

Introductions

Andy Hubley, Planning Director of the Arrowhead Regional Development Commission (ARDC), welcomed members of the Leadership Group. One site in Grand Marais was connected by ITV. Following introductions of the leadership group and members of the Active Living by Design team, Helen Mahan and Kate Kraft reviewed the agenda and desired outcomes for the day:

- Refine or further input into fundamental elements of active living vision
- Determine what information is needed, what you have and what you will need to collect
- Develop an action plan for how the new information will be collected and who will do it

Refining Fundamental Elements of Active Living

Mark Dessauer described the four key areas and supporting evidence for active environments: access to facilities, destinations, networks and safety. Kate reviewed the active community features information collected at the September meeting.

Developing a Community Assessment Action Plan

Planning group members were separated into four smaller groups, one for each active environment category. Using the active living assessment information compiled by Arrowhead Regional Development Commission, each group created a list of questions to determine some basic information about each of these elements. These questions include:

ACCESS TO FACILITIES

- How many walk or bike to work or school?
- How many kids live in town?
- How many live and work in town?
- How many live and work in town but must drive to work?
- How many would walk with a partner?
- What plans currently exist for road improvement?
- How long? What to do to implement?
- What facilities are available for PA?
- Process to make changes on county and state highways?
- How many sidewalks in town?
- How to promote safety equipment such as reflective tape?

DESTINATIONS

- Percentage of kids that walk within 2 miles?
- How many kids per district?
- Community Colleges? Private Schools?
- Work – major employers with community – do they offer time/opportunities (wellness program)
- General Commuter information?
- Play – Trail pass sales?
- Number of parks and playgrounds
- Available hours of public/school facilities?
- Shop – how many communities have a place to shop within walking distances?

- How do communities feel about mixed use?
- Senior facilities – how many and location from destinations?
- Worship – where are they located?

NETWORK

- Comprehensive plan that is user friendly
 - Bike/ped discussion
 - Complete streets/modern street standards
 - Mixed use
- Is there a bike/ped plan?
 - Sidewalks
 - Trail connections
- How close are homes to trails?
- How close are destinations to trails?
- How close are homes to destinations?
- Are the destinations bike/ped user friendly? (bike racks, etc.)
- Mixed use
 - What destinations are missing from a neighborhood?
 - How many people are needed for mixed use?
 - Is mixed use encouraged?
 - Are there incentives for development?
 - Is infill encouraged? (i.e. identify and address underused lots)
- How long is an average walk, or bike in our community?
- Does the community have minimum standards for streets? (parking required, width of sidewalks and streets, curb cuts at crossings, bike lanes)

SAFETY

- Ask key publics what safety perception are – concerns
 - Seniors
 - Young families
 - Young single females
 - MN Student survey is a source for students
- What would help overcome barriers?
- Identified issues – crime, traffic, isolation, animals, bike, lighting, police presence
- We need:
 - Crime data with locations
 - Police reports, with locations and types of how frequent
 - Traffic accidents data
 - Survey of perceptions
 - How man police officers are there?
 - How often are bike safety education courses held?
 - What are levels of enforcement in communities?

Utilizing the list of questions, planning group members worked together to create a community assessment chart that listed the following:

- New information that needs to be collected
- Type of information currently available
- Responsibilities for extracting existing information (checking out plans, surveys, demo data)
- Suggestion for tools to collect new information

SAFETY			
Question	Information Available?	Best to Answer?	Best Method to Answer
Where is crime happening? What time of day? Who and What?	Probably/limited	MN Dept of Public Safety, Local Law Enforcement	
What types of Crime and GIS location of Crimes	Probably/amount?	Newspapers, PD's (database?), local/small PD's – may know case by case, Court records	Track on maps – GIS (ask Kelly Lake)
Where to accidents occur? What kind (ped, bike, auto, speeding, DUI, Recklessness)	Yes	Local Transportation, MN DOT, Clubs (bike, rec), Schools	(Andy – ARDC) (track on google maps – speak to Public with visual)
What is your main concern when walking/biking? Crime Sidewalk surfaces or trail Traffic What can be done to address the barrier?	No/some MN St. Survey	Young families, ecfe/church, single females, colleges, certain work forces, mall, seniors, vulnerable adults, females, children	Focus groups, targeted surveys by populations, groups, key informant interviews, who are advocates and opponents
How many police officers?	Yes	Local and regional PD	
What are the local levels of enforcements?	Yes		
How often is bike safety education done?	Yes	Schools, PD's, clubs - bike	
DESTINATIONS			
Number of school districts and enrollments?	Yes	Dept. of Education	Phone call, online
Colleges and number of private/charter schools	Yes	We know and Dept of Education	Phone call, online
Percentage of students who walk?	Yes (estimate)	School districts	Phone call, online, walkability assessment
Major employers in the area? Schools, gov't, hospitals, factories and other businesses over 25 people	Yes	Chambers of Commerce, State DEEDS	Phone call, online
Employers offering exercise opportunities and initiatives?	No	Employers wellness programs	Online
General Commuter information?	Yes	MN Demographics center	Online
Commuter Distances?	No	Employees	Survey, HR offices
Vehicular miles traveled?	Yes by county	Dept of Transportation	Online/secondary data analysis
Number of Parks and	Yes	County and City	Secondary data analysis

Playgrounds		Directors – state	
Percentage of population within one mile of parks and playgrounds	No	County GIS	Secondary data analysis
Shopping availability within walking distance?	No	Survey or Dept of Commerce	Secondary data analysis
Number of senior facilities and location?	Yes	Arrowhead agency on aging	Secondary data analysis
Population density by township and city	Yes	Census	Secondary data analysis
NETWORKS			
Is there a comprehensive plan and if so does it address bike/ped, plan and specification for street, mixed use, street standards (cities, counties, and some townships have comp plans)	Some have, some do not	City administration, planners could tell us if available	Interview – lengthy
Is there a bike/ped plan? Regional Local	Yes Few	ARDC ARDC and city admin/planner	Document review Document review and interview
Community maps available that show trails, destinations and where concentration of people live/neighborhoods are?	Yes	City administration, planner	Interview
Are destinations bike/ped friendly	No	Interested participants	Visual reviews
What destinations are missing from a neighborhood? (park, groceries, pub, etc.) need criteria	No	Interested participants	Visual reviews and strict guidance
How many people needed to make mixed use work?	Yes (books)	ARDC	Research
What is an acceptable length for walking to a destination?	No	Citizens (public health)	Survey

Communications

At the end of the meeting Mark Dessauer presented an overview of communication for the group. The presentation described the new website to highlight each community and host information (documents and presentations), the role of the communications committee, an overview of community engagement (scope and audience) and finally a basic overview of communications.

- Mark then tasked the group to form a communication committee based on interest and expertise as well as write up an overview of the partnership and its goals.



