

BROOKS LANDING – PHASE II PUBLIC IMPROVEMENTS

CITIZEN ADVISORY COMMITTEE MEETING MINUTES -

MEETING #1

JULY 16, 2009 – GENESEE WATERWAYS CENTER

ATTENDANCE

Members of the CAC met on Thursday, July 16. The following project team and CAC members were in attendance:

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| - Ms. Patricia Jackson | - Sheila Bazil |
| - Ms. Dorothy Hall | - Anita Cameron |
| - Mr. John DeMott | - Jeff Mroczek - City of Rochester |
| - Mr. J.B. Afoh-Manin | - JoAnn Beck - City of Rochester |
| - Mr. John Borek | - Dennis Kennelly - FRA |
| - Mrs. Delores Jackson Radney | - Tara Boggio - FRA |
| - Mrs. Krysia Mnick | - Anthony Bellomo - FRA |

I. INTRODUCTIONS

Jeff Mroczek, Landscape Architect and project manager for the City of Rochester, welcomed everyone in attendance and thanked them for their involvement. He noted the folders are for each member to keep and put handouts in as they are distributed. His card is also included as the prime project contact. Jeff introduced JoAnn Beck, Senior Landscape Architect, who is Jeff's direct supervisor and can be contacted should Jeff not be available or if someone would like additional information beyond what Jeff provides. Jeff then introduced members of the FRA consultant team in attendance: Dennis Kennelly – project manager; Tara Boggio – planner and Anthony Bellomo – landscape architect.

FRA is the prime consultant responsible for the successful completion of the project. The consultant team also contains the following sub-consultants for the noted specialties:

- Carol R. Johnson Associates – nationally renowned Olmsted parks experts and Landscape Architecture firm
- Ravi Engineering – land surveying and environmental engineering
- Allen Topolski – art consultant

II. OVERVIEW OF PROJECT

Jeff provided an overview of the project funding and mandates that accompany the spending of such funds.

Funding Sources

The project is funded from three distinct sources:

Federal Transportation dollars – Locally Administered Federal Aid by the New York State Department of Transportation –\$430,000

Intent: S. Plymouth redesign – park like road, parking, intersection
Trail Improvements that connect transportation systems

New York State Department of State - Local Waterfront Revitalization Program - \$500,000

Intent: Public Art
Signage – interpretive, directional and identification
Waterfront Viewshed enhancements

City Funding - \$308,000

Process To Date

Both the State and Federal money requires the City to enter into contractual agreements. These agreements require both Council and Mayoral approval. Failure to follow the terms of these agreements would not only put the funding for this project at risk but would also jeopardize the City's reputation with these agencies and the City's ability to acquire future funding.

In order to maximize the efficient use of the funding the City combined all three funding streams - the local, State and Federal funds – and combined them into one umbrella project. Combining the funding into one large project maximizes the efficient use of the design and construction money but it also reduces the administrative time and limits the impacts, the coordination and the conflicts that would arise if two separate design and construction contracts were issued.

While the DOS reporting needs to be met, submittal and other grant requirements are going to follow the structure of the NYSDOT process. Being the more thorough and rigorous process the NYSDOT process meets and exceeds the NYSDOS requirements. With agreements in place the process continued as follows:

RFP Development - City developed a scope of work derived directly from the NYSDOT and NYSDOS master agreements. The Request for Proposals (RFP) contains the scope of work, a general timeline, and all necessary local, State and Federal legal boilerplate and eventually acts as the basis for a design contract with the selected consultant.

Issue RFP - RFP issued to the 15 firms pre-screened and approved by the NYSDOT to meet the requirements of working on Federally funded projects.

Pre-Proposal Meeting - Met with interested consultants to explain the project and answer questions.

Receive and Review Proposals - Consultants submitted proposals. Proposals opened and evaluated individually by a team of City personnel including completion of pre-developed rating sheets for each consultant submittal. With individual reviews complete the entire review team met to rank the submittals and discuss the proposals.

Consultant Interviews and Final Selection – The review process ranked two proposals as worthy of consideration. The evaluation group met with each consultant team separately to further evaluate the teams and their understanding of the project. The evaluation group unanimously agreed that FRA was the better team to design this project.

Agreement Negotiation and Execution – Final scope and fee negotiated, NYSDOT and NYSDOS approval obtained and Council and Mayoral give final approval of agreement.

This is not an easy process. The City followed a series of tried and true, well defined procedures to get to this point. Each step in the process builds upon the previous efforts and hopefully sets a solid base for the next step.

Review of Project objectives, scope and deliverables

Dennis Kennelly, project manager from FRA discussed the project objectives, major scope items and expected deliverables.

Objectives

- ↖ Enhance Brooks Landing public open space, Genesee Valley Park, waterfront
- ↖ Mitigate impacts of ongoing development
- ↖ Olmsted park design – respect history, enhance/restore Olmsted park features if so desired
- ↖ Regional trail connections – connect the neighborhood and the park to larger trail network
- ↖ Provide Signage – Wayfinding, Interpretive, Identification
- ↖ Provide links and smooth transitions between the neighborhood, private development, University, the river waterfront
- ↖ Public access improvements – inviting; providing destination points and linkages
- ↖ Gateway to the park from all points - neighborhood, hotel, waterfront
- ↖ Public art – a focal-points - neighborhood, park and waterfront

Scope

- ↖ Roadway
 - Park Road Design
 - Create gateway at intersection w/Elmwood Avenue

- Enhance safety – lighting, viewsheds, defensible space design
- Provide pedestrian access, and interconnection with park
- Address hotel area connections with the park and the waterfront
- ↗ Trails
 - Link to Riverway Trail & GVP Ice arena
 - RR / Canal corridor trail link to existing trails, exercise loop
 - Connections to neighborhood
 - Existing Trail Enhancement
- ↗ Park
 - Viewsheds of Waterfront, Park – Natural / History / Cultural
 - History – uncover several layers of area history including settlement, transportation, culture, Olmsted design. build upon work completed to date
 - Plantings – existing and proposed
 - Signage – way-finding, interpretative, history
 - Parking
- ↗ Public art
 - assist the City and the selection committee in establishing and implementing the public art program
 - Identify potential art
 - Locations – Neighborhood, Park Users, River
 - Site lines and view sheds – coordinated with Design
- ↗ Public participation
 - continue the decade-long efforts with a solid public informational program
 - Minimal public engagement will be through ongoing Citizen Advisory Committee meetings, Art Advisory Committee meetings and general informational public meetings
- ↗ Environmental
 - provide appropriate testing and remediation plan
- ↗ Regulatory Approvals
 - provide assistance and documentation to ensure that the requirements of all applicable laws, polices and procedures are met (state, local, federal)
- ↗ Construction Phase design services

Project Deliverables

1. Alternatives Analysis

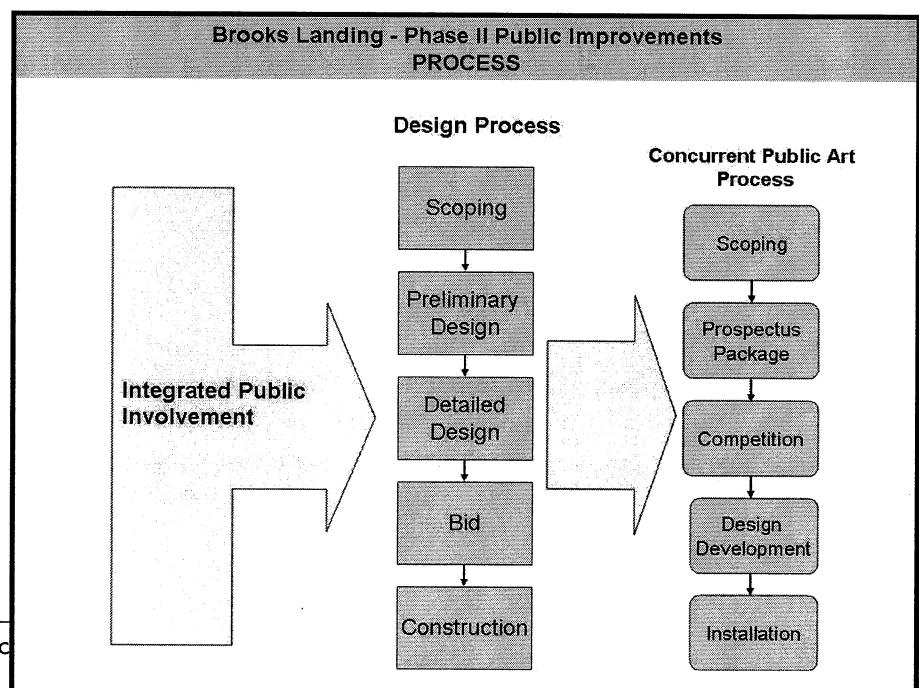
Alternatives will be developed with sufficient detail to provide a matrix comparison of the major elements of the program as they relate to the objectives, including adequate cost comparisons. Pros and cons will be presented for each of the alternatives, as well as the do-nothing option.

2. Draft Design Approval Document (DAD) and Environmental Studies
The draft DAD will present the existing conditions, environmental assessments and alternatives analysis along with the recommended alternatives.
3. Community Coordination & Public Participation
Interaction and communication between with the community/neighbors and the project team including meetings with the Community Advisory Committee and public meetings/charrettes.
4. Detailed Design and Plans
Once the DAD has been approved, the project will advance the selected alternatives through final design including utility/agency review and input, cost estimates, permitting and approvals, and preparation of contract documents for bidding.
5. Bidding & Award for Construction
Construction Phase design services

III. PROCESS

Tara Boggio displayed a flowchart depicting the project process – both design and concurrent art process. The design process starts with SCOPING where general concepts are established that will guide the development of alternatives. With input from the CAC and the general public, the SCOPING process will end with a preferred alternative that is advanced into the PRELIMINARY DESIGN phase. During this phase “soft line” drawings become more detailed and cost estimates refined. More specific treatments, alignments and detailing are identified. Additional input from the CAC is provided during this phase. The DETAILED DESIGN phase creates actual construction drawings with precise dimensions, measurements and design elements. The drawings created are then released for the BIDDING phase, and then finally CONSTRUCTION begins.

The concurrent public art process was reviewed by Jeff. NYS DOS funds public art for this project. The raised lawn area at the S. Plymouth public plaza is one place where art was intended to go but it is important to note that nothing has been



decided or determined.

This project involves the formation of an Art Advisory Committee that will be very similar to the Citizen Advisory Committee but dedicated to the art process. There may be some overlap in membership between the two but each will have a distinct and separate role to play. In addition to community representation we envision representatives from Landmark Society, Arts & Cultural Council, and other City departments.

The SCOPING phase of the art process will identify a range of opportunities of theme, sightline, location and scale to incorporate public art into the site design. The artwork shall serve as a focal point for the adjacent neighborhood, trail users, motorists and travelers on the Genesee River / Erie Canal. All art placement/locations and selected works of art shall be coordinated with the site improvement portion of the project.

Once the scale, location, and thematic elements are agreed upon, a PROSPECTUS PACKAGE will be produced (with selection and evaluation criteria) to serve as the basis for a public art competition. The PROSPECTUS PACKAGE will form the foundation for the solicitation of the artwork(s) and the COMPETITION phase will result in the selection of one or more pieces of art for the project.

With the art and artist(s) selected, the winning design(s) will need critical review and DESIGN DEVELOPMENT. The art piece(s) and the site improvements shall be detailed as necessary to demonstrate their constructability and to ensure public health, safety and welfare, post-installation.

The art site locations shall be constructed/improved and the selected art shall be fabricated and INSTALLED.

City has conducted other public art competition including:

- Corn Hill Landing
- Port of Rochester
- Bausch & Lomb pavilion on S. Clinton Ave/Broad St

The Consultant team will assist the City and the Art Advisory Committee (AAC) in the development of the process, scope and administration of the public art competition. They will not be involved in review of artist submittals or final art selection.

People can not serve on AAC and submit work for consideration in the competition due to conflict of interest. At our next meeting we will start to form the Art Advisory Council. If you wish to sit on the AAC or would like to nominate someone let us know at the next meeting. We will also share who we wish to invite.

The artwork needs to be a permanent fixed asset. The artwork will be owned and maintained by the City for the long term and the City will make the ultimate decision on the final art work. It will be based upon the Art Advisory Committees recommendations but will also need to take into account the public health, safety and welfare.

IV. CITIZEN ADVISORY COMMITTEE

Jeff discussed the role of the Citizen Advisory Committee. There are three main components:

1. Provide direction, input and review throughout the design process.
2. Be a liaison to community – talk to co-workers, neighbors, friends about the project, gather their comments and report them back to the design team.
3. Be champions of the project! Talk about it, get others involved and excited about this next phase of public investment.

V. SITE WALK WITH GROUP EXERCISE

Anthony Bellomo discussed the walking tour handouts to everyone in the group and marked up one as an example. The purpose of the exercise is to evaluate the participants views of the project area and 9 sub-areas, including:

- Assets, constraints and opportunities;
- Overall condition (good, fair or poor);
- Desired future treatment (preserve, rehabilitate, change);
- Priority of the sub-area (low, medium or high).

The comments, along with the rankings, will be used to identify consensus points, and priority projects that can be built upon during the design phase.

The entire design team completed the site walk and evaluation with Delores Jackson Radney, J.B. Afoh-Manin, and John DeMott. Sheila Basil began the walk but had to leave before it was completed. Shelia has since arranged a meeting with around 20 neighbors, many whom completed the walking tour and completed the forms.

If you were not at the meeting or were unable to stay for the tour but still wish to complete the tour and the exercise, please complete the handouts and return them to Jeff Mroczek within the next 2 weeks (by August 7). A copy is included in this mailing for those who were not in attendance.

QUESTIONS AND COMMENTS FROM THE CAC

Throughout the meeting, there was open dialogue with the CAC members and questions were asked as they came up. However, they are summarized here for ease of presentation.

- What departments from the City were on the consultant selection committee? Jeff responded that members of street design, planning and landscape architecture were among the departments on the committee.
- Concern over lack of community representation on design team; feels a paid member of community should be involved to ensure design/art is reflective of community history and desires. JoAnn acknowledged the concern, noting that the Commissioner has been involved in this issue and is working to resolve it. John Borek passed out a copy of a letter that was sent to the commissioner from Councilman McDFadden outlining these issues. Dennis reiterated that the study team is NOT picking the art, the locations for the art, or directing the process of the competition. The consultant's role is limited to assisting the CAC and the City in the development of the program, administration of the competition and coordination of the art and the site improvements.
- Concern that subconsultants chosen with Olmsted background displays bias for Olmsted design – assumes that the community wants to restore Olmsted elements. Carol R. Johnson was chosen because of their vast knowledge of Olmsted designs and their ability to interpret the original plan and to deal with elements of the original design in an appropriate manner. They also have extensive experience in park and trail design, wayfinding signage, and other important elements of this project separate from Olmsted design. This is a historic Olmsted park and we cannot choose to just ignore that fact. Part of the City's due diligence, driven by past City actions (alienation of park land for the hotel), funding sources, and as stewards of the park, is to research and document the park's history and the changes made through to the present. With this history in-hand we will need to develop a plan to deal with these findings.
- Jeff also mentioned that the City is presently working on a system of outdoor identification and interpretive signs for the Rochester Olmsted Park System including Highland, Genesee Valley, Seneca and Maplewood Parks. It is hoped that the Brooks Landing project would install the GVP signs as part of its construction project.

CAC members expressed concern that any interpretive signs should not be limited to just the Olmsted park but should also explore the neighborhood history and culture. The design team agreed and noted that it is part of the Consultant teams' scope of work to explore and develop interpretive signage related to the neighborhood history and culture. Interpretive sign topics, content, layout, and locations shall be developed as part of the project in coordination with the neighborhood and the CAC.

- Would be nice to weave artistic elements throughout design – not necessarily just stand alone “art pieces” – but could be artistically designed lighting, benches, etc. The team

agrees with this thought and discussed that the art could be one or two large pieces, or multiple pieces throughout the study area. This process will help determine that.

- It was noted that the Southwest Directory has a map with several layers of history on it in addition to important community features and interpretive elements. Pat Jackson will provide the design team with a copy of this.
- Recommended that a member of the study team attend a presentation by Ron Christianson on his Phase II plans for the Brooks Landing area being held on July 22nd meeting at 6pm at the Staybridge Suites. Anthony Bellomo will attend this meeting on behalf of the consultant team.
- Drainage in the park, especially near the ballfields, is an existing problem. Noted, and seen/photographed during site walk.
- There is erosion along railbed area. Noted, and seen/photographed during site walk.
- Public safety is an issue. Noted. Lighting and other features that can improve safety will be explored.

NEXT MEETING

The next CAC meeting is planned for mid-September. A notice will be sent as it gets closer. The intent of that meeting will be to review the findings of the feedback received from the walking tour and share our findings from the site investigations being completed. Also we will discuss the formation of the Art Advisory Committee.

The above represents my recollection of the meeting. If there are any errors or omissions please contact me at your convenience.

Sincerely,



Jeffery J. Mroczek, R.L.A. / Landscape Architect
City of Rochester / Department of Environmental Services / Development Division
30 Church Street / Room 300B / Rochester, New York 14614-1279
MROCZEKJ@cityofrochester.gov / 585-428-7124