

**Complete Streets Advisory Council  
Organizational Meeting  
Meeting Minutes- DRAFT**

*July 28, 2011  
2:00 – 5:00 p.m.  
Capitol Commons Building*

**Present:**

Andrea Brown, Steve DeBrabander, Ken Fletcher, Gary Heidel, Rochelle Hurst, Captain Harold Love, Linda Miller-Atkinson, Rory Neuner, John Niemela, Megan Olds, Gary Piotrowicz, Barbara Schmid, Suzanne Schulz, Kirk Steudle.

**Not Present:** Karen Kafantaris, Kelli Kavanaugh, Jim Magyar, Christopher White

**Welcome – Suzanne Schulz**

Suzanne welcomed everyone to the second Complete Streets Advisory Council meeting. She informed the group that there would be a public comment period at the beginning as well as at the end of the meeting. Those wishing to speak were asked to fill out a public comment card and return it to a staff member. Suzanne also stated that there was a conference line available for those who want to listen to the proceedings. Public comments can also be received in writing or by email at [CompleteStreetsAC@michigan.gov](mailto:CompleteStreetsAC@michigan.gov).

**Approval of Minutes**

The draft April 27, 2011 minutes were approved unanimously.

**Public Comment**

None at this time

**CSAC Timeline and Deliverables for 2011**

Polly Kent outlined the CSAC timeline and deliverables for 2011. The timeline and deliverables are as follows:

**CSAC Timeline for 2011:**

- Required by law:
  - Annual report due 12/30/2011
  - State Transportation Commission (STC) policy due 7/31/2012
  - STC model local policy due 7/31/2012

**CSAC Deliverables for 2011:**

- Annual report, required
- Educational Information
  - Model local policies for STC
  - Information to inform statewide policy development

## **Presentations**

Andrea Brown (Michigan Association of Planning) – Andrea gave a presentation explaining the differences between policies, ordinances and resolutions. In summary:

- A policy is a principle or rule to guide decisions and achieve rational outcome(s).
- An ordinance is a law or statute enacted by a city or town
- A resolution is the official expression of the opinion or will of a legislative body.

After discussion, key considerations of a policy were discussed by the council:

- Safety and mobility needs for all legal users
- Measurable results
  - Quantitative and qualitative
- Breakdown by user groups
- Criteria for each mode – context
- Integrated into various processes
- Community driven
- High level
- Flexibility
- Regional connectivity
- Funding
- Incentives
- Cost
- Functional class of road
  - Planning
  - Design
  - Construction

Gary Megge (Michigan State Police) – Gary gave a presentation on road types and procedures and outlined the process for establishing speed limits. Gary also discussed the public perception and reality of higher/lower speed limits and roadway safety, and how roadway design can be more effective than a change in speed limit in regulating driver behavior.

Deb Alfonso (Michigan Department of Transportation) – Deb gave a presentation on Complete Streets funding options and outlined a broad spectrum of possible solutions. Deb provided some examples of options at the state, county and municipal levels as well as some innovative solutions other communities have adopted.

### **Wrap up- Suzanne Schultz**

Council Members volunteered to research sample policy language covering sections that were outlined in the legislation (Act No. 135). Those sections

included safety, context, cost and functional class (see chart below). Each council member was asked to email the paragraphs of policy language that they liked best to MDOT staff by August 31, 2011. MDOT staff will send out a follow-up email next week with further details.

<b>Safety</b>	<b>Context</b>
Gary Piotrowicz Barbara Schmid Steve DeBrabander	Ken Fletcher Gary Heidel Rochelle Hurst Megan Olds Andrea Brown Suzanne Schulz
<b>Cost</b>	<b>Functional Class</b>
Linda Miller-Atkinson Kirk Steudle	John Niemela Andrea Brown Harold Love Suzanne Schulz

### **Public Comment**

Paul Palmer (The Developmental Disability Council)

Paul shared support for the Council's efforts in helping shape community awareness for Complete Streets.

John Lindenmayer (Co-Chair, Complete Streets Coalition)

John wanted to make sure that everybody was aware of [www.michigancompletestreets.org](http://www.michigancompletestreets.org). There is a lot of information such as policies, ordinances and resolutions compiled on this web site.

### **Next Meeting**

The next CSAC meeting is scheduled for September 29, 2011 from 2:00 – 5:00 p.m. at the Capitol Commons Building.

### **Adjournment**

The meeting was adjourned at 4:58 p.m.