

**Pedestrian Advisory Committee Meeting
Summary Meeting Notes**

December 8, 2009

3:00 pm to 4:30 pm

Room 333, City Hall

Agenda

- 3:00 pm** **Introductions**
 Approval of Meeting Notes
 Announcements

- 3:05 pm** **Pedestrian/Bicycle Tour of Netherlands, Germany and Denmark – Shaun Murphy**

- 3:25 pm** **Sidewalk Snow Clearance Communications Update**

- 3:30 pm** **Pedestrian Master Plan Implementation Update**

- 3:35 pm** **Establish Subcommittee to Recommend Changes to PAC Structure and Function**

- 3:50 pm** **2010 Meeting Schedule**

Attendees

PAC Member	Attendees	Representing	Present
X	Jim Adams	Senior Citizens Advisory Committee	
X	James Andrew	Metropolitan Council	
X	Theresa Cain	Metro Transit	X
X	Aaron Day	City of Lakes Chamber	
X	Anna Flintoft	Minneapolis Public Works, PAC Chair	X
X	Anna Gillette	7 th Ward Citizen – North Loop	X
X	Stephanie Gruver	4 th Ward Citizen	
X	Martha Hage	Advisory Committee on People with Disabilities	
X	Diane Hansen	12 th Ward Citizen	
X	Sarah Harris	Walking Minneapolis Foundation	
X	Elizabeth Haugen	Minneapolis Communications Department	X
X	Steven Hay	Minneapolis CPED	
X	Robin Hennessy	City of Minneapolis Attorney's Office	
X	Kristen Klingler	Minneapolis Department of Health	X
X	Mary Jackson	Minnesota Department of Transportation	X
X	Karen Nikolai	Hennepin County	X
X	Jennifer Ringold	Minneapolis Park & Recreation Board	
X	Mike Rumppe	Minneapolis Fire Department	

X	Jan Sandberg	7 th Ward Citizen – Loring Park	X
X	Steve Sanders	University of Minnesota	
X	David Smith	Minneapolis Public Schools	X
X	Mackenzie Turner	Bicycle Advisory Committee	
X	Kathy Waite	Minneapolis Police Department	
X	Mary Watson	6 th Ward Citizen	
	Tony Hull	Transit for Livable Communities	X
	Shaun Murphy	Minneapolis Public Works	X

Summary of Items Discussed

Announcements

Mary Jackson announced that the Mn/DOT draft ADA Transition Plan is out for public review. Comments are due December 23, 2009. Mn/DOT is also constructing ADA curb ramp replacements on University NE in Minneapolis in six months.

Pedestrian/Bicycle Tour of Netherlands, Germany and Denmark

Shaun Murphy presented a slide show of pedestrian facilities experienced on his recent trip to Netherlands, Germany and Denmark, sponsored by Bikes Belong. The slideshow is posted on the PAC's website.

Sidewalk Snow Clearance Communications Update

Anna Flintoft distributed the draft sidewalk snow clearance flyer and explained that the City's website is being updated with comparable information. An email to neighborhood organizations and block clubs is planned for December 2009. The committee suggested distributing the sidewalk snow clearance information via:

- Neighborhood organization websites
- Mayor and City Council newsletters
- Library postings
- Facebook/Twitter
- Schools
- Coop newsletters

Pedestrian Master Plan Implementation Update

Anna Flintoft distributed the attached summary of the Pedestrian Master Plan recommended actions for which she is working with Public Works staff to initiate in 2010.

Establish Subcommittee to Recommend Changes to PAC Structure and Function

Anna Flintoft distributed and explained the attached proposal to establish a subcommittee to recommend changes to the PAC structure and function as a means of advancing discussions at the September and October PAC meetings about the future, structure and function of the committee. *The Committee voted unanimously to establish a subcommittee to recommend changes to the PAC structure and function as described in the attached proposal.*

2010 Meeting Schedule

This agenda item was not addressed.

Pedestrian Master Plan – Implementation Focus Areas for 2010
12/9/09

These are recommendations for which staff is working on initiating implementation.

- 1.1.2 Investigate funding sources and legal mechanisms to fill sidewalk gaps.
- 1.1.4 Track sidewalk gaps.
- 2.1.2 Inventory and prioritize corrections to accessibility barriers at curbs.
- 2.1.3 Inventory and prioritize corrections to accessibility barriers on sidewalk corridors.
- 2.2.1 Improve the curb ramp standard.
- 2.2.2 Review and update the standard specifications for best practices in accessible design.
- 2.2.3 Establish regular staff training programs and materials on accessible design.
- 3.1.1 Investigate the cause of pedestrian-related crashes at high crash intersections and corridors.
- 3.1.2 Review pedestrian-related traffic crashes regularly.
- 3.1.3 Investigate improvements to pedestrian-related crash reporting.
- 3.4.1 Inventory and prioritize corrections to accessibility barriers at traffic signals.
- 3.4.2 Develop a plan for installing pedestrian countdown signals citywide.
- 3.4.3 Evaluate signal timing for pedestrians in all signal retiming efforts.
- 3.4.4 Inventory and prioritize corrections to accessibility barriers at signal push buttons.
- 3.5.2 Investigate potential improvements to the current crosswalk marking practice.
- 4.6.1 Develop tree and landscaping design guidelines.
- 5.1.1 Create a social norm of snow clearance through communications and education.
- 5.4 Maintain pedestrian safety and accessibility in construction zones.

**Pedestrian Advisory Committee
Structure and Function Subcommittee
Proposal to PAC 12/8/09**

Subcommittee Purpose:

- To propose a committee structure that best supports the mission of the committee.
- To address the issues of poor attendance, large committee size, and the predominance of membership by City and partner agency staff on the committee.
- To coordinate any committee changes with anticipated changes to term dates resulting from the Open Appointments Process Business Process Improvement Project.

Specific issues to be addressed:

- Committee role and activities
- Membership size
- Membership composition
- Membership appointment process
- Term length and ending dates (including whether to stagger term ending dates)
- Chair/officer appointment process
- Transition process from current structure to potential future structure

Timeline:

- December:
 - Review committee discussions/feedback to date
 - Confer with PAC members, policy makers, and staff as needed
- January:
 - Distribute proposed structure and function to PAC by January 6, 2010
 - Personally discuss the issues and proposed changes with each individual PAC member
 - Confer with PAC members, policy makers, and staff as needed
 - Distribute final recommended structure and function to PAC by January 27, 2010
- February
 - Discuss/vote on proposed changes at February 3, 2010 PAC Meeting
 - Confer with PAC members, policy makers, and staff as needed
- February/March
 - Support Public Works staff in presenting the proposed changes to Transportation & Public Works Council Committee in coordination with Open Appointments Process BPI project.

Proposed Subcommittee Membership:

- Anna Flintoft, PAC Chair, City Staff
- Diane Hansen, PAC Member, Citizen
- James Andrew, PAC Member, Partner Agency Staff
- Jan Sandberg, PAC Member, Citizen
- Jennifer Lastoka, City Community Engagement Coordinator