

Complete Streets Advisory Council Meeting Minutes- DRAFT

*July 26th, 2012
2:00 – 5:00 p.m.
Capitol Commons Building*

Present:

Bill Shreck (for Kirk Steudle), Rochelle Hurst, Lt. Gary Megge, Linda Miller-Atkinson, Megan Olds, Holly Madill (for Andrea Brown), Carolyn Grawi, Kelli Kavanaugh, Gary Piotrowicz, Suzanne Schulz, Karen Kafantaris, Barbara Schmid, Christopher White, Steve DeBrabander, James Tischler.

Not Present:

John Niemela, Rory Neuner and Ken Fletcher.

Welcome – Suzanne Schulz

Chairwoman Suzanne Schulz welcomed everyone to the Complete Streets Advisory Council (CSAC) 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 would like to listen to the proceedings. Public comments can be received by email at MDOT-CompletestreetsAC@michigan.gov.

Approval of Minutes

The April 26th, 2012 draft meeting minutes were approved. Ms. Schulz announced that draft meeting minutes are posted on the website: www.michigan.gov/completestreets. The final minutes replacing the draft minutes will be posted next week at that website.

Public Comment

One public comment was from Paul Palmer. His question regarded the end of meetings of the CSAC. Staff noted that a sunset clause was introduced in legislation, but no action has yet been taken. The Council will continue to meet quarterly as required under the law. The next meeting will be in October.

Presentations

Polly Kent - Michigan Department of Transportation (MDOT) – Presented the State Transportation Commission Complete Streets policy. Ms. Kent discussed the policy, the public comments received and the subsequent revisions recommended by MDOT staff. STC reviewed the comments and accepted the suggested changes. A copy of the adopted policy was included within the packets for each council member and it will be posted on the State Transportation Commission's website. Carolyn Grawi's

constituents' concerns were how exceptions would be granted. Polly Kent responded that this will be part of MDOT's future work in an implementation plan.

Discussion

The council was asked by Suzanne Schultz to brainstorm how to communicate the policy with their constituents. It was agreed that a toolkit or checklist would be compiled and emailed to the council, for their use in communicating the policy to their constituents. Many expressed their desire to send information to their constituents via email, bulletins, magazines, or social media.

Some council members asked to be supplied with materials or presentations to present to their constituents. This grew into a discussion to find one place for all the Complete Streets material, to avoid replication and inaccurate information dissemination, giving a consistent message. Places discussed were the current complete streets advisory council's site, or Michigan's Complete Streets website. MDOT staff agreed to send the council the presentation that was given to the commission and a general flyer with talking points and links to find more information.

Work Session

At the April meeting, the Council was provided a compilation of the January homework, a chart which outlined sample local policies. The council broke into small groups in order to review and finalize this list of local policies, with the goal of selecting model policies for transmission to the State Transportation Commission. The groups were directed to determine whether they needed to prioritize the list (perhaps solely Michigan examples), highlight examples, objections, or submit the entire list to the STC for their deadline of August 2nd.

Each group reported their thoughts and observations:

- Very few policies mentioned funding issues.
- Should policies be defined by rural, suburban, urban, etc.?
- No reason to submit duplicate ideas
- Was the vision consistent with Michigan's policies?
- Some felt the nine policy list wasn't complete
- Some looked at pieces of the policies
- Perhaps reference the state's law
- A good description of agencies is important
- The abbreviated grid was a bit misleading.

It was concluded that all nine policies would be provided as examples, a cross section of policies, and highlights of each policy could be pointed out to assist communities. Polly Kent agreed to draft a preface and send it out to the group for review July 27th. A resolution was agreed upon to recognize the proposed action as stated by Polly. A motion was made by Lt. Megge and supported by Megan Olds, and was approved by the council.

Public Comment: No additional public comments were made.

Wrap up – Suzanne Schulz

Each CSAC member was asked to offer feedback at the next meeting on their efforts to present or convey the new policy to their constituents.

Next Meeting

The next meeting is scheduled for October 25, 2012, from 2:00 – 5:00 p.m. at the Capitol Commons Building.

Adjournment

The meeting was adjourned at 4:50 p.m.