

1. Item\_0\_Agenda\_2019\_09\_10

Documents:

[ITEM\\_0\\_AGENDA\\_2019\\_09\\_10.PDF](#)

2. Item\_5\_Action\_Items\_Tracking\_191211

Documents:

[ITEM\\_5\\_ACTION\\_ITEMS\\_TRACKING\\_191211.PDF](#)

3. Item\_7a\_Draft\_CACT\_2019\_Annual\_Report\_To-Council.docx

Documents:

[ITEM\\_7A\\_DRAFT\\_CACT\\_2019\\_ANNUAL\\_REPORT\\_TO-COUNCIL.DOCX.PDF](#)

4. Item\_7b\_Ped\_Improvements.docx

Documents:

[ITEM\\_7B\\_PED\\_IMPROVEMENTS.DOCX.PDF](#)

5. Item\_8\_Res\_76-2\_Establishing\_CACT

Documents:

[ITEM\\_8\\_RES\\_76-2\\_ESTABLISHING\\_CACT.PDF](#)

**NOTE DATE and LOCATION**

**AGENDA**

**CITIZENS ADVISORY COMMITTEE ON TRANSPORTATION**

**Wednesday, January 15, 2020 - 7:00 PM**

**City Hall-Oak Room**

**300 Park Avenue, Falls Church, VA 22046**

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1. **Public Comment:**
2. **Action Item:** Approval of Minutes of the December 2019 Meeting (5 min)
3. **Committee Member Reports:** (15 min)
4. **Staff Reports:** (10 min)
5. **Information Item:** CACT 2019 Priority Tracking Sheet (5 min)
6. **Action Item:** Election of Officers for 2020 (15 min)
7. **Action Item:** Annual CACT Report to Council (30 min)
8. **Discussion Item:** CACT Mission Statement (30 min)
9. **Information Item:** Expedited NTC Project Update (10 min)



The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act. To request a reasonable accommodation for any type of disability, call 703-248-5027 (TTY 711). For more information call 703-248-5178.

**Please Do Not Remove  
Posted January 10, 2020**

## Status of 2019 CACT Action Items

Updated: December 11, 2019

Action Item	Responsibility	Status
<p><b>Refine the Neighborhood Traffic Calming Program:</b> Continue review of the NTC Program and examination of alternatives to speed the delivery of effective and cost-efficient solutions.</p> <p>Source: Continuing</p>	<p>Staff All CACT</p>	<p><b>2017</b> Jan – CACT agreed to assign member as liaison to each neighborhood working group. Member will attend working group meetings and serve as liaison between group and committee. Mar - Bill is liaison to Great Falls/Little Falls group.</p> <p><b>2018</b> Jan – Jeff to lead review and discussion of potential improvements to the NTC program. Deferred until Spring. Sep 12 – Review and discussion of improvements deferred until 2019.</p> <p><b>2019</b> Jul – Jeff said this may be ready for discussion at the October CACT meeting. Oct 9 – Jeff presented City Manager’s report to Council on transportation projects and goals for advancing the NTC Program. Invited ideas from CACT members. Nov 14 – Jeff distributed draft proposing: -Use of currently available \$636K grant for: ---Construction of Annandale/Gundry with completion in Jan 20 ---Construction of Great Falls/Little Falls -Use of \$632K grant for bundle of Greenway Downs streets intersecting Rt. 29 -Use of approx. \$200K from Jan 2020 budget amendment for NTC queue streets: N. Oak, Noland, Jefferson, S. West, Lincoln, S. Lee Nov 21 – CACT letter to Council recommending use of surplus budget funds for traffic calming.</p>
<p><b>Neighborhood Pace Car Program</b></p> <p>Source: 2014 Annual Report</p>	<p>Staff Andrea Dave Shaun</p>	<p><b>2016</b> Jun – Staff received printing quote (500 decals for \$360) Oct – DPW agreed to fund printing</p> <p><b>2017</b> Feb – Staff advised that decal image received from WABA is not sufficiently sharp for printing - Goal is to start program in Fall 2017 with beginning of the school year. - Steve is coordinating contest to develop Falls Church-specific decal image and revise WABA brochure. - Stephanie is coordinating contest announcement. - Steve to coordinate implementation with GMHS and Andrea with FCEPTA. Apr 4 - Design-a-Decal contest announced. Closed Jun 1. Jul 12 - CACT reviewed alternative designs. Chose one and recommended modifications. Oct 11 – Steve presented final design of decal and accompanying flyer.</p>

Action Item	Responsibility	Status
		<p>Nov 8 – CACT discussed and approved flyer. Andrea, Dave &amp; Paul to identify typos and forward to Steve to modify flyer. Steve to provide final to Jeff. Jeff to advise CACT on printing options.</p> <p>Nov 13 – Steve sent revised flyer to Jeff.</p> <p>Dec 13 – Jeff said staff is exploring options for printing.</p> <p><b>2018</b></p> <p>Jan 10 -Jeff said funding available through TDM grant. Image can be reproduced on decal and/or magnet. Spring rollout planned.</p> <p>Mar 14 – Steve resent design of decal and flyer to Jeff for pricing.</p> <p>May 9 – Jeff reported that TDM grant cannot be used to fund decal. Staff is seeking another funding source.</p> <ul style="list-style-type: none"> <li>- Melissa suggested applying for a VPIS grant.</li> </ul> <p>Sep 13 – Steve will prepare application for VPIS grant.</p> <p>Nov 14 – Andrea reported VPIS had awarded \$500 grant for decals and pamphlets.</p> <ul style="list-style-type: none"> <li>- Jeff to check with Office of Communications re production.</li> </ul> <p>Dec 12 - Andrea to talk with VPIS re recognition on the pamphlet and/or decal.</p> <p><b>2019</b></p> <p>Feb 13 – VPIS wants to review design.</p> <ul style="list-style-type: none"> <li>- Jeff advised that since VPIS is funding materials, CACT can arrange printing and distribution without staff involvement.</li> <li>- Andrea to determine next steps.</li> </ul> <p>Oct 9 – Dave and Shaun volunteered to help complete project.</p> <p>Nov 14 – Andrea reported she and Shaun had received an estimate of \$2K to print pamphlet and stickers. Plan to reformat pamphlet and order magnets at \$1 each.</p> <p>Dec 11 – CACT commented on revised pamphlet, online pledge form, and sticker design. Andrea will make changes, and attempt to get sample stickers and magnets for committee review.</p>
<p><b>Street Lighting:</b> Analyze street lighting types in City. Review literature on effects of lighting on safety and walkability. Prepare report to Council with recommendations.</p> <p>Source: Doug’s Mar 7, 2018 email</p>	<p>Doug Dave Bill</p>	<p><b>2018</b></p> <p>Mar 14 – Adopted as project by CACT.</p> <ul style="list-style-type: none"> <li>- Paul S will request GIS street lighting map of City from staff.</li> </ul> <p>Apr 19 – Doug has received map. Its utility is limited because it does not show lighting types.</p> <p>May 9 – Doug plans to attend Arlington lighting tour and demonstrations.</p> <p>Nov 14 – Tara said Dominion has offered City options for replacement of existing lighting fixtures as they become unserviceable. City has not yet determined a preference.</p> <ul style="list-style-type: none"> <li>- Bill to research street lighting programs in other jurisdictions.</li> </ul> <p>Dec 12 – Bill obtained information from DC, Arlington, and Fairfax County on street light requirements for developers</p>

Action Item	Responsibility	Status
		<p>and plans for future lighting to include LEDs for cost savings, future lighting, and dark skies. Doug to prepare written summary.</p> <ul style="list-style-type: none"> <li>- Dave to contact Tara with possible test locations for new Dominion Energy light fixtures.</li> </ul> <p><b>2019</b> Feb 13 - Doug drafted memo summarizing collected information</p> <ul style="list-style-type: none"> <li>- Andrea to contact Environmental Sustainability Committee re potential for joint letter to Council on importance of street lighting program for aesthetics, safety, energy savings, reducing light pollution, etc.</li> </ul> <p>Mar 13 – Dave to edit Doug’s memo Oct 9 – Zak reported that Dominion Energy will replace bulbs with LED as current bulbs fail. City has chosen a “dark skies” pole for new fixtures. Approximately 800 light fixtures are owned by Dominion and 250 by the City. <b>COMPLETED</b></p>
<p><b>20 MPH Speed Limits:</b> Evaluate as traffic calming strategy. Identify possible test streets.</p> <p>Source: 2018 Council request (Sze) Nov 5, 2018</p>	Jeff	<p><b>2018</b> Nov 14 - Jeff to research other jurisdictions’ experience, including Portland, Oregon and Alexandria</p> <p><b>2019</b> Feb 13 – Jeff provided information on Seattle and Portland and memo summarizing issues including comments from the Police Department.</p> <ul style="list-style-type: none"> <li>- Committee discussed and decided 20 mph would likely have little benefit and incur costs for administrative time, engineering studies, and new signage.</li> <li>- Andrea to draft memo to Council recommending no action on 20 mph at this time.</li> </ul> <p>Mar 24 – Memo to Council <b>COMPLETED</b></p>
<p><b>Permit Parking</b> Study permit parking policies of other jurisdictions.</p> <p>Source: CACT meeting, Jan 9, 2019</p>	Addison Andrea Paul	<p><b>2019</b> Jul 10 - Paul presented memo summarizing research to CACT. <b>COMPLETED</b></p>
<p><b>Electric Scooters</b> Work with staff to develop policy. Consider policies developed by Arlington and other jurisdictions.</p> <p>Source: 2019 Council request (Hardi) Feb 25, 2019</p>		<p><b>2019</b> Sep 3 – Staff presented draft “Shared Mobility Devices Pilot Program” at Council Work Session. Oct 21 – Joint Council / CACT Work Session on scooters Nov 12 – Council approved pilot program Dec 9 – Council to vote on sidewalk riding ordinance. Nov 21- CACT letter to Council recommending approval of scooter use on sidewalks. <b>COMPLETED</b></p>

Action Item	Responsibility	Status
<p><b>Spot Improvement Recommendations</b>  Council invited CACT to recommend use of \$100,000 in FY 20 budget for short-term spot improvements to address pedestrian safety and walkability.</p> <p>Source: Spring 2019 Council request</p>		<p><b>2019</b>  Jul 10 – CACT discussed draft memo to Council listing general recommendations. Approved memo and sent to Council on Jul 12.  Jul–Aug – CACT members assembled list of specific recommendations.  Aug 26 – Sent draft memo with specific recommendations to Council.  Sep 3 - Council discussed CACT draft and staff recommendations at it Work Session.  <b>COMPLETED</b></p>
<p><b>Walkability Recommendations</b>  Prepare list of recommendations as addendum to annual report.</p> <p>Source: CACT meeting, Sep 11, 2019</p>	Paul	

**Ideas**

- Family Cycling Event: Host an event like Kidical Mass Rides.
- Bike Rodeo / TOPS Event
- Volksmarch / Scavenger Hunt: Plan walking event using the City’s greenways.



# CITY OF FALLS CHURCH

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**DATE:** January XX, 2020

**TO:** Mayor Tarter and Members of City Council

**FROM:** Citizens Advisory Committee on Transportation (CACT)

**SUBJECT:** CACT 2019 Annual Report

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## Introduction

This report summarizes the calendar year 2019 activities of the Citizens Advisory Committee on Transportation (CACT) and its priorities for 2020. Members of the CACT include Andrea Caumont (Chair), Dave Gustafson (Vice-Chair), Paul Baldino, Addison Heard, Bill Ackerman, Doug Devereaux, and Shaun Dakin. The CACT is supported by Transportation Planner Jeff Sikes as well as the Department of Public Works' Tara Puzin, P.E., and Zak Bradley, P.E. We would like to thank them for their invaluable support. We would also like to thank our City Council liaison Dave Snyder and our Planning Commission liaison Melissa Teates for their guidance and support.

We appreciate the opportunity to serve the growing City of Falls Church by working with citizens and City staff to improve the safety and effectiveness of transportation in and around the City.

## Neighborhood Traffic Calming Program

The CACT continued to assist staff in implementing the Neighborhood Traffic Calming (NTC) program. Public interest in the program grew dramatically in 2019. Based on this increased interest, the CACT submitted a letter to Council recommending a significant portion of surplus local funds be designated to complete top-priority projects in the NTC program. Committee members also provided feedback to staff supporting the idea of amending the program to employ a more administrative approach, which could allow for larger projects to be completed. The CACT hopes to refine the NTC program in 2020.

## Dockless e-scooters

The CACT believes e-scooters will help expand mode choice in Falls Church. The committee provided feedback on the City's pilot program and submitted a letter to Council recommending the devices be permitted on City sidewalks at reduced speeds. Ensuring scooter riders feel safe is key to the success of the program. The CACT is looking forward to a successful launch of the e-scooter pilot program in 2020.

## **E-Bikes on W&OD Trail**

The CACT wrote a letter of support for NOVA Parks' proposal to allow e-bikes to operate on the W&OD trail. E-bikes provide a viable alternative to automobile use, reduce congestion and improve air quality. Importantly, e-bikes make transportation and recreational cycling available to people with physical limitations and those who may be deterred by the exertion of conventional cycling.

## **20 mph speed limit**

The CACT discussed the merits of instituting a lower speed limit in the City of Falls Church. Staff provided data from Seattle and Portland and comments from the FCC Police Department. Based on this information, the committee decided 20 mph would likely have little benefit and incur costs for administrative time, engineering studies, and new signage. The CACT sent a memo to Council recommending no action on 20mph at this time.

## **Permit Parking**

Committee member Paul Baldino researched the permit parking policies of neighboring jurisdictions and wrote a memo summarizing his findings. This memo was shared with the City Manager and members of City Council.

## **Improving walkability**

Council invited CACT to recommend the use of \$100,000 in FY20 budget for short-term spot improvements to address pedestrian safety and walkability. The CACT provided recommendations on various projects throughout the City. Additional recommendations are provided as an addendum to this memo.

## **Neighborhood Pace Car Program**

The CACT refined materials for the Neighborhood Pace Car Program. Under this program, which we plan to roll out in spring 2020, volunteers will sign a pledge to drive within the speed limit, stop for pedestrians, and drive courteously, thereby "setting the pace" for local traffic. Participants will display a Pace Car decal on their vehicles.

## **Development plan review**

The CACT continued to stay engaged with plans for two major development projects: Founders Row and West Falls Church. The committee attended the June 2019 Community Meeting on the West Falls Church Economic Development Project and received a special presentation by the developer on transportation issues. The CACT provided questions and comments on pedestrian facilities, amenities for cyclists, site circulation and traffic calming. A consistent concern of the CACT is adequate sidewalk width and clear areas for pedestrians to pass safely.

## **Bike to Work Day, Parking Day, Walk and Bike to School Day**

Committee members happily participated in various celebrations of biking, walking and reclaiming public space during 2019 which were organized by City staff. The CACT looks forward to supporting the City's continued participation in fun events that promote alternate forms of mobility and hopes to add a new event in coming years. One of the committee's goals for the year is to explore whether an Open Streets event could work for Falls Church.

## **Regional transportation projects**

The committee received presentations on plans for the Route 7 bus rapid transit (BRT) project and reviewed WMATA's bus transformation project report.

## **2020 Goals**

- Administer, evaluate and refine the Neighborhood Traffic Calming program
- Examine City accident and injury data to determine patterns and possible solutions.
- Research Tactical Urbanism ped/bike projects in other jurisdictions for potential application to the City.
- Research Vision Zero policies and determine whether this strategy is appropriate for Falls Church.
- Explore immediate options to improve walking and biking access to MEH and GMHS campus
- Meet with the Rec & Parks advisory board to discuss hosting an Open Streets event in Falls Church and promoting group walks or scavenger hunts to discover City parks
- Meet with the Environmental Sustainability Council to discuss ways to promote bicycle ridership and improve the City's bicycle infrastructure.



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RESOLUTION ESTABLISHING THE FALLS CHURCH CITIZENS  
ADVISORY COMMITTEE ON TRANSPORTATION

WHEREAS, the movement and transportation of people within the City of Falls Church and from Falls Church to various destinations in Northern Virginia, Maryland and the District of Columbia is a matter of public interest and concern, and

WHEREAS, such movement and transportation can be by bus, auto, car-pool, METRO rapid rail, jitney, taxi, cycling or walking, or by combinations of these or by other modes of transportation, and

WHEREAS, public officials need to have advice from the citizens on needs of service, routes, schedules, fares, facilities, means of support, and other matters related to transportation of people.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council of the City of Falls Church hereby establishes the Falls Church Citizens Advisory Committee on Transportation, which shall be a standing citizens advisory committee for the purpose of studying and advising the City Council, the Planning Commission and the City Manager on matters related to transportation of people.
2. The Committee shall study existing modes of transportation, public and private, as well as needed or desired improvements, extensions, or modifications in local and regional transportation, including facilities, routes, schedules, fares, and means of support.
3. The Committee shall maintain liaison with the Falls Church Highway Safety Commission provided for in Section 2-11 of the Falls Church City Code and shall recommend one of the Committee's members to the City Council for appointment to the Highway Safety Committee.
4. The Committee shall be composed of seven (7) members, who are eligible voters resident in Falls Church, appointed by the City Council. Initially two members shall be appointed for terms of one year; two members, for terms of two years; and three members, for terms of three years. Thereafter, a regular term shall be for three years. Any vacancy shall be filled by appointment by the City Council for the remainder of the unexpired term.

5.(a) The City Manager and the City Attorney, or their representatives, shall serve ex officio on the Committee.

(b) Initially the Mayor shall designate the Chairman and Vice Chairman of the Committee from among the members of the Committee. Thereafter, within two months of the annual installation of new appointees, the Committee shall conduct an organizing meeting and elect the Chairman and Vice Chairman from among its members.

(c) Upon motion of the Council or recommendation of the Committee, the City Council may appoint additional persons, who may reside in Falls Church or elsewhere, as Consultants to the Committee.

(d) The Committee shall establish its own rules, shall meet regularly on dates established by the Committee and in special sessions as necessary; shall post with the City Clerk notice of its meetings and proposed agendas which shall be available to the public at least three days prior to meetings, except in cases of emergency; shall maintain and file with the City Clerk approved minutes of its meetings; and shall have the authority to hold public hearings when deemed appropriate by a majority of the Committee.

(e) The City Manager, the City Attorney, all boards and commissions, and all departments and agencies of the City are requested to assist the Committee in the performance of its functions.

(f) The Committee shall submit reports as to findings and recommendations to the City Council in March and November of each year, and interim reports and recommendations more frequently as may be necessary to further the purpose of the Committee.

BE IT FURTHER RESOLVED, that this Resolution shall become effective the day following its adoption.

Adopted January 12, 1976  
(TR76-2)