

UNIVERSITY AVENUE IMPROVEMENTS AND ARTWalk 2 ENHANCEMENTS PROJECT

Project History Meeting

February 6, 2009

Bergmann Offices

MEETING MINUTES

Attendees:

Paul Way	City of Rochester
Jim McIntosh	City of Rochester
Elaine Spaul	City of Rochester
Tom Lichtenthal	Bergmann Associates
Mark Johns	Bergmann Associates
Sue Steele	Bergmann Associates
Chris Zeltmann	Louise Slaughter Representative
McKenzie Keenan	ARTWalk Organization
Paul Kramer	ARTWalk Organization
Thomas Warfield	ARTWalk Organization
Helen Hogan	SEAC

The goal of this meeting was to clarify questions and concerns that have been brought to the attention of the City regarding the background and history of meetings that were held during the conceptual design development of the ARTWalk 2 project. Bergman provided a summary list of the meetings held along with list invitees to the Advisory Task Force Meetings, steering committee and NOTA stakeholders groups. Bergmann, also provided copies of the handouts that were provided at the Legislative meeting.

The following is a brief summary of the items discussed, decisions reached and action items from this meeting.

1. Background Information and History of ARTWalk 2:

Paul Way gave some background information on how the project started. He explained the RFP and RFQ process as well as selection process for the design team for the project.

Comments:

- Tom W. was interested in the role established for the ARTWalk Organization during this process?
 - o Paul commented that it was always a goal of the project to have the ARTWalk organization involved in the ARTWalk 2 project.

2. Previous Meeting Review

Tom L. reviewed the summary sheet with all meeting held to date, a list of all invitees for each meeting, and hand-outs that were provided at the legislator meeting held in January 2008. Tom explained all of the meetings held, discussed who was invited, who attended, and briefly explained the outcome of each meeting.

Tom clarified that the SHPO and MAG Frontage redesign coordination resulted in a 6 month break in communication with the community and meetings. He informed the group that the design team is committed to remaining engaged with the community now that the SHPO and MAG coordination has worked out. The two newly formed groups, Steering Committee and NOTA Stakeholder Group will be utilized as a conduit to the community for the evolution and design of the project.

Tom explained that the Bergmann team is available if any issues or concerns surface during the remainder of the project. In an effort to resolve conflict immediately and prevent misinformation from spreading throughout the community, Tom urges all individuals to contact the Bergmann design team with any questions as they arise.

Comments:

- Add Elaine and Chris to the NOTA Stakeholder group.
- ARTWalk organization will inform concerned parties of items clarified during this meeting.
- ARTwalk organization would like their role in the project clearly defined
- ARTWalk organization needs operational funds in order to be an effective partner in this project.

ACTION ITEMS:

ARTWalk:

- Prepare a letter identifying capabilities to contribute to the development of the project
- Prepare letter identifying financial need to cover operational costs.

Bergmann:

- Update NOTA Stakeholder member list to include Elaine Spaul and Christ Zetlmann

The above constitutes our understanding of issues discussed and decisions reached at this meeting. Please notify the undersigned, in writing, with any errors or omissions.

Best regards,

BERGMANN ASSOCIATES



SUE STEELE

PROJECT LANDSCAPE ARCHITECTURAL DESIGNER

cc: All meeting attendees (via email)

