

**City of Takoma Park Safe Roadways Committee
Monthly Meeting, March 17, 2015**

MINUTES

1. The meeting convened at 7:33pm with the following committee members in attendance: Kacy Kostiuk; Joe Edgell; Wren Rogers; and Nicholas Finio. There was not a quorum at that time. Sheryl Gross-Glaser arrived for a quorum at 7:37pm. Liz Cattaneo arrived at 7:42pm. Mike McCabe arrived at 8:15pm.
2. Nick moved to approve the meeting's draft agenda; Wren seconded the motion. Everyone voted to approve the agenda.
3. Nick moved to approve the meeting minutes from February; Wren seconded the motion. Everyone voted to approve the meeting minutes from February.
4. There was one member of the public attending: Mark Sklar. He is a member of Ward 3 and has applied to be on the Safe Roadways Committee. It's uncertain whether his application will be approved or not based on the three existing members from Ward 3. Mark said that he has lived in Takoma Park since 2013.
5. Kacy and Wren reported on the Carroll Ave bridge recommendations:
 - a. The recommendations report was submitted to the city council, and Kacy and Wren attended the city council meeting where temporary traffic-calming measures were discussed, as well as a meeting with the city, SHA, and the county. SHA has agreed to do a traffic study and consider the possibility of a four-way stop at the Lincoln/Carroll intersection.
 - b. Joe suggested doing additional research on SHA's guidelines to try to further push the committee's recommendations with SHA. Wren and Kacy will look into this, as well as the AASHTO standards.
 - c. Wren asked about attending meetings with the county. Sheryl mentioned that when there were political staff at meetings, SHA seemed more likely to move forward on projects.
 - d. Joe suggested getting video at the Lincoln/Carroll intersection to show the dangers.
 - e. Kacy will ask Daryl for a list of upcoming sidewalk repairs and installations in the city. It doesn't seem like Carroll Ave sidewalks are a priority at the moment.
 - f. Joe noted that the committee's recommendations were primarily focused on the south side of the bridge and that future recommendations could consider the north side more.
6. Joe reported on public land and open space management planning:
 - a. Joe said that Erkin Ozberk sent a message about this to the committee. This is a plan to look at open space in the community to build a master plan, including things like parks and bike paths. Joe asked committee members to review and send comments.
7. There was a discussion of subcommittees and upcoming priorities for the committee:
 - a. The committee reviewed priorities for the coming year, which include:
 - Ped and bike improvements
 - Intersection improvements for all users
 - Traffic calming
 - b. Committee members were asked which of these topics they were interested in. Joe said that it is important to identify a lead person for each subcommittee. Members identified these interests:
 - i. Ryan – Joe noted that Ryan is taking the lead on bikeshare recommendations.
 - ii. Joe – traffic calming (but he noted that he would like someone else to take the lead on this)
 - iii. Liz – sidewalk policy

- iv. Nick – intersection improvements or traffic calming. He asked what kind of intersection improvements this would involve. Joe said that it was intended to be a broad topic focusing on things like crosswalks, sidewalks, line-of-sight improvements, stop signs, etc. This would probably involve examples of intersections that aren't working and recommendations to improve them.
 - v. Wren – bikeshare or sidewalk policy.
 - vi. Kacy – sidewalk policy or intersection improvements.
 - vii. Sheryl – intersection improvements. She noted that the worst intersections tend to be controlled by SHA. Joe said that there have been discussions in the past of recommending that the city take over some of the roads from SHA.
- c. Subcommittees were tentatively identified as:

Intersection improvements:

- **Nick (lead)**
- Sheryl
- Wren

Pedestrian and bike improvements:

- **Ryan (lead on bikeshare)**
- Wren

Traffic calming:

- **Mike (lead?)**
- Joe
- Nick

Sidewalk policy:

- **Liz (lead?)**
- Kacy

- d. Joe suggested that subcommittees should be formed and that it would probably be ideal to have about two people on each subcommittee. He suggested that subcommittees create schedules and set deadlines to meet the committee's overall goals of making one recommendation to the city council each quarter. The first quarter involved the recommendations related to the Carroll Ave bridge. Joe asked what committee members would like to focus on for the remaining quarters of the year.
- i. Wren suggested focusing on the Takoma Junction. Joe noted that the two developers being considered for the site have agreed to pay for a traffic study there. It's unclear what the study would review, so perhaps the committee could work on developing recommendations for what the traffic study should look at. Joe noted that this might be a project related to intersection improvements or could be separate from that.
 - Nick agreed that the Takoma Junction is a focus for the city council right now and might be good to focus on as a result. Joe noted that Historic Takoma may be the biggest opponent of change at the intersection, not SHA.

- Mark suggested looking at data related to accidents at that location. Joe said that he previously requested data from the police department and will ask again.
 - Joe suggested making recommendations on the numbers of bikes and pedestrians. This could be useful advice to council.
 - Liz suggested that the crossing guards might be able to collect data or make recommendations.
 - Nick agreed to take the lead on the subcommittee on intersection improvements and will work on this project for the second quarter.
 - Nick suggested taking bike and pedestrian counts at key times.
 - Liz noted that the Coop may have some stake in knowing more about what's happening at the intersection.
 - Joe suggested also focusing on some of the intersections on the periphery of the city, such as near University or New Hampshire Ave, for recommendations related to intersection improvements.
- ii. Joe suggested that a bikeshare recommendation could be the third quarter priority recommendation, with Ryan taking the lead.
 - iii. It was agreed that traffic calming could be the recommendation for the fourth quarter.
 - Nick said that there have been some complaints related to the Takoma/Boston and the park nearby. This may be Silver Spring or Takoma Park. Joe noted that the committee could ask the police department to set up equipment and take counts of traffic and speeds.
 - iv. Joe said that the annual report will also be due toward the end of the year.
 - v. The final calendar was decided as follows:
 - First quarter: Carroll Ave bridge recommendations (Kacy as lead)
 - Second quarter: Takoma Junction/intersection improvements recommendations (Nick as lead)
 - Third quarter: Bikeshare recommendations (Ryan as lead)
 - Fourth quarter: Traffic calming recommendations
8. Mike McCabe reported on the status of the report by the Residential Streetscape Task Force:
 - a. Mike said that he met with the streetscape committee in January and that it seems like they have backed away from a very prescriptive approach to giving suggestions and recommendations the city. Joe said that he was concerned that the report might be given more credence than just recommendations, whether the task force intends this or not.
 - b. Mike said that all except one of the people he met live in and are focused on the historic district/Ward 1.
 - c. Mike said that the committee took the SRC comments and accepted some and came back with comments on others. Joe asked what was not accepted from the SRC comments.
 - i. One question from the SRC pertained to the use of different types of materials for sidewalks in non-historic districts (such as brick-like cement). The task force said that in non-historic neighborhoods, the decision should be deferred to the city. However, there was concern that the city was ignoring its policies regarding historic preservation in the historic districts.
 - ii. The SRC had also expressed concerns about spending money to replace existing functional sidewalk pads that were not the desired color, rather than replacing them as they need repairs. The task force deferred to the availability of funds for this.
 - iii. The task force noted that the issue of curb-painting could be further studied.

- iv. The task force said that the practice of including block numbers on street signs is relatively new and that many areas don't use these, suggesting that it may not be a very important feature for emergency responders.
 - d. Mike said that if there is anything the SRC felt was a priority to address, the committee could go back to the task force to discuss this but that otherwise, it may not be necessary.
 - e. Joe asked Mike to ask the task force when it is planning to complete and release its report.
- 9. Agenda items for next month were discussed:
 - a. Nick suggested having an initial discussion related to intersection improvements.
 - b. Liz said that she reached out to a person who had been involved in roadways committees in Silver Spring. She was interested in talking with this person about lessons learned regarding working with SHA or other projects. She will let Joe know if this is something to put on the agenda for next month.
- 10. The meeting was adjourned at 8:31pm.