

Good afternoon CAC Members,

Hope all are well! Please see below CAC minutes and action items. Pls note that the next CAC meeting will be held on *December 2nd at 6pm* at the Village Center.

Thanks and have a great wkend!  
Chantal

**Minutes  
FH CAC Meeting  
Tuesday, November 4**

**Topics Discussed**

- **Artist House Tour:** The CAC met at the Artists' House (across from the Elizabeth on North Park Avenue) for a tour for the first half of the meeting. The second half of the meeting was held at the Village Center.
- **Traffic Study:** An update was provided by John Conlow, Village Treasurer, on an existing traffic study that is underway with Capital Funding. This comprehensive study will likely cover areas related to pedestrian safety, many of which have been under discussion by the CAC. Pedestrian safety is a prevalent concern amongst the majority of CAC members.
- **Lighting:** The question was posed as to whether lighting would be covered in the traffic study. A clarification was provided that this would relate to street lighting not to sidewalk lighting. One suggestion to address the need for better sidewalk lighting was that the Village might consider funding modifications to add lighting "lids" to the top of the lights that would direct the light downward to better illuminate the sidewalks.
- **Takeaways from Artist House Tour:** The possible adaptation of the Artist House into a meeting/event space for the Village was also discussed. The general consensus of the group was that any large-scale adaptation of the Artist House would likely be cost prohibitive due to ADA requirements and other upgrades that would be required to make it fit for public use.
- **New Initiatives Proposals:** CAC members were asked if they prefer to submit a CAC specific proposal or score proposals that are submitted by the Council. Most members prefer to submit a CAC proposal. **Please note that the link to do so has been posted: <https://friendshipheightsmd.gov/wp-content/uploads/2025/11/New-initiatives-announcement-11.14.25.pdf>. The deadline is January 16, 2026.**
- **Survey:** A reminder was provided that there is a survey which has been circulated to solicit concerns and recommendations for future CAC topics/actions. Survey: <https://www.surveymonkey.com/r/R6B2FSH>

**Action Items**

- Reminder to please complete surveys by November 12th. Survey results will be consolidated and sent for review to CAC members prior to the next CAC meeting on December 2nd, where survey results can be reviewed and discussed.
- **Again, pls note: CAC members are able to submit proposal applications for new initiatives that could be funded with the available \$5000. The format for submission is now available on the Village website at <https://friendshipheightsmd.gov/wp-content/uploads/2025/11/New-initiatives-announcement-11.14.25.pdf>. The deadline is January 16, 2026. The CAC will score the applications. This is the same way the process occurred last year. Pls note that those CAC members who are submitting an application cannot participate in the scoring process.**
- Since there is still a perceived need for additional space for other Village community member events/meeting spaces etc., the question of whether it might be possible to eventually adapt/replace the Artist House property into a more modern facility that could serve the needs of the community, which might supplement the current Village Center, is still one that may be further explored in consultation with the Village council and management representatives. However, this would be more of a long term project since the current facility is not one that could be easily renovated or adapted for public use.