Howard County Office of Transportation
Complete Streets Implementation Team, Meeting 6

Meeting Notes: 7/7/16, George Howard Building, Ilchester Conference Room

Participants:

Phil Nichols, Administration

Chad Edmondson, Department of Planning and Zoning

David Ramsay, Howard County Public School System

Jane Dembner, Columbia Association

Chris Eatough, Office of Transportation

David Cookson, Office of Transportation

Topics and discussion points:

1. Howard County Complete Streets Policy Implementation website:
https://www.howardcountymd.gov/Departments/County-Administration/Transportation/Complete_Streets

Information is now posted on the website, including meeting minutes, link to meeting schedule, background on complete streets, etc. This is now the online home for information regarding Complete Streets Policy Implementation in Howard County. Link will be sent out to stakeholders as well as meeting notes from Stakeholder meeting.

2. Continued discussion of Complete Streets Policies from other communities.

The team likes various elements from Reading, Memphis, Indianapolis, North Carolina, Cook County IL and Honolulu County. Outline will be created based on Complete Streets Coalition checklist. Group will fill in outline based on best practices from other communities.
Phone interviews will also be conducted to gather information on lessons learned and implementation successes and challenges, including:
- Memphis
- Indianapolis
- North Carolina
- Reading
- Honolulu County
- Cook County, IL
- Montgomery County
- Rockville
- Baltimore County

3. Review draft document for existing plans and policies with relationship to Complete Streets Policy:

Draft document was discussed. Some edits were provided. Phil will incorporate edits for review at next meeting.

4. Field visits. Where and when:

Chris has reached out to Arlington staff, and they are willing to host a half-day tour in August, including their Director of Transportation. Chris will follow up with possible dates.

5. Consultant support:

Group briefly discussed what tasks the consultant should perform, and the process for selecting and hiring the consultant. David will take the lead on the process.

Action items:

1. Chris will send out link to stakeholders for Complete Streets Policy Implementation website as well as meeting notes from stakeholder meeting.

2. Chris will draft outline (subject headings) of Complete Streets Policy based on Complete Streets Coalition checklist and bring to 7/21 meeting.

3. Chris will provide possible dates for Arlington site visit.

4. David Ramsay will draft list of questions for phone interviews.

5. Phil will invite Jim Vannoy (Office of Law) to next meeting (7/21) for information on various county plans, policies and guidelines.

6. Phil will incorporate edits into draft document for existing plans and policies.

7. Jane will draft a graphic showing relationships between Complete Streets Policy and existing plans.

8. David will investigate process for selecting and hiring consultant.

Parking lot items:

- Field visits. Who, where, when, how? Kris will contact Montgomery County to request a guided tour of implemented Complete Streets features (possibly Bethesda)

- Details of typical cross sections to include bike lanes.

- Sidewalk maintenance, explore new approaches for sidewalk maintenance policy.

- Will there be criteria for alternative compliance to Complete Streets design?

- What are the expected cost implications of Complete Streets design?

- What tasks might need expertise and assistance from consultant? To be discussed at 7/21 meeting.

Next Meeting: 7/21/16. 8:30am to 10:30am. Ilchester Room, George Howard Building.