

Meeting of the Central Corridor Community Advisory Committee
November 19, 2009
Meeting Minutes

Members Present: Kirstin Sersland Beach, Ken Erickson, Missy Gettel, Metric Giles, Richard Hanson, Jackie Lunde, Ken Rodgers, Jim Thalhuber, Carla Olson, Chip Welling, Anne White, John Wicks, Rozanne Severance, Anne Finseth

Others Present: Laura Baenen, Joey Browner, Robin Caufman, Shoua Lee, Hue Pham, Rita Rodriguez, Shawn Walding, Kevin Ryan, Brett Lievres, Eric, Earl Rogers, Linda Jungwirth, Carol Swenson, Andrea Long, Joseph Scala

1) MEETING CALLED TO ORDER

CAC Chair Kirstin Beach called the meeting to order at 5:08 and asked if anyone had changes to the October meeting minutes. Changes will be made to reflect changes proposed by Jackie Lunde, Anne White and Richard Hanson. Ms. Lunde commented that a sentence on page 4 was not complete or noted with Ms Lunde comment concerning number of vehicles. Mr. Hanson wanted to know what the information on page 1 stating that DCC is looking at in second paragraph meant and 6 & 7. Anne White clarified that the information was concerning traction power sub stations #6 Midway and #7 Prior Avenue.

2) REPORTS

Chairs Report

Chair Beach welcomed the new representative for Desnoyer Park, Carla Olson. She asked everyone to introduce themselves.

CAC Reports

Richard Hanson asked if Mark Fuhrmann was the project manager for Northstar Commuter Rail and asked that the CAC, as transit supporters, recognize in the minutes the importance of the opening of this line to building the regional rail system.

Anne White reported that the DCC invited Robin Caufman and Kirstin Beach to their meeting to brainstorm about construction community involvement and review the construction communication plans. The DCC offered suggestions and she commented that it was a constructive discussion. City of St. Paul held a meeting to review planning for the Hamline Stations. The DCC was successful at bringing several Somali leaders and residents to the meeting and providing a translator on Nov. 18. There was a follow up discussion at Skyline Towers monthly meeting on Thursday Nov. 19. The community expressed their support for a station at Hamline.

Jackie Lunde reported on the UABA meeting on Thursday Nov. 19. Several downtown St. Paul restaurants reported significant decline in business.

COC Reports

Joey reported DBE event that was held at the MN Transportation Museum. The purpose was to engage and connect CCPO staff, small contractors, DBE and non DBE contractors where they were able to ask questions and find out what type of work or skills are needed to be part of the LRT Construction project. Over 250 participants attended this event.

Hue reported Asian Business DBE that will be held December 2, 2009. Chinese Business Association, SE Asian Association DBE, etc

Shoua reported on parking program status. COC staff put a critical parking areas list together showing the businesses that will be impacted when construction begins. Critical parking information will be mailed out to the various businesses inviting them to attend meetings concerning design changes and improvements. The City of St Paul has a program where public can apply for assistance.

Robin commented that the City of St Paul will be posting summaries online and this information will be provided in a link on the Central Corridor website for anyone that is interested.

3) CONSTRUCTION SPECIFICATIONS

Robin Cauffman reviewed the outline of [proposed construction specifications](#) related to public involvement and community concerns. After the 15 minutes presentation, it was opened for discussion and questions.

Ken voiced concern about closed sidewalks. Needs to be an alternate sidewalk open for passage at all times. Will the Contractor liaison be making sure ADA laws are followed?

Anne White asked if there is a plan for buses and where they will stop at this time

Robin stated that the buses will keep running on University Avenue. No specific plans of where they will stop have been determined at this time. It will depend on each construction site and contractor.

Kevin Ryan explained that where construction is taking place there will be pull outs for cars to go around buses that are picking up riders. The bus 16 and 50 will still run.

Carol Swenson asked if there was any consideration given to a strategy for catching bus like a schedule during construction.

Kirstin Beach suggested that Metro transit Next Trip on-line

Robin stated that signage explaining where buses will stop will be posted and calling TIC line will provide this information as well.

Anne Finseth commented about having signs and brochures on buses. Should have alternative formats for information.

Daryl Paulsen voiced concern about signs not being visible during bad weather. Be mindful of more permanent signage.

Ken Rodgers noted the need for a communication plan and commented on the need to keep in mind signage access to everyone.

Rozanne suggested having alternative formats for getting information for people that don't have access.

Jackie asked to limit how many sites each liaison; be conscience of work load. Suggested code of conduct for the workers. She also suggested having incentives for working well Contractors should be expected to be done on time. Incentives would be to get work done faster and going above the expectations in working with the community.

Anne White asked for more information about the contractor liaison. Ann stated that she would like to see chart. Robin answered that the overall field work, and on site issues is handled by Resident Engineer (Greg Sorenson). The liaison will be expected to attend the bi-weekly Construction Communication Committee.

Ann Finseth asked how long each segment will be closed. Each 1 mile construction segment will take about 1 construction season.

Ken Rodgers also suggested it would be helpful to have a cheat sheet or FAQ for construction workers that are really important. For example, reminders of ADA requirements, notification requirements. Perhaps posted in the construction trailer.

Ken Erickson suggested creating a cheat sheet with the list of all the contractors so the outreach staff and resident engineers know who to contact for all the subs.

Carol Swenson commented on Ken Erickson's comments and that people may call the number on the side of the subcontractor truck or equipment. To avoid that, it may be helpful to have magnetic signs on the construction vehicles.

Anne White asked about advanced notice of construction. We need to have as much advance notice as well as suggestions for alternative routes in advance of road or lane closures. The information should be widely distributed including radio, local papers, TV, etc....This will help store owners let their customers know in advance. Robin talked about the meetings that were held inviting down town businesses information them when construction would possibly take place and what to expect.

Missy Gettel said that other forms or media will be helpful. We need to provide information in as many formats as possible. Robin stated that Twitter was approved to use in reaching more people and asked for CAC feedback on how to get people signed up for Twitter?

Ken Rodgers suggested using Twitter for changes and that we'll need to advertise.

Chair Beach suggested adding "see us on Twitter" to the bottom of communications and emails and reminded people to sign up for Constant Contact.

Rozanne suggested that the website shouldn't be buried.

Ken Rodgers suggested texting messages, advertising is key. Adding it to the bottom of communications. Using a combination of techniques really gets the information out.

Ken Rodgers also suggested using a coupon system for supporting businesses and seeking communication suggestions via our constant contact emails.

Jackie Lunde suggested adding information about the businesses in our construction updates.

Carol Swenson asked how we will be communicating with residents. She recommended setting up a construction communication plan for the residential community.

Kirstin Beach suggested communicating who people should contact with concerns. Carol Swenson offered an alternative perspective that it needs to be a one stop shop.

Jackie Lunde indicated we would need a policy for replacing damaged signs or cleaning up graffiti.

Ann Finseth suggested presenting information at caucuses.

When the discussion tapered off, Robin Caufman reviewed 3 questions on the feedback form and asked people to fill it out.

Ken Rodgers would like to see an ADA plan from the contractors.

4) PUBLIC INVITATION

Chair Kirstin Beach asked if any CAC members or general public wanted to make a comment. No one expressed interest in making a statement.

Ken Rodgers asked for a quick update on the status of the discussions with the UofM. The outcome of the meeting convened by Rep. Hausman was to develop and agree on a plan by Dec. 1, 2009. The lawsuit must be dropped prior to the FTA allowing us to go into final design.

Missy Gettel noted that the website does not include much information about EMI and wondered if those issues are being addressed. Anne White noted that Mark Fuhrmann presented an update at the CCMC; the presentation is posted online.

Ann Finseth asked about status of historic properties. Robin Caufman noted that she has a meeting with Kathryn O'Brien to talk about outreach plan as required by the Programmatic Agreement.

5) ADJOURNMENT

Chair Beach noted the next meeting is January 19, 2010 and reminded the committee that the December meeting is cancelled.

Chair Kirstin Beach adjourned the meeting at **6:45 p.m.**

Attachment 1: Comment Card Feedback

1. Do you have any suggestions or comments on the proposed signage requirements?
 - Include signs readable for disabled people
 - Have durable signs
 - Include map with “you are here” showing side of street w/ landmarks
 - Make a special sign for posting the hotline # throughout the corridor
 - Consider working with public artists to add visual interest to signs, etc., while still accommodating legal requirements
 - Tie into any branding campaign for the avenue
 - Day and night visual capacity of signs and around the signs
 - Seems like you are taking all reasonable steps to describe your plans and listen to comments
 - Can you put some type of overlay to protect them from the elements?
 - ADA compliance
 - No

2. Are there other pieces of information, not already included in the draft specifications that the community will need during construction?
 - Put info on the message people hear when they first dial “Next Trip” (Metro Transit hotline)
 - Incentives for contractor – who controls what will criteria be, who will measure performance?
 - Liaison conflict resolution training -> experience
 - Temporary lease arrangements of property frontage clarifications
 - I may not have been paying attention at a point in the past, but today was the first time I heard “1 mile on, 1 mile off”, for a season (year) at a time
 - Unsure – had to experience to know
 - Also, publicize your website in their community council newsletter. You should contact each community council and ask to put a LINK to your site on their website. Also, they could add comments out on their email lists or listserve.
 - Hotline in construction area

3. Are there other issues or impacts you think should be addressed in the construction bid specifications?
 - Put advance notice on TV/radio/paper ASAP
 - Residential impacts
 - Code of conduct for contractors/construction workers
 - Incentives to get the job done early – over and above the contract timelines
 - Graffiti policy
 - I am not sure one contractor community relates liaison is enough per contract

- **Attachment 2: CAC Meeting Feedback**

Results tallied from feedback forms distributed toward end of meeting. Form asked members to grade overall meeting performance and today's meeting format on a scale of 1 to 5 where 1 was the lowest and 5 the highest. Grades are replicated in columns to the right.	Today's Meeting Format	Today's Meeting Content	Overall meeting performance
	2	5	5
	3	3	3
	4	4	4
	4	4	4
	4	4	4
	4	5	4
Average	3.5	4.17	4.0

How can we improve?

- U-shape with extra chairs on 1 side is best
- Glad we ___ as a group