

TECHNICAL COMMITTEE
Tuesday, January 10, 2006
BMC Conference Rooms A & B
9:30 A.M.

ATTENDANCE

Cletus Ike Agha – Baltimore County Dept. of Public Works	410-887-3554
Bejitual Berhanu – Maryland Transit Administration	410-767-3758
Kimman Choi – Maryland Department of Planning	410-767-8876
Jeff Drinkwater – Baltimore City Department of Planning	410-396-1670
Kwaku Duah – City of Annapolis Department of Planning & Zoning	410-263-7961
Patrick Fleming – Maryland Department of Transportation	410-865-1283
Natalie Latham – Anne Arundel County Planning & Zoning	410-222-7432
L’Kiesha Markley – State Highway Administration	410-545-5641
Bobbi Moser – Carroll County Department of Planning	888-302-8978 x2145
Ben Pickar – Howard County Department of Planning & Zoning	410-313-4360
Alex Rawls – Harford County Department of Planning & Zoning	410-638-3103
Jim Wilkinson – Maryland Department of the Environment	410-537-3240
Regina Aris – Baltimore Metropolitan Council	410-732-9572
Charles Baber – Baltimore Metropolitan Council	410-732-0500x1056
Gene Bandy – Baltimore Metropolitan Council	410-732-9573
Dunbar Brooks – Baltimore Metropolitan Council	410-732-9574
Matt de Rouville – Baltimore Metropolitan Council	410-732-0500 x1051
Brad Spittel – Baltimore Metropolitan Council	410-732-0500x1024
Sara Tomlinson – Baltimore Metropolitan Council	410-732-0500 x1035
Edward Cohen – Transit Riders Action Council	410-837-6582
Kevin Racine – Transit Riders Action Council	410-939-2838

The meeting was called to order at 9:40 A.M. by the Chair, Mr. Kwaku Duah.

APPROVAL OF MINUTES: Mr. Duah asked for approval of the minutes of the December 6, 2005 TC meeting. Mr. Drinkwater moved for approval of the minutes, with Mr. Fleming seconding the motion. The minutes were unanimously approved.

REPORT ON THE DECEMBER 2005 MEETING OF THE BALTIMORE REGIONAL TRANSPORTATION BOARD:

Ms. Aris recapped the discussion and approval of four resolutions including: an amendment to the 2006 UPWP, an amendment for double-tracking to the 2006 TIP, conformity for Fine Particulate Matter, and applications to the JARC program. BRTB discussion also focused on trends in congestion nationally and on new programs and funding for freight in SAFETEA-LU. Technical Committee members discussed comments regarding development of JARC recommendations and expressed the need for review of the process prior to the next round of applications.

KICKOFF OF 2007-2011 TIP PROCESS: The schedule for development of the 2007 – 2011 TIP was distributed and follows previous schedules without exception. An instruction packet was also provided to local jurisdictions and state agencies. The online process is the same as last year; however, the web address of the database has changed. User names and passwords were distributed that allow confidential development of TIP projects over the next two months. Ms. Aris indicated there is a new TIP project manager, Tyson Byrne, who will be responsible for this activity. While Mr. Byrne is learning the system, questions on the submittal process should be directed to Sara Tomlinson or Regina Aris.

[Handout: 2007-2011 TIP Production Schedule; 2007 Instruction Packet; TIP Passwords]

STATUS REPORT ON FY 2007 UPWP: Mr. Bandy walked members through the schedule for development of the UPWP where the next milestone is the beginning of the public comment period on January 20. Approval of the 2007 UPWP is scheduled for the March 28th BRTB meeting. Next, Mr. Bandy described the budget page which includes the addition of new federal dollars. Included in the packet was a breakdown by project of funding for BMC/consultants, and local/state participation as well as a breakdown of county and state funding by core and non-core activities. Based on the budget subcommittee discussion, Mr. Bandy described renewed emphasis on reviewing subarea analysis proposals for content and relationship to the regional modeling process. Over the next several months, one subarea analysis project will be selected as a pilot to better integrate local results into the regional modeling process. A draft work program was distributed with a request that any changes be forwarded to Mr. Bandy by January 17th for corrections prior to the public review period. Ms. Aris requested that local jurisdictions review local planning studies with a relationship to transportation for inclusion in the Prospectus as requested in new SAFETEA-LU guidance.

[Handout: FY 2007 Schedule; FY 2007 Budget; Modified Table of Contents; Local/State Participant Budgets; Budget Subcommittee Message; and Draft FY 2007 UPWP]

PROGRESS REPORT ON FY 2006 UPWP PROJECTS: The discussion centered on the 14 consultant activities that have been added to the 2006 UPWP through two amendments. A status report was provided for each activity by Mr. Bandy, Mr. Brooks and Ms. Aris. Four of the activities will continue into the next fiscal year and are reflected in the 2007 UPWP.

[Handout: List of Consultant Services for FY 2006]

REPORT FROM TECHNICAL COMMITTEE MEMBERS: Mr. Pickar distributed a memorandum that outlined the necessary data items and geographic structure of travel demand model inputs. His memorandum described the model inputs and model description used by Howard County. He stated that he created this documentation as part of training a new county employee. He urged the BMC staff and Technical Committee members to document the development of these data so that there would be a common set of procedures that all jurisdictions could use.

Following Mr. Pickar's presentation, Mr. Dunbar Brooks made a presentation on procedures used by the BMC to create travel demand model variables. He explained that the BMC uses the locally submitted population, household, and employment forecasts directly along with U.S. Census Bureau information. He further explained that the BMC staff will develop other socio-economic inputs to the model based on these initial forecasts and using other data sources that complement the forecasts. Mr. Brooks also distributed a memorandum detailing the content, origin, and geographic structure of all travel demand input variables and highlighted BMC publications that documented these development procedures. He also disseminated a flow chart created in 2002 for the Cooperative Forecasting Group that summarized how the cooperative forecasts have been developed during the past 25 years.

[Handout: Howard County Memo dated 12/29/05 "Applying the BMC Travel Model Chain to Howard County"; BMC Memo dated 1/10/06 "Travel Demand Model Development"; CFG Cooperative Forecasting Procedures Flow Chart]

OTHER BUSINESS:

BRTB representative Pete Gutwald has been promoted to Director of Planning in Harford County and will be replaced on the BRTB by Tony McClune. Jeff Drinkwater announced that this was his last Technical Committee meeting as his contract with Baltimore City was ending. Members thanked Mr. Drinkwater for his dedicated service and wished him luck. At this time, a replacement has not been named. Mr. Brooks introduced Brad Spittel to the members and indicated that he would be involved in traffic monitoring and GIS activities.

Mr. Duah asked for a motion to adjourn the meeting. Mr. Pickar moved for adjournment, with Mr. Drinkwater seconding the motion. The meeting was adjourned at 11:17 A.M.