

**City of Takoma Park**  
**Takoma Junction Community Consultation Process Advisory Committee**  
**Regular Meeting Minutes**  
January 12, 2017

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The Takoma Junction Community Consultation Process Advisory Committee met on Thursday, January 12, 2017 at the Takoma Park Community Center, 7500 Maple Avenue, Takoma Park Maryland.

**Members Present:** Laura Barclay, Ameer Bearne, Talisha Searcy

**Members Absent:** Tony Camilli, Shera Higgs-Thompson, Deepak Marwah, Janet Williams

**NDC Staff Present:** Adrian Washington, Django Broer-Hellermann

**Staff Present:** Roz Grigsby

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**1. Call to Order**

The meeting began at 7:00 p.m.

**2. Meeting Topics and Formats**

The meeting began with Broer-Hellermann discussing the possible meeting topics and formats. Neighborhood Development Company, in collaboration with StreetSense, has decided to hold two sets of identical meetings. The first set of meetings will include the topics of form and character and market and retail. A second set of meetings will cover access and mobility as well as public realm.

The meeting format is still to be determined. There will probably be an informal presentation with slides and then staffed stations with image boards and more detail on particular aspects of the topic. People would be able to talk to the developers and designers and indicate preferences for certain aspects of the designs, perhaps including a “dot exercise,” where participants can use colored dots on boards to show preferences.

**3. Community Meeting Dates**

The committee selected meeting dates of February 23<sup>rd</sup> and 26<sup>th</sup> for the first set of meetings, and March 9<sup>th</sup> and 12<sup>th</sup> for the second set of meetings. The Thursday meetings will be at 7:00 p.m., the Sunday meetings will be at 3:00 p.m.

**4. Community Venues**

The committee discussed possible locations with attention to ways to engage the larger community. Committee members will try to make arrangements for the following venues, if space is available:

Feb 23 – Fire station meeting room, 7201 Carroll Avenue

Feb 26 – Rec center, 7315 New Hampshire Avenue

March 9 – City Building, 7500 Maple Avenue

March 12 – Historic Takoma at 7328 Carroll Avenue

**5. Meeting Topics/Survey Questions**

The committee discussed the strengths and weaknesses of using an on-line survey tool to collect feedback and community input through additional means. While a tool like Survey Monkey allows a broader group of people to participate, without the context of the materials and discussion of the meetings, it might not be helpful information. The surveys could be posted after each series of meetings, with images and questions of preferences. With the ability to upload

pictures, the survey could ask for input on various options, rank choices, or radio dial options. The surveys could be translated into Spanish and possibly Amharic, though Survey Monkey might not be able to incorporate Amharic well.

**6. Next Steps**

Staff will send out a doodle poll to committee members to determine the best date for another committee meeting in early February.

Respectfully submitted:

Rosalind Grigsby

Community Development Manager