



RAILROAD TRANSPORTATION SAFETY DISTRICT

Board Meeting

Monday, June 4, 2018

Meeting Began At 11:00 a.m.

Meeting Ended At: 11:45 a.m.

Members Present: Deb Schorr, Roma Amundson, Todd Wiltgen, Jane Raybould, Cyndi Lamm

Members Absent: Roy Christensen

Others Present: Roger Figard, Amy Cornelius-Jones, Liz Thanel, Kris Humphrey, Bill Kutilek,
Tony Jerina, Randy Hoskins, Rick Herrick, Pam Dingman, Mark Egger,
Candace Meredith

Order No. 18-11 Call Meeting to Order. Approval of Previous Minutes

Deb Schorr called the meeting to order. Schorr stated that the RTSD is subject to and adheres to the Nebraska Open Meetings Act, and indicated that a copy of the Act is posted and available for inspection at the entrance of the meeting room.

Schorr stated that on May 30, 2018, notice of the meeting and agenda were posted on the bulletin boards at City Hall, first floor, 555 South 10th Street. Notice of the meeting and attachments were posted on the RTSD website on May 30, 2018, which may be linked to from both the City of Lincoln and Lancaster County official government websites. The notice, agenda, and materials being considered at the meeting were also made available for inspection at the RTSD Offices, 949 West Bond Street, Suite 200.

First item on the agenda is the approval of the Minutes from the March 6, 2018 meeting. The Minutes are available for review on the RTSD website: <http://lincoln.ne.gov/city/pworks/rtsd/>.

Wiltgen moved to approve the Minutes from the March 6, 2018 meeting.

Raybould seconded the motion. Motion approved 4-0; 1 abstain, 1 absent.

Order No. 18-12 Report of Statement of Financial Activity

Liz Thanel reported on the Statement of Financial Activity as of May 24, 2018.

The RTSD tax revenues equal \$5,238,031, which is approximately 1% over expectations of \$5.2 million for the year. Investment and miscellaneous income for the period amounted to \$132,678. Total receipts were \$5,370,709 as of May 24, 2018. Total disbursements were \$10,505,497 and construction project costs accounted for \$10,348,123 of that amount.

Thanel reported that the ending cash balance for the period was \$548,212, with investments of \$14,017,274, and a total fund balance of \$14,565,486. Investments are divided between \$5.54 million in CD's and \$8.5 million in money markets. Interest rates have gone up from the previous year.

Lamm moved to approve the Statement of Financial Activity.
Raybould seconded the motion. Motion approved 5-0; 1 absent.

Order No. 18-13 Report Regarding Current FY 2017/2018 Budget Status

Operating: Figard stated that the FY2017/2018 Operating Budget was \$85,500, and we have spent just of \$60,000. The second half of the Superintendent's services of just under \$23,000 will bring expenditures to almost 100% of the budgeted amount. Additional expenditures from the attorney are also expected as they continue to review contracts and tend to other legal matters. Support and clerical services are over the budgeted amount due mostly to continued clean-up work on files and processes.

Crossings: An invoice for the OPPD crossing at 84th Street is forthcoming. The 33rd & BNSF crossing project will also have an invoice due soon. Two other crossings: OPPD crossing at Pine Lake (\$100,000) and the Jamaica Trail North crossing (\$200,000) should have invoices coming from the City. If the invoices are not received by the RTSD by end of fiscal year, Figard will add those amounts to next year's budget. The big expenditure was the \$10 million for the South Beltway project. The second payment of \$10 million for the South Beltway project will be due September 2018, and that payment will be addressed in next year's budget. No action required.

Order No. 18-14 Consideration of FY 2018/2019 Budget / CIP

Figard presented the draft FY 2018/2019 budget stating that the numbers are essentially the same from what was presented at the March meeting. The formal budget that is sent to the State Auditor will be presented for approval at the September meeting.

Operating Budget: Figard proposes increasing the budget for operating expenses from a total of \$85,500 to \$89,700. There is a slight increase of 3% for the audit preparation. Figard has also been working on the standard RTSD Engineering contract clean up with Kutilek and is proposing increasing the budget for legal services from \$7,500 to \$8,500. Labor services are expected to increase approximately \$2,500.

Construction Projects: Figard proposes to continue the budget line item in the amount of \$300,000 for crossing improvements; this amount shall be split \$250,000 for crossings within the City and the \$50,000 for crossings within the County. The draft budget carries over \$10,000 for OPPD crossing at 91st Street. The Salt Creek Underpass project is proposed at \$50,000 and \$100,000 each for Miscellaneous Engineering and Emergency & Safety. An amount of \$2.5 million is proposed for the 33rd & Cornhusker project, and \$10 million for the South Beltway project. A budget item of \$25,000 has been established for the SW Lincoln Feasibility project, although there is not a contract in place for that project yet. With respect to the Hastings Sub-Relocation Feasibility project, the current budgeted dollars have been expended and Figard is waiting on a report from the railroad. He is proposing putting \$100,000 in the budget and seeks to amend the current contract with Olsson Associates to do work on a time and materials basis. The draft budget includes entries for the OPPD at Pine Lake project (\$500,000) and the Jamaica Trail North project (\$200,000); if these amounts do not get expended during this fiscal year, the remaining amounts will be placed in next year's budget. The total amount of expected expenditures for next year is \$14,406,700. Figard addressed the N 48th Street underpass between Adams Street and Superior Street. The proposal is to partner with Public Works & Utilities – Engineering Services. An engineer will analyze the roadway needs and widths in order to get a better understanding of what the project would be and cost.

Wiltgen moved to approve the Draft Budget & CIP for FY 2018/2019.
Amundson seconded. Motion approved 5-0; 1 absent.

Order No. 18-15 Consideration of Additional 1% Lid Authority

Figard stated that the request for the Additional 1% lid authority represents a future insurance policy and does not represent a request to increase the budget by 1%. It allows, should there be a lid issue in the future that the Board can vote to approve that the lid authority be raised by 1 %.

Raybould moved to approve the 1% increase in Lid Authority.
Amundson seconded. Motion approved 5-0; 1 absent.

Order No. 18-16 Consideration of Levy Request for 2018 Tax Roll

Figard stated that the current levy is set at \$.022217 per one hundred dollars of actual property valuation. Figard is requesting that the Board to set the levy at \$.022217 per one hundred dollars of actual property valuation to send to County Board in August for September 2018.

Raybould moved to set the supporting levy at the recommended \$.022217 per one hundred dollars of actual property valuation for the 2018 tax rolls. Wiltgen seconded. Motion approved 5-0; 1 absent.

Order No. 18-17 Consideration of FY18/19 Legal Contract

Figard presented the Crosby Guenzel 2018-2019 contract for legal services. Figard stated his appreciation for Kutilek and the work the Firm does for the RTSD. There are no changes to the contract from the existing contract. Kutilek expressed the Firm's appreciation for the long-standing relationship with the RTSD, as well as the opportunity to continue that relationship for another fiscal year.

Amundson moved to approve the legal contract with Crosby Guenzel for 2018.
Lamm seconded. Motion approved 5-0; 1 absent.

Order No. 18-18 Report of Project and Crossing Updates

Kris Humphrey, Project Manager for the 33rd & Cornhusker project gave an update. Since the last RTSD board meeting, there has been work on developing the subarea plan and working with the advisory group and technical staff. There was a three-day charrette from May 9-11 that included a public open house on May 10, 2018, which was attended by just over 100 people. There was a brainstorming meeting last week to develop transportation solutions. In the next three months, staff will continue to refine the subarea plan and transportation solutions. After which we will work with NDOT and FHWA to develop a scope of services for the environmental contract that includes preliminary engineering work. By the end of the year, the final subarea plan and the transportation alignment should be complete. In 2019, work will begin on the Environmental Phase of the project. Lamm thanked Humphrey for all the hard work that was done in this initial phase of the project and the citizen involvement. Raybould asked Humphrey to review the time line for the project.

Estimated Schedule for this federally funded project:

Currently the Planning Phase is scheduled to be complete in 2018
2019 (NEPA) Environmental Phase: Assessment or Impact Statement; 3 year time frame.
Final Design 1-2 years
Right-of-Way Acquisitions takes 2 years
Begin Construction approximately 2026

Visit the project's website; www.33rdcornhusker.com for all current information, drawings and time lines. Another open house is planned for fall 2018. In addition to the subarea plan, there is a corridor enhancement plan; 11th – 56th Streets (L55X). There is a project stakeholder meeting that includes advisory and technical members to discuss aesthetics of the area.

Figard updated the Board on the following Crossings:

Pine Lake Rd; 56th – Hwy 2 (OPPD crossing)-

Draft agreement is pending and should be signed later this summer. Invoice is forthcoming.

Jamaica Trail North -

Finalizing the contract with consultant for final design.

West Wittstruck-

Currently on hold – there are budgeted funds if needed.

Village of Roca-

Resurfaced the street that abuts the railroad tracks and had complications getting a permit.

RTSD assisted in getting the permit costs down to \$500, thereby saving the Village thousands of dollars in proposed permitting fees.

Hasting Sub

Currently in a holding pattern. New contract is pending.

General Crossing Repairs

Ongoing repairs, includes 27th and 48th at Hwy 2. 48th Street does have federally funded signal work to be completed, and we need to make sure that crossing work does not interfere with that project.

Y St. (OL & B)

No set schedule – continue to patch repair as needed.

NW 12th Union Pacific

Repair work is still needed.

56th & Old Cheney –

Railroad crossing arms came down creating a traffic back up – electronics were not working most likely due to a lighting strike. Figard believes that the issue has been resolved.

70th & BNSF (south of Cornhusker)-

Wiltgen asked about the \$1 million dollars allotted in the future CIP in the fiscal years: FY2025-FY2027. Figard stated that these entries on the CIP represent placeholder funds due to the fact that the 70th Street crossing is the next at-grade crossing for consideration after the 33rd and Adams Street project is completed.

No action required.

Order No. 18-19 Non-Agenda / Public Comment

Figard indicated that the City approved and renewed the contract for his services through May 2019.

Figard will be attending the annual summer meeting the National Committee for Uniform Traffic Control Devices on June 19, 2018 in Denver.

No one appeared for public comment.

The next meeting is presently scheduled for Tuesday, September 11, 2018 at 11:00 a.m.

Wiltgen moved to adjourn. Raybould seconded the motion. Motion approved 5-0; 1 absent.

Meeting adjourned at 11:45 a.m.

Prepared by: Amy Cornelius-Jones, Engineering Services

Minutes 6-4-18