

Minutes of the REGULAR MEETING OF THE TAAC COMMITTEE

Wednesday, November 4, 2020

Committee Members Present: Chair David Fenley, Christopher Bates, Ken Rodgers, Jeffry Dains, Vice Chair Darrell Paulson John Clark, Heidi Myhre, Claudia Fuglie, Patty Thorsen, Diane Graham-Raff, Richard Rowan and Trevor Turner

Committee Members Absent: Patsy Murphy

Committee Members Excused: Sam Jasmine, Kari Sheldon and Erik Henriksen.

Council Staff Present: Council Member Wendy Wulff, Doug Cook, Robin Caufman, Sam O'Connell, Clarissa Schleichert, Andy Streasick, Guthrie Byard and Alison Coleman

Public Present:

CALL TO ORDER

A quorum being present, Committee Chair Fenley called the regular meeting of the Council's TAAC Committee to order at 12:34 p.m. on Wednesday, November 4, 2020.

APPROVAL OF AGENDA AND MINUTES

It was moved by Dains, seconded by Fuglie to approve the agenda. **Motion carried.**

It was moved by Fuglie, seconded by Rowan to approve the minutes of the October 7, 2020 regular meeting of the TAAC Committee. **Motion carried.**

New member Trevor Turner introduced himself. I am the new Public Policy Director for the Minnesota Council on Disability. I came here from the Starkey Hearing Foundation. If any of you are familiar with the Starkey Hearing Technologies. I used to work for the nonprofit foundation as the International Program Manager and managing 70 programs around the world. My background is public service and public policy. I spent considerable amounts of time abroad, internationally. I was a Peace Corps volunteer. I had State Department fellowships. I also lived in many countries around the world.

I identified as having two disabilities. I have severe hearing loss. I wear hearing aids and I also have a vision disorder caused by Usher Syndrome. So I have progressive vision loss. So I am not just a public transit user. I rely fully on public transit. I use my limited mobility Metro Transit card. I rely heavily on my Metro Transit card to get around the system. I am very excited to be a part of TAAC and be able to be a contributing member and learn everything I can about the Metro Transit system and the Metro Council. I also have a lot of experience using public transit around the world. I relied on public transit in Europe, East Asia and East Africa. So I have a wide variety of experience in using public transit around the world. I am looking forward to putting my two thoughts and experience into that.

BUSINESS & INFORMATION

1. SWLRT Project Update

Sam O'Connell, Senior Manager Public Affairs, SW Project Manager, spoke to the TAAC committee. I oversee outreach for the project. I have been with Metro Council and Metro Transit since 2012, working on this project. Over the years I have had an opportunity to work with some of you and working with you today.

What I will show you is an update on the project of the SouthWest LRT. I do have a presentation that I will be working from.

SouthWest light rail is part of our metro system. So we are through extension project. We are a 14.5 mile extension of the existing Green Line that goes from Saint Paul through the U of M into downtown Minneapolis. So those very same trains will continue through downtown Minneapolis and serve the communities of Saint Louis Park, Hopkins, Minnetonka and Eden Prairie. So those are an extension of four more cities and have connections as well to Blue Line, Northstar and our other bus system as well.

The next slide depicts a little bit more of what it looks like from downtown Minneapolis and works its way through the communities of Saint Louis Park, Hopkins, Minnetonka and Eden Prairie and our Western terminus is an existing station out in Eden Prairie that is also served by SouthWest Transit. So we are expanding that station to accommodate light rail. I will show you that shortly.

Again, 14.5 miles of new light rail that would be 16 new stations. It would also provide that one seat ride from Eden Prairie to downtown Saint Paul. Probably not a lot of folks making that trip. But a lot of folks making the trip between the communities that are connecting. If you were getting on at the western most station, which is the SouthWest Station, and getting off in downtown Minneapolis, it would take a little bit over 30 minutes. Which really provides a competitive trip for driving the corridor as well.

I would be remiss if I did not recognize partners such as TAAC as well as some of our local private partners that has a lot of time and energy as well as money, making this project happen. We do want to thank the Minnesota Department of Transportation, Hennepin County and the Hennepin County Regional Railroad Authority, all five of our cities as well as the Three Rivers Park District, Minneapolis Park Board, Riley Purgatory, Nine Mile and Minnehaha as well as Bassett Creek Watershed Districts working with design and engineering.

Just a review. The project basically became a Council project at the end of 2011 and early 2012. So we went through the environmental and engineering process. Basically, we are now into construction. We have been in construction for about a year and a half. The hope is that we will have the line up and running in 2023.

A key milestone just recently happened here. It was the receipt of the full funding grant agreement. That means that the Federal Transit Administration became our official partner in the project. They are participating in the project financially at the tune of \$923 million. We had our local funding for a couple of years and now we have our federal funding. Bringing us to just over \$2 billion.

What this means is that they are reimbursing us for our costs. The money that we have received from the FTA comes in about 10 installments. It comes in about \$100 million at a time. Even though it takes a little time to get the federal money. We can really maximize the benefits of this project.

The image on slide 7 represents what the pie chart looks like that we have for our funding. We have secured over \$1 billion in local funds. It is a combination of county funds, state dollars and city participation as well.

I will go through some slides that show what links civil construction. There are some very strong construction corridors. There are some tunnels. We had to create some of our right-of-ways. Especially as we get through. I will show you what that looks like today.

Just a quick overview as we look at light rail construction. As we get from one end to another end. From Minneapolis to Eden Prairie or the other way around. It is 14.5 miles from end to end. The phasing that we go through the utilities and get them out of the way. The site prep. Clear buildings and establish work zones and detours.

Part of our civil buildings is structures, tracks and stations. This is track beds, tracks, buildings, roadwork and trails.

As civil construction is being completed, that is turned over to our Systems Contractor. They are responsible for overhead catenary, safety and security and ticket vending.

Prior to opening. About six months before it is done, we will have the testing for safety and communications and operator training.

The civil construction is very rich with several constructions. The Contractor is Lunda McCrossan. The contract value is \$799.9 million. Within that they will build 16 new LRT stations. They will construct 29 bridges. Of those, there are LRT, pedestrian, roadway and freight. We have six pedestrian tunnels that is to accommodate regional trails. The infrastructure that we have, we have 15 at-grade crossings of city streets. There are 120 retaining walls. We are rebuilding some of the freight track as well as the light rail track. So it is pretty extensive.

The next series of pictures will be walking us through the corridor. We will travel through the corridor. So I will start on the western edge, the SouthWest Station in Eden Prairie. It is the most western terminus. What we are doing there is modifying the existing structure and expanding it so when customers arrive either on light rail transit or SouthWest buses, it gives you a cross platform to make that connection. So it is at grade and it is happening for both for LRT and SouthWest at the same grade to make that connection between those two modes.

The construction is pretty extensive. Right now, if you happen to be in Eden Prairie, you will see a lot of cranes. Most of those cranes are associated with SouthWest LRT. Looking east at the SouthWest station, you will see a light rail transit bridge that crosses over Prairie Center Drive. Right there is a new project called Elevate that has just recently opened up. They were doing construction while we were doing construction. There are people living there now. About 220 units with about 30 units of affordable housing. Connecting transit users with those people who want to live nearby.

We do have a couple of tunnels. This is one tunnel that goes under Trunk Highway 62 in Minnetonka. That is the Optum Campus in Eden Prairie, in the photo. So light rail will come from Eden Prairie into Minnetonka via tunnel under TH 62. This is the northeastern portal. That will most likely get finished up this year.

On the other side of TH 62 they will build the western/southern portal that will start next year.

Downtown Hopkins, which is the very important key station for the City of Hopkins. I just wanted to share with you what that looks like. You not only have the light rail station in the background, but also the trails. The City of Hopkins has envisioned a plaza in this area to connect with their East Street Artery Project for making Hopkins a destination. I wanted to show what that actually looks like.

The background of this photo is the Hopkins Honda Dealership. We are right next to it. So folks can drop their car off and take light rail to their work or whatever they are doing. I just wanted to show what this station looks like.

Slide 17 shows an LRT bridge that we are constructing in Hopkins. It is over Excelsior Boulevard. Where the old Cargill Headquarters is where this is happening. What this allows us to do is get light rail up into the air and cross over Excelsior Boulevard and the freight rail tracks to get light rail into a better position as it travels east.

Part of our project is not only building light rail. But it is also rebuilding regional trails. This is the Cedar Lake Trail Bridge. This has a few benefits. One also being safety. This crosses over Beltline Boulevard. So folks using the trail do not have to meet with vehicle traffic. They will be transported over the roadway in a safer environment via the trail.

Here is the Kenilworth Tunnel under the construction. So this tunnel will be excavated out. Basically, this allows us to get through a very tight segment of the corridor. There are buildings right up to the corridor. This allows us to get light rail through the area on top of light rail when this is covered. There will be a regional trail as well. And freight rail will also exist in the corridor basically in its current situation. So extensive construction occurring in Minneapolis.

I wanted to talk about our Disadvantage Business Enterprise. DBE participation is measured by the dollars paid to disadvantaged small businesses. DBE is 19.9 percent as of August 31, 2020. The civil contractor goal is 16 percent. Workforce participation is measured by the hours worked on the project by skilled workers. The workforce goals for civil contractor people of color/indigenous is 21.2 percent, which is 32 percent of the goal. Women are 8.1 percent, which is 20 percent of the goal. They work together to support the Council's equity commitments to the region. We do anticipate those numbers to go up as we are about 26 percent completed for our project. So we still have about $\frac{3}{4}$ of the project to also complete. We anticipate those numbers will go up as more work continues.

I would like to talk a little bit about the light rail vehicles. Given the TAAC has been a wonderful leader. Designing the vehicles that we will be receiving for SouthWest LRT. SouthWest LRT will be ordering 27 LRT vehicles from Siemens. They are the type 3's. they will be shipped from Sacramento, California via freight rail. Some of the folks that have been on TAAC know that there will be a change on the C car section. So the middle car section. We did that together and with the input of TAAC. We had a TAAC workshop in 2017. We met over at the Franklin Operation and Maintenance Facility. We designed what the interior design was for what a light rail vehicle would look like. We received some input. That input found its way to the new type 3 design. That middle car, where we have these seats next to each other with the aisle is about 26 inches, will be open to the side seating, which it opens it up to over 40 inches now.

So folks who are on either ends of the car can travel throughout the whole car without having to get out on to the platform and get back in. I just wanted to say thank you. I think that is a universal design that will all benefit from.

I would like to take time to talk about the development along the Green Line corridor. We talk a little bit about the Elevate project that is happening in Eden Prairie. Slide 27 represents where we are seeing a lot of planned development. So for the Green Line that exists today, there is over \$9 billion in development. In the Green Line Extension, we are seeing over \$1 billion.

The cities have done a remarkable job of being very thoughtful of how they want to bring growth into their communities. Using transit as a backbone for the City of Minnetonka. They have four development proposals that will bring in 1,300 to 1,400 new residential units right around the Opus Station. This is an opportunity for us to grow in a sustainable way and to connect folks to resources.

Slide 28 shows a little bit more of what that looks like in terms of permitted and planned development. residential, commercial and industrial planning. We do know now with the Covid19 pandemic going on now, there is less demand for commercial. Residential has increased. It is really pushing the demand for development around light rail stations.

I just wanted to share information on our outreach activities. That we are very in-person based. During design and engineering and the first year of construction. We continue to think of new ways to make sure our residents and businesses understand the construction activities as they go.

Prior to the pandemic, we listed open houses and new trail pop ups, neighborhood meetings tours for community members, and get close to construction. We still meet with property owners to give them a project update. We have gone more to a virtual format. With meetings such as this. And meetings with community members once a month to provide updates in a virtual forum. The pandemic has definitely changed our outreach.

We continue to outreach to businesses. As we know our construction activities definitely impact what they are doing. So, how we ensure how we understand businesses and how they operate, When do the employees come in? When do they receive supplies? When are the big trucks coming in? So we bring that information back to our construction team. And just ensure that we are out of their way so they can continue. So in times when we need special signage, to direct folks to a particular business. We have been able to do that as well.

We continue to have a very strong team of three of our outreach coordinators who are out in the field doing great work in connecting with our communities, neighborhoods and businesses. Slide 32 shows their information in both phone numbers as well as email addresses if you need to reach them. If you do have any questions with our work in the corridor. We do have some other methods if you need to reach them. You can stay in touch with us. Our most effective method is our Friday construction update that goes out. You can sign up for the weekly project construction updates at swlrt.org. It goes out to about just a little over 16,000 subscribers. We talk about all the construction activities in all of the five cities.

We are also on Twitter. We use the Metropolitan Council's Facebook updates as well. We are also on Instagram. We would like to encourage folks to stop by our project website where we have videos, station renderings and also the latest information on our properties and what they are doing for the project.

Chair Fenley said your project team has done a fantastic job of engaging this committee. I would hold it up as an example of how the Metro Council and Metro Transit should continue to engage us. As far as I know this is the largest infrastructure project in the State of Minnesota. You have been asking us questions and

looking for feedback for almost the entire time the project has been going on. It has been about four or five years now. I will now open it up to TAAC members who have questions.

Ken Rodgers said when we were all involved in developing the Green Line, the Central Corridor, there was a program that assisted business owners with some grant or funding if they had some project or some need to be able to create an accessibility feature for their business like take a step away or put a ramp in. Some ADA related function. Do we have that in this particular segment of the line?

O'Connell said the line does not operate in front of many businesses like they did on University Avenue where you open your door and you are in front of a station. A lot of the construction and a lot of the businesses and residential development are pretty new. And the more west you go, as the businesses are built, there are higher standards. I do not have a program, but we have worked pretty intensely with our city planners, with all of the connections and sidewalks and trails to make the harmony with as many folks as possible. Making sure that that is accessible for everybody. We have not found that to be an issue with many of our businesses. We are more than happy to see that happening.

Rodgers said. One follow up question is I know we have talked about this in the past and I haven't heard an update in awhile. Because of the type of venues that this line goes through a lot of it is not going through city proper, but more of what I would consider kind of a rural area. There was some concern about some rapid flashing crossings that would be considered mid-block crossings that would get to some stations. Not all of the stations are going to be on corners. That red, rapid flash is traditionally a major problem for blind or deaf/blind people needing to cross at those locations. Can you speak a little more about those? What has been done with some of those issues?

O'Connell said I would probably have to go to our team to get an update. I would be happy to bring that back to the TAAC. SouthWest is designed a little bit differently. We don't have mid-block crossings. We are physically located is off of our right-of-way. So it is not the same experience as on the Green Line that travels between Minneapolis and Saint Paul where you have a station in the middle of the roadway. I don't think we have those situations. I can get back to you on what we are doing with the rapid red flashing lights as well.

Trevor Turner said I had a question. I used to live and work in Eden Prairie. So, I was hoping for a light rail line to get me through all the times. I live in Downtown Minneapolis right now. A light rail station will be right by my house. So I am excited about that. What is the relationship between the SouthWest light rail and the SouthWest Transit System? What will happen to those bus lines once the light rail line is operational?

O'Connell said we have worked hand-in-hand with SouthWest Transit as we developed the light rail. Both in the service and the facilities. It is no accident that we have cross platform crossings for folks so that they can get from light rail to the buses. We have a good partnership with SouthWest Transit. Pretty much the service that they have today. They will continue to offer that service. Most of their service is peak hour service. So the folks that are going to downtowns in the morning and then back in the afternoon. Actually, LRT is complementary to that. If you use their express bus service in the morning and you needed to get back mid-day. You can take the light rail back out.

So, we, as well as SouthWest Transit, see this as complementary transit services. It helps SouthWest Transit to see how they can better serve their communities. Since we will be able to provide this predictable service throughout the day.

Heidi Myhre said do these light rail vehicles, the Blue Line and the Green Line, need a lot of maintenance? Do they break down a lot? I get a lot of emails saying that the train is 15 minutes behind because of maintenance. Or something happened along the way. It is not always an accident or people are protesting about something. With all this new technology, why is it always breaking down a lot?

O'Connell said I get those very same alerts too. Sometimes there are service adjustments that need to be made. We did see some of that with the civil unrest. Some service was interrupted. I know that Robin and Doug might be able to address your concern about some of the maintenance that is going on. We have a strong maintenance program for our vehicles and our trackway. Sometimes things do happen. Metro Transit does prepare for those situations where we might do a bus bridge when some things happen. I would just ask Doug or Robbin if they have any insight into some of those service interruptions.

Robin Cauffman said the alerts work very nicely because they give people a heads up of when we have both expected and unexpected disruptions. I know that we have had over the summer months. Our

construction months are very short in Minnesota. We do use the summer months to try to do some repairs and some routing maintenance. Replacing track and work on equipment. So there have been some of them that have been scheduled activities. And then there are also other things that we might see disruptions like when a vehicle is stalled or emergency type of situations. We communicate so much out for so many activities. You may see repeat notices for the same activities as they provide updates.

Myhre said with the new project you are doing. Is it for people who have processing problems? How easy is it for me to do what you are putting together once it is all built? How can you teach people with severe processing problems the certain types of situations? We are trying to learn very hard, but it is not always so easy.

Chair Fenley said Heidi, are you curious about the consistency from station to station? Is that what you are asking?

Myhre said yes. Because when we build these new stations and all the connections, I have to be able to take the information if I call the bus station, or David, you give me some information and I go out the door, I can actually understand it and do it. So I can get where I need to go.

O'Connell said, Heidi, it is the same question we centered our design in. We worked with the TAAC to help with that consistency factor at the station. How can we best prepare folks for the new experience? Prior to opening and as we open, we will be doing some customer training. Trying to get to know the stations. Trying to share how is the best way to take advantage of riding the new segment. And the connections that are possible. We would probably start that at a year to six months out. Some of that education. Some of that training.

As soon as we can get to stations with people in a very safe way, that is one way that we would do it. when the rail line is open, we will continue to do that as well and encourage more folks to engage us so that we can provide those opportunities.

Chair Fenley said thank you, Heidi. I think that brings us to if we don't see you before those customer trainings happen, Sam, we would definitely like an update on that. Maybe we could do an onsite visit at one of your training stops. That would be nice for TAAC when Covid19 is over.

O'Connell said it is an open invitation. I would even ask the Chair and TAAC members as we develop those educational tools to be working with you and receive your guidance on what will be the best way to share that information before we bring it out to the public at large. So that we are codesigning that information together.

Chair Fenley said yes, that would be fantastic. You have done a good job of including us in things. So that shouldn't stop as we move forward. When will you be open for service?

O'Connell said our target date is 2023. I wish I could share with you something more precise than that. As we go into final construction in this year, we will reevaluate where we are in construction progress. But the goal is to have the line open in 2023.

2. Reapply for TAAC Chair & Precincts A-D

Andy Streasick, Customer Service Manager, Metro Mobility, spoke to the TAAC committee. We are coming up on the end of the year. Anybody who is either the Chair or representing Precincts A-D, needs to reapply. If anybody does not want to serve, please let me know. In the chat I left a couple of links that lead to the application. If anybody finds that hard to access, please let me know and I will try to get you a paper copy. With all the craziness going on and the disruption of protocol, I just wanted to take a few minutes and call out to folks that it is time to get those applications in. I would strongly ask folks to consider as a member of the community or as an employee of the Metropolitan Council, to reapply.

Myhre said as a member of the Minnesota CCD, do I have to apply?

Streasick said no. You serve at the pleasure of your organization. Agencies will let us know if they want to change their appointments. If a position is going well, it can go on indefinitely.

Chris Bates said what is the deadline for applications?

Streasick said get them in by the end of the year.

Myhre said is anybody going to do a zoom meeting with the community so the public can tell you what they think about Metro Mobility?

Streasick said we don't have anything on the books right now. I can bring that back and try to get something scheduled. If we get something out there, I will keep you posted.

I did want to take some time here to mention one more thing. I wanted to thank Ken about this too. There was a significant delay on any type of movement on our Premium On Demand contracts. One of them is still going forward. The one with Lyft is still making its way through. Procurement is backed up with things Covid19. However, we do have a side contract now for the modified taxi service contract, which will allow people to use an app. Totally circumventing Metro Mobility Reservationists. If they want to, they can go on an app similar to a Lyft and book a ride on Taxi Service Inc. app, once that is up and running. I don't have a timeline for when exactly that is going to be. But I was heartened to see that it was signed. It is an eventuality at this point.

I wanted to thank Ken for all his work on those RFP's.

Myhre said are we going to get anything in the mail about this when it all comes into play?

Streasick said we will do some outreach to folks once that is all in place. Keep in mind that those people who feel comfortable talking to reservationists can still do that as well.

Myhre said will that be in all the options and choices of what we want to do? If I want to do it through Metro Mobility or if I want to do it through the app.

Streasick said when we get to that, I will make it clear.

Chair Fenley said we could do that as an agenda item in the coming months. I also have some questions.

Andy, are you conducting interviews? Is it going to be like zoom or phone or in a field, 20-feet apart? How are you going to do the interviews for the appointment process?

Streasick said we will conduct them digitally. I don't have total control over this. But my preference this time around is to do two things.

1. While we certainly want people who are interested to apply, I am happy with where the committee is at. I don't think we need to do a hard blitz to get a ton of applicants. Ideally, if we don't have to do interviews.
2. I don't think we need to do this at this time. Sometimes we used to bring people in for interviews. Sometimes there was only one applicant.

SUBCOMMITTEE REPORTS

1. Blue Line

Ken Rodgers said we had an initial meeting with the business advisory type of a citizen advisory group. We had a group meeting to relaunch our efforts. We are continuing. Our meeting will be in the next week or the week after. It is coming up. The Citizen Advisory Committee, where I am representing TAAC at. We are moving forward. We have to develop a new alignment. We have to basically start from scratch for the portion of the align which was going to piggyback on the BNSF rail. So we are back at square one. We are starting with that realignment process all over again to try to figure out the best approach. And the new alignment for moving forward. But that half process has started, and I will let you all know how we progress.

2. Green Line

Christopher Bates said the presentation given today was wonderful.

3. Gold Line

Vice Chair Paulsen said the Gold Line information will be available online until November 16.

4. Rush Line

This item was not presented. Vice Chair Paulsen asked to do a presentation on the Rush Line at a future meeting.

CHAIRS REPORT

Chair Fenley said the letter that we have been working on for quite a few months, now. The letter formalizes this committee's position on increasing the accessible seating on busses. The letter writing is moving along slowly. It is a small working group. It consists of myself, Darrell, Sam and Erik. We are chipping away at it. But it is moving along. I just wanted to let you know that it is still ongoing. Even though it is going slower than expected.

PUBLIC COMMENT

None.

MEMBER COMMENT

Myhre said I have noticed that each bus I have been on are a little bit different on how they do the handicapped seats. One is down and another is up. Sometimes there is tape placed across a seat. It depends on the bus. Also, how we talk about Covid19. So, I don't know how your letter is going to deal with this. Each bus driver is different on how they want to handle it. How do we get our voice heard on how we use those seats correctly? Covid19 is changing how bus drivers are doing it.

Chair Fenley said I think it is good that you brought that up now. it sounds like a separate issue. There should be consistency from one bus to another in terms of how it operates accessible seating. There are people on this call that I would like to hear this.

I will ask others if they have anything they want to say for Member Comment and will come back to you.

Vice Chair Paulsen said there should be a protocol for Covid19. With the social distancing and the 10 to 15 person rule. Some drivers need to be retrained. Rules should be consistent all the way through. I think it is a driver issue, not a policy issue.

Chris Bates discussed how our ByLaws fit into this.

Chair Fenley said I will look into the ByLaws and get the exact wording on that. We can revisit that. I am guessing the Governor's executive orders and emergency declaration might protect us from not doing that.

Myhre said I have been on buses where both seats have been down. I have been on buses where one seat has been down. That is all for the disabled. I have also been on buses where someone used tape to tape the seat up. Then I have also seen where it could be one seat down and the other seat is up and they are using the handicapped buckles that they use for the wheelchairs to keep it up. They do not want people to touch it or pull it down and sit there. There are a bunch of ways to do it. How is that going to work if each bus is different? We are spinning our wheels if they are not going to listen. If it is really the bus drivers or if the bus company has to get on them to not do that behavior.

Chair Fenley said we can agree to have this letter be as specific as possible. To not muddy the water with any other issues or concerns that we have. This sounds like either a maintenance thing or a social distancing thing. Using what they have on the bus at the moment to do social distancing. I would say as with any concerns that arise like this. Calling it in to Metro Transit is the best way. If the driver is not following policy or if something on the bus is not as it should be. Calling it in to Metro Transit and having it go through their consumer or customer complaint process is so they can do any driver education that needs to happen or check on maintenance. Because as we discussed here. This committee, while it is good to bring these issues up, it is not as efficient to get concerns like this to Metro Transit. So, when you see these things on the buses. Definitely, call them in. so when that bus does get back to headquarters, they can take a look at it as soon as possible. Metro Transit relies on its customers and riders to bring these types of things up.

ADJOURNMENT

Business completed, the meeting adjourned at 1:52 p.m.

Alison Coleman
Recording Secretary