

**Leesburg Standing Residential Traffic Committee
Meeting Minutes of Monday February 8, 2021**

The Leesburg Standing Residential Traffic Committee met on Monday, February 9, 2021 in the Lower Level Conference Room #1 of the Municipal Government Center (Town Hall), 25 West Market Street, Leesburg, Virginia. The Committee was officially called to order at 7:03 p.m.

<i>Members present</i>	<i>Town Staff Present</i>	<i>Members of the Press</i>
Keith Reeve	Calvin Grow	None
Deepan Patel	Scott Parker	<i>Citizens Present</i>
Sandy Grossman, Chair		None
Brian Caney		
Jim Csizmadia, Vice-chair		
Raymond Jones		

1. *Approval of November 2, 2020 Minutes:* On motion by Keith Reeve, seconded by Deepan Patel, the Committee approved the minutes.
2. Welcome to new SRTC members
3. Election of SRTC Chair and Vice-chair, on motion by Scott Parker, seconded by Brian Caney, the Committee approved Sandy Grossman, Chair and Jimmy Csizmadia as Vice-chair
4. Town staff shared a video submission to the Standing Residential Traffic Committee from Girl Scout Troop 70163 requesting safe access to a neighborhood path. The Girl Scouts did not attend the meeting on February 8th in person due to Covid concerns and restrictions on Girl Scout activities. The video observations were that residents frequently used the asphalt paths in the neighborhood. This path stops on the west side of Balls Bluff Road between Barksdale and Featherstone Lane. (All neighborhood paths are maintained by Potomac Crossing HOA) Ball's Bluff Road is often a busy residential road as it leads directly to Ball's Bluff Battlefield Park. During nice weather, when residents and children are out on neighborhood paths and playgrounds, the road is at its busiest. As the girls point out in their video, the path could be made safe and accessible by (1) adding curb cuts and a mid-Block crosswalk on Ball Bluff Road between Barksdale and Featherstone Lane. (2) Constructing a sidewalk to the corner of Ball's Bluff Rd. and Featherstone Ln. and adding a curb-cut and crosswalk at the corner, or (3) Constructing a sidewalk to the corner of Barksdale Dr. and Ball's Bluff Rd. and adding a curb-cut and crosswalk at the corner.
On motion by Sandy Grossman, seconded by Scott Parker, the Committee approved and recommended the following information be sent back to the Girl Scout leaders and Potomac Crossing HOA:

- a. This trail is 100% owned and maintained by the Potomac Crossing HOA and does not meet current ADA standards because the existing trail is too steep. The Potomac Crossing HOA should be 100% responsible for any trail additions.
- b. VDOT current Traffic Engineering instructional and informational memorandum recommends a minimum of 20 pedestrian/bicyclists using the crossing in an hour before a mid-block crosswalk is installed. Previous studies conducted by SRTC members in the area of Balls Bluff Road did not meet the minimum pedestrian warrants.

- a. This trail is 100% owned and maintained by the HOA and does not meet current ADA standards because the existing trail is too steep. The Exeter HOA should be 100% responsible for this trail.
- b. VDOT current Traffic Engineering instructional and informational memorandum recommends a minimum of 20 pedestrian/bicyclists using the crossing in an hour before a mid-block crosswalk is installed.

5. Electronic Meeting Participation for SRTC. Staff reviewed new guidelines with the SRTC. January 2021 Town Council amended the Continuity of Government ordinance to allow fully virtual meetings for the Town's purely advisory boards and commissions during the pendency of the current health emergency. A decision must be made about the form of your meeting – in person quorum or virtual – at least one week before the meeting. Once that decision is made, it must be properly noticed by placing the agenda at least three business days in advance of the meeting outside of the Clerk's Office on the second floor at Town Hall, on the lobby bulletin and on the Town Web site. The notice to the public will be different depending on the option your commission chooses. If your commission decides to meet remotely, then the public must also participate remotely and no physical space for public participation will be provided. The notice to the public will reflect this. Your commission must still satisfy the quorum requirements – four or more members must be participating. If any member of your Commission indicates they will physically attend, the staff liaison is also required to physically attend. If the meeting is scheduled to be 100% virtual, the staff liaison may participate remotely. The following statement should be read at the beginning of each meeting:

“This meeting is being held electronically pursuant to and in compliance with the Amended Ordinance to Ensure the Continuity of Government during the State of Emergency Caused by the COVID-19 Pandemic, adopted by the Leesburg Town Council on January 12, 2021. As set forth on the agenda for this meeting, members of the public who wish to participate or to provide comments during the public comment portion of the meeting may do so by WebEx or telephone. 1-415-655-0001, <https://leesburg.webex.com/leesburg/j.php?MTID=mcc52b8dccc729e9c2ddb6a2de2d7f5a7> Access code: 133 028 7499 additionally, comments may be emailed to cgrow@leesburgva.gov. The Following SRTC members are present: [state names] and are participating in this meeting by WebEx/telephone;”

On motion by Sandy Grossman, seconded by Keith Reeve, the Committee approved 100% virtual meeting for March 1, 2021.

6. *SMART Trailer results*: none

7. W. Market Street near Ayr Street speed study. Town staff reported average speeds of 26 mph and the 85% percentile speed of 31 mph on W. Market Street which is below the required 31 MPH average speed, therefore no further traffic calming is required per the adopted Residential Traffic Management Plan.

8. Speed study on Alpine Drive SE and Wallace Drive SE. Sandy Grossman requested speed study results be sent out before the March SRTC meeting if available.

9. Committee members concerns: Jim Csizmadia requested that budget item be placed on the March 1, 2021 agenda.

10. Next meeting date March 1, 2021.

The meeting adjourned at 8:45 p.m. on motion by Jim Csizmadia, seconded by Scott Parker.