Active Living Advisory Committee (ALAC)
Wednesday, October 16, 2019
3:00 pm to 4:30 pm
Planning Central Conference Room, 11th Floor
1819 Farnam Street

Attendees: Ben Turner, Andy Wessel, Mark Stursma, Tom Everson, Pell Duvall

City Reps: Timothy Kerkhove (Planning), Todd Pfitzer (Public Works), Derek Miller (Planning), Dennis Bryers (Parks), Carrie Murphy (Mayor’s Office)

Visitors: Lee Myers (AARP)

Agenda:

1. Approval of September minutes (Voting Item)
   a. Pell motion; Andy second; unanimously approved

2. Vision Zero Update
   a. Tom: Job description for Vision Zero Coordinator was delivered to mayor, so position just needs to be posted by HR now
   b. Mark: The press conference went well, Tom did a good job
   c. Carrie: The press was largely positive and accurate
   d. Andy: We should make the letter available to show how we arrived at position decision
   e. Tom: Vision Zero work for this committee is complete and can be taken off the agenda

3. OPD Response to Cycling Harassment / Non-Injury Incidents
   a. Carrie: Informed OPD of Ben’s incident. OPD representative was going to come but was held up in a trial.
   b. Ben: Police at present do not respond to harassment if there is not an injury
      i. Carrie: Did the police inform you (Ben) of this when you called?
      ii. Ben: No, learned through other means
   c. Conversation will continue at November meeting

4. ALAC Member Recruitment and Staff Representatives Attendance
   a. Mark: Have been recruiting new members w/ traffic experience
   b. Tod: Have received some applications
      i. Three people in particular are interested: Tara Kramer, Jake Weiss, and Mark M.
   c. Carrie: Received applications as well
   d. Carrie: Some members have had poor attendance, may need to ask if some members still want to be on the board
      i. Mark: Planning should compile attendance records over the past 12 months
      ii. Andy: Board attendance policy is that 3 unexcused absences within 12 months is grounds for removal from the board by the mayor
Mark: We should double check to make sure we did not receive more applications

5. New Meeting Time Discussion (Voting Item)
   e. Mark: At one point tried to meet over lunch, but meeting conflicted with the TIF committee
   f. Timothy: Only poll time that worked for all five people who took it was 3-4:30 on the second Thursday of each month
      i. Todd: This may not always work, but can send a representative
   g. Pell: Motion to change meeting time to second Thursday of each month effective in November. Next meeting will be November 14th @ 3 pm.
      i. Ben second
      ii. Motion passes unanimously
   h. Carrie and Derek will coordinate to determine a location for the November meeting
      Mark: Planning should send out a notice in advance of the meeting to remind members of the new time

   a. Pell: Added comments
   b. Mark: Could not access document
   c. Tom: Did not get access until this afternoon
   d. Group discussion:
      i. Andy: Audience of guide is more design professionals than anyone else
         1. Needs to be better fleshed out
         2. Put terms and definitions after acknowledgements
         3. The first sentence of the guide is a throw-away and not concrete
      ii. Mark: Likes the sentence but agrees it is not concrete
   e. Todd: How is the guide edited?
      i. Andy: An online document/spreadsheet
   f. Carrie: What happens after the public comment period?
      i. Todd: Planning, Public Works, and Olsson will meet to sift through and organize comments to see how to incorporate them
      ii. Ben: March 6th, 2020 is the end of the public comment period
   g. Mark: Should we use meeting time to vet our individual comments?
      i. Pell: We should be able to weight comments/indicate agreement on the document
         1. Mark: This could be done in meetings
      ii. Andy: Agreed
   h. Todd: Wants one organized document from the committee with comments that everybody has agreed on
   i. Pell: We should not have our commenting process extend after the February meeting
      i. Ben: We talked about finishing our comments in January 2020 at a previous meeting
   j. Andy: Kevin should provide a reminder to review Chapters 3 and 4 prior to the next meeting
k. Tom: How am I supposed to evaluate this document?
   i. Andy: Better to make a comment and throw it out later than say nothing now
   ii. Todd: The audience is pretty much everybody – developers, consultants, public
   iii. Pell: Evaluating based on if something I would not want would be supported by this guide
l. Derek: The guide will go through Planning Board and Council with repeals of conflicting documents
   i. Todd: It will be nice to have one unified document rather than 13-14.
   ii. Mark: The guide will give elected officials cover to support or oppose projects
m. Todd: This guide will not apply to resurfacing or maintenance projects, nor will it prompt the immediate reconstruction of every road in the city.
n. Tom: How do we educate the public about the guide? The series of meetings for residents about the restoration of Hell Creek helped residents understand what was going on.
o. Tom: Who writes the final document?
   i. Todd: Olsson
p. Lee: Why did Toole not work out for the creation of this guide?
   i. Todd: They were not following through on deadlines or serving their client.

7. City Master Plan Goals on Active Living and ALAC’s Role in Supporting
   a. Andy: Kevin is necessary for this discussion.
   b. Pell: Defer the topic to the next meeting

8. Other Items
   a. Carrie: Scooter pilot will finish in November and a report on the resulting data will come out in early 2020
   b. Ben: Scooters should be a topic on the December meeting agenda
   c. Derek: Ken Smith should be at the December meeting

9. Set November Agenda
   a. OPD Response to Cycling Harassment / Non-Injury Incidents
   b. Dockless Scooter Pilot
   c. ALAC Member Recruitment and Member/Staff Representatives Attendance
   d. Complete Streets Design Guide – Review of Chapters 3 & 4
   e. City Master Plan Goals on Active Living and ALAC’s Role in Supporting

10. Adjourn
    a. Pell motion; Andy second; unanimously approved