



GOLD LINE JOINT POWERS BOARD AGENDA

Thursday, December 18, 2025
Immediately following the conclusion of the
Executive Change Control Board (ECCB) Meeting,
which starts at 9:30 AM

Washington County Central Service Center,
Ground Floor Conference Room E115
1261 Woodlane Dr, Woodbury, MN 55125

- I. CALL TO ORDER
- II. ROLL CALL
- III. ACTION ITEMS -
 - a. Meeting Agenda
 - b. August 27, 2025 Meeting Minutes *
 - c. Approval of Amendment #1 to the Agreement for Financial Services for Gold Line Joint Powers Board *
 - d. Approval of Amendment #4 to the Contract Between Gold Line Joint Powers Board and Mary Richardson for Strategic Planning and Policy Consulting Services *
- IV. INFORMATION ITEMS -
 - a. First Reading of Amendment #2 to the Bylaws of the Gold Line Joint Powers Board *
 - b. Joint Powers Board Financial Update *
 - c. Communications Update *
 - d. Next Meeting – TBD
- V. ADJORNMENT

* Attachments



Public Works Department

Wayne Sandberg, P.E.
Public Works Director, County Engineer

Frank Ticknor, P.E.
Deputy Director

**GOLD LINE JOINT POWERS BOARD
MINUTES
August 27, 2025**

CALL TO ORDER

Chair Xiong called the Gold Line Joint Powers Board (JPB) meeting to order at 10:22 a.m. The meeting was held in Conference Room A at the Ramsey County Courthouse, 2nd Floor, located at 15 West Kellogg Blvd., St. Paul, MN 55102.

ROLL CALL

Members Present: Chair – Mai Chong Xiong, Ramsey County Commissioner
Vice Chair – Michelle Clasen, Washington County Commissioner
Stan Karwoski, Washington County Commissioner

Members Absent: Rafael Ortega, Ramsey County Commissioner

Staff Present: Sara Allen, Lyssa Leitner, Aaron Zellmer, Sara Favreau, Patrick Collins, Scott Schwahn, Hoang Truong, Jennifer Jordan

Others Present: Morgan Abbott, Steve Barrett, Mary Richardson, Doug Host (online), Brian McClung (online)

Announcements

None.

ACTION ITEMS FOR APPROVAL

Approval of Agenda

A motion to approve the agenda was moved by Commissioner Clasen, seconded by Commissioner Karwoski. All in favor. Motion carried.

Approval of Minutes from Previous Meeting

A motion to approve the minutes from April 23, 2025, Meeting was made by Commissioner Clasen, seconded by Commissioner Karwoski. All in favor. Motion Carried.

Approval of the 2026 Gold Line Joint Powers Board Administrative Budget

A motion to approve the 2026 Gold Line Joint Powers Administrative Budget was made by Commissioner Karwoski, seconded by Commissioner Clasen. All in favor. Motion Carried.

Approval of Staff Recommendations regarding the future of the Gold Line Joint Powers Board

Patrick Collins, Washington County Attorney recommends while most of the work on the Project is complete, there are several significant obligations requiring ongoing JPB oversight, The advantages of continuing the JPB include: continuity in policy-maker oversight in the final completion of the Gold Line project, and the need for required representation of the ECCB.

- 1.) It is recommended that the JPB continue operations through 2027 or until financial obligations are fulfilled. The Board should reevaluate in mid-2027 to determine if a change of course is needed or wanted.
- 2.) The JPB Bylaws will be amended to provide for one annual meeting to elect officers, establish a meeting schedule and locations, and adopt the budget. Meetings can also be called by the Chair.
- 3.) The Capital Grant Agreement (CGA) will be amended to extend the term through December 31, 2027 or until all close-out obligations are fulfilled and to establish a fifth grant activity period to reflect the extended CGA term. The amendment would reflect the most current cashflow. We anticipate the CGA amendment will be brought to the JPB in late 2025 or early 2026.
- 4.) The Financial Services Agreement with Washington County will be amended to extend the term to correspond to the term of the JPA.
- 5.) The consulting contract with Mary Richardson will be extended to December 31, 2026.

A motion to approve the Staff Recommendations regarding the future of the Gold Line Joint Powers Board was made by Commissioner Karwoski, seconded by Commissioner Clasen. All in favor. Motion Carried.

Gold Line Joint Powers Board 2024 Audit

Doug Host, from Clifton Allen Larson, provided information on the audit, stating that it went very well, with no weaknesses in the controls, and a letter of clean opinion on the financial statements was issued.

Commissioner Karwoski asked if another Audit would be needed for the year 2027, and if so, would the audit cost be the same with fewer transactions? Doug Host said that would depend on the revenue for 2027. There would be less to audit, but more administrative time would be required, and this would need to be determined in 2027.

METRO Gold Line Project Update

Steve Barrett, the Gold Line Project Manager, provided a project update, presenting slides that showcased progress on the landscaping. The corridor has several shrubs and trees put in that have a two-year warranty.

One of the largest punch list items has been repairing cracked concrete panels. The buses were able to operate around the repair work.

Morgan Abbott, Deputy Project Manager, presented information about the electric buses and charging infrastructure. Testing of the charging equipment is being done currently. Metro Transit continues to meet quarterly with the City of Woodbury and the Police Department.

Commissioner Karwoski requested ridership numbers for Washington County compared to Ramsey County. Lyssa Leitner responded that the ridership data gathered is tracked based on the station.

Gold Line Joint Powers Board Communications and Government Relations Update

Brian McClung, of McClung PR, provided an update and explained an advocacy toolkit that was created for communication and promotion of the Gold Line with local Chambers and others, and a collection device to collect stories about the Gold Line. The Woodbury Chamber indicated interest in having a ride along with Woodbury Chamber members. Commissioner Karwoski encouraged Mr. McClung to continue utilizing resources for public engagement.

OTHER BUSINESS

None

Next Meeting – December 18, 2025, 10:00 AM – 11:00 AM, at the Gold Line Project Office, 121 7th PI E #102, St. Paul, MN 55101.

ADJOURNMENT

Meeting adjourned at 11:44 AM

Respectfully submitted,

Sara Favreau, Clerk

Gold Line Joint Powers Board (JPB)

Request for Board Action Form

Request is due **THREE WEEKS** before target JPB date.

Questions? Contact Sara Allen

JPB Meeting date:	December 18, 2025	Presenter:	Pat Collins
Agenda Item No.	No. III c	JPB time required:	Click or tap here to enter text.
Resolution?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Recommendation <i>(Approval or Information)</i>	Approval of Amendment No. 1 to Agreement for Financial Services for Gold Line Joint Powers Board.
Attachment(s) <i>(Title of Attachment)</i>	1) Amendment No. 1 to Agreement for Financial Services for Gold Line Joint Powers Board. 2) The Agreement for Financial Services for Gold Line Joint Powers Board.	Include any Attachment(s) for this Item with submission of Form.	

Joint Powers Board Agenda Item Title:

Approval of Amendment No. 1 to Agreement for Financial Services for Gold Line Joint Powers Board.

Joint Powers Board Action Requested:

Approval of Amendment No. 1 to Agreement for Financial Services for Gold Line Joint Powers Board.

Background / Justification:

Please include relevant information and details here.

An Agreement for Financial Services for the Gold Line Joint Powers Board designates Washington County to receive and manage Joint Powers Board administrative funds, to provide budgeting and accounting services, to review and draft Joint Powers Board contracts, and to provide other general counsel services as set forth in the Agreement. The current agreement expires on December 31, 2027.

In accordance with the Board's prior directive, the proposed amendment ensures these services are provided throughout the duration of the Joint Powers Agreement, which could go beyond December 31, 2027.

Gold Line Joint Powers Board (JPB)

Request for Board Action Form

Request is due **THREE WEEKS** before target JPB date.

Questions? Contact Sara Allen

Previous Action on Request / Other Parties Advised:

8/27/25 – Gold Line Joint Powers Board approved recommendations and directed staff to amend the term of the Agreement for Financial Services for Gold Line Joint Powers Board to correspond with the term of the Joint Powers Agreement.

**AMENDMENT NO. 1
TO AGREEMENT FOR FINANCIAL SERVICES FOR GOLD LINE JOINT POWERS BOARD**

This Amendment No. 1 is entered into by and between Gold Line Joint Powers Board and the County of Washington, in order to amend Contract No. 17287 dated May 14, 2025, thereto as follows:

1. Page 3, Section 1: Term, is deleted and restated to read:
"Notwithstanding the dates of the signatures, the term of this Agreement shall commence January 1, 2025 and shall terminate upon termination of the Joint Powers Agreement."

2. Page 3, Section 2: Termination (b) is deleted and restated to read:
"The later of: The termination of the Joint Powers Agreement or such date as the BOARD makes other provisions for the services to be provided by this Agreement;"

All other items and conditions of Contract No. 17287 not expressly amended herein remain in full force and effect.

**COUNTY OF WASHINGTON,
STATE OF MINNESOTA**

GOLD LINE JOINT POWERS BOARD

CHAIR

Chair

Date: _____

Date: _____

Attest: _____
Deputy/Clerk of County Board

Attest: _____
Clerk of Board

Date: _____

Date: _____

Assistant/Deputy/County Administrator

Date: _____

Reviewed by County Attorney's Office:

Assistant County Attorney

Date: _____

17287

**AGREEMENT FOR FINANCIAL SERVICES FOR
GOLD LINE JOINT POWERS BOARD**

THIS AGREEMENT, is made and entered into by and between the Gold Line Joint Powers Board (hereinafter referred to as the "BOARD") and the County of Washington (hereinafter referred to as "COUNTY"), pursuant to Minnesota Statutes § 471.59.

WHEREAS, the BOARD was established by that certain Joint Powers Agreement Establishing the Gold Line Joint Powers Board In 2019 ("Joint Powers Agreement") with Ramsey County, Ramsey County Regional Railroad Authority, Washington County and Washington County Regional Railroad Authority as its Members ("Members");

WHEREAS, in accordance with the Joint Powers Agreement, the BOARD has authority to contract with one of its members to provide any legal services and all budgeting and accounting services necessary for the BOARD's administrative budget, including, but without limitation, management of all funds, including Members' contributions; payment for contracted services; and relevant bookkeeping and recordkeeping;

WHEREAS, COUNTY is willing to manage the BOARD's administrative funds, to review and draft associated contracts and to provide other general counsel services for the BOARD during the term of this Agreement; and

WHEREAS, Minn. Stat. § 471.59 authorizes two or more governmental units, by agreement, to jointly or cooperatively exercise any power common to the contracting parties or any similar powers;

NOW, THEREFORE, in consideration of the mutual promises and benefits that each party shall derive here from, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

ARTICLE I
PURPOSES

This Agreement has been executed by the BOARD for the sole purpose of designating COUNTY to receive and manage BOARD administrative funds, to provide budgeting and accounting services, to review and draft BOARD contracts, and to provide other general counsel services as set forth in this Agreement. COUNTY shall not be responsible for auditing the financial activities of BOARD, members of BOARD, or any grantees of BOARD.

ARTICLE II SERVICES

Section 1: Budgeting, Accounting and Legal Services.

- A. COUNTY agrees to provide budgeting and accounting services necessary to manage BOARD administrative funds. COUNTY shall establish one or more separate accounts for said monies. All interest earned from established accounts shall be credited back to that same account. Such budgeting and accounting services shall be limited to the following:
1. Providing monthly financial reports;
 2. Preparing the annual budget;
 3. Processing grant disbursement payments from the appropriate account;
 4. Assisting with audits of the BOARD financial activities by external auditors;
 5. Making reimbursements for administrative costs by BOARD participants; and
 6. Managing administrative funds; paying for contracted services; and relevant bookkeeping and recordkeeping.
- B. All pertinent books, records, documents, and accounting procedures and practices shall be maintained by COUNTY and made available to the Members, the BOARD and the State Auditor upon reasonable notice and shall be retained for a period of six years.
- C. COUNTY agrees to review and draft such contracts and to provide other general counsel services as the BOARD directs.
- D. The BOARD agrees that the contracting and purchasing requirements of COUNTY shall apply.
- E. COUNTY is not responsible for auditing the financial activities of BOARD, members of BOARD, or any grantees of BOARD.

Section 2: Accountability for Funds. All funds shall be accounted for according to generally accepted accounting principles. The BOARD may request a report pertaining to budgeting and accounting services.

Section 3: Indemnification. The BOARD agrees to defend, indemnify and hold harmless COUNTY, its elected officials, employees and agents, from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions, including negligent acts or omissions, of COUNTY's elected officials, employees and agents in providing services under this Agreement. Nothing in this Section is intended by the parties as a waiver of any liability limits or immunities that

the parties are otherwise entitled to under law. The requirements of this section shall survive the termination or expiration of this Agreement.

Section 4: Reimbursement. BOARD shall reimburse COUNTY for services performed under this Agreement in an amount, if any, to be established in the BOARD's annual budget. Reimbursement shall be made on or before December 31 of the year of such service. The cost of services in excess of this amount shall be borne by COUNTY.

ARTICLE III TERM OF AGREEMENT

Section 1: Term. Notwithstanding the dates of the signatures, the term of this Agreement shall commence January 1, 2025 and shall terminate on December 31, 2027.

Section 2: Termination. This Agreement shall terminate upon the occurrence of one of the following events:

- a. Upon written agreement of all parties;
- b. The later of December 31, 2027 or such date as the BOARD makes other provisions for the services to be provided by this Agreement;
- c. Upon termination of the Joint Powers Agreement.
- d. Upon sixty days written notice by either of the parties.

Section 3: Distribution of Property. Upon termination of this Agreement and after payment of all outstanding obligations, at the direction of the BOARD, COUNTY shall distribute all property or surplus money remaining in the accounts managed by the COUNTY.

Section 4: Records. Upon termination of this Agreement, COUNTY shall forward to the BOARD or its designee copies of all books, records, invoices, or other documents pertaining to its provision of services under this Agreement as are in its possession.

Section 5: Conflict of Interest. COUNTY affirms that to the best of COUNTY's knowledge, COUNTY's involvement in this Agreement does not result in a conflict of interest with any party or entity which may be affected by the terms of this Agreement. COUNTY agrees that, should any conflict or potential conflict of interest become known to COUNTY, COUNTY will immediately notify BOARD of the conflict or potential conflict, and BOARD shall decide by BOARD resolution whether or not to: 1) waive the conflict or potential conflict and 2) to make alternative arrangements for performance of any of the services to be provided by this Agreement.

(Signature Page Follows)

IN WITNESS WHEREOF, the parties to this Agreement for Financial Services for the Gold Line Joint Powers Board have hereunto set their hands as of the date written below:

**COUNTY OF WASHINGTON
STATE OF MINNESOTA**

**GOLD LINE
JOINT POWERS BOARD**

By: Commissioner Stan Karwowski
Chair of Its County Board
5/14/2025

By: [Signature]
Chair of Its Board

Date: _____

Date: 4/23/2025

ATTEST: Kevin Corbid
Deputy/Clerk of County Board
5/14/2025

ATTEST: Sara C. Farnum
Clerk of Board

Date: _____

Date: 4/23/2025

Jennifer Wagemius
Assistant/Deputy County Administrator
Date: 5/14/2025

Reviewed by County Attorney's Office:

Signed by: Patrick Collins
Date: 4/11/2025

Gold Line Joint Powers Board (JPB)

Request for Board Action Form

*Request is due **THREE WEEKS** before target JPB date.*

Questions? Contact Sara Allen

JPB Meeting date:	December 18, 2025	Presenter:	Pat Collins
Agenda Item No.	No. III d	JPB time required:	Click or tap here to enter text.
Resolution?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Recommendation <i>(Approval or Information)</i>	Approval of Amendment No. 4 to Contract No. 14567 Between Gold Line Joint Powers Board and Mary Richardson for Strategic Planning and Policy Development Services
Attachment(s) <i>(Title of Attachment)</i>	Amendment No. 4 to Contract No. 14567 Between Gold Line Joint Powers Board and Mary Richardson for Strategic Planning and Policy Development Services	Include any Attachment(s) for this Item with submission of Form.	

Joint Powers Board Agenda Item Title:

Approval of Amendment No. 4 to Contract No. 14567 Between Gold Line Joint Powers Board and Mary Richardson for Strategic Planning and Policy Development Services.

Joint Powers Board Action Requested:

Approval of Amendment No. 4 to Contract No. 14567 Between Gold Line Joint Powers Board and Mary Richardson for Strategic Planning and Policy Development Services.

Background / Justification:

Please include relevant information and details here.

Gold Line Joint Powers Board (JPB)

Request for Board Action Form

*Request is due **THREE WEEKS** before target JPB date.*

Questions? Contact Sara Allen

Consultant Mary Richardson has provided invaluable strategic planning and policy development services to the Joint Powers Board throughout the Gold Line project. The current agreement expires on December 31, 2025.

In accordance with the Board's prior directive, the proposed amendment to the term of Contract No. 14567 ensures that Mary Richardson will provide these consulting services through December 31, 2026.

Previous Action on Request / Other Parties Advised:

8/27/25 – Gold Line Joint Powers Board approved recommendations and directed staff to amend the term of Contract No. 14567 Between Gold Line Joint Powers Board and Mary Richardson for Strategic Planning and Policy Development Services to December 31, 2026.

Gold Line Joint Powers Board (JPB)

Request for Board Action Form

Request is due **THREE WEEKS** before target JPB date.

Questions? Contact Sara Allen

JPB Meeting date:	December 18, 2025	Presenter:	Pat Collins
Agenda Item No.	No. IV a	JPB time required:	Click or tap here to enter text.
Resolution?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Recommendation <i>(Approval or Information)</i>	First Reading of Amendment #2 to the Bylaws of the Gold Line Joint Powers Board
Attachment(s) <i>(Title of Attachment)</i>	1) Amendment #2 to the Bylaws of the Gold Line Joint Powers Board. 2) Amendment #1 to the Bylaws of the Gold Line Joint Powers Board. 3) The Bylaws of the Gold Line Joint Powers Board.	Include any Attachment(s) for this Item with submission of Form.	

Joint Powers Board Agenda Item Title:

First Reading of Amendment #2 to the Bylaws of the Gold Line Joint Powers Board.

Joint Powers Board Action Requested:

First Reading of Amendment #2 to the Bylaws of the Gold Line Joint Powers Board.

Background / Justification:

Please include relevant information and details here.

Due to the winding down of the Gold Line project, there is no longer a need for an annual meeting in January of each year or quarterly Board meetings.

In accordance with the Board's prior directive, the proposed amendment allows for one annual Board meeting for the purpose of electing officers, establishing a schedule and location of regular meetings, appointing a clerk to the Board, and conducting such additional business as the Board deems appropriate.

Article X of the Bylaws, as amended, provides that the Board may amend the Bylaws from time to time with a simple majority vote, provided that the proposed revision has been presented in writing at the previous regular meeting of the Board. The Joint Powers Board will consider action on the proposed Amendment #2 at its next regular meeting.

Gold Line Joint Powers Board (JPB)

Request for Board Action Form

*Request is due **THREE WEEKS** before target JPB date.*

Questions? Contact Sara Allen

Previous Action on Request / Other Parties Advised:

8/27/25 – Gold Line Joint Powers Board approved recommendations and directed staff to amend the Bylaws of the Gold Line Joint Powers for one annual Board meeting for the purpose of electing officers, establishing a schedule and location of regular meetings, appointing a clerk to the Board, and conducting such additional business as the Board deems appropriate.

**AMENDMENT #2 to the BYLAWS
OF THE
GOLD LINE JOINT POWERS BOARD**

NOW, THEREFORE, BE IT RESOLVED THAT Article VI, paragraphs 2 and 4 of the Bylaws of the Gold Line Joint Powers Board are hereby amended to read as follows (new language in ***bold italics***, and stricken language in [~~bracketed-strike~~through]).

ARTICLE VI

MEETINGS AND NOTICES

2. Regular meetings. The Board shall meet [~~at least quarterly~~] at such day and time as established by the Board at its annual meeting.

4. Annual meeting. The Board shall hold an annual meeting ***at its first regular meeting*** [~~in January~~] of each year for the purpose of electing officers, establishing a schedule and location of regular meetings for the year, appointing a clerk to the Board, and conducting such additional business as the Board deems appropriate.

GOLD LINE JOINT POWERS BOARD

CHAIR

Date: _____

Attest: _____
Clerk of Board

Date: _____

Approved as to form:

Assistant County Attorney Date

**AMENDMENT #1 to the BYLAWS
OF THE
GOLD LINE JOINT POWERS BOARD**

NOW, THEREFORE, BE IT RESOLVED THAT Article V, paragraph 1 of the Bylaws of the Gold Line Joint Powers Board is hereby amended to read as follows (new language in ***bold italics***, and stricken language in ~~bracketed strikethrough~~):

ARTICLE V

OFFICERS

1. Number, term. The Board, at its first meeting, shall elect a Chair and Vice Chair from its members to serve until January 2021. Thereafter annually at its first ***regular*** meeting ~~[in January]~~, the Board shall elect a Chair and Vice Chair from its members to serve for one-year terms. The Chair and Vice Chair must each be a commissioner from different Counties/Regional Railroad Authorities and shall rotate Counties on an annual basis. ~~[Subject to the right of refusal of a commissioner, the office of Chair and Vice Chair shall rotate as follows:~~

Year	Chair		Vice-Chair	
	County	District	County	District
2020	Washington	2	Ramsey	6
2021	Ramsey	6	Washington	5
2022	Washington	5	Ramsey	5
2023	Ramsey	5	Washington	2
2024	Washington	2	Ramsey	6
2025	Ramsey	6	Washington	5

]

**BYLAWS
OF THE
GOLD LINE JOINT POWERS BOARD**

**Approved
November 20, 2019**

**ARTICLE I
NAME**

1. **Name.** The name of this joint powers board shall be the Gold Line Joint Powers Board.

2. **Office.** The Board may have such offices and places of business at such locations that the Board may from time to time designate.

**ARTICLE II
DEFINITIONS**

1. "Agreement" shall mean the Joint Powers Agreement Establishing the Gold Line Joint Powers Board as exists now and as it may hereafter be amended.

2. "Board" shall mean the Gold Line Joint Powers Board, a joint powers board established by the Agreement.

3. "Corridor" shall mean the bus rapid transit corridor that extends approximately ten miles, running between St. Paul, Maplewood, Landfall, Oakdale and Woodbury.

4. "Member" shall mean a commissioner appointed by the governing board of each of the Parties to the Board.

5. "Parties" shall mean Ramsey County, Washington County, Ramsey County Regional Railroad Authority, and Washington County Regional Railroad Authority.

6. "Project" shall mean the Gold Line Bus Rapid Transit Project running along the Corridor and connecting to the Metro Green Line at the Union Depot in St. Paul.

ARTICLE III

PURPOSE

The purpose of this Board is to:

1. Receive funding from the Parties and distribute such funding for the pre-engineering, engineering and construction phases of the Project;
2. Provide financial oversight of the expenditure of such funds;
3. Address issues arising in the development, design and construction of the Project;
4. Coordinate outreach and intergovernmental activities.

ARTICLE IV

STRUCTURE OF THE BOARD

1. Board Composition. Representation on the Board shall be as specified in the the Agreement. The Board will consist of one commissioner appointed by each of the County Boards of the Counties of Ramsey and Washington and one commissioner appointed by each of the Boards of the Ramsey County Regional Railroad Authority and the Washington County Regional Railroad Authority. Each County and Regional Railroad Authority Board shall appoint one or more commissioner alternates to serve in the absence of an appointed commissioner Member at a Board or a Board committee meeting. The Board may appoint and remove ex officio, non-voting members to the Board and may establish conditions for such non-voting membership appointment, including requiring financial contributions to the Board's administrative budget.

2. No Compensation. The Board will not compensate Board Members, reimburse expenses or pay a per diem for service on the Board.

3. Quorum. A quorum of the Board shall be three Members. No business shall be transacted in the absence of a quorum.

4. Actions of the Board.

A. Any official action shall be taken by resolution or motion by a recorded vote in accordance with the Agreement.

B. Unless a member of the Board signifies an abstention or voted in the negative on any given issue, the minutes shall reflect that each member present has voted in the positive on that particular matter which is before the Board.

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

5. General Rules for Voting.

A. Each Member shall have one vote. If a Member is absent from a meeting, the Member's alternate may cast the Member's vote.

B. All actions of the Board require a simple majority of the Board, except as provided in the Agreement and in paragraph C below.

C. A unanimous vote of the Members is required for the adoption of the budget.

ARTICLE V

OFFICERS

1. Number, term. The Board, at its first meeting, shall elect a Chair and Vice Chair from its members to serve until January, 2021. Thereafter annually at its first meeting in January, the Board shall elect a Chair and Vice Chair from its members to serve for one-year terms. The Chair and Vice Chair must each be a commissioner from different Counties/Regional Railroad Authorities and shall rotate Counties on an annual basis. Subject to the right of refusal of a commissioner, the office of Chair and Vice Chair shall rotate as follows:

Year	Chair		Vice Chair	
	County	District	County	District
2020	Washington	2	Ramsey	6
2021	Ramsey	6	Washington	5
2022	Washington	5	Ramsey	5
2023	Ramsey	5	Washington	2
2024	Washington	2	Ramsey	6
2025	Ramsey	6	Washington	5

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

3. Vice Chair. The Vice Chair shall have such powers and duties as are assigned by resolution of the Board, 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.

ARTICLE VI

MEETINGS AND NOTICES

1. Place of meeting. The Board shall hold meetings, 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 Board from time to time may determine.

2. Regular meetings. The Board shall meet at least quarterly at such day and time as established by the Board at its annual meeting.

3. Special and emergency meetings. Special meetings may be held at any time upon the call of the Chair with notice at least three days before the meeting to each member of the Board unless waived. Emergency meetings may be held at any time upon the call of the Chair with such notice as is practicable to each member of the Board. Notice shall be given to the public of such meetings in accordance with Minnesota Statutes Chapter 13D, the Open Meeting Law.

4. Annual meeting. The Board shall hold an annual meeting in January of each year for the purpose of electing officers, establishing a schedule and location of regular meetings for the year, appointing a clerk to the Board, and conducting such additional business as the Board deems appropriate.

5. Open meeting law. All Board and Committee meetings of the Board are subject to Minnesota Statutes Chapter 13D, the Open Meeting Law.

ARTICLE VII

COMMITTEES

1. Board Committees. The Board may establish standing committees and the Chair may establish ad hoc committees of the Board. The Chair shall appoint the members to each committee. Each Committee shall solely be advisory to the Board and no committee shall have the authority to exercise the Board's authority. Such committees shall, at all times, be subject to the direction and control of the Board and shall report to the Board upon request or as otherwise specified in these Bylaws. Each member of a committee shall have one vote.

2. Advisory Committees.

The Board may establish advisory committees as determined by the Board. Meetings of any advisory committee shall be at the call of the chair of the committee. Each committee shall be solely advisory to the Board and no committee shall have the authority to exercise the Board's authority. Such committees shall, at all times, be subject to the direction and control of the Board and shall report to the Board upon request. Each member of a committee shall have one vote.

ARTICLE VIII

PARLIAMENTARY AUTHORITY

The rules contained in the current *Robert's Rules of Order Newly Revised* shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, the Agreement, and any special rules of order the Board may adopt.

ARTICLE IX

ORDER OF BUSINESS

The order of business at all regularly scheduled meetings of the Board shall be as follows:

- A. Call to order and roll call
- B. Approval of agenda
- C. Approval of minutes of preceding meeting
- D. Approval of checks and claims
- E. Committee reports
- F. Business items
- G. Adjournment

ARTICLE X

AMENDMENTS

The Bylaws may be altered, amended, repealed or new bylaws adopted, from time to time, in accordance with the general voting procedures in Article IV above, provided that the proposed revision has been presented in writing at the previous regular meeting of the Board and that the proposed revision is not inconsistent with the Agreement or any law applicable to the Board.

Gold Line Joint Powers Board (JPB) Request for Board Action Form

Request is due **THREE WEEKS** before target JPB date.

Questions? Contact [Sara Allen](#)

JPB Meeting date:	12/18/2025	Presenter:	Aaron Zellmer
Agenda Item No.	IV.b.	JPB time required:	5 Min
Resolution?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Recommendation <i>(Approval or Information)</i>	Information
Attachment(s) <i>(Title of Attachment)</i>	Gold Line JPB Administrative Budget and Gold Line Capital Budget	Include any Attachment(s) for this Item with submission of Form.	

Joint Powers Board Agenda Item Title:

Gold Line Joint Powers Board Financial Update

Joint Powers Board Action Requested:

Gold Line Joint Powers Board Financial Update

Background / Justification:

Please include relevant information and details here.

Joint Powers Board Finance staff will present on Gold Line Joint Powers Board actuals reporting for the 2025 Administrative and Capital budget.

Previous Action on Request / Other Parties Advised:

8/27/2025 – Approval of the 2026 Gold Line Joint Powers Board Administrative Budget

4/23/2025 – Approval of Amendment #1 to the 2025 Gold Line Joint Powers Board Administrative Budget

8/28/2024 – Approval of the 2025 Gold Line Joint Powers Board Administrative and Capital Budgets

Item IV.b. Joint Powers Board Financial Update

Capital Budget			
2025			
	2025 APPROVED BUDGET <small>Exhibit C - Cash Flow Rev 10</small>	2025 APPROVED AMENDMENT <small>Exhibit C - Cash Flow Rev 12</small>	2025 ESTIMATE <small>Exhibit C - Cash Flow Rev 14</small>
Revenues			
Ramsey County & RCRRRA	\$8,895,700	\$10,889,500	\$7,541,500
Washington County & WCRRRA	\$8,895,700	\$10,889,500	\$7,541,500
JPB Contributions	\$17,791,400	\$21,779,000	\$15,083,000
FFGA	\$16,032,600	\$19,626,000	\$24,653,400
Other Grants	\$1,000,000	\$0	\$2,463,000
Total Revenues	\$34,824,000	\$41,405,000	\$42,199,400
Expenses			
Total Project Expenses	\$34,824,000	\$41,405,000	\$41,306,800
Met Council Cash on Hand	\$0	\$643,500	\$8,920,600

Joint Powers Board Administrative Budget			
	2025 APPROVED BUDGET	2025 AMENDED APPROVED BUDGET	2025 Actuals of 11/25/2025
JPB REVENUES			
Ramsey County & RCRRRA	\$129,000.00	\$82,400.00	\$82,400.00
Washington County & WCRRRA	\$129,000.00	\$82,400.00	\$82,400.00
Fund Balance	\$0.00	\$93,200.00	\$93,200.00
Total Revenues	\$258,000.00	\$258,000.00	\$258,000.00
JPB EXPENSES			
Audit	\$13,000.00	\$13,000.00	\$10,920.00
Communications & Government Relations	\$50,000.00	\$50,000.00	\$8,375.00
Contingency	\$5,000.00	\$5,000.00	\$0.00
Financial Services	\$45,000.00	\$45,000.00	\$45,000.00
Insurance	\$20,000.00	\$20,000.00	\$14,932.00
Legal Services	\$75,000.00	\$75,000.00	\$75,000.00
Strategic Planning & Policy Development	\$50,000.00	\$50,000.00	\$25,639.00
Travel (Washington DC Trip)	\$0.00	\$0.00	\$0.00
Total Expenses	\$258,000.00	\$258,000.00	\$179,866.00
FUND BALANCE			
Fund Balance - Beginning	\$0	\$93,200	\$78,134
Use of Fund Balance	\$0	(\$93,200)	\$0
Fund Balance - Ending	\$0	\$0	\$0

DATE: December 4, 2025
TO: Gold Line Joint Powers Board
FROM: Brian McClung, McClung PR
RE: Gold Line Joint Powers Board Communications and Government Relations Update

Business Community & Stakeholder Outreach

Chamber and community outreach

Over the past several months, we continued executing the outreach strategy outlined in the communications plan, including engagement with chambers, business associations, and local organizations across the corridor. This included distributing materials from the Gold Line Advocacy Toolkit, promoting “Discovery Rides,” and inviting partners to participate in business-focused ride-along opportunities and rider story collection initiatives. These efforts helped reinforce relationships, share consistent messaging, and keep partners informed about the opportunities that come with Gold Line’s launch and early months of service.

Toolkit deployment and partner coordination

The Advocacy Toolkit—with messaging, calls to action, social content, event ideas, and story prompts—was shared widely and continues to serve as a partner engagement resource. It has supported continued awareness-building and helped partners communicate the Gold Line’s benefits through their own networks.

Story capture and communications pipeline

We promoted the rider/business story intake form and encouraged partners to share examples of how the Gold Line is supporting access to jobs, education, services, and commerce.

Strategic Communications

Message focus – Economic growth, access, reliability

Our core messages remain aligned with the Talking Points and Toolkit:

- Gold Line is already supporting economic development, with over \$800 million in new permitted projects underway across the corridor.
- Riders now have improved access to jobs, healthcare, schools, retail, and essential county services.
- This is a long-term regional investment, with growth expected as development fills in and as the 2027 Minneapolis connection becomes operable.

Content strategy & partner amplification

We continue leveraging toolkit-ready social content, chamber co-branding assets, and rider spotlights to maintain steady digital engagement. Partners are encouraged to tag @MetroTransitMN and use #GoldLineMN / #GoldLineBRT to extend reach.

Earned Media

The Gold Line’s official opening generated significant visibility, with 108 media mentions and a total reach of 558 million across January–April 2025. Top outlets by volume included the Star Tribune, St. Paul Pioneer Press, Yahoo! News, and Patch.com.

Highlighted Coverage

- **MSN.com:** “Metro Transit Gold Line begins service in east metro” — strong launch coverage emphasizing service frequency and first-week free rides (119M reach)
- **Yahoo! News:** “Long-awaited Tanners Lake development plan in Oakdale...” — connecting major development momentum to the Gold Line’s opening (60.5M reach)
- **Yahoo! News:** “METRO Gold Line opens in east Twin Cities metro” — highlighting the Woodbury–St. Paul connection and dedicated BRT lanes (57M reach)
- **Yahoo! News:** “St. Paul-to-Woodbury Gold Line is ready to roll, and on...” — noting that the Gold Line becomes the sixth active BRT line in the region (57M reach)
- **WCCO-TV:** “Gov. Tim Walz trims \$250M from budget, Metro Gold Line debuts...” — covering the debut within broader state budget news (50.8M reach)
- **Patch.com:** Multiple stories highlighting the Gold Line’s launch, dedicated lanes, regional connections, and development activity along the corridor (8.96M reach each)

Social Media Highlights

Social posts from major accounts helped amplify launch momentum:

- **@MetroTransitMN:** Announcing the state’s first BRT line operating primarily in dedicated lanes
- **Reporters (e.g., @FrederickMelo):** Documenting early rides, trail connections, and development potential
- **Local officials:** Promoting free-ride week and service benefits

Collectively, 43 social posts reached more than 138,000 users.

Conclusion

For nearly a decade, since our work together began in early 2016, it has been an honor to support the Gold Line Joint Powers Board and the Gateway Corridor Commission. This project has been a truly historic effort – bringing communities together, advancing regional mobility, and delivering a transformational investment for the East Metro. We are deeply grateful for the opportunity to partner with you throughout this journey and to contribute to the success of the Gold Line.