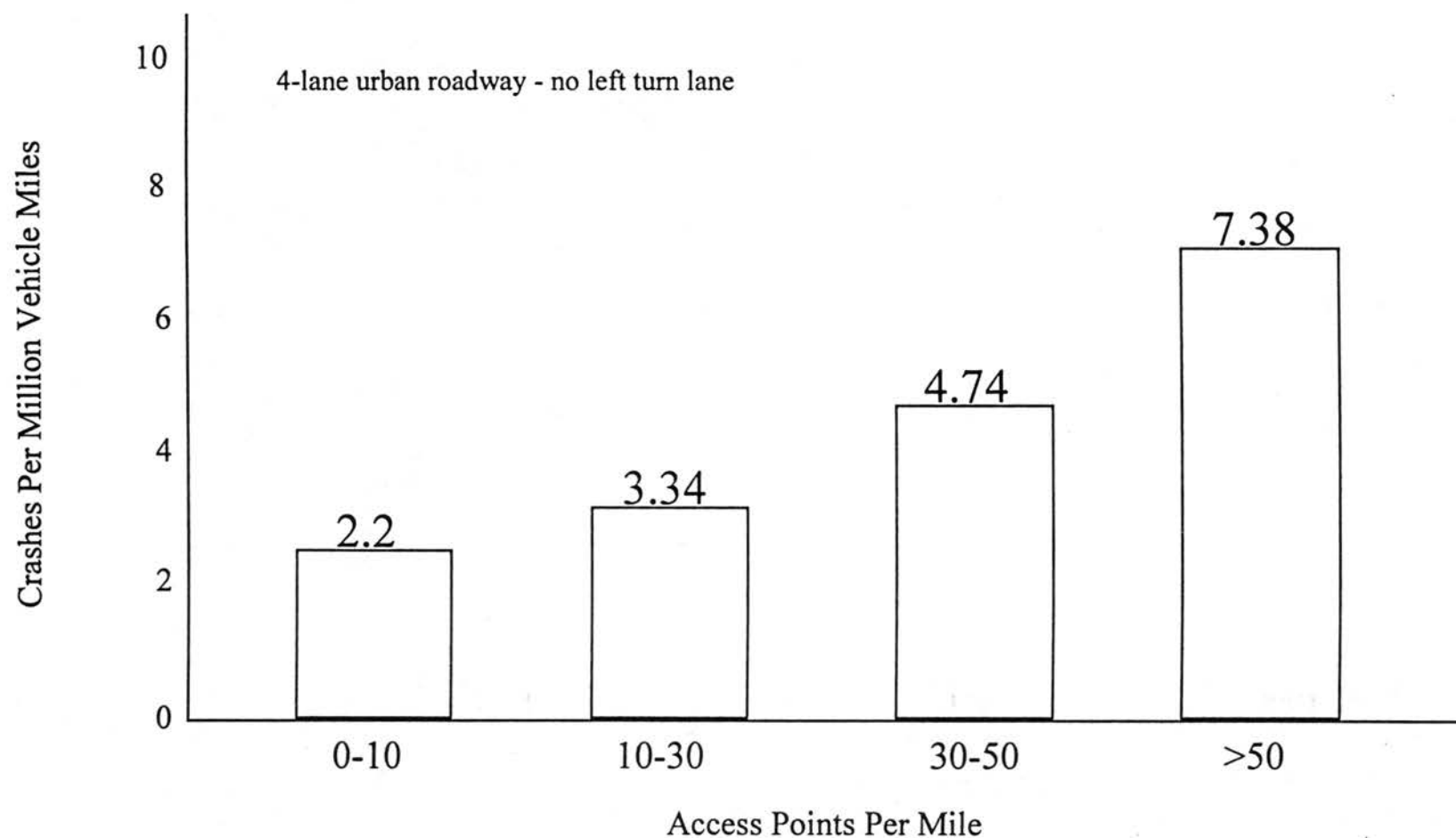


# ACCESS VS. MOBILITY

FUNCTIONAL CLASSIFICATION



# HIGH ACCESS CAN TRIPLE CRASHES



Source: Minnesota Department of Transportation, Office of Access Management. 1994-1996 figures.

## ACCESS CLASSIFICATION SYSTEM AND SPACING GUIDELINES

| Functional Class | Median Treatment | Typical Posted Speed | Suggested Roadway Spacing (Miles) |           | Full Median Opening Spacing (Miles) <sup>1</sup> | Spacing Between Connections <sup>2</sup> | Maximum Connection Points Per Mile <sup>3</sup> |
|------------------|------------------|----------------------|-----------------------------------|-----------|--------------------------------------------------|------------------------------------------|-------------------------------------------------|
|                  |                  |                      | MA                                | CO        |                                                  |                                          |                                                 |
| Minor Arterial   | Full             | 40 or higher         | 1 - 2                             | 1/2 - 1   | 1/4 - 1/2                                        | 490                                      | 20                                              |
|                  |                  | <40                  | 1/2                               | 1/4       | 1/4                                              | 275                                      | 32                                              |
|                  | None             | 40 or higher         | 1 - 2                             | 1/2 - 1   | 1/2                                              | 490                                      | 20                                              |
|                  |                  | <40                  | 1/2                               | 1/4       | 1/4                                              | 350                                      | 24                                              |
| Collector        | Full             | 40 or higher         | NA                                | 1/2 - 1   | 1/4                                              | 490                                      | 16                                              |
|                  |                  | <40                  | NA                                | 1/4 - 3/4 | 1/8                                              | 275                                      | 32                                              |
|                  | None             | 40 or higher         | NA                                | 1/2 - 1   | 1/4                                              | 490                                      | 16                                              |
|                  |                  | <40                  | NA                                | 1/4 - 3/4 | 1/8                                              | 310                                      | 32                                              |

NA: not applicable

Source: Minnesota Department of Transportation, Office of Access Management

<sup>1</sup> If route has no median control, the spacing refers to the minimum distance between traffic signals.

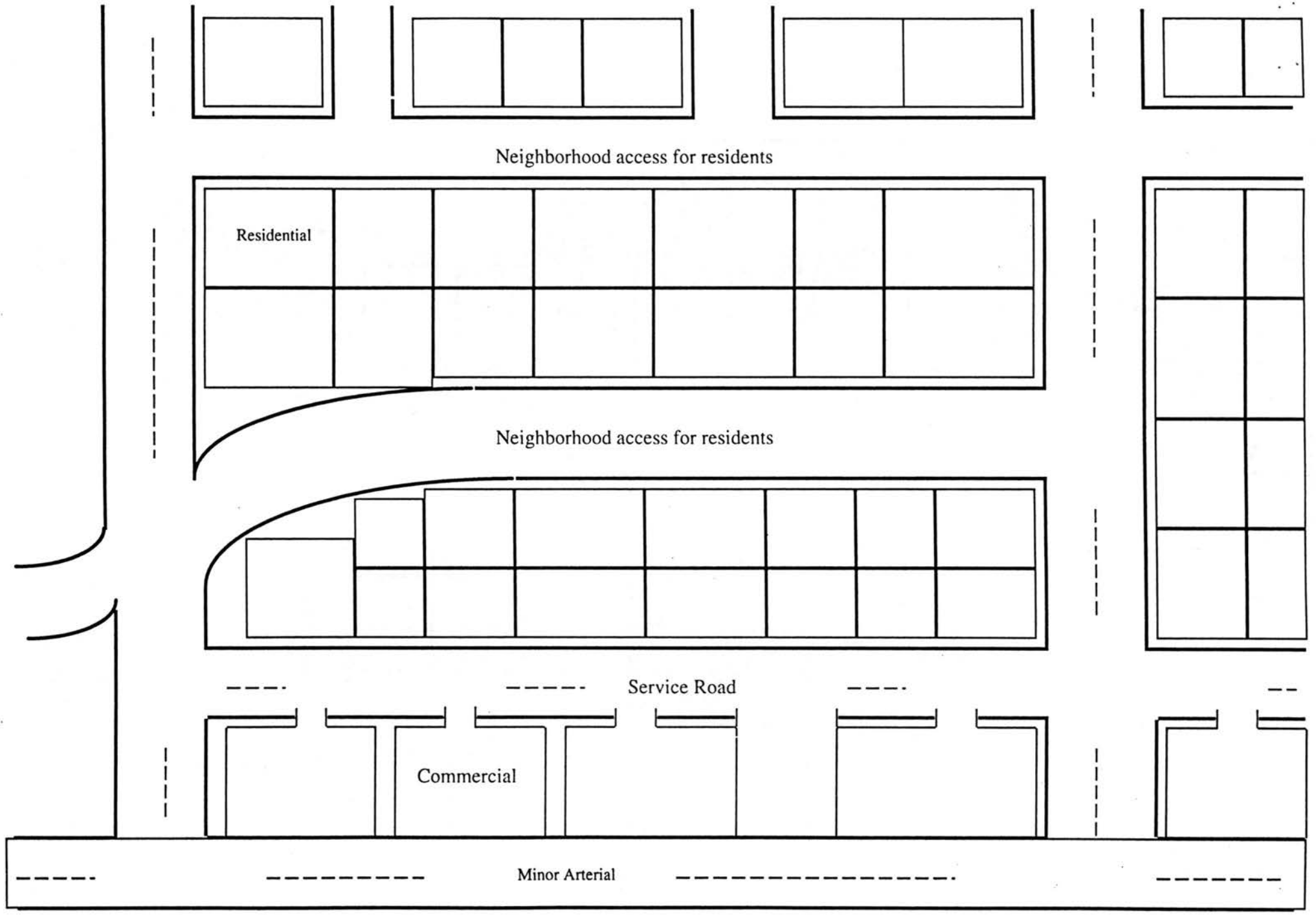
<sup>2</sup> Distances are based upon spacing between connections (major roads, local public streets and private driveways).

<sup>3</sup> Connections are counted by adding each public and private approach as they occur along the roadway. (For example, a full intersection is counted as two connections, while a right-in/right-out driveway is counted as one.)

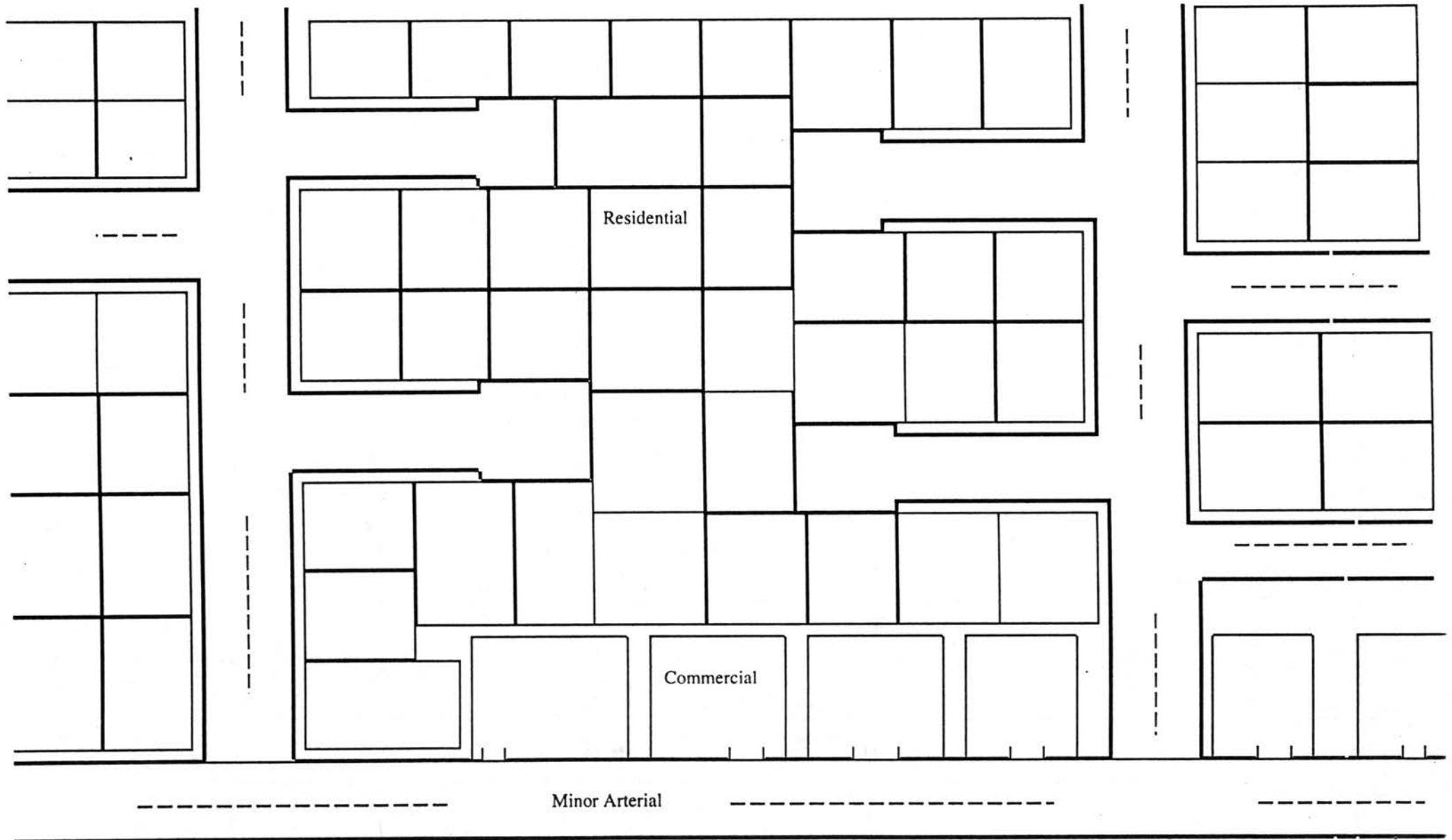
## OPTIMUM SIGNALIZED INTERSECTION SPACINGS

| Cycle Length<br>(seconds) | Speed (mph)      |       |       |       |       |       |
|---------------------------|------------------|-------|-------|-------|-------|-------|
|                           | 30               | 35    | 40    | 45    | 50    | 55    |
|                           | Distance in Feet |       |       |       |       |       |
| 60                        | 1,320            | 1,540 | 1,760 | 1,980 | 2,200 | 2,430 |
| 70                        | 1,540            | 1,800 | 2,050 | 2,310 | 2,500 | 2,820 |
| 80                        | 1,760            | 2,050 | 2,350 | 2,640 | 2,930 | 3,220 |
| 90                        | 1,980            | 2,310 | 2,640 | 2,970 | 3,300 | 3,630 |
| 120                       | 2,640            | 3,080 | 3,520 | 3,960 | 4,400 | 4,840 |
| 150                       | 3,300            | 3,850 | 4,400 | 4,950 | 5,500 | 6,050 |

Source: Minnesota Department of Transportation, Office of Access Management: Transportation Research Circular #456  
3/96 TRB/NRC1



# DON'T



Source: Minnesota Department of Transportation, Office of Access Management



**RAMSEY COUNTY'S**  
**COMPREHENSIVE PLAN**  
  
**for**  
  
**TRANSPORTATION, TRANSIT AND SURFACE**  
**WATER MANAGEMENT**

**1999 – 2020**

**ISSUE PAPER**

**RIGHT OF WAY**

**Define issue and how it relates to the vision:**

Reserving highway right of way for public use guides County highway planning. Acquiring adequate rights of way along the County highway system should continue to be used as a long range planning tool, and should incorporate applicable state and federal regulations.

The right of way planning process has been condensed into the following basic steps:

- Determine the width of facility necessary to accommodate proposed vehicular traffic volumes and potential multimodal uses;
- Consider on-street parking needs;
- Consider additional roadside width needed for traffic signals, sidewalks, bikeways, snow storage, signing, utilities, etc.;
- Consider additional roadside width needed for amenities, such as landscaping;
- Consider all eventualities, including the review of municipal setback requirements whenever redevelopment occurs to ensure sufficient right of way widths are established on higher volume roadways.

This issue relates to the County vision of providing a coordinated system of thoroughfares, highways, streets and other public ways which meet state and/or federal

highway specifications that ensure the safe and efficient movement of motor vehicles, bicyclists and pedestrians.

**Existing conditions of issue:**

The existing right of way planning process should no longer be applicable because of functional consolidation and the resulting changes to the County roadway system. The 1925 Major Street Plan has been used for almost 75 years as the basis for planning County highways. This document is updated as necessary, and major revisions occurred in 1980 and 1998. In 1980, the Major Street Plan was updated to consider transportation developments such as the interstate freeway system, which has had a significant impact on the County highway system. The 1998 revision was based on a County roadway system which changed following the March, 1992 approval of the functional consolidation plan by the Ramsey County Board of Commissioners. Changes in functional classification also required an updated Major Street Plan.

**Expectations based on current trends:**

Update the existing Major Street Plan and apply it to the 2003 roadway system. (Map xxx is in progress.) The matrix in figure xxx outlines the right of way planning process, including minimum roadway widths for a variety of design elements. This matrix was implemented following the functional consolidation process and the changes to the County roadway system.

**How do expectations fit the vision?**

By reflecting current factors influencing right of way needs such as jurisdiction, functional classification and development adjacent to the roadway.

By providing a Major Street Plan of the County's highway needs for municipalities to use in decisions involving land use adjacent to the County road system.

By recognizing the long term planning process and the need to take into consideration all eventualities, including reviewing municipal setback requirements whenever redevelopment occurs to ensure sufficient right of way widths are established on higher volume roadways.

By recognizing past cooperative efforts between the County and the municipalities and to continue this intergovernmental approach to reserving public rights of way during the platting and development process.

**What role does the County play in this issue?**

It is the responsibility of the Ramsey County Department of Public Works to update and implement the existing Major Street Plan and to maintain the existing right of way planning process.

**What policy should be in place regarding this issue to make the County play the role it should play?**

*A policy of supporting the updated version of the current Major Street Plan.*

*A policy of maintaining a right of way planning process.*

## RIGHT OF WAY PLANNING PROCESS

| Design Elements |       |         |      |           |      |            |      | Right of Way Requirements (ft) |            |             |        |
|-----------------|-------|---------|------|-----------|------|------------|------|--------------------------------|------------|-------------|--------|
| Road            | Blvd. | Parking |      | Walk (5') |      | Path (10') |      | ADT                            | ADT        | ADT         | ADT    |
|                 |       | 1- Side | Both | 1- Side   | Both | 1- Side    | Both | 0-8000                         | 8000-15000 | 15000-24000 | 24000+ |
| X               |       |         |      |           |      |            |      | * 32                           | * 52       | * 66        | * 66   |
| X               | X     |         |      |           |      |            |      | 66                             | 86         | 99          | 120    |
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ADT - Average Daily Traffic.

\* - Minimum Roadway width including curb and gutter.

- Above matrix includes curb.
- Medians, turn lanes and on street bike lanes may require additional width.

**THE FOLLOWING MAP IS BEING  
DEVELOPED BY RAMSEY COUNTY STAFF:**

- **MAJOR STREET PLAN**

**RAMSEY COUNTY'S**  
**COMPREHENSIVE PLAN**  
  
**for**  
  
**TRANSPORTATION, TRANSIT AND SURFACE**  
**WATER MANAGEMENT**  
  
**1999 – 2020**  
  
**ISSUE PAPER**  
  
**TRAVEL AND SYSTEM MANAGEMENT (TSM)**

**Define the issue and how it relates to the vision:**

According to the Metropolitan Council, travel and system management strategies (TSM) are technical programs and methods to improve the efficiency and effective capacity of the transportation system. These strategies may include signal timing, access management, transit improvements, and freeway management (e.g. ramp metering, video surveillance, and providing travel information). The focus of system management must be to move more people, not more vehicles. The goal is not to build additional roadways, but to help current roadways operate efficiently. Therefore, management of the highway system should provide incentives to those willing to share rides and reduce single occupant vehicles as well as providing for a smoother flow of vehicles.

The County vision supports a proactive role in clarifying the consequences of travel decisions and providing incentives for community members to facilitate change in travel behavior.

The County vision supports a system operation that will focus on increasing the occupancy of the vehicles which use the system while continuing to accommodate alternatives that cater to the individual.

### **Existing Conditions of issue:**

There are three levels at which travel and system management strategies can be applied to help existing roadways operate more efficiently. A low level of TSM is a two lane rural road that does not require travel and system management because the roadway is operating at full potential. A high level of travel and system management, like that found on an interstate highway, uses video cameras, loop detectors, and devices to measure speed and accidents. A high level of TSM has a full traffic management center - a complete system. A medium level of travel and system management is found on the County's system.

One TSM strategy, signal timing, is utilized in Ramsey County. All County traffic signals are fully actuated signals that minimize stops, delay, and fuel consumption. In other words, County traffic signals are set to keep traffic moving. The amount of traffic determines how long a light remains red or green. The goal is to coordinate as many cars as possible traveling as a group without encountering a red light. This system works well when there are heavy volume arterials and low volume cross streets. It represents the highest technological level of TSM in the County.

Another TSM strategy, transit improvement, is also being implemented in Ramsey County. Ramsey County Public Works Department is currently working with a consultant to develop viable commuter options and incentives for County employees. These options include utilizing programs such as car/van pools, riding the bus, park and ride, biking, Regional Guaranteed Ride Home, and reduced rate parking ramps/lots and free street parking for registered car/van pools. In addition, although there are currently no designated bus only shoulders or HOV lanes on the County roadway system, bus shoulders could be considered in the future if transit demands increase or when a roadway is expanded.

Access management is another TSM strategy which is discussed in detail in a separate issue paper.

### **Expectations based on current trends:**

Ramsey County will continue to implement signal interconnect projects to alleviate the need to expand roadways. Additional interconnected, traffic responsive, coordinated signal systems will be implemented within the County where possible.

Ramsey County will continue to explore the use of new technologies which will minimize travel times and provide driver information regarding trip choices and roadway conditions.

### **What needs to be done to influence the future and change the expectations?**

According to the Federal Highway Administration (FHWA), 75% of all road trips made today are not work related. It is therefore important to consolidate the number of trips



made on the roadways. This can be achieved through public education and by working with employers on transit and telecommuting programs.

Technological developments and availability can provide a guideline for improvement and changes to the County roadway system. Available technology should be used to minimize delay at an intersection; less delay equals less frustration, resulting in fewer accidents.

**What role does the County play in this issue?**

Ramsey County Public Works will continue to utilize TSM preservation strategies to maintain its system of roadways in order to make good use of County funds.

Ramsey County will continue to educate its employees on the transportation choices available to them other than the single occupant vehicle.

Ramsey County will work with communities to educate the public on the impact trips have on the roadway system.

**What policy should be in place to make the County play the role it should play?**

*A policy supporting signal timing and interconnect projects.*

*A policy supporting employee car pool/van pool programs.*

*A policy supporting telecommuting.*

*A policy of working with communities and educating the public on the impact each trip has on the roadway system.*

*A policy of coordinating TSM strategies with major employers within and adjacent to the County.*

|                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CITY OF LAUDERDALE</b><br><b>1891 WALNUT STREET</b><br><b>LAUDERDALE, MN 55113</b><br><b>Voice: 651-631-0300</b><br><b>Fax: 651-631-2066</b> |
|-------------------------------------------------------------------------------------------------------------------------------------------------|

# Fax Cover Sheet

|               |                                |               |                                    |
|---------------|--------------------------------|---------------|------------------------------------|
| <b>To:</b>    | Cyndy MacLeod                  | <b>From:</b>  | Rick Getschow – City Administrator |
| <b>Fax:</b>   | <del>651</del> 482-5232        | <b>Pages:</b> | 1                                  |
| <b>Phone:</b> |                                | <b>Date:</b>  | April 22, 1999                     |
| <b>Re:</b>    | RC Transportation<br>Comp Plan |               |                                    |

☐ Urgent   
 ☒ For Review   
 ☐ Please Comment   
 Please Reply   
 ☐ Please Recycle

## • Comments:

The City of Lauderdale does not have specific comments on the Transportation Comprehensive Plan. The four issues paper drafts have been well researched and well done.

*Referring to: Land Use  
Accession.  
Right of Way  
Travel & System Management.*

Please continue to involve the municipalities in the development, and most importantly, the future implementation of this Plan

# COUNTY OF ANOKA

Public Services Division

HIGHWAY DEPARTMENT

1440 BUNKER LAKE BLVD. N.W., ANDOVER, MINNESOTA 55304

(612) 862-4200 FAX (612) 862-4201

From the desk of

STEPHANIE EILER

MULTIMODAL TRANSPORTATION MANAGER

(612) 862-4230

May 10, 1999

Ms. Cynthia MacLeod  
Comprehensive Plan Intern  
Ramsey County Department of Public Works  
3377 N. Rice Street  
Shoreview, MN 55126

Re: Draft Issue Papers  
Ramsey County Comprehensive Transportation Plan

Dear Ms. MacLeod:

Thank you for the opportunity to comment on the draft Issue Papers relevant to the Ramsey County Comprehensive Transportation Plan. We offer the following comments.

Land Use

We agree with the attention to the relationship between land use and transportation. Like Ramsey County, Anoka County believes access management and multimodal options including transit and travel demand management techniques will be increasingly necessary to manage demand on the roadway system.

The policy restricting County roadways to a four through lane may result in additional pressure on roadways under the jurisdiction of others, including those shared with other jurisdictions, such as County Road J with Anoka County.

Travel and System Management (TSM)

Ramsey County may wish to add coordination with major employers in addition to the County itself to its list of potential Travel Demand Management strategies.

Access Management

As noted above, we agree with the need to inform, coordinate and implement access management policies to maintain the functional integrity of roadways.

Right of Way

No comments.

Again, thank you for the opportunity to review and comment.

Sincerely,

*Stephanie C. Eiler*  
Stephanie C. Eiler, AICP

Cc: Jon Olson, Anoka County Engineer  
Lyndon Robjent, Assistant County Engineer

|         |                                              |                                |                                                  |            |
|---------|----------------------------------------------|--------------------------------|--------------------------------------------------|------------|
| FAX-OUT | TO: Cynthia MacLeod<br>Ramsey City Pub Works | FROM: Stephanie Eiler<br>AC HD | DATE: 5/10/99<br>PAGES INCLUDING<br>THIS PAGE: 1 | TOPS 14850 |
|         | FAX #: 651-482-5232                          | FAX #: 862-4201                | PHONE #: 862-4230                                |            |

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

④

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

*[Signature]*

Authorized Signature

*9/7/99*

Date

Board Action Requested

Ramsey County Comprehensive Plan for Transportation, Transit and Surface Water Management – approve circulation to cities of issue papers

ACTION IS REQUESTED

Request Justification

See attached issue papers:

Transit  
Parking  
Travel Demand Management  
Public Involvement

Budgeting and Accounting

County Attorney

Risk Management

*[Signature]*

*[Signature]*

Documentation certified complete for:

Board Date

Signature

Date

# RAMSEY COUNTY'S COMPREHENSIVE PLAN

for

## TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT

1999 – 2020

### ISSUE PAPER

### TRANSIT

#### Define issue and how it relates to the vision:

Transit is an integral part of the transportation vision. Transit is defined as public ride sharing. It includes buses, light rail, heavy rail, commuter rail, personal rapid transit, bus rapid transit, services for elderly and disabled, shuttles, vanpools and carpools

Transit, as described in the *Metropolitan Transportation Policy Plan*, “plays a number of roles within the metropolitan area. Transit is an attractive alternative to driving alone for many people. Transit supports the region’s growth and economic vitality by providing essential access to economic centers and labor markets. Transit is a necessity in many people’s lives, providing basic transportation for those who use it as their primary means of travel. Finally, transit enhances community livability by reducing auto trips, conserving energy and reducing pollution.”

Transit helps shape the region by providing an attractive, economic, and efficient alternative to the private automobile. Quality transit service providing access to employment, education, entertainment, and health care is essential for the economic success of the Ramsey County business community and the quality of life for all residents. The transit system should meet the diverse needs of all Ramsey County citizens, including low income, ethnically diverse, elderly, youth, disabled, and non-English speaking populations.

#### Definitions of types of transit service:

**Buses** – The backbone of the existing transit system in the region. Buses provide service and coverage that are essential to the region. As light rail and commuter rail choices become available in the region, the necessity for good bus service increases. Buses and rail are complementary, not competitive.

**Light rail transit** – Electric railway system that operates single cars or short trains in either mixed traffic or exclusive right of way. Maximum passenger capacities usually range from 6,000 to 8,000 passengers per hour in each direction; about the same as three to four freeway lanes. LRT is generally utilized in urban to suburban markets, with station spacing averaging about one mile, and with closer spacing in downtown areas. LRT considered for the Twin Cities is high frequency, premium transit service.

**Commuter rail** - High quality transit service providing essentially peak period commuting opportunities over longer distances. Service is generally provided in the early morning and late afternoon. The diesel powered trains used by commuter rail may be self-propelled or pulled by standard locomotives. Trains operate over either private right of way or shared railroad right of way. Stations are spaced at 5-7 mile intervals in suburban and rural areas, and may be closer together in urban areas. Commuter lines are 30-60 miles long. Intermodal connections from commuter rail stations to bus and LRT are essential.

**Bus rapid transit (BRT)** – Bus rapid transit refers to buses operating on their own right of way.

Transit services in Ramsey County are provided primarily by Metro Transit. Public and private services are provided by others, including regular route bus service, express bus service, senior transit services, circulator transit, transit for persons with disabilities, and welfare to work transit services.

Transit hubs are locations where transit services are integrated and coordinated. They range from downtown St. Paul, where many routes converge, to small, informal park/ride lots.

#### **Existing conditions of issue:**

As the region's population grows and the number of automobile trips increase, transit utilization has declined. Over the last twenty years, transit trips have fallen by about one third. At the same time, the number of miles of congested freeways has quadrupled, and is expected to double again to about 200 miles of congested freeways by 2010. In the last two years, small increases in transit funding by the state have resulted in increases in transit use in the region, although certainly not at the level of ridership of 20 years ago.

In 1998, the Metropolitan Council concluded that the regional transit system was not effectively meeting current regional needs and was not in a position to effectively



respond to future demands. The Council proposed that transit service be doubled in the region in the next 20 years. At the same time, the Council has made a commitment to providing choices for how to reach our destinations. A commitment has been made to light rail transit in the region. Light rail is to be constructed first in the Hiawatha Corridor in Hennepin County, connecting downtown Minneapolis to the Minneapolis/St. Paul International Airport and to the Mall of America. Commuter rail is being examined in several corridors in the region, following a Commuter Rail Study completed at the request of the Legislature by the Minnesota Department of Transportation.

In early 1999, the St. Paul Transit Vision Advisory Task Force adopted goals for transit that include support for a stable transit funding source, development of multimodal transportation infrastructure, and linking transit and land use. The transit vision supports "dedicated, sufficient and increasing funding" to support transit. It also recognizes the need to keep fares affordable and equitable.

Metro Transit acknowledges that a stable and increasing funding source is essential for continuing transit service enhancements. While transit fares currently cover about 37% of operating cost, that rate is very high relative to recovery rates of 19% to 29% in comparable cities such as Pittsburgh, Cleveland, Portland, Seattle, Houston, and Denver. A high recovery rate is not necessarily an asset, but is an indicator that transit service may be too sparse in a region. Transit has been underfunded in this region in contrast to comparable cities in the country.

There are opportunities for federal funding for transit capital projects that should be used. Although the federal allocation process is extremely competitive, with requests far outpacing available funding, this region is well placed to maximize federal dollars coming to this region, rather than having them spent elsewhere. Federal dollars can be spent wisely on good transit projects, for which this region has a desperate need.

The region recognizes the linkage of transit to land use. Transit improvements are being considered in various corridors. In Ramsey County, the Rail Authority adopted in 1999 support for a priority for the region of a triangle of transit improvements from downtown St. Paul to the Minneapolis/St. Paul International Airport and Mall of America and to downtown Minneapolis. In addition, the Rail Authority in the past has adopted positions in support of transit improvements in corridors radiating outward from downtown St. Paul and along crosstown routes (Figure 1). These routes would link to other regional routes and would be supported by zoning and land use policies to enhance development and transit use.

The Rail Authority has acquired right of way to preserve it for future rail transit and is in the process of acquiring additional right of way, consistent with its comprehensive LRT plan adopted in 1989.

Specific studies of transit in Ramsey County include:



Riverview – Located from Lower East Side of St. Paul through downtown St. Paul to Minneapolis/St. Paul International Airport and Mall of America. A federally funded Major Investment Study is being concluded for this corridor, which is included in the federal transportation bill.

Central – Located between downtown St. Paul and downtown Minneapolis. Studies of LRT and commuter rail in this corridor bounded by I-94 and the BN Southern Mainline will begin in late 1999.

Rush Line – Located between St. Paul and Rush City. Planning and land use studies which make plans for future transit in this corridor will be initiated in late 1999.

Red Rock – Located between Minneapolis/St. Paul and Hastings. Federal studies are to be initiated in this corridor in late 1999.

Burlington Northern right of way in Roseville – Plans for acquisition of abandoned rail property are underway in cooperation with Hennepin County Regional Railroad Authority.

Sector studies: Metro Transit is studying revisions to transit service throughout Ramsey County.

**Expectations based on current trends:**

Transit ridership will increase if funding and services are increased. Diversity of transit services, including rail transit, will require funding.

At this time, light rail transit appears to be progressing in the region. Commuter rail is being planned and considered. New technologies, such as personal rapid transit, should continue to be monitored for their suitability for the region.

Telecommuting is expected to increase.

Reinvestment in the core region with transit services is expected to continue to be a priority.

Linking transit to land use in order to enhance livability and economic development will continue to assume priority.

The population of Ramsey County is expected to include a larger percentage of elderly in the next 20 years. Their transportation needs will require an increased number of services and choices.

**What needs to be done to influence the future and change the expectations?**

A funding source dedicated to improving transit in Ramsey County and the Twin Cities metro area needs to be established.

Planning and engineering studies relating to rail transit need to be undertaken and completed if rail transit is to be implemented.

Priorities need to be established for transit improvements in Ramsey County. No single transit solution fits every corridor. Bus improvements may be appropriate in one corridor. Another corridor may warrant bus rapid transit. Yet another may be an ideal location for light rail transit or commuter rail.

The Rail Authority should work with communities, business and the public on the economical and environmental benefits of supporting and utilizing transit options.

**What role does the County play in this issue?**

The Regional Rail Authority has responsibilities for corridor planning and a role in rail transit development. It also has a role in preserving right of way for future rail transit use.

Ramsey County and its constituent communities provide input to the Metropolitan Council. Such input may be provided through direct contact with the full council or individual council members, membership on various advisory committees such as the Transportation Advisory Board for elected officials, or the Technical Advisory Committee for professional staff. The County may, therefore, exert influence on policy decisions and provide input through requests for various services. However, the County cannot directly implement changes.

The Railroad Authority and County elected officials and staff interact with Congress, the Legislature, Metro Transit, the Minnesota Department of Transportation, city elected officials, business, and the general public on transit issues. The Railroad Authority is a member of the St. Paul Transportation Management Organization, Metropolitan Light Rail Transit Joint Powers Board, Rush Line Task Force, Red Rock Joint Powers Board, and other organizations working on transit issues.

Ramsey County should continue to work with the Metropolitan Council and other agencies to ensure that County transportation needs are met.

**What policy is/should be in place regarding this issue to make the County play the role it should play?**

*Ramsey County and the Ramsey County Regional Railroad Authority policies regarding participation in regional issues are in place and are consistent with the Ramsey County vision.*

*A policy supporting a stable, dedicated, sufficient, and increasing transit funding source for continuing transit enhancements in Ramsey County and the Twin Cities metro area is needed.*

*Policies supporting incentives to transit use are needed.*

*A policy supporting the land use relationship to transit is needed. Although this is not the County's policy, it can advocate for zoning laws, design standards, land use policies and development incentives to complement transit and neighborhoods.*

*A policy supporting continued bus service improvement is needed. Bus service improvements advocated could include:*

- improved express bus service to downtown St. Paul*
- improved reverse commute service*
- increased neighborhood to neighborhood bus connections as well as better opportunities to reach transit hubs and downtown connections from neighborhoods*
- more park/ride lots for transit users*
- improve basic safety elements of service, such as lighting and security cameras*
- improve basic access elements of service, such as the number of shelters, cleaning and snow removal*
- improve pedestrian facilities to access transit waiting areas*

This map displays the geographical layout of Ramsey County, Minnesota, with a focus on its major transportation network. Key features include:

- Highways:** Major routes such as I-35, I-94, I-694, and US-10 are clearly marked. Local roads like Hennepin Ave, Grand Ave, and University Ave are also labeled.
- Geography:** The map shows the city of Minneapolis to the west and the city of St. Paul to the east, separated by the Mississippi River. Various lakes and water bodies are depicted.
- County Boundaries:** Surrounding counties including Anoka, Hennepin, Washington, Dakota, and Ramsey are delineated.
- Legend:** A circular logo in the top right corner identifies the map as prepared by Ramsey County GIS, featuring a compass rose and the text 'RAMSEY COUNTY MINNESOTA'.



# **RAMSEY COUNTY'S COMPREHENSIVE PLAN**

**for**

## **TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT**

**1999 – 2020**

### **ISSUE PAPER**

#### **PARKING**

##### **Define issue and how it relates to the vision:**

Ramsey County charges for a limited amount of parking in downtown St. Paul, and parking in the suburbs in on an at will basis.

According to the Metropolitan Council, availability and cost of parking at the work destination is a critical factor in determining the mode of travel the commuter will choose. A task force worked with Metropolitan Council staff to develop and evaluate programs focusing on commuter parking,<sup>1</sup> and its recommendations were accepted by the Council in March, 1999. Ramsey County was represented by a member of the Regional Rail Authority. In addition to beginning a Commuter Choice program with state agencies, the Council directed staff to continue work on three on-going programs: (1) the study of Park-and Ride Sites; (2) the St. Paul Parking and Transit Combined Program; (3) and the demonstration "cash out" program.

This issue supports the County vision of advocating transit use through education and promotional programs, and of utilizing disincentives for automobile use in well served transit areas.

This issue supports the County vision in clarifying the consequences of travel decisions and providing incentives for community members to facilitate change in travel behavior.

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<sup>1</sup> Information and details on these policy alternatives and recommendations are located in the Regional Parking Policy Study Recommendation report.

### **Existing conditions of the issue:**

Rate setting for Ramsey County downtown parking becomes policy through the budgeting process.

The Regional Parking Policy Task Force utilized the following information when developing parking policy alternatives:

- Parking is an important component of the regional transportation system;
- Because it is an important factor affecting their mobility, members of the public have a legitimate interest in parking supply, location and cost;
- Employee, customer and residential parking are all unique aspects of the transportation system and cannot be treated the same;
- The more free parking, the more single-occupant vehicle (SOV) use;
- Free or reduced cost parking is a common, and valuable, employee benefit. Rarely are comparable benefits provided to those who use alternative modes of travel;
- Short-term, convenient, and free (when possible) parking is more important to customer-oriented businesses than employee parking;
- In all headquarters and large leased buildings, some on-site parking (generally underground) is required for use by upper management;
- To promote transit use, the public sector has limited parking availability in certain locations.

### **Expectations based on current trends:**

The Regional Parking Policy Task Force developed a broad spectrum of parking policy alternatives as well as the means of evaluating these alternatives against agreed upon criteria.

### **What needs to be done to influence the future and change the expectations:**

The Metropolitan Council approved the recommendations contained in the Parking Policy Report. These recommendations allow time for their impact to be evaluated. According to the Metropolitan Council, over the long-term a more comprehensive program should be put in place to address more aspects of parking demand and supply management.

### **What role does the County play in this issue?**

Ramsey County should support Metropolitan Council parking recommendations where feasible and applicable.

As a major employer, Ramsey County should set an example for other employers regarding pro-transit use parking policies in order to actively promote and support transit-based work commute choices for its employees.

Ramsey County should continue to pursue travel demand management (TDM) measures as outlined in the TDM issue paper.

**What policy should be in place regarding this issue to make the County play the role it should play?**

*A policy of continuing to pursue and implement parking alternatives and solutions which promote work destination transportation choices other than the single-occupant vehicle (SOV).*

*A policy of supporting all applicable Metropolitan Council parking recommendations.*

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# **RAMSEY COUNTY'S COMPREHENSIVE PLAN**

**for**

## **TRANSPORTATION, TRANSIT AND SURFACE WATER MANAGEMENT**

**1999 – 2020**

### **ISSUE PAPER**

### **TRAVEL DEMAND MANAGEMENT (TDM)**

#### **Define issue and how it relates to the vision:**

Travel demand management (TDM) includes programs and methods to reduce effective demand. In the broadest sense, any activity or facility that reduces vehicle trips would fall within this classification. Techniques that might be utilized are carpooling, vanpooling, transit, alternative work hours, transportation management organizations, and land development or ordinances that discourage vehicle trips and encourage walk, bike, rideshare and transit trips.

It is clear that automobile travel and the number of vehicle trips are constantly increasing at a rate faster than population growth. Vehicle trip growth is leading to increasingly congested freeways, longer delays, increased driver frustration, and increasing costs to individuals and businesses.

The Metropolitan Council's *1996 Transportation Policy Plan* concludes that "the region cannot build its way out of congestion. The environmental, social, financial and political impacts would be too severe." One of the regional strategies to address this problem is to reduce travel demand through behavioral and land use changes that will result in fewer vehicle trips, particularly during rush hours.

Travel Demand Management (TDM) initiatives that are consistent with the Ramsey County transit vision include:

- more transit and pedestrian friendly mixed use development that provide a balance of jobs and housing, and

- increased use of alternatives to the single occupant vehicle such as transit, ridesharing, bicycles, and walking.

In addition, TDM techniques that can reduce peak period employee trips include:

- rideshare matching,
- modified or flexible work hours,
- telecommuting,
- parking supply and price policies, and
- transit discount passes.

These TDM measures are all consistent with the Ramsey County vision for land use and transit.

#### **Existing conditions of issue:**

There is a growing awareness of the benefits inherent in transit oriented development. The Metropolitan Council goal requires that two-thirds of the projected 650,000 person increase in regional population be located in the fully developed part of the region. All regional transit corridor studies, including the Ramsey County Regional Railroad Authority (RCRRA) study of the Riverview Corridor, consider transit oriented housing and business development as primary criteria in determining the merits of transit improvement.

The City of St. Paul recently created a Transportation Management Organization (TMO) to provide transit information and assistance to commuters and employers. Many downtown employers, including Ramsey County, are working with their employees to increase transit use.

#### **Expectations based on current trends:**

Transit oriented development (TOD) and travel demand management (TDM) strategies are essential to the continued growth and prosperity of the region and the County. Awareness of the need is growing. Actions by developers and employers, while still minimal, is gaining momentum. The impacts will be nearly imperceptible at first, but over the long term - 20 years or more - the adoption and utilization of the principles and techniques of TOD and TDM will be apparent in the development types and patterns throughout the region and the County. County residents will have more and better travel alternatives to make fewer and shorter trips.

#### **How do expectations fit the vision?**

The *Transportation Policy Plan*, together with the current interest in transit, transit oriented development, and travel demand management, all fit well with the land use and transit sections of the Ramsey County vision.

**What role does the county play in this issue?**

The County is an advocate for sensible, sustainable land use through transit oriented development. Such advocacy stems from its role as a regional partner on the Metropolitan Council, as a landowner and developer of County facilities, and as a planner of major transit facilities such as the Riverview Corridor Major Investment Study.

The County, as a major downtown St. Paul employer, can also directly impact employee travel through adoption of TDM strategies such as telecommuting, modified and/or flexible work schedules, rideshare matching programs, employee discount transit passes, and employee parking policies.

**What policy should be in place regarding this issue to make the County play the role it should play?**

*A policy supporting Transit Oriented Development (TOD) and committing the County to considering transit access for all new County facilities is needed.*

*A Ramsey County Travel Demand Management (TDM) Plan for County employees utilizing available TDM strategies is needed.*

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**RAMSEY COUNTY'S**  
**COMPREHENSIVE PLAN**  
  
**for**  
  
**TRANSPORTATION, TRANSIT AND SURFACE**  
**WATER MANAGEMENT**  
  
**1999 - 2020**  
  
**ISSUE PAPER**  
  
**PUBLIC INVOLVEMENT**

**Define issue and how it relates to the vision:**

Public involvement is a critical component of government service. Because government agencies represent citizens, they must engage the public as a participant in the development of its services, projects and policies. Public involvement is crucial to the successful development and implementation of County transportation projects; citizen involvement leads to increased public support.

When a transportation facility is improved it often involves corridor decisions affecting communities far removed from the project, in addition to those decisions involving adjacent properties. As a result, a transportation improvement project can be extensive, with far-reaching consequences and an even greater requirement for comprehensive public involvement.

Ramsey County Public Works utilizes public involvement tools to achieve the following goals:

- Increasing the public's knowledge of transportation;
- Increasing the public's knowledge of the County's role in transportation;
- Involving the public in transportation decisions;
- Gaining acceptance for proposed actions;
- Gathering opinions about transportation issues from a broad cross section of County residents, not just from special interest groups or the vocal minority;

- Communicating with citizens: obtaining and incorporating citizen feedback;
- Complying with state and federal requirements in soliciting comments regarding the County roadway system.

To accomplish the County's public involvement goals, and for public involvement to be most successful, the County must consider the following factors:

- When to apply a particular public involvement method;
- How many public involvement methods should be utilized for each project;
- The costs of the involvement effort;
- Applying the results of public involvement;
- The overall effectiveness of a public involvement method.

A more formal, organized system of public involvement should be developed for use by the County. The County should develop a tool box of public involvement methods for use in engaging the public in implementing transportation projects. The tool box approach will allow a project manager to choose the method of public involvement that will work best for a given set of conditions. A multitude of tools is needed because each project and situation is different.

Each public involvement tool should be geared to a particular transportation project, or project stage. For example, at the planning stage formal hearings are conducted. However, one-on-one discussions are conducted to address right of way issues. The public involvement tool used depends on a project, and the stage of that project. The selection of the public involvement tool needs to be based on the objectives and goals of the project, the message being delivered, and the audience it is being delivered to.

The County land use vision supports decision making at the lowest practical level to encourage and enhance community identity and citizen involvement.

The County transit vision encourages citizens to participate in the planning for existing, new, and future transit technology, and the County to inform the public of changes and improvements to transit service in a way which encourages transit use, and to promote transit use through education and promotional programs.

The thoroughfares and highways vision states that Ramsey County will be proactive in clarifying the consequences of travel decisions, and will encourage and provide opportunities for citizens to assess transportation problems and choices prior to initiating physical development.

The surface water management vision states that government agencies will cooperate to develop and use the most efficient and effective tools for managing water resources, placing emphasis on involving citizens in decision making.

### **Existing Conditions of issue:**

Table XXX provides an inventory of public involvement methods Ramsey County currently utilizes for transportation projects.

According to a County-wide departmental survey on public involvement methods conducted by the Policy Analysis and Planning Department, several public involvement observations emerged within the County. In general, the more personal the contact, the more impact the public involvement method is and the more effective it is. The more approachable the County is perceived, the more real the County becomes to citizens. The least effective tools include public hearings, required newspaper ads and public forums as these methods are too formal and impersonal. Another finding is that citizens who are directly impacted by an issue or project are the most active and involved. Staff attitude is a key element in using public involvement effectively: staff must be willing to welcome, listen and, if feasible, incorporate citizen comments and feedback.

### **Expectations based on current trends:**

Public involvement techniques will get more attention as neighborhoods diversify and technology becomes more available. Many government agencies use a website to both distribute information to, and collect feedback from, citizens.

Ramsey County will continue to utilize the variety of public involvement tools at their disposal, and will research new tools for possible inclusion in the tool box. (Table YYY.)

### **What needs to be done to influence the future and change the expectations?**

Consolidate public involvement tools. Select a variety of tools that *provide* information to citizens, and a variety of tools that *receive* information from citizens, and refine these to include the most appropriate public involvement tool(s) for each project, or stage of project, as determined through trial and error and citizen feedback.

County staff should be provided training on how to select and implement the most effective public involvement tool(s) for a project, or stage of project.

Ramsey County will continue to evaluate public involvement tools with citizens to insure the most effective tools are being utilized.

### **What role does the County play in this issue?**

Ramsey County will develop a tool box of public involvement methods for use by the County.

Ramsey County will train staff on public involvement methods.



Ramsey County will periodically evaluate public involvement tools to ensure that the most effective tools are utilized.

Ramsey County will periodically research new public involvement methods for possible inclusion in the tool box.

**What policy is/should be in place to make the County play the role it should play?**

*A policy of conducting an open public involvement process when County funds are expended on a transportation improvement project. (Required by County Board Resolution 9-1272.)*

*A policy creating a tool box of public involvement methods. A tool would be created for various project conditions, and County staff would be trained to implement the appropriate public involvement tool.*

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**INVENTORY OF RAMSEY COUNTY PUBLIC INVOLVEMENT TOOLS, TRANSPORTATION ONLY:  
PARKS & RECREATION, PUBLIC WORKS, REGIONAL RAIL**

| <b>TYPE OF TOOL</b>                                                                                   | <b>DEPARTMENT</b>                            | <b>DESCRIPTION/COMMENTS ON EFFECTIVENESS OF TOOL</b>                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A. Materials Tools</b>                                                                             |                                              | <b>Designed to inform citizens about transportation activities.</b>                                                                                                                                    |
| Advertising ( <b>Public Information Materials</b> )*                                                  | Parks & Rec                                  | Paid advertising in magazine publications when publisher provides no cost articles about department services/Limited exposure, but positive promotion.                                                 |
| Brochures, pamphlets, booklets, fact sheets, briefing papers ( <b>Public Information Materials</b> )* | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Has brochures to promote all major areas, facilities, and program services/Very effective response to customer requests for information.                                                  |
| Direct mail to residences (letters, notices, inserts, postcards)                                      | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Notices are sent to property owners within prescribed distances for all master plans and development projects/Mobilizes adjacent property owners.                                         |
| Displays, Information booths ( <b>Interactive Video Displays and Kiosks</b> )*                        | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Displays and booth at County fair and community service events/Positive exposure.<br>Public Works: Takes too much time. Limited exposure.                                                 |
| Letters to the Editor                                                                                 | Regional Rail                                |                                                                                                                                                                                                        |
| Newsletter                                                                                            | Public Works<br>Regional Rail                |                                                                                                                                                                                                        |
| Newspaper ads ( <b>Public Information Materials</b> )*                                                | Public Works<br>Regional Rail                | Public Works: Required by law to notify public of a public hearing for a federally-funded road reconstruction project.                                                                                 |
| Press Releases ( <b>Public Information Materials</b> )*                                               | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: News releases are a principal promotion vehicle for programs and services/Very effective; often leads to future articles.                                                                 |
| Teaching Tools                                                                                        | Parks & Rec<br>Regional Rail                 | Parks & Rec: Environmental Education trunks provide classroom preparation for out-of-classroom experiences at Tamarack Nature Center. EE curriculum has been written in cooperation with area schools. |
| TV or Radio                                                                                           | Regional Rail                                |                                                                                                                                                                                                        |
| Videos                                                                                                | Regional Rail                                |                                                                                                                                                                                                        |
| Website ( <b>On-line Services</b> )*                                                                  | Parks & Rec<br>Public Works                  | Parks & Rec: General information and updates on programs and services/Too new to evaluate.                                                                                                             |

**INVENTORY OF RAMSEY COUNTY PUBLIC INVOLVEMENT TOOLS, TRANSPORTATION ONLY:  
PARKS & RECREATION, PUBLIC WORKS, REGIONAL RAIL**

| <b>TYPE OF TOOL</b>                                          | <b>DEPARTMENT</b>                            | <b>DESCRIPTION/COMMENTS ON EFFECTIVENESS OF TOOL</b>                                                                                                                              |
|--------------------------------------------------------------|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>B. Person to Person Tools</b>                             |                                              | <b>Designed to inform citizens about transportation activities.</b>                                                                                                               |
| Demonstrations, Clinics                                      | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Clinics are offered in outdoor recreation skills/Good response based on the number of participants.                                                                  |
| Editorial Board Meetings                                     | Regional Rail                                |                                                                                                                                                                                   |
| Media Appearances                                            | Parks & Rec<br>Regional Rail                 | Parks & Rec: Cable TV programs and special feature news articles/Limited exposure.                                                                                                |
| One-on-one interactions                                      | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Most proposed development projects involve discussion with area residents/Enables the department to identify interests and concerns.                                 |
| Presentation to elected officials<br><b>(Citizen Jury®)*</b> | Parks & Rec<br>Public Works<br>Regional Rail | Public Works: Council workshops very successful.                                                                                                                                  |
| Speakers at public meetings <b>(Citizen Jury®)*</b>          | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Presentations at public information meetings and guest speakers at community meetings/Very effective.<br>Public Works: Very effective.                               |
| Tours or Field Trips <b>(Citizen Jury®)*</b>                 | Parks & Rec<br>Regional Rail                 |                                                                                                                                                                                   |
| Visits to schools, businesses, and other organizations       | Parks & Rec<br>Regional Rail                 | Parks & Rec: Environmental education outreach programs in schools and community centers/Effective vehicle for introducing students to program services at Tamarack Nature Center. |

**INVENTORY OF RAMSEY COUNTY PUBLIC INVOLVEMENT TOOLS, TRANSPORTATION ONLY:  
PARKS & RECREATION, PUBLIC WORKS, REGIONAL RAIL**

| <b>TYPE OF TOOL</b>                                                                     | <b>DEPARTMENT</b>                            | <b>DESCRIPTION/COMMENTS ON EFFECTIVENESS OF TOOL</b>                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>C. Feedback</b>                                                                      |                                              | <b>Designed to create a dialogue with citizens to gain feedback in program planning and execution.</b>                                                                                                                                                                                                                                                                                           |
| Citizen Advisory Committees or Boards                                                   | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: A Board-appointed seven member Parks and Recreation Commission/Excellent forum for public participation in policy formation.                                                                                                                                                                                                                                                        |
| Focus groups ( <b>Small group meetings, focus groups</b> )*                             | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Obtain input on specific areas from individuals familiar with the facility or activity/Most effective with a specific charge and short time period. Final recommendations are accepted better.                                                                                                                                                                                      |
| Open houses (department wide and project specific) ( <b>Public Meetings/Hearings</b> )* | Public Works<br>Regional Rail                | Public Works: Required when CSAH money is expended on a road reconstruction project/Project open houses keep citizens informed and allow input in an informal setting.                                                                                                                                                                                                                           |
| Public Hearings ( <b>Public Meetings/Hearings</b> )*                                    | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Municipal requirement for most development projects; County Board conducts public hearings on park land exchanges and fees/Tends to bring out the vocal minority on issues.<br>Public Works: Required when federal funds are expended on a road project; often participate in city public hearings on County road projects/Least effective; need public support prior to a hearing. |
| Public meetings/forums ( <b>Public Meetings/Hearings</b> )*                             | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: To provide residents information on proposed park plans/Effective vehicle for presenting proposals and gathering input.<br>Public Works: Very effective.                                                                                                                                                                                                                            |
| Small group meetings ( <b>Small group meetings/Focus groups</b> )*                      | Public Works<br>Regional Rail                | Public Works: Very effective.                                                                                                                                                                                                                                                                                                                                                                    |
| Surveys ( <b>Public Opinion Surveys, On-line Services</b> )*                            | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Used extensively to gauge customer satisfaction/Good for quantifying customer satisfaction.                                                                                                                                                                                                                                                                                         |
| Task forces ( <b>Task Force</b> )*                                                      | Parks & Rec<br>Public Works<br>Regional Rail | Parks & Rec: Used for major development projects and service areas/Effective. Need a specific charge and short time period. Involve informed and affected citizens, so final recommendations are accepted better.<br>Public Works: Very successful because of one-on-one contact.                                                                                                                |
| Volunteer Programs                                                                      | Parks & Rec                                  | Relies on volunteers for specific projects and programs. Tamarack Nature Center utilizes approx. 4,000 volunteer hours annually/Very effective way to involve citizens.                                                                                                                                                                                                                          |

**\*Refer to the Ramsey County Toolbox of Public Involvement Techniques**

**Source: Policy Analysis and Planning Division**

# RAMSEY COUNTY

## TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES

| Type of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Pros of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                               | Cons of Public Involvement Tool                                                                                                                                                                                                                                                                                                           | Comments on when Tool Used Most Effectively                                                                                                                                                                                                                                                                                                                           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Public Meetings/Hearings</b> <ul style="list-style-type: none"> <li>Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution</li> <li>Meetings present information to the public and obtain informal input from residents. Used throughout planning.</li> <li>Hearings are more formal events, held prior to a decision point. A hearing gathers community comments and positions for public record. Required by Federal law for many transportation projects</li> </ul> | <ul style="list-style-type: none"> <li>Anyone may attend</li> <li>Receive community comments</li> <li>Facilitates participation</li> <li>Help monitor community reactions to agency policy, proposals, and progress</li> <li>One meeting can address several related projects or community planning issues</li> <li>Public meetings are flexible and can be tailored to agency and community needs</li> </ul> | <ul style="list-style-type: none"> <li>A small percentage of the public attends public meetings/hearings</li> <li>Meetings do not always allay community doubts about agency credibility</li> <li>Resource and staff needs can be substantial</li> </ul>                                                                                  | <ul style="list-style-type: none"> <li>Effectively disseminates information</li> <li>Input to decisions or plans is collected</li> <li>Meetings are an effective vehicle for presenting proposals and gathering input</li> <li>Hearings tend to bring out the vocal minority</li> <li>Hearings are least effective; need public support prior to a hearing</li> </ul> |
| <b>Small group meetings/focus groups</b> <ul style="list-style-type: none"> <li>Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution</li> <li>Obtain input on specific areas from individuals familiar with the facility or activity</li> </ul>                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>Provides two-way communication, participation</li> <li>Gives agencies a chance to directly respond to comments</li> <li>A single meeting can address several related projects</li> <li>Explores attitudes in depth</li> <li>Focus groups need not be time-consuming</li> <li>Larger meetings are more effective</li> </ul>                                             | <ul style="list-style-type: none"> <li>Requires commitment from both the agency and the public</li> <li>Solely qualitative responses</li> <li>No public consensus</li> <li>Meetings must be frequent enough to demonstrate agency concern about public involvement.</li> <li>A small percentage of the public attends meetings</li> </ul> | <ul style="list-style-type: none"> <li>Most effective with a specific charge and short time period</li> <li>Restart public involvement or move it forward</li> <li>Used before issues reach an impasse or if participants are feeling excluded</li> <li>Used in either planning or project development to prioritize issues or work on action items</li> </ul>        |



# RAMSEY COUNTY

## TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES

| Type of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                                       | Pros of Public Involvement Tool                                                                                                                                                                                                                                                                                                              | Cons of Public Involvement Tool                                                                                                                                                                                                                                                                                                                      | Comments on when Tool Used Most Effectively                                                                                                                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Public Opinion Surveys</b> <ul style="list-style-type: none"> <li>Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution</li> <li>Person to person tool, designed to inform citizens about County activities</li> <li>Survey a sample group of people via a written questionnaire, or through interviews in person, by phone, or by electronic media</li> </ul> | <ul style="list-style-type: none"> <li>Portray community, or segments of the community, perceptions and preferences</li> <li>Identify community interests and concerns</li> <li>Can test whether opinions are changing</li> <li>Agency can respond to survey information</li> <li>Informal surveys relatively inexpensive</li> </ul>         | <ul style="list-style-type: none"> <li>Surveys not interactive</li> <li>Survey results may not reflect the entire community's view, especially in the case of informal surveys</li> <li>Scientific surveys are expensive because of the complexity of drawing a sample population or structuring the questions asked</li> </ul>                      | <ul style="list-style-type: none"> <li>Used to gauge customer satisfaction</li> <li>Can be taken at almost any time during a process. If used carefully and repeated over time, surveys can keep an agency well-informed of changes in public knowledge of a transportation project, and community preferences within that knowledge</li> </ul> |
| <b>Public Information Materials</b> <ul style="list-style-type: none"> <li>Material tool, designed to inform citizens about County activities</li> <li>Materials that provide information about a County investment</li> <li>Advertising, brochures, fact sheets, newsletters, notices, press releases, etc.</li> </ul>                                                                                               | <ul style="list-style-type: none"> <li>Provide basic information in a fast, concise, and clear way</li> <li>Information easily updated</li> <li>People can easily find information</li> <li>Target a broad public</li> <li>Material can be targeted to a specific project or stage</li> <li>Can help people decide to participate</li> </ul> | <ul style="list-style-type: none"> <li>Requires distribution</li> <li>Not usually interactive</li> <li>Events can overtake public information material; needs can be determined by default, even with prior planning</li> <li>Production time can be significant</li> <li>May be perceived as public relations and not public involvement</li> </ul> | <ul style="list-style-type: none"> <li>Brochures, pamphlets, fact sheets very effective in response to community requests for information</li> <li>Press releases effective and often lead to future articles.</li> <li>General materials serve as background information</li> <li>Important events or decisions can be highlighted</li> </ul>  |

# **RAMSEY COUNTY** **TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES**

| Type of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                    | Pros of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Cons of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                                                          | Comments on When Tool Used Most Effectively                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>On-line services</b> <ul style="list-style-type: none"> <li>Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution</li> <li>Material tool, designed to inform citizens about transportation activities</li> <li>Provide round-the-clock communication through a computer</li> </ul>                                                          | <ul style="list-style-type: none"> <li>Give and get information when convenient</li> <li>Connect people to a network of sources – e.g. federal, state, local sources</li> <li>Used at any stage of planning</li> <li>Develop a mailing list</li> <li>Offer privacy to people who dislike speaking in front of a group</li> <li>Surveys can be given on-line</li> </ul>                                                                                                                                                                          | <ul style="list-style-type: none"> <li>Use is limited due to access, expense, and skill requirements</li> <li>Participants do not represent the entire community</li> <li>Information overload is a potential problem</li> </ul>                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>General information and updates on programs and services</li> <li>Best used to improve and expand opportunities for communication</li> <li>Over time, on-line services strengthen public involvement programs as a means of communication and information exchange</li> </ul>                                                                           |
| <b>Interactive Video Displays and Kiosks</b> <ul style="list-style-type: none"> <li>Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution</li> <li>Material tool, designed to inform citizens about County activities</li> <li>Similar to automatic teller machines, offering menus for interaction between a person and a computer</li> </ul> | <ul style="list-style-type: none"> <li>Reaches people who do not normally attend meetings</li> <li>Elicit specific responses, acting as a survey instrument</li> <li>User can enter a special request, join a mailing list, and/or submit input</li> <li>Used in a variety of locations; either stationary or mobile</li> <li>Visual communication is powerful; large amounts of information delivered in a relatively short time period</li> <li>Conveys complex material in easily-digested segments</li> <li>Can be multi-lingual</li> </ul> | <ul style="list-style-type: none"> <li>Expensive to develop</li> <li>Use is limited due to access and skill requirements</li> <li>Software purchase may be a high up-front cost</li> <li>Maintenance costs are incurred, e.g. keeping screen clean</li> <li>Potential vandalism is a factor in site selection</li> <li>Liability issues may be associated with location of displays. Stationary and movable should be insured</li> </ul> | <ul style="list-style-type: none"> <li>Provides information from an agency to the public</li> <li>Supplements other methods of dissemination, thus conserving staff resources</li> <li>Collects information from the public for agency analysis</li> <li>Displays offer agencies flexibility in controlling and directing where a message goes; specific audiences can be targeted.</li> </ul> |

# **RAMSEY COUNTY** **TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES**

| Type of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Pros of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Cons of Public Involvement Tool                                                                                                                                                                                                                                                                                           | Comments on When Tool Used Most Effectively                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Citizen Jury®</b></p> <ul style="list-style-type: none"> <li>• Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution</li> <li>• Person to person tool, designed to inform citizens about County activities (presentation to elected officials, tours or field trips, speakers at public meetings)</li> <li>• Developed by The Jefferson Center for New Democratic Process</li> <li>• A jury of 18-24 citizens meets for one week to examine public policy issues and present their findings to decision makers and to the community at large</li> <li>• Process: advisory committee, telephone survey, jury selection, witness selection, charge, hearings, recommendations</li> </ul> | <ul style="list-style-type: none"> <li>• Random selection yields a demographically representative panel</li> <li>• Public policy decision makers hear from a broad cross section of citizens, rather than from just the vocal minority</li> <li>• Decision makers learn what an informed public wants, and why – beyond yes/no</li> <li>• Involves citizens in high quality dialogues about key issues</li> <li>• Increased public support for the resulting policy</li> <li>• Citizen input from a group that is both informed and representative of the public</li> </ul> | <ul style="list-style-type: none"> <li>• Time intensive</li> <li>• Expensive</li> <li>• Decision makers need to consider possibility that the Citizen Jury® may not give the answer(s) they want to hear – Jury has a lot of power</li> <li>• Must be conducted, or closely monitored, by The Jefferson Center</li> </ul> | <ul style="list-style-type: none"> <li>• More effectively used at the beginning of a process so that Citizen Jury® input can be utilized</li> </ul> |



## RAMSEY COUNTY

### TOOLBOX OF PUBLIC INVOLVEMENT TECHNIQUES

| Type of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Pros of Public Involvement Tool                                                                                                                                                                                                                                                                                           | Cons of Public Involvement Tool                                                                                                                                                                                                                                                                                                                                                 | Comments on When Tool Used Most Effectively                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Task Force</b> <ul style="list-style-type: none"> <li>Feedback tool, designed to create a dialogue with citizens to gain feedback in program planning/execution</li> <li>A group is assigned a specific task, with a time limit for reaching a conclusion and resolving a difficult issue</li> <li>Membership usually includes local people and/or representatives from local governments, transportation groups, civic or business groups, consumer organizations, and /or interest groups, appointed by elected officials or agency executives</li> </ul> | <ul style="list-style-type: none"> <li>Helps resolve impasses through a participatory process</li> <li>Decisions can be expected to have broad community support. Task force members represent a broad cross-section of interests, helping to legitimate the process and decisions</li> <li>One-on-one contact</li> </ul> | <ul style="list-style-type: none"> <li>Process is long and expensive; an extensive number of meetings and presentations is required</li> <li>Participants must make an extensive commitment to the process</li> <li>A high degree of facilitation skill is required</li> <li>Significant resources are required; facilitator training, technical support, time, etc.</li> </ul> | <ul style="list-style-type: none"> <li>Deals with high-profile issues that have generated significant public or media attention and community polarization</li> <li>Breadth of representation is accompanied by depth of probing; brings together a wide range of opinions to assist in exploring issues</li> <li>Can be used productively at any time in a complex project or planning study, but due to time and cost commitments, it is often used to resolve an impasse</li> </ul> |

**Source: U.S. Department of Transportation: Federal Highway Administration, Federal Transit Administration; Ramsey County Policy Analysis and Planning Division**

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

## REQUEST FOR BOARD ACTION

### REGIONAL RAIL AUTHORITY

K. DeSpiegelaere  
Authorized Signature

9/7/99  
Date

### Board Action Requested

Corridor Plan and Updates

DISCUSSION ONLY

### Request Justification

See attached memo from K. DeSpiegelaere

Budgeting and Accounting

County Attorney

Risk Management

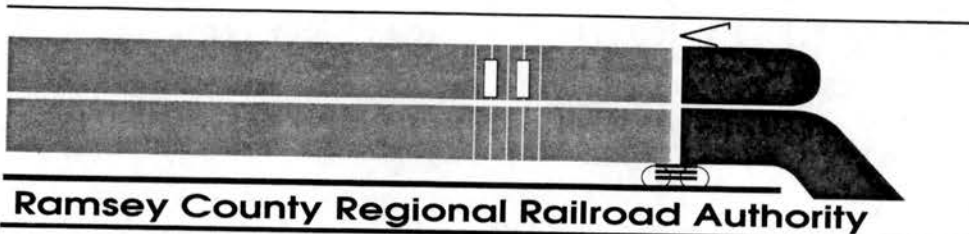
[Signature]  
[Signature]

Documentation certified complete for:

Board Date

Signature

Date



665 Ramsey County Government Center-West, 50 West Kellogg Boulevard  
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

## Memorandum

To: Ramsey County Regional Railroad Authority Commissioners  
Paul Kirkwold, Acting County Manager

From: Kathryn DeSpiegelaere, Director

Subject: Plan and Corridor Updates

Date: September 7, 1999

A regional master plan for transit is being prepared by the Metropolitan Council and is due to the Legislature on February 1.

A commuter rail systems plan is being prepared by the Minnesota Department of Transportation and is due to the Legislature in January.

The St. Paul Planning Commission is examining light rail transit in the Central and Riverview Corridors this fall at the request of the City Council.

Meanwhile, work is occurring on several transit corridors in the region and in Ramsey County:

### A. Hiawatha

Preliminary engineering is being finalized on light rail transit in the Hiawatha Corridor, downtown Minneapolis to the airport and Mall of America. The project budget has been stabilized. A full funding grant

agreement to lock in federal funding is being sought this fall from the Federal Transit Administration. Opening date is anticipated to be 2003.

#### **B. Riverview**

The federally funded Major Investment Study is due for completion in early 2000. Corridor public meetings are being held the week of September 13. Ramsey County RRA is the lead agency. Improvements to the bus system are being made in the corridor.

#### **C. Central**

A request for proposals is being issued September 7 for work on bus, commuter rail and light rail in this corridor located between downtown St. Paul and downtown Minneapolis. Ramsey County RRA is the lead agency. Improvements to the bus system are being made in the corridor.

#### **D. Rush Line**

The Rush Line Corridor has a commitment of state and federal funds. A request for proposals will be issued for land use and transit planning in this corridor located between St. Paul and Rush City, generally along Highway 61. Chisago, Washington and Ramsey County Rail Authorities are involved along with cities and towns and Mn/DOT and Metro Transit. Ramsey County RRA is the lead agency.

#### **E. Northstar Corridor**

A federally funded Major Investment Study and federally funded preliminary engineering are being done in this corridor from Minneapolis to St. Cloud. A funding package to seek \$180 million in construction funds is proposed. Local contributions of \$18 million are being sought, as well as \$72 million in state bonding. Opening date is anticipated to be 2003.

#### **F. Red Rock Corridor**

A request for proposals for a feasibility study is to be issued in fall, 1999 for this corridor from St. Paul to Hastings. Ramsey County RRA is a member of the Joint Powers Board.

### **G. Cedar Avenue Corridor**

Dakota County RRA is preparing a feasibility study of transit improvements in this corridor which links to the Hiawatha Corridor near the Mall of America.

### **H. Lakeville Corridor**

A commuter rail corridor from downtown Minneapolis to Lakeville is being studied by the 35W Solutions Alliance.

### **I. Southwest Corridor**

Hennepin County is doing transit study work on a busway in a corridor along right of way the Rail Authority owns from downtown Minneapolis to Hopkins. It is experiencing some opposition from residents because a trail has been located along the right of way owned by the Rail Authority, even though the trail and busway could coexist.

### **J. 29<sup>th</sup> Street Corridor**

Hennepin County is doing transit study work along right of way its Rail Authority owns along the 29<sup>th</sup> Street Corridor, just north of Lake Street in Minneapolis.

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

6

## REQUEST FOR BOARD ACTION

### REGIONAL RAIL AUTHORITY

K. DeSpiegelaere  
Authorized Signature

9/17/99  
Date

### Board Action Requested

Approve contract with Metro Transit for project management services for the Riverview and Central Corridors

ACTION IS REQUESTED

### Request Justification

See Attached:

- (1) Proposed resolution
- (2) Memorandum from K. DeSpiegelaere
- (3) Contract

Budgeting and Accounting

County Attorney

Risk Management

[Signature]  
[Signature]  
[Signature]

Documentation certified complete for:

Board Date

Signature

Date



# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No: \_\_\_\_\_

WHEREAS, Ramsey County Regional Railroad Authority adopted Resolution R99-23 on June 22, 1999 authorizing its Director to negotiate a contract with Metro Transit for the provision of project management services for three projects approved on February 23, 1999 by the Board of the Regional Railroad Authority:

Riverview, connecting the Lower East Side, downtown St. Paul to the airport and jointly with Hiawatha to the Mall of America;

Central, connecting downtown St. Paul and Minneapolis;

Hennepin/Ramsey Commuter Rail Connector, connecting to the Northstar and Red Rock Corridors, between downtown St. Paul and Minneapolis; and

WHEREAS, The contract will be funded with 80% federal, 10% state and 10% Ramsey County Regional Railroad Authority funds which were appropriated in prior years; and

WHEREAS, A contract has been developed with Metro Transit for provision of services for a two year period in an amount not to exceed \$345,800; Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority approves the contract with Metro Transit and authorizes its Chair to execute the contract; and Be It Further

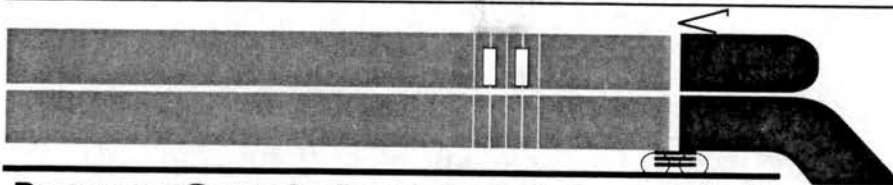
RESOLVED, That placement of a project manager on assignment to Ramsey County Regional Railroad Authority or the expenditure or obligation of funds towards this project will only occur once federal and state funding for the project work is approved and appropriated by the RCRRA Board.

### RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Dino Guerin        | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Tony Bennett, Chairman

By: \_\_\_\_\_  
Rafael E. Ortega, Secretary



**Ramsey County Regional Railroad Authority**

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard  
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

Memorandum

To: Ramsey County Regional Railroad Authority Commissioners

From: Kathryn DeSpiegelaere *KD*

Subject: Contract with Metro Transit for Project Management Services

Date: August 27, 1999

A proposed resolution relating to approval of a contract with Metro Transit for project management services for Ramsey County major transit corridors is attached. Key provisions of the contract and resolution are:

1. Metro Transit will hire a project manager with rail experience.
2. The project manager will be a loaned employee, officed at Ramsey County, reporting to the Director of the Regional Railroad Authority.
3. The project manager will manage consultant work and projects relating to the Central and Riverview corridors.
4. The contract expenses will not exceed \$182,400 for the first year and \$163,400 for the second year for a total of \$345,800.
5. The contract is for a two year period and is both cancellable and renewable.
6. The contract will be funded with federal (80%), state (10%) and Ramsey County RRA previously levied funding (10%).

The overhead factor being paid to Metro Transit (50%) compares to the overhead factor being paid by the Railroad Authority for employees of Ramsey County Public Works Department who are on loan to the Railroad Authority averaging 52%.

Recommendation:

This arrangement with Metro Transit appears to be favorable for both Ramsey County Regional Railroad Authority and Metro Transit. A resolution for your consideration approving the contract is attached.

# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: June 22, 1999

No: R99-23

WHEREAS, Ramsey County Regional Railroad Authority adopted on February 23, 1999 a position that its preferred corridors for transit in the county were:

Riverview, connecting the Lower East Side, downtown St. Paul to the airport and jointly with Hiawatha to the Mall of America;

Central, connecting downtown St. Paul and Minneapolis;

Hennepin/Ramsey Commuter rail Connector, connecting to the Northstar and Red Rock Corridors, between downtown St. Paul and Minneapolis; and

WHEREAS, Although engineering and planning consulting services will be used for the majority of the work to be conducted in these corridors; and

WHEREAS, Additional staff services will be needed by Ramsey County Regional Railroad Authority to progress work in the three corridors in the areas of project manager, procurement, contracts, grant management, budget/accounting, legal, risk management, community education, legislative, public information and administrative support; Now, Therefore, Be It

RESOLVED, That Ramsey County Regional Railroad Authority's Director is authorized to negotiate a contract with Metro Transit for the provision of project management services for the three projects; and Be It Further

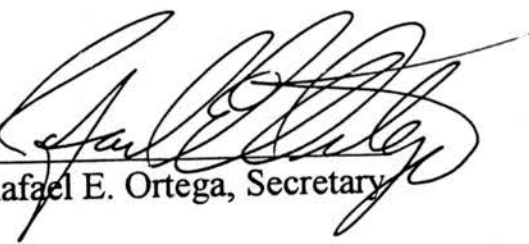
RESOLVED, That the contract will be returned to Ramsey County Regional Railroad Authority for its approval.

### RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA | NAY | OTHER |
|--------------------|-----|-----|-------|
| Tony Bennett       | X   | —   | —     |
| Dino Guerin        | X   | —   | —     |
| Susan M. Haigh     | X   | —   | —     |
| Rafael E. Ortega   | X   | —   | —     |
| Victoria Reinhardt | X   | —   | —     |
| Janice Rettman     | X   | —   | —     |
| Jan Wiessner       | X   | —   | —     |

Tony Bennett, Chairman

By:

  
Rafael E. Ortega, Secretary

**AGREEMENT FOR MANAGEMENT SERVICES BETWEEN  
RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY  
AND METROPILTAN COUNCIL**

This agreement is entered into on this \_\_\_\_ day of \_\_\_\_\_, 1999, between the **RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY (RCRRA)**, a political subdivision of the State of Minnesota, and the **METROPOLITAN COUNCIL (COUNCIL)**, a public corporation and political subdivision of the State of Minnesota.

**WITNESSETH:**

**WHEREAS**, the RCRRA desires professional management services to manage projects, grants, and related activities in connection with rail transit and related transit and transportation activities, and

**WHEREAS**, the COUNCIL has or will have employees with desirable and useful expertise and experience providing such services for transit and transportation projects; and

**WHEREAS**, the RCRRA desires to enter into this agreement whereby the COUNCIL shall designate one or more of its employees to provide services to the RCRRA.

**NOW, THEREFORE**, the RCRRA and COUNCIL for the mutual covenants, promises, and consideration stated herein, agree as follows:

**I. GENERAL CONDITIONS**

- A. The COUNCIL shall assign one or more of its employees to perform the services stated in Section II of this agreement for the RCRRA.
- B. The employees assigned shall have their offices in a location designated by RCRRA. All office expenses, including but not limited to, office furnishings, secretarial assistance, telephone, telecopier, and computers shall be provided by the RCRRA at RCRRA's sole cost and expense. If the employees' offices are provided by COUNCIL, RCRRA shall reimburse COUNCIL for such expenses.

- C. The RCRRA shall have the authority to approve or reject any employee or employees assigned by the COUNCIL.
- D. The RCRRA shall have the authority at any time during the term of this agreement to request that the employee or employees assigned by the COUNCIL pursuant to paragraph I(A) of this agreement be replaced by other suitable employees approved by the RCRRA. In the event the COUNCIL is unable to provide replacement employees, agreeable to both parties to this agreement, the agreement shall terminate and be of no further force or effect. COUNCIL shall have 30 days from the date of request by RCRRA to provide such replacement.
- E. RCRRA will have no authority to discipline the employee provided by COUNCIL. RCRRA's sole remedy for unsatisfactory performance by the employee will be to return the employee to COUNCIL for reassignment.
- F. The employee or employees will continue to be employees of COUNCIL, and shall remain on the COUNCIL payroll and shall be subject to all personnel policies and procedures of COUNCIL. The employees shall receive benefits provided by COUNCIL to its employees, and shall not receive benefits provided by RCRRA to its employees. RCRRA shall pay relocation expenses to a maximum of \$25,000.00.
- G. The employee shall receive individual work assignments from the RCRRA. The RCRRA may, in its discretion, provide daily supervision and direction for the employee.
- H. The RCRRA shall be solely responsible for deciding the job duties of the employee and determining the minimum qualifications for employees.

## II. EMPLOYMENT TASKS

- A. The employee will be a project manager supervising outside contractors and vendors in the preparation of research studies, environmental studies, public relations/public information programs, and related programs or projects. If the qualifications necessary to provide the project management services change because of the nature of the project supervised, so that the employee is not qualified to adequately manage or supervise the project, the RCRRA may request that another employee of COUNCIL be assigned to manage the project.
- B. The employee will perform duties as outlined in the job description for the Job Manager, Rail Projects, which is attached hereto and incorporated herein as Exhibit A.



### III. GENERAL CONSIDERATIONS

#### A. SERVICE

Services performed by the COUNCIL under this contract shall be performed in a diligent and competent manner, and their performance shall be subject to review and inspection by the RCRRA.

#### B. ASSIGNMENT

The COUNCIL shall not assign any interest or obligation in this agreement without the prior written consent of the RCRRA.

#### C. CONTRACT INSURANCE REQUIREMENTS.

The COUNCIL shall purchase and maintain such insurance, or maintain a program of self-insurance, as will protect the COUNCIL from claims set forth below which may arise out of, or result from, the COUNCIL operations under the contract, whether such operations be by the COUNCIL or by any subcontractor or by anyone directly employed by them, or by anyone for whose acts any of them may be liable.

Unless covered by a program of self-insurance, the COUNCIL shall obtain the following policies and, as applicable, attach certificates of insurance to signed contract.

#### Workers' Compensation and Employer's Liability Insurance:

1. In accordance with the provisions of Minn. Stat. § 176.182 (1986), the COUNCIL agrees to provide acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. § 176.181, subd. 2 (1986). Insurance shall include an all-states or universal endorsement.

This section shall not be construed to create any liability on the part of the state, the RCRRA, or any governmental subdivision to pay workers' compensation benefits or to indemnify the special compensation funds, an employer, or insurer who pays workers' compensation benefits.

2. Employer's liability insurance shall be written for minimum limits of \$500,000 per accident and the policy shall include an all-states endorsement.

#### Comprehensive General Liability Insurance

1. Bodily injury and property damage (CSC)

##### Minimum Limits

\$ 600,000 per occurrence

\$1,000,000 aggregate

2. The following coverages must be specifically insured and certified with no internal limits:
  - a) Premises and operations
  - b) Independent contractor's contingent liability or owner's protective liability
  - c) Products/completed operations liability
  - d) Personal injury liability including claims related to employment, including coverages a, b, and c
  - e) Broad form property damage liability or deletion of the "Care, Custody, and Control Exclusion"
  - f) Contractual liability, either specifically endorsed to acknowledge this contract or on a blanket basis
  - g) Cross liability endorsement with Ramsey County named as additional insured
3. Professional Liability Insurance:  

Minimum Limits  
\$1,000,000 per occurrence  
\$1,000,000 aggregate
4. Automobile liability insurance
  - a) Minimum Limits  
\$ 600,000 combined single limit  
\$1,000,000 aggregate
  - b) Owned, non-owned, and hired auto
5. City or state licenses as required

Any certificates provided shall specifically indicate if the policy is written with an admitted or non-admitted carrier. Best's rating for the insurers shall be noted on the certificate of insurance, and shall not be less than a B+.

All certificates of insurance shall provide that the insurance company shall give the RCRRA 30 days prior written notice of cancellation, non-renewal, or any material changes in the policy. On the certificate, the agency shall certify whether or not it carries errors and omissions coverage.

The above sub-paragraphs established minimum insurance requirements, and it is the sole responsibility of the COUNCIL to purchase and maintain additional insurance or self-insurance that may be necessary in connection with this contract.

Nothing in this contract shall constitute a waiver by the RCRRA or the COUNCIL of any statutory or common law immunities or limitations on liability.

**D. INDEPENDENT CONTRACTOR CLAUSE**

For the purpose of this agreement, the COUNCIL shall be deemed to be an independent contractor and not an employee of the RCRRA. Any and all agents, servants, or employees of the COUNCIL or other persons, while engaged in the performance of any work or services required or provided for under this agreement, shall not be considered employees of the RCRRA, and any and all claims, including those under the Workers' Compensation Act of the state of Minnesota, that may or might arise on behalf of the COUNCIL, its agents, servants, or employees as a consequence of any act or omission on the part of the COUNCIL, its agents, servants, employees, or other persons shall in no way be the obligation or responsibility of the RCRRA. The COUNCIL, its agents, servants, or employees shall be entitled to none of the rights, privileges, or benefits of RCRRA employees/agents except as otherwise may be stated herein.

**E. CONFLICT OF INTEREST**

COUNCIL agrees that it is currently unaware of any conflict of interest with any party under this agreement. COUNCIL agrees that, if any conflict of interest or potential conflict of interest should arise in the future, the COUNCIL shall immediately inform the RCRRA of the conflict.

**F. ALTERATION CLAUSE**

Any amendment, alteration, variation, modification, or waiver of the provisions of this agreement shall be valid only after it has been reduced to writing and duly signed by both parties.

**G. NON-CONFORMING SERVICES**

The acceptance by the RCRRA of any non-conforming services under the terms, conditions, and covenants of this agreement, or the foregoing by the RCRRA of any of its rights or remedies arising under the terms of this agreement shall not constitute a waiver of the RCRRA's right to conforming services or any rights and/or remedies in respect to any subsequent breach or default of the terms, conditions, and covenants of this agreement. The rights and remedies of the RCRRA provided for under the terms of this agreement are cumulative and not mutually exclusive.

**H. SET-OFF CLAUSE**

Notwithstanding any provisions of this agreement to the contrary, the COUNCIL shall not be relieved of liability to the RCRRA for damages sustained by the RCRRA by virtue of any breach of this agreement by the COUNCIL, and RCRRA may withhold any payments to the COUNCIL for the purpose of set-off until such time as the exact amount of damages due the RCRRA from the COUNCIL is determined.

**I. LIMITATIONS**

The COUNCIL shall not be required to furnish the service required under this contract or any portion thereof in the event of its inability to do so by virtue of a concerted refusal of its employees to work or any strike of any kind or character of its or other employees, including a so-called "wild cat strike" or slowdown or stoppage, any riot, civil strife or disturbance, closing of streets, roads, or bridges, inclement weather, destruction by any

means or methods of any of its property necessary for the performance thereof, flood, fire, act of God, or any other cause beyond its control.

**J. COMPLIANCE WITH MINN. STAT. § 363.073, AND MINNESOTA RULES PARTS 5000.3400 TO 5000.3600**

**Affirmative Action**

The COUNCIL hereby agrees that it will comply with Minn. Stat. § 373.073, as amended by Act of April 16, 1988, ch. 600, 1988 Minn. Laws 917, and Minnesota Rules Parts 5000.3400 to 5000.3600, and applicable common law interpretations. The purpose of this legislation is to increase employment opportunities for women, minorities, and disabled individuals by requiring contractors to adopt and implement affirmative action programs approved by the Commissioner of Human Rights.

**K. EQUAL EMPLOYMENT OPPORTUNITY**

The COUNCIL agrees to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, or age. When required by law and requested by the RCRRA, the COUNCIL shall furnish a written affirmative action plan.

**L. COMPLIANCE WITH APPLICABLE LAW**

The COUNCIL further agrees to comply with all applicable federal, state, and local laws or ordinances, and all applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the COUNCIL's performance of the provisions of this agreement. It shall be the obligation of the COUNCIL to apply for, pay for, and obtain all permits and/or licenses required by any governmental agency for the provision of those services contemplated in the agreement.

**M. ACCESS TO RECORDS/AUDIT**

1. The RCRRA and the COUNCIL, either's respective authorized representatives, or the state auditor shall have full access to all records relating to the performance of this agreement.
2. The RCRRA and the COUNCIL agree to maintain records relating to all services provided under this agreement and shall retain all such documentation for six (6) years following the termination of this agreement. Such respective records shall be made available for audit or inspection at any time upon request of the RCRRA and the COUNCIL or either's respective authorized representatives.

**N. INTERPRETATION ACCORDING TO MINNESOTA LAW**

This agreement shall be interpreted and construed according to the laws of the state of Minnesota. All litigation regarding this agreement shall be venued in the state of Minnesota.

O. **ENTIRE AGREEMENT CLAUSE**

This agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

P. **TERMINATION**

Either party may terminate this agreement, with or without cause, upon 30 days written notice to the other party. Upon such termination, the employee shall return to COUNCIL for reassignment.

Q. **DATA PRIVACY**

All data collected, created, received, maintained, or disseminated for any purpose in the course of contractor's performance of this agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. § 13 (1984), or any other applicable state statutes, any state rules adopted to implement the Act, as well as federal regulations on data privacy. The RCRRA and the COUNCIL each agree to abide strictly by these statutes, rules, and regulations.

R. **PARTIES REPRESENTATIVES**

**RCRRA**

Kathryn DeSpiegelaere, Director  
Ramsey Co. Regional Railroad Authority

**COUNCIL**

John Byrd  
Assistant General Manager -  
Rail Operations

S. **NOTICES**

**RCRRA**

50 West Kellogg Boulevard  
Suite 560  
St. Paul, MN 55102

**COUNCIL**

560 Sixth Avenue North  
Minneapolis, MN 55411

IV. **TERM**

The term of this agreement may be extended by amendment of this agreement pursuant to provisions of paragraph III(G). This agreement shall be effective the date approved by the last of the parties and shall remain in effect for two (2) years from that date unless otherwise terminated by the parties.

V. **PAYMENTS FOR SERVICES**

- A. Compensation to COUNCIL for performance of services identified in Section II shall be made in accordance with the established billing rates set forth in Exhibit B. COUNCIL shall be responsible for compensating the assigned employee or employees.
- B. Payments shall be made to the COUNCIL by the RCRRA on a monthly basis. If the employee is terminated during a month, the amount payable by the RCRRA shall be the



employee's daily rate multiplied by the number of days the employee worked. The daily rate is to be calculated by multiplying the monthly rate stated in Exhibit B by 12 and dividing the result by 260.

- C. Payments shall be made within 30 days of the date the services are provided.
- D. The hourly billing rates stated on Exhibit B shall be modified automatically from time to time to reflect changes in compensation paid by COUNCIL to the assigned employee. Such changes shall be passed through to the RCRRA, but will not increase any administrative overhead costs charged.

RAMSEY COUNTY, MINNESOTA

By: \_\_\_\_\_  
Tony Bennett, Chair  
Ramsey County Regional Railroad Authority

APPROVED AS TO FORM:

*Dan MacNeil*  
Assistant County Attorney

RECOMMENDED FOR APPROVAL

*Kathryn Hespigelaars*  
Director  
Ramsey County Regional Railroad Authority

\_\_\_\_\_  
Risk Manager

Funds Available: SUBJECT TO APPROVAL OF  
Account No. MNDOT GRANT AGREEMENT

*K. Cantel*  
Budget & Accounting

METROPOLITAN COUNCIL

By: *Richard P. Johnson*  
for James J. Solem  
Regional Administrator

RECOMMENDED FOR APPROVAL

*Arthur T. Leahy*  
Arthur T. Leahy  
General Manager - Metro Transit

APPROVED AS TO FORM:

*Jay R. Lindgren*  
General Counsel



**EXHIBIT A**  
**JOB DESCRIPTION**  
**MANAGER, RAIL PROJECTS**

**DIVISION:** Metro Transit Operations

**REPORTS TO:** Assistant General Manager, Rail Operations

**GRADE:** 13

**PRIMARY OBJECTIVE:** Plans, directs, manages, and coordinates Bus and Rail projects studies and activities including Corridor Studies, Environmental Impact Studies (EIS), Demand and Ridership Forecasting for Bus, Light Rail, Heavy Rail, Commuter and Multimodal Transportation Studies for major capital improvement projects.

**RESPONSIBILITIES:**

1. Ensures that goals and objectives of the project are accomplished within prescribed timelines and within funding guidelines.
2. Plans and reviews project proposals to determine time frames, funding limitations; develops project procedures, establishes staffing requirements, allotment of available resources; assigns and monitors project personnel.
3. Establishes work plans and staffing for each phase of the project and arrangements for recruitment or assignment of project personnel.
4. Confers with project staff to outline work plan and assignment of duties, responsibilities and scope of authority.
5. Directs and coordinates activities of project personnel and consultants to ensure project progresses according to schedule and within budget.
6. Review status reports prepared by project personnel and modifies schedules and timelines as required.
7. Prepares project status reports for management, clients or others as requested.
8. Confers with project personnel to provide technical advice and to resolve problems.
9. Coordinates with parent agency staff for available resources or support.

10. May coordinate project activities with the activities of federal or state governments, local municipalities, other agencies, consultants, the general public, business or varied individuals otherwise connected with the project.

11. Other duties as assigned.

#### QUALIFICATIONS:

1. Bachelor's Degree in Planning, Public Administration, Engineering or a related field plus eight years of progressively responsible experience rail infrastructure planning, design or management or ten years of progressively responsible rail infrastructure planning, design or management.
2. Extensive knowledge of project management methods/techniques.
3. Knowledge of tools and techniques for planning projects.
4. Knowledge of governmental agency unit budget preparation and of policies and procedures for development and implementation of large projects.
5. Ability of work with minimum supervision, and work and communicate effectively with all stakeholders.
6. Ability to structure assignments, manage complex problems independently and provide high level technical and project management skills.
7. Well developed verbal, written communication and interpersonal skills.
8. Project management and leadership skills, including developing effective units and project teams, problem solving, scheduling, and budgeting.

**EXHIBIT B**  
**BILLING RATES**

Subject to the contingencies listed below, the following billing rates are established for the years stated.

1. December 1, 1999 to November 30, 2000

|                                                                                     |                          |
|-------------------------------------------------------------------------------------|--------------------------|
| A. Direct Compensation/Salary                                                       | \$82,000.00 <sup>1</sup> |
| B. Overhead factor for fringe benefits and administrative expenses of Metro Transit | 41,000.00 <sup>2</sup>   |
| C. Relocation Expense                                                               | 25,000.00 <sup>3</sup>   |
| D. Mileage/Parking Reimbursement                                                    | 2,400.00 <sup>4</sup>    |
| E. Travel                                                                           | 7,000.00 <sup>4</sup>    |
| F. Contingency                                                                      | 25,000.00 <sup>5</sup>   |

2. December 1, 2000 to November 30, 2001

|                                                                                    |                          |
|------------------------------------------------------------------------------------|--------------------------|
| A. Direct Compensation/Salary                                                      | \$86,000.00 <sup>1</sup> |
| B. Overhead factor for fringe benefits and administrative expense of Metro Transit | 43,000.00 <sup>2</sup>   |
| C. Mileage/Parking Reimbursement                                                   | 2,400.00 <sup>4</sup>    |
| D. Travel                                                                          | 7,000.00 <sup>4</sup>    |
| E. Contingency                                                                     | 25,000.00 <sup>5</sup>   |

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<sup>1</sup> If the actual direct salary/compensation paid to the employee is less than the amount stated, the RCRRRA will be liable only for the compensation actually paid.

<sup>2</sup> If the actual compensation paid to the employee is less than the amount stated, the actual overhead factor will be adjusted to equal Fifty Percent (50%) of the actual compensation paid.

<sup>3</sup> Any unused relocation expense funds shall be returned to the RCRRRA.

<sup>4</sup> Mileage, parking, and travel will be reimbursed to the employee on the basis of actual expenses incurred. If actual expenses are less than the amounts stated, any surplus shall be refunded to the RCRRRA.

<sup>5</sup> Payments from the contingency account must be approved by the Director, RCRRRA prior to disbursing funds, such approval not to be unreasonably withheld. Any monies not disbursed from the contingency account will be refunded to the RCRRRA.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

7

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

*K. DeSpiegelaere*  
Authorized Signature

*9/8/99*  
Date

Board Action Requested

Approve trail plan for RCRRA right of way  
between Maryland and Frost Avenues

**ACTION IS REQUESTED**

Request Justification

See attached:

1. Proposed resolution
2. Memorandum from K. DeSpiegelaere

Budgeting and Accounting

County Attorney

Risk Management

*At Council*  
*Art MacMillan*

Documentation certified complete for:

Board Date

Signature

Date

# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No: \_\_\_\_\_

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(page 1 of 2)

WHEREAS, On December 17, 1992, Ramsey County Regional Railroad Authority (RCRRA) purchased 6.4 miles of abandoned railroad right of way from Burlington Northern Railroad Company, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood; and

WHEREAS, On April 13, 1993, RCRRA approved a joint powers agreement that defines the roles and responsibilities of Ramsey County, RCRRA, and the City of St. Paul in the planning, development, and operation of the right of way for regional trail and potential future light rail transit; and

WHEREAS, The joint powers agreement provides that RCRRA shall have the right of review and approve all temporary and permanent trail construction and alignment plans prepared by the City and County, and that no construction or reconstruction of the trail shall take place until such approval is given by the Authority to the City and County; and

WHEREAS, On June 22, 1993, RCRRA approved the "Master Plan for the Burlington Northern Regional Trail Corridor", prepared by the Parks and Recreation Departments of the City of St. Paul and Ramsey County as required by the joint powers agreement; and

WHEREAS, Pursuant to the joint powers agreement, the RCRRA granted easements to the city of St. Paul for construction of the trail within the city and to Ramsey County for construction of the trail outside the City of St. Paul; and

WHEREAS, Ramsey County has provided to RCRRA a copy of its construction plan for Project S.P. 62-090-01, which will utilize that portion of the right of way from Maryland Avenue to Frost Avenue, in the cities of St. Paul and Maplewood, and has requested its approval; and

WHEREAS, Project S.P. 62-090-01 includes areas within the city of St. Paul which will require the city of St. Paul to convey its easement interest to Ramsey County, and such conveyance requires the approval of the RCRRA; and

WHEREAS, RCRRA has reviewed the trail plan and has prepared recommendations for implementation on which the formal approval of the plan should be conditioned; Now, Therefore, Be It

RESOLVED, That RCRRA approve the plan, conditioned upon the following:

- (a) That Ramsey County recognize that future development of light rail transit on this property may require the relocation of some of the improvements to be constructed in accordance with the trail plan;

# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No: \_\_\_\_\_

(page 2 of 2)

- (b) In the event RCRRA requires replacement of approximately 3,000 cubic meters of berm soil at Arlington Avenue the County will pay the cost of the soil and its placement; and Be It Further

RESOLVED, That federal, state and regional funds will be used for construction of the trail. The funding source must not preclude future development of light rail transit along RCRRA right of way; and Be It Further

RESOLVED, That the Chairman of RCRRA is authorized to sign the plans on its behalf; and Be It Further

RESOLVED, That the RCRRA approves conveyance of the city of St. Paul trail easement between Maryland and Larpenteur avenues to Ramsey County.

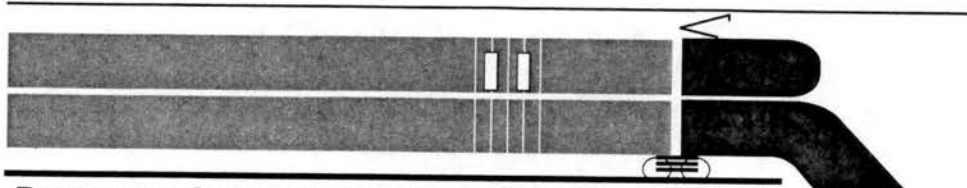
### RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Dino Guerin        | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Tony Bennett, Chairman

By: \_\_\_\_\_  
Rafael E. Ortega, Secretary





## **Ramsey County Regional Railroad Authority**

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard  
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

### MEMORANDUM

TO: Ramsey County Regional Railroad Authority Commissioners  
Paul Kirkwold, Acting County Manager

FROM: Kathryn DeSpiegelaere

SUBJECT: Ramsey County Regional Railroad Authority approval of Ramsey County recreation trail

DATE: September 14, 1999

On April 13, 1993, Ramsey County Regional Railroad Authority (RCRRA) approved a joint powers agreement which defined the roles and responsibilities of RCRRA, Ramsey County, and the City of St. Paul in the planning and development of the Northeast Corridor right of way for regional trail and potential future light rail transit use. This agreement provided the RCRRA with the right to review and approve all temporary and permanent trail construction and alignment plans prepared by the City and County.

The County has provided to RCRRA its plan for construction of a recreational trail upon the Northeast Corridor (map included) from Frost Avenue to the Phalen Regional Park north of Maryland Avenue.

The County's plan has been reviewed by RCRRA staff, and the following recommendations have been made with respect to the content of the plan and RCRRA approval thereof:

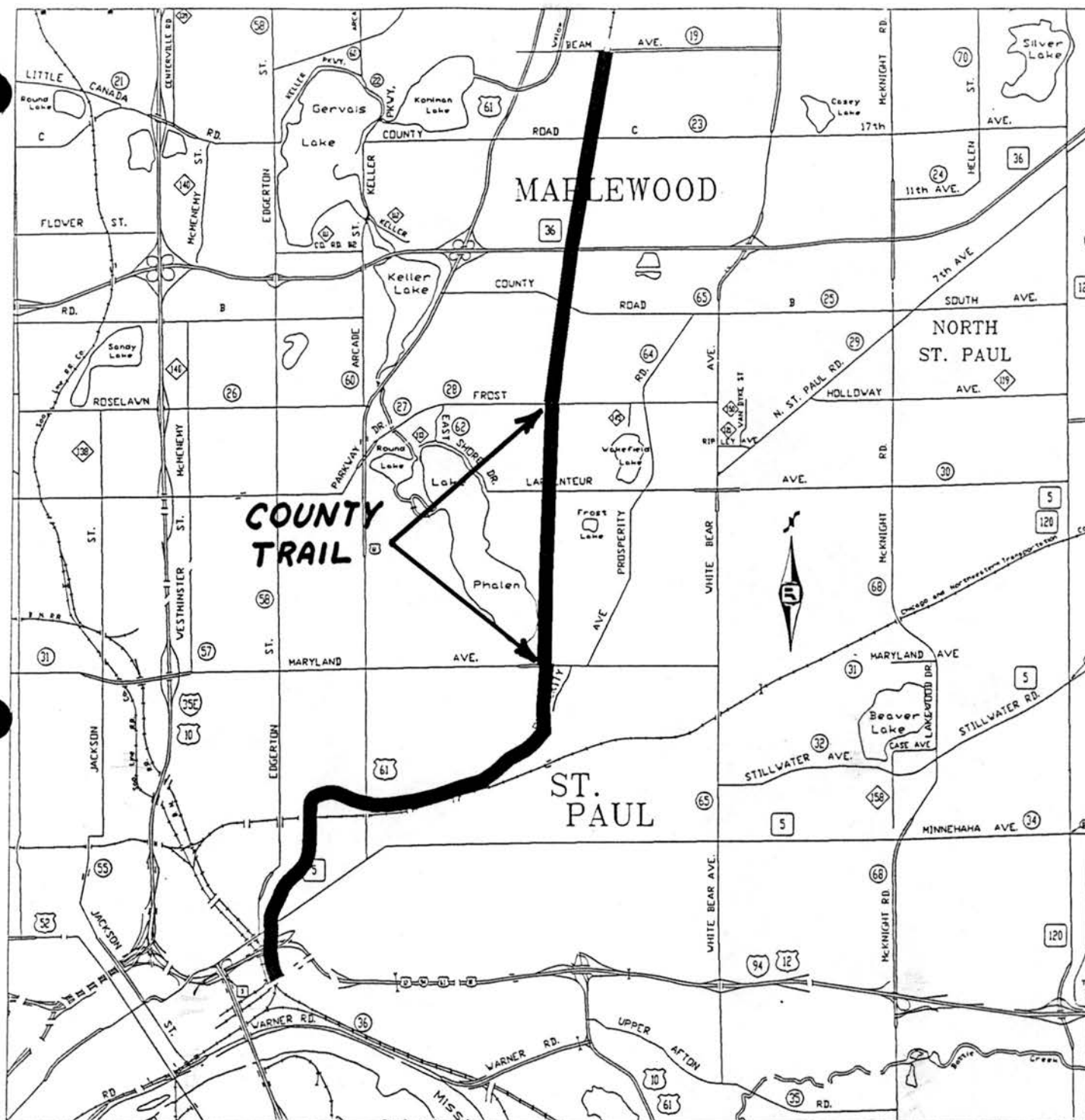
1. That Ramsey County recognize that future development of light rail transit on this property may require the relocation of some of the improvements to be constructed in accordance with the trail plan.
2. That the RCRRA be left in a buildable condition at the intersection of Arlington Avenue. The County's trail plan shows an excavation on the west side of the berm at this location to accommodate the trail from the top of the berm to the grade of Arlington Avenue. This necessitates the removal of approximately 3,000 cubic meters of berm soil which will be used to bring the trail to grade on top of the berm. In the event the RCRRA requires replacement of this material in the future the Joint Powers Agreement requires the County to pay the cost of the material and its placement.

3. The County's construction plan utilizes a portion of RCRRA right of way within the City of St. Paul between Maryland Avenue and Larpenteur Avenue. To construct the trail in this area, the City of St. Paul will have to convey its easement interest to Ramsey County, and this conveyance requires the approval of the RCRRA.
4. Federal, State and Regional funds will be used for construction of the trail. The funding source must not preclude future development of light rail transit along RCRRA right of way.
5. The construction of the trail will require RCRRA to cancel one lease agreement. Construction shall not begin before August 31, 1999 in order to provide the lease holder time to remove his encroachments.

These recommendations have been discussed with the staff of the Ramsey County Parks Department.

**RECOMMENDATION:**

Approval of Ramsey County's trail plan, conditioned upon Ramsey County's satisfaction of the recommendations of this memo.



**RAMSEY COUNTY**  
Regional Railroad Authority

**LOCATION MAP**  
Northeast Corridor  
Kellogg Boulevard to  
Beam Avenue

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

8

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K. DeSpiegelaere  
Authorized Signature

9/8/99  
Date

Board Action Requested

Right of way negotiations by Hennepin and Ramsey County Regional Railroad Authorities in Minneapolis, St. Anthony, and Roseville

ACTION IS REQUESTED

Request Justification

See attached memorandum from K. DeSpiegelaere

Budgeting and Accounting

County Attorney

Risk Management

W. C. Dettl  
W. C. Dettl

Documentation certified complete for:

Board Date

Signature

Date

# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No: \_\_\_\_\_

WHEREAS, Ramsey County Regional Railroad Authority has authorized its staff to negotiate with Burlington Northern for purchase of right of way that includes a section in Roseville because of its transit potential; and

WHEREAS, Hennepin and Ramsey County Regional Railroad Authorities have had discussions with Burlington Northern about the purchase; Now, Therefore, Be It

RESOLVED, That staff of Ramsey County Regional Railroad Authority is authorized to continue purchase negotiations; and Be It Further

RESOLVED, That Ramsey County Regional Railroad Authority authorizes its staff to seek State Rail Bank funds from the Minnesota Department of Transportation for half of the purchase price; and Be It Further

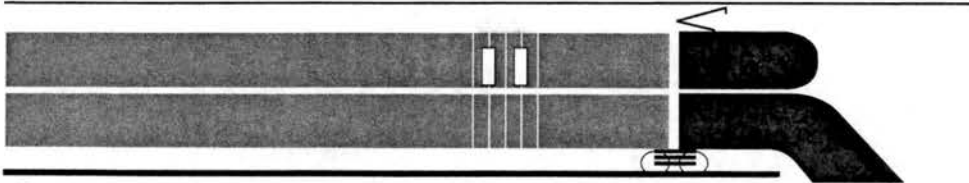
RESOLVED, That Ramsey County Regional Railroad Authority indicates its general support for funding its proportional share of the right of way subject to approval of a purchase agreement with Burlington Northern Railroad.

### RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Dino Guerin        | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Tony Bennett, Chairman

By: \_\_\_\_\_  
Rafael E. Ortega, Secretary



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**Ramsey County Regional Railroad Authority**

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665 Ramsey County Government Center-West, 50 West Kellogg Boulevard  
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

**Memorandum**

**To:** Ramsey County Regional Railroad Authority Commissioners  
Paul Kirkwold, Acting County Manager

**From:** Kathryn DeSpiegelaere, Director

**Subject:** Right of way acquisition

**Date:** September 7, 1999

You have previously expressed an interest in and authorized staff to negotiate with Burlington Northern for right of way purchase in Roseville, St. Anthony and Minneapolis (see map and resolutions attached). This right of way purchase is consistent with use for transportation purposes identified in the Ramsey County Comprehensive Light Rail Transit Plan.

The 2.43 mile segment of right of way is located in Ramsey and Hennepin Counties. It is generally 50 feet wide in Hennepin County and 100 feet wide in Ramsey County and is 16.2 acres in size. The Ramsey portion is .25 miles long.

There is a potential that 50% of the purchase price can be obtained from the Minnesota Department of Transportation State Rail Bank program.

Hennepin and Ramsey County Regional Railroad Authorities are being requested by the East Minneapolis Rail Corridor Coalition (Roseville, St. Anthony, Minneapolis, Minnesota Department of Transportation, Minnesota Department of Natural Resources, Metropolitan Council, Metro Transit, Minneapolis Parks and Recreation Board, I-35W Coalition) to fund the remaining costs. The exact cost is still the subject of negotiations with Burlington Northern. It is anticipated that Ramsey County Regional



Railroad Authority's share would be less than \$100,000 if state rail bank funds are obtained. Railroad Authority funding has been set aside in previous years for acquisition of right of way from Burlington Northern from Beam Avenue in Maplewood to the north. Those negotiations have stalled, and a portion of that funding could be used for this acquisition.

Recommendation:

The attached resolution authorizes staff in cooperation with Hennepin County Regional Railroad Authority to negotiate with Burlington Northern, to seek state rail bank funds and to return to Ramsey County Regional Railroad Authority with a purchase agreement for approval once negotiations have concluded.

# EAST MINNEAPOLIS, MINNESOTA TRACKAGE

DOCKET AB-6  
SUB NO. 381X  
EXHIBIT A

MILEPOST 2.43

MILEPOST 0.00

MINNEAPOLIS



# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: March 16, 1999 No: R99-10

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(page 1 of 2)

WHEREAS, The Burlington Northern and Sante Fe (BNSF) Railroad Company owns a rail line and corridor through the cities of Roseville, St. Anthony and Minneapolis; and

WHEREAS, The BNSF is proposing to abandon this rail line and corridor; and

WHEREAS, This rail line and corridor is not being currently used, nor has it been used for railroad purposes during the past two years; and

WHEREAS, Representatives from the cities of Minneapolis, Roseville and St. Anthony have met with representatives from the Minnesota Department of Transportation, Minnesota Department of Natural Resources, Ramsey County Regional Railroad Authority, Hennepin County Regional Railroad Authority (HCRRA), Minneapolis Parks and Recreation Board, and Ramsey County Parks Department to explore mutual interest in acquiring the abandoned BNSF Railroad Corridor; and

WHEREAS, The above mentioned representatives have agreed to pursue acquisition of the abandoned rail line for an ultimate transportation use with the possibility of an interim recreation use; and

WHEREAS, The HCRRA has agreed to lead efforts to conduct an appraisal, a survey, an environmental assessment and a title search of the property as well as to negotiate with the BNSF Railroad for the acquisition of the abandoned rail line; Now, Therefore Be It

RESOLVED, That the Ramsey County Regional Railroad Authority hereby declares support for the acquisition of the currently unused BNSF rail line and corridor through Roseville, St. Anthony and Minneapolis for an ultimate transportation purpose with the possibility of an interim recreation use; and Be It Further

RESOLVED, That a copy of this resolution be forwarded to the HCRRA, Minnesota Department of Transportation, the Transportation Advisory Board and the state and federal legislative delegations representing the three cities.

# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: March 16, 1999 No: R99-09

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(page 2 of 2)

| RAMSEY COUNTY REGIONAL | RAILROAD AUTHORITY                  |                          |                          |
|------------------------|-------------------------------------|--------------------------|--------------------------|
|                        | YEA                                 | NAY                      | OTHER                    |
| Tony Bennett           | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dino Guerin            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Susan M. Haigh         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Rafael E. Ortega       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Victoria Reinhardt     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Janice Rettman         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Jan Wiessner           | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Tony Bennett, Chairman

By:   
Rafael E. Ortega, Secretary



# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: September 26, 1995

No: R95-18

WHEREAS, Ramsey County Regional Railroad Authority owns linear railroad right of way from Kellogg Boulevard to Beam Avenue in St. Paul and Maplewood; and

WHEREAS, The Ramsey County Regional Railroad Authority's Northeast Corridor Alignment Study recommends two alignments for light rail transit, both of which make use of Burlington Northern (BN) right of way north of County Road F in White Bear Lake; and

WHEREAS, White Bear Lake has received a federal grant to construct a trail on BN right of way; and

WHEREAS, BN has indicated it is interested in abandoning its right of way from Beam Avenue in Maplewood to the City of Hugo; and

WHEREAS, Abandonment is unlikely to occur within the time period necessary to meet White Bear Lake's grant requirements; and

WHEREAS, Continuity of right of way ownership is advantageous to Ramsey County Regional Railroad Authority; Now, Therefore, Be It

RESOLVED, That RCRRA authorizes its staff to (1) scope the options for purchase of the right of way and (2) negotiate with Burlington Northern for purchase of the right of way before abandonment occurs; and Be It Further

RESOLVED, That these actions are to be undertaken in a cooperative manner with White Bear Lake and Washington County staff.

### RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                   | YEA      | NAY | OTHER         |
|-------------------|----------|-----|---------------|
| John T. Finley    | <u>x</u> | ___ | ___           |
| Susan M. Haigh    | <u>x</u> | ___ | ___           |
| Hal Norgard       | <u>x</u> | ___ | ___           |
| Rafael E. Ortega  | <u>x</u> | ___ | ___           |
| Warren W. Schaber | ___      | ___ | <u>absent</u> |
| Brenda Thomas     | ___      | ___ | <u>absent</u> |
| Richard Wedell    | <u>x</u> | ___ | ___           |

John T. Finley, Chairman

By: Warren W. Schaber  
Warren W. Schaber, Secretary

# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

9

## REQUEST FOR BOARD ACTION

### REGIONAL RAIL AUTHORITY

K. H. Spiegel  
Authorized Signature

9/7/99  
Date

### Board Action Requested

Ratify partial payments No. 4 in the amount of \$32,545.58 and No. 5 in the amount of \$108,496.63 to Parsons Brinckerhoff Quade and Douglas, Inc. for professional consulting services for the Riverview Corridor Major Investment Study.

**ACTION IS REQUESTED**

### Request Justification

Ramsey County Regional Railroad Authority has contracted the professional Consulting of Parsons Brinckerhoff Quade & Douglas, Inc. of the purpose of conducting the Riverview Corridor Major Investment Study. Payments in the amount of \$32,545.58 for the period ending February 26, 1999 and \$108,496.63 for the period ending April 23, 1999 will be issued upon approval by the Director of Ramsey County Regional Railroad Authority in accordance with contract provisions and Rail Authority Resolution No. R98-26. Payment documentation is being submitted for ratification in compliance with the latter.

Attachments are:

1. Proposed resolution ratifying payments
2. Accounts Payable forms and Partial payments No. 4 and No. 5
3. Parsons Brinckerhoff Quade & Douglas, Inc. Invoice Nos. 4 and 5 and attachments.

Budgeting and Accounting

County Attorney

Risk Management

Documentation certified complete for:

Board Date

Signature

Date



# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No: \_\_\_\_\_

WHEREAS, The Ramsey County Regional Railroad Authority has contracted for the professional consulting services of Parsons Brinckerhoff Quade & Douglas, Inc. for the purpose of conducting the Riverview Corridor Major Investment Study; and

WHEREAS, Parsons Brinckerhoff Quade & Douglas, 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 23, 1999; and

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

WHEREAS, Parsons Brinckerhoff Quade & Douglas, Inc. Invoice No. 4, Partial Payment No. 4, in the amount of \$32,545.58 and Invoice No. 5, Partial Payment No. 5, in the amount of \$108,496.63 attachments thereto, provide the correct documentation of payments due Parsons Brinckerhoff Quade & Douglas, Inc. through April 23, 1999; and

RESOLVED, Payment to Parsons Brinckerhoff Quade & Douglas, Inc. in the amount of \$141,042.21 for services rendered through April 23, 1999, is hereby ratified.

### RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Dino Guerin        | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Tony Bennett, Chairman

By: \_\_\_\_\_  
Rafael E. Ortega, Secretary

2



Business Unit: RRA  
Voucher ID: 00000245

VOUCHER  
Purchase Order Voucher

Page 1  
Run Date: 19.Jul.1999  
Run Time: 10:38:11 AM

Report ID: RMAP19

Voucher Header Information

Pay Method: System Check

|             |             |             |                |                                            |          |           |            |             |           |            |
|-------------|-------------|-------------|----------------|--------------------------------------------|----------|-----------|------------|-------------|-----------|------------|
| Entered Dt  | Invoice ID  | Invoice Dt  | Vendor ID      | Vendor Name                                | Origin   | Preparer  | Entry Stat | Acctg Dt    | Post Stat | Pymnt Trms |
| 19.Jul.1999 | 4           | 27.Apr.1999 | 0000100427     | PARSONS BRINCKERHOFF CHAND & DOLIGI AS INC | ONI      | LONGHEK P |            | 19.Jul.1999 | 11        | Due Now    |
| Status      | Gross Amt   | Use Tax     | Address1       | Address2                                   | Address3 | City      | State      | Zip         |           |            |
| A           | \$32,545.58 | \$0.00      | ONE PENN PLAZA |                                            |          | NEW YORK  | NY         | 10119       |           |            |
| Handling    | Group ID    | Sales Tax   | Pckp Ord# Nbr  |                                            |          |           |            |             |           |            |
| RF          | 0000042     | \$0.00      |                |                                            |          |           |            |             |           |            |

Voucher Line Information

|        |                  |             |            |             |         |   |   |   |      |
|--------|------------------|-------------|------------|-------------|---------|---|---|---|------|
| Line # | Description      | Merch Amt   | Inv Item I | Unit Price  | Prorate | S | U | F | 1099 |
| 1      | ENCUMBRANCE LOAD | \$32,545.58 |            | \$32,545.58 |         | Y | N | Y | N    |

Distribution Line Information

|               |         |       |        |         |         |                   |      |            |              |        |             |         |               |      |
|---------------|---------|-------|--------|---------|---------|-------------------|------|------------|--------------|--------|-------------|---------|---------------|------|
| Line #        | Account | Fund  | Org    | Program | Approp  | Client Name       | BY   | Project ID | Open Item ID | Status | Merch Amt   | Stat Cd | Statistic Amt | Asse |
| 1             | 421501  | 12501 | 150110 | 00000   | 0000000 | Default Client ID | 1998 |            |              |        | \$32,545.58 |         |               | N    |
| Riverview MIS |         |       |        |         |         |                   |      |            |              |        |             |         |               |      |

Payment Comments-Check Stub

INV. 4 \$32,545.58

Voucher Comments

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

Authorization

*K. Helwig*

Date

7/19/99

*200*  
*3*



Business Unit: RRA  
Voucher ID: 00000244

**VOUCHER**  
**Purchase Order Voucher**

Page  
Run Date 19.Jul.1999  
Run Time 10:36:28 AM

Report ID: RMAP19

**Voucher Header Information**

|             |              |             |                |                                         |          |             |            |             |           |            |
|-------------|--------------|-------------|----------------|-----------------------------------------|----------|-------------|------------|-------------|-----------|------------|
| Entered Dt  | Invoice ID   | Invoice Dt  | Vendor ID      | Vendor Name                             | Origin   | Preparer    | Entry Stat | Acctg Dt    | Post Stat | Pymnt Trms |
| 19.Jul.1999 | 5            | 21.May.1999 | 0000100427     | PARSONS BRINCKERHOFF QUAD & DOLIGAS INC | ONI      | I ONGHFKR p |            | 19.Jul.1999 | 11        | Due Now    |
| Status      | Gross Amt    | Use Tax     | Address1       | Address2                                | Address3 | City        | State      | Zip         |           |            |
| A           | \$108,496.63 | \$0.00      | ONE PENN PLAZA |                                         |          | NEW YORK    | NY         | 10119       |           |            |
| Handling    | Group ID     | Sales Tax   | Pckp Ord# Nbr  |                                         |          |             |            |             |           |            |
| RF          | 0000042      | \$0.00      |                |                                         |          |             |            |             |           |            |

**Voucher Line Information**

| Line # | Description      | Merch Amt    | Inv Item I | Unit Price   | Prorate | S | U | F | 1099 |
|--------|------------------|--------------|------------|--------------|---------|---|---|---|------|
| 1      | ENCUMBRANCE LOAD | \$108,496.63 |            | \$108,496.63 |         | Y | N | Y | N    |

**Distribution Line Information**

| Line # | Account | Fund  | Org    | Program | Approp  | Client Name       | BY   | Project ID | Open Item ID | Status | Merch Amt    | Stat Cd | Statistic Amt | As |
|--------|---------|-------|--------|---------|---------|-------------------|------|------------|--------------|--------|--------------|---------|---------------|----|
| 1      | 421501  | 12501 | 150110 | 00000   | 0000000 | Default Client ID | 1998 |            |              |        | \$108,496.63 |         |               | N  |

Payment Comments-Check Stub

INV. 5 \$108,496.63

Voucher Comments

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

Authorization

*K. H. Spiegel*

Date

7/19/99

4

To: Kathy DeSpiegelaere  
Ramsey County Regional Railroad Authority

# BUDGET PROGRESS REPORT

From: Parsons Brinckerhoff

Riverview MIS

Billing Period 1/30/99 - 2/26/99

INVOICE #4  
PB PROJECT No. 19046M

Agreement Expiration Date: April, 2000

| Task Description                          | Physical<br>% Work<br>Completed<br>This<br>Period<br>By Task | Physical<br>% Work<br>Completed<br>To<br>Date<br>By Task | Original<br>Task<br>Budget | Charges<br>Accrued<br>This<br>Period | Total<br>Charges<br>Accrued<br>To<br>Date | % of<br>Budget<br>Used<br>by Task | Budget<br>Remaining<br>by Task | Cost<br>to<br>Complete |
|-------------------------------------------|--------------------------------------------------------------|----------------------------------------------------------|----------------------------|--------------------------------------|-------------------------------------------|-----------------------------------|--------------------------------|------------------------|
| 1                                         | 2                                                            | 3                                                        | 4                          | 5                                    | 6                                         | 7                                 | 8                              | 9                      |
| 1.0 Project Management & Admin            | 10.0%                                                        | 25.0%                                                    | 68,708.76                  | 8,336.99                             | 25,406.84                                 | 36.98%                            | 43,301.92                      | 43,301.92              |
| 2.0 Public Education & Involvement        | 13.0%                                                        | 16.0%                                                    | 217,566.14                 | 10,302.54                            | 45,772.47                                 | 21.04%                            | 171,793.67                     | 171,793.67             |
| 3.0 Land Use & Economic Development       | 0.8%                                                         | 1.6%                                                     | 216,456.85                 | 396.91                               | 3,969.11                                  | 1.83%                             | 212,487.74                     | 212,487.74             |
| 4.0 Transit Service Planning              | 0.0%                                                         | 0.0%                                                     | 31,822.52                  | 2,133.40                             | 2,133.40                                  | 6.70%                             | 29,689.12                      | 29,689.12              |
| 5.0 Conceptual Engineering/Cost Estimates | 0.0%                                                         | 0.0%                                                     | 80,477.68                  | 2,993.82                             | 2,993.82                                  | 3.72%                             | 77,483.86                      | 77,483.86              |
| 6.0 Environmental                         | 1.0%                                                         | 8.7%                                                     | 69,862.13                  | 893.05                               | 6,849.83                                  | 9.80%                             | 63,012.30                      | 63,012.30              |
| 7.0 Financial                             | 0.0%                                                         | 0.0%                                                     | 28,317.50                  | 0.00                                 | 0.00                                      | 0.00%                             | 28,317.50                      | 28,317.50              |
| 8.0 Definition of Alternatives            | 8.0%                                                         | 23.0%                                                    | 30,985.05                  | 3,771.22                             | 11,265.88                                 | 36.36%                            | 19,719.18                      | 19,719.18              |
| 9.0 Travel Forecasting                    | 0.0%                                                         | 0.0%                                                     | 30,745.09                  | 1,681.36                             | 14,617.43                                 | 47.54%                            | 16,127.66                      | 16,127.66              |
| 10.0 Evaluation of Alternatives           | 0.0%                                                         | 0.0%                                                     | 21,900.88                  | 0.00                                 | 0.00                                      | 0.00%                             | 21,900.88                      | 21,900.88              |
| 11.0 MIS Report Preparation               | 0.0%                                                         | 0.0%                                                     | 23,664.24                  | 1,862.29                             | 1,862.29                                  | 7.87%                             | 21,801.95                      | 21,801.95              |
| Direct Expenses                           | N/A                                                          | N/A                                                      | 99,428.85                  | 1,886.92                             | 9,528.84                                  | 9.58%                             | 89,900.01                      | 89,900.01              |
| Totals:                                   | N/A                                                          | N/A                                                      | \$919,935.69               | \$34,258.50                          | \$124,399.91                              | 13.52%                            | \$795,535.78                   | \$795,535.78           |

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

*John F. Elwell (for)*  
Myrna Valdez, Project Manager  
Parsons Brinckerhoff Quade & Douglas, Inc.

Approved and recommended  
for payment

*K. DeSpiegelaere* 7/29/99  
RCRRA Project Manager



Riverview MIS  
INVOICE #4

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

| PERIOD ENDING            | EMPLOYEE NAME | CLASSIFICATION           | HOURS  | RATE   | DOLLAR AMOUNT |
|--------------------------|---------------|--------------------------|--------|--------|---------------|
| 12-Feb-99                | Valdez        | Project Manager          | 56.00  | 50.481 | \$2,826.94    |
|                          | Jepsen        | Supv. Planner            | 63.50  | 35.100 | \$2,228.85    |
|                          | Cohn          | Sr. Planner              | 25.00  | 26.350 | \$658.75      |
|                          | Hoover        | Sr. Technical Manager    | 4.00   | 74.519 | \$298.08      |
|                          | Ruegg         | Supv. Planner            | 2.50   | 37.500 | \$93.75       |
|                          | Wilen         | Administrative Assistant | 5.50   | 13.500 | \$74.25       |
|                          | Minten        | Project Administrator    | 3.00   | 18.891 | \$56.67       |
| 26-Feb-99                | Jespen        | Supv. Planner            | 67.00  | 35.100 | \$2,351.70    |
|                          | Valdez        | Project Manager          | 39.00  | 50.481 | \$1,968.76    |
|                          | Lear          | Sr. Conceptual Engineer  | 16.00  | 44.491 | \$711.86      |
|                          | Ruegg         | Supv. Planner            | 4.00   | 37.500 | \$150.00      |
|                          | Axt           | Conceptual Engineer      | 1.00   | 31.250 | \$31.25       |
| See attached Time Sheets |               | TOTALS                   | 286.50 |        | \$11,450.86   |



Riverview MIS  
INVOICE #4

PB PROJECT No. 19046M

ATTACHMENT "C" - SUBCONTRACTORS

\$0.00

**TOTAL SUBCONTRACTORS**

**\$0.00**

See attached Invoices

SUBCONSULTANT AND DBE SUMMARY

| Firm Name      | DBE | Amount This Invoice | Previously Invoiced | Total Invoiced To Date |
|----------------|-----|---------------------|---------------------|------------------------|
| C.J. Olson     | WBE |                     |                     | 0.00                   |
| Dyett & Bhatia | DBE |                     |                     | 0.00                   |
| Macromedia     |     | 0.00                | 3,475.00            | 3,475.00               |
| Maxfield       |     |                     |                     | 0.00                   |
| Montoya        | WBE |                     |                     | 0.00                   |
| Quam Sumnicht  |     |                     |                     | 0.00                   |
| Rowekamp       | WBE |                     |                     | 0.00                   |
| Schaefer       | WBE |                     |                     | 0.00                   |
| Zimmer Gunsel  |     |                     |                     | 0.00                   |
| <b>TOTAL</b>   |     | <b>\$0.00</b>       | <b>\$3,475.00</b>   | <b>\$3,475.00</b>      |

DBE PARTICIPATION GOAL AND ACHIEVEMENT

| Participation | Percentage | Goal         | Achievement | % of Goal Achieved to Date | % of Total to Date |
|---------------|------------|--------------|-------------|----------------------------|--------------------|
| DBE GOAL      | 11.7%      | \$135,000.00 | \$0.00      | 0.00%                      | 0.00%              |



To: Kathy DeSpegelaere  
Ramsey County Regional Railroad Authority

# BUDGET PROGRESS REPORT

From: Parsons Brinckerhoff

Riverview MIS

Billing Period 2/27/99 - 4/23/99

INVOICE #5  
PB PROJECT No. 19046M

Agreement Expiration Date: April, 2000

| Task Description                          | Physical<br>% Work<br>Completed<br>This<br>Period<br>By Task | Physical<br>% Work<br>Completed<br>To<br>Date<br>By Task | Original<br>Task<br>Budget | Charges<br>Accrued<br>This<br>Period | Total<br>Charges<br>Accrued<br>To<br>Date | % of<br>Budget<br>Used<br>by Task | Budget<br>Remaining<br>by Task | Cost<br>to<br>Complete |
|-------------------------------------------|--------------------------------------------------------------|----------------------------------------------------------|----------------------------|--------------------------------------|-------------------------------------------|-----------------------------------|--------------------------------|------------------------|
| 1                                         | 2                                                            | 3                                                        | 4                          | 5                                    | 6                                         | 7                                 | 8                              | 9                      |
| 1.0 Project Management & Admin            | 10.0%                                                        | 35.0%                                                    | 68,708.76                  | 14,083.28                            | 40,290.12                                 | 58.64%                            | 28,418.64                      | 28,418.64              |
| 2.0 Public Education & Involvement        | 15.0%                                                        | 35.0%                                                    | 217,566.14                 | 31,078.44                            | 76,850.91                                 | 35.32%                            | 140,715.23                     | 140,715.23             |
| 3.0 Land Use & Economic Development       | 13.0%                                                        | 15.0%                                                    | 216,456.85                 | 11,214.40                            | 15,183.51                                 | 7.01%                             | 201,273.34                     | 201,273.34             |
| 4.0 Transit Service Planning              | 7.0%                                                         | 7.0%                                                     | 31,822.52                  | 0.00                                 | 2,133.40                                  | 6.70%                             | 29,689.12                      | 29,689.12              |
| 5.0 Conceptual Engineering/Cost Estimates | 15.0%                                                        | 15.0%                                                    | 80,477.68                  | 10,810.33                            | 13,804.15                                 | 17.15%                            | 66,673.53                      | 66,673.53              |
| 6.0 Environmental                         | 1.0%                                                         | 10.0%                                                    | 69,862.13                  | 0.00                                 | 6,849.83                                  | 9.80%                             | 63,012.30                      | 63,012.30              |
| 7.0 Financial                             | 0.0%                                                         | 0.0%                                                     | 28,317.50                  | 0.00                                 | 0.00                                      | 0.00%                             | 28,317.50                      | 28,317.50              |
| 8.0 Definition of Alternatives            | 7.0%                                                         | 30.0%                                                    | 30,985.05                  | 17,929.03                            | 29,194.91                                 | 94.22%                            | 1,790.14                       | 1,790.14               |
| 9.0 Travel Forecasting                    | 15.0%                                                        | 35.0%                                                    | 30,745.09                  | 4,685.33                             | 19,302.76                                 | 62.78%                            | 11,442.33                      | 11,442.33              |
| 10.0 Evaluation of Alternatives           | 15.0%                                                        | 15.0%                                                    | 21,900.88                  | 570.83                               | 570.83                                    | 2.61%                             | 21,330.05                      | 21,330.05              |
| 11.0 MIS Report Preparation               | 10.0%                                                        | 15.0%                                                    | 23,664.24                  | 10,056.35                            | 11,918.64                                 | 50.37%                            | 11,745.60                      | 11,745.60              |
| Direct Expenses                           | N/A                                                          | N/A                                                      | 99,428.85                  | 12,978.99                            | 22,507.83                                 | 22.64%                            | 76,921.02                      | 76,921.02              |
| Totals:                                   | N/A                                                          | N/A                                                      | \$919,935.69               | \$114,206.98                         | \$238,606.89                              | 25.94%                            | \$681,328.80                   | \$681,328.80           |

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

Approved and recommended  
for payment

  
Myrna Valdez, Project Manager  
Parsons Brinckerhoff Quade & Douglas, Inc.

  
Kathy DeSpegelaere  
RCRRA Project Manager

- Staffed scoping meeting and prepared scoping comments matrix. (Valdez, Asher, Axt, Ruegg)
- Began preparing agenda, newsletter text and boards, mapping and display aerals for Scoping meetings. (Cohn, Valdez, Jepson)
- Coordinated development of Riverview logo with local vendor. (Jepson, Valdez)
- Began coordination and provided input for website layout. (Valdez, Christian)

**2.2 Schaffer Communications**

- No work conducted this period

**2.3 Montoya Communications**

- No work conducted this period

**2.4 Macromedia Technologies**

- Prepared corridor map for FTA presentation.

**2.5 C.J. Olson Market Research**

- No work conducted this period.

**3.0 LAND USE AND ECONOMIC DEVELOPMENT**

**3.1 Land Use Planning**

- Continued receiving, analyzing and cataloging incoming studies and documentation related to the MIS. (Jepson)

**3.2 Station Area Design**

- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. (Seskin)

**3.3 Maxfield Research**

- Continued working on real estate/market/economic development report based in data previously gathered.
- Met with PB and Quam, Sumnicht to discuss and coordinate work to date, station locations, schedule and products.
- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. Invoice was not submitted in time for this invoice and progress report, so will appear in the next progress report.

**3.4 Zimmer, Gunsul, Frasca Partnerships**

- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. Invoice was not submitted in time for this invoice and progress report, so will appear in the next progress report.

**6.4 Air Quality Analysis**

- No work conducted this period.

**6.6 Data Collection**

- Followed up on previous data requests for updating data and source tracking spreadsheet information. (Jepson).
- Continued coordination of subconsultant data requests and identification of sources in conjunction with PB data collection activities. (Jepson)

**7.0 FINANCIAL**

- No work conducted this period.

**8.0 DEFINITION OF ALTERNATIVES**

**8.1 Data Collection**

- Provided input to TH 5 bridge crossing assessment and followed up on data received by MnDOT. (Jepson)

**8.2 Alternatives Definition**

- Prepare draft definition of TSM Alternative memo and revisions to comments received from RCRRA. (Shimizu).
- Prepared for and attended workshops on alignment and station location "fatal flaw" analysis. Helped prepare technical memo and presentation to RCRRA and local agencies. (Valdez, Cohn, Wyatt, Jepson)

**9.0 TRAVEL FORECASTING**

- Attended near-term bus service planning committee to gather information on No-build and TSM alternative features (3/19/99) (Ruegg, Jepson)
- Refined evaluation measures for final report. (Ruegg)
- Organized and planned updating procedures for network and model development (Ruegg, Jepson).

**10.0 EVALUATION OF ALTERNATIVES**

- Conducted preliminary assessment of river crossing alternatives, impacts on Fort Snelling and Hidden Falls Park, and merging options into the Hiawatha LRT line. (Lear)

**11.0 MIS REPORT PREPARATION**

- Continued working on Purpose and Need chapter. (Cohn)
- Began Definition of Alternatives chapter. (Cohn)

**PERCENT WORK COMPLETED**

- Percent work completed to date: 25%.

- Begin conceptual engineering plan drawings for Phase II alternatives.

\*\* Please note that this progress report is for a two-month period.



Riverview MIS  
INVOICE #5

ATTACHMENT "A" - LABOR SUMMARY

PB PROJECT No. 19046M

| PERIOD<br>ENDING | EMPLOYEE NAME | CLASSIFICATION             | HOURS | RATE   | DOLLAR AMOUNT |
|------------------|---------------|----------------------------|-------|--------|---------------|
| 12-Mar-99        | Valdez        | Project Manager            | 38.00 | 50.481 | \$1,918.28    |
|                  | Cohn          | Sr. Planner                | 50.00 | 26.350 | \$1,317.50    |
|                  | Jepsen        | Supv. Planner              | 68.00 | 35.100 | \$2,386.80    |
|                  | Wyatt         | Lead Engineer              | 24.00 | 30.136 | \$723.26      |
|                  | Axt           | Conceptual Engineer        | 8.00  | 31.250 | \$250.00      |
|                  | Lear          | Sr. Supv Engineer          | 4.00  | 44.491 | \$177.96      |
|                  | Schmidt       | Assistant Engineer         | 8.00  | 16.350 | \$130.80      |
|                  | Maurath       | Supervising Engineer       | 2.00  | 39.250 | \$78.50       |
|                  | Minten        | Project Administrator      | 2.00  | 18.891 | \$37.78       |
|                  | Asher         | Assistant Engineer         | 1.00  | 16.350 | \$16.35       |
| 26-Mar-99        | Valdez        | Project Manager            | 48.00 | 50.481 | \$2,423.09    |
|                  | Cohn          | Sr. Planner                | 60.00 | 26.350 | \$1,581.00    |
|                  | Jepsen        | Supv. Planner              | 34.50 | 35.100 | \$1,210.95    |
|                  | Asher         | Assistant Engineer         | 32.50 | 16.350 | \$531.38      |
|                  | Thurman       | Computer Graphics          | 16.00 | 24.887 | \$398.19      |
|                  | Burke         | Sr. Supv Drafter           | 15.00 | 25.625 | \$384.38      |
|                  | Ruegg         | Supv Planner               | 9.50  | 37.500 | \$556.25      |
|                  | Farrell       | Computer Graphics          | 14.00 | 19.887 | \$278.42      |
|                  | Axt           | Conceptual Engineer        | 7.00  | 31.250 | \$218.75      |
|                  | Freeman       | Sr. Marketing Coordinator  | 5.50  | 25.503 | \$140.27      |
|                  | Christian     | Admin Manager              | 3.00  | 23.798 | \$71.39       |
|                  | Seaverns      | Manager Marketing/Business | 2.00  | 27.662 | \$55.32       |
|                  | Minten        | Project Administrator      | 1.50  | 18.891 | \$28.34       |
|                  | Reyes         | Sr. Supv Designer          | 1.00  | 25.750 | \$25.75       |
| 9-Apr-99         | Cohn          | Sr. Planner                | 60.00 | 26.350 | \$1,581.00    |
|                  | Jepsen        | Supv. Planner              | 34.00 | 35.100 | \$1,193.40    |
|                  | Valdez        | Project Manager            | 23.00 | 50.481 | \$1,161.06    |
|                  | Shimizu       | Sr. Supv Planner           | 24.00 | 43.414 | \$1,041.94    |
|                  | Perez         | Lead Engineer              | 9.00  | 32.186 | \$289.67      |
|                  | Schmidt       | Assistant Engineer         | 4.00  | 16.350 | \$65.40       |
|                  | Wyatt         | Lead Engineer              | 8.00  | 30.136 | \$241.09      |
|                  | Burke         | Sr. Supv Drafter           | 2.00  | 25.625 | \$51.25       |
|                  | Minten        | Project Administrator      | 2.50  | 18.891 | \$47.23       |
|                  | Garcia        | Secretary                  | 1.00  | 17.875 | \$17.88       |
|                  | Asher         | Assistant Engineer         | 1.00  | 16.350 | \$16.35       |

# 6



Riverview MIS  
INVOICE #5

PB PROJECT No. 19046M

ATTACHMENT "B" - DIRECT EXPENSE SUMMARY

|           |                         |            |
|-----------|-------------------------|------------|
| 19-Jan-99 | Nextel                  | \$64.85    |
| 29-Jan-99 | Telephone               | \$2.55     |
| 12-Feb-99 | Telephone               | \$5.29     |
| 18-Feb-99 | Northern States Power   | \$15.32    |
| 19-Feb-99 | Nextel                  | \$91.64    |
| 22-Feb-99 | Federal Express         | \$20.20    |
| 1-Mar-99  | Court Furniture         | \$103.66   |
| 3-Mar-99  | Federal Express         | \$10.80    |
| 3-Mar-99  | Federal Express         | \$8.45     |
| 5-Mar-99  | Federal Express         | \$8.45     |
| 12-Mar-99 | Expenses - R. Lear      | \$1,352.23 |
| 12-Mar-99 | Park Terrace Apartments | \$535.00   |
| 13-Mar-99 | Saint Paul Legal Ledger | \$93.63    |
| 15-Mar-99 | Federal Express         | \$11.30    |
| 19-Mar-99 | Federal Express         | \$21.30    |
| 19-Mar-99 | Asian American Press    | \$162.50   |
| 19-Mar-99 | Nextel                  | \$89.84    |
| 24-Mar-99 | Federal Express         | \$43.50    |
| 24-Mar-99 | Ceavo Audio-Visual      | \$31.20    |
| 26-Mar-99 | David Bispham           | \$25.00    |
| 31-Mar-99 | Federal Express         | \$49.25    |
| 31-Mar-99 | Federal Express         | \$13.15    |
| 31-Mar-99 | Federal Express         | \$15.75    |
| 31-Mar-99 | Federal Express         | \$8.45     |
| 31-Mar-99 | Federal Express         | \$11.70    |
| 31-Mar-99 | Federal Express         | \$10.05    |
| 31-Mar-99 | Pioneer Press           | \$945.45   |
| 31-Mar-99 | Border Aerials          | \$1,857.36 |
| 31-Mar-99 | Albinson                | \$2,318.55 |
| 31-Mar-99 | Jeane Thorne            | \$46.72    |
| 31-Mar-99 | Jeane Thorne            | \$171.27   |
| 31-Mar-99 | Jeane Thorne            | \$9.51     |
| 8-Apr-99  | Park Terrace Apartments | \$535.00   |
| 9-Apr-99  | Expenses - M. Valdez    | \$2,126.85 |
| 9-Apr-99  | Telephone               | \$17.93    |
| 14-Apr-99 | Federal Express         | \$7.65     |
| 22-Apr-99 | Artists Supply          | \$37.19    |
| 23-Apr-99 | Expenses - M. Valdez    | \$1,425.83 |
| 23-Apr-99 | Expenses - T. Axt       | \$7.48     |
| 23-Apr-99 | La Prensa De Minnesota  | \$195.00   |
| 23-Apr-99 | Photos, Inc.            | \$472.14   |

**TOTAL DIRECT EXPENSES**

**\$12,978.99**

See attached Receipts



# RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

10

## REQUEST FOR BOARD ACTION

### REGIONAL RAIL AUTHORITY

K. DeSpiegelaere  
Authorized Signature

September 7, 1999  
Date

### Board Action Requested

- A) Approve the Construction Agreement between RCRRA and MediaOne Corporation to install co-axial cable over the RCRRA right of way between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul;
- B) Authorize the Chair of the Ramsey County Regional Railroad Authority to sign the Construction Agreement on behalf of RCRRA.

ACTION IS REQUESTED

### Request Justification

- See attached:
- 1. Proposed resolution
  - 2. Memorandum from K. DeSpiegelaere
  - 3. Construction agreement and permit

Budgeting and Accounting

County Attorney

Risk Management

*[Handwritten signature]*

Documentation certified complete for:

Board Date

Signature

Date

# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: September 7, 1999 No: R99-26

WHEREAS, The Northeast Corridor right of way, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood was acquired by Ramsey County Regional Railroad Authority in 1992; and

WHEREAS, The Northeast Corridor was acquired to preserve the property as a future option for a light rail transit line; and

WHEREAS, MediaOne Corporation has requested permission to use the right of way between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul to install co-axial cable; and

WHEREAS, A construction agreement/permit has been negotiated to provide for the installation of the co-axial cable; and

WHEREAS, The granting of this construction agreement/permit will not affect the future development potential of the corridor for light rail or trail use; Now, Therefore Be It

RESOLVED, That the construction agreement/permit is hereby approved; and Be It Further

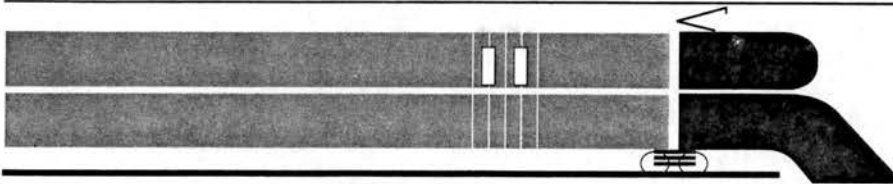
RESOLVED, That the Chair of the Ramsey County Regional Railroad Authority is authorized to sign the construction agreement/permit on behalf of Ramsey County Regional Railroad Authority.

### RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | <u>YEA</u> | <u>NAY</u> | <u>OTHER</u> |
|--------------------|------------|------------|--------------|
| Tony Bennett       | _____      | _____      | _____        |
| Dino Guerin        | _____      | _____      | _____        |
| Susan M. Haigh     | _____      | _____      | _____        |
| Rafael E. Ortega   | _____      | _____      | _____        |
| Victoria Reinhardt | _____      | _____      | _____        |
| Janice Rettman     | _____      | _____      | _____        |
| Jan Wiessner       | _____      | _____      | _____        |

Tony Bennett, Chairman

By: \_\_\_\_\_  
Rafael E. Ortega, Secretary



## **Ramsey County Regional Railroad Authority**

665 Ramsey County Government Center-West, 50 West Kellogg Boulevard  
St. Paul, Minnesota 55102 (651) 266-2760 / FAX (651) 266-2761

### **MEMORANDUM**

TO: Ramsey County Regional Railroad Authority Commissioners

FROM: Kathryn DeSpiegelaere

SUBJECT: Construction Agreement and Permit across right of way between  
1618 Idaho Avenue and 1624 Idaho Avenue, MediaOne Corporation

DATE: September 7, 1999

The Northeast Corridor right of way, extending from Kellogg Boulevard in St. Paul to Beam Avenue in Maplewood, was acquired by RCRRA from Burlington Northern (BN) on December 27, 1992. It was acquired to preserve the property as an option for a future light rail transit line. RCRRA has entered into a Joint Powers Agreement and separate easement agreements with the City of St. Paul and Ramsey County to provide for the planning and development of the Northeast Corridor for joint light rail transit and recreational trail use.

RCRRA has also developed a Northeast Corridor Management Plan, which provides management guidelines for the property. The policy provides for legitimate use of the property with several requirements.

In May of 1999, RCRRA received a request from MediaOne Corporation, to install and operate a co-axial cable over its right of way from between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul.

The co-axial cable will be installed on existing NSP Power poles a minimum of twenty-two feet over the right of way grade.

The Construction Agreement was reviewed by RCRRA staff. Construction will not adversely affect the trail.

MediaOne Corporation has provided certificates of insurance satisfactory to the Risk Manager.

Installing and operating this co-axial cable will not adversely affect the RCRRA from using the right of way for transit or trail purposes.

Recommendation:

Approve the Construction Agreement and Permit with MediaOne Corporation for the installation of a co-axial cable over the RCRRA right of way between 1618 Idaho Avenue and 1624 Idaho Avenue in St. Paul.

Authorize the Chair of the Regional Railroad Authority to execute the Construction Agreement and Permit on behalf of the Authority.

Attachments

CONSTRUCTION AGREEMENT AND PERMIT

This agreement, made this \_\_\_\_\_ day of \_\_\_\_\_, 1999, is by and between RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY, a political subdivision and local government unit of Minnesota (hereinafter referred to as 'RCRRA'), and Media One Corporation, (hereinafter referred to as "Media One").

It is agreed as follows:

1. License to Use. RCRRA does hereby grant and convey unto Media One a permit for the construction, reconstruction, installation, reinstallation, surveillance, operation, maintenance, repair, and removal of an aerial communications cable and related appurtenances, along with reasonable access thereto, and for no other purpose, within the right of way property shown and described on Exhibit "A". which is also the proposed plan prepared by Media One (hereinafter referred to as "Premises"), hereto attached and made part of this permit agreement.
2. Construction will commence on the date of execution of this permit by RCRRA, and shall expire sixty (60) days after said date of execution.
3. Media One and/or their contractor may use the premises to perform the installation of an aerial communications cable and related appurtenances (hereinafter referred to as the "Cable") over the premises, and for the preparation of the as-built drawings of the installed cable, and for no other purpose. The aerial cable shall be installed providing for a minimum height of twenty-two feet over the RCRRA right of way grade.
4. Once the Cable has been installed, Media One shall furnish to RCRRA a set of as-built drawings showing, in detail, location, height and size of the facilities installed. The drawing will be forwarded to RCRRA for approval and inclusion on the permit shown as Exhibit B. Should the as-built cable location deviate substantially from the planned cable location the RCRRA may require relocation of the cable to its proposed location.
5. Media One and its contractor shall protect, indemnify and hold harmless RCRRA, the County of Ramsey, their commissioners, employees, and agents, from and against any and all cost, expense, liability, loss, or claim resulting from death, personal injury, or property loss or damage to the extent it arises out of, or is connected with, or caused by activities conducted on the premises by Media One or its contractor under this agreement. Neither party will be liable to the other for consequential damage.

6. Media One and its contractor shall purchase and maintain in force at all times during the term of this construction agreement and permit, the following minimum insurance coverage applicable to the premises, affiliated activities, and or this construction agreement, and to comply with all provisions noted:

A. Liability Insurance

Commercial General Liability Insurance (CGL)

Minimum limits:

\$750,000 each event limit

\$1,000,000 general aggregate

\$1,000,000 products/completed operations total limit

\$750,000 personal injury and advertising liability

The policy is to be written on an occurrence basis or as Acceptable to the Ramsey County Risk Manager. Certificates of Insurance must indicate if the policy is issued on a claims-made or occurrence basis.

Under the Commercial General Liability Insurance, the following coverage must be specifically insured and certified with no internal sublimits:

- a. Premises and Operations
- b. Independent Contractor's Contingent Liability
- c. Products/Completed Operations
- d. Contractual Liability – either specifically naming this agreement or on a blanket basis
- e. "X, C, U" Hazard Liability
- f. Personal Injury Liability – including claims related to employment and coverage a through e
- g. Broad Form Property Damage Liability

RCRRA officials and employees shall be added as additional insured with a cross liability/cross suits clause for the protection of RCRRA.

B. Automobile Liability Insurance

Minimum limit: \$750,000 Combined Single Limit

Coverage shall include: hired, non-owned and owned auto

C. Workers' Compensation and Employer's Liability Insurance shall be as required by law and shall include an all states or universal endorsement.

Employer's liability minimum limits:



\$500,000 per accident  
\$500,000 per employee  
\$500,000 per disease policy limit

- D. All certificates of insurance shall specifically indicate if the policy is written with an admitted or non-admitted carrier. The agent shall certify whether or not he/she has errors and omissions coverage.
  - E. The insurance company shall give thirty (30) days written notice to both the Friends, or its Contractor and RCRRA of cancellation, non-renewal, or any material changes in the policy and certificates of insurance.
  - F. Nothing in this construction agreement shall constitute a waiver by RCRRA of any statutory or common law immunities or liability limitations.
7. Consideration. In consideration of the foregoing, and along with the promises and covenants herein contained, Media One will pay to the RCRRA the annual sum of \$100.00 for aerial facilities and shall be due and payable to RCRRA annually from the Execution Date of this Agreement.
- The annual fee for this permit will be renegotiated after five (5) years to reflect changes in the value of the underlying real estate.
8. Ownership. The cable and related appurtenances shall be and remain at all times the personal property of Media One and shall not be considered a part of the real property owned by RCRRA upon which the premises are located, regardless of the manner of attachment to or the method of installation below the premises.
9. Maintenance. All costs of maintaining and repairing the cable shall be the sole responsibility of Media One. Any installation, reinstallation, reconstruction, maintenance, repair, or removal of the communications system shall be done by Media One in accordance with written specifications to be approved in advance by RCRRA. Such approval will not be unreasonable withheld or denied. In the event of an emergency demanding immediate examination of or repairs to the communication system, Media One shall not be deemed in breach of this agreement if it take reasonable steps to provide RCRRA or any other affected parties telephonic or verbal notice prior to entry upon the premises.
10. Restoration. Media One shall be responsible, without cost to RRA, to repair and restore to the reasonable satisfaction of RCRRA any damage or destruction of property to whomsoever belonging which may be made necessary by reason of the use of said premises for said cable.

Media One further agrees that if RCRRA or its successors or assigns utilize the premises for the purpose of Light Rail or any other form of rail transit, any repairs, maintenance, or removal of the cable shall be performed in a manner which will not interrupt the rail service for any duration. RCRRA shall advise Media One of its requirements in the scheduling of activities, repairs, maintenance, or removal of Media One's cable required under this paragraph and Media One shall comply with said requirements.

11. Relocation. In no case shall any part of the cable be located in a manner that will interfere with any facilities or operation of RCRRA, its licensees, lessees, or easement holders. At the request of RCRRA, Media One, at its sole cost and expense, shall relocate any of the communications system to other areas of the right of way as determined by RCRRA, for any reason deemed necessary by RCRRA.

Provided, however, that in the event the RCRRA request of Media One to move the communication system is for the benefit of a third party, other than an agency or department of the United States government, the State of Minnesota, the County of Ramsey or any other local governmental unit, that the RCRRA shall require that such third party shall pay the reasonable cost to relocate the communication system.

12. Termination. The permit may be terminated by either party by giving thirty (30) days notice in writing to that effect to the other party. Upon termination of this permit as to all or any portion of Media One's cable, Media One shall have ninety (90) days to remove its cable for the right of way and restore the premises to the satisfaction of RCRRA. If Media One shall so fail to do, RCRRA may remove or otherwise dispose of the cable as it sees fit at the expense of Media One, without any liability for damages.
13. Abandonment and default. If Media One abandons its use of the premises for the installation, operation, maintenance or repair of said communication system, or should Media One fail to perform any of the conditions herein expressed after written notice and a reasonable opportunity to cure, the permit herein granted shall immediately cease, terminate and revert to RCRRA, and RCRRA shall have all rights accorded to it for the recapture of its premises as provided by law.
14. Taxes. Media One shall pay any and all taxes, special assessments, or other charges which may be levied against the premises as a result of this permit.
15. Assignment. Media One shall not transfer, assign, sell, sublet, sublicense, or otherwise convey its interest in this permit without the prior written consent of the RCRRA.
16. Non-exclusivity. This permit is non-exclusive and is granted subject to the outstanding rights of others to occupy the premises. RCRRA hereby reserves the

right to construct, maintain, use, operate, relocate, reconstruct, and renew such facilities as it may desire at any time, and from time to time, within the premises, including the right and privilege to use thereof for the location of the communication system. RCRRA does not warrant its title to the premises nor undertake to defend Media One in the peaceable possession, use or enjoyment thereof.

17. Notices: Written notices required under this agreement shall be addressed to RCRRA at:

Ramsey County Regional Railroad Authority  
Ramsey County Government Center West, Suite 665  
St. Paul, MN 55102  
Re: PNE074

And to MediaOne at:

1238 Grey Fox Road  
Arden Hills, MN 55112  
Attn: Permit Coordinator

IN WITNESS WHEREOF, the parties hereto have executed this construction agreement and permit on the day and year first above written.

RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

\_\_\_\_\_  
Tony Bennett  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
*Kathryn DeSpiegelaere*  
Kathryn DeSpiegelaere  
Director

\_\_\_\_\_  
*9/7/99*  
Date

Approved as to form and execution

\_\_\_\_\_  
*David F. MacMillan*  
David F. MacMillan  
Assistant Ramsey County Attorney

\_\_\_\_\_  
*8/27/99*  
Date

Insurance Approved:

\_\_\_\_\_  
*Denise G. Kapler*  
Denise Kapler  
Risk Management

\_\_\_\_\_  
*8-7-99*  
Date

MediaOne of Minnesota, Incorporated

\_\_\_\_\_  
*Jim Lean*  
Date

\_\_\_\_\_  
*8-10-99*  
Date



# ACORD - CERTIFICATE OF INSURANCE

DATE (MM/DD/YY)  
05/18/99

## PRODUCER

J&H MARSH & MCLENNAN, INC.  
P.O. BOX 193880  
SAN FRANCISCO CA 94119-3880

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BEING

## COMPANIES AFFORDING COVERAGE

COMPANY  
A RELIANCE INSURANCE COMPANY

COMPANY  
B RELIANCE NATIONAL INDEMNITY CO.

COMPANY  
C N/A

COMPANY  
D

## INSURED

MediaOne of Minnesota, Inc.  
1238 Grey Fox Road  
Arden Hills MN 55112

## COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| CO LTR | TYPE OF INSURANCE                                                              | POLICY NUMBER        | POLICY EFFECTIVE DATE (MM/DD/YY) | POLICY EXPIRATION DATE (MM/DD/YY) | LIMITS                                               |
|--------|--------------------------------------------------------------------------------|----------------------|----------------------------------|-----------------------------------|------------------------------------------------------|
| A      | GENERAL LIABILITY                                                              |                      |                                  |                                   | GENERAL AGGREGATE \$ 1,000,000                       |
|        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY               | NGB0146604-01        | 04/01/99                         | 04/01/00                          | PRODUCTS - COMP/OP AGG \$ 1,000,000                  |
|        | <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR | NGB0146604-02        | 04/01/00                         | 04/01/01                          | PERSONAL & ADV INJURY \$ 1,000,000                   |
|        | <input checked="" type="checkbox"/> OWNER'S & CONTRACTOR'S PROT                | XCU HAZARDS INCLUDED |                                  |                                   | EACH OCCURRENCE \$ 1,000,000                         |
|        |                                                                                |                      |                                  |                                   | FIRE DAMAGE (Any one fire) \$ 1,000,000              |
|        |                                                                                |                      |                                  |                                   | MED EXP (Any one person) \$ 5,000                    |
| A      | AUTOMOBILE LIABILITY                                                           |                      |                                  |                                   | COMBINED SINGLE LIMIT \$ 500,000                     |
|        | <input checked="" type="checkbox"/> ANY AUTO                                   | NGB0146603-01        | 04/01/99                         | 04/01/00                          | BODILY INJURY (Per person) \$                        |
|        | <input type="checkbox"/> ALL OWNED AUTOS                                       | NGB0146603-02        | 04/01/00                         | 04/01/01                          | BODILY INJURY (Per accident) \$                      |
|        | <input type="checkbox"/> SCHEDULED AUTOS                                       |                      |                                  |                                   | PROPERTY DAMAGE \$                                   |
|        | <input type="checkbox"/> HIRED AUTOS                                           |                      |                                  |                                   |                                                      |
|        | <input type="checkbox"/> NON-OWNED AUTOS                                       |                      |                                  |                                   |                                                      |
|        | GARAGE LIABILITY                                                               |                      |                                  |                                   | AUTO ONLY - EA ACCIDENT \$                           |
|        | <input type="checkbox"/> ANY AUTO                                              |                      |                                  |                                   | OTHER THAN AUTO ONLY: \$                             |
|        |                                                                                |                      |                                  |                                   | EACH ACCIDENT \$                                     |
|        |                                                                                |                      |                                  |                                   | AGGREGATE \$                                         |
|        | EXCESS LIABILITY                                                               |                      |                                  |                                   | EACH OCCURRENCE \$                                   |
|        | <input type="checkbox"/> UMBRELLA FORM                                         |                      |                                  |                                   | AGGREGATE \$                                         |
|        | <input type="checkbox"/> OTHER THAN UMBRELLA FORM                              |                      |                                  |                                   | \$                                                   |
| B      | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY                                  | NWA0146601-01        | 04/01/99                         | 04/01/00                          | <input checked="" type="checkbox"/> STATUTORY LIMITS |
|        |                                                                                | NWA0146602-01        | 04/01/99                         | 04/01/00                          | EACH ACCIDENT \$ 1,000,000                           |
|        | THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL  | NWA0146601-02        | 04/01/00                         | 04/01/01                          | DISEASE - POLICY LIMIT \$ 1,000,000                  |
|        | <input type="checkbox"/> EXCL                                                  | NWA0146602-02        | 04/01/00                         | 04/01/01                          | DISEASE - EACH EMPLOYEE \$ 1,000,000                 |
|        | OTHER                                                                          |                      |                                  |                                   |                                                      |

## DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS (LIMITS MAY BE SUBJECT TO RETENTIONS)

RE: U.G. RAILWAY XING AT SITE ADJACENT TO 1001 JOHNSON PARKWAY, ST. PAUL MN  
RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY, ITS OFFICIALS AND EMPLOYEES ARE ADDED AS ADDITIONAL INSURED ON THE GENERAL LIABILITY POLICY IF REQUIRED BY WRITTEN CONTRACT, UP TO THE LIMIT REQUIRED BY THE CONTRACT, NOT EXCEEDING THE POLICY LIMIT. ✓  
CC: TIM ELGAARD @MEDIAONE

## CERTIFICATE HOLDER

RAMSEY COUNTY REGIONAL RAILROAD  
AUTHORITY  
ATTN: DENNIS BODIN  
665 RAMSEY COUNTY GOVERNMENT CENTER-  
WEST  
50 WEST KELLOGG BOULEVARD  
ST. PAUL MN 55102

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE  
JOAN SPIEGEL



RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

(10)

REQUEST FOR BOARD ACTION

REGIONAL RAIL AUTHORITY

K. L. Sprague  
Authorized Signature

9/7/99  
Date

Board Action Requested

Ratify Quarterly Report of payments for May 1 – June 30, 1999.

**ACTION IS REQUESTED**

Request Justification

- See Attached:
1. Proposed Resolution
  2. Memorandum from J. Van Houdt, dated July 20, 1999
  3. Detail Disbursements for May through June, 1999
  4. Appropriation Budget Status as of June 30, 1999

Budgeting and Accounting

County Attorney

Risk Management

Control  
Q. MacNeil

Documentation certified complete for:

Board Date

Signature

Date

# RESOLUTION

## Board of Ramsey County Regional Railroad Authority

Date: \_\_\_\_\_ No: \_\_\_\_\_

---

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WHEREAS, Payments have been made from the Ramsey County Regional Railroad Authority budget for the period of May 1, 1999 through June 30, 1999, 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.

### RAMSEY COUNTY REGIONAL RAILROAD AUTHORITY

|                    | YEA   | NAY   | OTHER |
|--------------------|-------|-------|-------|
| Tony Bennett       | _____ | _____ | _____ |
| Dino Guerin        | _____ | _____ | _____ |
| Susan M. Haigh     | _____ | _____ | _____ |
| Rafael E. Ortega   | _____ | _____ | _____ |
| Victoria Reinhardt | _____ | _____ | _____ |
| Janice Rettman     | _____ | _____ | _____ |
| Jan Wiessner       | _____ | _____ | _____ |

Tony Bennett, Chairman

By: \_\_\_\_\_  
Rafael E. Ortega, Secretary



## Office of Budgeting and Accounting

James Van Houdt, Director

270 Court House  
15 West Kellogg Boulevard  
St. Paul, MN 55102

Tel: 651-266-8041

Fax: 651-266-8066

### MEMORANDUM

TO: Paul Kirkwold, County Manager

FROM: *JVH* James Van Houdt, Director-Budgeting & Accounting

DATE: July 20, 1999

SUBJECT: Ramsey County Regional Railroad Authority  
Report of Payments: May - June, 1999

Ramsey County Regional Railroad Authority Resolution of October 5, 1987, authorized the Budgeting & Accounting Director to approve payment of bills for the Regional Railroad Authority and report these disbursements to the Regional Railroad Authority and the condition of the Regional Railroad Authority's budget on a quarterly basis.

A summary of the payments for the period are:

|                                                       |                     |
|-------------------------------------------------------|---------------------|
| 150101 Regional Railroad Authority Administration     | \$92,895.45         |
| 150106 Northeast Corridor Maintenance Kellogg to Beam | 527.80              |
| 150109 Phalen Berm Agreement                          | 32,500.00           |
| 150110 Riverview Corridor MIS                         | 13,736.77           |
|                                                       | <u>\$139,660.02</u> |

We are attaching the following reports:

- A. Detail Disbursements for the period May through June, 1999.
- B. Appropriation Budget Status as of June 30, 1999.

JVH:TCO:tco  
Attachments

cc: K. DeSpiegelaere, Director  
Ramsey County Regional Railroad Authority Planning

**DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT**  
**For Accounting Date 5/ 1/99 through 6/30/99**

| Budget Year | Fund  | Organization                         |
|-------------|-------|--------------------------------------|
| 1998        | 12501 | 150101 Ramsey Co Reg Rail Auth-RCRRA |

| Account            | Journal ID | Journal Date  | Journal/Expense Amount | Bus. Unit                            | Voucher ID | P.O. Nbr | Check Nbr  | Check Date | Vendor ID  | Vendor Name                        |
|--------------------|------------|---------------|------------------------|--------------------------------------|------------|----------|------------|------------|------------|------------------------------------|
| 421501             | AP00065771 | 6/ 1/99       | 1,620.00               | RRA                                  | 00000201   |          | 0000051835 | 6/11/99    | 0000031693 | Davis Communications               |
| Total Account      |            | <b>421501</b> | <b>1,620.00</b>        | <b>Consulting Services</b>           |            |          |            |            |            |                                    |
| 424302             | AP00060187 | 5/13/99       | 4,400.00               | RRA                                  | 00000168   |          | 0000046525 | 5/24/99    | 0000100399 | St. Paul Transportation Mgmt. Org. |
| Total Account      |            | <b>424302</b> | <b>4,400.00</b>        | <b>Membership &amp; Dues</b>         |            |          |            |            |            |                                    |
| 424501             |            | 6/29/99       | 15.60                  | RRA                                  | 00000216   |          |            |            | 0000030748 | Bodin,Dennis                       |
| 424501             |            | 6/29/99       | 15.60                  | RRA                                  | 00000218   |          |            |            | 0000030748 | Bodin,Dennis                       |
| 424501             |            | 6/29/99       | 46.80                  | RRA                                  | 00000215   |          |            |            | 0000030748 | Bodin,Dennis                       |
| Total Account      |            | <b>424501</b> | <b>78.00</b>           | <b>Mileage/Parking</b>               |            |          |            |            |            |                                    |
| Total Organization |            | <b>150101</b> | <b>6,098.00</b>        | <b>Ramsey Co Reg Rail Auth-RCRRA</b> |            |          |            |            |            |                                    |

**DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT**  
**For Accounting Date 5/ 1/99 through 6/30/99**

| Budget Year | Fund  | Organization                 |
|-------------|-------|------------------------------|
| 1998        | 12501 | 150109 Phalen Berm Agreement |

| Account            | Journal ID | Journal Date | Journal/Expense Amount | Bus. Unit             | Voucher ID | P.O. Nbr | Check Nbr  | Check Date | Vendor ID  | Vendor Name                     |
|--------------------|------------|--------------|------------------------|-----------------------|------------|----------|------------|------------|------------|---------------------------------|
| 424601             | AP00065772 | 6/ 3/99      | 16,137.00              | RRA                   | 00000204   |          | 0000051757 | 6/11/99    | 0000105958 | Mn Department Of Transportation |
| 424601             | AP00065772 | 6/ 3/99      | 16,363.00              | RRA                   | 00000205   |          | 0000051734 | 6/11/99    | 0000100794 | City Of St Paul                 |
| Total Account      |            | 424601       | 32,500.00              | Other Services        |            |          |            |            |            |                                 |
| Total Organization |            | 150109       | 32,500.00              | Phalen Berm Agreement |            |          |            |            |            |                                 |

**DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT**  
For Accounting Date 5/ 1/99 through 6/30/99

| Budget Year | Fund  | Organization         |
|-------------|-------|----------------------|
| 1998        | 12501 | 150110 Riverview MIS |

| Account            | Journal ID | Journal Date | Journal/Expense Amount | Bus. Unit                    | Voucher ID | P.O. Nbr   | Check Nbr  | Check Date | Vendor ID  | Vendor Name                   |
|--------------------|------------|--------------|------------------------|------------------------------|------------|------------|------------|------------|------------|-------------------------------|
| 421501             | AP00073430 | 6/24/99      | 3,759.20               | RRA                          | 00000214   | 0000000017 | 0000060114 | 7/ 9/99    | 0000031693 | Davis Communications          |
| 421501             | AP00060187 | 5/13/99      | 3,188.17               | RRA                          | 00000169   |            | 0000046531 | 5/24/99    | 0000001818 | Strgar Roscoe Fausch Inc      |
| 421501             | AP00058528 | 5/ 6/99      | 3,168.00               | RRA                          | 00000167   | 0000000011 | 0000043246 | 5/14/99    | 0000030757 | Stevens,Ken                   |
| Total Account      | 421501     |              | 10,115.37              | Consulting Services          |            |            |            |            |            |                               |
| 421511             | AP00062554 | 5/18/99      | 3,521.40               | RRA                          | 00000180   |            | 00000606   | 5/28/99    | 0000100162 | Public Works                  |
| Total Account      | 421511     |              | 3,521.40               | Co Project Management Srvs   |            |            |            |            |            |                               |
| 424306             | AP00065772 | 6/ 3/99      | 50.00                  | RRA                          | 00000202   |            | 0000051862 | 6/11/99    | 0000021017 | Galtier Plaza                 |
| 424306             | AP00062797 | 5/18/99      | 50.00                  | RRA                          | 00000189   |            | 0000048325 | 6/ 1/99    | 0000031023 | Mn Historical Society History |
| Total Account      | 424306     |              | 100.00                 | Ced Meeting Expenses Account |            |            |            |            |            |                               |
| Total Organization | 150110     |              | 13,736.77              | Riverview MIS                |            |            |            |            |            |                               |
| Total Fund         | 12501      |              | 52,334.77              |                              |            |            |            |            |            |                               |
| Total Budget Year  | 1998       |              | 52,334.77              |                              |            |            |            |            |            |                               |

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**DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT**  
For Accounting Date 5/1/99 through 6/30/99

| Budget Year | Fund  | Organization                         |
|-------------|-------|--------------------------------------|
| 1999        | 12501 | 150101 Ramsey Co Reg Rail Auth-RCRRA |

| Account       | Journal ID | Journal Date | Journal or Expense Amount | Bus. Unit                  | Voucher ID | P.O. Nbr   | Check Nbr  | Check Date | Vendor ID  | Vendor Name                          |
|---------------|------------|--------------|---------------------------|----------------------------|------------|------------|------------|------------|------------|--------------------------------------|
| 421208        | AP00066350 | 6/1/99       | 174.84                    | RRA                        | 00000196   |            | 00000694   | 6/16/99    | 0000100153 | County Attorney                      |
| 421208        | AP00066350 | 6/1/99       | 199.82                    | RRA                        | 00000197   |            | 00000694   | 6/16/99    | 0000100153 | County Attorney                      |
| 421208        | AP00066350 | 6/1/99       | 749.33                    | RRA                        | 00000198   |            | 00000694   | 6/16/99    | 0000100153 | County Attorney                      |
| 421208        | AP00066350 | 6/1/99       | 1,748.43                  | RRA                        | 00000199   |            | 00000694   | 6/16/99    | 0000100153 | County Attorney                      |
| Total Account | 421208     |              | 2,872.42                  | County Attorney Services   |            |            |            |            |            |                                      |
| 421402        | AP00073431 | 6/29/99      | 104.23                    | RRA                        | 00000220   |            | 00000827   | 7/9/99     | 0000100168 | Information Services                 |
| 421402        | AP00062554 | 5/18/99      | 148.37                    | RRA                        | 00000177   |            | 00000623   | 5/28/99    | 0000100168 | Information Services                 |
| 421402        | AP00058759 | 5/4/99       | 118.07                    | RRA                        | 00000147   |            | 00000533   | 5/17/99    | 0000100168 | Information Services                 |
| Total Account | 421402     |              | 370.67                    | Data Proc Srv-Mtce         |            |            |            |            |            |                                      |
| 421501        | AP00065771 | 6/1/99       | 1,599.56                  | RRA                        | 00000193   | 0000000010 | 0000051993 | 6/11/99    | 0000031686 | Richardson Richter & Assoc           |
| 421501        | AP00062797 | 5/18/99      | 4,813.50                  | RRA                        | 00000174   | 0000000012 | 0000048455 | 6/1/99     | 0000030752 | Goff And Howard Inc                  |
| 421501        | AP00060187 | 5/13/99      | 5,000.00                  | RRA                        | 00000171   | 0000000014 | 0000046429 | 5/24/99    | 0000105948 | Leonard W. Levine & Associates, Inc. |
| 421501        | AP00058527 | 5/4/99       | 306.82                    | RRA                        | 00000154   | 0000000010 | 0000043211 | 5/14/99    | 0000031686 | Richardson Richter & Assoc           |
| 421501        | AP00058527 | 5/4/99       | 4,100.00                  | RRA                        | 00000152   | 0000000008 | 0000042982 | 5/14/99    | 0000031693 | Davis Communications                 |
| 421501        | AP00058527 | 5/4/99       | 5,185.50                  | RRA                        | 00000144   | 0000000012 | 0000043028 | 5/14/99    | 0000030752 | Goff And Howard Inc                  |
| 421501        | AP00058528 | 5/6/99       | 3,453.75                  | RRA                        | 00000165   | 0000000008 | 0000042982 | 5/14/99    | 0000031693 | Davis Communications                 |
| Total Account | 421501     |              | 24,459.13                 | Consulting Services        |            |            |            |            |            |                                      |
| 421506        | AP00073429 | 6/8/99       | 7,371.66                  | RRA                        | 00000210   | 0000000016 | 0000060150 | 7/9/99     | 0000030752 | Goff And Howard Inc                  |
| 421506        | AP00073430 | 6/24/99      | 2,083.00                  | RRA                        | 00000213   | 0000000015 | 0000060206 | 7/9/99     | 0000020305 | Lockridge, Grindal Nauen             |
| 421506        | AP00062797 | 5/18/99      | 2,083.00                  | RRA                        | 00000178   | 0000000015 | 0000048521 | 6/1/99     | 0000020305 | Lockridge, Grindal Nauen             |
| 421506        | AP00062797 | 5/18/99      | 5,581.25                  | RRA                        | 00000175   | 0000000013 | 0000048455 | 6/1/99     | 0000030752 | Goff And Howard Inc                  |
| 421506        | AP00062797 | 5/18/99      | 3,897.82                  | RRA                        | 00000176   | 0000000016 | 0000048455 | 6/1/99     | 0000030752 | Goff And Howard Inc                  |
| 421506        | AP00058527 | 5/4/99       | 2,083.00                  | RRA                        | 00000149   | 0000000015 | 0000043099 | 5/14/99    | 0000020305 | Lockridge, Grindal Nauen             |
| 421506        | AP00058527 | 5/4/99       | 4,417.50                  | RRA                        | 00000145   | 0000000013 | 0000043028 | 5/14/99    | 0000030752 | Goff And Howard Inc                  |
| Total Account | 421506     |              | 27,517.23                 | Legislative Representative |            |            |            |            |            |                                      |

**DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT**  
For Accounting Date 5/ 1/99 through 6/30/99

| Budget Year | Fund  | Organization                         |
|-------------|-------|--------------------------------------|
| 1999        | 12501 | 150101 Ramsey Co Reg Rail Auth-RCRRA |

[illegible]

DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT  
For Accounting Date 5/ 1/99 through 6/30/99

| Budget Year | Fund  | Organization                         |
|-------------|-------|--------------------------------------|
| 1999        | 12501 | 150101 Ramsey Co Reg Rail Auth-RCRRA |

| Account       | Journal ID | Journal Date  | Journal or Expense Amount | Bus. Unit                                | Voucher ID | P.O. Nbr | Check Nbr  | Check Date | Vendor ID  | Vendor Name                        |
|---------------|------------|---------------|---------------------------|------------------------------------------|------------|----------|------------|------------|------------|------------------------------------|
| 421710        | AP00065772 | 6/ 3/99       | 99.37                     | RRA                                      | 00000203   |          | 0000052052 | 6/11/99    | 0000009961 | Airtouch Cellular                  |
| 421710        | AP00058528 | 5/ 6/99       | 69.33                     | RRA                                      | 00000163   |          | 0000042932 | 5/14/99    | 0000009961 | Airtouch Cellular                  |
| Total Account |            | <b>421710</b> | <b>168.70</b>             | <b>Telephone-Cellular Service</b>        |            |          |            |            |            |                                    |
| 422402        | AP00058759 | 5/ 4/99       | 325.00                    | RRA                                      | 00000151   |          | 00000554   | 5/17/99    | 0000100170 | Property Management West           |
| 422402        | AP00058759 | 5/ 4/99       | 2,840.50                  | RRA                                      | 00000150   |          | 00000554   | 5/17/99    | 0000100170 | Property Management West           |
| Total Account |            | <b>422402</b> | <b>3,165.50</b>           | <b>Buildings &amp; Office Space</b>      |            |          |            |            |            |                                    |
| 422403        | AP00065296 | 6/ 2/99       | 40.00                     | PRMG                                     | 00000153   |          | 0000050342 | 6/ 7/99    | 0000018400 | Ramsey County Prop Records & Rev   |
| 422403        | AP00057024 | 5/ 5/99       | 40.00                     | PRMG                                     | 00000130   |          | 0000042247 | 5/12/99    | 0000018400 | Ramsey County Prop Records & Rev   |
| Total Account |            | <b>422403</b> | <b>80.00</b>              | <b>Parking Space</b>                     |            |          |            |            |            |                                    |
| 422601        | AP00058527 | 5/ 4/99       | 357.24                    | RRA                                      | 00000158   |          | 0000043063 | 5/14/99    | 0000023226 | Ikon Office Solutions              |
| Total Account |            | <b>422601</b> | <b>357.24</b>             | <b>Equipment &amp; Machinery Repairs</b> |            |          |            |            |            |                                    |
| 424302        | AP00060187 | 5/13/99       | 4,400.00                  | RRA                                      | 00000168   |          | 0000046525 | 5/24/99    | 0000100399 | St. Paul Transportation Mgmt. Org. |
| 424302        |            | 6/29/99       | 780.00                    | RRA                                      | 00000219   |          |            |            | 0000030749 | American Public Transit Assoc      |
| Total Account |            | <b>424302</b> | <b>5,180.00</b>           | <b>Membership &amp; Dues</b>             |            |          |            |            |            |                                    |

**DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT**  
For Accounting Date 5/ 1/99 through 6/30/99

| Budget Year | Fund  | Organization                         |
|-------------|-------|--------------------------------------|
| 1999        | 12501 | 150101 Ramsey Co Reg Rail Auth-RCRRA |

| Account       | Journal ID | Journal Date | Journal or Expense Amount | Bus. Unit                    | Voucher ID | P.O. Nbr | Check Nbr  | Check Date | Vendor ID  | Vendor Name                     |
|---------------|------------|--------------|---------------------------|------------------------------|------------|----------|------------|------------|------------|---------------------------------|
| 424303        | AP00065773 | 6/ 7/99      | 484.00                    | RRA                          | 00000208   |          | 0000051751 | 6/11/99    | 0000030727 | Lindeke, Terry                  |
| 424303        | AP00065773 | 6/ 7/99      | 531.00                    | RRA                          | 00000206   |          | 0000051736 | 6/11/99    | 0000030747 | Despiegelaere, Kathryn          |
| 424303        | AP00065773 | 6/ 7/99      | 1,136.00                  | RRA                          | 00000207   |          | 0000051995 | 6/11/99    | 0000106804 | Rosenbluth International        |
| 424303        | AP00062797 | 5/18/99      | 640.00                    | RRA                          | 00000173   |          | 0000047753 | 5/28/99    | 0000106804 | Rosenbluth International        |
| 424303        | AP00062798 | 5/20/99      | 370.76                    | RRA                          | 00000190   |          | 0000047978 | 5/28/99    | 0000075700 | Travel Assoc Of Carriage Hill   |
| 424303        | AP00062797 | 5/18/99      | 741.00                    | RRA                          | 00000188   |          | 0000047978 | 5/28/99    | 0000075700 | Travel Assoc Of Carriage Hill   |
| 424303        | AP00058493 | 5/ 4/99      | 400.00                    | COMGR                        | 00000382   |          | 0000042902 | 5/14/99    | 0000030724 | Haigh, Susan                    |
| 424303        | AP00058493 | 5/ 4/99      | 800.00                    | COMGR                        | 00000383   |          | 0000042895 | 5/14/99    | 0000030722 | Bennett, Tony                   |
| 424303        | AP00058493 | 5/ 4/99      | 1,050.00                  | COMGR                        | 00000394   |          | 0000042914 | 5/14/99    | 0000027902 | Ortega, Rafael                  |
| 424303        | AP00058526 | 5/ 3/99      | 25.00                     | RRA                          | 00000142   |          | 0000043141 | 5/14/99    | 0000105958 | Mn Department Of Transportation |
| 424303        | AP00058527 | 5/ 4/99      | 755.00                    | RRA                          | 00000161   |          | 0000042897 | 5/14/99    | 0000030747 | Despiegelaere, Kathryn          |
| 424303        | AP00056658 | 5/ 4/99      | 245.48                    | COMGR                        | 00000384   |          | 0000041174 | 5/ 7/99    | 0000075700 | Travel Assoc Of Carriage Hill   |
| 424303        | AP00056658 | 5/ 4/99      | 490.00                    | COMGR                        | 00000381   |          | 0000041213 | 5/ 7/99    | 0000030749 | American Public Transit Assoc   |
| Total Account | 424303     |              | 7,668.24                  | Conference & Seminar         |            |          |            |            |            |                                 |
| 424306        | AP00073430 | 6/24/99      | 84.86                     | RRA                          | 00000211   |          | 0000060023 | 7/ 9/99    | 0000030747 | Despiegelaere, Kathryn          |
| 424306        | AP00073430 | 6/24/99      | 526.91                    | RRA                          | 00000212   |          | 0000060269 | 7/ 9/99    | 0000000509 | Prom Expo Center & Catering     |
| 424306        | AP00058527 | 5/ 4/99      | 61.77                     | RRA                          | 00000155   |          | 0000042897 | 5/14/99    | 0000030747 | Despiegelaere, Kathryn          |
| Total Account | 424306     |              | 673.54                    | Ced Meeting Expenses Account |            |          |            |            |            |                                 |
| 424501        |            | 6/29/99      | 74.48                     | RRA                          | 00000221   |          |            |            | 0000030747 | Despiegelaere, Kathryn          |
| 424501        |            | 6/29/99      | 124.09                    | RRA                          | 00000217   |          |            |            | 0000030747 | Despiegelaere, Kathryn          |
| Total Account | 424501     |              | 198.57                    | Mileage/Parking              |            |          |            |            |            |                                 |
| 424507        | AP00062797 | 5/18/99      | 6.05                      | RRA                          | 00000187   |          | 0000048614 | 6/ 1/99    | 0000007157 | Roadrunner Transportation Inc   |
| 424507        | AP00058527 | 5/ 4/99      | 69.90                     | RRA                          | 00000156   |          | 0000043214 | 5/14/99    | 0000007157 | Roadrunner Transportation Inc   |
| Total Account | 424507     |              | 75.95                     | Messenger Service            |            |          |            |            |            |                                 |

**DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT**  
For Accounting Date 5/ 1/99 through 6/30/99

| Budget Year | Fund  | Organization                         |
|-------------|-------|--------------------------------------|
| 1999        | 12501 | 150101 Ramsey Co Reg Rail Auth-RCRRA |

| Account            | Journal ID    | Journal Date | Journal or Expense Amount | Bus. Unit                                 | Voucher ID | P.O. Nbr   | Check Nbr  | Check Date | Vendor ID  | Vendor Name                       |
|--------------------|---------------|--------------|---------------------------|-------------------------------------------|------------|------------|------------|------------|------------|-----------------------------------|
| 424620             | AP00058527    | 5/ 4/99      | 31.63                     | RRA                                       | 00000160   |            | 0000042894 | 5/14/99    | 0000021717 | Association Of Minnesota Counties |
| Total Account      | <b>424620</b> |              | <b>31.63</b>              | <b>Books Periodicals &amp; Subscriptn</b> |            |            |            |            |            |                                   |
| 431101             | AP00065771    | 6/ 1/99      | 2.90                      | RRA                                       | 00000192   |            | 0000051734 | 6/11/99    | 0000100794 | City Of St Paul                   |
| 431101             | AP00065771    | 6/ 1/99      | 24.96                     | RRA                                       | 00000200   |            | 0000052035 | 6/11/99    | 0000011836 | Us Office Products                |
| 431101             | AP00070581    | 5/27/99      | 0.82                      | RRA                                       | 00000191   | 0000000018 | 0000049587 | 6/ 4/99    | 0000011836 | Us Office Products                |
| 431101             | AP00062797    | 5/18/99      | 23.22                     | RRA                                       | 00000186   |            | 0000048689 | 6/ 1/99    | 0000011836 | Us Office Products                |
| 431101             | AP00058527    | 5/ 4/99      | 53.20                     | RRA                                       | 00000153   |            | 0000042896 | 5/14/99    | 0000100794 | City Of St Paul                   |
| 431101             | AP00058527    | 5/ 4/99      | 223.34                    | RRA                                       | 00000158   |            | 0000043063 | 5/14/99    | 0000023226 | Ikon Office Solutions             |
| Total Account      | <b>431101</b> |              | <b>328.44</b>             | <b>Office Supplies</b>                    |            |            |            |            |            |                                   |
| 431102             | AP00070581    | 5/27/99      | 74.81                     | RRA                                       | 00000191   | 0000000018 | 0000049587 | 6/ 4/99    | 0000011836 | Us Office Products                |
| Total Account      | <b>431102</b> |              | <b>74.81</b>              | <b>Computer Operating Supplies</b>        |            |            |            |            |            |                                   |
| 441204             | AP00070581    | 5/27/99      | 186.38                    | RRA                                       | 00000191   | 0000000018 | 0000049587 | 6/ 4/99    | 0000011836 | Us Office Products                |
| Total Account      | <b>441204</b> |              | <b>186.38</b>             | <b>Office Furniture And Equipment</b>     |            |            |            |            |            |                                   |
| Total Organization | <b>150101</b> |              | <b>86,797.45</b>          | <b>Ramsey Co Reg Rail Auth-RCRRA</b>      |            |            |            |            |            |                                   |

**DETAILED DISBURSEMENTS BY ORGANIZATIONAL UNIT**  
**For Accounting Date 5/ 1/99 through 6/30/99**

| Budget Year | Fund  | Organization                          |
|-------------|-------|---------------------------------------|
| 1999        | 12501 | 150106 RCRRA Northeast Corridor Maint |

| Account                  | Journal ID | Journal Date | Journal or Expense Amount | Bus. Unit                      | Voucher ID | P.O. Nbr | Check Nbr | Check Date | Vendor ID  | Vendor Name  |
|--------------------------|------------|--------------|---------------------------|--------------------------------|------------|----------|-----------|------------|------------|--------------|
| 421511                   | AP00062554 | 5/18/99      | 527.80                    | RRA                            | 00000183   |          | 00000606  | 5/28/99    | 0000100162 | Public Works |
| Total Account            | 421511     |              | 527.80                    | Co Project Management Srvs     |            |          |           |            |            |              |
| Total Organization       | 150106     |              | 527.80                    | RCRRA Northeast Corridor Maint |            |          |           |            |            |              |
| Total Fund               | 12501      |              | 87,325.25                 |                                |            |          |           |            |            |              |
| Total Budget Year        | 1999       |              | 87,325.25                 |                                |            |          |           |            |            |              |
| Grand Total, full report |            |              | 139,660.02                |                                |            |          |           |            |            |              |



F ID: RMGL5\_2A

Ramsay County  
APPROPRIATION STATUSPage 67  
Run Date 01.Jul.1999  
Run Time 7:38:05 AMBusiness Unit: RC Fund: 12501 Ramsey Co Regional Rail Auth  
Budget Year: 1998

% of Year Elapsed = 49.86

| Organization                                                            | Program      | Account                    | Adjusted<br>Budget<br>Amount | Pre-Encumbered<br>Amount | Encumbered<br>Amount | Expended<br>Amount | %<br>Expended | Remaining<br>Spending<br>Authority |
|-------------------------------------------------------------------------|--------------|----------------------------|------------------------------|--------------------------|----------------------|--------------------|---------------|------------------------------------|
| 150101                                                                  | All Programs | Other Services & Charges   | 72,223.46                    | 0.00                     | 4,188.59             | 53,863.11          | 74.58         | 14,171.76                          |
|                                                                         | 00000        | 420000                     |                              |                          |                      |                    |               |                                    |
| 150101                                                                  | All Programs | Supplies                   | 64.80                        | 0.00                     | 0.00                 | 64.80              | 100.00        | 0.00                               |
|                                                                         | 00000        | 430000                     |                              |                          |                      |                    |               |                                    |
| 150101                                                                  | All Programs | Capital Outlay             | 800.00                       | 0.00                     | 0.00                 | 0.00               | 0.00          | 800.00                             |
|                                                                         | 00000        | 440000                     |                              |                          |                      |                    |               |                                    |
| 150101                                                                  | All Programs | Intergovernmental Payments | 0.00                         | 0.00                     | 0.00                 | 0.00               | 0.00          | 0.00                               |
|                                                                         | 00000        | 490000                     |                              |                          |                      |                    |               |                                    |
| <b>Total for Organization:</b> 150101<br>Ramsey Co Reg Rail Auth-RCRRA  |              |                            | 73,088.26                    | 0.00                     | 4,188.59             | 53,927.91          | 73.78         | 14,971.76                          |
| 150103                                                                  | All Programs | Other Services & Charges   | 496,225.40                   | 0.00                     | 0.00                 | 0.00               | 0.00          | 496,225.40                         |
|                                                                         | 00000        | 420000                     |                              |                          |                      |                    |               |                                    |
| <b>Total for Organization:</b> 150103<br>RCRRA Phase II PE Midway Corr  |              |                            | 496,225.40                   | 0.00                     | 0.00                 | 0.00               | 0.00          | 496,225.40                         |
| 150106                                                                  | All Programs | Other Services & Charges   | 2,495.40                     | 0.00                     | 0.00                 | 2,495.40           | 100.00        | 0.00                               |
|                                                                         | 00000        | 420000                     |                              |                          |                      |                    |               |                                    |
| 150106                                                                  | All Programs | Supplies                   | 150.00                       | 0.00                     | 0.00                 | 150.00             | 100.00        | 0.00                               |
|                                                                         | 00000        | 430000                     |                              |                          |                      |                    |               |                                    |
| <b>Total for Organization:</b> 150106<br>RCRRA Northeast Corridor Maint |              |                            | 2,645.40                     | 0.00                     | 0.00                 | 2,645.40           | 100.00        | 0.00                               |
| 150107                                                                  | All Programs | Other Services & Charges   | 47,218.23                    | 0.00                     | 0.00                 | 81.90              | 0.17          | 47,136.33                          |
|                                                                         | 00000        | 420000                     |                              |                          |                      |                    |               |                                    |





Business Unit: RC Fund: 12501 Ramsey Co Regional Rail Auth  
Budget Year: 1998

% of Year Elapsed = 49.86

| Organization                                                    | Program               | Account                            | Adjusted<br>Budget<br>Amount | Pre-Encumbered<br>Amount | Encumbered<br>Amount | Expended<br>Amount | %<br>Expended | Remaining<br>Spending<br>Authority |
|-----------------------------------------------------------------|-----------------------|------------------------------------|------------------------------|--------------------------|----------------------|--------------------|---------------|------------------------------------|
| 150107                                                          | All Programs<br>00000 | Supplies<br>430000                 | 13,253.75                    | 0.00                     | 0.00                 | 0.00               | 0.00          | 13,253.75                          |
| 150107                                                          | All Programs<br>00000 | Capital Outlay<br>440000           | 2,000,000.00                 | 0.00                     | 0.00                 | 0.00               | 0.00          | 2,000,000.00                       |
| Total for Organization: 150107<br>RCRRA NE Corr Beam To N Co Ln |                       |                                    | 2,060,471.98                 | 0.00                     | 0.00                 | 81.90              | 0.00          | 2,060,390.08                       |
| 150109                                                          | All Programs<br>00000 | Other Services & Charges<br>420000 | 32,500.00                    | 0.00                     | 0.00                 | 32,500.00          | 100.00        | 0.00                               |
| Total for Organization: 150109<br>Phalen Berm Agreement         |                       |                                    | 32,500.00                    | 0.00                     | 0.00                 | 32,500.00          | 100.00        | 0.00                               |
| 150110                                                          | All Programs<br>00000 | Other Services & Charges<br>420000 | 1,432,317.92                 | 0.00                     | 1,166,868.46         | 104,445.49         | 7.29          | 161,003.97                         |
| Total for Organization: 150110<br>Riverview MIS                 |                       |                                    | 1,432,317.92                 | 0.00                     | 1,166,868.46         | 104,445.49         | 7.29          | 161,003.97                         |
| Total for Fund: 12501                                           |                       |                                    | 4,097,248.96                 | 0.00                     | 1,171,057.05         | 193,600.70         | 4.73          | 2,732,591.21                       |



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APPROPRIATION STATUSPage 60  
Run Date 01.Jul.1999  
Run Time 7:36:17 AM

Business Unit: RC Fund: 12501 Ramsey Co Regional Rail Auth

Budget Year: 1999

% of Year Elapsed = 49.86

| Organization                                                     | Program      | Account                  | Adjusted<br>Budget<br>Amount | Pre-Encumbered<br>Amount | Encumbered<br>Amount | Expended<br>Amount | %<br>Expended | Remaining<br>Spending<br>Authority |
|------------------------------------------------------------------|--------------|--------------------------|------------------------------|--------------------------|----------------------|--------------------|---------------|------------------------------------|
| 150101                                                           | All Programs | Other Services & Charges | 387,400.00                   | 0.00                     | 43,906.18            | 188,020.70         | 48.53         | 155,473.12                         |
|                                                                  | 00000        | 420000                   |                              |                          |                      |                    |               |                                    |
| 150101                                                           | All Programs | Supplies                 | 3,800.00                     | 0.00                     | 0.00                 | 868.27             | 22.85         | 2,931.73                           |
|                                                                  | 00000        | 430000                   |                              |                          |                      |                    |               |                                    |
| 150101                                                           | All Programs | Capital Outlay           | 800.00                       | 0.00                     | 0.00                 | 186.38             | 23.30         | 613.62                             |
|                                                                  | 00000        | 440000                   |                              |                          |                      |                    |               |                                    |
| Total for Organization: 150101<br>Ramsey Co Reg Rail Auth-RCRRA  |              |                          | 392,000.00                   | 0.00                     | 43,906.18            | 189,075.35         | 48.23         | 159,018.47                         |
| 150106                                                           | All Programs | Other Services & Charges | 43,000.00                    | 0.00                     | 0.00                 | 3,166.40           | 7.36          | 39,833.60                          |
|                                                                  | 00000        | 420000                   |                              |                          |                      |                    |               |                                    |
| Total for Organization: 150106<br>RCRRA Northeast Corridor Maint |              |                          | 43,000.00                    | 0.00                     | 0.00                 | 3,166.40           | 7.36          | 39,833.60                          |
| Total for Fund: 12501                                            |              |                          | 435,000.00                   | 0.00                     | 43,906.18            | 192,241.75         | 44.19         | 198,852.07                         |