

City of Takoma Park
Takoma Junction Community Consultation Process Advisory Committee
Regular Meeting Minutes
August 22, 2016

The Takoma Junction Community Consultation Process Advisory Committee met on Monday, August 22, 2016 at the Takoma Park Community Center, 7500 Maple Avenue, Takoma Park Maryland.

Members Present: Ameer Bearn, Laura Barclay, Tony Camilli , Shera Higgs-Thompson, Deepak Marwah, Vineda Myers

Members Absent: Talisha Searcy

NDC Staff Present: Adrian Washington, Diarra McKinney, Django Broer-Hellermann

Staff Present: Roz Grigsby

Visitors: none

1. Call to Order

The meeting began at 7:30 p.m.

2. Introductions

Committee members and NDC staff had a chance to introduce themselves with a bit of information about their backgrounds and interest in the Junction.

3. Scope of Work

Staff discussed the scope of work as articulated by Council in Resolution 2016-27 (posted on the Committee's webpage on the City's site: <https://takomaparkmd.gov/government/boards-commissions-and-committees/takoma-junction-community-consultation-process-advisory-committee/>) The emphasis of the committee is to help identify the optimal means of outreach and processes for community input.

From the Council Resolution 2016-27, the Committee will:

- Clarify with NDC, in coordination with City Staff and the City Council, the aspects of the project's program and design for which community input is important for the project outcome;
- Identify the best means for community members to engage in the development process;
- Determine the details of meetings needed to ensure sufficient opportunity for community input such as number and frequency of meetings, locations, times, format;
- Assist with promotion and outreach regarding meetings;
- Provide opportunities for on-line community feedback for community members who are unable to attend meetings.

4. NDC Presentation

McKinney presented an overview of the process, the role of the committee, and NDC's expectation for opportunities for community engagement. The presentation is available on-line here: <https://documents.takomaparkmd.gov/government/boards-commissions-and-committees/TJCCPAC/TJCCPA-20160822-Presentation.pdf>

McKinney outlined NDC's plan for focused community input on key design elements through four community meetings this fall. Each meeting would focus on a specific topic, such as façade,

green space, or public space. NDC asked the committee to help identify the types and structure of meetings for community input as well as optimal times and locations.

The group discussed ways to reach community members and locations for meetings in addition to the Community Center. Suggestions included holding information sessions at the Takoma Park Farmers Market (Sundays, 10am to 2pm), or the Crossroads Farmers Market (Wednesdays, 11am to 3pm) with Spanish-speaking presenters. Other locations proposed included the Recreation Center on New Hampshire Avenue, the Washington Adventist University campus, and the Takoma Park Fire Station at the Junction. Outreach ideas included working with the schools to post information and maps, as well as PTA and neighborhood list serves.

The possibility of having City TV record and post the meetings on the City website was discussed. It may work well for meetings with a formal presentation. However, if the community input is through an open house or participatory workshop, filming is more difficult and perhaps a less effective means for people to get information.

Digital options, such as an on-line bulletin board and on-line comments, would give community members opportunities provide input throughout the process, even if they're unable to attend the meetings. The committee recognized that many community members will need other, non-digital options for giving input.

Committee members raised questions about the broader picture of development at the Junction, which were admittedly beyond the scope of this project and NDC's role.

5. Discussion of future meeting dates and times

Due to schedule conflicts, the consensus was to do another doodle poll covering the next three or four months, with a variety of dates and times, recognizing that not everyone will be able to make every meeting. Staff will set up the poll.

McKinney expressed the expectation that the first community meeting would be in October, so NDC would like this committee to meet again in mid-September to help determine the best format and outreach for the meeting. Staff will set up a conference call option for committee members who may not be able to attend in person.

When the site plans are finalized, approved by Council, and submitted to Montgomery Planning, the formal work of this committee will be completed, probably by January 2017. However, NDC expects to have several questions come up through the County process and would like to tap the committee's expertise as needed when questions or challenges arise.

Respectfully submitted:

Rosalind Grigsby
Community Development Manager