



# Takoma Park City Council Meeting – May 22, 2019

## Agenda Item 1

### **Voting Session**

First Reading Ordinance Reestablishing the Safe Roadways Committee as the Complete Safe Streets Committee

### **Recommended Council Action**

Consider and vote on the ordinance at first reading.

### **Context with Key Issues**

The Safe Roadways Committee lost most of its members in 2017 and 2018 due to term limits and resignations. Remaining members Frank Demarais and Michael Moore, and newly appointed member Jessica Landman, met with staff and the City Council to develop a recommendation to reestablish the committee and rename it.

The proposed name of Complete Safe Streets Committee is intended to reflect a focus beyond what happens on the street itself and more clearly incorporate pedestrian safety and the various means of getting from place to place in and through the City.

In addition to the change of name, the ordinance anticipates designation of a staff liaison to the Committee and adds outreach to residents as part of the Committee duties and responsibilities.

### **Council Priority**

Engaged, Responsive and Service-Oriented Government, Environmentally Sustainable Community.

### **Environmental Considerations**

The Committee's focus on pedestrians, bicyclists, transit, and safe and efficient streets supports the City's sustainability goals.

### **Fiscal Considerations**

There is not a specific fiscal impact to the reorganization.

### **Racial Equity Considerations**

The work of the Committee should benefit all parts of the City and, particularly, users of transit, pedestrians, and bicyclists. Additionally, the Council seeks to recruit and attract more people of color to serve on boards, commissions and committees.

### **Attachments and Links**

- First Reading Ordinance Reestablishing the Safe Roadways Committee as the Complete Safe Streets Committee

1 Introduced by:

First Reading:  
2 Second Reading:  
3 Effective Date:

4  
5 **CITY OF TAKOMA PARK, MARYLAND**

6  
7 **ORDINANCE NO. 2019-**

8  
9 **AMENDING TAKOMA PARK CODE, CHAPTER 2.16, BOARDS AND**  
10 **COMMISSIONS, TO REESTABLISH THE SAFE ROADWAYS COMMITTEE AS THE**  
11 **COMPLETE SAFE STREETS COMMITTEE**

12  
13 WHEREAS, the City Council established the Safe Roadways Committee in 2004 and  
14 reestablished the Committee in 2012; and

15  
16 WHEREAS, the Council wishes rename the Committee and reestablish it to better reflect the  
17 Committee's focus on the varied pedestrian safety and mobility needs of the  
18 community and to ensure designation of a staff liaison for the Committee.

19  
20 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA  
21 PARK, MARYLAND:

22  
23 Section 1. Takoma Park Code, Chapter 2.16, Boards and Commissions, Article 5, Safe  
24 Roadways Committee, is amended as follows:

25  
26 | **Article 5. Complete Safe StreetsRoadways Committee**

27  
28 **2.16.100 Committee established.**

29  
30 | There is established a Takoma Park Complete Safe Roadways Streets Committee which shall  
31 serve in an official advisory and coordination role to the City Council on all matters related to  
32 transportation.

33  
34 **2.16.110 Statement of purpose.**

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36 | The purpose of the Takoma Park Complete Safe StreetsRoadways Committee shall be as  
37 follows:

38  
39 A. To advise the City Council on transportation-related issues including, but not limited to,  
40 pedestrian and bicycle facilities and safety, traffic issues, and transit services.

41  
42 B. To encourage Takoma Park residents to use alternatives to driving, including walking,  
43 bicycling, and transit.

44

45 **2.16.120 Committee membership, terms of office, structure, and staffing.**

46  
47 A. Membership. The Committee consists of up to 11 persons to be appointed by the Council.  
48 Efforts shall be made to have representation from each of the City’s wards, and to ensure  
49 diversity of interests and subject matter expertise where feasible. Members may serve for no  
50 more than six years continuously.

51  
52 B. Terms of Office. Committee members shall serve staggered two-year terms with initial  
53 appointments of one and two years. All terms shall begin on July 1st and end on June 30th.  
54 Midterm vacancies shall be filled to serve the balance of the unexpired term.

55  
56 C. Structure.

57  
58 1. The Committee shall organize to accomplish its purposes, and elect from its members  
59 co-chairs and other officers as it shall deem necessary. Elections for officers shall be held  
60 annually.

61  
62 2. The Committee shall meet at least quarterly.

63  
64 3. All meetings are open to the public and are subject to the Maryland Open Meetings Act.  
65 Meeting notices and agendas are prepared and submitted to the City Clerk and posted in  
66 advance of any Committee meeting in accordance with State law. Written records of  
67 Committee proceedings are maintained. A report on the activities of the Committee shall be  
68 submitted to the Council at least once a year.

69  
70 4. A majority of members shall constitute a quorum to conduct business.

71  
72 D. Staffing. The City Manager shall designate a Committee liaison, who or his or her designee  
73 shall provide appropriate staff support to the Committee on an as needed basis, ~~when requested,~~  
74 but staff shall not be permanently assigned to the Committee.

75  
76 E. The Committee shall conform to other provisions of Article 1 of this chapter as may be  
77 amended from time to time.

78  
79 **2.16.130 Duties and responsibilities of the committee.**

80  
81 The Committee shall advise and assist the Council with respect to developing and implementing  
82 policies to increase transportation safety and accessibility in Takoma Park, especially for  
83 pedestrians, bicyclists, and transit riders. In furtherance of these duties, the Committee shall  
84 attempt to accomplish the following:

85  
86 A. Assist the Council in the development of policies and programming that address the  
87 transportation concerns of the community.

88  
89 B. Assist the Council in outreach to residents to understand their Complete Streets priorities  
90 and concerns, and in prioritizing transportation-related projects.

91  
92 C. Collaborate with programs and organizations and with other City task forces and  
93 committees that may, at any time, be involved in matters relating to Takoma Park roadways,  
94 transit, pedestrians, and bicyclists.

95  
96 D. Prepare an annual report to the Council on the activities of the Committee and provide  
97 additional briefings as required.

98  
99 Section 2. This ordinance shall become effective upon adoption.

100  
101 Adopted this \_\_\_\_ day of June, 2019 by roll-call vote as follows:

102  
103 AYE:  
104 NAY:  
105 ABSTAIN:  
106 ABSENT: