

TECHNICAL COMMITTEE

December 1, 2020
9:30 to 10:35 A.M.

MINUTES

The meeting was called to order at 9:33 A.M. by Mr. David Cookson in a virtual GoToMeeting format.

1. APPROVAL OF NOVEMBER 10, 2020 MINUTES

Mr. Cookson asked for approval of the minutes from the November meeting of the Technical Committee. Mr. Steve Cohoon moved to approve the minutes with Mr. Dan Janousek seconding the motion. Due to the online nature of the meeting, a Roll Call vote was taken and the minutes were unanimously approved.

2. RECOMMENDED ACTION ON RESOLUTION #21-10

Mr. Zach Kaufman introduced Resolution #21-10. MDOT MTA is requesting to amend the 2021-2024 TIP to update funds for the Small Urban Transit Systems Capital Assistance project. Funds are being updated to match the FY 2021 award for Carroll County and to add federal funds for the City of Annapolis. The ICG has determined that this project is exempt according to the Conformity Rule.

Ms. Lara Bachman, Capital Program Analyst at MDOT MTA, presented details on the project. TIP development for the Locally Operated Transit Systems (LOTS) is currently based on the prior fiscal year's awards until the actual awards are determined. Each LOTS is responsible for providing a list of their needs. However, these needs change frequently, resulting in frequent TIP changes once awards are determined. MDOT MTA has a goal of accurately forecasting LOTS needs two fiscal years out through enhanced asset management protocols.

The Small Urban Transit Systems project provides capital assistance to small urban transit systems throughout the region to purchase vehicles, equipment, and facilities. This TIP amendment updates FTA Section 5307 and 5339 funds in FY 2021. Section 5307 funds decrease by \$30,000 along with a decrease of \$8,000 in matching funds. These funds will be used for preventive maintenance in Carroll County. Section 5339 funds increase by \$729,000 along with an increase of \$182,000 in matching funds. The large increase in Section 5339 funding is due to providing federal funds to the City of Annapolis, which historically received state funding.

Total funding in the 2021-2024 TIP increases from \$1.632 million to \$2.505 million. Planned FY 2021 purchases include preventive maintenance and three small bus replacements in Carroll County as well as two heavy bus replacements and maintenance lifts for the City of Annapolis.

Mr. Cookson asked for a motion regarding Resolution #21-10. Ms. Mary Lane made a motion to send Resolution #21-10 to the BRTB as presented and Mr. Alex Rawls seconded the motion. Mr. Cookson asked for a vote on Resolution #21-10, with unanimous support from the members.

[PowerPoint: MDOT MTA 2021-2024 TIP Amendment Request for Small Urban Transit Systems – Capital Assistance]

3. RECOMMENDED ACTION ON RESOLUTION #21-11

Mr. Kaufman introduced Resolution #21-11. MDOT SHA is requesting to add a new project to the 2021-2024 TIP that funds engineering for a sidewalk where none currently exists along MD 835C in Stevensville. The project is funded with a repurposed congressional earmark that was originally intended for the Cross County Trail on Kent Island. The ICG has determined that this project is exempt according to the Conformity Rule.

Mr. Stephen Miller, Regional Planner at MDOT SHA, presented details on the project. The original earmark (ID MD055) provided \$306,000 for the design and construction of the Cross Island Trail. This project ultimately received a federal Transportation Alternatives program grant and did not make use of the earmarked funds. The original MD055 earmark required that repurposed funds be used within 25 miles of the original project location. The sidewalk will be located within 1/4 mile of the now complete Cross Island Trail.

The sidewalk will be located on MD 835C, extending approximately one-third of a mile from Cockey Lane to Old Love Point Road. Project elements include a 5 foot ADA compliant sidewalk on the east side of the roadway, ADA ramps, and crosswalk markings on side roads. The inclusion of depressed sidewalks on driveways will be determined during design. Construction advertisement is anticipated in the summer of 2022, with completion in spring of 2023. The amendment adds the project to the 2021-2024 TIP with engineering funds in the amount of \$170,000 (\$161,000 federal/\$9,000 matching). Future phases are unfunded at this time.

Mr. Cookson asked for a motion regarding Resolution #21-11. Mr. Cohoon made a motion to send Resolution #21-11 to the BRTB as presented and Mr. Graham Young seconded the motion. Mr. Cookson asked for a vote on Resolution #21-11, with unanimous support from the members.

[PowerPoint: MDOT SHA 2021-2024 TIP Amendment Request for Sidewalk on MD 835C]

4. RECOMMENDED ACTION ON RESOLUTION #21-12

Mr. Kaufman introduced Resolution #21-12. MDOT SHA is requesting to add a new project to the 2021-2024 TIP that will replace two bridges rated in poor condition along the U.S. 1 bypass near Bel Air. The ICG has determined that this project is exempt according to the Conformity Rule.

Ms. Lisa Sirota, Regional Planner at MDOT SHA, presented details on the project. This project was originally anticipated to be added during the 2021-2024 TIP call for projects, however budget issues associated with the pandemic resulted in the project being placed on hold. MDOT SHA is converting engineering funds from state to federal to keep the project moving, necessitating inclusion of the project in the 2021-2024 TIP.

The project will replace the Tollgate Road and Winters Run bridges along the U.S. 1 bypass near Bel Air. The bridge over Tollgate Road will maintain three 12-foot lanes and the bridge over Winters Run will maintain two 12-foot lanes. Both bridges were built in 1963 and are rated in poor condition. Construction advertisement is anticipated in December 2022, with the project opening to traffic in fall 2025. The TIP amendment adds \$1.31 million (\$.332 million federal/\$.978 million matching) in engineering funds and \$5.168 million (\$4.886 million federal/\$.282 million matching) in construction funds. The estimated total cost of the project is \$15.35 million, with funding continuing beyond the timeframe covered by the TIP.

Mr. Alex Rawls commented that the Ma & Pa Trail runs near both bridge replacements. Harford County is planning to purchase an easement in the vicinity of the Winters Run Bridge that is intended for the Ma & Pa Trail. Harford County would like to continue to coordinate with MDOT SHA as the project moves forward. Ms. Lisa Sirota agreed and has talked with the project manager regarding coordination with Harford County.

Mr. Cookson asked for a motion regarding Resolution #21-12. Mr. Rawls made a motion to send Resolution #21-12 to the BRTB as presented and Mr. Janousek seconded the motion. Mr. Cookson asked for a vote on Resolution #21-12, with unanimous support from the members.

[PowerPoint: MDOT SHA 2021-2024 TIP Amendment Request for US 1 Bridge Replacements over Tollgate Road and Winters Run]

5. PRESENTATION: REPORT OUT ON TRAFFIC IMPACT STUDY GUIDELINES

Mr. Bala Akundi along with the AECOM/O.R. George & Associates team, led by Mr. Tim Ryan and Mr. Josh Crunkleton, provided a summary of the Regional Traffic Impact Study (TIS) Guidelines project that was part of the FY 2020 UPWP. They thanked the steering committee and BMC staff for their valuable contributions throughout the study.

The following key tasks were undertaken over the past 11-months:

Task 1: Project Initiation

Task 2: Documentation of Current Traffic Impact Study Guidelines/Requirements of BMC Member Agencies

- Task 3: Review of New Research and Best Practices
- Task 4: Conduct TIS Guidelines Framework Workshop
- Task 5: Preparation of Suggested Best Practices
- Task 6: Presentation of Results

The final Suggested Best Practices report includes a summary of the parameters currently in-use by BMC jurisdictions and MDOT SHA as well as additional parameters that could be considered for inclusion. Mr. Ryan and Mr. Crunkleton provided an overview of the two key tables in the report that contain both sets of parameters.

The team concluded that the standard TIS guidelines currently in use are working satisfactorily and a wholesale change to current procedures is generally not necessary. They did make a recommendation to change the acronym – TIS – from traffic impact studies – to Transportation Impact Studies – since most jurisdictions and the state are transitioning towards more of a multi-modal approach instead of focusing predominantly on vehicles.

Following the presentation, there was extensive discussion around topics that Anne Arundel County and Baltimore City raised – regarding the use of level of service versus delay, presenting the information to the public in a meaningful and easy to understand way, cumulative impacts of multiple developments in an urban area that could have impacts beyond the immediate study area, etc. In response to a question from the chair regarding how these issues can be addressed, Baltimore City and BMC staff responded that additional study/discussion is likely needed beyond the scope of this study.

The final report and this presentation will be made available to the technical committee.

[PowerPoint: Traffic Impact Study Guidelines Summary]

6. PRESENTATION: 2018-2019 MARYLAND TRAVEL SURVEY (MTS) RESULTS: ONLINE SHOPPING TRENDS AND HOUSEHOLD TRAVEL IN THE BALTIMORE REGION

Mr. Robert Berger discussed results from the 2018-2019 Maryland Travel Survey (MTS), in particular for the Baltimore region regarding online shopping trends and related household travel.

Only one-third of the households shopped online on their MTS travel day, while two-thirds of the households did not shop online on their travel day. The share of online shoppers is consistent across the region, with a few exceptions. Mr. Berger noted that online shopping is a good predictor of online purchasing.

Only 15 percent of non-online shoppers received a package on their travel day, while a third of online shoppers, more than twice as many, received a package.

He also noted that some household types are far more likely to shop online than others. In particular, among households with one or more adults, where the youngest child is 0-5 years old, the share of online shoppers is 42 percent. The share of online shoppers drops back down where the youngest child is 6-15 years old and drops again where the youngest child is 16-21 years old. Moreover, the results for the region match those from national surveys (2017 NHTS).

Finally, Mr. Berger pointed out that, overall, online shopping does not reduce the amount of traditional shopping, as the share of Home-Based Shopping Trips for online shoppers and households that don't shop online is identical: 3.4 percent. An important exception is that those households that shop online the most, 5 to 6 hours or 7+ hours, also make a significantly larger share of Home-Based Shopping Trips, 4.3 percent and 5 percent, respectively. Therefore, those who do the most traditional shopping also shop the most online. Mr. Cookson asked Mr. Berger how he thought the members could use the data and what were some upcoming topics.

[PowerPoint: MTS Results: Online Shopping Trends And Household Travel In The Baltimore Region]

7. UPWP ACTIVITIES

- **Discussion of Upcoming Focus Areas**

Mr. Todd Lang continued the discussion from last month on ideas to support regional planning in the upcoming UPWP. Some members responded to a survey of the sessions offered at the AMPO annual conference. Mr. Lang reviewed consultant activities approved for the current program and then began to look at the next year. There are a number of activities that will be offered again next year, such as: an additional segment for 30% design of the Patapsco Regional Greenway, the TLU grant program, additional RTP and CMP corridors as well as new ideas. Several ideas included local plan reviews as related to the building permit data system, a local transportation dashboard, and transportation issues in historic downtowns.

Mr. Cookson supported an AMPO presentation on crash analysis by the Denver Regional Council of Governments.

- **Transportation & Land Use Grant Program**

Ms. Regina Aris walked through a summary of the responses from the TC members. The consensus followed: local jurisdictions and PPP are eligible, planning studies and activities that are up to 30% design, the funding ranges were supported as is, scoring would include EJ and Sustainable Communities, and the review team would include BMC staff and members. Comments included that if additional funding were available that it be directed to these grants. Regarding non-profits, it was recommended that this wait until there is more experience with the grants and consideration of the federal requirements such as Title VI be considered before including non-profit organizations.

There were a number of comments that asked for clarity on the scope. This was addressed when Ms. Aris committed to developing a draft application and scoring criteria in the near future. Pending approval of those documents the BMC will set in motion a release of the Call for Projects.

[PowerPoint: Developing the Transportation and Land Use Connections Grant Program]

8. OTHER BUSINESS

- Mr. Kaufman discussed key dates for the 2022-2025 TIP with the members. The call for projects will start in early January, with new and updated project information due to BMC by March 1. The draft TIP will be open for public comment from mid-May through mid-June, with a vote by the BRTB planned for July 2021. A new TIP coordinator is starting next week. BMC will distribute instructions for the 2022-2025 TIP along with an introduction to the new TIP coordinator in the coming weeks.

ATTENDANCE

Members

Alex Brun – Maryland Department of the Environment
Ken Choi – Maryland Department of Planning
Zach Chissell – Maryland Transit Administration (MDOT MTA)
Steve Cohoon – Queen Anne’s County Department of Public Works
David Cookson – Howard County Office of Transportation
Kwaku Duah – Annapolis Department of Transportation
Dan Janousek – Maryland Department of Transportation (MDOT)
Mary Lane – Carroll County Department of Planning
Martha Arzu McIntosh – Anne Arundel County Office of Transportation
Stephen Miller – State Highway Administration (MDOT SHA)
Alex Rawls – Harford County Department of Planning
Graham Young – Baltimore City Department of Transportation

Staff and Guests

Bala Akundi - Baltimore Metropolitan Council (BMC)
Regina Aris – BMC
Charles Baber - BMC
Lara Bachman - MDOT MTA
Robert Berger - BMC
Cindy Burch - BMC
Josh Crunkelton - AECOM
Rebecca Deibel - BMC
Chris Forinash – Nelson Nygaard
Dennis Fretz – Howard County
Osborne George - O. R. George & Associates
Don Halligan – BMC
Victor Henry - BMC
Mara Kaminowitz – BMC
Zach Kaufman - BMC
Shawn Kimberly – BMC
Todd Lang – BMC
Crystal McDermott – BMC
Sally Nash – City of Annapolis
Eric Norton - CMTA

Tim Ryan - AECOM
Brian Ryder – BMC
Lisa Sirota – MDOT SHA