

PUBLIC ADVISORY COMMITTEE

Wednesday, May 4, 2016
Baltimore Metropolitan Council
5:39 p.m. to 6:48 P.M.

MINUTES

The meeting was called to order at 5:39 P.M. by the Chair, Mr. Greg Shafer. Mr. Shafer welcomed one guest to the meeting: Ms. Jennifer Perry is a Vision Rehabilitation Specialist at the Columbia Lighthouse for the Blind. She is interested in serving on the PAC as a representative for Columbia Lighthouse and has submitted an application for consideration.

1. APPROVAL OF APRIL 2016 MINUTES

The PAC approved the [April 2016 meeting minutes](#).

2. PRESENTATION: PREVIEW OF 2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM

Mr. Zach Kaufman provided PAC members with a preview of the 2017-2020 Transportation Improvement Program (TIP) to be released at the end of May for a 30-day public comment period.

The TIP is a list of federally funded highway, transit, bicycle, pedestrian, management and operations projects, as well as non-federally funded, regionally significant projects, programmed for funding over the next four fiscal years. Recommendations from *Maximize2040: A Performance-Based Transportation Plan* are translated into a short-term program of improvements such as system preservation projects such as bridge replacements, capacity improvements such as roadway widenings, and operations such as signal timing.

Mr. Kaufman went on to detail how the TIP is organized and what a TIP sheet looks like, as well as sharing highlights of the 2017-2020 TIP, and how the PAC members can access the TIP. In addition to a print copy being available at the Regional Information Center at BMC, the TIP is posted in its entirety on the BMC website.

In order to improve access to the TIP, the public can also view TIP projects on two interactive maps. The first at <http://brtb.newserver.dtstiptool.com/Search> includes pdf copies of the TIP sheets, sorted by jurisdiction or sponsoring agency, a searchable map, and the ability to generate a report based upon search criteria. The second tool allows the PAC and members of the public to view the TIP in relation to vulnerable populations in the region. The TIP proposed project view, located online at

<http://arcg.is/1qln0em>, displays the TIP projects over the Vulnerable Populations Index (VPI) map. Checkboxes on the left allow users to view the projects over the entire VPI map or to view by one or more of the vulnerable populations.

Mr. Kaufman reported that the BRTB will release the Draft TIP for public comment from May 23 to June 24 with the BRTB scheduled to vote on the final TIP at their meeting on July 26, 2016. BMC will notify the public via press release, the website, and social media. Staff look forward to having the PAC review and provide comment on the 2017-2020 TIP.

Ms. Perry asked if the TIP includes improvements that enhance accommodations and access for people with disabilities. Mr. Kaufman reported that the TIP includes pots of money for these types of improvements, but they are often included in areawide spot improvements or streetscape enhancements. Ms. Perry reported that she often comes across areas of need during her work as a travel trainer for individuals with blindness or other visual impairments and she'd like to know where to send recommendations. Ms. Monica Haines Benkhedda reported that recommendations can be sent to the BRTB and staff will assist in identifying jurisdictions or agencies responsible for the locations.

[Presentation – [Baltimore Region 2017-2020 Transportation Improvement Program](#)]

3. SUBCOMMITTEE REPORTS & ACTION ITEMS

Subcommittee Chairs presented the following subcommittee reports and action items:

- **Public Involvement** – Ms. Beth Wiseman reported that the subcommittee met to discuss the turnout and public comments submitted at the public meeting for the [Federal Highway Administration \(FHWA\) and Federal Transit Administration \(FTA\) Federal Certification Review of the BRTB](#) on Monday, April 25 from 5 to 7 p.m. at BMC.

Also, the subcommittee and staff are always seeking additional opportunities for reaching members of the public so they discussed potential ways to conduct outreach in the coming months. Ideas included conducting outreach at employee fairs, job fairs, connecting with local chambers and organizations that work with nonprofits to connect with employers to collect information from employees on transportation needs and collecting transportation stories via video interviews. Ms. Wiseman asked members if they know of upcoming events where staff can conduct outreach or where PAC members can share information to please let her or Ms. Haines Benkhedda know.

- **Policy and Legislation** – Mr. Shafer reported the subcommittee met to review an amendment to the Transportation Improvement Program (TIP) for Carrs Mill Road Bridge Replacement. Mr. Shafer provided an overview of the project and presented PAC Resolution #2016-06 offering support of the amendment as presented. The PAC voted to approve PAC Resolution #2016-06 (with one abstention by Mr. Mark Lotz).

[PAC Resolution #2016 – Carrs Mill Road Bridge Replacement Project TIP Amendment]

Mr. Haligan shared handouts from a recent [Transit Choices meeting](#) on recent legislation approved by the MD General Assembly related to House Bills 1010, 1012, and 1013. Members

requested that information about these bills be presented at a future meeting. Staff agreed to coordinate a presentation on the topic.

[Handout – [Summary of House Bill 1010, 1012, 1013](#)]

4. REPORT ON RECENT AND UPCOMING BRTB MEETINGS

Mr. Eric Norton reported that he represented the PAC at the April 25th public meeting where he presented PAC Resolution #2016-03 offering comments on the 2016 Certification of the BRTB.

Ms. Haines Benkhedda reported that the federal team has received all of the [surveys and comments from the public and the PAC](#). The team will be reviewing these comments, along with information obtained during the site visit. She also reported that the federal team will release a report at the end of the sixty days. Staff will post the report on the BMC website and share with the PAC and other BRTB committees. Federal representatives will also present findings from the report at an upcoming BRTB meeting.

Mr. Norton also reported that he attended the BRTB meeting on April 26 on behalf of the PAC. He presented the PAC comments on the 2016 Certification of the BRTB, the Unified Planning Work Program, and the TIP and *Maximize2040* amendment for MD 32. Ms. Haines Benkhedda distributed a response to the PAC's comments on the UPWP in the email about the May PAC meeting.

Minutes and a calendar of upcoming BRTB meetings/events are online at baltometro.org.

[Handout: BRTB Response to PAC comments on FY2017 Updated UPWP]

5. OTHER BUSINESS

- Ms. Haines Benkhedda shared information about Bike to Work Day on Friday, May 20 and encouraged members to share information about the events and possibly join hundreds of other riders across the region. Details are online at www.Bike2WorkCentralMD.com.
- Ms. Beth Wiseman noted that she heard Mr. Paul Comfort of the Maryland Transit Administration speak recently and she'd like to hear him speak at a future PAC meeting. Ms. Haines Benkhedda reported that they are working with MTA to see if Mr. Comfort can speak at a future PAC meeting.
- Ms. Haines Benkhedda reported that a webinar on May 18th will share lessons learned and recommendations for MPOs and DOTs from an Environmental Justice Peer Exchange she attended earlier in the year. Information about the webinar and materials from the EJ Peer Exchange are available online at environment.transportation.org.

The meeting adjourned at 6:48 P.M.

ATTENDANCE

Members

Michael Bishop – Resident, Baltimore City
Christopher Costello – Transportation Association of Maryland
Michael Davis – Resident, Carroll County
Kevin Engler – Partners In Care
David Fitzpatrick – Resident, Baltimore City
Benjamin Gilardi – Resident, Baltimore City
Tafadzwa Gwitira – Resident, Baltimore County
Ijeoma Ihuoma – Resident, Baltimore City
Angela Jones – Resident, Baltimore County
Paul Kowzan III – Broadway Area Business Association
Eric Norton – Central Maryland Transportation Alliance
Rita Ossiander – Resident, Baltimore County
Derrick Sexton – Resident, Baltimore City
Gregory Shafer – Resident, Howard County
Beth Wiseman – Baltimore County Association of Senior Citizens Organizations

Proxy designated by: Darin Hughes

Proxy designated by: Mark Lotz

Staff and Guests

Monica B. Haines Benkhedda – Baltimore Metropolitan Council (BMC)
Don Halligan – BMC
Jennifer Perry – Columbia Lighthouse for the Blind

PAC Resolution #2016-05 - Comments on the Addendum to the FY 2017 UPWP

1. **Boston Street Multimodal Corridor Study** – 2 additional performance objectives
 - Collect and analyze crash data for the study area
 - This task will be added to the project description.
 - Use modeling analysis to estimate the impacts of the proposed projects in relation to the current status of the study area
 - A clear definition of the impacts to model and a clear definition of proposed projects is needed before this comment can be incorporated into the study. The budget of \$200,000 is not robust enough to include modeling as described. If modeling is to be included, the budget would need to be increased once the intent of the comment is understood.
2. **Regional Coordination and Planning, Transit Service Study** – additional text, 1 more performance objective, and a more detailed schedule
 - Add to text: “park and ride options” as well as “identify underutilized land near transit stops”
 - We suggest addressing this request under the Focus Area called: Alternative Transportation Options. This focus area will be amended to include a strategy to discuss having multiple agencies develop consensus on key attributes and a timeline to collect information at park-and-ride lots. This discussion should lead to better information however, there may be limitations on available staff to manage routine data collection.
 - Currently, information is collected by MTA, SHA, local jurisdictions and several organizations with MTA contracts. In addition to publishing and updating information on the host agency website, staff will also look into providing a comprehensive resource on the BMC website.
 - Add performance objective: Use the transit score and/or other data driven regional toolkits to assist stakeholders and members of the public in understanding and prioritizing future transit service recommendations
 - Waiting for Anne Arundel and Howard.
 - Add which quarter the work will be completed in
 - Waiting for Anne Arundel and Howard.
3. **Regional Attitudes and Behavior Differences in Commuter Travel Options** – add text and 1 potential task
 - Add to text: “survey for potential incentives to attract non-users to try alternative transportation methods”
 - This will be discussed with the consultant that is selected.

- Add Potential Task: Provide training to standardize survey conduct
 - This task is not necessary since the survey will be administered by a qualified consultant.

4. **LOTS Funding and Support** – add a potential task

- Add Potential Task: Commuter Park and Ride Lots - Trips and ridership also build and begin at regional park-and-ride lots, which can support commuter bus service capable of reducing congestion en route to places of employment. Consideration should be given to the use of “pilot” commuter service to evaluate ridership potential and build community utilization.
 - This recommendation will be deferred due to the BaltimoreLINK reorganization, including ExpressLINK. Once these 3 new routes and the updated Commuter Bus service is in place, there will be an opportunity to consider additional opportunities.

5. **Sponsored Regional Events** – Additional detail to one potential task

- Detail under: Discuss event opportunities. Develop objectives for each programmed event, including desired participation (number and audience) to include:
 - a. Consider available resources and resource allocation necessary, such as: Staff, volunteers, and other interested stakeholders; Sharing of background information or briefing papers; Need for independent facilitation; Communication and promotion; and Printing.
 - This is the first year of this effort and it is to begin modestly. We hope to have four events this year and have provided some budget for staff time in the UPWP. BMC, local government and state agencies will all be expected to contribute staff time and other materials as needed to assist in developing, organizing, promoting and running events. At this point there is no expected need for outside (independent) facilitation that would create an expense. If catering is contemplated, we would need to find sponsors.
 - b. Conduct post-event evaluation, to include: Determine communication methods that worked to attract public participation; Estimate degree to which event attendees reflected the location’s transit-user demographics; and Identify factors which prohibited maximum attendance during events, if applicable.
 - Post event evaluation will include:

Staff Debrief: A debrief of event(s) with the people who assisted with developing, hosting or facilitating. This allows an opportunity to highlight activities that worked really well at the event and to discuss challenges that can be improved upon next time. The debrief will focus on relative success of outreach, if the budget met identified needs and was reasonable, if any service

providers used were reliable, was location suitable and accessible, and overall how everyone feels about the event.

Saying Thank You: Express gratitude for the people who helped make our event a success, especially thank volunteers, donors, speakers and service providers if any.

Feedback Forms: A feedback form or survey to the attendees after our event can aid in future planning efforts and will be used as appropriate. We would email or mail out surveys with a brief thank you note to the attendees after the event. We may also ask three to four open ended questions about the format, venue, benefits, and suggestions relating to the event. The results can be tallied and kept on file to assist with the next event. We should also ask for people to make suggestions on types of events that they would like to see in their community as well. This can help determine community interest and make planning easier in the future.

Reporting Back: Following our events, we will process notes, write a review of the event, and distribute notes to the Events Committee, program team members and Technical Committee. This may include links to the handouts that were distributed or links to relevant community resources. We will also create a more general overview of the event with photos, audio, or video to post on our website.