

# Fergus Falls Bicycle and Pedestrian Master Plan

## Project Steering Committee (PSC) Initial Meeting

June 18, 2020 - 4:30 pm to 6:00 pm - ZOOM Meeting

Join: <https://us02web.zoom.us/j/87390460300?pwd=SVpOWmR1bEJ1dnVvYnlBUG1yako0QT09>

Meeting ID: 873 9046 0300 | Password: 961563 | Call-in (optional): 312-626-6799

### Attending:

- » PSC members
- » Consultant: Antonio Rosell, CDG ([www.c-d-g.org](http://www.c-d-g.org))

### Contact info:

Antonio Rosell (CDG)  
Email: [arosell@c-d-g.org](mailto:arosell@c-d-g.org)  
Mobile: 612-234-7078

## AGENDA

### Introductions

- » Round: Your interest in or connection to walking and biking

### Overview of Project and Logistics

- » Goals and timeline
  - Overall six-month project timeline (goal is completion around end of November)
- » Role of the PSC
- » PSC Communications and Decision-Making
  - Tools
    - List-serve: (confirm that all PSC members have received email)
  - Timeline for PSC review and responses
    - Discussion through list-serve between meetings
    - Generally: one week for review and comments on materials

### Plan Document Format and Setup

- » Confirm mode order (“Bicycle and Pedestrian Plan” vs. “Pedestrian and Bicycle Plan”)
- » Document format (portrait vs. landscape)
- » Recommendations re colors, or documents you like?
- » Content recommendations: Plans that you like / think are good (please send links or PDFs)

### Community Engagement

- » Review Community Engagement Plan (CEP)
  - Comments or suggestions about overall plan
  - Comments or suggestions re events, meeting venues? Please send within one week

- Status of convening in-person engagement activities by City / COVID impacts
- » Review Wikimap
  - Comments or suggestions? Please send within one week
- » Review Website
  - Website is key contact piece for the plan
  - Develop and decide URL - In general, shorter and simpler is better - we want people to easily be able to spell, remember and share the URL
    - Example: fergusfallsbikepedplan.org, walkbikefergusfalls.org, fergusfallswalkbike.org, etc.
  - Comments or suggestions for content or URL? Please send within one week (or decide at mtg)
- » Review Draft Survey
  - Comments or suggestions? Please send within two weeks

### **Coordinate next PSC meetings**

- » Recommending same time / date (third Thursday of each month, time 4:30 pm to 6 pm)
  - For next six months dates are: July 16, August 20, September 17, October 15, November 20
  - Confirm and schedule - default is ZOOM

### **Site Visit**

- » CDG coordinating dates, will send updates ahead of time to coordinate with PSC members
- » PSC: Please discuss or develop lists of specific items or locations for CDG to review

### **PSC Visioning Survey for the Plan**

- » Overview of questions; survey link will be distributed after our meeting

### **PSC Homework**

- » Within one week:
  - Fill out PSC Visioning Survey
  - Decide website URL
  - Send comments on CEP, Wikimap, Website, sample plans

### **Next steps**

- » Launch Website, Wikimap and Press Release by June 24
- » Next meeting (tentative) is July 16, 4:30 pm to 6 pm, via ZOOM
- » Others items?

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