

# Central Corridor Light Rail Transit

 Metropolitan Council

## Status Report On the Implementation of Mitigation Measures – CCLRT Construction-Related Business Impacts December 2011



Prepared by  
The Central Corridor Project Office  
On behalf of  
The Metropolitan Council

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## Attachments

Attachment A	Summary of Monthly Complaints / Response / Resolution
Attachment B1	Summary of Past Monthly Meetings
Attachment B2	Summary of Upcoming Monthly Meetings
Attachment C	Business Support Fund – October 2011 Status Report
Attachment D	Business Improvement / Expansion Fund Quarterly Report (U7 report to Living Cities)
Attachment E	FY 2010 U7 Accomplishments Report
Attachment F	Outreach Coordinators

## 1.0 Purpose

This Report summarizes how the Metropolitan Council and other partner agencies worked during the month of December to minimize impacts from Central Corridor LRT (CCLRT) construction to local businesses. This monthly report is a requirement of the Federal Transit Administration (FTA). The requirement is described in the Finding of No Significant Impacts (FONSI), which FTA issued following publication of the April 2011 *Supplemental Environmental Assessment of Construction-Related Potential Impacts on Business Revenues* (Business Impacts SEA).

1. Construction-related complaints and responses
2. Public outreach and communication activities
3. Funds spent to assist businesses during construction
4. Requests for business assistance and responses
5. Number of business openings / closings / relocations

### 1.1 Mitigation Activities to Assist Central Corridor Businesses

Mitigation activities to assist businesses during construction were summarized in the Business Impacts SEA and form the basis of reporting for items #3 and #4 above, as required by the FTA's FONSI. These activities focus on: (1) minimizing the impacts of construction activities; (2) communications with corridor businesses and the community regarding construction activities; (3) promotional and marketing activities to encourage customers to shop at businesses during construction; (4) technical assistance to businesses during construction; (5) financial assistance to businesses losing nearby on-street parking, and; (6) general financial assistance to small businesses affected by construction activities.

Business assistance activities are summarized in Tables 1 and 2 below.

**Table 1: Attachment A to the CCLRT Business Impacts SEA FONSI – Summary Table of Mitigation Measures and Financial Commitments**

Mitigation Measures		Financial Commitment	Responsible Agency	Contact Information
Construction Contract  (see Section 2.3.5)	Construction Access Plan	\$200,000	Metropolitan Council	Robin Caufman <a href="mailto:Robin.caufman@metc.state.mn.us">Robin.caufman@metc.state.mn.us</a> 651-602-1457
	Contractor Incentive Program	\$850,000	Metropolitan Council	Robin Caufman <a href="mailto:Robin.caufman@metc.state.mn.us">Robin.caufman@metc.state.mn.us</a> 651-602-1457
Project Communications  (see Section 2.3.6)	Community Outreach Coordinators	\$4,000,000	Metropolitan Council	Robin Caufman <a href="mailto:Robin.caufman@metc.state.mn.us">Robin.caufman@metc.state.mn.us</a> 651-602-1457
	Construction Communication Plan (Special Signage)	\$200,000	Metropolitan Council	Robin Caufman <a href="mailto:Robin.caufman@metc.state.mn.us">Robin.caufman@metc.state.mn.us</a> 651-602-1457

Mitigation Measures		Financial Commitment	Responsible Agency	Contact Information
Parking Assistance  (see Section 2.3.1)	Neighborhood Commercial Parking Program	\$2,100,000	City of St. Paul	Craig Blakely <a href="mailto:Craig.blakely@ci.stpaul.mn.us">Craig.blakely@ci.stpaul.mn.us</a> 651-266-6697
	Alley Improvements Program	\$350,000	City of St. Paul	Craig Blakely <a href="mailto:Craig.blakely@ci.stpaul.mn.us">Craig.blakely@ci.stpaul.mn.us</a> 651-266-6697
Business Assistance Programs  (see Section 2.3.2)	Business Support Fund	\$4,000,000	City of St. Paul	Nancy Homans <a href="mailto:Nancy.homans@ci.stpaul.mn.us">Nancy.homans@ci.stpaul.mn.us</a> 651-266-8568
	Business Improvement / Expansion Assistance	\$700,000 <sup>(1)</sup>	Neighborhood Development Center	Isabel Broyld <a href="mailto:ibroyld@ndc-mn.org">ibroyld@ndc-mn.org</a> 651-379-3782
	Business Resources Collaborative	\$315,000 <sup>(5)</sup>	N/A	Jonathan Sage-Martinson <a href="mailto:jonathan@funderscollaborative.org">jonathan@funderscollaborative.org</a> 651-280-2384
	University Avenue Business Preparation Collaborative	\$875,000 <sup>(2)</sup>	N/A	Isabel.broyld <a href="mailto:ibroyld@ndc-mn.org">ibroyld@ndc-mn.org</a> 651-379-3782
	Great Streets and Business Association Assistance Program	\$210,000	City of Minneapolis	Emily Stern <a href="mailto:Emily.stern@ci.minneapolis.mn.us">Emily.stern@ci.minneapolis.mn.us</a> 612-673-5191
	Other	\$7,670	N/A	Jonathan Sage-Martinson <a href="mailto:jonathan@funderscollaborative.org">jonathan@funderscollaborative.org</a> 651-280-2384
	Business Marketing Program <sup>(4)</sup>	\$1,200,000	Metropolitan Council	Anne Taylor <a href="mailto:anne.taylor@metc.state.mn.us">anne.taylor@metc.state.mn.us</a> 651-602-1449
University Avenue / Cedar Riverside Betterments	Improved Street Lighting / Street Amenities	\$1,000,000 <sup>(3)</sup>	City of St. Paul / Metropolitan Council	Kathryn O'Brien <a href="mailto:kathryn.obrien@metc.state.mn.us">kathryn.obrien@metc.state.mn.us</a> 651-602-1927

Mitigation Measures		Financial Commitment	Responsible Agency	Contact Information
(see Section 2.3.3)	Business Façade Improvements	\$150,000	City of Minneapolis	Emily Stern <a href="mailto:Emily.stern@ci.minneapolis.mn.us">Emily.stern@ci.minneapolis.mn.us</a> 612-673-5191
Promoting Business Access	Additional Business Signage	\$50,000	Metropolitan Council	Robin Caufman <a href="mailto:Robin.caufman@metc.state.mn.us">Robin.caufman@metc.state.mn.us</a> 651-602-1457
(see Section 2.3.4)	Cooperative Advertising and Transit Fare Passes	\$250,000	Metro Transit	Robin Caufman <a href="mailto:Robin.caufman@metc.state.mn.us">Robin.caufman@metc.state.mn.us</a> 651-602-1457
<b>TOTAL</b>		<b>\$16,457,670</b>		

- (1) This amount reflects a decrease of \$150,000 from the amount reported in the Business Impacts SEA. This decrease reflects the actual amount dedicated in Living Cities funds to this effort.
- (2) This amount reflects an increase of \$200,000 from the amount reported in the Business Impacts SEA. This increase reflects an additional commitment of \$200,000 in funding from the Central Corridor Funders Collaborative supporting business marketing and support efforts.
- (3) This amount reflects an increase of \$350,000 from the amount reported in the Business Impacts SEA. This increase reflects the actual amount dedicated to this effort.
- (4) This amount was approved September 28, 2011 by the Metropolitan Council to be used to retain a consultant to provide marketing assistance to Central Corridor businesses.
- (5) This amount reflects an increase of \$75,000 from the amount reported in the Business Impacts SEA. This increase reflects additional funds committed by the Central Corridor Funders Collaborative for marketing efforts from November 2011 to March 2012.

**Table 2: Attachment A to the CCLRT Business Impacts SEA FONSI – Mitigation Measures: Staffing and Contract Commitments (Non-Direct Financial Commitments)**

Mitigation Measures		Responsible Agency
Construction Contract	Special Events Plans	Metropolitan Council/Contractor
	Best Management Practices (BMPs)	Metropolitan Council/Contractor
Project Communications	Contractor Community Relations Leader	Contractor
	Construction Communication Plan	Metropolitan Council
	Construction Information Packet	Metropolitan Council
	Construction Signage	Metropolitan Council/Contractor
Parking Assistance	Construction Employee Parking Plan	Metropolitan Council/Contractor

This Report will be updated by the Metropolitan Council monthly throughout construction. The construction period is currently scheduled to be completed in 2013.

## 2.0 Activities Reported

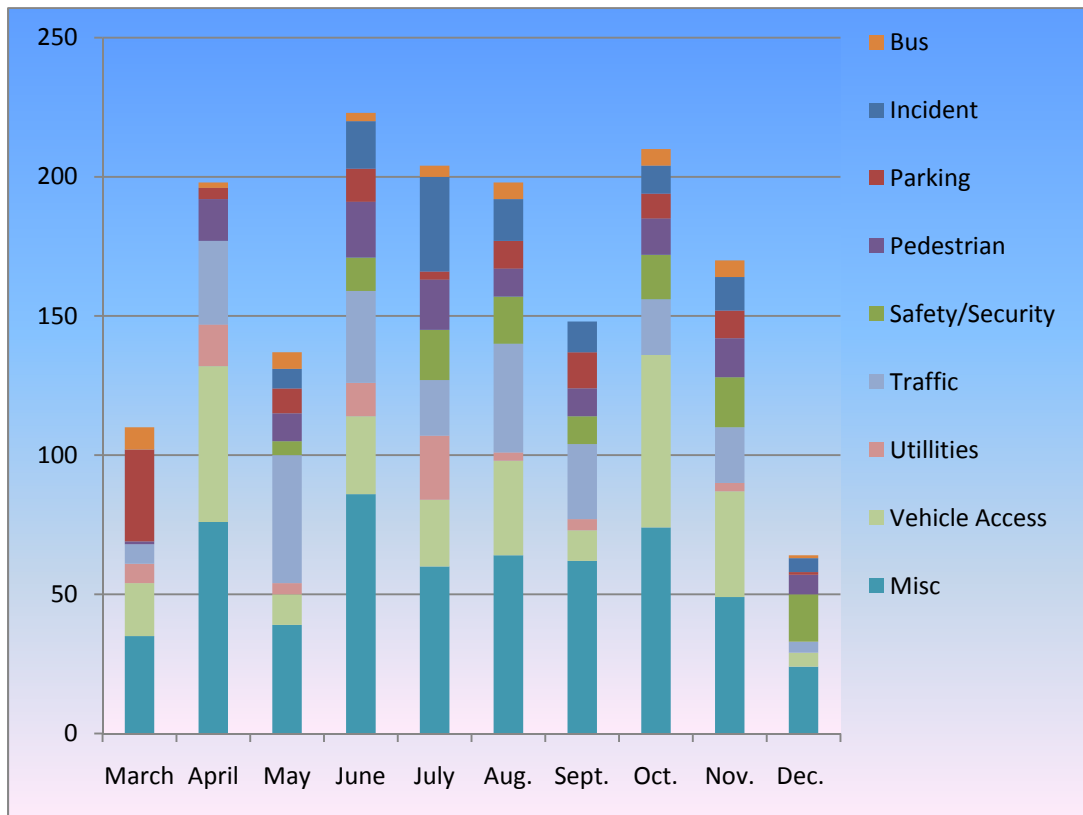
### 2.1 Construction-related Calls, Complaints and Responses

Attachment A to this Report is a summary of construction and other calls and complaints received during the month of December and their response / resolution. During this month, a total of 64 complaints, comments or questions were received by Central Corridor Project Office staff (see Figure 1). This compares to a total of 170 in the month of November. A majority of calls and e-mails were responded to within 24-hours. Most issues were responded to within 1 week.

- Calls/complaints received in the month of December concerned some of the following:
  - Confusing signage;
  - Debris and equipment that needed to be cleaned up/stored for the winter season;
  - Questions about construction schedule;
  - Concerns about pedestrian access and safety.

Figure 1 is a summary, sorted by subject, of construction-related calls and e-mails received in 2011.

**Figure 1: 2011 Construction Hotline Complaints Received**





## 2.2 Public Outreach and Communication Activities

During the month of December, the following major outreach activities took place.

**Construction Updates:** Construction updates, including maps of construction activities, were published weekly for the following areas:

- West Bank/East Bank/Stadium Village
- University Avenue – Emerald to Hamline
- Capitol Area
- Downtown St. Paul

All current construction updates can be viewed at [www.centralcorridor.org](http://www.centralcorridor.org). In the last month, approximately 11,062 were recorded of users visiting the Web.

**News Releases:** Two news releases / news advisory were issued in December, covering the following subjects:

- Making Tracks newsletter
- Commercial/retail and housing development spurred by the Central Corridor LRT project

All current news releases can be viewed at [www.centralcorridor.org](http://www.centralcorridor.org)

**Transit Rider Alerts:** A link has been established on the home page of Metro Transit alerting riders of Central Corridor transit services affected by construction to detours and other information. <http://metrotransit.org/rail-construction.aspx>

**Constant Contact:** Constant Contact is a listserv that CCLRT Outreach and Communications staff uses to update people on project news, including construction activities. It currently has over 5,500 contacts to which information project information is sent.

**Social Media:** CCLRT Outreach and Communications Staff uses Twitter to send press releases, newsletters, and weekly construction updates to the public. At the end of December @cclrt had 1,277 followers.

### **December Public Meetings / Events:**

Approximately 65 meetings / events took place in December attended by over 530 people. These included a “Look Beyond the Barricades luncheon at the Wilder Center, Lunch on the Avenue, access meetings with individual businesses, and meetings with Cedar Street businesses / institutions to discuss 2012 construction activities. See Attachment B1 for a list of all meetings held in December.

**Upcoming Public Meetings / Events:** A list of upcoming meetings scheduled for the month of January 2012 is included as Attachment B2. Many of the meetings listed



Met Council Regional Administrator Pat Born and staff at a Luncheon the Avenue event at Cupcake

are open to the public. More details can be had by contacting the Outreach Coordinator identified in Attachment B2.

## 2.3 Funds Spent to Assist Businesses during Construction

The following is a summary of monthly activities related to the programs summarized in Tables 1 and 2 above.

### 2.3.1 Parking Assistance:

**Neighborhood Commercial Parking Program:** The City of St. Paul is funding and administering a program to address parking loss during and after CCLRT construction. The program provides low-interest loans to individual businesses that can be used to reach agreements with other businesses for shared parking, or for limited construction to improve off-street parking.

#### **Significant Activities:**

To date, the City of St. Paul HRA has approved \$1,325,000 in funding for 24 parking improvement projects.

- As of the end of the 2011 construction season, the following parking improvement projects have been completed under this program:
  - 345 University – Metro Social Services
  - 860 University – Victoria Best Steak House
  - 864 University – East and West Beauty Salon
  - 904 University – Thong’s Auto Repair
  - 1133 University – Twin Cities Monument
  - 1137 University – Realty Matrix Fourplex
  - 1141 University: Kimble Chiropractic
  - 1159 University – The Vietnam Center
  - 2447 University – Design Press
  - 377 University – May’s Market
  - SE corner of St. Albans and University
  - 979 University – Shear Pleasure
- The following parking improvement projects will be completed in spring 2012:
  - 1685 University – Milbern Clothing
  - 353 University – Ha Tien Market
  - 389-393 University – Anh’s Hair Salon
  - 498 Arundel – a remote lot for 441 University
  - 575 University – Unidale Insurance
  - NW corner of Dale and University – Hickory Hut
  - 850-856 University – Tai Hoa BBQ
  - 1449 University – Hair Salons
  - NE block of Snelling and University – central parking lot on Sherburne
  - NW block of Snelling and University – shared parking between Axman and Turf Club
  - 1657 University – Hammond Awards
  - 2119 University – Subway parking lot



**Alley Improvements Program:** The City of St. Paul has dedicated \$350,000 in their Capital Improvement Budget to improve alleys adjacent to the Central Corridor.

**Significant Activities:**

- All of the committed funds (a total of \$350,000) have been obligated in the City of St. Paul's Capital Improvements Budge (CIB) to complete this program. As of the end of the 2011 construction season, the following alley projects have been completed:
  - Lexington to Oxford (north side of University)
  - Victoria to Avon (south side of University)
  - Avon to Grotto (north side of University)
  - Grotto to St. Albans (bet. Thomas & Lafond)
  - Grotto to St. Albans (north side of University)
  - St. Albans to Dale (north side of University)
  - MacKubin to Arundel (bet. Edmund & Thomas)
  - Arundel to Western (north side of University)
  - St. Albans to Dale (added as part of a parking improvement project)
  - Arundel to Western (north side of University)
- The following projects will be completed in 2012
  - Fry to Snelling (north side of University)
  - Snelling to Asbury (north side of University)
  - Pascal to Albert (north side of University)

**Construction Employee Parking Plan:** Central Corridor LRT construction contracts require contractors to minimize use of available on-street parking by developing an employee parking plan.

**Significant Activities:**

A construction employee parking plan has been developed, submitted, and approved by CCPO staff for the Civil East (St. Paul) and Civil West (Minneapolis) construction contracts. Enforcement of contractor parking requirements is part of the duties of CCPO construction inspectors. Any complaints received from the public regarding contractor parking are immediately responded to by CCPO outreach staff.

**2.3.2 Business Assistance Programs:**

**Business Support Fund:** The Business Support Fund program provides no-interest forgivable loans to small businesses (gross annual sales less than \$2 million) that experience construction-related loss of sales.

**Significant Activities:**

The Business Support Fund administrators established targeted amounts of funds available to different areas along the corridor. The areas are summarized in the table below, along with the total targeted amount and the amount disbursed to date in the area. See Attachment C for a visual depiction of these areas and the status of funds disbursed to date.

<b>Financial Activities – Business Support Fund</b>	<b>Allocation</b>	<b>Approved</b>	<b>Available</b>	<b>Percent Remaining</b>
<b>City of Minneapolis</b>				
Cedar Riverside North	\$129,496	\$38,892	\$90,604	70%
Cedar Riverside South	\$160,329	\$101,915	\$58,414	36%
Stadium Village	\$221,994	\$100,000	\$121,994	55%
Prospect Park	\$345,324	\$0	\$345,324	100%
<b>Minneapolis Total</b>	<b>\$857,143</b>	<b>\$240,807</b>	<b>\$616,336</b>	<b>72%</b>
<b>City of St. Paul</b>				
Emerald to Hampden (North Side of University Avenue)	\$169,616	\$87,509	\$82,107	48%
Emerald to Hampden (South Side of University Avenue)	\$514,149	\$39,765	\$474,384	92%
Hampden to Aldine (North Side of University Avenue)	\$524,749	\$93,358	\$431,391	82%
Hampden to Aldine (South Side of University Avenue)	\$180,217	\$159,130	\$21,087	12%
Aldine to Syndicate (North Side of University Avenue)	\$222,621	\$203,563	\$19,058	9%
Aldine to Syndicate (South Side of University Avenue)	\$270,326	\$65,918	\$204,408	76%
Syndicate to Rice (North Side of University Avenue)	\$593,657	\$0	\$593,657	100%
Syndicate to Rice (South Side of University Avenue)	\$381,636	\$0	\$381,636	100%
Lowertown St. Paul	\$95,409	\$111,912	(\$16,503)	(17%)
<b>St. Paul Total</b>	<b>\$2,952,380</b>	<b>\$761,155</b>	<b>\$2,191,225</b>	<b>74%</b>
<b>Grand Total</b>	<b>\$3,809,523</b>	<b>\$1,001,962</b>	<b>\$2,807,561</b>	<b>74%</b>

During the month of December, a total of 22 applications for business assistance were approved – 16 of these applications were closed with funds scheduled for disbursement in January 2012. Of the 22 applications, 12 were from businesses that received previous loans but had not yet qualified for the maximum amount of \$20,000. No applications were found to be ineligible during this time period, although the City of St. Paul is awaiting additional information from one applicant. Twelve prospective applicants are working to finalize their applications.

The total value of loans approved to date through the Business Support Fund is \$1,001,962.

**Business Improvement / Expansion Assistance:** The Business Improvement/ Expansion Assistance program includes \$700,000 available in loan, grant, and Program Related Investment (PRI) funds to assist targeted businesses with significant growth opportunities and/or that are in a position to buy or improve their own buildings with the goal of reinforcing the importance of locally- and minority-owned businesses to the Central Corridor. This program will be administered by the Neighborhood Development Center (NDC).

**Significant Activities:**

U7 has received seven letters of interest from business owners interested in receiving façade improvement grants. A total of two businesses have proceeded with completing the façade improvement application and these applications come from businesses within the priority target area between Lexington Parkway and Rice Street.

There are currently three projects that NDC Loan Officers are developing:

- A vacuum business on the 600 block of University that is interested in a business expansion loan and a major façade improvement project.
- A Cambodian restaurant on the 400 block of University that is interested in a business expansion, building ownership, and façade improvement project.
- A grocery/health store on the 300 block of University that is interested in a business expansion and façade improvement project.

See Attachment D for a report prepared by U7 summarizing activities to date.

<b>Financial Activities:</b>	<b>Amount</b>
Business façade improvement for small businesses	\$30,000
Loan Loss Reserve Fund that supports Program Related Investment loan for building owners and business expansion	\$28,000
NDC's administrative costs	\$33,500
<b>Total</b>	<b>\$91,500</b>

**Business Resources Collaborative (BRC):** The Business Resources Collaborative (BRC) is an informal coalition that provides support and technical assistance to businesses affected by the Central Corridor LRT Project. The BRC has received \$315,000 in grants in support of its operations. The BRC provides the following services to businesses along the Central Corridor:

- Provide business consulting and technical assistance (e.g., business and real estate development loan assistance; parking; energy efficiency programs; advocacy, information and referrals).
- Provide and maintain a business resource/information clearinghouse (<http://www.readyforrail.net>).
- Provide a grassroots "buy local" marketing campaign to help provide customers to Central Corridor businesses during project construction.

<b>Financial Activities:</b>	<b>Amount</b>
Creation and facilitation of Central Corridor Business Resources Collaborative. (June 2009)	\$15,000
Creation of the Central Corridor Funders Collaborative Corridor-wide business development strategy, announcement of the strategy, creation of an evaluation framework, and facilitation for 2010. (Feb. 2010)	\$90,000
Grassroots buy local marketing plan. (Nov. 2010)	\$50,000

City of St. Paul funding to Midway Chamber of Commerce to assist in business marketing efforts.	\$25,000
Central Corridor Funders Collaborative funding to Midway Chamber of Commerce to assist in Business Marketing Efforts	\$75,000
<b>Total</b>	<b>\$255,000</b>

**University Avenue Business Preparation Collaborative (U7):** The University Avenue Business Preparation Collaborative (U7) was created by community development organizations to provide marketing support, on-site business consulting, resource center and planning center, small business workshops, grants for marketing and façade improvements, microlending and financing support to small businesses along the Central Corridor. All funds reported in the Business Impacts SEA for this activity have been disbursed.

**Significant Activities:**

U7 interns and staff are conducting another round of outreach to businesses in the segment of University Avenue currently under construction. The outreach effort was met with success as many misconceptions of the loan program were clarified and several businesses subsequently submitted loan applications. U7 staff are providing many hours of assistance to forgivable loan applicants. Staff are providing financial templates and one-on-one training to business owners to develop monthly financial statements. (See Attachment E for a list of FY 2010 accomplishments.)

<b>Financial Activities</b>	<b>Amount</b>
Program to help small through training, technical assistance, and financing. (Jan 2009)	\$200,000
Program to help small business through training, technical assistance, and financing. (Feb. 2010)	\$100,000
Program to help small businesses through training, technical assistance, and financing.(Sept. 2010)	\$100,000
Program to help small businesses through training, technical assistance, and financing. (April 2011)	\$200,000
Bigelow Foundation (\$50,000 in 2009 and \$75,000 in 2010) to prepare small businesses for Central Corridor LRT construction.	\$125,000
St. Paul Foundation (\$75,000 in 2009 and \$75,000 in 2010) to prepare small businesses for Central Corridor LRT construction.	\$150,000
<b>Total</b>	<b>\$875,000</b>

**Great Streets and Business Association Assistance Program:** The City of Minneapolis will contribute a total of \$210,000 for business technical and marketing support.

In December, \$7,200 was disbursed to the African Development Center under their Great Streets contract for providing one-on-one technical assistance and classes for businesses primarily in Cedar Riverside. Additionally, \$6,300 was disbursed to the West Side Business Association (WBBA) under their Great Streets contract to perform marketing activities for the business district and conduct a member survey.

<b>Financial Activities (Minneapolis along University Ave, Cedar Riverside):</b>	<b>Amount</b>
Business Association Assistance Program	\$13,000
Great Streets Business District Support Grants	\$109,800
City Business Finance Assistance to the African Development Center	\$40,000
<b>Total</b>	<b>\$162,800</b>

**Other Business Assistance:** The “Other” category in Table 1 consists of funding commitments from the Central Corridor Funders Collaborative (CCFC). All funds reported in the Business Impacts SEA for this activity have been disbursed.

<b>Financial Activities</b>	<b>Amount</b>
Central Corridor Partnership to support public presentations from Bill Knowles (business mitigation consultant)	\$3,000
Asian Economic Development Association to support consultation / presentations by Thao Tran (business mitigation consultant).	\$4,670
<b>Total</b>	<b>\$7,670</b>

**Business Marketing Program:** On September 28, 2011, the Metropolitan Council approved the use of \$1.2 million in Central Corridor LRT project contingency funding for use to market businesses during project construction. The program will focus on increasing awareness of the diversity of businesses in the Central Corridor area of St. Paul and Minneapolis, increase customer traffic, and minimize lost business revenues.

**Significant Activities:**

In November, the Met Council received three proposals from contractors that were deemed responsive to the bid. The selection committee is in the midst of evaluating proposals and will make a recommendation for Council action in January 2012.

**2.3.3 University Avenue / Cedar-Riverside Betterments:**

**Improved Street Lighting / Street Amenities:** The City of St. Paul has contributed additional funds to the project in the amount of \$1,000,000 to include street lighting, colored paving, and other amenities within the public right of way, to enhance the pedestrian character of University Avenue and downtown business districts.

**Significant Activities:**

These improvements will be implemented concurrently with CCLRT construction, but will be funded by the City of St. Paul. To date, no funds have been expended.

**Business Façade Improvement Financing:** The City of Minneapolis has committed \$150,000 for business façade-improvement matching grants to businesses along the project corridor.

**Significant Activities:**

To date, the City of Minneapolis has expended \$53,530 for the Great Streets Façade Improvement Program in Central Corridor business districts. No new façade improvement grants were made in the month of December.

**2.3.4 Promoting Business Access:**

**Additional Business Signage:** The Metropolitan Council will employ movable variable message signs during construction to assist travelers in accessing businesses in response to frequent changes in construction activities. A total of \$50,000 will be allocated by the Metropolitan Council for this additional business signage.

**Significant Activities:**

All funds (\$50,000) in this category have been expended to purchase the variable message signs.

The signs are currently in storage with the halt of most major construction activities and will be in use again when heavy construction resumes in mid-March 2012.



**VMS used to alert drivers to the traffic switch on University Avenue**

**Cooperative Advertising and Transit Fare Passes:** Metro Transit will provide \$250,000 in marketing support in the form of cooperative advertising and fare passes to businesses for distribution to customers.

**Significant Activities:**

To date, a total of \$22,155 has been expended on the following activities:

- **Development / Deployment of Metro Transit Bus Side Ads:** A total of six Metro Transit buses are presently being used to promote patronage of Central Corridor businesses during construction. These ads will run from May through November.
- **Go To Passes for U7 Business Support Staff:** Four Go To Passes with two months fare were provided to U7 to support their outreach efforts to Central Corridor businesses by providing transportation to interns going door-to-door to talk about available loan programs and related workshops.

**2.3.5 Construction Contract:**

**Construction Access Plans:** Construction contracts (Civil East – St. Paul, and Civil West – Minneapolis) include \$200,000 for construction access plans. Businesses will be notified of any changes to access at least two weeks prior to the start of construction.

**Significant Activities:**

During the month of November, the following activities took place:

- Updated the downtown St. Paul access map to reflect the reopening of 6<sup>th</sup> Street.



**Contractor Incentive Program:** A contractor incentive program is being provided for the two major construction contracts (Civil East – St. Paul and Civil West – Minneapolis). This program is intended to encourage effective communication and cooperation between the contractor, businesses and residents. A Construction Communication Committee (“CCC”) comprised of business owners, residents, and other stakeholders will be created for each outreach sector identified in contract documents. The CCC will meet every two weeks to vote on identified evaluation criteria measuring contractor efforts to minimize construction-related impacts and award quarterly incentives to contractors demonstrating compliance with these measures. The construction contracts include an \$850,000 allowance (projectwide total) for the contractor incentive program.

**Significant Activities:**

To date, four evaluations have taken place by CCC’s for the Civil East and Civil West construction contracts. The following table summarizes, by contract by Quarter, the Contractor Incentive funds available and the amount the CCC voted to award, based on Contractor performance.

	Civil East		Civil West	
	Funds Available	Funds Awarded	Funds Available	Funds Awarded
<b>2010 – Quarter 4</b>	\$50,000	\$46,920 (94 percent of total)	\$10,000	\$9,920 (99 percent of total)
<b>2011 – Quarter 1</b>	\$40,000	\$30,993 (77 percent of total)	\$20,000	\$20,000 (100 percent of total)
<b>2011 – Quarter 2</b>	\$60,000	\$25,085 (42 percent of total)	\$25,000	\$18,891 (75 percent of total)
<b>2011 – Quarter 3</b>	\$70,000	\$23,200 (33 percent of total)	\$25,000	\$20,000 (80 percent of total)
<b>Total (to date)</b>	<b>\$220,000</b>	<b>\$126,198</b> <b>(57 percent of total)</b>	<b>\$80,000</b>	<b>\$68,811</b> <b>(86 percent of total)</b>

**2.3.6 Project Communications:**

**Construction Communication Plan (Special Signage):**

Construction signage will include “Open or Business” signage and other information alerting drivers and pedestrians to construction impacts or other relevant information (e.g., available parking, alternative access, etc.). Approximately four signs will be required per block of construction, and signs will be in place until substantial completion of construction of the surface elements of the project.

**Significant Activities:**

Construction signage is in place in areas where Civil East (St. Paul) and Civil West (Minneapolis) construction activities are ongoing.

**Community Outreach Coordinators:** Community Outreach Coordinators will be provided by the Metropolitan Council throughout project construction. The Community Outreach Coordinators act as a liaison between the public and local businesses, including minority-owned businesses, and project contractors. Community Outreach Coordinators are available to answer questions and direct specific construction related concerns back to project contractors and the Metropolitan Council. The Metropolitan Council has dedicated \$4,000,000 to this effort, which includes salary and benefits for a fully staffed Central Corridor Outreach and Communications Team for the four years of project construction from 2010 through 2013. See Attachment F for a display of current Outreach staff and their contact information.

**2.4 Requests for Business Assistance and Response**

Several of the programs summarized in Section 3 involve direct assistance to businesses in the forms of loans, grants, or other direct assistance. Programs that are managed in this way are listed below, along with information on the number of requests to receive assistance from these programs.

Neighborhood Commercial Parking Program (City of St. Paul): To date, a total of 50 applications have been received by the City of St. Paul and 24 projects have been funded.

Business Support Fund: To date, a total of 86 applications have been received by the City of St. Paul and 75 have been approved. One is being held by the City for additional information. Of the ten applications not funded:

- One of the applicant businesses closed prior to the loan being disbursed.
- Five of the ten were not eligible as they actually demonstrated business revenues that increased from periods prior to construction.
- Two of the ten were not eligible as they were not retail establishments.
- One of the ten was not eligible as they were outside the established geographic area for qualified applicants.
- One of the ten was the subject of an adverse action taken by the City of St. Paul and was evicted by the landlord before the loan application was processed

(See Attachment C for a visual depiction of the status of funds approved.)

Business Improvement / Expansion Assistance: Currently there are 10 potential projects being investigated with three projects moving through to a loan application – all of the projects moving forward to a loan application are for businesses between Lexington Parkway and Rice Street in St. Paul.

Business Façade Improvement Financing (City of Minneapolis): To date, 18 applications have been received to access funds administered through this program with 15 applications approved and/or funded (one additional application was submitted and then later withdrawn).

**2.5 Business Openings / Closings / Relocations**

The following update on number of Central Corridor business openings, closings, and relocations uses data



gathered by CCPO Outreach staff. Outreach staff maintains an inventory of Central Corridor businesses, which serves as a comprehensive contact database. This inventory is a list of street-level business establishments that are found along the Central Corridor alignment from the West Bank area of Minneapolis to downtown St. Paul.

The information in the following table reflects known business openings, closings and relocations on the Central Corridor for the month of November.

**Change in Central Corridor Businesses (December 1, 2011 to December 31, 2011)**

Business Openings	1
Business Closings	6
Business Relocations Off Corridor	0
Business Relocations On Corridor	2

### 3.0 Frequently Asked Questions

#### 3.1 How do I request a translated summary of this report?

Please contact the Central Corridor Public Outreach and Communications Team for assistance:

Central Corridor email: [centralcorridor@metc.state.mn.us](mailto:centralcorridor@metc.state.mn.us)  
Hotline: 651-602-1404

**Requesting a Spanish Summary of Report:**

¿Cómo puedo solicitar un resumen traducido de este informe?

Por favor comuníquese con el *Equipo de Corredor Central Publico de Alcance y Comunicación* (Central Corridor Public Outreach and Communications Team) para asistencia.

Correo electrónico del Equipo de Corredor Central: [centralcorridor@metc.state.mn.us](mailto:centralcorridor@metc.state.mn.us)  
Línea de ayuda: (651) 602-1404

**Requesting a Vietnamese Summary of Report:**

Làm thế nào để yêu cầu một bản tóm tắt dịch của báo cáo này?

Xin vui lòng liên hệ với Central Corridor Public Outreach and Communications Team để được hỗ trợ:

Central Corridor email: [centralcorridor@metc.state.mn.us](mailto:centralcorridor@metc.state.mn.us)  
Hotline: 651-602-1404

**Requesting a Somali Summary of Report:**

Sideen u dalbadaa warbixintaan kooban oo la fasiray?

Fadlan la soo xiriir Central Corridor caawimada dadweeynaha iyo kooxda fariinta dadweeynaha u qaabilsan.

Central Corridor Eemeylkoodu waa: [centralcorridor@metc.state.mn.us](mailto:centralcorridor@metc.state.mn.us)  
Teleefoonka: 651 602 1404

**Requesting a Hmong Summary of Report:**

Yuav ua li cas thiaj li thov tau daim ntawv txhais ua lus Hmoob txog cov xov xwm no?

Yog koj xav tau kev pab, thov hu los yog sau ntawv rau tom cov Koos Haum (Central Corridor Public Outreach and Communications Team).

Sau ntawv rau: [centralcorridor@metc.state.mn.us](mailto:centralcorridor@metc.state.mn.us)

Xov Tooj: 651-602-1404

**3.2 How can I report a construction-related problem?**

To report problems that arise during construction, call the 24-hour hotline at 651-602-1404.

**3.3 How can I get information on business assistance during construction?**

“Ready for Rail” is a great source for information on programs to assist Central Corridor businesses during construction and can be found at <http://www.readyforrail.net/> or by calling 651-280-2384.

**3.4 How can I comment on the project?**

The outreach program provides many avenues for people to submit comments and concerns. The outreach team forwards your comments and concerns to the engineers.

Central Corridor email: [centralcorridor@metc.state.mn.us](mailto:centralcorridor@metc.state.mn.us)

Phone line: 651-602-1645

Attend a public meeting. See the Central Corridor meetings page at [www.centralcorridor.org](http://www.centralcorridor.org)

**3.5 Where do I get information about job opportunities**

The Met Council and Central Corridor Funders Collaborative created [www.lrtworks.org](http://www.lrtworks.org) for job seekers to register their qualifications.

**3.6 How can the public get construction information?**

Details about construction will be available at [www.centralcorridor.org](http://www.centralcorridor.org) and the public will be notified in advance about work, including detours and road closures. Project outreach coordinators began surveying business and property owners in the spring of 2008 for details on their points of access to help engineers design the line and plan construction.

# **Attachment A**

## **Summary of Monthly Complaints / Response**

Category	Description	Response	Responded within 24 Hours	Responded within 1 Week	Date Received	Date Responded
<b>Civil East</b>						
Bus	Bus stop	Nkongo responded via email.		X	12.02.2011	12.05.2011
Incidents	Construction caused damage to building	12-2-11 Robin requested further review and 12-12-11 Rita referred to	X		12.02.2011	12.02.2011
Incidents	Damage to bldg, sidewalk repairs and gas meter gaurd replacment	Kimberly responded to caller.	X		12.07.2011	12.07.2011
Incidents	Damage to bldg	Kimberly followed up to work out details of issue.	X		12.12.2011	12.12.2011
Incidents	Accident caused from manhole	Shoua responded to caller	X		12.14.2011	12.14.2011
Incidents	Damaged window replacement	Rita talked to Ultan and referred him ot Kiberly Sannes from	X		12.23.2011	12.23.2011
Misc	Manholes not at grade	12-01-11 Rita returned call to Dave	X		12.01.2011	12.01.2011
Misc	Miscellaneous issues	12-01-11 Rita returned call and	X		12.01.2011	12.01.2011
Misc	Sigange funding question	Michelle responded to caller.	X		12.02.2011	12.02.2011
Misc	Confusing Signage	Michelle forwarded to Walsh; Kimberly responded to caller.	X		12.02.2011	12.02.2011
Misc	Construction causing slow business	Michelle responded to caller.		X	12.06.2011	12.09.2011
Misc	Debris & equipment	Walsh collecting all leftover signage.	X		12.07.2011	12.07.2011
Misc	Forgiveable loan	Shoua responded to caller.	X		12.08.2011	12.08.2011
Misc	Call to St Paul/Metro Transit about	Michelle responded to caller.	X		12.08.2011	12.09.2011
Misc	Signage	Michelle responded to caller; forwarded to SPRW.	X		12.08.2011	12.09.2011
Misc	Complaint	Rita responded to caller		X	12.08.2011	12.14.2011
Misc	LRT Construction schedule	12-9-11 Responded to caller	X		12.09.2011	12.09.2011



Category	Description	Response	Responded within 24 Hours	Responded within 1 Week	Date Received	Date Responded
Misc	LRT Crossings	Nkongo responded to question via email.		X	12.13.2011	12.15.2011
Misc	Pot Holes	Rita returned call and left message with City of St Paul to resolve	X		12.14.2011	12.14.2011
Misc	Signage	Rita returned call, left message and forwarded to contractor	X		12.14.2011	12.14.2011
Misc	Damage and debris	12-14-11 Rita returned call and	X		12.14.2011	12.14.2011
Misc	Construction debris containers				12.15.2011	
Misc	Business is down	12-15-11 Rita returned call and provided resource information	X		12.15.2011	12.15.2011
Misc	Construction debris	12-22-11 Rita returned call and		X	12.19.2011	12.22.2011
Misc	Construction Debris	12-20-11 Shoua responded and Rita followed up with issue.	X		12.20.2011	12.20.2011
Misc	Speaker request	12-22-11 Rita returned call as well as Kimberly from Walsh for follow up.		X	12.20.2011	12.22.2011
Misc	Construction Schedule	Nkongo spoke with Mark McCollum.	X		12.22.2011	12.22.2011
Misc	Construction Schedule	Nkongo responded via email.	X		12.22.2011	12.22.2011
Pedestrian	Sidewalk used for pavers concern	Rita responded to caller; forwarded to Walsh to look into.	X		12.02.2011	12.02.2011
Pedestrian	Pedestrian crossing	12-01-11 Rita returned call to Marie Boelen	X		12.01.2011	12.01.2011
Pedestrian	Pedestrian access	Kimberly responded to caller.	X		12.05.2011	12.05.2011
Pedestrian	Pedestrian access	Nkongo responded to caller		X	12.07.2011	12.13.2011
Pedestrian	Capital Area Issues and Pedestrian Access	Nkongo responded via email. Contractor will resolve.	X		12.13.2011	12.13.2011

Category	Description	Response	Responded within 24 Hours	Responded within 1 Week	Date Received	Date Responded
Pedestrian	Pedestrian Crossing Light Covered	Nkongo responded via email. Resolved.	X		12.13.2011	12.13.2011
Pedestrian	Pedestrian access	Nkongo responded via email.		X	12.16.2011	12.19.2011
Safety Security	Safety	12--1=11 Rita returned call	X		12.01.2011	12.01.2011
Safety Security	Safety	Michelle responded to caller and forwarded to Walsh to look into.	X		12.02.2011	12.02.2011
Safety Security	Safety	Kimberly responded to caller.	X		12.06.2011	12.06.2011
Safety Security	Safety	Kimberly responded to caller; Walsh resolved within the hour.	X		12.06.2011	12.06.2011
Safety Security	Safety	Kimberly responded to caller.	X		12.12.2011	12.12.2011
Safety Security	Safety	Rita and Kimberly responded to caller.	X		12.12.2011	12.12.2011
Safety Security	Safety	Michelle responded to caller, not	X		12.13.2011	12.13.2011
Safety Security	Safety	12-13-11 Rita talked to owner and	X		12.13.2011	12.13.2011
Safety Security	Safety with Traffic light timing	Rita responded to caller and referred to CCPO to resolve	X		12.15.2011	12.15.2011
Safety Security	Safety	Dana returned call & left a message that the construction staff was aware	X		12.15.2011	12.15.2011
Safety Security	Safety	12-16-11 issue noted and	X		12.16.2011	12.16.2011
Safety Security	One Way sign needed at Wendy's	12-21-11 Rita returned call and		X	12.19.2011	12.21.2011
Safety Security	Concrete planter balls not installed	Nkongo forwarded to Greg to work	X		12.20.2011	12.20.2011
Safety Security	Safety	12-20-11 Issue resolved	X		12.20.2011	12.20.2011
Safety Security	Traffic light timing				12.23.2011	
Traffic	Traffic light timing	Walsh forwarded to City to resolve.	X		12.07.2011	12.07.2011

Category	Description	Response	Responded within 24 Hours	Responded within 1 Week	Date Received	Date Responded
Traffic	Question about traffic patterns at Pelham/Franklin	Michelle responded to caller.	X		12.12.2011	12.13.2011
Traffic	Traffic light	Kimberly responded to caller.	X		12.13.2011	12.13.2011
Vehicle Access	Vehicle access	12-01-11 Rita returned call to nancy Rosenberg	X		12.01.2011	12.01.2011
Vehicle Access	Vehicle Access	12-1-11 Rita returned call	X		12.01.2011	12.01.2011
Vehicle Access	Plywood Pile Left in Driveway	Nkongo called back and asked contractor to remove.	X		12.27.2011	12.27.2011
<b>Civil West</b>						
Misc	Spire Bank Monument Sign	Jessica Hill responded via email.		X	12.06.2011	12.12.2011
Misc	Pot holes	Dan responded by email. Civil West Contractor to repair pot holes.	X		12.18.2011	12.19.2011
Parking	Parking	Jessica Hill called back. Not CCLRT.	X		12.12.2011	12.12.2011
Safety Security	Maintenance on Hiawatha Detour	AMJV salted the bike path detour	X		12.09.2011	12.09.2011
Safety Security	Safety	Dan responded by phone. AMJV has	X		12.13.2011	12.13.2011
Traffic	Icey Detrouer for Hiwatha Bike Path	AMJV salted the bike path detour	X		12.09.2011	12.09.2011
Vehicle Access	Vehicle access	Dan responded by phone, information provided.	X		12.06.2011	12.06.2011
Vehicle Access	Vehicle access	Jessica responded by phone and left voicemail.	X		12.12.2011	12.12.2011

**Attachment B1**  
**Summary of Past Monthly Meetings**  
**(December 2011)**

# Central Corridor LRT Meeting Summary

December 2011

Date	Start Time	Meeting location and address	Group/Host	Topic/Purpose of Meeting	Stakeholder Attendees	Attendees Expected	Project Contact & Phone #
12/1/11	2:00 PM	Grace University Lutheran Church, 324 Harvard Street SE, Minneapolis, MN 55414	Met Council	East Bank/Stadium Village Construction Communication Committee	East Bank CCC members	15	Pfeiffer, Daniel
12/7/11	5:30 PM	289 E 5th St, Suite 202, Saint Paul, MN 55101	Metropolitan Council	OMF Task Force-Brick Selection	Lowertown Stakeholders/O MF Task Force Members	15	Cigolo, Nkongo
12/8/11	4:00 PM	540 Fairview Ave N, Suite 200, Room 2/3, St Paul, MN 55104	CCPO	Construction Communication Committee Meeting	CCC Members	20	Webb, Michelle
12/13/11	10:00 AM	Theatre In The Round, 245 Cedar Avenue S, Minneapolis, MN, 55454	CCPO	West Bank CCC	West Bank CCC Members, Project Technical Staff	15	Pfeiffer, Daniel
12/1/11	12:00 PM	Peking Garden at 1488 University Ave W ST Paul, MN 55104	Midway Chamber	Lunch on the Avenue	Corridor businesses, residents	30	Richardson, Mary
12/7/11	9:00 AM	Wilder	Hamline	How Can Colleges Support Central Corridor Neighborhoods	Business community	40	Richardson, Mary
12/11/11	4:30 PM	Gordon Parks High School 1212 University Avenue West St Paul, MN	Stops for Us	Stops for Us EPA Award Ceremony	Corridor residents, advocated	100	Richardson, Mary
12/15/11	12:00 PM	Cupcake 3338 University Ave SE Mpls, MN 55414	Midway Chamber	Lunch on the Avenue	Corridor businesses, residents	30	Richardson, Mary
12/20/11	11:30 AM	Wilder Center St. Paul (Wilder Room)--451 Lexington Parkway North, Saint Paul, Minnesota 55104	Saint Paul Area Chamber of Commerce	Beyond the Barricades Luncheon	Corridor Businesses	60	Cigolo, Nkongo
12/20/11	12:00 PM	Wilder Center 451 Lexington Pkwy N St Paul	Midway Chamber	Look Beyond the Barricades Luncheon	Corridor Businesses	40	Richardson, Mary

Page 1 of 3 or information about a specific meeting, contact the identified outreach coordinator:

Laura Callaghan (651) 602-1853    Robin Caufman (651) 602-1457    Nkongo Cigolo (651) 602-1559    Dana Happel (651) 602-1954    Jessica Hill (651) 602-1840  
 Shoua Lee (651) 602-1014    Dan Pfeiffer (651) 602- 1952    Rita Rodriguez (651) 602-1805    Michelle Webb (651) 602-1485

# Central Corridor LRT Meeting Summary

December 2011

Date	Start Time	Meeting location and address	Group/Host	Topic/Purpose of Meeting	Stakeholder Attendees	Attendees Expected	Project Contact & Phone #
12/1/11	1:00 PM	Wells Fargo Place, 110 Wells Fargo Place, 30 East 7th Street, Suite 175, St. Paul, MN 55101	CCPO	Cedar Street Construction Update meeting	Cedar Street Property managers	15	Happel, Dana
12/1/11	12:45 PM	Stub and Herb's Bar, 227 Oak Street, Minneapolis, MN, 55454	CCPO	Segment 5 Access	CCPO Outreach, AMJV, Business Management	3	Pfeiffer, Daniel
12/2/11	9:00 AM	US Bank, 101 East 5th Street, Suite 240, St. Paul, MN 55101	CapitolRiver Council	Skyway Committee Meeting- Skyway/Bremar Building update	Skyway Committee Members	15	Happel, Dana
12/5/11	11:00 AM	Hong Kong Noodle, 901 Washington Avenue SE, Minneapolis, MN 55414	CCPO	Access Meeting- Hong Kong Noodle	Business Owner, Manager, CCPO, AMJV	4	Hill, Jessica
12/6/11	3:00 PM	Mark-It Graphics, 3033 University Avenue SE, Minneapolis, MN 55414	CCPO	Access Meeting- Mark-It Graphics	Property Owner, AMJV, CCPO	3	Hill, Jessica
12/6/11	11:00 AM	Four Star Auto, 3326 University Avenue SE, Minneapolis, MN 55414	CCPO	Access Meeting- Four Star Auto	AMJV, CCPO, Business Owner	3	Hill, Jessica
12/7/11	10:00 AM	2829 University Avenue SE, Minneapolis MN 55414	CCPO	Access Meeting- Scott	CCPO, AMJV, Property Manager	3	Hill, Jessica
12/8/11	12:00 PM	City Hall Annex. 25 West Fourth Street, 13th Floor, Gary's Office	Metropolitan Council	Meeting With Farmers' Market to Discuss Parking Reimbursement	Farmers' Market-Saint Paul Businesses	4	Cigolo, Nkongo
12/9/11	10:00 AM	Fraser, 3349 University Avenue SE, Minneapolis, MN 55414	CCPO	Access Meeting- Fraser	CCPO, AMJV, Business Manager	4	Hill, Jessica
12/9/11	11:00 AM	3008 University Avenue SE, Minneapolis, MN 55414	CCPO	Access Meeting- Nazneen	CCPO, AMJV, Property Owner	3	Hill, Jessica

Page 2 of 3 or information about a specific meeting, contact the identified outreach coordinator:

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 Shoua Lee (651) 602-1014    Dan Pfeiffer (651) 602- 1952    Rita Rodriguez (651) 602-1805    Michelle Webb (651) 602-1485



# Central Corridor LRT Meeting Summary

December 2011

Date	Start Time	Meeting location and address	Group/Host	Topic/Purpose of Meeting	Stakeholder Attendees	Attendees Expected	Project Contact & Phone #
12/13/11	9:00 AM	USPS, 2811 University Avenue SE, Minneapolis, MN, 55414	CCPO	Segment 5 Access Meeting	CCPO Outreach, AMJV, Business Manager	3	Pfeiffer, Daniel
12/13/11	11:30 AM	Planet Ink Tattoo, 1499 University Avenue, St. Paul, MN 55104	ccpo	Site visit	Owner	2	Rodriguez, Rita
12/14/11	6:00 PM	Dar Al Quba, 1501 S. 6th Street, Minneapolis, MN, 55414	West Bank Community Coalition monthly meeting	West Bank Community Coalition	Community Members	25	Pfeiffer, Daniel
12/15/11	2:00 PM	Campus Pizza, 825 Washington Avenue SE, Minneapolis, MN 55414	Stadium Village Commercial Association Monthly meeting	Stadium Village Commercial Association	Business Owners	25	Pfeiffer, Daniel
12/15/11	4:00 PM	Augsburg Gateway Center, 2211 Riverside Avenue, Minneapolis, MN 55414	Monthly WBBA Board Meeting	West bank Business Association Board Meeting	Business Owners and Community Members of West Bank	30	Pfeiffer, Daniel
12/20/11	2:00 PM	Church of St. Louis, King of France	CCPO	Discuss upcoming construction	Father Morrissey	3	Happel, Dana
12/21/11	3:30 PM	645 Randolph, St. Paul,	CCPO	Meeting with St. Paul Fire Department to discuss discuss Cedar/10th Street construction	Fire Department staff	5	Happel, Dana
12/22/11	1:30 PM	540 Cedar Street	CCPO	Department of Human Services	Jim Alexson	15	Happel, Dana

Page 3 of 3 or information about a specific meeting, contact the identified outreach coordinator:

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 Shoua Lee (651) 602-1014    Dan Pfeiffer (651) 602- 1952    Rita Rodriguez (651) 602-1805    Michelle Webb (651) 602-1485

**Attachment B2**

**Summary of Upcoming Monthly Meetings**

**(January 2012)**

# Central Corridor LRT Meeting Summary

January 2012 Upcoming Meetings

Date	Start Time	Meeting location and address	Group/Host	Topic/Purpose of Meeting	Stakeholder Attendees	Attendees Expected	Project Contact & Phone #
1/10/12	10:00 AM	Theatre In The Round, 245 Cedar Avenue S, Minneapolis, MN, 55454	CCPO	West Bank Quaterly Contractor Evaluation Meeting	West Bank CCC members	8	Pfeiffer, Daniel
1/11/12	3:30 PM	Stassen Building, Room 2000, 600 Robert Street North, Saint Paul 55146	CCPO	Capitol Area Construction Communication Committee (Quarterly Contractor Evaluation Meeting)	CCC Members	4	Lee, Shoua
1/12/12	2:00 PM	Grace University Lutheran Church, 324 Harvard Street SE, Minneapolis, MN 55414	CCPO	East Bank Quarterly Evaluation Meeting	East Bank CCC members	10	Pfeiffer, Daniel
1/12/12	4:00 PM	CCPO, 540 Fairview Ave N, Suite 200 Room 2/3, St Paul, MN 55104	CCPO	Quarterly Evaluation Construction Communication Committee Meeting	CCC Members	20	Webb, Michelle
1/12/12	4:00 PM	Central Corridor Office, 540 Fairview Avenue, St. Paul, MN 55104	CCPO	Quarterly Evaluation for Construction Communication Committe	Construction communication committee	11	Rodriguez, Rita
1/17/12	10:00 AM	245 Cedar Avenue S, Minneapolis, MN 55414	CCPO	West Bank CCC	West Bank CCC members	15	Pfeiffer, Daniel
1/18/12	10:00 AM	Target Field in the Carew Atrium	Met Council	Chair's first State of the Region	Regional leaders, planners	150	Richardson, Mary
1/19/12	10:00 AM	Saint Paul Area Chamber of Commerce, 401 Robert Street, Board Room, St. Paul, MN 55101	CCPO	Construction Communication Committee	Construction Communication Committee members	15	Happel, Dana
1/26/12	2:00 PM	Grace University Lutheran Church, 324 Harvard Street SE, Minneapolis, MN 55414	CCPO	East Bank/Stadium Village Construction Communication Committee	East Bank CCC members	15	Pfeiffer, Daniel
2/16/12	10:00 AM	Saint Paul Area Chamber of Commerce, 401 Robert Street, Board Room, St. Paul, MN 55101	CCPO	Construction Communication Committee	Construction Communication Committee members	15	Happel, Dana

Page 1 of 3 or information about a specific meeting, contact the identified outreach coordinator:

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 Shoua Lee (651) 602-1014    Dan Pfeiffer (651) 602- 1952    Rita Rodriguez (651) 602-1805    Michelle Webb (651) 602-1485

# Central Corridor LRT Meeting Summary

January 2012 Upcoming Meetings

Date	Start Time	Meeting location and address	Group/Host	Topic/Purpose of Meeting	Stakeholder Attendees*	Attendees Expected	Project Contact & Phone #
1/12/12	12:00 PM	Caribe, 791 Raymond Ave St Paul MN 55104	Midway Chamber	Lunch on the Avenue	Business, residents	30	Richardson, Mary
1/3/12	2:00 PM	TBD	CCPO	Discuss upcoming construction on Cedar Street for World Trade center parking ramp	Parking lot manager	2	Happel, Dana
1/18/12	6:00 PM	Dar Al Quba, 1501 S. 6th Street, Minneapolis, MN, 55414	West Bank Community Coalition monthly meeting	West Bank Community Coalition	Community Members	25	Pfeiffer, Daniel
1/19/12	2:30 PM	University Hotel Minneapolis, 615 Washington Avenue SE, MN, 55454	Monthly Stadium Village Commercial Association Meeting	Stadium Village Commercial Association	Stadium Village Businesses, CCPO Outreach	20	Pfeiffer, Daniel
1/19/12	4:00 PM	Augsburg Gateway Center, 2211 Riverside Avenue, Minneapolis, MN 55414	Monthly WBBA Board Meeting	West Bank Business Association Board Meeting	Business Owners and Community Members of West Bank	30	Pfeiffer, Daniel
1/23/12	8:00 AM	Spruce Tree Center, 1600 University Avenue	Commissioner Toni Carter	Business roundtable	business representatives.	10	Caufman, Robin
1/26/12	1:00 PM	Wells Fargo Place, 110 Wells Fargo Place, 30 East 7th Street, Suite 175, St. Paul, MN 55101	CCPO	Cedar Street Construction Update meeting (7th to 4th Street)	Cedar Street property managers	15	Happel, Dana
2/15/12	6:00 PM	Dar Al Quba, 1501 S. 6th Street, Minneapolis, MN, 55414	West Bank Community Coalition monthly meeting	West Bank Community Coalition	Community Members	25	Pfeiffer, Daniel
2/16/12	2:30 PM	University Hotel Minneapolis, 615 Washington Avenue SE, MN, 55454	Monthly Stadium Village Commercial Association Meeting	Stadium Village Commercial Association	Stadium Village Businesses, CCPO Outreach	20	Pfeiffer, Daniel
2/16/12	4:00 PM	Augsburg Gateway Center, 2211 Riverside Avenue, Minneapolis, MN 55414	Monthly WBBA Board Meeting	West Bank Business Association Board Meeting	Business Owners and Community Members of West Bank	30	Pfeiffer, Daniel

Page 2 of 3 or information about a specific meeting, contact the identified outreach coordinator:

Laura Callaghan (651) 602-1853    Robin Caufman (651) 602-1457    Nkongo Cigolo (651) 602-1559    Dana Happel (651) 602-1954    Jessica Hill (651) 602-1840  
 Shoua Lee (651) 602-1014    Dan Pfeiffer (651) 602- 1952    Rita Rodriguez (651) 602-1805    Michelle Webb (651) 602-1485

# Central Corridor LRT Meeting Summary

## January 2012 Upcoming Meetings

Date	Start Time	Meeting location and address	Group/Host	Topic/Purpose of Meeting	Stakeholder Attendees*	Attendees Expected	Project Contact & Phone #
2/23/12	1:00 PM	Wells Fargo Place, 110 Wells Fargo Place, 30 East 7th Street, Suite 175, St. Paul, MN 55101	CCPO	Cedar Street construction update meeting (4th to 7th)	Cedar Street property managers	15	Happel, Dana

Page 3 of 3 or information about a specific meeting, contact the identified outreach coordinator:

Laura Callaghan (651) 602-1853   Robin Caufman (651) 602-1457   Nkongo Cigolo (651) 602-1559   Dana Happel (651) 602-1954   Jessica Hill (651) 602-1840  
Shoua Lee (651) 602-1014   Dan Pfeiffer (651) 602- 1952   Rita Rodriguez (651) 602-1805   Michelle Webb (651) 602-1485

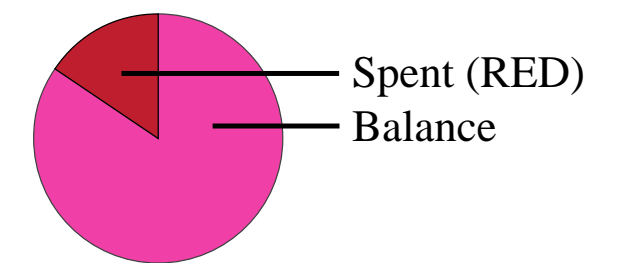
**Attachment C**  
**CCLRT Business Mitigation Fund**  
**December 2011 Status Report**

# CCLRT Business Support Fund December 2011 Status Report

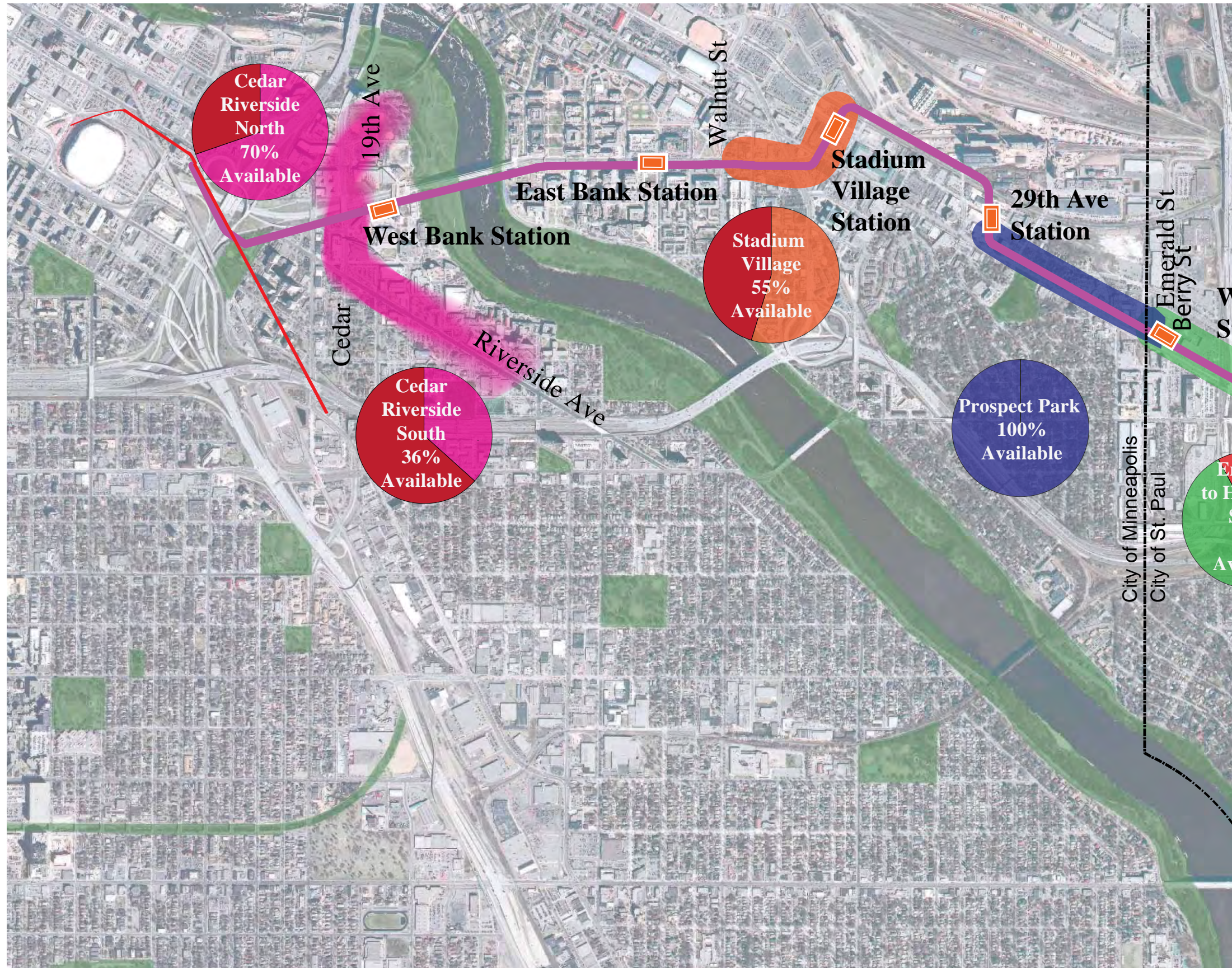


## LEGEND

-  Cedar-Riverside
-  Stadium Village
-  Prospect Park
-  Emerald-Hampden
-  Hampden-Aldine
-  Aldine-Syndicate
-  Syndicate-Rice
-  Lowertown

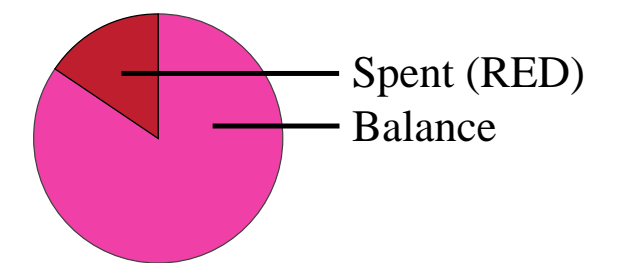




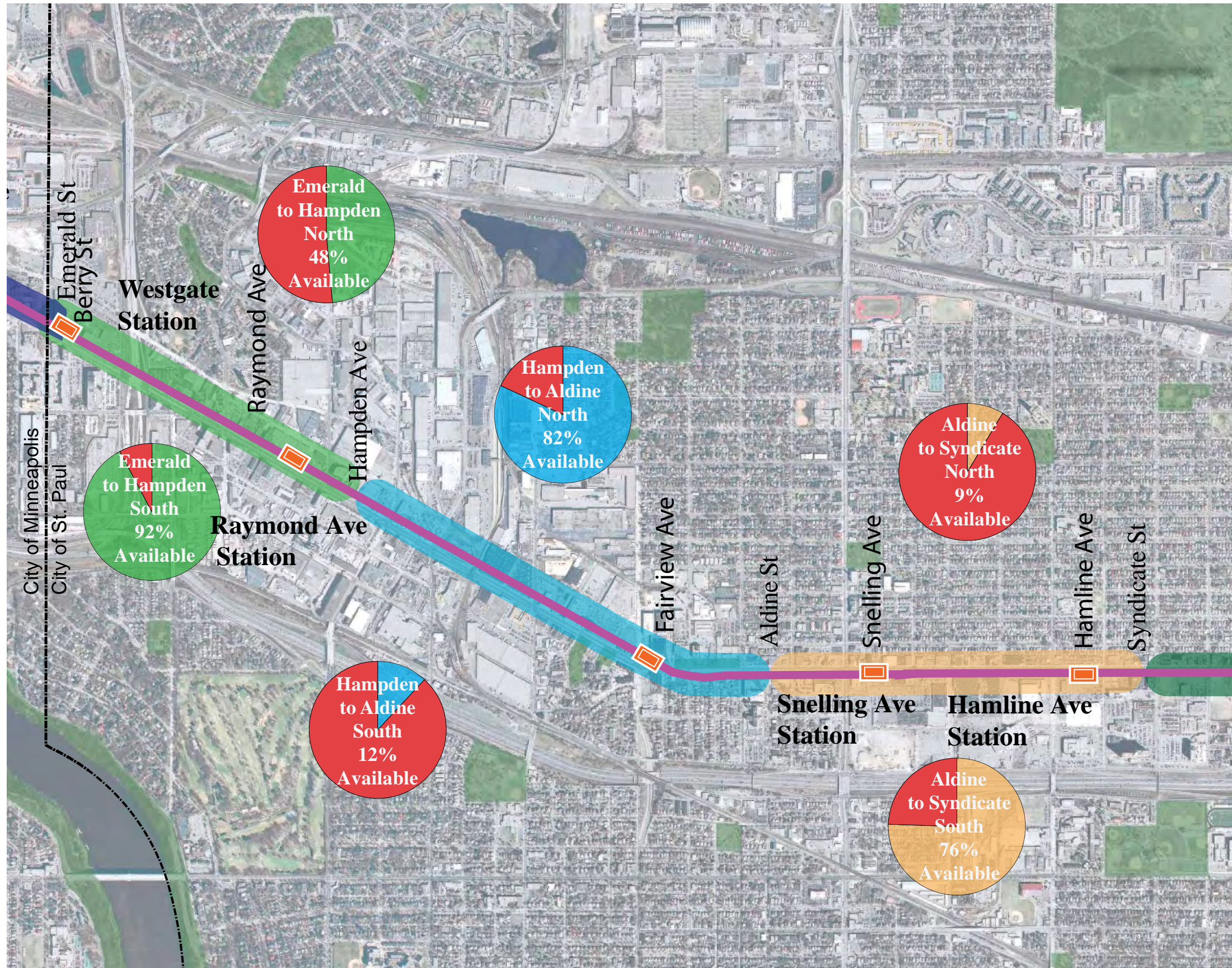


LEGEND

- Cedar-Riverside
- Stadium Village
- Prospect Park
- Emerald-Hampden
- Hampden-Aldine
- Aldine-Syndicate
- Syndicate-Rice
- Lowertown

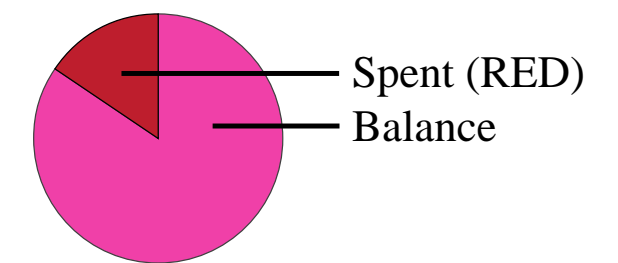






LEGEND

-  Cedar-Riverside
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-  Hampden-Aldine
-  Aldine-Syndicate
-  Syndicate-Rice
-  Lowertown

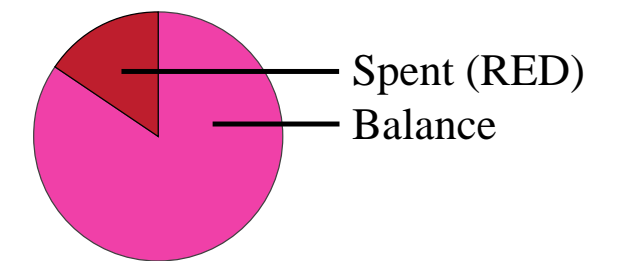




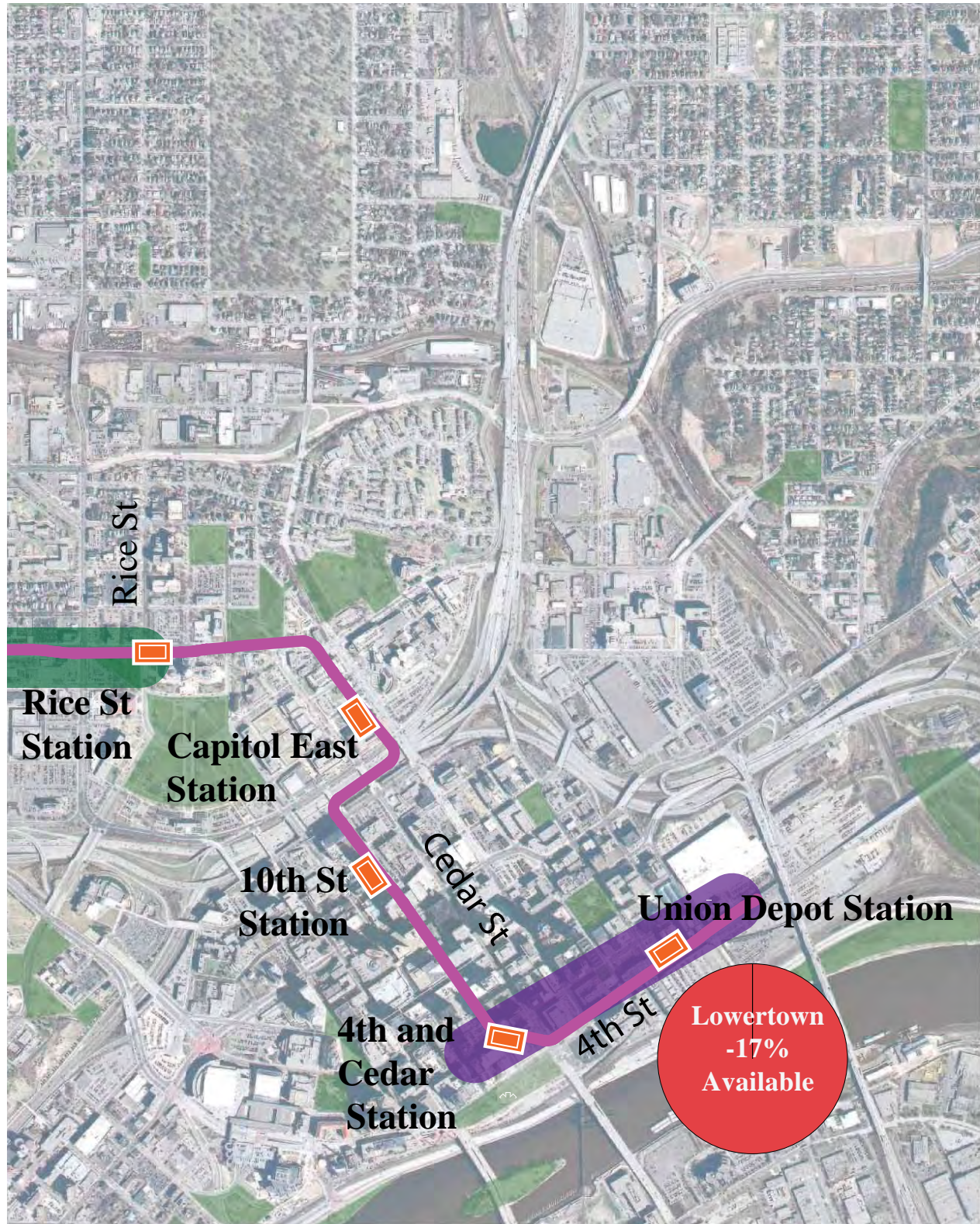


LEGEND



-  Cedar-Riverside
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-  Prospect Park
-  Emerald-Hampden
-  Hampden-Aldine
-  Aldine-Syndicate
-  Syndicate-Rice
-  Lowertown

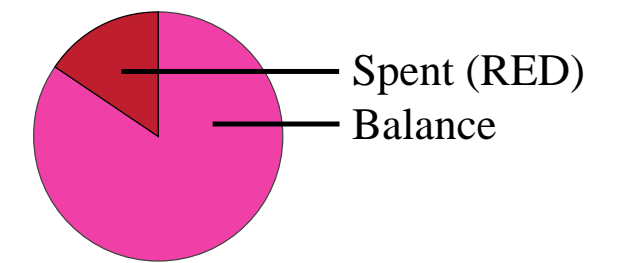






LEGEND

-  Cedar-Riverside
-  Stadium Village
-  Prospect Park
-  Emerald-Hampden
-  Hampden-Aldine
-  Aldine-Syndicate
-  Syndicate-Rice
-  Lowertown



**Attachment D**

**Business Improvement / Expansion Fund**

**Quarterly Report**

**(U7 to Living Cities)**

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# October 2011 Interim Report

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To: Living Cities  
From: Neighborhood  
Development Center  
and University  
Avenue Business  
Preparation  
Collaborative (U7)

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Isabel Broyld,  
U7 Project Manager

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This interim progress report contains the following information:

1. Outline of original goals and objectives as stated in original proposal and describe progress toward achieving them.  
Progress achieving grant outputs and outcomes; in particular:
  - a. Number of businesses assisted
  - b. Number of façade matching grants issued
  - c. Number of small business loans issued.
2. Describe the actual communities reached during the grant period. Please report on demographics such as race/ethnicity, gender, or geographic location.
3. A. Describe any unanticipated results, either positive or negative, associated with this grant.
- 3 B. Given your results, what changes will you make?
4. What lessons did your organization learn as a result of this grant?
5. If this is an ongoing project/program, describe your plans for sustaining it beyond this grant.
6. The amount of grant funds remaining as of reporting date.

The Living Cities full grant period is from January 1, 2011 to December 31, 2011.

This Interim Report covers January 1, 2011 to September 31, 2011

1. Outline of original goals and objectives as stated in original proposal and describe progress toward achieving them.

**Goal:** Stabilizes small businesses at risk of disruption from construction

**Objective 1: With Living Cities resources (in 2011)- 20 small businesses** (not previously engaged with U7 in 2009 or 2010) **have received assistance from the U7 Project**

Overall, (in 2011) the U7 Project will provide TA to 60 small businesses (not previously engaged with U7 in 2009 or 2010)

**Objective 2: With Living Cities resources (in 2011) - 4 small businesses have used the U7 4:1 façade matching grants to make large, visible and high impact façade improvements.**

Overall, the U7 Project will provide 8 small businesses with 4:1 façade matching grants for project that cost approximately \$10,000 each.

**Objective 3: In 2011, approx. \$200,000 of loan resources have been deployed to small businesses to expand their businesses or to establish building ownership.**

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Progress achieving grant outputs and outcomes; in particular:

- a. **Objective 1:** Number of businesses assisted

In total, NDC and U7 have provided 1767.5 hours of one-on-one services to over 170 Central Corridor businesses since January 1, 2011, to September 30, 2011. Of this number, 62 businesses were not previously working with U7. Please Note: There are many other businesses that have received U7 services through the Ready for Rail Forgivable Loan Program that we have yet to capture completely. The Ready for Rail Forgivable Loan Program is being administered by NDC, but U7 Staff, Interns and Consultants provide deep technical assistance on accounting pieces for several clients. The numbers are forthcoming; however, they were not compiled in time for this report.

- b. **Objective 2:** Number of façade matching grants issued

Façade Improvement Grants: To date, U7 has not expended any of the dollars in the façade improvement program. However, the program has been promoted to all U7 businesses on the façade improvement waiting list (Please see attachment of U7 Façade Improvement Flyer). U7 has received **7** Letters of Interest from business owners to date.



**Two** businesses have proceeded with completing the façade improvement application, and those completed applications have been received by U7. The two complete application come from businesses located in the priority target area from Rice and Lexington along University Avenue. The next step in the process is to have the U7 staff review the work plan that is being proposed for each of the two projects, make recommendations and then present those projects to the U7 Façade Improvement Committee, which is made up of the U7 Board of Directors. U7 hopes to approve at least 3 façade programs before the end of December 2011.

c. **Objective 3:** Number of small business loans issued.

Funds Expended to Date	Number of Potential Projects being Investigated	Number of Inquires Received to Date	\$ Value of Potential Projects Received to Date	Number of Projects Approved to Date	\$ Value of Approved Projects to Date	Number of Projects Denied to Date	\$ Value of Projects Denied to Date
None	10	3	\$275,000	None	NA	None	NA

The **3** projects the NDC Loan Officers are currently moving through the building owners/business expansion loan and façade improvement application process involve:

- A vacuum business on the 600 block of University that is interested in a business expansion loan and a major façade improvement project.
- A Cambodian restaurant on the 400 block of University that is interested in a business expansion, building ownership and façade improvement project.
- A grocery/health store on the 300 block of University that is interested in a business expansion and façade improvement project.

So far, all the projects moving through to a loan application are concentrated in the priority target area of Rice and Lexington along University Avenue.

**Two of the three businesses** that we are assisting through the loan and façade improvement application process are Asian owned businesses. In conjunction to working with U7 and NDC on these projects, these two Asian businesses are also working with the Asian Economic Development Association (AEDA) to on their façade improvements. Through AEDA, the business owners will be able to have façade improvements that reflect their Asian background. This is a very exciting and unexpected occurrence. AEDA is able, through their own resources, to cover the cost of architectural drawings – an item that U7/NDC cannot cover through the façade improvement program. In partnership with AEDA, NDC and U7 will be able to assist the Little Mekong marketing district project to move forward.



2. Describe the actual communities reached during the grant period. Please report on demographics such as race/ethnicity, gender, or geographic location.

In total, NDC and U7 have provided **1767.50 hours** of one-on-one services to over **170** Central Corridor businesses since January 1, 2011, to September 30, 2011. Currently, the demographic breakdown of NDC and U7 clients within the Central Corridor is as follows:

African	26
African American	25
Asian	40
White	30
Unknown	43 (survey's have not been complete for this businesses)

The geographic communities NDC and U7 operate within, along the Central Corridor, are very diverse and unique from one another. From Lowertown and Downtown St. Paul on one end, to Frogtown (including historic Rondo), Hamline-Midway, Summit-U, St. Anthony Park and Prospect Park on the other. Each neighborhood has similarities – a mix of homes, apartments and businesses, but these areas are primarily different from one-another demographically and economically.

Briefly, here is the general breakdown some of the various neighborhoods along the Central Corridor according to the last census:

**FROGTOWN - race and ethnicity\* (2010) – Includes the North side of University from Rice to Lexington**

White	21.1%
Black or African American	29.8%
American Indian and Alaska Native	1.1%
Asian or Pacific Islander	34.1%
Other race	0.3%
Two or more races	3.9%
Hispanic or Latino	9.6%

**HAMLIN-MIDWAY - race and ethnicity\* (2010) – Includes Northside of University from Lexington to Transfer Road**

White	68.8%
Black or African American	15.0%
American Indian and Alaska Native	0.9%
Asian or Pacific Islander	5.3%
Other race	0.2%
Two or more races	3.6%
Hispanic or Latino	6.2%

**ST. ANTHONY PARK - race and ethnicity\* (2010) – Includes North side of University from Transfer Road to Hwy. 280**

White	74.0%
Black or African American	8.6%
American Indian and Alaska Native	0.6%
Asian or Pacific Islander	11.0%
Other race	0.2%
Two or more races	2.4%
Hispanic or Latino	3.2%

**SUMMIT-UNIVERSITY - race and ethnicity\* (2010) – Includes the South side of University from Marion to Lexington**

White	46.1%
Black or African American	35.0%
American Indian and Alaska Native	0.7%
Asian or Pacific Islander	9.8%

Other race	0.2%
Two or more races	3.5%
Hispanic or Latino	4.6%

**UNION PARK - race and ethnicity\* (2010) – Includes South side of University from Lexington to St. Paul Boarder with Mpls.**

White	77.8%
Black or African American	11.1%
American Indian and Alaska Native	0.5%
Asian or Pacific Islander	3.2%
Other race	0.1%
Two or more races	2.9%
Hispanic or Latino	4.4%

*Note: all the data above on census numbers comes from MN Compass.*

NDC and U7 have provided services to the following small business owners, according to race or ethnicity:

3. A. Describe any unanticipated results, either positive or negative, associated with this grant.

We did not anticipate that the façade grant program would take so long to finalize. However, we have been up and running and promoting the program since September 2011.

Also, we did not anticipate that we would not have approved a loan at this point in the year. However, three strong and promising applications are being prepared by the business owners and the NDC Loan Staff. It is rewarding to go out and discuss these types of loan products and opportunities with the small businesses along the Central Corridor.

We did anticipate the increase in U7's one-on-one technical assistance work this year.

3 B. Given your results, what changes will you make?

NDC and U7 feel comfortable with the progress made since September 2011 on both the loan and façade improvement programs. At this point, all seems to be moving along. The exact time to begin each of the programs was not anticipated, but we are catching up quickly. It is too soon to tell if any modification in the implementation of the programs “on the ground” is needed.

4. What lessons did your organization learn as a result of this grant?

NDC and U7 honestly have not had the space to give this question its due. The staff needs to provide this insight prior to the end of this calendar year. By the final report the lessons learned will be shared.

5. If this is an ongoing project/program, describe your plans for sustaining it beyond this grant.

Due to concerns of the potential gentrification of University Avenue along the Central Corridor, NDC is dedicated to finding and securing resources and mechanisms to accomplish the goal of proving affordable financing to small businesses along the Central Corridor to grow and expand their businesses and attain ownership of buildings/space along the corridor. Through the business expansion and building ownership projects accomplished with the resources from Living Cities, we hope to show the philanthropic and banking community the positive outcomes of these types of affordable financing for small business, as well as the positive impacts of the results along the Central Corridor and within the local business community. Also, NDC staff have become increasing educated on how and when to leverage loan dollars with Small Business Administration 504 and other programs for an increased impact and larger projects.

In addition, NDC and its U7 Partners will continue to secure resources to accomplish façade improvement programs for the Central Corridor. Greater Frogtown CDC and Sparc have increased their ability to raise dollars to expand their respective façade programs. U7 Partners value the availability of such resources and are planning ways to establish a longer-term façade improvement strategy with other non-profits like Asian Economic Development Association and The World Cultures Heritage District project.

6. The amount of grant funds remaining as of reporting date.

The amount of grant funds remaining as of reporting date – September 31, 2011.

As of July 15, 2011, Neighborhood Development Center (NDC) and U7 has received a total of \$183,000 of grant dollars. Of those dollars:

- U7 received \$49,000 for façade improvement grants to be issued along the Central Corridor for small business.
- NDC received \$100,000 of grant resources to place in a Loan Loss Reserve Fund that supports the Program Related Investments loan dollars to be utilized between two loan products: building ownership and business expansion.
- The remaining resources of \$33,500 are for the administration cost incurred by NDC.

NDC/U7 spent to date:

- None for Façade Improvement – on hand (not yet spent)
- Loan Loss Reserve Fund – Deposited to a blocked account
- \$33,500 for NDC Operations – A quarter of the funds has been spent. The expenditures are being used to support Loan Officers, Real Estate Officer, and the coordination of the loan funds guidelines and development of a loan committee, with real estate expertise.

Attachments:

- NDC/U7 Financial Statement
- List of Additional Funders
- U7 Façade Improvement Flyer
- NDC Business Expansion and Building Ownership Flyer

**Attachment E**  
**FY 2010 U7**  
**Accomplishments Report**



## **FY2010: U7 Project Twelve Month Accomplishments**

**From April 1, 2010 to March 31, 2011** the U7 Staff, NDC staff and NDC Consultants **provided one-on-one technical assistance to a total of 119 clients (this number includes Rondo Library Business Resources Center numbers of clients serves)**. Below is the breakdown of results - showing the variety and intensity of business support services and resources being provided to small business owners by the U7 Project staff, NDC staff, and NDC Consultants.

**Rondo Library BRC:** There were a **total of 65 BRC entrepreneur visits in FY2010**. There were **31 total visitors, with 42 returning visits to the BRC** from April 2010 to March 2011. The BRC staff and interns **provided 115.5 hours of basic-level TA** to the entrepreneurs during FY2010. The BRC is staffed by Sia Lo, Small Business Consultant and graphic design interns. The BRC has provided technical assistance services that included: internet and computer access, marketing, industrial analysis/research, business plan assistance, and basic computer training.

**One-on-One Technical Assistance:** **During FY2010 U7 Staff, NDC Staff and NDC Consultants provided 2750.5 hours of one-on-one technical assistance to 88 businesses** on University Avenue and Lowertown, St. Paul (TA hours include the hours provided by the U7 Graphic Designers, interns, NDC Loan Officers and the U7 Project Manager). The no-cost to low-cost services provided to small businesses included:

- a) General Business Management
- b) Marketing and Market Research
- c) Financial Health Consultations; Cash flow projections
- d) Record-Keeping and Accounting
- e) Business Planning and Research
- f) Retail, Grocery and Salon Business Management
- g) Computer Training
- h) Assistance with contractors and bids
- i) Creation of data management systems; point of sale systems, inventory list, customer contact list
- j) Industry Analysis
- k) Training

**Results Driven Marketing:** **Since April 1, 2010**, the U7 design staff, design interns, and design consultants combined have created **48 logos, 33 business cards, 17 websites and 64 other design or interactive marketing pieces** for University Avenue small business owners.

- a) Creation of Website and Web 2.0 presence
- b) Marketing plan assistance
- c) Social media presence
- d) Direct marketing to customers
- e) Creation of brand identity systems, and other print and web based materials



**Financial Health Consultations:** To date, **32 University Avenue businesses have or are currently participating in an intense financial health consultations** performed by U7 Small Business Consultants and interns. The services provided have been mainly assisting owners with cash-flow analysis, inventory, tracking of sales, forecasting and putting savings plans in place.

**U7/NDC Rondo Workshops:** Since April 1, 2010, **51 workshops were offered and attended by over 280 entrepreneurs and businesses. The following is a list of the workshop topics offered throughout FY2010, free of charge to attendees:**

<b>NDC/U7 Rondo Workshops</b>	<b># of Times Offered</b>
Business Training Orientation	8
Computer Basics	1
Creative Marketing Techniques	3
Customer Service	2
Demographics Now	4
Financing Your Business	2
Industry Analysis	5
Internet Marketing	5
Legal Workshop & Intellectual Property Law	4
Low-Cost/No-Cost Marketing Tools	1
Shoebox Record Keeping	2
Social Networking to Increase Sales (New in 2010)	2
Survive and Thrive in Tough Times	2
Survive Light Rail Construction (New in 2010)	1
Understanding Basic Accounting	6
Website Development	3

**U7 and NDC Loan Activity:** In 2010, **12 Loans** have been approved and closed to University Avenue businesses, with **the total amount financed being \$238,830.** The loan applications received have been much greater, however not all applicants move to the approval process. For those applications that are not “ready” for financing the applicants are provided with technical assistance, training and one-on-one consultation to strengthen the applicants request.

**Matching Marketing Grants:** The total dollars required to launch the small business marketing matching grant program is yet to be retained; however, U7 staff have provided **10 matching grants to 10 small businesses.** The grants were used to offset the cost of printing, signage costs, and marketing activities.

**Matching Façade Grants:** The total dollars required to launch the small business façade matching grant program is yet to be retained; however, the U7 staff, Greater Frogtown staff and Sparc staff work to close to façade grants in the last six months. Greater Frogtown approved the Best Steak House application for approximately \$30,000 of improvements and the businesses is awaiting their façade improvement work to begin in the spring. Sparc approved Flamingo Restaurants’ application and





they were awarded approximately \$7,300 in façade improvement. Flamingo's signage work is one quarter of the way completed and the remaining work will be completed in the spring. Greater Frogtown is also starting another façade project with Metro Social Services.

**Entrepreneurship Training:** One avenue of the work that has been a bright spot for NDC and U7 is the work of the U7 staff in getting University Avenue businesses enrolled in the NDC Entrepreneurship Training Class. **Three U7 Clients (Johnny Baby's, East African Injera, Marvin Scroggins – Accounting Consultant), are due to graduate from the winter course** and U7 staff have a few more University Avenue businesses applying of the spring session. U7 staff and NDC staff are very excited about existing business owners becoming NDC graduates and engaging in the process.

**Marketing of the U7 Project:** The U7 Project designed effective marketing web and printed materials, created and have maintained the U7 website ([universityseven.org](http://universityseven.org)); and were mentioned in fourteen press articles in FY2010. The U7 staff also presented information about U7 for several audiences and at many events that include:

- a) University Avenue Business Association Events
- b) Asian Economic Development Association Events
- c) District 7 meetings
- d) Business Resources Collaborative meetings and events
- e) Sustainable Communities Initiative presentations
- f) Living Cities meetings
- g) Presentation to Small Business Administration – Federal level representatives
- h) Testifying to the FTA
- i) Saint Paul Department of Planning and Economic Development
- j) Several presentations to local non-profit groups that serve local businesses and homeowners
- k) A presentation to the Minneapolis Women's Group
- l) Presentations before foundations and foundation conference bus tours

The U7 Team has also, in the last six months, created and distributed a U7 Newsletter. We have two issues that have been delivered to our stakeholders, a September and December issue. The responses to the newsletter have been positive.

### **U7 by the Numbers**

The following two tables quickly provide an update on U7 performance for the fiscal year. The table [Table 1] demonstrates U7's status on the small business services provided along with noting FY2010 intended goals per activity. We believe each table provides the full picture of U7 accomplishments for FY2010.



**Table I**

<b>U7 Year Two FY2010 Small Business Support &amp; Resource Activities</b>	<b>U7 Year-Two Goals per Activity FY2010 April 1 to March 30, 2011 12 Month Goals</b>	<b>U7 Year Two End Of Year Accomplishments FY2010 April 1, to March 31, 2011 12 month Results</b>
<b>Loans to Small Businesses</b>	Goal: 30 loans worked on with 20 loans approved and closed	<b>12 Loans Approved and Closed in 2010</b>  14 Loans Approved and Closed since April 1, 2009  <b>Total amount of Loan dollars provided in 2010 \$238,830</b>  Since April 1, 2009 <b>Total amount of Loan dollars provided \$268,830</b>
<b>Matching Grants to Small Businesses</b>	Goal: 20 marketing matching grants provided   Goal: 5 matching façade grants provided	<b>10 marketing grants provided for a total of \$1,300 (to date)</b>  Complete grant funds not yet available  <b>2 façade grants provided with a total of \$37,326</b>  Complete grant funds not yet available
<b>One-on-One Technical Assistance (TA)</b>	Goal: Provide base-level one-on-one TA to 100 small businesses   Goal: Provide Professional one-one one TA to 100 businesses   <i>The yearly goal for one-on-one technical assistance directly to small business is 1,110 hours.</i>	<b>119 business provided with base-level TA for FY2010; this number includes BRC numbers</b>  <b>88 business provided with Professional-level TA (Results Driven Marketing) for FY2010</b>  Since April 1, 2009 – <b>187 Total Clients Served</b> (includes BRC numbers)  <b>FY2010 Total: 2750.5 of TA hours provided</b>  Since April 1, 2009 – <b>Total of 3,900.4 of TA hours</b>



<b>Small Business Workshops</b>	Goal: 24 workshops conducted	<b>51 Workshops provided with 280 folks in attendance for 2010</b>  Since April 1, 2009 to present <b>90 workshops conducted with 416 attendees</b>
<b>Business Resource Center</b>	Goal: 150 entrepreneurs visit and utilize the BRC	<b>31 new entrepreneurs visits, 42 returning visits for 2010. A Total of 65 BRC visits in 2010.</b>  <b>115.5 hours of TA provided in 2010</b>  Since BRC opened June 2009, it has assisted 47 entrepreneurs– with over <b>85 visits and 135.5 hours of technical assistance</b> provided

# **Attachment F**

## **Outreach Coordinators**

# Community Outreach Coordinators Central Corridor LRT



**Mission:** The purpose of the outreach team is to be an intermediary for the Metropolitan Council and the community on the Central Corridor LRT project. We will do this by building relationships with the public by informing, listening, and gathering feedback throughout engineering, construction and operation.

**Minneapolis- Downtown to Emerald**  
New Stations: West Bank, East Bank, Stadium Village, Prospect Park

**St. Paul West- Emerald to Griggs**  
Stations: Westgate, Raymond Ave, Fairview Ave, Snelling Ave, Hamline Ave

**St. Paul East- Griggs to I94**  
Stations: Lexington Pkwy, Victoria St, Dale St, Western Ave, Capitol/Rice St, Robert St

**Downtown St. Paul- I94 to Lowertown**  
Stations: 10th St, Central, Union Depot



**Jessica Hill**  
Minneapolis - Lead

(651) 602-1840  
jessica.hill@metc.state.mn.us



**Rita Rodriguez**  
St. Paul West - Lead

(651) 602-1805  
rita.rodriguez@metc.state.mn.us



**Shoua Lee**  
St. Paul East - Lead

(651) 602-1014  
shoua.lee@metc.state.mn.us



**Dana Happel**  
Downtown St. Paul - Lead

(651) 602-1954  
dana.happel@metc.state.mn.us



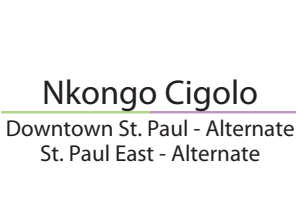
**Dan Pfeiffer**  
Minneapolis - Alternate

(651) 602-1952  
daniel.pfeiffer@metc.state.mn.us



**Michelle Webb**  
St. Paul West - Intern

(651) 602-1485  
michelle.webb@metc.state.mn.us



**Nkongo Cigolo**  
Downtown St. Paul - Alternate  
St. Paul East - Alternate

(651) 602-1559  
nkongo.cigolo@metc.state.mn.us



**Laura Callaghan**  
Downtown St. Paul - Intern  
St. Paul East - Intern

(651) 602-1853  
laura.callaghan@metc.state.mn.us