

City of Minneapolis Pedestrian Advisory Committee Meeting

Wednesday, May 5, 2010

3:30 pm to 4:45 pm

Room 333 City Hall, 350 5th Street South

Agenda:

1. Approval of March Committee Meeting Notes (*Attachment 1*)
2. Approval of April Field Walk Summary Notes (*Attachment 2*)
3. Announcements (opportunity for members to inform committee of activities of interest)
4. Update on 7th Street Pedestrian Enhancements Project
5. Update on Mn/DOT Projects (Mary Jackson)
 - Bridges over I-94
 - Central Avenue
6. Committee Structure & Operations
 - Council approval of committee changes (*Attachment 3*)
 - Review Citizens Environmental Advisory Committee (CEAC) model for bylaws (*Attachment 4*)
 - Future election of officers
 - Review CEAC model for committee workplan (*Attachment 5*)
7. Next Meeting, Next Field Walk, Potential Future Topics

Next Field Walk: June 2, 2010

Subject: Riverside Avenue Reconstruction Project

Next Committee Meeting: July 7, 2010

Potential Agenda Items

- Meet new members
- Adopt bylaws, elect officers
- Review last winter's snow clearance practices and issues

Potential Future Meeting/Field Walk Topics

- Ballpark pedestrian improvements field walk
- Cedar/Washington ("7 Corners") pedestrian enhancements project
- Hennepin County TOD grant program overview
- Updates on other pedestrian projects (7th St, Franklin Avenue)

**Minneapolis Pedestrian Advisory Committee
Meeting Notes**

Wednesday, March 17, 2010

3:30 pm to 4:30 pm
Room 333 City Hall

- 3:30 pm** **Introductions**
Approval of Meeting Notes
Announcements
- 3:35 pm** **Request for PAC Volunteers**
- **7th Street N Pedestrian Enhancements Project** – Minneapolis Public Works has requested 1 or 2 PAC members participate in a field tour sometime between April 10 and April 13 with neighborhood stakeholders to better understand the opportunities and constraints in improving the pedestrian environment on 7th Street N between Plymouth Avenue N and Twins Way. Volunteers are requested.
 - **Boards/Commissions Open House** – Two PAC community member seats are currently vacant, and applications are being advertised. 1 PAC member volunteer is requested to attend the Boards/Commissions Open House on March 25, 4:30-6:30pm, at 331 Second Ave South Room 220, to answer questions about the PAC to potential member applicants.
- 3:40 pm** **PAC Membership/Structure Proposed Changes**
- Review of subcommittee recommendations memo (attached)
 - Request for PAC approval recommendations
 - Next steps for recommendation to Council
 - Outreach strategies for new member recruitment
- 4:10 pm** **Upcoming Meetings**
Meeting Schedule/Times for 2010
- Frequency (monthly vs. every other month)
 - Time of Day (3pm vs. later afternoon/early evening)
 - Day of Week (Wednesdays vs. other day)
- Meeting Topics for 2010
- Ballpark pedestrian improvements tour
 - Cedar/Franklin/Minnehaha pedestrian enhancements project (May 2010)
 - Riverside Avenue reconstruction project (May 2010)
 - 7th Street N pedestrian enhancements project
 - Cedar/Washington (“7 Corners”) pedestrian enhancements project
 - Snow season year-end review
 - Hennepin County TOD grant program overview
 - Other
- 4:25 pm** **Next Meeting** – set date, time, agenda items

PAC Member	Attendees	Representing	Present
X	Jim Adams	Senior Citizens Advisory Committee	
X	James Andrew	Metropolitan Council	X
X	Kristen Klingler	Minneapolis Dept of Health & Family Support	X
X	Theresa Cain	Metro Transit	
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	Martha Hage	Advisory Committee on People with Disabilities	X
X	Diane Hansen	12 th Ward Citizen	X
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	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
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	

Request for PAC Volunteers

- Anna Gillette, Jan Sandberg, David Smith and Mary Jackson are interested in participating in the 7th Street Pedestrian Enhancements Project field tour.
- Jan Sandberg and Martha Hage are interested in attending the Boards/Commissions Open House.

PAC Membership/Structure Proposed Changes

The Committee reviewed the proposed membership/structure changes outlined in the subcommittee's memo (attached). Two of the eight recommended transitional term members were specified as "TBD" in the subcommittee's memo. Anna Gillette volunteered to be recommended for one of the "TBD" seats, and the committee recommended contacting Tony Hull, who is not an official PAC member, but has been an active participant on the committee, for the other "TBD" seat. The Committee approved subcommittee's recommended changes and recommended that those changes be forwarded to Council, as recommended in the subcommittee's memo.

The committee recommended the following outreach strategies for recruiting new PAC members: neighborhood newspapers, pedestrian listserve, pedestrian website, neighborhood association emails, email people who attending pedestrian plan open houses, stakeholders identified for Pedestrian master Plan, Facebook & Twitter, email people who've attended PAC

meetings, email Bicycle/People with Disabilities/Senior committees, school PTOs, and co-op postings.

Upcoming Meetings

The committee decided that future meetings should alternate between committee meetings and field walks. Meetings should continue to be the first Wednesday of the month, but the time of day may need to be later to accommodate more citizen members. The following schedule was agreed upon:

April 7	Field Walk
May 5	Committee Meeting
June 2	Field Walk
July 7	Committee Meeting
Aug 4	Field Walk
Sept 1	Committee Meeting
Oct 6	Field Walk
Nov 3	Committee Meeting
Dec 1	Field Walk

Future meeting topics of interest, in addition to those on agenda, included:

- Field tour of curb ramp design issues in downtown
- Presentation on Mn/DOT bridge projects (redecking of LaSalle, Park, Portland, Chicago bridges)
- Discussion/tour of pedestrian access during construction

Next Meeting

The next PAC meeting will be a field walk. The location is TBD – either tour of Cedar/Washington or Cedar/Franklin/Minnehaha projects or tour of ballpark pedestrian improvements. Anna Flintoft will coordinate with appropriate City staff and schedule the field walk.

MEMO

TO: Pedestrian Advisory Committee
FROM: Jan Sandberg, Diane Hansen, Anna Flintoft, James Andrew, Jennifer Lastoka
DATE: 03/16/10
SUBJECT: Subcommittee Recommended Changes on PAC Structure and Function

In December 2009, the Pedestrian Advisory Committee established a subcommittee to evaluate and recommend potential changes to the structure and function of the Committee. This memo summarizes the conclusions of that subcommittee's effort.

Background/Supporting Information

In December 2006, the City Council established the Minneapolis Pedestrian Advisory Committee. The mission of the Committee is:

To advise the Mayor and City Council on policies, programs, and actions for improving pedestrian safety, mobility, accessibility, and comfort; for promoting walking for transportation, recreation, and health purposes; and for strengthening the linkage between the pedestrian environment and public transportation.

The Committee held its first meeting in March 2007. Since then, it has successfully guided the development of the City's first Pedestrian Master Plan (approved in 2009), recommended funding priorities for federal Bike/Walk Twin Cities funding, provided input to staff on pedestrian design of infrastructure projects, and discussed many pedestrian-related programs and initiatives of the City and partner agencies.

The Committee is currently comprised of representatives from 7 City departments, 8 partner agencies, 2 local organizations, 3 representatives of other City advisory committees, and 5 citizen members. This membership composition has been an effective structure for initiating the committee's work and for coordinating citizen and staff input into the development of the Pedestrian Master Plan. But to serve as an ongoing committee advising the City on pedestrian issues, the subcommittee recommends restructuring the Pedestrian Advisory Committee to have a citizen-based membership, while maintaining non-voting members from city departments and partner agencies to provide expertise on pedestrian issues and to serve as a liaison between the Committee and city departments and partner agencies.

There are a number of reasons for increasing citizen membership on the committee:

- The City benefits from the involvement of engaged residents.
- The existing community members who were appointed through the open appointment process are among the most active and engaged members on the Committee. Expanding the number of community members who are highly engaged in pedestrian issues and who volunteer to serve on the committee will improve the Committee.
- Having more community members on the Committee makes it easier to engage a

broader public in discussion of pedestrian issues and to foster a broader understanding of pedestrian issues and solutions throughout the City.

- Most advisory committees in Minneapolis are comprised of community members who are appointed through the open appointment process, not staff representing City departments and partner agencies.

Recommended Changes

The following changes to the committee are recommended and detailed in the attached table:

- **Membership Composition:** Change the membership composition from 18-24 members representing designated City departments, partner agencies, and other advisory committees, as well as 5 citizen members, to 15 community members representing a diversity of perspectives on pedestrian issues. City department and partner agency members will be requested to continue to serve on the committee as non-voting members.
- **Terms and appointment process:** Reduce term lengths from 4 years to 2 years, add a provision to stagger terms by appointing half the members one year and half the members the next year, and require that all voting members be appointed through the open appointment process.
- **Chair/Officers:** Allow the committee to select its own Chair and officers.

No changes are recommended to the purpose of the committee, staff support for the committee (provided by Public Works), compensation for service (no compensation), or the committee budget (no budget).

Transition Approach/Schedule

In order to maintain continuity of membership, the following transition approach and schedule is recommended:

1. **April 16, 2010** City Council meeting (April 6 T&PW meeting): Appoint 8 existing members who live in Minneapolis as voting members for a transitional term beginning immediately and expiring June 30, 2011. The following existing members are residents of Minneapolis, are interested in serving and are recommended as voting members for a transitional term on the Committee:
 - Jan Sandberg, existing citizen member
 - Diane Hansen, existing citizen member
 - Martha Hage, existing Minneapolis Advisory Committee on People with Disabilities member
 - David Smith, existing Minneapolis Public Schools representative
 - James Andrew, existing Metropolitan Council representative
 - Elizabeth Haugen, existing Minneapolis Communications Department representative
 - Additional member TBD
 - Additional member TBD

The following existing City and partner agency members are expected to continue as non-voting members on the committee:

- Anna Flintoft, Public Works

- Steve Hay, Community Planning and Economic Development
 - Kristen Klinger, Health and Family Support
 - Kris Arneson, Police
 - Rebecca Gomez, Bike/Walk Ambassadors
 - Mary Jackson, Mn/DOT
 - Karen Nikolai, Hennepin County
 - Jennifer Ringold, Minneapolis Park and Recreation Board
 - TBD, Minneapolis School District
 - Theresa Cain, Metro Transit
 - James Andrew, Metropolitan Council
 - Steve Sanders, University of Minnesota
2. **April/May 2010:** Solicit applications for 7 new voting members for two year terms beginning July 1, 2010.
 3. **June 18, 2010** City Council Meeting (June 8 T&PW meeting): Appoint 7 new voting members for two year terms beginning July 1, 2010.
 4. **July 2010:** Convene first Committee meeting with full Committee membership.
 5. **Spring 2011:** Solicit applications and appoint 8 new or reappointed voting members for 2 year terms beginning July 1, 2011.
 6. **Spring Annually:** Solicit applications and appoint new or reappointed voting members for 2 year terms beginning on July 1st, with 8 members being appointed in odd numbered years and 7 members being appointed in even numbered years.

Comparison of Existing vs. Recommended Structure of the Pedestrian Advisory Committee

	Existing (Established by Resolution 2006R-636)	Recommended Change
Membership composition	<p>The committee shall be composed of 18-24 members of the public and city and partner agency staff including:</p> <ul style="list-style-type: none"> • 1 member of the Minneapolis Senior Citizen Advisory Committee • 1 member of the Minneapolis Advisory Committee on People with Disabilities • 1 member of the Minneapolis Bicycle Advisory Committee • 5-8 members representing City Departments, including the City Attorney's office, Public Works, Community Planning and Economic Development, Public Health, Police, Fire, and Communications • 5-8 members representing partner agencies, including Hennepin County, Metro Transit, Metropolitan Council, Minneapolis Park and Recreation Board, Minneapolis Public Schools, MnDOT, University of Minnesota, and U.S. Congressional Office • 5 community members who reside or own a business in the City representing the following areas: city residents, city business owners, senior citizens, persons with disabilities, university students, child/school advocates, and walking/transit advocates 	<p>The committee shall be composed of 15 voting members who reside or own a business in the City and who have an interest in promoting walking and improving the pedestrian environment in Minneapolis. The voting membership as a whole should represent the following perspectives on pedestrian issues:</p> <ul style="list-style-type: none"> • distinct pedestrian user groups, such as people with disabilities, senior citizens, parents or people who work with children, and transit riders; • caretakers of the pedestrian environment, such as property owners, neighborhood groups, business owners, and business associations; • people with relevant technical expertise, such as traffic safety, urban design, and public health; • people representing diverse social, cultural and economic groups in the City; and • people representing distinct geographic areas of the City, including at least one member from each of the five sectors of the City (Downtown, East, North, South, and Southwest), as defined in the attached map. <p>The committee shall also include non-voting members from City Departments and partner agencies, as identified by the Committee, with an interest in and impact on pedestrian issues to provide expertise on pedestrian issues and to serve as a liaison between the Committee and City departments and partner agencies. The following City departments shall assign a non-voting member to the committee: the Public Works Department, the Bike/Walk Ambassador Program, the Community Planning and Economic Development Department, the Police Department, and the Health and Family Services Department. The following partner agencies shall be requested to provide a non-voting member to the committee: Minneapolis Public Schools, Minneapolis Park and Recreation Board, Hennepin County, the Minnesota Department of Transportation, the University of Minnesota, the Metropolitan Council and Metro Transit.</p>
Terms & appointment process	<p>The 5 community members shall be appointed through an open appointment process for a 4 year term. The City departments and partner agencies shall assign a staff member to the Committee.</p>	<p>Voting members shall be appointed through the open appointment process for 2 year terms beginning on July 1st, with 8 members being appointed in odd numbered years and 7 members being appointed in even numbered years. Non-voting members shall be assigned by City departments and partner agencies.</p>
Chair/Officers	<p>The chair of the Committee shall be appointed by the City Council and other officers shall be selected by the Committee.</p>	<p>The chair and officers of the Committee shall be selected by the Committee.</p>

City of Minneapolis Pedestrian Advisory Committee Field Walk

Summary Notes

Wednesday, April 7, 2010

3:00 pm to 4:30 pm

DRAFT 4/22/10

Location

Cedar/Franklin/Minnehaha Improvement Project, focusing on Franklin Avenue between Bloomington and 21st Avenue

Participants

Anna Flintoft, Minneapolis Public Works Dept.
Anna Gillette, PAC member (and son Charles in stroller)
Bev Warmka, Minneapolis Public Works Dept.
Diane Hansen, PAC member
Elizabeth Haugen, PAC member
Jan Sandberg, PAC member
Kristin Klinger, Minneapolis Health and Family Support Dept.
Martha Hage, PAC member
Mary Jackson, Mn/DOT
Mike Kamnikar, Mn/DOT
Sally Holzapfel, Seward Re-Design
Sheldon Mains, Seward Neighborhood Group
Tony Hull, PAC member

Observations

- **GENERAL IMPRESSIONS** – Participants commented that the area is dirty, uncomfortable, bleak, and generally oriented to automobile traffic, not pedestrians. The business districts at either end of the field walk area are much more pedestrian-friendly than the area on either side of the LRT station.
- **UNDER BRIDGE ENVIRONMENT** – The two underpasses under Hiawatha and under the LRT tracks are uncomfortable environments. Both were dark and dirty. Under both bridges, the sidewalk is at a higher elevation than the street, and there is a sloped concrete between the sidewalk and the street; this was particularly pronounced on the Hiawatha underpass, where participants commented on the concern about slipping in winter conditions. While both underpasses were observed as being dark during daylight hours, the LRT underpass (despite being a shorter length) was observed to feel darker than the Hiawatha underpass. Improved lighting under the bridge, perhaps by placing lights directly overhead, rather than mounted on the wall, was mentioned by several participants as a potential solution.
- **SIDEWALKS** – Some of the sidewalks were cracked or crumbling. There was a lot of gravel, garbage and broken glass along the sidewalk, particularly under the two bridges. This contributed to a feeling of that the area was unsafe for walking. Maintenance responsibility for cleaning debris on sidewalks needs to be identified and pursued. Between 16th Avenue S and Bloomington Avenue S there were some nicely-designed and well-

constructed stamped sidewalk designs, that were observed to enhance the walking experience and worked well for wheelchair users.

- **CURB RAMPS** – A lot of the curb ramps were old and poorly designed for accessibility because of diagonal orientation, deteriorating concrete, steep slopes, and lack of level landing. Most of the ramps did not have detectable warnings. There were also several ramps with potholes at the bottom of the ramp.
- **LRT STATION ACCESS** – Cow paths on the NW & SW quadrants of Cedar/Franklin accessing the LRT station were observed.
- **CROSSWALKS** – Many observations were made related to crosswalks:
 - General signal issues – Countdown signals at long crossings are recommended. All intersections should be evaluated for potential accessible pedestrian signals.
 - Franklin/16th Ave S – Vehicles were observed to not stop at the crosswalk because sight lines were poor from 16th Avenue S.
 - Franklin/17th Ave S – The north side of this intersection is extremely wide, given its use as a driveway to the LRT maintenance facility. Because of the existing sweeping corner radius on the northwest corner, there is no boulevard, and the sidewalk is very narrow. The pedestrian refuge island on the north side is too small. The crossing on the south side is much narrower.
 - Franklin/Cedar – The existing median is wide, but does not provide a good pedestrian refuge. The existing crosswalk markings zig-zag to provide access to the median. It may be possible to extend the nose of the median island.
 - Franklin/Minnehaha – The pedestrian refuge island is too small, and there is a lot of unused street space in this large intersection. There appears to be missing pedestrian signal heads on the south side of this intersection.
 - Minnehaha/22nd St – Improvements to this midblock crossing, such as curb extensions or a pedestrian-actuated overhead flasher, might improve pedestrian safety and comfort at this location.
- **GREENING/TREES** – Despite many trees in the median of Franklin Avenue and some trees along the boulevard of Franklin Avenue between the LRT station and Cedar Avenue, participants generally observed this area as need a lot more trees and greening. The boulevards on Franklin between 16th Avenue S and the LRT station are steep and have no trees. Many of the trees in tree grates between 16th Avenue S and Bloomington Avenue S (part of the streetscape carried further west) were broken, dead or needing additional care.
- **BICYCLES** – We observed several groups of bicycles riding on the sidewalk. Safe, on-street facilities were observed as being a potential solution.
- **EDUCATION** – Observations were made about the potential for business and neighborhood groups to promote pedestrian and bicycle safety and generally enhance the community's stewardship for the pedestrian environment in the area.

T&PW - Your Committee, having under consideration the Pump Station No 4 Renovation Project, now recommends that the proper City officers be authorized to execute Amendment No 4 to Contract C-26005 with Madsen-Johnson Corporation for Construction Change Orders 31-39, increasing the contract by \$177,295, for an estimated revised contract total of \$8,817,039.29, to allow for work not included in the original scope of the project. No additional appropriation required.

Adopted 4/16/2010.

Absent - Schiff, Colvin Roy.

T&PW - Your Committee recommends that the proper City officers be authorized to execute the necessary agreements to enter into a collaborative partnership with the Dow Chemical Company to evaluate existing and next-generation ultrafiltration membrane technologies and performance. The City will be reimbursed for all direct costs for coordination, installation, and operation of Dow equipment, including City staff time.

Adopted 4/16/2010.

Absent - Schiff, Colvin Roy.

T&PW - Your Committee recommends that the proper City officers be authorized to enter into an agreement with the Loring Greenway Association, a 501(c)3 nonprofit organization, allowing said association to perform the installation and maintenance of landscape amenities as well as enhanced tree care within the Loring Greenway.

Adopted 4/16/2010.

Absent - Schiff, Colvin Roy.

T&PW - Your Committee, having under consideration the Minneapolis Pedestrian Advisory Committee, now recommends passage of the accompanying resolutions:

- a) Rescinding Resolution 2006R-636, entitled "Establishing the Minneapolis Pedestrian Advisory Committee"; and
- b) Passage of the accompanying resolution updating the membership structure of the Minneapolis Pedestrian Advisory Committee.

Your Committee further recommends the following appointments to the Pedestrian Advisory Committee for a transitional term beginning immediately and expiring June 30, 2011:

- James Andrew, Metropolitan Council
- Anna Gillette, Community Member
- Martha Hage, Minneapolis Advisory Committee on People with Disabilities
- Diane Hansen, Community Member
- Elizabeth Haugen, Minneapolis Communications Department
- Tony Hull, Transit for Livable Communities
- Jan Sandberg, Community Member
- David Smith, Minneapolis Public Schools

Further, that staff be directed to solicit applications for seven (7) new Pedestrian Advisory Committee members for two-year terms beginning July 1, 2010.

Adopted 4/16/2010.

Absent - Schiff, Colvin Roy.

Resolution 2010R-169, rescinding Resolution 2006R-636 entitled "Establishing the Minneapolis Pedestrian Advisory Committee", passed December 22, 2006, was adopted 4/16/2010 by the City Council. A complete copy of this resolution is available for public inspection in the office of the City Clerk.

The following is the complete text of the unpublished summarized resolution.

RESOLUTION 2010R-169

By Colvin Roy

Rescinding Resolution 2006R-636 entitled "Establishing the Minneapolis Pedestrian Advisory Committee", passed December 22, 2006.

Resolved by The City Council of The City of Minneapolis:
That the above-entitled resolution be and is hereby rescinded.
Adopted 4/16/2010.
Absent - Schiff, Colvin Roy.

Resolution 2010R-170, restructuring the Minneapolis Pedestrian Advisory Committee, was adopted 4/16/2010 by the City Council. A complete copy of this resolution is available for public inspection in the office of the City Clerk.

The following is the complete text of the unpublished summarized resolution.

RESOLUTION 2010R-170

By Colvin Roy

Restructuring the Minneapolis Pedestrian Advisory Committee.

Whereas, the City of Minneapolis established a Pedestrian Advisory Committee in 2006; and
Whereas, the Pedestrian Advisory Committee successfully guided the development of the City's first pedestrian master plan, approved by City Council in 2009; and
Whereas, the Pedestrian Advisory Committee has recommended revisions to its structure and membership to become a citizen-based committee with participation from city and partner agency staff as non-voting members;

Now, Therefore, Be It Resolved by The City Council of The City of Minneapolis:

That the Pedestrian Advisory Committee to the Mayor and the City Council of the City of Minneapolis be restructured.

Be It Further Resolved that the Committee shall advise the Mayor and City Council on policies, programs, and actions for improving pedestrian safety, mobility, accessibility, and comfort; for promoting walking for transportation, recreation, and health purposes; and for strengthening the linkage between the pedestrian environment and public transportation.

Be It Further Resolved that the Committee be composed of 15 voting members who reside or own a business in the City and who have an interest in promoting walking and improving the pedestrian environment in Minneapolis. The voting membership as a whole shall represent the following perspectives on pedestrian issues:

- distinct pedestrian user groups, such as people with disabilities, senior citizens, parents or people who work with children, and transit riders;
- caretakers of the pedestrian environment, such as property owners, neighborhood groups, business owners, and business associations;
- people with relevant technical expertise, such as traffic safety, urban design, and public health;
- people representing diverse social, cultural, and economic groups in the City; and
- people representing distinct geographic areas of the City, including at least one member from each of the five sectors of the City (Downtown, East, North, South, and Southwest), as defined in the map set forth in Petn No 274190.

Be It Further Resolved that the Committee shall also include non-voting members from City departments and partner agencies, as identified by the Committee, with an interest in and impact on pedestrian issues to provide expertise on pedestrian issues and to serve as a liaison between the Committee and City departments and partner agencies. The following City departments shall assign

a non-voting member to the Committee: the Public Works Department, the Bike/Walk Ambassador Program, the Community Planning and Economic Development Department, the Police Department, and the Health and Family Services Department. The following partner agencies shall be requested to provide a non-voting member to the Committee: Minneapolis Public Schools, Minneapolis Park and Recreation Board, Hennepin County, the Minnesota Department of Transportation, the University of Minnesota, the Metropolitan Council, and Metro Transit.

Be It Further Resolved that voting members shall be appointed through the open appointment process for two (2) year terms made through the Spring appointment cycle. All voting members shall be appointed in conformance with the open appointments process as outlined in Minneapolis Code of Ordinances Title 2, Chapter 14.180. Eight (8) members shall be appointed in odd-numbered years and seven (7) members appointed in even-numbered years.

Be It Further Resolved that non-voting members shall be assigned by City departments and partner agencies.

Be It Further Resolved that the Public Works Department shall provide staff support to the Committee.

Be It Further Resolved that the chair and officers of the Committee shall be selected by the Committee.

Be It Further Resolved that Committee members shall receive no compensation for service on the Committee and that the Committee shall have no budget.

Adopted 4/16/2010.

Absent - Schiff, Colvin Roy.

T&PW - Your Committee, having under consideration the 2010 Alley Resurfacing Program No FS10#1, now recommends passage of the accompanying resolution designating the locations and alleys to be improved in the program.

Adopted 4/16/2010.

Absent - Schiff, Colvin Roy.

Resolution 2010R-171, designating the improvement of the 2010 Alley Resurfacing Program No FS10#1 (15 alleys located throughout the City of Minneapolis), was adopted 4/16/2010 by the City Council. A complete copy of this resolution is available for public inspection in the office of the City Clerk.

The following is the complete text of the unpublished summarized resolution.

RESOLUTION 2010R-171

By Colvin Roy

**SPECIAL IMPROVEMENT OF EXISTING ALLEYS NO FS10#1
2010 ALLEY RESURFACING PROGRAM**

Designating the improvement of the 2010 Alley Resurfacing Program (15 alleys located throughout the City of Minneapolis).

Resolved by The City Council of The City of Minneapolis:

That the following existing alleys within the City of Minneapolis are hereby designated to be improved, pursuant to the provisions of Chapter 10, Section 8 of the Minneapolis City Charter, by overlaying with bituminous material and including other related improvements and work as needed:

1. The alley running from 24th St W to 22nd St W between Fremont Ave S and Girard Ave S. (Ward 10)
2. The alley running from 33rd Ave N to 34th Ave N between Colfax Ave N and Dupont Ave N. (Ward 3)
3. The alley running from 33rd Ave N and 34th Ave N between Bryant Ave N and Aldrich Ave N. (Ward 3)

Last amended Oct 2006

Bylaws of THE CITIZENS ENVIRONMENTAL ADVISORY COMMITTEE

Section 1. Purpose and Name

On July 1, 1994 the Minneapolis City Council passed unanimously Resolution 94R-177. This resolution reorganized the permanent advisory body founded in 1990 renaming the Minneapolis Environmental Committee (MEC) the Citizens Environmental Advisory Committee (CEAC) “to better fulfill its obligation to advice on the environmental consequences of City policies, programs, and projects with local or global impacts.”

Section 2. Duties and Membership

A. Work closely with the Environmental Coordinating Team by providing advice and comments on projects, programs, and projects in accordance with criteria such as environmental urgency, scale of environmental impact, ease of implementation, and cost and benefits.

B. CEAC shall consist of 18 members. The Mayor and the City Council appoint 8 members each making appointments as follows: 2 citizen members, 2 representatives from environmental advocacy groups (to be a specific individual representing a specific advocacy group); 2 persons with demonstrated technical environmental expertise; and 2 representatives from industries or companies whose businesses pose an impact on the environment. Invited to participate is a member of the Minneapolis School Board and a Hennepin County Board designate with experience in environmental matters.

C. All members serve two-year terms and are eligible for reappointment, with their replacement conducted through a nomination and appointment procedure in accordance with the City’s Open Appointments process as set forth in the Minneapolis Code of Ordinances (Sec. 141.80).

D. The Inspections Department has primary responsibility for staffing CEAC. From time to time CEAC may ask the ECT to arrange for additional staff from other City departments who may be more appropriate for a specific task or issue.

Section 3. Officers

Chairpersons shall be elected within CEAC by a majority vote of Committee members present at a meeting. The election shall be held no later than second (2nd) meeting of the calendar year. Officers shall serve one-year terms.

Section 4. Resignation

Members should communicate their intention to resign by written notice to the CEAC chair or staff.

Section 5. Meetings

A. The Committee shall meet at least quarterly. A schedule for regular meetings stating the dates, times and locations shall be adopted not later than the second (2nd) meeting of the calendar year.

B. Special meetings may be held at any time upon the call of the Chairperson or any six other members of the Committee. Notice of special meetings should include date, time, location and agenda and should be received by members 3 days prior to the meeting.

C. A majority of the CEAC members shall constitute a quorum of the full membership for the conduct of CEAC business. If a quorum exists to start a meeting a quorum is deemed to exist until the meeting is adjourned.

D. All CEAC meetings shall be open to the public. Notices of meetings shall be distributed to the City Clerk for appropriate distribution.

E. In lieu of meetings, approving documents can be accomplished by a quorum of the members of CEAC by using faxes, e-mails and other means available.

F. Members are expected to attend all meetings. If a member misses three consecutive CEAC committee meetings then membership in the committee is forfeited. Exceptions requested to this provision can be made to CEAC for consideration due to special circumstance and consistent with Minneapolis Code of Ordinances 14.180 (k) (3).

Section 6 Committees

The Chairperson may appoint and dissolve standing committees, subcommittees, and special task forces. The Chairperson shall name the chair of all committees. The purpose is to identify issues, make recommendations for CEAC policy or action and as appropriate, to participate in the implementation of Committee decisions and activities. Membership on committees may include individuals who are not CEAC members, but who have expertise that will help the group carry out its function. All committee, subcommittee and special task force members shall have the right to vote whether or not they are CEAC members.

Section 7 Conduct of Business

Voting, motions and recording will be by voice - one vote per member. Voting by proxy is not allowed.

Section 8 Publications/Correspondence in the Name of CEAC

A. Publication and distribution of any CEAC documents/positions must be duly adopted by a quorum of CEAC. CEAC members are not prevented from distributing surveys, letters, or other communications regarding CEAC business provided such communications do not appear to be the official position of CEAC.

B. In time sensitive cases involving City policies/projects where a member is asked/volunteers to make comments on a schedule that exceeds CEAC's ability to meet and deliberate, those comments should clearly state *draft or subject for review and acceptance by CEAC*.

Section 9 Amendments

Bylaws can be amended by a two-thirds vote of members present at any regular meeting of CEAC provided quorum is met. Written notice must be provided to CEAC members 10 days in advance of the impending vote, setting forth in detail the contents of the proposed amendment. The bylaws may be suspended by a three-quarters majority vote of the Committee members present.

**CEAC WORKPLAN
November 2009**

Attachment 5

Role	Item	Lead	Team Members	Comments
Watch Dog	TMDL Process – Water Restoration	Darrell Gerber		Feb 09: MPCA looking at civic engagement process. Possibly a statewide TMDL for salt. Sept 09: Lake Pepin and Local TMDL update

Newly Introduced/Short-term/Revolving/Dynamic Issues

Role	Item	Lead	Team Members	Comments
Watchdog	Home Point of Sale adding energy efficiency info.			Dec 08 reported some elected officials not supportive of TISH
New Initiative	Pesticides (residential & beyond)	Denise Leezer	Patty Selly Darrell Gerber Annette Rondano	What role can City play for responsible use
New Initiative	Transportation / Transit	Teresa Wernecke		Feb 09: TMO presented to CEAC
Watchdog	MN State Climate Change Policy	Teresa Wernecke Tony Hainault		Feb 09: Legislature is reviewing
Watchdog	Crematoria	Denise Leezer		Discussed at June meeting
Watchdog	<i>Arsenic Superfund Site</i>	Walker Smith		
Watchdog	Schools: sustainability climate change operations & education	Patty Selly	Joe Alfano	
Watchdog	Waste Reduction & Organics	Sarah Sponheim	<i>Annette Rondano Ross Abbey Mark Synder Darrell Gerber Tony Hainault</i>	Feb 09: Met with Garwood July 09: Presented Indicator to CEAC
Watchdog	Homegrown Minneapolis	Patty Selly	Denise Leezer	May 09 Presentation
Watchdog	Green Jobs Sust Industry	Karen Monehan	Mark Snyder Jason Stone	
Watchdog	Minneapolis – MPRB Relations	Patty Selly	Abbey	Discussed March, April, May, Sept meetings
Watchdog	Earth Hour PR	Sarah Sponheim		Discussed at April meeting.
Watchdog	HERC Expansion	Sarah Sponheim	<i>Ross Abbey Annette Rondano</i>	Discussed new at Aug CEAC - No majority for recommends. Sept draft letter for next CEAC on Hennepin SWI.
New Initiative	Airport Noise Indicator changes	Annette Rondano		Discussed at Aug CEAC, for 2011

Changes from previous month are in italics

2009/2008 CEAC Completed Activities

Attachment 5

Role	Item	Lead CEAC	Team Members	Timeline	Comments
New Initiative	Waxman resolution for Council	Ross Abbey	Tony Hainault, Nicolle VanWie		June CEAC Aug CEAC: Discussion
Watch Dog	Greenprint Report	Ross Abbey		Completed	Feb 09
Respond to CM Gordon Request	Phthalates	Patty Selly		Completed	-City Council adopted Healthy Legacy proposal as part of Legislative Agenda -Selly attended March PHAC meeting on topic
Respond to draft reports & recommend changes as needed	City's Greenprint and Living Well Sustainability Reports		ALL	Completed	- Dean, Jill, Barb, Nicole, and Ken provided input. -Nicole and Jill responded to Lead and Asthma comments
Watchdog	Climate Change Micro Grants Team Member	Jill Boogren		All year	\$100,000-2008 Applications due March. - Boogren a part of Review Committee.
Respond to Draft	Draft Idling Ordinance Comments	Jill Boogren		Feb 2007	-Approved comments at Feb meeting. - Public Safety & Reg Services Committee approved commercial portion at March 5 meeting. - Jill testified before Council in May - City Council passed in June
New Initiative	Mpls Comp Plan	Brian Ross		July 11, 2008 City council Adopted	-Submitted comments Feb 14. -April: Planning staff offered to review comments with Brian
New Initiative	EPR Env Responsible Purchasing	Janelle Sorenson		Aug ECT meeting approved	-2007 ECT Direction to CEAC. -CEAC approved in March & sent to Purchasing Dept., and approved revisions at August meeting.
Watchdog	Artificial Turf	Leezer – water	Selly, Sorenson		-Recommendations forwarded to CM Benson and Gordon at Dec 2008 -- (Mentioned at April 2008 meeting discussed at multiple meeting)
Respond to Draft	GHG Tracking Draft			Comments on Draft Report close 12-28	-Draft results presented at August CEAC meeting. Discussed draft report at Dec 2008 meeting. Dean Abrahamson submitted comments.

Changes from previous month are in italic