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
CITY OF TAKOMA PARK, MARYLAND

ORDINANCE NO. 2019-

AMENDING TAKOMA PARK CODE, CHAPTER 2.16, BOARDS AND
COMMISSIONS, TO REESTABLISH THE SAFE ROADWAYS COMMITTEE AS THE
COMPLETE SAFE STREETS COMMITTEE

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

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

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

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

Article 5. Complete Safe Streets Roadways Committee

2.16.100 Committee established.

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

2.16.110 Statement of purpose.

The purpose of the Takoma Park Complete Safe Streets Roadways Committee shall be as
follows:

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

B. To encourage Takoma Park residents to use alternatives to driving, including walking,
bicycling, and transit.
2.16.120 Committee membership, terms of office, structure, and staffing.

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

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

C. Structure.

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

2. The Committee shall meet at least quarterly.

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

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

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

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

2.16.130 Duties and responsibilities of the committee.

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

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

B. Assist the Council in outreach to residents to understand their Complete Streets priorities and concerns, and in prioritizing transportation-related projects.
C. Collaborate with programs and organizations and with other City task forces and committees that may, at any time, be involved in matters relating to Takoma Park roadways, transit, pedestrians, and bicyclists.

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

Section 2. This ordinance shall become effective upon adoption.

Adopted this ____ day of June, 2019 by roll-call vote as follows:

AYE:  
NAY:  
ABSTAIN:  
ABSENT: