AGENDA

Chippewa-St. Croix Passenger Rail Commission Wednesday, July 13, 2022, at 1:30 p.m.

Dunn County Board Room Room 54 of the Dunn County Government Center, 3001 US Highway 12 East in Menomonie, Wisconsin

- 1. Call to Order and confirmation of meeting notice
- 2. Introductions
- 3. Public Comment
- 4. Review/Approval of Meeting Minutes **Discussion/Action**
 - May 25, 2022
- 5. History of the Chippewa-St.Croix Passenger Rail Commission Discussion
 - Resolution
 - Membership
 - Brief background by Scott Rogers
- 6. Bylaws Update Discussion/Action
- 7. Corridor Identification Plan resolution Information/Discussion/Action
- 8. Agenda items for future meetings **Discussion**
- 9. Future Meeting dates **Discussion/Action**
- 10. Adjourn

MINUTES

Chippewa-St. Croix Passenger Rail Commission Wednesday, May 25, 2022, at 8:30 a.m.

Dunn County Board Room Room 54 of the Dunn County Government Center, 3001 US Highway 12 East in Menomonie, Wisconsin

Members Present: Randy Eide, Erik Evenson, Rob Krejci, Gary Stene, Jim Dunning, Jeremy Gragert

Others: Samantha Kraegenbrink, Kathryn Schauf, Sharon McIlquham, Gretchen Yonko, Eric Anderson, Ann Schell, Scott Rogers

Call to Order and confirmation of meeting notice of the May organizational meeting

Chair Dunning called the meeting to order at 8:32 a.m. and confirmed meeting notice.

Roll Call and Introductions

The commission did round table introductions.

Public Comment

No members of the public wished to make comment.

Review/Approval of Meeting Minutes from April 25, 2022

The clerk added Mason Baxter to those in attendance and added final bullets from the bylaw discussion prior to the start. Motion by Gary Stene to approve, all in favor.

Election of officers

Gary Stene nominates Jim Dunning as chair, seconded by Erik Evenson. Jim Dunning nominates Gary Stene who declines. All in favor of Jim Dunning as Chair. Jim Dunning nominates Gary Stene as vice-chair, seconded by Jeremy Gragert. All in favor. Rob Krejci nominates Jeremy Gragert as secretary/treasurer, seconded by Randy Eide.

Workplan and Budget

The commission briefly discussed a workplan and budget planning. This item will be added to future agendas. There was a discussion regarding how other communities have organized their rail service and council/commissions.

Ex Officio members

Scott Rogers provided a potential list of ex-officio members. The commission referred to the bylaws (10 C.) to aid in their discussion. A point was brought up that the resolutions passed by

MINUTES

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the counties that the West Central Wisconsin Rail Coalition MPO-shall have two members for the creation of the commission. There is an interest in amending the bylaws to include a member(s) of the Rail Coalition to the Commission as a voting member.

The Commission decided that the West Central Regional Planning Commission, Union Pacific, 4-year college institutions and technical colleges, one Minnesota representative, and WisDOT will be formally asked to join as ex-officio at this time. Motion by Randy Eide, seconded by Gary Stene. All in favor. Eau Claire County Administration will draft a letter on letterhead, signed by Chair Dunning.

Other stakeholders that were included in the potential list of ex-officio members will be encouraged to work with the West Central Wisconsin Rail Coalition on its advocacy efforts.

Scott Rogers agreed to make contacts with Minnesota agencies for a recommendation on whom to invite to be ex-officio members.

Sharon McIlquham indicated she will draft a bylaws amendment to address how the bylaws should be amended, and an amendment to add a representative of the West Central Wisconsin Rail Coalition as a voting member.

<u>Updates and background.</u> <u>Bringing the commission up to date on current passenger rail developments and activities including Market Sounding: Scott Rogers, West Central Wisconsin Rail Coalition</u>

Scott Rogers provided a presentation to bring the commission up to date on current development and activities. For a future agenda, further discussion on market sounding.

Corridor Identification Plan resolution

This will be brought forward at next meeting.

Future Meeting dates/format

Gary Stene offers Menomonie as a meeting site for hybrid meetings.

The meeting was adjourned at 10:33 a.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator Eau Claire County

WITH COUNTIES AND MUNICIPALITIES

WHEREAS, Eau Claire County has participated in efforts to expand passenger rail services into western Wisconsin and the Chippewa Valley along the I-94 corridor from St. Paul, Minnesota; and

SUPPORTING THE CREATION OF THE CHIPPEWA-ST. CROIX RAIL COMMISSION

WHEREAS, every day there are thousands of individuals who travel between the Twin Cities and the St. Croix Valley and the Chippewa Valley for purposes of commuting to work; conducting business; pursuing higher education; engaging in tourism, shopping, and recreation activities; and connecting to travel hubs for national and international travel; and

WHEREAS, both the Wisconsin State Rail Plan and the Minnesota State Rail Plan, federally mandated official transportation plans created by the respective states, include the Twin Cities-Eau Claire line as a planned future passenger rail route; and

WHEREAS, over the past several years, the West Central Wisconsin Rail Coalition has worked to develop partners to create a public-private partnership to bring passenger rail service to the West Central Wisconsin area, including the Chippewa Valley and the St. Croix Valley. This coalition was initially formed out of the Momentum West economic development organization and has seen interest or involvement from the counties and municipalities in the I-94 corridor, including the counties of Eau Claire, Chippewa, Dunn, St. Croix and Pierce, and the municipalities of Hudson, Baldwin, New Richmond, River Falls, Menomonie, Eau Claire, Chippewa Falls, and Altoona; and

WHEREAS, the Wisconsin Gateway Corridor Coalition, a similar predecessor initiative, was involved in the bi-state Gateway Corridor Study Alternative Analysis that showed promise for future public transportation in the Twin Cities-Eau Claire corridor; and

WHEREAS, the West Central Rail Wisconsin Coalition and its Passenger Rail Organizing Council has been working with Union Pacific Railroad, owner of the tracks, to implement passenger service, and Union Pacific Railroad has indicated that it will enter into a memorandum of understanding regarding service implementation upon satisfactory completion of an engineering study of the existing Union Pacific Railroad rail line to determine the need for capacity and capital improvements; and

 WHEREAS, the continued planning and development of the rail corridor is critical to the transportation needs of the St. Croix Valley and the Chippewa Valley. It is necessary to have a multijurisdictional body independent of any one county or municipality to govern the implementation, creation, and continuation of passenger rail service through the multiple counties and municipalities that the proposed rail corridor will pass through to oversee the relationship between the private and public sector, coordinate guidelines for site selection and development of stations, apply for federal grant programs, coordinate with jurisdictions in the state of Minnesota, and coordinate with the Wisconsin Department of Transportation and the Federal government; and

WHEREAS, the multijurisdictional body or commission would need to be independent, but supported by the individual counties and municipalities to promote decisions that are independent and made for the best interest of the passenger rail corridor; and

WHEREAS, the purpose of the commission would be to advance the public interest by pursuing the implementation of passenger rail service and other public transportation improvements to serve the St. Croix Valley and the Chippewa Valley; and

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WHEREAS, activities that the commission could participate in may include:

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• Identify the public benefits of passenger rail and other public transportation improvements to connect the Chippewa/St. Croix region to the Twin Cities, as well as Madison, Milwaukee, and Chicago.

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Identify, support, and facilitate initiatives to implement passenger rail service, including public-private partnerships, sponsors, operators, federal and state funding opportunities, relationships among governments and stakeholders, feasibility studies, and the like.

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• Pursue opportunities for transit orientated development, value capture financing, and other community-related benefits at station locations to ensure the fullest possible economic benefits from service implementation.

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Foster cooperation among Wisconsin and Minnesota governments, agencies, and other entities. Determine the long-term role of the commission, or other organization that might be created to coordinate public involvement in the service, including any legislative or other action that might be needed. Participate in determining the appropriate project roles for this commission, state DOTs, counties and municipalities, private partners and real estate developers, and advocacy or educational organizations like the West Central Rail Coalition.

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• Determine and coordinate zoning, environmental, safety, and other regulatory-related requirements.

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• Participate in current and future planning processes, including the Wisconsin and Minnesota State Rail Plans, Federal Railroad Administration Midwest Corridor Study, and the local MPO; and

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WHEREAS, creation of a commission will require the individual counties and municipalities to adopt a resolution committing to being a part of and agreeing to assist in the development and creation of the commission and its by-laws, and committing to appointing the appropriate individuals to serve on the commission; and

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WHEREAS, initially, it would be beneficial if the counties and municipalities adopting a resolution similar to this one, agreeing to participate in the creation of the Chippewa-St. Croix Rail Commission, each appoint one representative to a committee to create rules and by-laws for the commission and to recommend enabling resolutions and/or agreements for all participating counties and municipalities. The West Central Wisconsin Rail Coalition shall have at least 2 members appointed to the committee for the creation of the Chippewa-St. Croix Rail Commission; and

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WHEREAS, pursuant to Wisconsin Statutes Section 66.0301 "municipalities," including 1 2 counties, may enter into agreements for the purpose of intergovernmental cooperation, including 3 the development of joint transportation commissions. 4 5 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of Supervisors supports the creation of the Chippewa-St. Croix Rail Commission, and agrees to 6 7 commit the necessary resources and individuals for the development of an intergovernmental 8 agreement and by-laws for the creation of a transportation commission that will oversee the 9 implementation, creation, and continuation of passenger rail service in the Chippewa Valley and 10 St,. Croix Valley of Western Wisconsin. 11 12 BE IT FURTHER RESOLVED that Eau Claire County commits to development of a transportation rail commission upon the ratification of a resolution of commitment, the same or 13 14 similar to this resolution, by at least 8 of the 12 of the following governmental bodies: Eau Claire County, Chippewa County, Dunn County, St. Croix County, and the municipalities of Eau Claire, 15

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BE IT FURTHER RESOLVED that the county clerk send a copy of this resolution to the clerks of the afore-mentioned counties and municipalities.

Chippewa Falls, Altoona, Menomonie, Baldwin, New Richmond, River Falls, and Hudson.

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TSJ/ljl

Chippewa/St.Croix Passenger Rail Commission Members

Name	Title	Jurisdiction	
Jeremy Gragert	City Council	Eau Claire	
Gretchen Yonko	Council Member	City of Menomonie	
Randy Eide	Director of Public Works	City of Menomonie	
Tracy Carlson	Administrator/Clerk-Treasurer	Village of Baldwin	
Tiffany Weiss	City Planner	City of Hudson	
Josh Clements	City Planner	City of Altoona	
Erik Evenson	Director of Public Works	City of New Richmond	
Gary Stene	Vice-Chair	County of Dunn	
Robbie Krejci	Highway Commissioner	County of St. Croix	
Jim Dunning	County Board Member	County of Eau Claire	
Arun Rao	Passenger Rail Manager	DOT	
Scott Rogers	Member	West Central Wisconsin Rail	
		Coalition	
Ann Schell	Member	West Central Wisconsin Rail	
		Coalition	
Administrative Support			
Samantha Kraegenbrink	Assistant to the County	County of Eau Claire	
	Administrator		
Kathryn Schauf	County Administrator	County of Eau Claire	
Sharon McIlquham	Corporation Counsel	County of Eau Claire	

BY-LAWS

CHIPPEWA/ ST. CROIX RAIL COMMISSION

1. NAME.

The name of this Commission shall be the "Chippewa/St. Croix Rail Commission," hereinafter referred in this document as "Commission.".

2. OFFICE.

The Commission may have such offices and places of business at such locations that the Commission may from time to time designate.

3. PURPOSE.

The purpose of the commission is to advance the public interest by pursuing the implementation of passenger rail service and other public transportation improvements to serve the St. Croix Valley and the Chippewa Valley.

The activities that the commission could participate in may include:

- Identify the public benefits of passenger rail and other public transportation improvements to connect the Chippewa/St. Croix region to the Twin Cities, as well as Madison, Milwaukee, and Chicago.
- Identify, support, and facilitate initiatives to implement passenger rail service, including public-private partnerships, sponsors, operators, federal and state funding opportunities, relationships among governments and stakeholders, feasibility studies, and the like.
- Pursue opportunities for transit orientated development, value capture financing, and other community-related benefits at station locations to ensure the fullest possible economic benefits from service implementation.
- Foster cooperation among Wisconsin and Minnesota governments, agencies, and other entities. Determine the long-term role of the Commission, or other organization that might be created to coordinate public involvement in the service, including any legislative or other action that might be needed. Participate in determining the appropriate project roles for the Commission, state DOTs, counties and municipalities, private partners, real estate developers, and advocacy or educational organizations like the West Central Rail Coalition.

- Determine and coordinate zoning, environmental, safety, and other regulatory-related requirements.
- Participate in current and future planning processes, including the Wisconsin and Minnesota State Rail Plans, Federal Railroad Administration Midwest Corridor Study, and the local MPO.

4. TERM

These Bylaws shall become effective upon approval by the Commission and shall continue in full force and effect, including any approved amendments, for such time as the Commission remains in effect.

5. MEMBERS OF THE COMMISSION.

Membership shall consist of local units of government in Western Wisconsin including Counties, Cities and Villages where or near to where the proposed passenger rail corridor will be located, and have passed a resolution committing to the creation and development of the Commission. The following governmental bodies are the initial members (hereinafter referred to as "Member") of the Commission: City of Altoona, City of Eau Claire, City of Hudson, City of Menomonie, City of New Richmond, Village of Baldwin, Dunn County, Eau Claire County, St. Croix County, and two members from the West Central Wisconsin Rail Commission. Each Member shall designate a single individual(s) to be its representative(s) to the Commission. The representative shall have the authority to vote on behalf of the Member. A Member can change who will act as their representative at any time but must notify the Commission of any changes in writing. The Commission may add or remove a member from the Commission from time to time as reflected in these Bylaws, by a resolution adopted by a majority of the Members of the Commission. With one hundred twenty (120) days written notice to all Members of the Commission, a Member may withdraw its membership from the Chippewa/St. Croix Rail Commission.

6. VOTING

Each Member will have one vote on matters that come before the Commission.

7. Quorum

A Quorum shall consist of a majority of the voting membership.

8. OFFICERS

A. Number, Term.

At its first meeting the Commission shall elect a Chair and Vice Chair from its Members to serve until the first annual meeting in the year 2022. Thereafter,

each year at the annual meeting the Commission shall elect a Chair and Vice Chair to serve for 1-year terms. The Secretary/Treasurer shall be elected at the first annual meeting starting with the year 2022 and shall serve a three (3) year term, with subsequent elections occurring at the annual meeting in the corresponding year for the end of the Secretary/Treasurer's term.

B. Chair

The Chair shall preside at all regular and special meetings of the Commission, except as otherwise provided in these Bylaws. All actions approved by the Commission for which documents must be executed shall be executed by the Chair on behalf of the Commission. The Chair's signature, attested to by the Secretary/Treasurer of the Commission, shall be binding as the signature of the Commission. The Chair shall exercise all power and perform all duties assigned by resolution or motion of the Commission for by the parliamentary authority adopted by the Commission. The Chair of the Commission may make a motion and has the same voting rights and responsibilities as other Members.

C. Vice Chair

The Vice Chair shall have such powers and duties as are assigned by resolution of the Commission, except as limited by these Bylaws. The Vice Chair shall perform the duties and have the powers of the Chair during the absence or incapacity of the Chair.

D. Secretary/Treasurer

The Secretary/Treasurer shall be responsible for keeping the records of the Commission, including the meeting minutes, and a record of the finances of the Commission. The Secretary/Treasurer shall have the responsibility to attest to the signature of the Chair as the signature of the Commission.

9. MEETINGS AND NOTICES

A. Place of meeting

The Commission shall hold meetings, may have an office, and keep full and accurate records of all proceedings at the principal office or at any other place or places as the Commission from time to time may determine.

B. Regular meetings

At the annual meeting, the Commission will establish a schedule of meetings for the following year, setting the date, time, and location of the meeting and determine if meetings will be held in person, by a virtual method, or a hybrid format with some Members appearing virtually and others attending in person. Virtual and hybrid meetings will be conducted in compliance with the open meetings law allowing the public access to the meeting by electronic means. For virtual or hybrid meetings, the Commission will post

on the meeting notice information on how the public can access the meeting electronically through a web address and/or a phone number.

C. Special and emergency meetings

The Commission may hold special meetings at any time upon call of the Chair, or any two Members with the consent of the Chair and with notice at least three (3) days before the meeting given to each Member of the Commission unless waived, or by and three Members with notice at least three (3) days before the meeting given to each member of the Commission unless waived. Notice shall be given to the public of such meetings in accordance with Wisconsin Open Meetings Law, Wis. Stats. §§ 19.83, 19.84.

D. Annual meeting

The Commission shall hold an annual meeting in the month of May of each year for the purpose of electing officers, establishing a schedule of regular meetings for the year, and conducting such additional business as the Commission deems appropriate.

E. Open meeting law

All Commission and Committee meetings of the Commission are subject to the Wisconsin Open Meetings Law, Wis. Stats. §§19.83,19.84. The Secretary/Treasurer is determined to be the custodian of the Commission's records.

10. COMMITTEES

A. Commission Committees

The Commission may establish standing committees and the Chair may establish ad hoc committees of the Commission. The Chair shall appoint the Members to each committee. Each committee shall solely be advisory to the Commission and no committee shall have the authority to exercise the Commission's authority or bind the Commission. Such committees shall at all times be subject to the direction and control of the Commission and shall report to the Commission upon request or as otherwise specified in these Bylaws. Each Member of a committee shall have one vote. Standing committees of the Commission may include an Executive Committee and such other committees as determined by the Commission.

B. Advisory Committees

The Commission may establish advisory committees. The Commission shall appoint Members to and the chairs of the advisory committees. Meetings shall be held at the call of each advisory committee chair. Each committee shall solely be advisory to the Commission and no committee shall have the authority to exercise the Commission's authority or bind the Commission. Such committees shall at all times be subject to the direction and control of the Commission and shall report to the Commission upon request or as

otherwise specified in these Bylaws. Each Member of a committee shall have one vote.

The Commission shall elect one or more delegate(s) and alternate(s) to be a representative for the Commission at WisDOT, MnDOT or state legislative committees.

C. Ex-Officio Members.

The Commission shall have the authority to add non-voting Ex-Officio member(s) who have knowledge, a background, or expertise in areas such as passenger rail development, jurisdictional issues, or business development related to rail transportation corridors. The Ex-Officio member(s) could include regional officials from a department of transportation, business development groups or others with expertise in the development and operation of a rail corridor.

At the time of appointment of an Ex-Officio member, the board shall determine if the Ex-Officio member shall be a temporary or permanent member of the board. If the member is to be temporary the board will set an expiration date for the membership.

11. ORDER OF BUSINESS:

The order of business at all regularly scheduled meeting so the Commission shall be as follows:

- a. Call to order
- b. Approval of agenda
- c. Approval of minutes of preceding meeting
- d. Approval of checks and claims
- e. Committee reports
- f. Business items
- g. Other Business
- h. Adjournment

12. WORK PLAN AND BUDGET

Each year, the Commission shall review and discuss a preliminary annual Work Plan and Budget, together with a statement of sources of funding including any expenses to be paid by the Commission. The Commission shall adopt a final annual Work Plan and Budget no later than Six (6) months after adoption of these by laws and by the end of each calendar year thereafter.

The Commission may contract with one of the Members or with an outside firm to provide any and all budgeting and accounting services necessary or convenient for the Commission's Work Plan and Budget. Such services may include, but not be limited to: management of all funds, including contributions and grant monies,

payment for contracted services, keeping of the books, minutes documents and records of the Commission and other relevant bookkeeping and recordkeeping.

13. PARLIMENTARY PROCEDURE/AUTHORITY

The meetings of the Commission shall be governed by the rules contained in the current edition of *Robert's Rules of Order Newly Revised* as applicable and which are not inconsistent with these Bylaws, or any special rule or order adopted by the Commission.

14. ACTIONS OF THE COMMISSION

Any official action shall be taken by resolution or motion by a recorded vote in accordance with the Agreement. A written record all oral resolutions or motion will be made and reflected in the minutes of the meeting.

The Chair may conduct voting on uncontested items by general consent by asking the question of the Members as to whether there is any objection. If an objection is made, a formal vote must be taken.

All actions of the Commission require a simple majority vote of the voting Members present. The Commission may determine, by amendment of these bylaws which items may require a super majority vote(2/3rd).

15. AMENDMENT

These bylaws may be amended on a 2/3 vote of entire membership. Proposed amendments, showing current language, proposed amendment language, and final language if amendment is approved shall be provided to members on no less than 30 days' advance notice.

These Bylaws were	ınıtıally a	dopted b	iy a maji	ority of the Members of the	
Commission on the _	25th	_day of _	April	, 2022, and amended on the $_$	
day of	<u>,</u> 2022.	·	•		

Whereas the newly enacted Bipartisan Infrastructure Law provides unprecedented opportunities 1 2 and funding for expansion of passenger rail corridors in the US, 3 4 Whereas the Federal Railroad Administration (FRA) has announced the Corridor Identification and Development Program (CID) to create a pipeline of eligible projects for passenger rail 5 6 expansion of routes under 750 miles, 7 8 Whereas the Wisconsin and Minnesota State Rail Plans include future passenger rail routes utilizing the Chippewa-St. Croix corridor, 9 10 11 Whereas the purpose of the Chippewa-St. Croix Rail Commission is to advance the public interest by pursuing the implementation of passenger rail service and other public transportation 12 improvements to serve the Chippewa and St. Croix Valleys, 13 14 Whereas the Chippewa-St. Croix Rail Commission meets FRA's criteria as an eligible entity for 15 participation the CID, 16 17 Whereas FRA is inviting eligible entities to submit Expressions of Interest to FRA for proposed 18 corridors, 19 20 Therefore, be it resolved, the Chippewa-St. Croix Rail Commission will work with relevant 21 partners and supporters, including the Association of Innovative Passenger Rail Operations 22 (AIRPRO), Amtrak, and/or others to pursue submissions of Expressions of Interest to FRA for 23 an Eau Claire-Twin Cities regional corridor and a Chicago-Milwaukee-Eau Claire-Twin Cities 24 intercity corridor. The Commission Chair is to appoint an ad hoc FRA Corridor Identification 25 Committee under section 10.A. of the Commission's Bylaws to engage with relevant parties,

report back to the Commission, and prepare and submit the proposed Expressions of Interest no

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28 29 later than September 30, 2022.