

Howard County Office of Transportation

Complete Streets Implementation Team, Meeting 2

Meeting Notes: 5/12/16, George Howard Building, Ilchester Conference Room

Participants:

Phil Nichols, Administration

Kris Jagarapu, Department of Public Works

Chad Edmondson, Department of Planning and Zoning

Paul Walsky, Department of Recreation and Parks

David Ramsay, Howard County Public School System

Mark DeLuca, Department of Public Works

Jane Dembner, Columbia Association

Chris Eatough, Office of Transportation

David Cookson, Office of Transportation

Clive Graham, Office of Transportation

Topics and discussion points

1. Review Howard County recommendations for Complete Streets Policy, from Plan Howard and Bicycle Master Plan – Chris.
Document was distributed with “Parameters and Guidelines”, including excerpts from the General Plan, Bicycle Master Plan and Bicycle Master Plan Resolution. Common themes include:
 - Accommodations for driving, biking, walking and transit
 - Creation of a Complete Streets Design Manual
2. Review draft work plan – Jane
Draft Work Plan was distributed and discussed. Jane will make edits to the draft work plan to reflect discussion, including:
 - Focus for consultant will be detailed audit and Design Manual and incorporating/blending Complete Streets Policy into Howard County Design Manual, Volume 3 – Complete Streets and Bridges.
 - Stakeholders will be updated three times during the process. These will be public meetings. The first will be mid-June. Phil and Chris will schedule and post the meeting.
 - Field visits of sample complete streets locations will be incorporated into the process. These could be with just the core team, or could include stakeholders. Potential locations discussed were Montgomery County, Arlington, Reston and Howard County.
3. Review draft stakeholder list – Kris
Kris provided draft stakeholder list, including those that primarily use and maintain streets. A few more stakeholders were added by the team during discussion. Chris will update the stakeholder list.

4. Complete Streets Policy, initial draft for discussion – Phil
Phil introduced document with a potential initial draft of a Complete Streets Policy. This was considered a starting point that will be refined as the team goes through the review and update process.
5. Discuss next meeting, including Design Manual overview from Steve Sharar and Tom Auyeung.
Steve and Tom will present at the next meeting on 5/26/16.

Action items

- 1) Jane will update work plan to reflect discussion.
- 2) Chris and Phil will schedule and post the first stakeholder meeting.
- 3) Chris will update stakeholder list to reflect discussion.

Parking lot items

- Field visits. Who, where, when, how?
- Details of typical cross sections to include bike lanes.

Complete Streets Implementation Team Meeting

5/26/16. 8:30am to 10:30am. Ilchester Room, George Howard Building.