

Ypsilanti Non-Motorized Advisory Committee Meeting Minutes May 12, 2022

1. Call to order - - The meeting was brought to order at 7:05pm at the Ypsilanti District Library, 229 West Michigan Avenue. Committee members attending were Mike Davis Jr., Renee Echols Dylan Goings, Jenny Rose Ryan and Bob Krzewinski (quorum met).
2. Introductions - Audience participation - Public input – No audience participation or public input.
3. General business
 - a. Agenda approval - Offered By: Committee member Davis; Seconded by; Committee Member Goings. Approved: Yes – 4; No – 0.
 - b. Approval of April meeting minutes - - Offered By: Committee member Davis; Seconded by; Committee Member Goings. Approved: Yes – 4; No – 0.
 - c. Proposed change to Committee bylaws (document below) to be forwarded to Planning Commission for approval. Short discussion was held and it was agreed to delete proposed change to Bylaw Section 1.a (Structure) and leave present text in that paragraph. Motion to approve revised bylaw document and send to the Planning Commission for approval was offered By: Committee member Goings; Seconded by; Committee Member Echols. Approved: Yes – 4; No – 0.
 - d. New Committee member recruitment – No new updates.
 - e. Other – Reappointment request for Committee members Davis and Echols sent to Planning Commission. Discussion held on American Planning Association Transportation Planning Award and mParks Community Service Award.
4. Old & continuing business
 - a. 2022 Committee priorities
 1. City Non-Motorized Plan (Bold print indicates what exact Committee Priorities are being discussed at this meeting.
 - **Vision Zero ordinance (City taking action to have zero-related traffic fatalities by a set date): Discussion held on exploring next steps in process. There also is a strong feeling by Committee members that the Vision Zero goal and process is clearly of the highest priority of the Committee.**
 - Improved pedestrian signals & crosswalk ordinance
 - Traffic calming and slowing motor vehicle traffic
 - Shifting modes of transportation more towards walking/bicycling
 2. Pedestrian Improvements – Signage, road markings, permanent radar speed signs at select locations, Rectangular Rapid-Flashing Beacon’s, traffic calming, ordinance review. Concentrate on where most pedestrian activity occurs. **It was noted that the Public Services Department is installing “State Law – Yield To Pedestrians Within Crosswalk” vertical signs at a number of locations in the City and the Committee commends Public Services for doing so. A conversation was also held on pedestrian crossings that have no aural assistance and are used by those who are vision-impaired. Committee member Echols will work on a list of pedestrian crossings where aural warnings are needed for safety reasons.**
 3. Bicyclist Improvements – Additional bike lanes, safety signage, road markings, protected bike lanes, sharrows; It was noted that the Cross Street bike lane, from Huron Street, to the Water Tower, has been repainted with a buffer are. **It was suggested that where possible, bike lane bollards be installed.**
 4. Communication & Education
 - Invite Mayor, City Council, Planning/Sustainability Commission members, City Manager, Police Chief, Public Services Director to Committee meetings.
 - Publish quarterly Non-Motorized Committee newsletter: **Draft Spring newsletter – Committee member Krzewinski is planning to wrap up the newsletter by the coming weekend**

- Review City Council, Planning Commission, Sustainability Commission agendas for possible Committee input at their meetings.
 - Spring bicycle safety education program for both motorists and bicyclists: **May “Give Them Room” (3-foot passing a bicyclist by a motor vehicle driver) – This subject was placed in the City’s May newsletter and on the Committee’s Facebook page. A discussion was also held on installing more “Bicycles May Use Full Lane” signs and gradually replace “Share The Road” signs (more information on this at <https://tinyurl.com/BikeUseFullLane>.**
 - Sidewalk/Curb Cut vegetation (summer) snow removal (winter) promotion by Committee
 - Amplify public notice of Commission/City Council projects that impact non-motorized activities
5. Non-Motorized City budget – Determine yearly, non-motorized project funding amount available. Committee involvement in CIP review and non-motorized project funding disbursement decisions.
 6. Neighborhood Connectors - Low-speed streets "optimized" for bicycle & walking traffic: Report on **April 30 bike tour of route and next actions – Committee member Davis gave an overview of the Connector project and an April 30 “field trip” bike ride. Another ride will take place probably in June with this overall being a very active project.**
 7. Border To Border (B2B) Trail gap completion and enhancement: **Grove Road bridge curb safety improvements – Recently installed on the Grove Road I-94 bridge B2B route were two traffic bollards at the north end of the bridge along with yellow edge paint. A letter will be sent out to City Public Services asking that the entire elevated B2B pavement edge be painted with yellow paint and that more bollards be installed on the bridge surface so users know there is a drop off there. Also, this will help point out where the edge is to workers clearing snow off the B2B bridge area.**
 8. Bike & Walk Friendly Communities
 - **Walk Friendly Community application – As of May 13th no information on an award for the City of Ypsilanti**
 - Bike Friendly Community (BFC) – Review, and act on, suggested improvements. Work towards next layer of award (i.e. go from Bronze to Silver): Review suggested improvements from [BFC “report card”](#)
 - Bike Friendly Business program drive
 9. Events & Community Outreach –organized walks, cold weather cycling talks, EMU Bike Rodeo, Parkridge Festival, Fall “Be Seen” campaign (cyclists and pedestrians), Halloween safe trick-or-treating: Ride Of Silence (**May 18, 7pm, Corner Brewery – Sponsored by Bike Ypsi**), **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).** Bob will set up the Bike To Work Day on May 20.
 10. Safe Routes To School
5. New Business
 - a. City Planning Department and Public Services Department updates – None.
 - b. Other
 - c.
 6. Other Items - None
 7. Next meeting – Some Committee members had conflicts with a meeting on the 2nd Thursday of June and it was decided to move the next meeting to the 3rd Thursday of June (6/16.2022).
 8. Adjournment - Offered By: Committee member Goings; Seconded by: Committee Member Ryan: Approved: Yes – 4; No – 0. Meeting adjourned at 8:26pm

Addendum 1 – Amended Proposed change to City of Ypsilanti Non-Motorized Advisory Committee Bylaws – New Language In Italics And Underlines.

1. Structure

- a) Officers – During January of every odd-numbered year, the Planning Commission, 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 ever January to cover activities of the previous calendar year.