

**Oakland County – City of Pontiac Livability Assessment
Project Advisory Team Meeting #1
Oakland County
Executive Office Building
Conference Center
Waterford Room**

**January 12, 2012
9:00AM – 11:00AM
Meeting Minutes**

1. **Introduction of Attendees:** Nina Misuraca (Oakland County Planning) started the meeting with introductions. Attached is the list of attendees from the meeting. She mentioned that the next Community Action Group (CAG) meeting is next Thursday and everyone is invited to attend that meeting as well.
2. **Project Scope, Budget and Schedule:** Barb Arens (Parsons Brinckerhoff) reviewed the schedule (attached). She indicated that the project is still on schedule from the beginning of the project. Since the last meeting, the team has been working on Existing Conditions and getting more plans. The Existing Conditions Chapter will be available after the CAG meeting. The next PAT meet will be in March and will be before the CAG meeting so that the team can get input from the PAT before going to the CAG. The Public Workshop is also scheduled for March.
3. **Key Project Issues and Concerns:** Bret Rasegan (Oakland County Planning) indicated that the first CAG meeting last month went well. There were some concerns that previous plans were not being considered and that the team wasn't considering the transportation element. He wanted to ensure that this group and will also emphasize this with the CAG that previous plans are being considered and that this study is very much considering transportation.

A question was asked on whether to change the name of the study to do more with transportation. Barb suggested adding the phrase "A transportation assessment to improve livability". There was consensus that adding something regarding transportation to the names of report and the presentations would help with the concern.

4. **Public Involvement Plan:** Barb went over the responses to the questionnaire from the CAG (attached). The team has also developed a "Frequently Asked Questions" (FAQ) that will also be handed out at the CAG and this was presented at the meeting (attached).

The project website is expected to be launched at the beginning of February; it is currently being reviewed by Oakland County Planning. The website will have presentations, reports, as well as an interactive map feature. A link will be sent out to the group once the website is live.

The agenda for the next CAG meeting was presented (attached). Barb indicated that the meeting will start with Bret giving an overview and then with the presentation, which is part of this meeting as well.

5. Existing Conditions Presentation: Barb started the presentation (attached) and briefly went through the first few slides reviewing the first CAG meeting. \

- a. Public Involvement: She then turned it over to Elnora Austell (E Austell Associates) who reviewed the public involvement plan with the group. She indicated that there needs to be more outreach done other than just postcards and newspaper announcements. She proposed bringing in something else to the Public Workshop that could be an attraction, such as the Mayor, City Council President, or businesses. She is also proposing to do a one page newsletter that could be handed out and distributed by members of the PAT and the CAG. She would also like to use Churches and the City for distribution.

There was a question on whether the newsletter would be text or graphics and the length. Elnora indicated that the newsletter would be more graphical due to the demographics of the area and would be limited to a single page on both sides. A question was asked on whether the website should have a mobile version for those that have smart phones. Barb indicated that she would have to look into that. Nina indicated that their Grant Application mentioned a Facebook page and whether Elnora felt that a Facebook page was worthwhile. Elnora said that she would get back to Nina on the effectiveness of the type of media outreach.

Bret indicated that Oakland County plans on attending a City Council meeting to give them a presentation on the project. He has talked with the Mayor about the project and he is behind the project and supports it. He indicated that there has been some distractions within the City due to the emergency manager and selling off the assets and that may impact the public involvement for this project. Elnora indicated that it would be nice to have someone at the Public Workshop who is with the City who can answer questions about the EM and the state of the City.

A comment was made that it may not be a bad idea to have giveaways at the Public Workshop; perhaps Oakland County Parks could provide something for the meeting. Another suggestion was to show some of the alternatives prior to the meeting so that people can come and give a reaction.

- b. For the remainder of the presentation, there were various comments on the color schemes and suggestions on text changes on the slides:
 - Slide 10: Add NSP to the title of the slide.
 - Slide 11: Change rates to units
 - Slide 12: There was a question on the employment along Perry Street north of downtown in 2009.
 - Slide 13: Need to change Type A and Type B from incapacitating to something else. Also add multi-modal and road diet to the list of definitions.
 - Slide 14: Change the colors of the bike and pedestrian so that they are not so similar. Change Wide Track to Woodward Avenue. Check

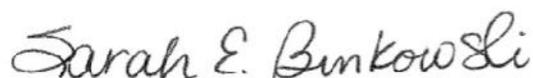
the numbers of the crashes, perhaps make it a three year total instead of average per year.

- Slide 16: Brian Pawlik (SEMCOG) indicated that SEMCOG has a bicycle GIS layer that compares the wider lanes with speeds and traffic volumes to determine where to put bike lanes versus other types of facilities. Barb requested that Brian send PB the layer to include in the study.
 - Slide 17: Requested that downtown be blown up and that the transit lines aren't on top of each other.
 - Slide 19: Increase the size of the traffic signals.
 - Slide 20: The ADT numbers need to be bigger and need to be a different color. The year values also need to be bigger. Also add the volume along M-59 as a comparison to Woodward Avenue. Some also requested if the 1970 employment information was available, Barb indicated that they would check and put it into the report if available.
 - Slide 22: The green color is difficult to see and the values are hard to read as well.
 - There was a request to add a history of the loop to the presentation.
- c. Next, Sarah Binkowski (Parsons Brinckerhoff) presented a Synchro model, which is a tool to determine congestion levels within the study area. The number of lanes, traffic volumes, and signal timing were input into the software package to determine the AM and PM peak hour congestion levels. The model can then be used to test various roadway alternatives, such as a conversion from one-way to two-way.
- d. Lastly, Barb handed out a sample of the exercise that will be given at the CAG meeting the following week (attached). The handout has a blank map on the left-side and then shows three different alternatives on the right side. There is a blank alternative for those that want to create a new alternative. These were the comments on the handout:
- Add an aerial to the map on the left, with the laneage, one-way street, signals, as well as the catalyst projects.
 - Change the wording of Alternative 3 so that it states that Woodward Avenue is also two-way. Change the term Alternative 4 to Alternative X so that people don't think that Alternative 4 is a No Build Alternative.

6. **Other Business:** There was no other business. The next CAG meeting is set for the Crofoot, on January 19th, with continental breakfast at 7:30 AM and the meeting will be 8 AM to 10 AM.

**Next PAT Meeting is Thursday, March 1st, 2012
9:00 AM – 11:00 AM**

The meeting concluded at 11:00 AM.



Sarah E. Binkowski, PE, PTOE