

City of Minneapolis Pedestrian Advisory Committee Meeting

Wednesday, September 1, 2010

3:30 pm to 5:30 pm

Room 333 City Hall, 350 5th Street South

Agenda:

1. Approval of May and July Committee Meeting Notes (*attachment 1*)
2. Approval of August Field Walk Notes (*attachment 2*)
3. Announcements (opportunity for members to inform committee of activities of interest)
4. Approval of Bylaws (*attachment 3*)
5. Selection of Committee Chair and Vice-Chair (*attachment 4*)
6. Warehouse District Heritage Streets Plan - Beth Elliott & Brian Schaffer, Community Planning and Economic Development Department
7. Snow Clearance Follow-Up Discussion
8. Next Meeting, Next Field Walk, Potential Future Topics

Next Field Walk: October 6, 2010, 3:30-5:00pm

Subject: Warehouse District Heritage Streets

Next Committee Meeting: November 3, 2010, 3:30-5:30pm

Potential Future Meeting/Field Walk Topics

- Riverside Avenue Reconstruction Update
- Hennepin County TOD grant program overview
- Updates on other pedestrian projects (7th St, Franklin Avenue, Riverside Avenue)
- Work Zone Practices

City of Minneapolis Pedestrian Advisory Committee Meeting

Meeting Notes

Wednesday, May 5, 2010

Attendance:

Voting Members: James Andrew, Anna Gillette, Martha Hage, Diane Hansen, Elizabeth Haugen, Tony Hull, Jan Sandberg, David Smith

Non-Voting Members: Theresa Cain, Anna Flintoft, Mary Jackson, Karen Nikolai

Others: Mike Kruse

1. Approval of March Committee Meeting Notes. The committee approved the March committee meeting notes as drafted.

2. Approval of April Field Walk Summary Notes. The committee approved the April committee field walk summary notes as drafted.

3. Announcements. Tony Hull asked that the committee address work zone accessibility issues at a future meeting. Mary Jackson explained that Mn/DOT is conducting its first work zone accessibility training this spring.

4. Update on 7th Street Pedestrian Enhancements Project. Anna Flintoft provided a brief summary of the 7th Street Pedestrian Enhancements Project field walk that occurred in April.

5. Update on Mn/DOT Projects. Mary Jackson and Mike Kruse from Mn/DOT provided an update on several Mn/DOT rehabilitation projects, including the redecking of the Park and Portland Avenue bridges over I-94 in 2013, the redecking of the Chicago Avenue and LaSalle Avenue bridges over I-94 this summer, and the resurfacing of Central Avenue in 2011. All of these projects will include replacement of existing pedestrian curb ramps, and the bridge redecking projects will include wider sidewalks on the bridges.

6. Committee Structure & Operations. Anna Flintoft explained that the city council approved the committee's recommended changes at appointed eight existing committee members for interim one-year terms. Seven additional committee members seats are open for new members. The committee reviewed the Citizens Environmental Advisory Committee (CEAC) bylaws for potential applicability to the Pedestrian Advisory Committee. Jan Sandberg volunteered to draft bylaws for the committee. The committee discussed future election of officers at the September committee meeting, for the second meeting of the full committee membership. The committee also reviewed the CEAC workplan as a potential means of managing committee member action items and responsibilities.

7. Next Meeting, Next Field Walk, Potential Future Topics. The next committee field walk will be June 2, 2010 for the Riverside Avenue Reconstruction project. The next committee meeting will be July 7, 2010, and agenda items will include meeting new members, discussing adoption of bylaws and selection of officers, reviewing last winter's snow clearance practices and issues, introducing new members to the work of the committee to date, and discussion of work zone accessibility practices.

City of Minneapolis Pedestrian Advisory Committee Meeting

Meeting Notes

Wednesday, July 7, 2010

Attendance:

Voting Members: James Andrew, Neal Baxter, Jack Garland, Anna Gillette, Matti Gurney, Martha Hage, Diane Hansen, Dan Herber, Tony Hull, Silvia Magana, Jan Sandberg, David Smith, Kelly Wilder

Non-Voting Members: Anna Flintoft, Kristin Klinger, Mary Jackson

1. Approval of May Committee Meeting Notes. The May committee meeting notes were not distributed prior to the meeting, and the committee took no action on this agenda item.

2. June Field Walk Recap. The committee reviewed the June Riverside Avenue Field Walk. Summary notes were not prepared for this field walk.

3. Announcements. Jan Sandberg announced that she is resigning from the committee due to conflicting meeting times with the Charter Commission, to which she was recently appointed.

4. Snow Clearance Practices. Mike Kennedy and Dan Bauer from the Public Works Department presented an overview of snow clearance practices in Minneapolis. The presentation has been posted on the committee's website (<http://www.ci.minneapolis.mn.us/pedestrian/committee-meetings.asp>).

5. New Committee Members Welcome. Seven new committee members were appointed to the committee on July 1, 2010, joining the existing seven committee members and non-voting members. Anna Flintoft distributed information to new members on the history of the committee.

6. Committee Structure & Operations. The committee briefly discussed the draft bylaws and need for committee officers. The committee established a chair/vice-chair nominating subcommittee consisting of Neal Baxter and Kelly Wilder to accept nominations for the chair and vice-chair positions. The bylaws and officer selection will be on the agenda for the September meeting.

7. Next Meeting, Next Field Walk, Potential Future Topics. The next committee field walk will be August 4, 2010. The next committee meeting will be September 1, 2010, and agenda items will include adoption of bylaws and selection of officers.

**City of Minneapolis Pedestrian Advisory Committee Field Walk
Summary Notes**

Wednesday, August 4, 2010

3:30 pm to 5:00 pm

Location

Target Field and Surrounding Area

Participants

Lisa Austin, Mn/DOT

Neal Baxter, PAC member

Matt Clark, Minneapolis Police Dept.

Anna Flintoft, Minneapolis Public Works Dept.

Anna Gillette, PAC member (and son Charles in stroller)

Matti Gurney, PAC member

Martha Hage, PAC member

Dan Herber, PAC member

Mary Jackson, Mn/DOT

Silvia Magana, PAC member

Observations

- GENERAL OBSERVATIONS
 - In general, participants thought the greening, lighting, wider sidewalks and cleanliness of the area was a big pedestrian improvement. Several locations were observed where sidewalks were widened, streets narrowed, and trees or lighting added (2rd Avenue N, 7th St N, Twins Way, and 3rd Avenue N).
 - It's easy to get disoriented in this area because there is no consistent street grid, there are steep grades, and many buildings are built on structures.
 - Participants wondered why there are no Accessible Pedestrian Signals in the area.
 - On game days, the pinch points for pedestrian movement tend to be where scalpers buy and sell tickets: on the southwest and northeast sides of Target Center.
 - Many drivers did not stop before the crosswalk.
- 7TH STREET NORTH SIDE OF BALLPARK

- Despite having trees placed in the middle of the sidewalk (due to gameday charter bus loading), participants thought the streetscape improvements along the HERC facility on 7th Street N provided sufficient and comfortable space for pedestrian movement.
 - Pedestrians were observed crossing 7th Street N midblock in the vicinity of 5th Avenue N, where there are no legal pedestrian crossings for a 1/3 mile stretch. Many participants thought that a safe pedestrian crossing was needed in the vicinity of this area.
 - The elevator access to the new skyway connection between the ballpark and Ramp A was locked and no one answered when button pushed.
- 5TH STREET NORTH SIDE OF BALLPARK
 - Many Northstar commuters were observed crossing the 3rd Avenue N entrance ramp to I-394 midblock from the Ramp B skyway exit, which is the most direct path of travel and allows people to avoid waiting for the pedestrian signal at 3rd and 5th. Buses turning into the Ramp B transit facility and drivers entering I-394 yielded to these pedestrians, but many participants thought this was a very unsafe condition.
 - The intersection of 3rd Avenue North and 5th Street North has very steep cross-slopes at the intersection and through the curb ramps, which are very difficult for wheelchair users to maneuver.
 - Ramp B provides access to Target Field and could be used to reduce pedestrian volumes on the 5th Street sidewalks on game days, but it is not clear while walking on 5th Street that Ramp B provides access to the ballpark. The signage at the Ramp B entrances is also not clear that it provides access to the ballpark.
- 2ND AVENUE NORTH SIDE OF BALLPARK
 - The push button to open the door to the Ramp B skyway from Target Plaza is too far from the sidewalk for a wheelchair user to reach.
 - The median island at 7th St N and 2nd Avenue N has improved streetscape, sidewalks, and curb ramps, but some participants thought the curb ramp was a confusing design for blind pedestrians.
 - The sewer manholes in the sidewalk on the northwest corner of 2nd Avenue N and 7th Street N are protruding into the sidewalk 1-2 inches and are a tripping hazard.
- TWINS WAY
 - Twins Way, the former 3rd Avenue N between 7th St N and Royalston Avenue, has a wide sidewalk designed as a bicycle/pedestrian trail, but the trail is not marked as a multi-use trail. Participants thought this was confusing and potentially dangerous.

Both pedestrians and bicyclists need to be informed via pavement markings and/or signage that this is a multi-use trail and that it provides access to the Cedar Lake Trail.

- It was also observed that the street signage on Twins Way is oriented to vehicles, not pedestrians, placed high above the street and oriented to one-way traffic, rather than two-way pedestrian traffic.

- 3RD AVENUE N

- The 3rd Avenue N sidewalk (east side of street) dead ends between Washington and 5th, but there is no place to cross the street, and it is not clear that the sidewalk ends.
- This sidewalk (east side of street) also has a Mn/DOT freeway sign pole in the middle of the sidewalk, which is not accessible to wheelchair users.

- SIDEWALK CAFES

- The sidewalk cafe on 7th Street N across from Target Center between 2nd and 1st Avenues N has a very narrow clear pedestrian walkway (approximately 4 feet wide), and it is next to a moving traffic lane. The sidewalk cafe is several times wider than the clear pedestrian walkway. Participants felt the sidewalk cafe standards should prevent conditions such as this.
- Participants observed that the temporary fencing around Kieran's sidewalk cafe at Block E blocks public access to the benches and plaza area that was previously accessible to the public.

Bylaws of THE PEDESTRIAN ADVISORY COMMITTEE

DRAFT 8/26/2010

Article I. History and Purpose

Section 1. — History

On December 22, 2006 (Resolution 2006R-636) the City established the permanent advisory body to be known as the Pedestrian Advisory Committee. On April 16, 2010 the Minneapolis City Council passed unanimously Resolution 2010R-170 restructuring the Committee.

Section 2. — Purpose

The purpose of the Pedestrian Advisory 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.

Article II Membership

Section 1. Voting Members

(a) 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.

b) 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.

(c) The 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.

Section 2. Non-Voting Members

(a). 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.

(1) 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.

(2) 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.

(b) The non-voting members shall be assigned by City departments and partner agencies.

Section 3. Officers

The chair and vice-chair of the Committee shall be selected by the Committee.

Section 4. Resignation

(a) Members should communicate their intention to resign by written notice to the Committee chair or staff.

Article III. Meetings

Section 1. Regular Meetings

(a) The Committee shall hold meetings of the full committee at least quarterly at a convenient central location within the City of Minneapolis as determined by the Committee. 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) During alternate months, as weather permits, the Committee may assemble for field trips to review sites of current or proposed pedestrian projects.

Section 3. Quorum and Participation

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

(b) All Committee meetings shall be open to the public.

Section 4. Procedures

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

Section 5. Attendance

Members are expected to attend all meetings. (A citywide attendance policy for boards and commissions is under development in 2010 and will govern this committee if approved by the City Council.)

Section 6. Voting

All issues to be voted on shall be decided by a simple majority of the voting members present at the meeting in which the vote takes place.

Section 7. Staffing

The Public Works Department shall provide staff support to the Committee.

Section 8. Compensation

Committee members shall receive no compensation for service on the Committee and that the Committee shall have no budget.

Section 9. Open to the Public

All Committee and subcommittee meetings shall be open to the public.

Article IV. Subcommittees

(a) The Committee may appoint and dissolve standing subcommittees. The Board shall name the chair of all subcommittees.

(b) Membership on subcommittees may include voting and nonvoting PAC members and other individuals who have expertise that will help the group carry out its function. All subcommittee members shall have the right to vote at subcommittee meetings.

Article V. Amendments to the Bylaws

Bylaws can be amended by a two-thirds vote of members present at any regular meeting of the Committee provided quorum is met. Written notice must be provided to Committee 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.

**Pedestrian Advisory Committee
Chair & Vice-Chair Nominations
8/26/2010**

Committee Chair Nominations

Matti Gurney

I would like to nominate myself for Chair of the Pedestrian Advisory Committee. I am interested in chairing the committee because I'd like to take an active leadership role on the committee and for the City of Minneapolis. I am familiar with citizen advisory commissions, having staffed numerous commissions for the past 5 years; which as a staff member I was responsible for working with the chair in the development of topic appropriate agendas. I also have knowledge of transportation (pedestrian included) issues; as a regional transportation planner in Portland Maine. This work experience exposed me to a number of pedestrian related topics, including handicap and sidewalk ramp assessments and context sensitive solutions.

Committee Vice-Chair Nominations

Kelly Wilder

I would like to serve as vice-chair to the committee for two main reasons: As an officer on the Public Affairs Student Association at the U of M and a participant in a variety of other civic and professional organizations, I have both the expertise and desire to assist in planning and running effective and efficient committee meetings. In addition, I am an avid and passionate pedestrian, which would enable me to act as an advocate and public and internal representative of the committee.