

TECHNICAL COMMITTEE

**Tuesday, October 3, 2006
BMC Conference Rooms A & B
9:30 A.M.**

ATTENDANCE

Members

Kimman Choi – Maryland Department of Planning	410-767-8876
Jeff Drinkwater – Baltimore City Department of Transportation	410-396-1670
Kwaku Duah – City of Annapolis Department of Planning & Zoning	410-263-7961
Patrick Fleming – Maryland Department of Transportation	410-865-1283
Emery Hines – Baltimore County Department of Public Works	410-887-3554
Natalie Latham – Anne Arundel County Planning & Zoning	410-222-7432
L’Kiesha Markley – State Highway Administration	410-545-5641
Gail Moran – Maryland Transit Administration	410-767-3767
Bobbi Moser – Carroll County Department of Planning	888-302-8978 x2145
Ben Pickar – Howard County Department of Planning	410-313-4360
Alex Rawls – Harford County Department of Planning & Zoning	410-638-3103
Jeffrey Smith – Maryland Transportation Authority	410-537-1032
Jim Wilkinson – Maryland Department of the Environment	410-537-3240

Staff/Guests

Regina Aris – Baltimore Metropolitan Council	410-732-9572
Charles Baber – Baltimore Metropolitan Council	410-732-0500 x1056
Gene Bandy – Baltimore Metropolitan Council	410-732-9573
Harvey S. Bloom – Baltimore Metropolitan Council	410-732-9566
Dunbar Brooks – Baltimore Metropolitan Council	410-732-9574
Matt de Rouville – Baltimore Metropolitan Council	410-732-0500 x1051
Karin Foster – Baltimore Metropolitan Council	410-732-0500 x1049
Michael Freeman – Baltimore Metropolitan Council	410-732-0500 x1050
Vimal Kumar – Baltimore Metropolitan Council	410-732-0500 x1052
Edward Cohen – Transit Riders Action Council	410-837-6582
Kevin Racine – Citizen	410-939-2838
Kevin Sullivan – Baltimore City Department of Planning	443-984-1959

The meeting was called to order at 9:43 A.M. by the Chair, Mr. Ben Pickar.

APPROVAL OF SEPTEMBER 5, 2006 MINUTES: Mr. Pickar asked for approval of the minutes of the September 5, 2006 TC meeting. Mr. Drinkwater moved for approval of the minutes, with Mr. Fleming seconding the motion. The minutes were unanimously approved.

REPORT ON THE SEPTEMBER 26, 2006 MEETING OF THE BALTIMORE REGIONAL TRANSPORTATION BOARD:

Ms. Regina Aris reported on the activities of the September 26th BRTB meeting. Mr. Kwame Arhin, Federal Highway Administration, reported on the status of the rulemaking process. The comment period has closed and the final rule is now being finalized. Three resolutions were approved that all support the congestion management process. Approved were Resolutions #07-01 (MD 3 SACM), #07-05 (MD 295 ARDS), and #07-06 (MD 175 Purpose & Need). There was a presentation on the Truck Parking Partnership Study which was prompted by safety issues where truck parking on shoulders was deemed illegal and unsafe. In addition, there was an update on the Baltimore Region External Travel Survey where the survey period will be moved to April 2007. A summary of the public comment period for the enhanced Baltimore region travel demand model was provided by BMC staff. A public meeting was held on September 7 and subsequent comments were received from one organization. In addition, there was a discussion of the 2007 Baltimore Regional Transportation Plan.

APPROVAL OF RESOLUTION #07-7: Mr. Pickar asked for approval of the Resolution #07-07, Endorsement of Round 6-C Cooperative Forecasting Process Through 2030 for Use in Local and Regional Transportation and Air Quality Planning Purposes. There was a brief discussion of the employment data which had been resolved. Mr. Fleming moved for approval of the resolution, with Mr. Rawls seconding the motion. The resolution was unanimously approved.

APPROVAL OF RESOLUTION #07-8: Mr. Pickar asked for approval of the Resolution #07-08, Approval of Technical Process for Enhancement of the 2000 Baltimore Region Travel Demand Model. Mr. de Rouville stated that the Transit Riders Action Council submitted a list of questions to the BRTB about the Regional Travel Demand Model. BMC staff are in the process of preparing responses to these questions. One question referred to how the cost of transit trips versus the cost of highway trips are reflected in the BMC Travel Demand Model. BMC's answer was that highway trips reflect the cost of fuel and maintenance, excluding fixed costs (insurance, loan payments), while transit trips are the full single-ride adult fare. With explanation, the model was calibrated to work with these inputs.

Jeff Drinkwater questioned the fixed half-mile walk shed to transit stops. He asked how much of Baltimore City falls within the walk shed of a transit stop. Mr. de Rouville replied that virtually all of the City falls within the half-mile walk shed. [Analyzing the data after the meeting, BMC staff have found that 92-94% of the city is within this walk shed; the most notable examples which are not included are industrial areas along the water and sections of some of the large parks (Druid Hill, Leakin, and Gwynns Falls), as well as a few other isolated locales. There was discussion of the process to respond to public comments. Ms. Aris explained that staff had prepared responses for BRTB consideration and following the TC meeting would be sent to the BRTB for approval.

The response would then be sent to the commentor prior to the BRTB meeting. This allows the opportunity for a commentor to address the BRTB during the discussion prior to the vote later in the month.

Mr. Fleming moved for approval of the resolution, with Mr. Duah seconding the motion. Mr. Drinkwater and Mr. Pickar abstained from voting. The resolution was approved.

PROGRESS REPORT ON FY 2007 UPWP PROJECTS:

Development Monitoring Program

Mr. Jonathan Mysko presented an overview of results from the 2005 Annual Building Permit Report as well as how building permits play a role in development monitoring. After a brief explanation of how building permit data are broken down into the three main categories of residential, non-residential, and additions, alterations, and repairs (AARs), the discussion focused on actual findings for those categories in terms of the number of units for residential permits and cost estimates for non-residential permits. Further results revealed percentage changes from the previous year as well as which jurisdictions had the most activity in terms of actual numbers (e.g., units and cost estimates) and percentages. There was also additional discussion on actual cost estimates for non-residential by use type (e.g., office buildings, schools, retail/commercial) and non-residential properties being converted to residential. Mr. Duah asked whether BMC had permit data for infill development projects. Ms. Moser asked whether duplexes and townhouses were classified as single or multi-family units.

[Handout: Baltimore Metropolitan Building Activity, 2005]

Long-Range Transportation Plan

Ms. Karin Foster provided an overview of major tasks and goals for the 2007 Baltimore Regional Transportation Plan (BRTP). She started off with an existing, committed, and proposed project network comparison between the last long-range transportation plan and the 2007 BRTP. After a look at the overall timeline at a glance, Ms. Foster highlighted the milestones for each quarter.

For fall 2006, major milestones to be completed include goals/policies/strategies finalized, fiscal analysis complete, review the prioritization methodology, complete coordination meetings between jurisdictions, agencies, and BMC, and initiate public involvement beginning with the Citizens Advisory Committee kick-off meeting to be held October 4, 2006. Additionally, a consultant will be selected to assist with public involvement materials for the BRTP. BMC also will begin a newsletter to share BRTP activities with the public.

In winter 2006/2007 the Cooperative Forecast Group will complete its Round 7 projections out to 2035. Existing and committed projects will be updated by the Technical Committee. Also, BMC plans to complete a congestion/hot spot analysis.

Milestones for spring 2007 include completion of project prioritization, initiate Transportation Improvement Plan (TIP) development, review BRTTP alternatives and select the preferred alternative, and prepare a conformity determination.

Throughout the BRTTP process some type of public involvement will be pursued and the Citizen Advisory Committee will advise on outreach and with input for the BRTTP. In the summer of 2007, a draft of the BRTTP should be complete for a public review period.

By fall 2007, public comments will be addressed through the committee structure. At the October 2007 BRTTB meeting, the TIP, BRTTP and conformity of the TIP and BRTTP are scheduled for approval. Following approval the documents will be distributed and BRTTP work will be finalized.

Following Ms. Foster's presentation, she discussed a memo sent to the Technical Committee members that contained a list of existing and committed projects. The memo asked member jurisdictions and agencies to review the information listed in the Master Network Project List. At the following Technical Committee meeting on November 14, 2006, members will be asked to inform BMC of any modifications to the existing and committed projects. To assist jurisdictional review, a plot of the 2000 and 2030 networks will be provided to the members in addition to the printed Master Network file.

Representing Howard County, Ben Pickar asked if we can change the BRTTP base year from 2000 to 2005 because the data are available. BMC responded that 2005 data could be incorporated into the process.

[Handout: 2007 Baltimore Regional Transportation Plan – Major Tasks and Goals]

REPORT FROM TECHNICAL COMMITTEE MEMBERS – ANNE ARUNDEL COUNTY:

The report from Anne Arundel County staff was postponed until a later date.

OTHER BUSINESS:

Mr. Baber reminded the Committee of the upcoming American Community Survey (ACS) training to be held on November 13, 2006 at a cost of \$125. This cost will be eligible for reimbursement under the local UPWP pass through funds.

Ms. Aris reminded the members that the Participation Plan was out for a 45-day public review and that the public meeting was held on September 28. A Request For Proposals has been issued to seek the assistance of a consultant for marketing/branding ideas for the 2007 BRTTP. And finally, the Citizens Advisory Committee will be meeting for the first time on October 4th.

Mr. de Rouville reminded the Technical Committee of the \$750 annual maintenance fee of the Citilabs' software (Cube Base, TP+, and Viper) which expires at the end of

November 2006. This fee is due to BMC by Friday, October 13, 2006 and allows for continuing software support and upgrades through November 2007.

Mr. Bandy announced the Technical Committee Retreat on October 19, 2006 to be held at the Historic London Town and Gardens. An agenda and directions will be forthcoming.

Mr. Pickar asked for a motion to adjourn the meeting. The meeting adjourned at 11:19 A.M.