

## Ypsilanti Non-Motorized Advisory Committee Meeting Minutes - April 14, 2022

1. Call to order - The meeting was brought to order at 7:02pm at the Ypsilanti District Library, 229 West Michigan Avenue. Committee members attending were Marc Arthur, Mike Davis Jr., Renee Echols and Bob Krzewinski (quorum met). Also attending was Jenny Rose Ryan and City Council member Steve Wilcoxon.
2. Introductions - Audience participation - Public input - Introductions given.
3. General business
  - a. Agenda approval - Offered By: Committee member Davis; Seconded By; Committee Member Echols. Approved: Yes – 4; No – 0.
  - b. Approval of March 2022 meeting minutes - Agenda approval - Offered By: Committee member Echols; Seconded By; Committee Member Davis. Approved: Yes – 4; No – 0.
  - c. Bylaws review of [Committee](#) & [Planning Commission](#) – To bring the Committee’s bylaw more into compliance with the Planning Commission’s bylaws, a review of the two documents was completed by Committee member Krzewinski. The proposed changes would be sections taken from the Commission’s bylaws (in italics) added to the existing Committee’s bylaws...

### 1. Structure

- a) Officers – During January of every odd-numbered year, the Planning Commission, which the Non-Motorized Advisory Committee is a Committee of, shall appoint a Committee Chair, taking in account the recommendation of the Committee members, to serve a two-year term of office. In turn the newly appointed Committee Chair will select Committee Vice-Chair and Secretary to serve two-year terms of office.
- b) Committee members – The Committee Chairman shall select Committee members from City residents interested in serving on the Committee. Committee members will serve a two-year term of office, with Committee member appointments approved by the City of Ypsilanti Planning Commission. A Committee member’s term starts on the date they are approved by the Planning Commission and expires on the last day of the month two years later.
- c) The Non-Motorized Advisory Committee, as a Committee of the Planning Commission, is also governed by the Planning Commission bylaws, specifically...
  - Article 8, Section 3 - *All committees are subservient to the Commission and report their recommendations to the Commission for review and action. The Commission can overrule any action of any committee. And...*
  - Article 8. Section 4 - *The same principles of these Bylaws for the Commission also apply to all committees of the Commission, including, but not limited to, making all meetings open to the public and keeping a record of all proceedings.*

### 2. Meetings

- a) Meetings – Normally held monthly with a public announcement made through the City Clerk’s office. This public notice will be at least 48 hours prior to the start of a meeting. Location – In a handicapped accessible location in the City.
- b) Minutes – Will be provided to the Planning Commission with an offer to forward the minutes to the Mayor and City Council.
- c) *All regular and special meetings, hearings, and records shall be open to the public. Meetings shall be conducted under the Open Meetings Act of the State of Michigan.*
- d) *A quorum shall consist of a majority of the current Committee members, but no less than four (4) members.*

### 3. Statement Of Purpose

“The City of Ypsilanti Non-Motorized Advisory Committee, working through the Planning Commission, will work to enact recommendations of the City of Ypsilanti Non-Motorized Plan so as to offer residents increased non-motorized transportation and recreation options as well as having the Plan creating economic and quality of life incentives to the City”.

#### 4. Communications

The Committee will keep the public informed of its work and activities through the City web page, public programs, information displays and a newsletter. In addition, the Committee will issue an annual report every January to cover activities of the previous calendar year.

- d. New Committee member recruitment – Committee members Echols and Davis willing to serve another term when their terms expire this summer. Jenny Rose Ryan willing to serve on the Committee and will forward a request to serve to Committee member Krzewinski which will be forwarded to the Planning Commission for approval.
4. Old & continuing business
- a. 2022 Committee priorities
    1. City Non-Motorized Plan
      - Vision Zero ordinance (City taking action to have zero-related traffic fatalities by a set date): Discussion of “Where to Start on the Road to Vision Zero” web pages - <https://visionzeronetwork.org/where-to-start/> & [https://visionzeronetwork.org/wp-content/uploads/2018/11/VZN\\_CoreElements\\_FINAL.pdf](https://visionzeronetwork.org/wp-content/uploads/2018/11/VZN_CoreElements_FINAL.pdf) . Discussion held on formally starting a formal Vision Zero City ordinance process with Committee member Davis formulating a Vision Zero written proposal to be considered at the May 12, 2022 Committee meeting and if approved then, to be sent to the Planning Commission for their consideration at their May 18, 2022 meeting .
    2. Pedestrian Improvements – No new updates.
    3. Bicyclist Improvements – In early March Committee member Krzewinski inspected bike lane painted lines and forwarded findings to the Public Services Department.
    4. Communication & Education
      - Publish quarterly Non-Motorized Committee newsletter: Draft Spring newsletter will go out to Committee members by April 25<sup>th</sup>.
      - Spring bicycle safety education program for both motorists and bicyclists: May “Give Them Room” (3-foot passing a bicyclist by a motor vehicle driver). Bob will contact the City Communications Manager no later than April 18<sup>th</sup> about such a campaign.
    5. Non-Motorized City budget – No new updates.
    6. Neighborhood Connectors - Low-speed streets "optimized" for bicycle & walking traffic: Scheduled a date for bike tour of route of Saturday, April 30<sup>th</sup> at 10am. Committee member Davis will send an email out with a starting location.
    7. Border To Border (B2B) Trail gap completion and enhancement: Discussed were Grove Road bridge B2B curb safety improvements as there is an 8” curb drop from the B2B surface to the road surface. This could lead to safety problems with inattentive bicyclists and the vision impaired. Committee member Krzewinski will contact Bonnie Wessler in the Public Services Department about this issue.
    8. Bike & Walk Friendly Communities
      - Walk Friendly Community application – The Committee should learn about the City’s application by the end of April.
      - Bike Friendly Community (BFC) – Discussed was working towards next layer of award (i.e. go from Bronze to Silver) as noted in the BFC “report card” on Ypsilanti - [https://www.bikeleague.org/sites/default/files/bfareportcards/BFC\\_Fall\\_2021\\_ReportCard\\_Ypsilanti\\_MI.pdf](https://www.bikeleague.org/sites/default/files/bfareportcards/BFC_Fall_2021_ReportCard_Ypsilanti_MI.pdf)
    9. Events & Community Outreach –The Committee will be planning on having an information table at the following Ypsilanti events: Bike To Work Day – Ypsilanti Station (May 20, 7am-9am, Library Plaza park), Jazz In The Parking Lot (July 22, 6pm-9pm) bike/walk information table and

encourage people to walk/bike to event, EMU Bike Rodeo (August 6, 9am-12pm, Convocation Center), Parkridge Festival (August 27, 12pm-2:30pm). Committee member Krzewinski will coordinate but additional volunteers welcome.

10. Safe Routes To School – No new updates.

5. New Business

a. 2022 Ypsilanti non-motorized projects – No new updates

b. City Planning Department and Public Services Department updates – No new updates.

6. Other Items – None.

7. Next meeting – Thursday, May 12, 2022, Ypsilanti District Library (downtown) main floor meeting room starting at 7pm.

8. Adjournment - Offered By: Committee member Echols; Seconded By: Committee Member Krzewinski:  
Approved: Yes – 4; No – 0. Meeting adjourned at 8:11pm