

## **BICYCLE AND PEDESTRIAN ADVISORY GROUP**

July 21, 2021  
Online Meeting  
1:02 to 2:58 P.M.

### **MINUTES**

#### **1. WELCOME AND ROLL CALL**

Mr. Chris Eatough (Howard County) welcomed attendees and Ms. Charlene Mingus (BMC) held a roll call. The meeting took place remotely in accordance with Maryland social distancing protocols.

#### **2. APPROVAL OF MAY MINUTES**

The minutes from the May BPAG meeting were previously distributed to the group. No comments were received. Mr. Eatough asked for a motion to approve, Ms. Molla Sarros (MDE) motioned to approve the minutes and Mr. Nate Evans (MDOT TSO) seconded the motion. The meeting minutes were approved.

#### **3. PRESENTATION: HOWARD COUNTY COMPLETE STREETS**

Mr. Eatough provided an update on the implementation of Howard County's Complete Streets Resolution, which was adopted in October 2019. Since adoption of the Resolution the County has; established a Complete Streets Implementation Team, drafted the Complete Streets Community Engagement Plan, created a Transportation Improvement Prioritization System (TIPS), and updated the Howard County Sidewalk Expansion Policy. Howard County is currently updating the Howard County Design Manual and creating and activating training materials for county staff, citizens, and developers. Next steps include updating the Howard County subdivision regulations with an estimated completion date of summer 2022.

Mr. Eatough provided examples of complete streets implementation; new construction in downtown Columbia with the Merriweather District, retrofit with the addition of buffered bicycle lanes on Centennial Lane, and complete streets improvements on White Acre Road. Mr. Eatough also outlined the challenges of implementing complete streets which include physical barriers such as utilities, limited funding, and public acceptance. Through extensive public engagement and educational outreach the County is working to familiarize the public with complete streets policy.

***[PowerPoint: Howard County Complete Streets]***

#### **4. PRESENTATION: BALTIMORE CITY COMPLETE STREETS**

Mr. Graham Young, complete streets manager at Baltimore City DOT, presented the City's recently adopted Complete Streets Manual. The manual functions as a guide to prioritize people walking, biking, and using transit. Major components of the manual include; design standards for promoting safer streets, slower speeds, and increased walkability, modal hierarchy to prioritize modes when planning and designing projects, street typologies to classify city streets and standardize roadway layout, project prioritization process that identifies and screens projects with an equity lens, and community engagement policies centered around equity.

In 2018, Baltimore adopted a new complete streets ordinance. Mr. Young explained that complete streets are safe, intuitive, comfortable, and convenient for all non-automotive modes and abilities. The Complete Streets Manual, adopted in March 2021, establishes a prioritization process, a project delivery process, and design guidelines to ensure all stages of a project are in line with complete streets principles and a safety first approach. The Complete Streets Manual can be viewed at:

<https://transportation.baltimorecity.gov/sites/default/files/baltimore%20complete%20street%20manual%20final%20march%202021-compressed.pdf>

Ms. Cynthia Burch (BMC) asked if Baltimore City had found people more open to the new complete streets policies during the pandemic as more people walked and fewer drove. Mr. Young stated that he has observed that the community has been more receptive to complete streets policies during this time.

Mr. Young provided a link to draft state legislation, "Authorizing Baltimore City to decrease or raise to a previously established level the maximum speed limit on a highway under its jurisdiction without performing an engineering and traffic study; and prohibiting a local jurisdiction from implementing a new speed monitoring system to enforce speed limits on any portion of a highway for which the speed limit has been decreased without performing an engineering and traffic investigation."

<https://mgaleg.maryland.gov/mgawebsite/Legislation/Details/HB0941>

***[PowerPoint: Baltimore City Complete Streets]***

#### **5. WORK GROUP SUMMARIES**

##### **Equity and Inclusion Work Group**

Ms. Sarros provided a summary of the June work group meeting. Work group members provided updates on equity work in their organization. Howard County is currently working on HoCo Design with a focus on reaching out to groups historically underrepresented in planning. The County is also developing the Complete Streets Design Manual with workshops involving the public and design community. MDOT SHA is continuing participation in the Transportation Equity Initiative, a walkability data development project which will help develop standardized, accessible, and accurate data collection protocols. The project will potentially support wide-ranging mobility applications and in Maryland will focus on Baltimore County, Baltimore City, and Harford County.

Ms. Sarros also presented the work group project, an Equity Resources Spreadsheet. The spreadsheet is available for BMC members to access and add local, regional, state, and national equity resources including reports, web sites, webinars, conferences, and more. BPAG work group members were invited to review the spreadsheet, provide feedback, and add resources.

### **Bicycle and Pedestrian Project Grants Work Group**

Ms. Mingus provided a summary of the June work group meeting and presented the work group project, Bicycle and Pedestrian Project Grants Spreadsheet. This spreadsheet is available to all BMC members to use and add information to. The spreadsheet provides information on public and private active transportation grant and funding opportunities. The spreadsheet can be sorted by eligible applicants, project type (construction, data collection and analysis, education, enforcement, design, planning), existing or new project, facility type, etc. BPAG members were asked to review the spreadsheet and add funding sources not currently included and additional information especially to the following columns; potential partners and co-sponsors and sample projects in the region/state that have utilized the funding source.

Ms. Mingus shared information for a American Trails webinar on the National Recreational Trails (NRT) program. Existing land-based and water-based trails that provide close to home recreation opportunities on Federal, State and local lands are eligible. Almost 1,300 trails are designated throughout the country. A map of NRT trails can be viewed at, <https://www.nrtdatabase.org>. The designation includes NRT trails signage and inclusion on the NRT web site and trail map. The designation does not include funding, however, webinar presenters expressed that NRT designation may make a trail stand out in federal grant applications. There is currently only one trail in the Baltimore region designated as an NRT trail. More information can be found at, <https://www.nps.gov/subjects/nationaltrailssystem/national-recreation-trails.htm>.

### **Bicycle and Pedestrian Counts Work Group**

Mr. Evans provided a summary of the June work group meeting. The focus of the work group meeting was regional bicycle and pedestrian counts. BPAG members provided proposed count site locations which are being reviewed by BMC staff. BMC staff held a kick off meeting on June 30 with the consultant selected to conduct the bicycle and pedestrian counts. BMC staff requested additional information on count technology siting requirements, costing for two day and seven day screenline and intersection counts, limitations of data collection, and data reliability.

The work group developed proposed goals and discussed potential count site prioritization criteria for the regional bicycle and pedestrian count program which Ms. Mingus will present in the July BPAG meeting for discussion.

The work group also discussed data sharing and data visualization for the regional bicycle and pedestrian counts. Work group members recommended ensuring that the data is shareable so that others can use the data for planning and research. A counts report was recommended every two to three years with a shorter annual report on regional bicycle and pedestrian counts. Work group members also discussed the need for assistance with analyzing the data for use

by jurisdictions. Work groups unanimously agreed that bicycle and pedestrian count data should be in the same format at the MDOT SHA count data.

Mr. Evans also shared that Baltimore City and Montgomery County applied for and were awarded Bikeways funds to cover the cost of purchasing and installing continuous and short duration bicycle and pedestrian counters. Montgomery County will manage the count data with local staff and Baltimore City will have a consultant analyze the data.

Nate also shared that bike/ped count data cannot be queried in the MDOT SHA count data platform, but it is a goal for the future. At this time, users should zoom to a location and select a count location to determine if bicycle and pedestrian count data is available. [http://maps.roads.maryland.gov/itms\\_public](http://maps.roads.maryland.gov/itms_public)

## **6. DISCUSSION: BMC BICYCLE AND PEDESTRIAN COUNTS**

Ms. Mingus provided an update on the proposal for initial regional bicycle and pedestrian counts including the timeline, recommended goals, proposed count locations, consultant technology and cost estimate, and proposed criteria to prioritize count sites.

The process began in January 2021 with an initial 30 bicycle and pedestrian count sites proposed by BMC staff. In May BPAG members were asked to provide feedback on their jurisdiction/organization's count goals and to proposed cyclical and targeted count sites to add to the 30 count sites proposed by BMC staff. These proposed count sites are currently being reviewed by BMC staff. The BPAG Bicycle and Pedestrian Counts Work Group developed recommended goals and criteria to prioritize count sites at the June work group meeting. These will be presented today along with information gathered at the kick off meeting with the consultant conducting the counts. The goals for today's meeting are to develop recommendations for regional bicycle and pedestrian count goals and a method to prioritize count sites which BMC staff will present to BMC leadership for consideration in August. Initial counts are scheduled for September through October 2021 with the potential for additional counts in spring 2022.

The goals for the regional bicycle and pedestrian count program proposed by the Bicycle and Pedestrian Counts Work Group include:

- Inform prioritization of bicycle and pedestrian improvements
- Begin process to determine baseline bicycle and pedestrian volumes
- Track before/after volumes in locations with improvements
- Determine user type (commuter, recreational, mix)
- Assist in the selection of continuous count locations
- Contribute to statewide bicycle and pedestrian count database
- Document increase/decrease of users on a facility over time
- Leverage the use of emerging technologies

BPAG members discussed the recommended goals during the meeting. Ms. Mingus also said that she would send a follow up email after the meeting to solicit further feedback.

Ms. Mingus shared information about the selected vendor, AMT Consulting. BMC has a three year contract with AMT Consulting to conduct regional vehicle, bicycle, and pedestrian counts. The consultant uses Scout Video Units (SVU)/MioVision Non-Intrusive and power packs for bicycle and pedestrian counts which are mounted to a pole or tree. The units cannot attach to u-channel poles, speed cameras, pedestrian crossing signals, or traffic signal poles. A telescopic arm lifts the camera up to a height of 21 feet for deployment which provides an aerial view of the count site.

The technology cannot gather data during rain as the visual field is obscured, however, the consultant uses weather forecasting to increase avoidance of rainy periods. Counts are also limited to daylight or a highly illuminated areas due to the video element of the technology. Bicycle, pedestrian, and scooter directional volume is calculated by a person who reviews the video gathered in the field at two to three times speed for efficiency. These directional volume tallies are spot checked by two other analysts for accuracy. Beyond directional volume, which is the core of a bicycle and pedestrian count program, the technology can also gather data on user type, helmet usage, and mid-block crossing. The final product from the consultant will include bicycle and pedestrian volume data in the same format as MDOT counts, aerial view interactive PDFs, and RAW video files. There is potential to use these video files for safety analysis including near miss studies.

Ms. Mingus presented the estimated cost of one, two, and seven day counts. The industry recommendation for bicycle and pedestrian counts is for a seven day count to gather information on weekday and weekend differences and to assist in establishing day of week (DOW) factors, annual average daily bicycle (AADB)/annual average daily pedestrian (AADP) traffic, and regional bicycle and pedestrian volumes.

Ms. Mingus shared the proposed methodology to prioritize count sites which was reviewed by the Bicycle and Pedestrian Counts Work Group. These are;

- Number of count sites located in each jurisdiction proportional to population
- Count site rankings provided by jurisdictions considered
- Located on a facility that crosses multiple jurisdictions
- Located on a facility that connects with transit, major employment centers, or educational facilities
- Located in a Short Trip Opportunity Area (STOA)

BPAG members discussed the proposed criteria and Ms. Mingus will include the criteria in the follow up email with the recommended goals to solicit additional feedback.

***[PowerPoint: Bicycle and Pedestrian Counts Update]***

## **7. ACTIVE TRANSPORTATION SUMMARIES**

Ms. Mingus updated members on previous and upcoming regional bicycle events. Programming in 2020 included the region's first weeklong Bike to Work celebration which was held September 21 - 27 due to COVID-19 and included 825 registrants. The region's first Love to Ride challenge, Cycle September (September 1 – 30) was also held in 2020 with 340

individuals and 40 workplaces participating. Love to Ride tracked behavior change through self-reporting by participants. Highlights include; 35% increased physical activity six months after the challenge, 20% of new riders now ride more often, and 17% of occasional riders regularly ride six months after the challenge.

Regional bicycle programming in 2021 included Bike to Work Week, May 17 – 23, with 1,200 registrants, 15 sponsors, 24 t-shirt and safety material pickup locations at local bike shops, and incentive prizes. Ms. Mingus presented data from the event including registrants by county, most frequent commute mode and length of commute of registrants, and participant gender. The Love to Ride challenge Bike Month was held May 1 – 31 with 392 individual and 41 workplace participants.

Ms. Mingus presented the vision for regional bicycle events; increase active transportation trips in the region and decrease emissions in the region. As well as the goals; increase the number of new and occasional riders participating in events, increase the frequency of transportation trips by event participants and, promote the visibility of bicycling in the region.

Ms. Mingus also presented the format and outreach strategy for the upcoming Love to Ride challenge Cycle September which will be held September 1 – 30.

***[PowerPoint: Regional Bike Events Update]***

## **8. ROUNDTABLE DISCUSSION**

**City of Annapolis** – The City is close to selecting a design team to lead the Bikeways grant project. Trying to get a micro project off the ground with a draft RFP in hand. The Comp Plan is well underway.

**Anne Arundel County** – The County Council voted to allow bicycles on sidewalks. A contract for the bicycle and pedestrian master plan has been signed. The Safety Plan is almost complete, with a shout out to thank Ms. Cindy Burch for assistance. The County is now working on a multi-modal Adequate Public Facilities process.

**Baltimore City** - none

**Baltimore County** - none

**Harford County** - Mr. Leishman shared the Harford County Bicycle and Pedestrian Master Plan which is open for public comment until October 2021. The plan can be viewed at, <https://harford-county-bike-ped-plan-harfordgis.hub.arcgis.com>. Email [jkleishman@harfordcountymd.gov](mailto:jkleishman@harfordcountymd.gov) for questions and feedback.

**Howard County** - The County has several bike lanes that will be marked during upcoming resurfacing projects. Spin has been awarded a contract to operate scooters.

**MD Department of Environment** - Ms. Sarros shared that MDE has been leading staff on a local bike ride to the B&O Farmer's Market on West Pratt Street in Baltimore City monthly. Ms. Sarros also shared information about MDE's environmental justice plan which they are currently implementing,

[https://mde.maryland.gov/Documents/MDE\\_EJ\\_Env%20Justice%20Policy\\_Final\\_Dec2020.pdf](https://mde.maryland.gov/Documents/MDE_EJ_Env%20Justice%20Policy_Final_Dec2020.pdf).

**MDOT SHA** – There is a pilot project in Wheaton on MD 193 to reduce a travel lane and add a bike lane with signage and vertical delineators.

**MDOT TSO** - Mr. Evans announced that the next Maryland Bicycle and Pedestrian Advisory Committee meeting is virtual and will be held on Friday, July 23 from 9:00 am – 11:00 am.  
<https://attendee.gotowebinar.com/register/5284478698216081934>.

## **9. OTHER BUSINESS**

Ms. Regina Aris provided a summary of an earlier regional bicycle project prioritization effort. Follow up information will be sent to BPAG members.

## **ADJOURN MEETING**

Mr. Eatough adjourned the meeting at 2:58 P.M.

The next meeting will take place on Wednesday, September 15, 2021.

## **ATTENDANCE**

### ***Members***

Tanya Asman – Anne Arundel County Office of Transportation  
Jessie Bialek – Baltimore County  
Eric Borchers – City of Annapolis  
Chris Eatough – Howard County Office of Transportation (Howard County OOT)  
Nate Evans – Maryland Department of Transportation The Secretary's Office (MDOT TSO)  
Matt Hendrickson – Baltimore City Department of Transportation (BCDOT)  
Jon Leishman – Harford County Department of Planning  
Patrick McMahon – MDOT Maryland Transit Administration (MDOT MTA)  
Molla Sarros – Maryland Department of the Environment (MDE)

### ***Staff and Guests***

Regina Aris – Baltimore Metropolitan Council (BMC)  
Cindy Burch – BMC  
Victor Henry – BMC  
Dan Janousek – MDOT  
Barry List – MDOT SHA  
Eric Leshinsky – City of Annapolis  
Charlene Mingus - BMC  
Daniel Paschall - East Coast Greenway Alliance  
Larry Schoen – Schoen Engineering  
Ed Stylc – BMC  
Francine Waters – MDOT TSO  
Graham Young – Baltimore City